

# ***Town of Lynnfield***

## **2020 Annual Report**



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**Cover photo by Assistant Town Clerk Diane Hammerbeck**

## **SELECT BOARD**

The Select Board, under the Town Charter, is vested with all executive powers of the Town, except as otherwise provided by the Charter. The Board “shall exercise control over town affairs by recommending major courses of action to the Town Meeting and by setting policies to be carried out by the Town Administrator, and other officers, boards, and commissions appointed by the Select Board.”

The Board also is empowered by the Charter “to enact rules and regulations relating to the conduct of town elections and for the establishment of town policies, not otherwise governed by Statute, this Charter, or By-law, provided, however, that whenever an appropriation shall be necessary to implement such action, the vote of the Board shall be effective only if such appropriation shall be made by the Town Meeting.” The Town Charter also invests in the Board of Selectmen the power to make and rescind appointments for various committees and department heads.

The Board has served as the chief executive power in the Town since its establishment as a municipality. Members were originally elected to one-year terms at the annual town meeting. The three-year overlapping term system for the Board was not adopted until the 1950s.

Under the Town Charter, the Town Administrator is directly responsible to the Board for the performance of duties, and is the principal full-time administrative officer of the Town. The Town Administrator assembles and presents to the Board the annual budget of the Town and shall also be responsible for the development and annual revision of the capital improvements program.

The Town Administrator keeps the Board fully informed regarding the departmental operations, fiscal affairs, problems, administrative actions, and the long range-needs of the Town, and is responsible for the day-to-day administration of personnel system and for purchasing for all Town functions and departments, excepting those of the School Department.

Future historians will no doubt take notice of this section of the Town Report first because of the change in name for this governmental entity. Formerly known as the Board of Selectmen, a name that dates from the Colonial era, the Select Board recognized in 2020 that old traditions must at times give way to new ways of thinking. While Board of Selectmen accurately reflected the compositional makeup of this august body for centuries, the term was no longer descriptive of the more inclusionary Town government of today. In fact, it had been more than two decades since the first woman Board member, Kathleen Caron, was elected, and over a decade since its second woman member, Darlene Drutman, served.

First proposed by member Christopher Barrett and endorsed by the entire Board, the name change – along with a revision of the language in the Town Charter to make it gender-neutral – was passed without opposition at fall town meeting and later approved by the Legislature and the Governor.

Beyond this change in nomenclature, 2020 was a memorable and challenging year for all Town boards, committees and departments, as it was dominated by the response to the COVID-19 pandemic. As the 2019 coronavirus found its way to the United States, Town government, like all public and private entities, struggled to react to the ever-changing information, guidance and mandates. Town Administrator Robert Dolan convened the Emergency Management Team, which has directed the Town’s response to COVID throughout the pandemic.

On March 12, the Senior Center and the Library were closed. By the next week, Town Hall was closed to the public as well. Along with the Lynnfield Public Schools, Town government quickly learned the importance of conducting business “remotely,” with essential employees needed for in-person services continuing to work through the pandemic in person, and those able to work from home learning the ways to provide essential services in innovative ways. Town officials and committees soon learned that they could continue to meet by mastering technological work-arounds. Board meetings were held via the “Zoom” platform, which allowed Board members to deliberate and conduct votes while members of the public watched, listened and participated. Cleaning protocols were implemented, Town workers donned the soon-to-be ubiquitous face masks, and the concept of “social distancing” became the norm.

No aspect of Town government was unaffected by the pandemic, and the Board offers its grateful thanks to the Town employees and volunteers who continued governmental operations while coping with this pandemic, all while informing, helping and protecting the residents and businesses of Lynnfield as much as possible. Through cable television and the internet, Town Administrator Dolan provided weekly updates to residents, with Emergency Management Director Glenn Davis and assorted guests. As scientists worked toward finding a safe vaccine, Lynnfield worked to enforce safety measures and conducted contact tracing to inform residents who has been exposed to the virus. Businesses struggled to cope with the economic impact of the pandemic, and the Town provided interpretation of state law and guidance, and when possible provided assistance such as the allowing of temporary outdoor seating for restaurants.

The pandemic took a very personal turn for Town residents and officials in its earliest weeks, with the passing of longtime Historical Commission member Steven Richard in March. Shortly thereafter, his father, longtime resident Earl Richard, a World War II combat veteran, succumbed to the disease as well. By the end of 2020, there had been a reported 727 cases of COVID-19 in Lynnfield, which does not include countless undiagnosed cases. As of April of 2021, the state has reported that 29 Lynnfield residents have died due to the COVID-19 virus. While Town officials and residents have struggled with the day-to-day disruption of our accustomed way of life, these are tragic losses from which there is no recovery.

Still, as the Town attempted to cope with the pandemic, the more mundane daily demands for services and action continued unabated and were addressed. A town election was held. Two town meetings were conducted, on Saturdays instead of the traditional Monday evenings, and on the Lynnfield High School football field instead of in the Lynnfield Middle School gymnasium. With proper social distancing and safety measures in place, the meetings were well attended. Once again, Lynnfield residents showed their civic spirit and despite all the difficulties imposed by the pandemic, exercised their rights and fulfilled their responsibilities at the town election and open town meetings, two of the purest exercises of democracy extant.

Goals achieved/large projects accomplished:

- Presented a budget, approved by town meeting, that fully funded all existing Town operations and continued funding for a robust capital program, with no need for use of free cash or other one-time sources to fund ongoing operations, and without resorting to a Proposition 2-1/2 override
- Continued to build Town reserves through appropriations to the Stabilization Fund, the Other Post-Employment Benefits Trust, and by maintaining a healthy Free Cash balance, meeting or exceeding the Town’s benchmarks in its financial policies
- Presented to the voters at the fall town meeting and a special municipal election a program to expand the Town’s two elementary schools in order to meet projected

enrollment increases. Voters twice overwhelmingly voted to pass the necessary Proposition 2-12 debt exclusion that will fund this building program. The Board thanks the members of the School Enrollment and Capacity Exploration Committee and its successor committee, the School Building Study Committee, for the hours of study that resulted in this outcome, which will allow the schools to continue to serve their students.

- Continued to work with the Strategic Planning Committee, charged with exploring options that will ensure Town and school facilities will meet future population growth and demand for services, and engaged professional assistance for these efforts and resulting in the final report of that committee, a blueprint for providing for the Town's capital and infrastructure needs.
- Continued work on the revitalization of the Common, with upgrades to walkways, crossings, benches and the lawn.
- Responded to national issues and local instances of hate crimes of vandalism to private and public property by working with local organizations to hold vigils and public discussions that allowed Lynnfield to pronounce loudly that it will not tolerate acts of hate and that Lynnfield is an inclusive and welcoming community.

*Respectfully submitted,*

***SELECT BOARD***

*Christopher J. Barrett, Chair*

*Richard P. Dalton, Vice Chair*

*Philip B. Crawford, Clerk*

*Robert J. Dolan, Town Administrator*

*Robert E. Curtin, Assistant Town Administrator*



# ACCOUNTANT

The Town Accountant's office oversees the maintenance of comprehensive accounting records for the town including cash, general ledgers for all funds, journal and budget entries, subsidiary ledgers and debt records. The Town Accountant's office ensures that the town is in compliance with all municipal finance laws. The Accounting office monitors expenditures of all town funds, examines vouchers, department bills and payrolls for accuracy and availability of funds before payment by Treasurer. The department is responsible for compiling and submitting required reports to state and federal agencies and assisting in the annual independent audit

Goals achieved:

- Actively submitting Federal and State reporting required for the COVID related funds received.
- Successfully completed Server Migration project.
- Completed training on the Federal grant Payment Management System and files required reports quarterly and annually.
- Successfully Completed FY 20 Audit with no management comments cited.
- Received the Certificated of Achievement for Excellence in Financial Reporting for fiscal year ended June 30, 2019 from the Government Finance Officers Association.

I would like to thank the many members of the various boards, committees and departments for their support and assistance during the year. Also, my sincere appreciation to my assistant Janice Coburn for all her efforts and commitment. Together we look forward to serving the Town of Lynnfield in the upcoming year.

*Respectfully Submitted,*  
*Julie McCarthy, Asst. Finance Director/Town Accountant*  
*Janice Coburn, Assistant Town Accountant*



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Town of Lynnfield  
Massachusetts**

For its Comprehensive Annual  
Financial Report  
For the Fiscal Year Ended

June 30, 2019

*Christopher P. Morrell*  
Executive Director/CEO

## Town of Lynnfield Operating Budget Fiscal 2020

	Carryforward	Appropriation	Transfers In/ Transfers Ou	Revised Budget	Expenditures	Encumbrances	Balance
<i>General Government</i>							
<b>Selectmen</b>							
Board Salaries	\$0	\$2,250	\$0	\$2,250	\$1,400	\$0	\$850
Town Administrator	\$0	\$177,300	\$10,601	\$187,901	\$187,248	\$0	\$653
Other Salaries	\$0	\$95,439	\$2,500	\$97,939	\$96,039	\$0	\$1,900
General Town Insurance	\$0	\$740,726	-\$100,000	\$640,726	\$524,061	\$0	\$116,665
Professional Service	\$9,500	\$91,050	\$80,000	\$180,550	\$83,469	\$45,672	\$51,409
Expenses	\$121	\$24,000	\$0	\$24,121	\$17,882	\$0	\$6,240
Contingency Fund	\$0	\$200,000	-\$152,791	\$47,209	\$0	\$0	\$47,209
<b>Selectmen</b>	<b>\$9,621</b>	<b>\$1,330,765</b>	<b>-\$159,690</b>	<b>\$1,180,696</b>	<b>\$910,098</b>	<b>\$45,672</b>	<b>\$224,927</b>
<b>Cable PEG Access</b>							
Salaries	\$0	\$112,588	\$825	\$113,413	\$113,413	\$0	\$0
Expenses	\$0	\$33,595	\$0	\$33,595	\$23,926	\$9,484	\$185
Capital	\$0	\$18,000	\$5,173	\$23,173	\$5,173	\$17,756	\$244
<b>Cable PEG Access</b>	<b>\$0</b>	<b>\$164,183</b>	<b>\$5,998</b>	<b>\$170,181</b>	<b>\$142,512</b>	<b>\$27,240</b>	<b>\$429</b>
<b>Finance Committee</b>							
Other Salaries	\$0	\$3,000	\$0	\$3,000	\$1,515	\$0	\$1,485
Reserve Fund	\$0	\$420	\$0	\$420	\$0	\$0	\$420
Town Reports	\$0	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500
Expenses	\$0	\$45,000	\$0	\$45,000	\$210	\$0	\$44,790
<b>Finance Committee</b>	<b>\$0</b>	<b>\$50,920</b>	<b>\$0</b>	<b>\$50,920</b>	<b>\$1,725</b>	<b>\$0</b>	<b>\$49,195</b>
<b>Town Accountant</b>							
Accountant Salary	\$0	\$118,675	\$13,740	\$132,415	\$132,415	\$0	\$0
Other Salaries	\$0	\$61,932	\$1,175	\$63,107	\$60,472	\$0	\$2,635
Expenses	\$0	\$5,255	\$0	\$5,255	\$2,212	\$0	\$3,043
<b>Town Accountant</b>	<b>\$0</b>	<b>\$185,862</b>	<b>\$14,915</b>	<b>\$200,777</b>	<b>\$195,098</b>	<b>\$0</b>	<b>\$5,678</b>
<b>Board of Assessors</b>							
Board Salaries	\$0	\$11,500	\$0	\$11,500	\$11,200	\$0	\$300
Other salaries	\$0	\$140,905	\$300	\$141,205	\$134,501	\$0	\$6,704
Professional Services	\$0	\$43,935	\$0	\$43,935	\$28,485	\$0	\$15,450
Revaluation	\$0	\$8,200	\$0	\$8,200	\$8,200	\$0	\$0
Expenses	\$697	\$11,970	\$0	\$12,667	\$4,527	\$152	\$7,988
<b>Board of Assessors</b>	<b>\$697</b>	<b>\$216,510</b>	<b>\$300</b>	<b>\$217,507</b>	<b>\$186,912</b>	<b>\$152</b>	<b>\$30,442</b>
<b>Town Counsel</b>							
Professional Services	\$4,750	\$75,000	\$50,000	\$129,750	\$96,024	\$19,113	\$14,613
Expenses	\$0	\$3,000	\$0	\$3,000	\$3,000	\$0	\$0
<b>Town Counsel</b>	<b>\$4,750</b>	<b>\$78,000</b>	<b>\$50,000</b>	<b>\$132,750</b>	<b>\$99,024</b>	<b>\$19,113</b>	<b>\$14,613</b>
<b>Personnel Board</b>							
Other Salaries	\$0	\$1,874	\$0	\$1,874	\$0	\$0	\$1,874
Professional Services	\$0	\$2,870	\$0	\$2,870	\$0	\$0	\$2,870
Expenses	\$0	\$330	\$0	\$330	\$0	\$0	\$330
<b>Personnel Board</b>	<b>\$0</b>	<b>\$5,074</b>	<b>\$0</b>	<b>\$5,074</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,074</b>
<b>Land Use (Planning &amp; Conservation)</b>							
Director Salaries	\$0	\$81,600	\$1,044	\$82,644	\$82,644	\$0	\$0
Administrative Salaries	\$0	\$70,326	\$1,055	\$71,381	\$69,860	\$0	\$1,521
Expenses	\$0	\$10,704	\$0	\$10,704	\$10,655	\$24	\$25
<b>Conservation Commissic</b>	<b>\$0</b>	<b>\$162,630</b>	<b>\$2,099</b>	<b>\$164,729</b>	<b>\$163,159</b>	<b>\$24</b>	<b>\$1,546</b>
<b>Conservation Commission</b>							
Expenses	\$80	\$1,545	\$0	\$1,625	\$1,104	\$0	\$521
Open Space	\$450	\$1,545	\$0	\$1,995	\$1,128	\$0	\$867
<b>Planning Board</b>	<b>\$530</b>	<b>\$3,090</b>	<b>\$0</b>	<b>\$3,620</b>	<b>\$2,231</b>	<b>\$0</b>	<b>\$1,388</b>
<b>Board of Appeals</b>							
Expenses	\$304	\$2,741	\$0	\$3,045	\$1,768	\$0	\$1,277
<b>Board of Appeals</b>	<b>\$304</b>	<b>\$2,741</b>	<b>\$0</b>	<b>\$3,045</b>	<b>\$1,768</b>	<b>\$0</b>	<b>\$1,277</b>
<b>General Government</b>	<b>\$15,902</b>	<b>\$2,035,592</b>	<b>-\$92,376</b>	<b>\$1,959,118</b>	<b>\$1,560,016</b>	<b>\$64,961</b>	<b>\$334,141</b>

## Town of Lynnfield Operating Budget Fiscal 2020

	Carryforward	Appropriation	Transfers In/ Transfers Out	Revised Budget	Expenditures	Encumbrances	Balance
<i>Finance &amp; Administration</i>							
<b>Treasurer</b>							
Treasurer Salaries	\$0	\$80,772	\$41,000	\$121,772	\$120,406	\$0	\$1,366
Clerical Salaries	\$0	\$111,773	\$3,760	\$115,533	\$115,533	\$0	\$0
<b>Expenses</b>	<b>\$445</b>	<b>\$28,740</b>	<b>\$0</b>	<b>\$29,185</b>	<b>\$18,897</b>	<b>\$0</b>	<b>\$10,288</b>
<b>Treasurer</b>	<b>\$445</b>	<b>\$221,285</b>	<b>\$44,760</b>	<b>\$266,490</b>	<b>\$254,836</b>	<b>\$0</b>	<b>\$11,654</b>
<b>Tax Collector</b>							
Expenses	\$0	\$21,050	\$0	\$21,050	\$15,480	\$0	\$5,570
SR-work off program	\$0	\$9,000	-\$7,038	\$1,962	\$1,962	\$0	\$0
<b>Tax Collector</b>	<b>\$0</b>	<b>\$30,050</b>	<b>-\$7,038</b>	<b>\$23,012</b>	<b>\$17,442</b>	<b>\$0</b>	<b>\$5,570</b>
<b>Operations Support</b>							
Other Salaries	\$0	\$75,122	\$300	\$75,422	\$51,606	\$0	\$23,816
<b>Expenses</b>	<b>\$0</b>	<b>\$47,400</b>	<b>\$0</b>	<b>\$47,400</b>	<b>\$25,327</b>	<b>\$0</b>	<b>\$22,073</b>
<b>Operations Support</b>	<b>\$0</b>	<b>\$122,522</b>	<b>\$300</b>	<b>\$122,822</b>	<b>\$76,933</b>	<b>\$0</b>	<b>\$45,889</b>
<b>Information Systems</b>							
Other Salaries	\$0	\$0	\$2,505	\$2,505	\$2,505	\$0	\$0
IT Capital	\$45,000	\$48,170	\$0	\$93,170	\$83,500	\$0	\$9,670
<b>Expenses</b>	<b>\$15,746</b>	<b>\$203,799</b>	<b>\$0</b>	<b>\$219,545</b>	<b>\$207,821</b>	<b>\$0</b>	<b>\$11,725</b>
<b>Information Systems</b>	<b>\$60,746</b>	<b>\$251,969</b>	<b>\$2,505</b>	<b>\$315,220</b>	<b>\$293,825</b>	<b>\$0</b>	<b>\$21,395</b>
<b>Town Clerk</b>							
Other Salaries	\$0	\$133,622	\$3,368	\$136,990	\$136,990	\$0	\$0
Election Expense	\$0	\$25,072	\$0	\$25,072	\$18,010	\$0	\$7,062
Registration Expense	\$0	\$4,700	\$0	\$4,700	\$4,420	\$0	\$280
<b>Expenses</b>	<b>\$0</b>	<b>\$11,290</b>	<b>\$0</b>	<b>\$11,290</b>	<b>\$8,695</b>	<b>\$0</b>	<b>\$2,595</b>
<b>Town Clerk</b>	<b>\$0</b>	<b>\$174,684</b>	<b>\$3,368</b>	<b>\$178,052</b>	<b>\$168,115</b>	<b>\$0</b>	<b>\$9,937</b>
<b>Finance &amp; Admin</b>	<b>\$61,192</b>	<b>\$800,510</b>	<b>\$43,894</b>	<b>\$905,596</b>	<b>\$811,151</b>	<b>\$0</b>	<b>\$94,445</b>
<i>Public Safety</i>							
<b>Police Department</b>							
Chief Salary	\$0	\$199,627	\$2,827	\$202,454	\$202,297	\$0	\$157
Other Salaries	\$6,240	\$2,272,015	\$44,500	\$2,322,755	\$2,227,523	\$0	\$95,232
Patrolmen Overtime	\$0	\$401,865	\$50,000	\$451,865	\$451,865	\$0	\$0
Patrolmen Training	\$0	\$133,633	\$0	\$133,633	\$107,473	\$0	\$26,160
<b>Expenses</b>	<b>\$0</b>	<b>\$223,925</b>	<b>\$0</b>	<b>\$223,925</b>	<b>\$218,007</b>	<b>\$2,281</b>	<b>\$3,637</b>
<b>Police Department</b>	<b>\$6,240</b>	<b>\$3,231,065</b>	<b>\$97,327</b>	<b>\$3,334,632</b>	<b>\$3,207,165</b>	<b>\$2,281</b>	<b>\$125,186</b>
<b>Fire Department</b>							
Chief Salary	\$0	\$135,000	\$6,050	\$141,050	\$140,038	\$724	\$288
Firefighter Salaries	\$1,564	\$871,821	\$0	\$873,385	\$824,212	\$0	\$49,173
Call Firefighter Salaries	\$0	\$484,389	\$0	\$484,389	\$457,312	\$0	\$27,077
Fire Alarm Salaries	\$0	\$14,934	\$0	\$14,934	\$11,650	\$0	\$3,284
<b>Expenses</b>	<b>\$290</b>	<b>\$116,869</b>	<b>\$0</b>	<b>\$117,159</b>	<b>\$112,630</b>	<b>\$738</b>	<b>\$3,791</b>
Fire Alarm Expenses	\$836	\$13,882	\$0	\$14,718	\$13,467	\$193	\$1,058
<b>Fire Department</b>	<b>\$2,690</b>	<b>\$1,636,895</b>	<b>\$6,050</b>	<b>\$1,645,635</b>	<b>\$1,559,309</b>	<b>\$1,655</b>	<b>\$84,671</b>
<b>Zoning Enforcement/Inspect</b>							
Other Salaries	\$0	\$79,663	\$923	\$80,586	\$75,656	\$0	\$4,930
Professional Services	\$0	\$165,195	\$73,381	\$238,576	\$238,575	\$0	\$1
<b>Expenses</b>	<b>\$335</b>	<b>\$13,131</b>	<b>\$0</b>	<b>\$13,466</b>	<b>\$7,968</b>	<b>\$955</b>	<b>\$4,543</b>
<b>Zoning Enforcement/Ins</b>	<b>\$335</b>	<b>\$257,989</b>	<b>\$74,304</b>	<b>\$332,628</b>	<b>\$322,199</b>	<b>\$955</b>	<b>\$9,474</b>
<b>Emergency Management</b>							
Director Salary	\$0	\$2,500	\$0	\$2,500	\$2,500	\$0	\$0
<b>Expenses</b>	<b>\$0</b>	<b>\$1</b>	<b>\$0</b>	<b>\$1</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1</b>
<b>Civil Defense</b>	<b>\$0</b>	<b>\$2,501</b>	<b>\$0</b>	<b>\$2,501</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$1</b>
<b>Animal Control Officer</b>							
Director Salary	\$0	\$27,552	\$0	\$27,552	\$26,879	\$0	\$673
<b>Expenses</b>	<b>\$0</b>	<b>\$1,854</b>	<b>\$0</b>	<b>\$1,854</b>	<b>\$346</b>	<b>\$0</b>	<b>\$1,508</b>
<b>Dog Officer</b>	<b>\$0</b>	<b>\$29,406</b>	<b>\$0</b>	<b>\$29,406</b>	<b>\$27,225</b>	<b>\$0</b>	<b>\$2,181</b>
<b>Public Safety</b>	<b>\$9,265</b>	<b>\$5,157,856</b>	<b>\$177,681</b>	<b>\$5,344,802</b>	<b>\$5,118,398</b>	<b>\$4,890</b>	<b>\$221,514</b>

## Town of Lynnfield Operating Budget Fiscal 2020

	Carryforward	Appropriation	Transfers In/ Transfers Out	Revised Budget	Expenditures	Encumbrances	Balance
<b>Education</b>							
<b>Treasurer</b>							
North Shore Voke	\$0	\$505,039	-\$4,589	\$500,450	\$500,450	\$0	\$0
Treasurer	\$0	\$505,039	-\$4,589	\$500,450	\$500,450	\$0	\$0
<b>School District-wide</b>							
1110 SCHOOL COMMITTEE	\$0	13,469.00	0.00	13,469.00	24,504.17	0.00	-\$11,035
1210 SUPERINTENDENT	\$0	309,176.00	0.00	309,176.00	359,143.93	309.49	-\$50,277
1230 OTHER DISTRICT-WIDE ADMIN	\$0	129,385.00	0.00	129,385.00	129,385.94	0.00	-\$1
1410 BUSINESS AND FINANCE	\$0	274,055.00	-855.04	273,199.96	287,191.60	368.75	-\$14,360
1430 LEGAL SVCS FOR SCHOOL COM	\$0	65,000.00	0.00	65,000.00	44,345.70	0.00	\$20,654
1450 DISTRICT-WIDE INFO MGMT &	\$0	589,618.00	28,903.66	618,521.66	660,939.99	26,339.88	-\$68,758
2110 CURRICULUM DIR (SUPERVISC	\$0	356,387.00	3,530.00	359,917.00	362,064.37	0.00	-\$2,147
2250 BUILDING TECHNOLOGY	\$0	85,456.00	5,500.00	90,956.00	127,269.70	0.00	-\$36,314
2305 ALL TEACHERS	\$0	505,394.00	-26,500.00	478,894.00	509,093.83	0.00	-\$30,200
2320 THERAPISTS (NON TEACHERS)	\$0	614,040.00	3,000.00	617,040.00	561,481.48	4,075.83	\$51,483
2325 SHORT TERM SUBSTITUTES	\$0	156,500.00	0.00	156,500.00	2,432.50	0.00	\$154,068
2330 NON-CLER PARAPROF/INSTRU	\$0	131,575.00	29,000.00	160,575.00	147,761.06	0.00	\$12,814
2354 PROF DEV STIPENDS & EXP	\$0	70,000.00	0.00	70,000.00	59,030.83	0.00	\$10,969
2356 INSTR STAFF PROF DEV	\$0	54,100.00	11,574.00	65,674.00	45,810.59	705.00	\$19,158
2357 PROF DEV STIP, PROVIDERS	\$0	8,500.00	-8,500.00	0.00	0.00	0.00	\$0
2358 OUTSIDE PROF DEV PROVIDER	\$0	2,000.00	0.00	2,000.00	1,838.25	0.00	\$162
2420 INSTRUCTIONAL EQUIPMENT	\$0	53,000.00	3,021.68	56,021.68	59,944.52	3,804.99	-\$7,728
2720 TESTING AND ASSESSMENT	\$0	15,000.00	0.00	15,000.00	8,447.31	9,663.63	-\$3,111
2800 PSYCHOLOGICAL SERVICES	\$0	127,947.00	0.00	127,947.00	112,295.72	0.00	\$15,651
3100 ATTEND & PARENT LIASON SV	\$0	1,976.00	0.00	1,976.00	1,979.41	0.00	-\$3
3300 TRANSPORTATION SERVICES	\$0	345,572.00	0.00	345,572.00	332,030.21	0.00	\$13,542
4130 UTILITY SERVICES	\$0	11,500.00	212.00	11,712.00	12,162.71	0.00	-\$451
4220 MAINTENANCE OF BUILDINGS	\$0	10,000.00	0.00	10,000.00	12,364.50	1,696.00	-\$4,061
4225 BUILDING SECURITY SYSTEM	\$0	39,400.00	0.00	39,400.00	34,514.77	0.00	\$4,885
4230 MAINTENANCE OF EQUIPMEN	\$0	1,500.00	0.00	1,500.00	7,925.00	0.00	-\$6,425
4400 NETWORKING & TELECOMMUN	\$0	56,014.00	21.25	56,035.25	45,791.63	0.00	\$10,244
4450 TECHNOLOGY MAINTENANCE	\$0	6,100.00	7,500.00	13,600.00	4,425.07	0.00	\$9,175
5150 EMPL SICK & VACATION BUY	\$0	3,825.00	0.00	3,825.00	3,825.00	0.00	\$0
5200 INSURANCE FOR ACTIVE EMPL	\$0	2,938,548.00	43,000.00	2,981,548.00	2,935,542.95	10,000.00	\$36,005
5300 RENTAL-LEASE EQUIPMENT	\$0	144,000.00	0.00	144,000.00	127,513.82	1,560.04	\$14,926
9100 TUITION TO MASS SCHOOLS	\$0	35,340.00	0.00	35,340.00	28,000.00	0.00	\$7,340
9300 TUITION TO NON-PUBLIC SCH	\$0	345,352.00	7,402.05	352,754.05	855,238.23	0.00	-\$502,484
9400 TUITION TO COLLABORATIVES	\$0	268,533.00	0.00	268,533.00	400,959.25	0.00	-\$132,426
3400 FOOD SERVICES	\$0	0.00	0.00	0.00	200,639.33	0.00	-200,639.33
<b>District-wide</b>	<b>\$0</b>	<b>\$7,768,262</b>	<b>\$106,810</b>	<b>\$7,875,072</b>	<b>\$8,505,893</b>	<b>\$58,524</b>	<b>-\$689,345</b>
<b>Summer Street School</b>							
2210 SCHOOL LEADERSHIP-BUILDIN	\$0	241,872.00	0.00	241,872.00	242,348.47	0.00	-\$476
2305 ALL TEACHERS	\$0	2,476,675.00	27,825.00	2,504,500.00	2,465,210.00	0.00	\$39,290
2310 TEACHERS, SPECIALISTS	\$0	108,000.00	-108,000.00	0.00	0.00	0.00	\$0
2320 THERAPISTS (NON TEACHERS)	\$0	88,938.00	0.00	88,938.00	88,937.19	0.00	\$1
2324 LONG TERM SUBSTITUTES	\$0	0.00	0.00	0.00	16,970.00	0.00	-\$16,970
2325 SHORT TERM SUBSTITUTES	\$0	35,640.00	0.00	35,640.00	21,894.62	0.00	\$13,745
2330 NON-CLER PARAPROF/INSTRU	\$0	203,784.00	-609.00	203,175.00	168,155.77	0.00	\$35,019
2340 LIBRARIANS AND MEDIA CTR	\$0	79,357.00	6,000.00	85,357.00	71,855.37	0.00	\$13,502
2351 PROF DEVELOPMENT LEADERS	\$0	102,642.00	0.00	102,642.00	102,640.92	0.00	\$1
2356 INSTR STAFF PROF DEV	\$0	5,950.00	0.00	5,950.00	1,463.98	0.00	\$4,486
2358 OUTSIDE PROF DEV PROVIDER	\$0	4,000.00	0.00	4,000.00	100.00	0.00	\$3,900
2415 OTHER INSTRUCTIONAL MATE	\$0	8,550.00	0.00	8,550.00	6,862.76	1,916.76	-\$230
2420 INSTRUCTIONAL EQUIPMENT	\$0	2,000.00	0.00	2,000.00	1,825.84	0.00	\$174
2430 GENERAL SUPPLIES	\$0	71,100.00	0.00	71,100.00	67,779.05	989.30	\$2,332
2451 CLASSROOM INSTR TECHNOLC	\$0	15,500.00	1,710.30	17,210.30	9,058.55	0.00	\$8,152
2720 TESTING AND ASSESSMENT	\$0	800.00	0.00	800.00	688.30	0.00	\$112
2800 PSYCHOLOGICAL SERVICES	\$0	96,074.00	0.00	96,074.00	96,072.21	0.00	\$2
3200 MEDICAL/HEALTH SERVICES	\$0	90,727.00	0.00	90,727.00	91,038.75	0.00	-\$312
4130 UTILITY SERVICES	\$0	3,800.00	0.00	3,800.00	6,520.46	0.00	-\$2,720
4230 MAINTENANCE OF EQUIPMEN	\$0	0.00	0.00	0.00	0.00	4,828.26	-\$4,828
5150 EMPL SICK & VACATION BUY	\$0	8,000.00	0.00	8,000.00	4,560.00	0.00	\$3,440
<b>Summer Street School</b>	<b>\$0</b>	<b>\$3,643,409</b>	<b>-\$73,074</b>	<b>\$3,570,335</b>	<b>\$3,570,335</b>	<b>\$7,734</b>	<b>\$98,619</b>

## Town of Lynnfield Operating Budget Fiscal 2020

	Carryforward	Appropriation	Transfers In/ Transfers Out	Revised Budget	Expenditures	Encumbrances	Balance
<b>Education</b>							
<b>Huckleberry Hill School</b>							
2210 SCHOOL LEADERSHIP-BUILDIN	\$0	252,321.00	-13,325.00	238,996.00	222,733.28	0.00	\$16,263
2305 ALL TEACHERS	\$0	2,652,675.00	91,000.00	2,743,675.00	2,655,880.47	0.00	\$87,795
2310 TEACHERS, SPECIALISTS	\$0	108,000.00	-108,000.00	0.00	0.00	0.00	\$0
2320 THERAPISTS (NON TEACHERS)	\$0	81,470.00	3,000.00	84,470.00	81,469.53	0.00	\$3,000
2324 LONG TERM SUBSTITUTES	\$0	0.00	0.00	0.00	0.00	0.00	\$0
2325 SHORT TERM SUBSTITUTES	\$0	37,000.00	0.00	37,000.00	25,155.00	0.00	\$11,845
2330 NON-CLER PARAPROF/INSTRU	\$0	455,619.00	37,000.00	492,619.00	456,872.76	0.00	\$35,746
2340 LIBRARIANS AND MEDIA CTR	\$0	89,727.00	0.00	89,727.00	90,774.75	0.00	-\$1,048
2351 PROF DEVELOPMENT LEADERS	\$0	102,642.00	0.00	102,642.00	102,640.92	0.00	\$1
2356 INSTR STAFF PROF DEV	\$0	5,950.00	0.00	5,950.00	2,253.69	0.00	\$3,696
2358 OUTSIDE PROF DEV PROVIDER	\$0	4,000.00	0.00	4,000.00	1,243.95	0.00	\$2,756
2415 OTHER INSTRUCTIONAL MATE	\$0	8,550.00	0.00	8,550.00	8,181.50	0.00	\$369
2420 INSTRUCTIONAL EQUIPMENT	\$0	2,000.00	0.00	2,000.00	67.17	0.00	\$1,933
2430 GENERAL SUPPLIES	\$0	70,050.00	1,588.85	71,638.85	64,680.48	49.00	\$6,909
2451 CLASSROOM INSTR TECHNOLC	\$0	15,800.00	1,710.30	17,510.30	18,213.45	0.00	-\$703
2720 TESTING AND ASSESSMENT	\$0	600.00	0.00	600.00	549.61	0.00	\$50
2800 PSYCHOLOGICAL SERVICES	\$0	70,683.00	2,000.00	72,683.00	70,684.11	0.00	\$1,999
3200 MEDICAL/HEALTH SERVICES	\$0	82,552.00	0.00	82,552.00	82,819.76	0.00	-\$268
4130 UTILITY SERVICES	\$0	3,800.00	0.00	3,800.00	4,871.60	0.00	-\$1,072
4230 MAINTENANCE OF EQUIPMEN	\$0	0.00	0.00	0.00	7,500.00	0.00	-\$7,500
<b>Huckleberry Hill School</b>	<b>\$0</b>	<b>\$4,043,439</b>	<b>\$14,974</b>	<b>\$4,058,413</b>	<b>\$3,896,592</b>	<b>\$49</b>	<b>\$161,772</b>
<b>Middle School</b>							
2210 SCHOOL LEADERSHIP-BUILDIN	\$0	325,511.00	1,000.00	326,511.00	332,025.54	128.44	-\$5,643
2305 ALL TEACHERS	\$0	4,423,992.00	118,507.00	4,542,499.00	4,373,369.14	0.00	\$169,130
2310 TEACHERS, SPECIALISTS	\$0	117,000.00	-117,000.00	0.00	0.00	0.00	\$0
2320 THERAPISTS (NON TEACHERS)	\$0	72,782.00	3,000.00	75,782.00	72,781.74	0.00	\$3,000
2324 LONG TERM SUBSTITUTES	\$0	0.00	0.00	0.00	77,342.50	0.00	-\$77,343
2325 SHORT TERM SUBSTITUTES	\$0	44,022.00	0.00	44,022.00	23,512.50	0.00	\$20,510
2330 NON-CLER PARAPROF/INSTRU	\$0	333,374.00	-25,000.00	308,374.00	267,824.22	0.00	\$40,550
2340 LIBRARIANS AND MEDIA CTR	\$0	90,802.00	0.00	90,802.00	90,801.19	0.00	\$1
2351 PROF DEVELOPMENT LEADERS	\$0	198,808.00	-18.00	198,790.00	198,807.83	0.00	-\$18
2356 INSTR STAFF PROF DEV	\$0	13,800.00	0.00	13,800.00	3,787.00	0.00	\$10,013
2357 PROF DEV STIP, PROVIDERS	\$0	0.00	0.00	0.00	0.00	0.00	\$0
2358 OUTSIDE PROF DEV PROVIDER	\$0	500.00	0.00	500.00	0.00	0.00	\$500
2410 TEXTBOOKS/SOFTWARE/MEDI	\$0	19,200.00	0.00	19,200.00	17,299.54	0.00	\$1,900
2415 OTHER INSTRUCTIONAL MATE	\$0	8,250.00	0.00	8,250.00	7,798.91	0.00	\$451
2430 GENERAL SUPPLIES	\$0	75,950.00	0.00	75,950.00	70,427.04	870.00	\$4,653
2451 CLASSROOM INSTR TECHNOLC	\$0	6,500.00	0.00	6,500.00	6,500.00	0.00	\$0
2453 OTHER INSTRUCTIONAL HARD	\$0	3,200.00	0.00	3,200.00	3,200.00	0.00	\$0
2710 GUIDANCE	\$0	105,059.00	10,000.00	115,059.00	112,358.37	0.00	\$2,701
2720 TESTING AND ASSESSMENT	\$0	1,000.00	0.00	1,000.00	803.95	0.00	\$196
2800 PSYCHOLOGICAL SERVICES	\$0	153,410.00	7,190.00	160,600.00	153,411.30	0.00	\$7,189
3200 MEDICAL/HEALTH SERVICES	\$0	91,613.00	0.00	91,613.00	92,188.59	0.00	-\$576
3520 OTHER STUDENT ACTIVITIES	\$0	10,830.00	0.00	10,830.00	6,530.88	0.00	\$4,299
4130 UTILITY SERVICES	\$0	7,000.00	0.00	7,000.00	7,486.34	0.00	-\$486
4230 MAINTENANCE OF EQUIPMEN	\$0	3,500.00	0.00	3,500.00	17,683.47	571.95	-\$14,755
5150 EMPL SICK & VACATION BUY	\$0	8,000.00	0.00	8,000.00	5,850.00	0.00	\$2,150
<b>Middle School</b>	<b>\$0</b>	<b>\$6,114,103</b>	<b>-\$2,321</b>	<b>\$6,111,782</b>	<b>\$5,941,790</b>	<b>\$1,570</b>	<b>\$168,422</b>

### Town of Lynnfield Operating Budget Fiscal 2020

	Carryforward	Appropriation	Transfers In/ Transfers Out	Revised Budget	Expenditures	Encumbrances	Balance
<b>Education</b>							
<b>High School</b>							
2210 SCHOOL LEADERSHIP-BUILDIN	\$0	410,316.00	500.00	410,816.00	408,137.48	2,317.23	\$361
2250 BUILDING TECHNOLOGY	\$0	500.00	-500.00	0.00	0.00	0.00	\$0
2305 ALL TEACHERS	\$0	5,147,195.00	30,000.00	5,177,195.00	5,097,761.33	0.00	\$79,434
2310 TEACHERS, SPECIALISTS	\$0	10,000.00	-10,000.00	0.00	0.00	0.00	\$0
2324 LONG TERM SUBSTITUTES	\$0	0.00	0.00	0.00	8,925.00	0.00	-\$8,925
2325 SHORT TERM SUBSTITUTES	\$0	33,822.00	0.00	33,822.00	25,779.00	0.00	\$8,043
2330 NON-CLER PARAPROF/INSTRU	\$0	261,697.00	25,000.00	286,697.00	236,499.99	0.00	\$50,197
2340 LIBRARIANS AND MEDIA CTR	\$0	96,174.00	0.00	96,174.00	96,172.46	0.00	\$2
2356 INSTR STAFF PROF DEV	\$0	16,045.00	0.00	16,045.00	9,838.74	645.00	\$5,561
2357 PROF DEV STIP, PROVIDERS	\$0	0.00	0.00	0.00	0.00	0.00	\$0
2358 OUTSIDE PROF DEV PROVIDER	\$0	1,100.00	0.00	1,100.00	140.00	0.00	\$960
2410 TEXTBOOKS/SOFTWARE/MEDI	\$0	22,632.00	4,583.86	27,215.86	24,407.33	1,875.00	\$934
2415 OTHER INSTRUCTIONAL MATE	\$0	12,293.00	0.00	12,293.00	3,200.76	40.00	\$9,052
2430 GENERAL SUPPLIES	\$0	58,924.00	3,127.22	62,051.22	40,526.92	1,518.51	\$20,006
2453 OTHER INSTRUCTIONAL HARD	\$0	2,000.00	0.00	2,000.00	1,759.98	0.00	\$240
2710 GUIDANCE	\$0	404,880.00	5,000.00	409,880.00	404,105.18	0.00	\$5,775
2720 TESTING AND ASSESSMENT	\$0	6,550.00	0.00	6,550.00	7,112.50	0.00	-\$563
2800 PSYCHOLOGICAL SERVICES	\$0	97,149.00	0.00	97,149.00	97,147.21	0.00	\$2
3100 ATTEND & PARENT LIASON SV	\$0	44,740.00	1,700.00	46,440.00	48,333.13	0.00	-\$1,893
3200 MEDICAL/HEALTH SERVICES	\$0	98,270.00	0.00	98,270.00	98,486.12	0.00	-\$216
3510 ATHLETICS	\$0	776,226.00	200.00	776,426.00	666,533.18	0.00	\$109,893
3520 OTHER STUDENT ACTIVITIES	\$0	14,667.00	0.00	14,667.00	13,935.13	0.00	\$732
4130 UTILITY SERVICES	\$0	5,500.00	0.00	5,500.00	5,502.81	0.00	-\$3
4230 MAINTENANCE OF EQUIPMEN	\$0	3,000.00	0.00	3,000.00	21,554.70	0.00	-\$18,555
5150 EMPL SICK & VACATION BUY	\$0	8,000.00	0.00	8,000.00	6,570.00	0.00	\$1,430
<b>High School</b>	<b>\$0</b>	<b>\$7,531,680</b>	<b>\$59,611</b>	<b>\$7,591,291</b>	<b>\$7,322,429</b>	<b>\$6,396</b>	<b>\$262,466</b>
<b>Education</b>	<b>\$0</b>	<b>\$29,733,879</b>	<b>\$101,411</b>	<b>\$29,835,290</b>	<b>\$26,279,450</b>	<b>\$74,273</b>	<b>\$17,585</b>

## Town of Lynnfield Operating Budget Fiscal 2020

	Carryforward	Appropriation	Transfers In/ Transfers Out	Revised Budget	Expenditures	Encumbrances	Balance
<b>Public Works</b>							
<b>Municipal Buildings</b>							
Other Salaries	\$0	\$245,742	\$3,653	\$249,395	\$217,806	\$0	\$31,589
Expenses	\$10,314	\$371,500	\$0	\$381,814	\$335,459	\$20,953	\$25,402
<b>Municipal Buildings</b>	<b>\$10,314</b>	<b>\$617,242</b>	<b>\$3,653</b>	<b>\$631,209</b>	<b>\$553,265</b>	<b>\$20,953</b>	<b>\$56,991</b>
<b>School Buildings</b>							
Other Salaries	\$0	\$1,093,418	\$18,525	\$1,111,943	\$1,039,810	\$0	\$72,133
Expenses	\$0	\$1,357,870	\$0	\$1,357,870	\$1,173,233	\$75,386	\$109,251
Energy Supply	\$83,087	\$724,000	\$0	\$807,087	\$604,723	\$0	\$202,364
<b>School Buildings</b>	<b>\$83,087</b>	<b>\$3,175,288</b>	<b>\$18,525</b>	<b>\$3,276,900</b>	<b>\$2,817,766</b>	<b>\$75,386</b>	<b>\$383,748</b>
<b>Public Works Admin</b>							
Director Salary	\$0	\$134,985	\$4,000	\$138,985	\$137,955	\$0	\$1,030
Other Salaries	\$0	\$526,034	\$12,021	\$538,055	\$538,055	\$0	\$0
Expenses	\$0	\$9,500	\$0	\$9,500	\$7,367	\$50	\$2,083
Motor fuel/oil	\$0	\$134,000	\$0	\$134,000	\$77,314	\$2,202	\$54,484
<b>Public Works Admin</b>	<b>\$0</b>	<b>\$804,519</b>	<b>\$16,021</b>	<b>\$820,540</b>	<b>\$760,691</b>	<b>\$2,251</b>	<b>\$57,598</b>
<b>Highway</b>							
Other Salaries	\$0	\$888,734	\$11,305	\$900,039	\$827,740	\$0	\$72,299
Expenses	\$65,112	\$561,992	\$0	\$627,104	\$552,275	\$56,593	\$18,236
<b>Highway</b>	<b>\$65,112</b>	<b>\$1,450,726</b>	<b>\$11,305</b>	<b>\$1,527,143</b>	<b>\$1,380,015</b>	<b>\$56,593</b>	<b>\$90,535</b>
<b>Snow &amp; Ice</b>							
Expenses	\$0	\$120,000	\$0	\$120,000	\$308,942	\$0	-\$188,942
<b>Snow &amp; Ice</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$308,942</b>	<b>\$0</b>	<b>-\$188,942</b>
<b>Street Lights</b>							
Expenses	\$53,640	\$180,000	\$0	\$233,640	\$164,219	\$22,173	\$47,248
<b>Street Lights</b>	<b>\$53,640</b>	<b>\$180,000</b>	<b>\$0</b>	<b>\$233,640</b>	<b>\$164,219</b>	<b>\$22,173</b>	<b>\$47,248</b>
<b>Sidewalks</b>							
Expenses	\$1,200	\$25,000	\$0	\$26,200	\$26,200	\$0	\$0
<b>Sidewalks</b>	<b>\$1,200</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$26,200</b>	<b>\$26,200</b>	<b>\$0</b>	<b>\$0</b>
<b>Rubbish Removal</b>							
Expenses	\$0	\$842,095	\$0	\$842,095	\$842,095	\$0	\$0
<b>Rubbish Removal</b>	<b>\$0</b>	<b>\$842,095</b>	<b>\$0</b>	<b>\$842,095</b>	<b>\$842,095</b>	<b>\$0</b>	<b>\$0</b>
<b>Public Works</b>	<b>\$212,152</b>	<b>\$7,189,870</b>	<b>\$49,504</b>	<b>\$7,451,526</b>	<b>\$6,826,993</b>	<b>\$177,357</b>	<b>\$447,177</b>
<b>Human Services</b>							
<b>Board of Health</b>							
Other Salaries	\$0	\$92,068	\$1,000	\$93,068	\$89,481	\$0	\$3,587
Expenses	\$632	\$40,304	\$4,000	\$44,936	\$34,000	\$48	\$10,888
<b>Board of Health</b>	<b>\$632</b>	<b>\$132,372</b>	<b>\$5,000</b>	<b>\$138,004</b>	<b>\$123,481</b>	<b>\$48</b>	<b>\$14,475</b>
<b>Council on Aging</b>							
Other Salaries	\$0	\$336,257	\$2,000	\$338,257	\$308,406	\$0	\$29,851
Expenses	\$86	\$26,949	\$0	\$27,035	\$23,659	\$0	\$3,376
<b>Council on Aging</b>	<b>\$86</b>	<b>\$363,206</b>	<b>\$2,000</b>	<b>\$365,292</b>	<b>\$332,064</b>	<b>\$0</b>	<b>\$33,228</b>
<b>Veterans Agents</b>							
Director Salary	\$0	\$15,912	\$0	\$15,912	\$15,912	\$0	\$0
Veterans Benefits	\$0	\$24,000	\$0	\$24,000	\$23,051	\$0	\$949
Expenses	\$0	\$1,300	\$0	\$1,300	\$790	\$0	\$511
<b>Veterans Agents</b>	<b>\$0</b>	<b>\$41,212</b>	<b>\$0</b>	<b>\$41,212</b>	<b>\$39,752</b>	<b>\$0</b>	<b>\$1,460</b>
<b>Human Services</b>	<b>\$718</b>	<b>\$536,790</b>	<b>\$7,000</b>	<b>\$544,508</b>	<b>\$495,298</b>	<b>\$48</b>	<b>\$49,163</b>

## Town of Lynnfield Operating Budget Fiscal 2020

	Carryforward	Appropriation	Transfers In/ Transfers Out	Revised Budget	Expenditures	Encumbrances	Balance
<b>Culture &amp; Recreation</b>							
<b>Veterans Agent</b>							
Memorial Day	\$0	\$7,000	\$0	\$7,000	\$708	\$0	\$6,292
Veterans Agent	\$0	\$7,000	\$0	\$7,000	\$708	\$0	\$6,292
<b>Library</b>							
Director Salary	\$0	\$94,085	\$1,000	\$95,085	\$94,174	\$0	\$911
Other Salaries	\$0	\$542,575	-\$1,011	\$541,564	\$529,666	\$0	\$11,898
Expenses	\$383	\$251,279	\$9,157	\$260,819	\$196,163	\$2,630	\$62,026
Library	\$383	\$887,939	\$9,146	\$897,468	\$820,003	\$2,630	\$74,834
<b>Recreation</b>							
Other Salaries	\$0	\$72,140	\$1,589	\$73,729	\$73,729	\$0	\$0
Expenses	\$0	\$3,300	\$0	\$3,300	\$582	\$0	\$2,718
Recreation	\$0	\$75,440	\$1,589	\$77,029	\$74,311	\$0	\$2,718
<b>Historical Commission</b>							
Expenses	\$14,825	\$15,910	\$0	\$30,735	\$15,000	\$14,839	\$896
Historical Commission	\$14,825	\$15,910	\$0	\$30,735	\$15,000	\$14,839	\$896
Cultural & Recreation	\$15,208	\$986,289	\$10,735	\$1,012,232	\$910,023	\$17,469	\$84,740
<b>Debt &amp; Interest</b>							
<b>Treasurer</b>							
Long-term Principal	\$0	\$546,589	\$0	\$546,589	\$546,589	\$0	\$0
Debt-Exclusion Principal	\$0	\$2,085,000	\$0	\$2,085,000	\$2,085,000	\$0	\$0
Long-term Interest	\$0	\$161,126	\$0	\$161,126	\$154,115	\$0	\$7,011
Debt-Exclusion Interest	\$0	\$422,861	\$0	\$422,861	\$416,161	\$0	\$6,700
Short-term Interest	\$0	\$10,000	\$18,433	\$28,433	\$28,432	\$0	\$1
Treasurer	\$0	\$3,225,576	\$18,433	\$3,244,009	\$3,230,298	\$0	\$13,711
<b>Tax Collector</b>							
Short-term Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Tax Collector	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt & Interest	\$0	\$3,225,576	\$18,433	\$3,244,009	\$3,230,298	\$0	\$13,711
<b>Employee Benefits</b>							
<b>Selectmen</b>							
Other Employee Benefits	\$0	\$5,047	\$0	\$5,047	\$2,508	\$0	\$2,539
Selectmen	\$0	\$5,047	\$0	\$5,047	\$2,508	\$0	\$2,539
<b>Treasurer</b>							
Retirement Contribution	\$0	\$2,979,228	-\$33,356	\$2,945,872	\$2,942,859	\$0	\$3,013
Workers' Compensation	\$0	\$229,083	\$0	\$229,083	\$209,900	\$0	\$19,183
Unemployment Compensation	\$0	\$30,500	\$0	\$30,500	\$9,393	\$10,000	\$11,107
Insurance Benefits	\$0	\$3,374,287	-\$195,269	\$3,179,018	\$2,867,353	\$0	\$311,665
FICA	\$0	\$490,000	\$0	\$490,000	\$468,944	\$0	\$21,056
Treasurer	\$0	\$7,103,098	-\$228,625	\$6,874,473	\$6,498,449	\$10,000	\$366,024
Employee Benefits	\$0	\$7,108,145	-\$228,625	\$6,879,520	\$6,500,957	\$10,000	\$368,563
<b>Grand Total</b>	\$314,436	\$56,774,507	\$87,658	\$57,176,601	\$51,732,583	\$348,998	\$1,631,038

<b>TOWN OF LYNNFIELD</b>			
<b>Combined Balance Sheet - All Fund Types and Account Groups</b>			
<b>as of June 30, 2020</b>			
<b><u>ASSETS</u></b>			
Cash and cash equivalents			20,687,771.05
Investments			0.00
Receivables:			
Personal property taxes			10,571.83
Real estate taxes			478,617.18
Deferred taxes			423,319.17
Allowance for abatements and exemptions			(791,214.84)
Special assessments			87,512.58
Tax liens			31,214.68
Tax foreclosures			218,285.86
Motor vehicle excise			442,133.12
Utility liens added to taxes			2,307.40
Departmental			15,510.00
Other receivables			308,907.66
Amounts to be provided - payment of bonds			15,835,027.00
		Total Assets	<u>37,749,962.69</u>
<b><u>LIABILITIES AND FUND EQUITY</u></b>			
Liabilities:			
Accounts payable			0.00
Warrants payable			811,033.84
Accrued payroll and withholdings			506,325.32
Deferred revenue:			
	Real and personal property taxes		(302,025.83)
	Deferred taxes		423,319.17
	Special assessments		87,512.58
	Tax liens		31,214.68
	Tax foreclosures		218,285.86
	Motor vehicle excise		442,133.12
	Utility liens added to taxes		2,307.40
	Departmental		15,510.00
	Deposits receivable		175,927.79
	Other receivables		132,979.86
Bonds payable			15,835,027.00
Notes payable			188,000.00
		Total Liabilities	<u>18,567,550.79</u>
Fund Equity:			
Reserved for encumbrances			428,551.26
Reserved for expenditures			3,228,807.75
Reserved for continuing appropriations			1,267,496.02
Reserved for petty cash			1,000.00
Reserved for appropriation deficit			0.00
Reserved for snow and ice deficit			(188,942.33)
Undesignated fund balance			14,445,499.20
		Total Fund Equity	<u>19,182,411.90</u>
		Total Liabilities and Fund Equity	<u>37,749,962.69</u>

## Town of Lynnfield Capital and Special Articles Fiscal 2020

	Carry Forward	Appropriation	Transfers In	Transfers Out	Expended	Continuing Appropriation	Balance Available
<b>Selectmen</b>							
Prior Year Bills	\$0	\$6,500	\$0	\$0	\$6,500	\$0	\$0
Prior Year Payroll	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rail Trail Dsgn& Engineering	\$0	\$348,000	\$0	\$0	\$0	\$348,000	\$0
Medical Bills	\$22,232	\$0	\$0	\$0	\$0	\$22,232	\$0
Feasability Study	\$0	\$30,000	\$0	\$0	\$0	\$30,000	\$0
<i>Selectmen</i>	\$22,232	\$384,500	\$0	\$0	\$6,500	\$400,232	\$0
<b>Cable PEG Access</b>							
<i>Media System Unit</i>	\$0	\$35,000	\$0	\$0	\$35,000	\$0	
Cable Production Gear	\$0	\$16,000	\$0	\$0	\$0	\$16,000	\$0
<i>Town Accountant</i>	\$0	\$51,000	\$0	\$0	\$35,000	\$16,000	\$0
<b>Town Clerk</b>							
Electronic Check-in	\$12,050	\$0	\$0	\$0	\$6,620	\$5,430	\$0
Electronic Voting	\$37,253	\$0	\$0	\$0	\$17,537	\$19,715	\$0
Election Machines	\$0	\$6,125	\$0	\$0	\$0	\$6,125	\$0
<i>Town Clerk</i>	\$49,303	\$6,125	\$0	\$0	\$24,157	\$31,270	\$0
<b>Conservation</b>							
Pillings Pond Treatment	\$4,289	\$25,000	\$0	\$0	\$11,360	\$17,929	\$0
Stormwater Drainage	\$5,380	\$0	\$0	\$0	\$0	\$5,380	\$0
<i>Conservation</i>	\$9,669	\$25,000	\$0	\$0	\$11,360	\$23,309	\$0
<b>Planning</b>							
Master Plan Update	\$7,142	\$0	\$0	\$0	\$0	\$7,142	\$0
<i>Planning</i>	\$7,142	\$0	\$0	\$0	\$0	\$7,142	\$0
<b>Information Technology</b>							
Computers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Tyler Applications</i>	\$21,220	\$23,400	\$0	\$0	\$13,988	\$30,632	\$0
Computer Acessories/Equip	\$23,302	\$150,000	\$0	\$0	\$23,302	\$150,000	\$0
<i>Information Technology</i>	\$44,522	\$173,400	\$0	\$0	\$37,290	\$180,632	\$0
<b>Police</b>							
Cruisers 2018	\$25,952	\$0	\$0	\$0	\$25,952	\$0	\$0
Furniture Workstation	\$3,351	\$0	\$0	\$0	\$1,987	\$1,364	\$0
Taser Units	\$2,900	\$0	\$0	\$0	\$2,900	\$0	\$0
Patrol	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Radio Traffic TR	\$14,500	\$0	\$0	\$0	\$0	\$14,500	\$0
Cruisers 2019	\$47,889	\$0	\$0	\$0	\$6,823	\$41,066	\$0
Security Cameras	\$7,513	\$0	\$0	\$0	\$7,513	\$0	\$0
Radio Upgrade	\$3,298	\$0	\$0	\$0	-\$11,059	\$14,357	\$0
Cruiser Mobile Comp	\$0	\$3,250	\$0	\$0	\$3,250	\$0	\$0
Portable Breath Units	\$3,300	\$0	\$0	\$0	\$3,300	\$0	\$0
Chey Tahoe Cruiser	\$0	\$52,752	\$0	\$0	\$0	\$52,752	\$0
Radio Site Replacement	\$0	\$45,500	\$0	\$0	\$8,500	\$37,000	\$0
<i>Police</i>	\$108,703	\$101,502	\$0	\$0	\$49,166	\$161,039	\$0

## Town of Lynnfield Capital and Special Articles Fiscal 2020

	Carry Forward	Appropriation	Transfers In	Transfers Out	Expended	Continuing Appropriation	Balance Available
<b>Fire</b>							
Computer Accessories	\$1,855	\$0	\$0	\$0	\$1,855	\$0	\$0
Radio Site Replacement	\$0	\$45,500	\$0	\$0	\$8,500	\$37,000	\$0
Hose Replacement	\$0	\$5,000	\$0	\$0	\$0	\$5,000	\$0
PPE Replacement	\$0	\$15,750	\$0	\$0	\$0	\$15,750	\$0
IV Pumps for Ambulance	\$14,400	\$0	\$0	\$0	\$0	\$14,400	\$0
Portable Radios	\$10,106	\$0	\$0	\$0	\$0	\$10,106	\$0
Hose Replacement	\$2,205	\$0	\$0	\$0	\$0	\$2,205	\$0
PPE Replacement	\$6,353	\$0	\$0	\$0	\$3,852	\$2,501	\$0
Cimpressor Replacement	\$1,751	\$0	\$0	\$0	\$0	\$1,751	\$0
Alarm Receiving Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SCBA Replacement	\$65,000	\$0	\$0	\$0	\$0	\$65,000	\$0
Radio Upgrade	\$18,371	\$0	\$0	\$0	\$5,132	\$13,239	\$0
<b>Computer Accessories 11</b>	<b>\$8,675</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$258,334</b>	<b>\$341</b>	<b>\$0</b>
<i>Schools System-Wide</i>	\$8,675	\$270,000	\$0	\$0	\$278,334	\$341	\$0
<b>Municipal Buildings</b>							
Septic Engineering	\$3,988	\$0	\$0	\$0	\$3,989	\$0	\$0
DPW Garge Renovations	\$1,126	\$0	\$0	\$0	\$1,126	\$0	\$0
Replace Septic System	\$5,953	\$0	\$0	\$0	\$5,953	\$0	\$0
Energy MGMT System	\$244	\$0	\$0	\$0	\$0	\$244	\$0
Town Hall Fuel Tank	\$2,000	\$0	\$0	\$1,012	\$988	\$0	\$0
Town Hall Siding Repair	\$20,000	\$0	\$0	\$0	\$20,000	\$0	\$0
TH Steeple	\$10,000	\$0	\$0	\$0	\$10,000	\$0	\$0
Windows TH	\$932	\$0	\$0	\$0	\$932	\$0	\$0
Library General Repairs	\$12,297	\$0	\$0	\$0	\$12,297	\$0	\$0
Repair Lib Leaks	\$5,000	\$0	\$0	\$0	\$5,000	\$0	\$0
Fire Station Roof	\$9,934	\$0	\$0	\$9,934	\$0	\$0	\$0
TH/PS Generator	\$0	\$28,000	\$0	\$0	\$27,720	\$280	\$0
Asphalt Overlay Sr. Ctr.	\$0	\$80,000	\$0	\$0	\$78,978	\$1,022	\$0
Replace Library Window	\$0	\$30,000	\$0	\$0	\$22,900	\$7,100	\$0
Septic System Lib	\$0	\$400,000	\$0	\$0	\$369,320	\$30,680	\$0
<i>Municipal Buildings</i>	\$71,475	\$538,000	\$0	\$10,946	\$559,203	\$39,326	\$0
<b>School Buildings</b>							
Plumbing Amenities Bldg	\$5,850	\$0	\$0	\$5,850	\$0	\$0	\$0
Security 2018	\$8,263	\$0	\$0	\$6,776	\$1,487	\$0	\$0
Septic system Flow Meters	\$3,829	\$0	\$0	\$0	\$0	\$3,829	\$0
Floor Scrubber Machines	\$100	\$0	\$0	\$0	\$0	\$100	\$0
Buses	\$1,314	\$0	\$0	\$1,314	\$0	\$0	\$0
Floor Scrubber Machines	-\$94	\$0	\$0	\$0	-\$94	\$0	\$0
Vacuum Cleaners	\$876	\$0	\$0	\$0	\$94	\$782	\$0
Fitness Center Reno	\$0	\$100,000	\$0	\$0	\$89,800	\$10,200	\$0
Bus Lease	\$0	\$35,000	\$0	\$0	\$34,983	\$17	\$0
<i>School Buildings</i>	\$20,137	\$135,000	\$0	\$13,939	\$126,270	\$14,927	\$0

## Town of Lynnfield Capital and Special Articles Fiscal 2020

	Carry Forward	Appropriation	Transfers In	Transfers Out	Expended	Continuing Appropriation	Balance Available
<b>Public Works Admin</b>							
Town Common Electric	\$2,782	\$0	\$0	\$0	\$2,168	\$614	\$0
Scanner & Printer	\$6,320	\$0	\$0	\$0	\$6,320	\$0	\$0
Beav. Dam Brook Culvert	\$5,318	\$0	\$0	\$0	\$5,318	\$0	\$0
<i>Public Works Admin</i>	\$14,420	\$0	\$0	\$0	\$13,806	\$614	\$0
<b>Highway</b>							
Ledge Road Drainage	\$52,979	\$0	\$0	\$0	\$0	\$52,979	\$0
DPW Garge Repairs	\$3,663	\$0	\$0	\$0	\$3,663	\$0	\$0
Culvert Design	\$27,653	\$0	\$0	\$0	\$9,241	\$18,412	\$0
Highway Hot Box	\$392	\$0	\$0	\$0	\$0	\$392	\$0
Storm Water Compliance	\$4,193	\$0	\$0	\$0	\$4,193	\$0	\$0
Expansion of Willow Cemetery	\$8,884	\$0	\$0	\$0	\$0	\$8,884	\$0
Town Wide Drainage	\$22,682	\$0	\$0	\$0	\$21,348	\$1,334	\$0
Expasion of Willow Cem	\$35,000	\$0	\$0	\$0	\$0	\$35,000	\$0
Message Board	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Construction	\$41,413	\$0	\$0	\$0	\$41,413	\$0	\$0
Design Consiltant	\$0	\$35,000	\$0	\$0	\$32,900	\$2,100	\$0
Jordan Park Project	\$0	\$730,000	\$0	\$0	\$722,818	\$7,182	\$0
Dam Study	\$0	\$21,000	\$0	\$0	\$21,000	\$0	\$0
NPDES YR 2	\$0	\$80,000	\$0	\$0	\$50,280	\$29,720	\$0
Town Common Improvements	\$0	\$200,000	\$0	\$0	\$0	\$200,000	\$0
Sidewalk Construction	\$0	\$25,000	\$0	\$0	\$25,000	\$0	\$0
Road Construction	\$0	\$195,000	\$0	\$0	\$158,339	\$36,661	\$0
<i>Cemetery &amp; Parks</i>	\$196,858	\$1,286,000	\$0	\$0	\$1,090,195	\$392,663	\$0
<b>Snow and Ice</b>							
Spreader Control	\$13,894	\$0	\$0	\$0	\$13,894	\$0	\$0
	\$13,894	\$0	\$0	\$0	\$13,894	\$0	\$0
<b>Library</b>							
Children's Room Furniture	\$0	\$7,338	\$0	\$0	\$7,338	\$0	\$0
Telephone Lib. Elevator	\$1,500	\$0	\$0	\$0	\$0	\$1,500	\$0
Repair Emergency Exit	\$1,200	\$0	\$0	\$0	\$0	\$1,200	\$0
Computer Tables	\$3,000	\$0	\$0	\$0	\$2,843	\$157	\$0
Replacement of Library Books	\$103	\$0	\$0	\$0	\$0	\$103	\$0
<i>Library</i>	\$5,803	\$0	\$0	\$0	\$2,843	\$2,960	\$0
<b>Vetreran Servies</b>							
War Memorial	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$0
	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$0
<b>General Fund</b>	\$647,747	\$2,960,777	\$0	\$24,885	\$2,193,298	\$1,390,341	\$0

## Town of Lynnfield Capital and Special Articles Fiscal 2020

	Carry Forward		Transfers	Transfers	Expended	Continuing	Balance
		Appropriation	In	Out		Appropriation	Available
<b>Selectmen</b>							
Center Farm Acquisition	\$144,097	\$0	\$0	\$0	\$0	\$144,097	\$0
Athletic Facilities Impr	\$84,666	\$0	\$0	\$0	\$73,979	\$10,687	\$0
<i>Selectmen</i>	\$228,763	\$0	\$0	\$0	\$73,979	\$154,784	\$0
<b>Fire</b>							
Class A Fire Engine	\$0	\$0	\$0	\$0	\$0	\$0	\$0
South Station Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Fire</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Public Works Admin</b>							
Storm Water Compliance	\$20	\$0	\$0	\$0	\$20	\$0	\$0
Truck Replacements	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Highway</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Board of Health</b>							
Septic Loan Program Fy 10	\$33,932	\$0	\$0	\$0	\$0	\$33,932	\$0
Septic System Loan Program	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000	\$0
<i>Septic System Loan Program</i>	\$33,932	\$1,000,000	\$0	\$0	\$0	\$1,033,932	\$0
<b>Senior Center</b>							
Van	\$0	\$2,076	\$0	\$0	\$0	\$2,076	\$0
<i>Senior Center</i>	\$0	\$2,076	\$0	\$0	\$0	\$2,076	\$0
<b>Golf Course</b>							
Golf Course Capital	\$6,761	\$0	\$0	\$0	\$6,761	\$0	\$0
<i>Golf Course Capital</i>	\$6,761	\$0	\$0	\$0	\$6,761	\$0	\$0
<b>Capital Projects Fund</b>	\$269,476	\$1,002,076	\$0	\$0	\$80,760	\$1,190,792	\$0
<b>Grand Total</b>	<b>\$917,223</b>	<b>\$3,962,853</b>	<b>\$0</b>	<b>\$24,885</b>	<b>\$2,274,059</b>	<b>\$2,581,132</b>	<b>\$0</b>

**Town of Lynnfield Enterprise Fund Summary Fiscal 2020**

	<b>Carry Forward</b>	<b>Receipts</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Expended/Encumbered</b>	<b>Balance</b>
<b>Enterprise Funds</b>						
Emergency Medical Services	\$154,489	\$782,738	\$0	\$0	\$704,021	\$233,207
Reedy Meadow /King Rail Golf	\$307,817	\$1,062,456	\$0	\$0	\$910,757	\$459,516
<i>Enterprise Funds</i>	\$462,307	\$1,845,194	\$0	\$0	\$1,614,778	\$692,723
<b>Grand Total</b>	\$462,307	\$1,845,194	\$0	\$0	\$1,614,778	\$692,723

**Town of Lynnfield Trust Fund Summary Fiscal 2020**

	<b>Carry Forward</b>	<b>Receipts</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Expended</b>	<b>Balance</b>
<b>Expendable Trusts Funds</b>						
Perpetual Care	\$35,475	\$27,367	\$0	\$0	\$0	\$62,842
Library Trust Funds	\$2,355	\$2,788	\$0	\$0	\$1,862	\$3,281
Legion Memorial	\$8	\$0	\$0	\$8	\$0	\$0
M.A. Maney Scholarship Fund	\$25,476	\$751	\$0	\$0	\$1,000	\$25,227
L.I.F.E.	\$37	\$1	\$0	\$0	\$0	\$37
Lynnfield Tricentennial	\$0	\$8,066	\$0	\$0	\$0	\$8,066
Peabody Memorial	\$21,282	\$936	\$0	\$0	\$0	\$22,218
Kuestenmacher Scholarship	\$4,483	\$3,153	\$0	\$0	\$3,540	\$4,096
Gray Scholarship	\$248	\$543,412	\$0	\$0	\$0	\$543,661
Conservation Land	\$328,317	\$5,519	\$0	\$0	\$0	\$333,836
Stabilization Fund	\$1,992,585	\$58,807	\$150,000	\$0	\$0	\$2,201,392
Capital Facilities Maintenance Fund	\$1,469,532	\$39,761	\$0	\$0	\$0	\$1,509,293
OPEB Liability Trust	\$1,256,028	\$45,886	\$150,000	\$0	\$0	\$1,451,914
Recreation Capital Trust	\$318,469	\$61,126	\$0	\$0	\$0	\$379,595
<i>Expendable Trust Funds</i>	\$5,454,296	\$797,573	\$300,000	\$8	\$6,402	\$6,545,459
<b>Non Expendable Trust Funds</b>						
Perpetual Care	\$912,475	\$19,475	\$0	\$0	\$0	\$931,950
Library Trust Funds	\$22,400	\$0	\$0	\$0	\$0	\$22,400
Peabody Memorial	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Kuestenmacher Scholarship	\$156,468	\$1,576	\$0	\$0	\$0	\$158,044
<i>Non Expendable Trust Funds</i>	\$154,713	\$21,051	\$0	\$0	\$0	\$1,122,394
<b>Grand Total</b>	\$5,609,009	\$818,624	\$300,000	\$8	\$6,402	\$7,667,853

<b>Town of Lynnfield</b>			
<b>Fiscal 2020 Revenue Summary</b>			
<b>TAXES</b>			
Personal Property			\$716,540
Real Estate (net of refunds)			\$45,648,399
Tax Defferrals			\$44,612
Tax Leins			\$100,561
<b>TOTAL PROPERTY TAXES</b>			<b>\$46,510,112</b>
<b>LOCAL RECEIPTS</b>			
MOTOR VEHICLE EXCISE (net of refunds)			\$2,727,058
OTHER EXCISE-Meals Tax			\$481,828
<b>PENALTIES AND INTEREST</b>			
Property Taxes	\$53,884		
Motor Vehicle	\$14,076		
Leins	\$23,732		
<b>TOTAL PENALTIES</b>			<b>\$91,693</b>
PAYMENTS IN LIEU OF TAXES			\$592,558
FEES			\$15,250
<b>RENTALS</b>			
South Hall/Post office	\$60,406		
South Hall Lower level	\$16,200		
Parking lot	\$6,000		
<b>Total Rentals</b>			<b>\$82,606</b>
<b>DEPARTMENTAL REVENUE</b>			
Selectmen	\$2,599		
Accountant	\$952		
Assessors	\$115		
Treasurer	\$25,569		
Tax Collector	\$21,114		
Town clerk	\$9,784		
Conservation	\$0		
Planning Board	\$700		
Board of Appeals	\$2,300		
Police	\$52,556		
Fire	\$26,626		
School	\$73,067		
Public Works	\$13,175		
Cemetery	\$42,700		
Board of Health	\$15,320		
Zoning	\$750		
<b>TOTAL DEPARTMENTAL REVENUES</b>			<b>\$287,327</b>
<b>LICENSES AND PERMITS</b>			
Selectmen	\$76,687		
Town Clerk	\$13,706		
Police	\$3,113		
Fire	\$5,510		
Zoning Enforcement	\$403,451		
Board of Health	\$50,385		
<b>TOTAL LICENSES &amp; PERMITS</b>			<b>\$552,852</b>
<b>FINES AND FORFEITS</b>			
Animal Control	\$175		
Police	\$36,813		
Library	\$1,500		
<b>TOTAL FINES &amp; FORFEITS</b>			<b>\$38,488</b>
MISCELLANEOUS REVENUES			\$740
INVESTMENT INCOME			\$78,150
<b>TOTAL LOCAL RECEIPTS</b>			<b>\$4,948,550</b>

<b>Town of Lynnfield</b>			
<b>Fiscal 2020 Revenue Summary</b>			
<b>INTERGOVERNMENTAL RECEIPTS</b>			
STATE "CHERRY SHEET" RECEIPTS			
	Exemption Reimbursements	\$9,538	
	State Owned Land	\$42,759	
	Unrestricted General Gov Aid	\$1,104,377	
	Chapter 70 School Aid	\$4,427,449	
	Charter School Assessment	\$7,529	
	Veterans Benefits	\$22,628	
	<b>TOTAL "CHERRY SHEET" RECEIPTS</b>		\$5,614,280
EXPENDITURE REIMBURSEMENTS			
	Municipal Medicaid	\$15,674	
	Other State Reimbursement	\$0	
	FEMA Reimbursement	\$0	
	<b>TOTAL GOVERNMENT REIMBURSEMENT</b>		\$15,674
<b>TOTAL INTERGOVERNMENTAL RECEIPTS</b>			
<b>SPECIAL REVENUES</b>			
FEDERAL GRANTS			
	Teacher Quality	\$5,678	
	Title I Reading	\$77,405	
	Sped Program Improvement		
	94-142 Inclusion Education	\$214,486	
	Early Childhood	\$13,107	
	School Lunch		
	Title IV	\$13,097	
	Emergency Management Performance Grant		
	Partnership for Success	\$135,077	
	Drug Free Communities	\$54,023	
	CARES-Covid	\$201,684	
	Greater Lynn Senior Services	\$0	
	<b>TOTAL FEDERAL GRANTS</b>		\$714,557
STATE GRANTS			
	Arts Lottery	\$5,600	
	MVP Planning	\$15,000	
	Election/Police Grant	\$136	
	E911 Grant	\$0	
	E911 EMD Grant	\$0	
	Bullet Proof Vest-State	\$5,529	
	S.A.F.E. Grant	\$6,313	
	Metco	\$270,443	
	State Special Ed Reimbursement	\$949,546	
	School Bus Grant	\$250	
	Financial Ed Grant	\$2,500	
	Enhanced Health services	\$5,000	
	Chapter 90 Highway	\$455,618	
	Transportation Grant	\$5,190	
	Sustainable Materials Grant	\$1,000	
	Complete Streets	\$36,705	
	MAPC Board of Health-Covid	\$15,000	
	Elderly Programs	\$55,516	
	Library State Aid	\$17,031	
	Substance Abuse Prevention	\$50,000	
	<b>TOTAL STATE GRANTS</b>		\$1,874,376

**Town of Lynnfield  
Fiscal 2020 Revenue Summary**

<b>REVOLVING FUNDS</b>			
Merritt Center Revolving		\$0	
Conservation Design Review Fees		\$150	
Planning Bd Design Review Fees		\$19,506	
Highway Design Review		\$60,000	
Meadowwalk Consultants		\$4,881	
Law Enforcement Trust		\$0	
Insurance Reimb Under \$150,000		\$7,059	
Athletics		\$0	
Activity Fee		\$160,750	
Community Schools		\$237,571	
Book Damage		\$79	
After School Homework Prog.		\$4,185	
High School Jazz Band		\$0	
School Lunch		\$831,962	
Non Resident Tuition		\$45,000	
High School Parking		\$775	
High School Vocal Arts		\$5,809	
Athletic Field Maintenance Revolving		\$21,847	
Technology Replacement Fund		\$152	
Recreation		\$251,960	
Board of Health-Flu Clinic		\$3,681	
Council on Aging Programs		\$24,666	
Library Lost Books		\$687	
Arts Lottery		\$85	
<b>TOTAL REVOLVING FUNDS</b>			<b>\$1,680,804</b>
<b>RECEIPTS RESERVED FOR APPROPRIATION</b>			
Sale of Real Estate		\$10,702	
Conservation NOI Fees		\$930	
Cemetery Lots		\$194	
Septic Betterment receipts		\$12,549	
Insurance Reimb > \$150,000		\$0	
Cable/Peg Access		\$338,024	
Fingerprint Background Checks		\$400	
<b>TOTAL RECEIPTS RESERVED</b>			<b>\$362,799</b>
<b>GIFTS</b>			
Special Education Gift		\$700	
Wilson Memorial Scholarship		\$21	
Summer St. School Gifts		\$0	
Huckleberry School Gifts		\$6,588	
Middle School Gifts		\$3,941	
High School Gifts		\$5,290	
School Arts		\$24,790	
Nurse Substitutes		\$435	
Technology Gifts		\$75	
Italian Program Gift		\$1,000	
HS Hydration Gift		\$2,000	
Library Gifts		\$3,018	
Lahey Health Gift		\$12,300	
Parks/Rec Gift		\$2,000	
Tree Gift		\$0	
Police Gift		\$2,500	
Fire Rescue		\$5,650	
Fire Covid Gift		\$0	
Healthy Lynnfield		\$1,000	
Jordan Park Donation		\$225,000	
<b>TOTAL GIFTS</b>			<b>\$296,308</b>
<b>TOTAL SPECIAL REVENUES</b>			<b>\$2,339,911</b>

**Town of Lynnfield  
Fiscal 2020 Revenue Summary**

**CAPITAL PROJECT**

**CAPITAL PROJECT REVENUES**

Bond Proceeds-Athletic Improvements	\$1,000,000		
Transfers In Other Financing Sources	\$94,000		
		\$1,094,000	<b>\$1,094,000</b>

**ENTERPRISE**

**EMS ENTERPRISE**

Charges for Services	\$764,328		
Interest	\$2,155		
Federal Revenue (Medicaid)	\$16,255		
<b>TOTAL EMS ENTERPRISE</b>		\$782,738	

**GOLF ENTERPRISE**

Charges for Services	\$1,061,125		
Interest	\$1,331		
Transfers In			
<b>TOTAL GOLF ENTERPRISE</b>		\$1,062,456	<b>\$1,845,194</b>

**TRUSTS**

**TRUST FUND INVESTMENT INCOME**

Library	\$764		
Legion Memorial	\$0		
L.I.F.E.	\$1		
Tricentennial Celebration	\$231		
Gray Scholarship	\$8,463		
Peabody Memorial	\$936		
Stabilization Fund	\$58,807		
Capital Facilities Maintenance Fund	\$39,761		
OPEB Trust	\$45,886		
Conservation Land	\$5,519		
Kuestenmacher Scholarship	\$4,729		
M.A. Maney Scholarship	\$751		
Cemetary Perpetual Care	\$27,367		
Recreation Fields Trust	\$10,035		
<b>TOTAL TRUST FUND INCOME</b>		\$203,249	

**TRUST FUND PRINCIPAL**

Library Donations	\$2,042		
Tricentennial Celebration	\$7,836		
Gray Scholarship	\$534,949		
Conservation Land Fund	\$0		
Stabilization Fund	\$150,000		
Capital Facilities Maintenance Fund	\$0		
Cemetary Perpetual Care	\$19,475		
OPEB Trust	\$150,000		
Recreation Fields Trust	\$33,766		
<b>TOTAL TRUST FUND PRINCIPAL</b>		\$898,068	

<b>TOTAL TRUST FUND RECEIPTS</b>			<b>\$1,101,317</b>
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Town of Lynnfield Special Revenue Accounts Fiscal 2020						
	Receipts or Grant Amount	Transfers In	Revised Budget	Expended	Encumbered	Balance
<b>Federal Grants</b>						
2009 94-142 INCLUSION EDUCATIO	464,786.00	1,782.00	466,568.00	428,898.72	12,245.00	25,424.28
2010 EARLY CHILDHOOD ALLOCATIO	16,817.00	-220.00	16,597.00	16,497.00	0.00	100.00
2011 TITLE I (READING)	71,468.56	891.00	72,359.56	72,359.56	0.00	0.00
2012 TEACHER QUALITY	29,105.00	240.00	29,345.00	26,596.90	0.00	2,748.10
2060 TITLE IV SAFE & DRUG FREE	13,097.00	0.00	13,097.00	13,097.00	0.00	0.00
2505 GLSS/GRANT	23,709.33	0.00	23,709.33	4,063.58	0.00	19,645.75
2512 FEMA MEMA REIMBURSEMEN	0.00	0.00	0.00	0.00	0.00	0.00
2587 EMERG. MANAGEMENT PERFC	3,500.00	0.00	3,500.00	3,500.00	0.00	0.00
2588 FEMA HAZARD MITIGATION GI	16.65	0.00	16.65	0.00	0.00	16.65
2629 AHL PARTNERSHIP FOR SUCCE	275,000.00	0.00	275,000.00	163,583.63	0.00	111,416.37
2635 AHL DRUG FREE COMMUNITIE	125,000.00	0.00	125,000.00	10,559.43	6,437.45	108,003.12
2638 CARES ACT GRANT	1,149,795.00	0.00	1,149,795.00	445,028.67	0.00	704,766.33
<b>Current Year Federak Grants</b>	<b>2,172,294.54</b>	<b>2,693.00</b>	<b>2,174,987.54</b>	<b>1,184,184.49</b>	<b>18,682.45</b>	<b>972,120.60</b>
<b>State Grants</b>						
						\$0
2007 STATE SPECIAL REVENUE ED	756,585.00	4,790.00	761,375.00	146,792.00	0.00	614,583.00
2013 RACIAL IMBALANCE (METCO)	232,051.92	13,261.00	245,312.92	245,312.92	0.00	0.00
2071 ENHANCED HEALTH SERVICES	5,000.00	-5,000.00	0.00	0.00	0.00	0.00
2072 BIG YELLOW SCHOOL BUS GRA	250.00	0.00	250.00	0.00	0.00	250.00
2079 FINANCIAL EDUCATION INOV	4,080.00	0.00	4,080.00	4,080.00	0.00	0.00
2083 COMPREHENSIVE SCHOOL HEA	5,000.00	0.00	5,000.00	1,432.92	3,567.08	0.00
2506 CHAPTER 90	66,728.50	414,235.63	480,964.13	480,964.13	0.00	0.00
2507 ARTS LOTTERY	500.00	0.00	500.00	500.00	0.00	0.00
2510 LIBRARY STATE AID	47,743.75	17,031.13	64,774.88	254.34	0.00	64,520.54
2511 ELDERLY PROGRAMS	33,516.00	0.00	33,516.00	33,516.00	0.00	0.00
2517 ELECTION POLLING HOURS	2,023.43	0.00	2,023.43	0.00	0.00	2,023.43
2521 S.A.F.E. GRANT	13,783.00	0.00	13,783.00	9,783.00	0.00	4,000.00
2568 E911 SUPPORT & INCENTIVE	73,162.92	-29,676.92	43,486.00	43,464.18	0.00	21.82
2586 EMERGENCY MEDICAL DISPAT	10,618.11	-10,618.11	0.00	0.00	0.00	0.00
2590 SUSTAINABLE MATERIALS REC	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00
2621 UBER TRANSPORTATION FUNCI	7,197.60	5,190.10	12,387.70	7,197.60	0.00	5,190.10
2622 SUBSTANCE ABUSE PREVENTIC	50,000.00	0.00	50,000.00	41,074.01	8,925.99	0.00
2625 CC RECYCLING GRANT	11,000.00	0.00	11,000.00	4,290.46	0.00	6,709.54
2626 SURVEY & PLANNING GRANT (	12,500.00	0.00	12,500.00	0.00	0.00	12,500.00
2627 MVP Planning	15,000.00	0.00	15,000.00	15,000.00	0.00	0.00
2634 PLANNING ASSISTANCE GRAN	25,350.00	0.00	25,350.00	0.00	0.00	25,350.00
2637 MAPC COVID 19 HEALTH GRAN	0.00	15,000.00	15,000.00	0.00	0.00	15,000.00
<b>Current Year State Grants</b>	<b>\$1,372,090</b>	<b>\$425,213</b>	<b>\$1,797,303</b>	<b>\$1,034,662</b>	<b>\$12,493</b>	<b>\$2,547,451</b>
<b>Revolving Funds</b>						
						\$0
2022 SCHOOL LUNCH	91,541.59	851,143.13	942,684.72	795,043.50	0.00	147,641.22
2022 SCHOOL LUNCH	91,541.59	851,143.13	942,684.72	795,043.50	0.00	147,641.22
2018 BOOK DAMAGE - HS	9,119.78	0.00	9,119.78	0.00	0.00	9,119.78
2019 MS AFTERSCHOOL HOMEWOR	4,887.76	4,185.00	9,072.76	2,975.00	0.00	6,097.76
2020 ACTIVITY FEES REVOLVING	51,926.43	160,750.00	212,676.43	185,400.00	0.00	27,276.43
2041 ART WORKS	0.00	215,519.25	215,519.25	215,519.25	0.00	0.00
2042 EXTENDED DAY	0.00	343,444.97	343,444.97	343,444.97	0.00	0.00
2043 INTRAMURALS	0.00	0.00	0.00	0.00	0.00	0.00
2044 S.O.F.A.	0.00	158,917.34	158,917.34	158,913.42	3.92	0.00
2045 SUPPORT	158,389.44	553,027.42	711,416.86	299,418.01	0.00	411,998.85
2047 BOOK DAMAGE - MS	142.22	60.00	202.22	0.00	0.00	202.22
2048 BOOK DAMAGE - SUMMER	1,504.39	0.00	1,504.39	52.51	0.00	1,451.88
2049 BOOK DAMAGE - HUCKLEBERR	131.57	19.00	150.57	0.00	0.00	150.57
2075 NON-RESIDENT TUITION REVO	160,235.83	45,000.00	205,235.83	3,000.99	0.00	202,234.84
2076 HIGH SCHOOL VOCAL ARTS	5,494.42	5,808.50	11,302.92	4,514.71	0.00	6,788.21
2077 TECHNOLOGY REPLACEMENT F	918.43	151.85	1,070.28	907.79	0.00	162.49
2081 HIGH SCHOOL PARKING REVEC	7,307.65	775.00	8,082.65	0.00	0.00	8,082.65
2529 C.O.A. ACTIVITY REVOLVING	167,299.85	24,665.62	191,965.47	21,422.72	0.00	170,542.75
2530 RECREATION REVOLVING	82,884.73	252,427.01	335,311.74	246,525.71	0.00	88,786.03
2553 BOARD OF HEALTH REVOLVING	2,487.71	3,680.75	6,168.46	3,113.42	0.00	3,055.04
2567 LOST BOOKS REVOLVING (LIB	1,133.17	687.41	1,820.58	418.80	0.00	1,401.78
2611 ATHLETIC FIELD MAINT REVO	47,630.59	21,846.50	69,477.09	51,759.50	0.00	17,717.59
2529 C.O.A. ACTIVITY REVOLVING	167,299.85	24,665.62	191,965.47	21,422.72	0.00	170,542.75
2530 RECREATION REVOLVING	82,884.73	252,427.01	335,311.74	246,525.71	0.00	88,786.03
2553 BOARD OF HEALTH REVOLVING	2,487.71	3,680.75	6,168.46	3,113.42	0.00	3,055.04
2567 LOST BOOKS REVOLVING (LIB	1,133.17	687.41	1,820.58	418.80	0.00	1,401.78
2611 ATHLETIC FIELD MAINT REVO	47,630.59	21,846.50	69,477.09	51,759.50	0.00	17,717.59
2516 WPAT SEPTIC SYS LOAN PROG	10,500.00	0.00	10,500.00	0.00	0.00	10,500.00
<b>Revolving Funds</b>	<b>\$1,196,513</b>	<b>\$3,796,559</b>	<b>\$4,993,072</b>	<b>\$3,450,714</b>	<b>\$4</b>	<b>\$6,535,427</b>

Town of Lynnfield Special Revenue Accounts Fiscal 2020						
	Receipts or Grant Amount	Transfers In	Revised Budget	Expended	Encumbered	Balance
<b>Receipts Reserved for Appropriation</b>						\$0
2533 CONSERVATION COMM N.O.I I	70,389.88	930.00	71,319.88	0.00	0.00	71,319.88
2534 SALE OF REAL ESTATE	2,000,753.93	10,702.00	2,011,455.93	602,627.01	0.00	1,408,828.92
2535 SALE OF CEMETERY LOTS	42,640.00	15,940.00	58,580.00	30,000.00	0.00	28,580.00
2536 BETTERMENTS-WPAT SEPTIC L	285,122.93	32,453.90	317,576.83	22,589.00	0.00	294,987.83
2550 CABLE/PEG ACCESS GIFT	867,145.34	338,023.93	1,205,169.27	164,258.00	0.00	1,040,911.27
2572 INSURANCE PROCEEDS > 150K	0.00	0.00	0.00	0.00	0.00	0.00
2591 FINGERPRINT BACKGROUND C	2,200.00	400.00	2,600.00	0.00	0.00	2,600.00
<i>Receipts Reserved for Approp.</i>	\$3,268,252	\$398,450	\$3,666,702	\$819,474	\$0	\$6,513,930
<b>Gift Accounts</b>						\$0
2026 WILSON MEMORIAL SCHOLAR	2,336.56	20.68	2,357.24	0.00	0.00	2,357.24
2027 SUMMER ST SCHOOL GIFTS	30,934.89	0.00	30,934.89	15,172.85	0.00	15,762.04
2031 HIGH SCHOOL MISC GIFTS	189.02	5,290.00	5,479.02	4,944.55	0.00	534.47
2032 SPECIAL EDUCATION	12,065.72	700.00	12,765.72	7,693.87	0.00	5,071.85
2035 MIDDLE SCHOOL MISC GIFTS	7,842.26	3,941.21	11,783.47	9,800.50	0.00	1,982.97
2036 SCHOOL ARTS	8,553.11	18,180.67	26,733.78	15,321.96	0.00	11,411.82
2037 HUCKLEBERRY SCHOOL GIFT	12,292.04	6,588.16	18,880.20	7,468.38	0.00	11,411.82
2038 NURSE SUBSTITUTES	0.00	435.00	435.00	0.00	0.00	435.00
2039 TECHNOLOGY GIFTS	0.00	75.00	75.00	75.00	0.00	0.00
2063 ITALIAN PROGRAM GIFT	0.00	1,000.00	1,000.00	50.00	0.00	950.00
2074 SPECIAL ED PARENT ADV COU	800.00	0.00	800.00	440.00	0.00	360.00
2082 LAHEY HEATH GRANT (PRIVAT	0.00	17,100.00	17,100.00	12,300.00	0.00	4,800.00
2532 PERPETUAL CARE	400.00	18,000.00	18,400.00	17,200.00	0.00	1,200.00
2538 PARK AND RECREATION	12,158.49	0.00	12,158.49	0.00	0.00	12,158.49
2540 HISTORICAL GRAVE PROCEEDS	873.51	0.00	873.51	0.00	0.00	873.51
2541 ENGINEERING STUDY - DRAIN	81.00	0.00	81.00	0.00	0.00	81.00
2543 LIBRARY GIFTS	2,136.12	3,018.00	5,154.12	477.10	0.00	4,677.02
2544 SENIOR CENTER GIFTS	2,081.20	0.00	2,081.20	1,698.93	0.00	382.27
2558 LOCAL HISTORY & GENEALOGY	9,771.29	0.00	9,771.29	0.00	0.00	9,771.29
2566 PUBLIC LIBRARIES FUND 07	4,758.95	0.00	4,758.95	0.00	0.00	4,758.95
2573 LIBRARY EXPANSION GIFT	95,805.50	0.00	95,805.50	0.00	0.00	95,805.50
2583 RECREATION GIFT	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00
2584 FIRE RESCUE EQUIPMENT GIF	2,324.83	5,650.00	7,974.83	3,000.00	0.00	4,974.83
2596 200th ANNIVERSARY GIFT AC	7,835.97	0.00	7,835.97	7,835.97	0.00	0.00
2597 PILLINGS POND IMPROVEMEN	3,908.67	0.00	3,908.67	0.00	0.00	3,908.67
2604 NEWHALL PARK GIFT	485.00	0.00	485.00	0.00	0.00	485.00
2605 MODEL T PRESERVATION GIFT	8,259.79	0.00	8,259.79	0.00	0.00	8,259.79
2615 POLICE GIFT FUND	4,410.08	2,500.00	6,910.08	0.00	0.00	6,910.08
2616 WAR MEMORIAL GIFT	575.00	0.00	575.00	0.00	0.00	575.00
2618 A HEALTHY LYNNFIELD GIFT	13,749.96	1,000.00	14,749.96	1,819.34	0.00	12,930.62
2620 VETERAN'S GIFTS	250.00	0.00	250.00	0.00	0.00	250.00
2623 HUCK HILL SENSORY WALK GI	1,123.12	0.00	1,123.12	0.00	0.00	1,123.12
2628 TREE GIFT ACCOUNT	10,000.00	0.00	10,000.00	5,675.00	0.00	4,325.00
2631 JORDAN PARK GIFT	0.00	225,000.00	225,000.00	224,999.40	0.00	0.60
2636 HS FITNESS HYDRATION GIFT	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00
<i>Gifts</i>	\$256,002	\$312,499	\$568,501	\$335,973	\$0	\$801,029
<b>Grand Total</b>	<b>\$7,242,653</b>	<b>\$4,932,721</b>	<b>\$12,175,373</b>	<b>\$6,085,851</b>	<b>\$12,497</b>	<b>\$18,252,398</b>

# COUNCIL ON AGING

## **Mission Statement:**

To provide outstanding services to independent seniors age 60 and older to enhance the quality of life by providing a welcoming atmosphere and treating all with respect. Provide supportive services for medical, nutritional, educational, cultural, recreational, caregiving, social, mental and physical needs to promote independent lifestyles. Provide outreach to seniors to include support groups and in-home visits to isolated seniors.

## **Goals achieved/large projects accomplished:**

- Due to COVID, center has been closed for one year. All of our goals were directed at providing as many programs and services as we could for homebound seniors during this pandemic.
- During the early weeks of the pandemic, all staff members called every senior in our data base (over 1500 seniors) to check in and make sure all were well. During these wellness calls, we helped seniors learn Zoom, Facetime, order grocery deliveries, sign up for meals on wheels through GLSS and much more.
- Worked with Dr. Dolinski, social psychologist from Endicott College, to offer videos and Zoom classes that she prepared especially for us helping seniors to deal with the anxiety of Covid and with isolation.
- Created a Virtual Senior Center, putting as many programs as possible on-line. Connected with all of our instructors and formed live Zoom classes or videos to keep our seniors engaged. One year later, we are still offering at least one new program each day for well over 200 programs provided during this period.
- Each staff member offered live, Zoom programs such as Book Club, Bingo, Coffee with Janine, Lunch Bunch, Trivia, Accountability, Craft classes, and more. These programs are still running today; almost a year later.
- Each staff member makes a video each month (or more) demonstrating a craft or a recipe from our own kitchens. This allows us to connect with our seniors in a fun, informative way and our seniors love it.
- Started our Grab and Go Lunch Program. Worked with the Health Inspector and our Cook to develop a way to safely offer meals to our seniors three days a week from our parking lot. Our meals were served in snow, rain, zero degree temps and all with a smile! During the past year, our center has been one of a very few offering this service and the only center offering made from scratch food.
- Offer van service to seniors for grocery shopping and medicals in a safe manner, with only two seniors on van at one time and following strict sanitization protocols between riders.
- Offered SHINE appointments virtually for the first time ever. (Serving Health Insurance Needs of Everyone)
- Made home visits to seniors who were particularly isolated. Entire staff visited several seniors each week in their front yard, taking goody bags full of treats and puzzle books.
- In recent months, called every senior again to update our data base, and correcting new phone numbers, emergency contacts, etc.
- Worked with Fire Department to offer Vaccine Clinics in Lynnfield. Offered check-in assistance at each clinic on weekends and evenings.

### **Significant statistics**

- We offer one new program each day, virtually, and an average of 600 seniors open that email each morning. Our Zoom Exercise Classes have hosted up to 100 seniors on certain days.
- We are the only center offering a full virtual program daily.
- We are serving an average of 80 meals each day during Grab and Go (all to Lynnfield seniors) with 15 meals going to Ross Drive Senior Housing.
- We transport a dozen seniors each week to grocery stores, pharmacies and medicals. This is a high number considering the pandemic and most surrounding senior centers are not offering van services at all.
- Outreach worker assisted over 200 Lynnfield seniors with their health insurance/Medicare needs during 2020 (SHINE)

### **Personnel Changes and Acknowledgements (2-3 sentences)**

This has been our most challenging year. Each staff member had to learn Zoom, on line shopping and how to make and post videos. We learned how to communicate with each other and all of our seniors in a completely different way. We had to figure out a way to teach seniors who had never used a computer before. We had to learn how to connect with each other virtually and how to offer a safe meal delivery system offering more meals and programs than ever before. Each of us stepped far out of our comfort zone, and I truly believe once again, made the Lynnfield Senior Center the very best that it could be.

*Respectfully submitted,*  
*Linda Naccara: Senior Center Director*  
*Debby Triffletti: Assistant*  
*Director/Outreach Worker*  
*Sue Lagorio: Trip Coordinator*  
*Elaine Moorman: Activity Coordinator*  
*Janine Bennett: Receptionist*  
*Claire Foustoukos: Van Driver*

*Fred Santangelo: Board of Directors,*  
*Chair*  
*Anita Migliori: Vice Chair*  
*Steve Gallant: Treasurer*  
*Jack Bittner: Board Member*  
*Annie Lane: Board Member*  
*Gloria Lemieux: Board Member*  
*Rich Sjoberg: Board Member*  
*Ann Hourihan: Volunteer Secretary*

## **BOARD OF APPEALS**

The Board of Appeals acts under the Zoning By-laws for requests of Variances, Special Permits and Site Plan approvals. The Board currently meets in Town Hall - H. Joseph Maney Hearing Room or via Zoom on the first Tuesday of each month to act on all cases that are submitted at least four weeks prior to the hearing.

The Board acted on seventeen petitions for this year: seven cases were withdrawn without prejudice, there was a total of ten Petitions for Variances and Specials Permits. The total revenue for all of these Petitions totaled \$3,350.00. The cases were disposed of as follows:

Granted: ten

Withdrawn: seven

*Respectfully submitted,*  
*Winnie Barrasso- Administrative Assistant to the Board of Appeals*  
*John Fallon*  
*Brian Shaffer*  
*Anthony Moccia*  
*Anders Youngren- Alternate Member*  
*Eric Chisholm – Alternate Member*

# **BOARD OF ASSESSORS**

The Board of Assessors is the local agency responsible for the assessment and the administration of all local taxes provided for by the General Laws of the Commonwealth. The Board consists of three elected members. Providing support for the Board are the Assessing Manager and the Administrative Assistant.

In addition to the real property valuations, the Assessors' Office maintains records on the taxable personal property and motor vehicles excise tax files. All applications for deferrals, personal exemptions, and abatement requests for real property, personal property, and motor vehicle excise taxes can be obtained from and must be filed with the Assessors' Office.

Assessors have a major role in promoting effective financial management in the town as they assist in maximizing the resources available to fund the municipal services expected and often enjoyed by residents.

## **Department Staff**

- Richard Simmons, Acting Assessing Manager –Thank you Richard for always being there when we need you.
- Marie Gardner, Administrative Assistant- We would like to thank Marie for her 19 years of service. Marie retired in November.
- John Cena, Interim Assessing Manager - Thank you John for your expertise in Assessing and organizing the transitional period within the Assessors' office.
- Welcoming In September Meredith Stone, the new Assessing Manager. Welcoming in November Donna Peary the new Administrative Assistant.

## **Past Year Activities and Achievements**

- Patriot Properties record cards are updated on online access to our database via the town's website.
- Conducted a state mandated yearly property revaluation town wide.
- Reviewed and adjusted properties to reflect updated market conditions.
- Maintained and updated all real estate and personal property tax records.
- Implemented forms and procedures to be more efficient.
- This has been a memorable year with a worldwide pandemic, office staff retiring, a new Assessor and new Administrative Assistant.

## **Future Goals**

- Continue educational courses for the office staff.
- Continue review and update of valuation neighborhood designations.
- Implement new and efficient office policies and procedures as required.
- Increase public awareness relative to assessing and exemptions.

## **Town of Lynnfield Tax Rates Fiscal Year 2020**

- Residential \$ 13.92
- Commercial \$ 18.86
- Lynnfield Center Water District \$ 0.93
- Lynnfield Water District \$ 0.64 Residential  
\$ 0.96 Commercial

Respectfully submitted,  
**Meredith Stone, Assessing Manager**  
**Board of Assessors**  
**Donald P. Garrity, Chair**  
**Bonnie Celi, Member**  
**Richard J. O'Neil, Member**

MASSACHUSETTS DEPARTMENT OF REVENUE  
 DIVISION OF LOCAL SERVICES  
 BUREAU OF ACCOUNTS

Lynnfield  
 TOWN

**TAX RATE RECAPITULATION**  
**Fiscal Year 2020**

**I. TAX RATE SUMMARY**

la. Total amount to be raised (from page 2, IIe)	\$ 62,005,982.35
lb. Total estimated receipts and other revenue sources (from page 2, IIIe)	15,235,825.33
lc. Tax Levy (la minus lb)	\$ 46,770,157.02
ld. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) lc 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	81.6729	38,198,543.57	2,744,133,363.00	13.92	38,198,336.41
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	15.9315	7,451,187.57	395,089,790.00	18.86	7,451,393.44
Net of Exempt					
Industrial	0.8205	383,749.14	20,346,800.00	18.86	383,740.65
<b>SUBTOTAL</b>	<b>98.4249</b>		<b>3,159,569,953.00</b>		<b>46,033,470.50</b>
Personal	1.5751	736,676.74	39,060,791.00	18.86	736,686.52
<b>TOTAL</b>	<b>100.0000</b>		<b>3,198,630,744.00</b>		<b>46,770,157.02</b>

MUST EQUAL 1C

**Assessors**

Richard Simmons, Interim Assessor, Lynnfield, rsimmons@town.lynnfield.ma.us 781-334-9450 | 12/3/2019 7:08 PM

Comment:

Richard J O'Neil, Assessor, Lynnfield, assessor2@town.lynnfield.ma.us 781-334-9450 | 12/4/2019 2:58 PM

Comment:

Donald Garrity, Assessor, Lynnfield, assessor2@town.lynnfield.ma.us 781-334-9450 | 12/4/2019 1:27 PM

Comment:

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

**Reviewed By:** Susan Whouley  
**Date:** 12/11/2019  
**Approved:** Thomas Guilfoyle  
**Director of Accounts:** Mary Jane Handy

NOTE : The information was Approved on 12/11/2019

# **CABLE/LYNNFIELD MEDIA STUDIOS**

## Mission Statement:

Lynnfield Media Studios is a Community Access Television Station which is dedicated to providing an electronic forum for the free exchange of information and ideas which reflect the talents, skills, interests, concerns and diversity of the Lynnfield community.

## In pursuit of this mission, Lynnfield Media Studios:

- Manages facilities for broadcasting of community access television programming on the Public, Educational, and Governmental (PEG) access channels on the Lynnfield cable television system. Comcast channels: 8,9 and 99. Verizon Channels: 28, 29, 30
- Provides telecommunications technology, including video production and computer technology via broadcast to the Town of Lynnfield.
- Provides Community Groups technologies and access to the meeting room facilities within the Al Merritt Media and Cultural Center.
- Serves as a catalyst to facilitate and stimulate community discussion and to provide programming with the use of telecommunications technology.

## Goals and Projects:

In 2020, Lynnfield Media Studios was challenged by the Covid-19 pandemic and the way that we, as a Community Access Television Station, provide information to the Town of Lynnfield.

Going from a LIVE in person format to a new virtual format was uncharted territory. With the help of my staff we were able to reconfigure the studio to this new virtual format and continue to provide the Town of Lynnfield with important updates and meetings relevant to the citizens. During these trying times, we produced over 125 programs including virtual Memorial and Veterans Day celebrations, provided audio and video support during three Town Meetings and also provided audio, video and a Live YouTube uplink for the LHS 2020 Graduation as well as constant communications of Covid updates from the Town Administrator and Emergency Management lead, Chief Glenn Davis. We were also instrumental in providing important information utilizing our Access Bulletin Boards which broadcast throughout the town. We also met our goals of upgrading our Cablecast System which is a core component of our broadcasting technology as well as increasing our programming numbers during a very difficult time.

In 2021 we will continue providing quality programming that is relevant to the Community.

*Respectfully submitted,*

*Eric M. Hamlin, Executive Director*

*Drew Sanborn, Production Coordinator*

# **FIRE DEPARTMENT**

## **Mission Statement:**

The mission of the Lynnfield Fire Department is to improve the quality of life within the town, by providing a high-quality emergency fire and rescue service; an excellent fire prevention program, including public fire and life safety education and fire investigation; and a firefighting and rescue force capable of handling all types of emergencies.

The department will accomplish this mission while maintaining a high standard of safety and health of our personnel, a high standard of training and education, maintain fire department facilities and apparatus, and interact professionally with other departments.

## **Year in Review:**

Lynnfield Fire Department responded to a total of 1,796 incidents

- All department activities during 2020 were overshadowed by the COVID-19 Pandemic.
- Lynnfield Office of Emergency Management implemented a COVID-19 Incident Action Plan on March 10, 2020. This plan focuses on using the National Incident Management System/ Incident Command System (NIMS/ICS). The IAP focuses on teamwork and collaboration to achieve goals.
- Emergency Management Team met consistently to oversee all town operations during the COVID-19 pandemic. Priorities were to keep all Lynnfield town employees and residents safe during the pandemic.

## **Organization/leadership:**

- Continued Re organization and development of command staff
- 4 Divisions – Medical Services, Logistics, Operations, Community Risk
- Promoted James Wallace to Deputy Chief
- Promoted James Alexander to Captain
- Promoted Kevin Mutti to Captain
- Promoted Chris Cavalieri to Lieutenant
- Hired 3 new career Firefighter
- FF Paul Hartz
- FF Anthony Metrano
- FF Suzie Lilakos
- Hired 4 new Call Firefighters
- Probationary FF John Furey
- Probationary FF Stephen Groussis
- Probationary FF Sebastian Morales
- Probationary FF Steven Provenzano
- Several members have completed Paramedic education and certification during 2020.

## **Grants Received:**

- \$50,000 AFG-Supplemental grant for COVID-19 related PPE
- \$50,000 CESF grant for portable radios
- \$15,000 MA Firefighter safety equipment grant for portable radios
- \$7,172 MA Fire Safe and Senior Safe grant
- \$3,500 Emergency Management Performance Grant
- \$31,300 Returned to Lynnfield under the Massachusetts Certified Public Expenditure Program

**Collaboration:**

- Working with the Lynnfield Public Schools, a Narcan program has been implemented and all school nurses have been trained in Narcan usage.
- Expanded the Residential Lock Box program in conjunction with Lynnfield Rotary and senior center to include medication storage boxes, medication disposal bags and a home safety survey.

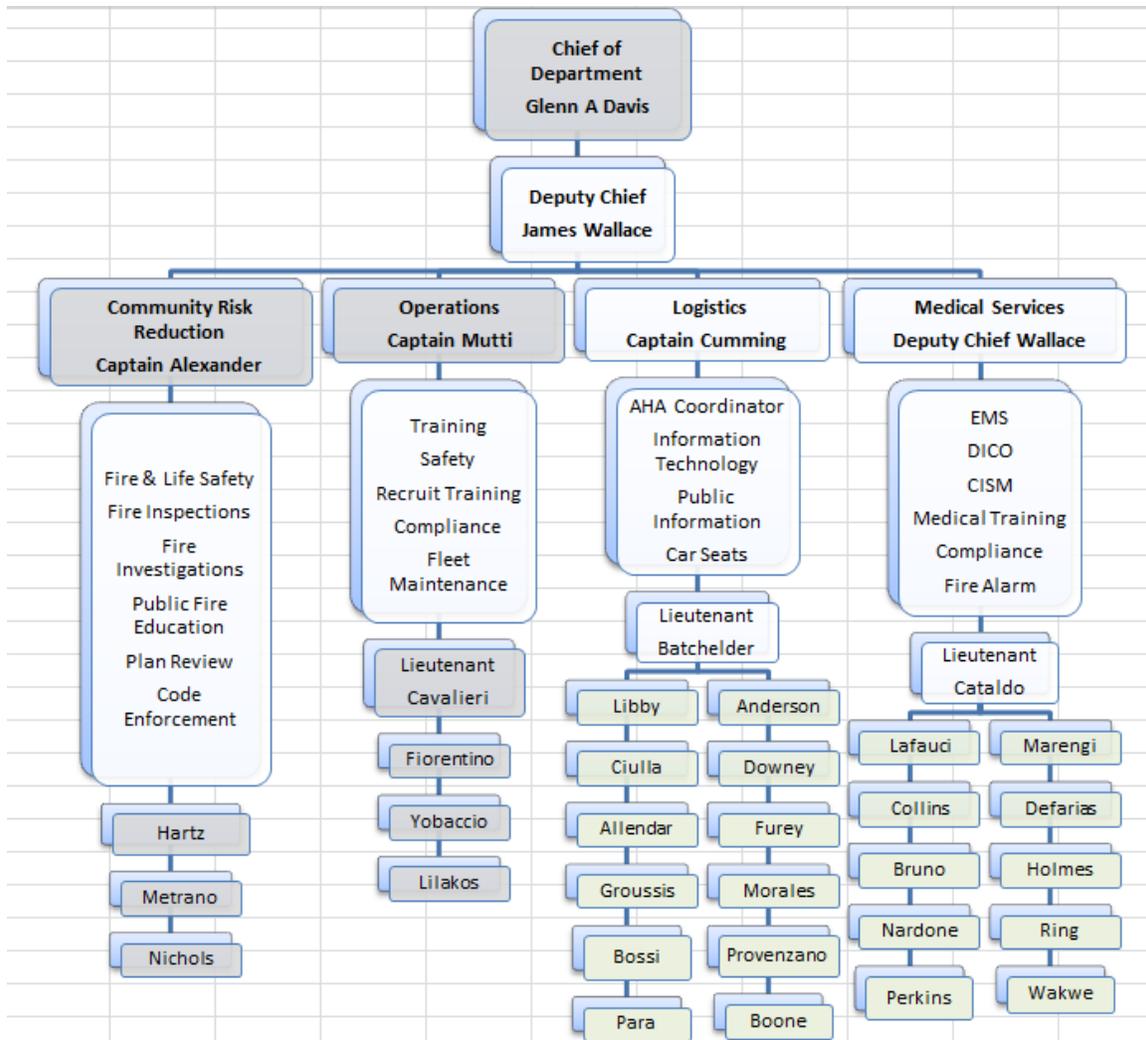
**Information Technology updates:**

- Halligan - Software (tracking of equipment, supplies) OSHA compliance with SCBA bottles and refills
- Lexipol – Policy management legal compliance with policy and procedures

**Statistics:**

2020 continued to be a busy year for the fire department with increasing demands for service.

<b>Incident Type</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fires	107	89	80	109
Rescue and EMS	1,032	1,242	1,209	1,113
<i>Motor Vehicle Crash</i>	<i>106</i>	<i>123</i>	<i>125</i>	<i>148</i>
Hazardous Condition	56	70	113	87
Service Call	226	223	248	204
Good Intent Call	138	115	68	73
False Alarm	230	275	289	260
Severe Weather	5	8	5	3
<b>Total Calls</b>	<b>1796</b>	<b>2,022</b>	<b>2,021</b>	<b>1,855</b>
<b>Simultaneous Calls</b>	<b>302</b>	<b>344</b>	<b>326</b>	<b>292</b>



## Department Roster:

POSITION	NAME
FIRE CHIEF	DAVIS, GLENN
DEPUTY CHIEF	WALLACE, JAMES
<b>FULL-TIME CAREER FIREFIGHTERS</b>	
FULL-TIME CAPTAIN	ALEXANDER, JAMES
FULL-TIME CAPTAIN	MUTTI, KEVIN
FULL-TIME LIEUTENANT	CAVALIERI, CHRIS
FULL-TIME FF EMT-P	FIorentino, JEFF
FULL-TIME FF EMT-P	NICHOLS, MATT
FULL-TIME FF EMT-P	YOBACCIO, STEVEN
FULL-TIME FF EMT-P	HARTZ, PAUL
FULL-TIME FF EMT-P	METRANO, ANTHONY
FULL-TIME FF EMT-P	LILAKOS, SUZIE

<b>CALL FIREFIGHTERS</b>	
FF EMT-P	ALLENDER, CHRIS
FF EMT-B	ANDERSON, JAMES
LIEUTENANT EMT-B	BATCHELDER, RYAN
FF EMT-B	BOONE, JONATHAN
FF EMT-B	BOSSI, JOHN
FF EMT-B	BRUNO, RICHARD
LIEUTENANT EMT-B	CATALDO, RON
FF EMT-B	CIULLA, DANIEL
FF EMT-B	COLLINS, WILLIAM
CAPTAIN EMT-B	CUMMING, DAVID
FF EMT-B	DEFARIAS, PAUL
FF EMT-B	DOWNEY, RICHARD
FF EMT-P	HOLMES, NICK
FF EMT-P	LAFUCCI, IGNAZIO
FF EMT-P	LIBBY, GERARD
FF EMT-P	MARENGI, DAVID
FF EMT-P	NARDONE, ANDREW
FF EMT-P	ORNAE, DANIEL
FF EMT-P	PARA, SUSAN
FF EMT-P	PERKINS, JOHN
FF EMT-P	RING, DENIS
FF EMT-P	WAKWE, KEN
PROBATIONARY FF	FUREY, JOHN
PROBATIONARY FF	GROUSSIS, STEPHEN
PROBATIONARY FF	MORALES, SEBASTIAN
PROBATIONARY FF	PROVANZANO, STEVEN

Thank you to the dedicated men and women of the Lynnfield Fire Department for their commitment to protect and keep safe the residents of the Town of Lynnfield.

*Respectfully submitted,  
Chief Glenn A. Davis*

# **BOARD OF HEALTH**

## **Mission statement:**

The mission of the Lynnfield Board of Health is to prevent illness, promote wellness, and protect the environment as ascribed in our logo. In these endeavors, the Board of Health will make reasonable policies and regulations to protect and promote the public health and well-being of our citizens. The role of the Lynnfield Public Health Nurse focuses on wellness, education, health promotion along with disease investigation and prevention and makes a difference in the life of the community and its residents.

The Board of Health (BOH) Office handles many health and environmental topics under the umbrella of public health: BOH purview includes Title V septic systems, private wells, food establishments, tobacco sales, semi-public swimming pools, tanning salons, recreational camps, animal inspections, housing and nuisance complaints, communicable disease investigations and immunization clinics. The BOH is a mosquito control liaison between MA Department of Public Health (MDPH) and Northeast Mass Mosquito Control (NEMMC). We also review 21-E environmental reports. The Board of Health Agent/Director McRae is on the steering committee of A Healthy Lynnfield, a substance abuse prevention coalition. Lynnfield is part of the Public Health Emergency Preparedness Coalition Region 3B Greater Lawrence and the Medical Reserve Corps Greater River Valley MRC, comprised of medical and non-medical volunteers. Region 3B is also aligned with the Health & Medical Coordination Coalition (HMCC). BOH Agent/Director McRae is a key member of the Lynnfield Emergency Management Team (LEMA).

2020 is marked with an unprecedented pandemic with coronavirus, COVID19. Despite the pandemic, environmental permitting work for septic installations and private wells during 2020 exceeded 2019; BOH continuity of operations were upheld. With the Lynnfield Emergency Management Team – Core Team established, McRae participated in all scheduled meetings and provided local case count/statistics and other MDPH information. McRae attended twice weekly MDPH COVID conferences for evolving disease information. Tremendous volumes of information and data was exchanged through state sources; among these include Governor's Orders, MDPH-Epidemiologists-Isolation and Quarantine instructions, and Division of Labor Workplace Safety Standards; each facet had many revisions throughout the pandemic. Many extra-long hours of work, including nights and weekends (7 days per week) were undertaken by the BOH. This in turn allowed for close contact with residents as they learned more about contact tracing, gathering sizes, spread-prevention and Isolation/Quarantine orders, as well as businesses as they navigated through the changing Phases, closure/reopening and the various steps within. HMCC Sponsor, MAPC, provided COVID funds to the BOH in 2 installments of \$7,500 each. Communication with Lynnfield incident command and school liaison helped reduce COVID cases in schools.

The first few cases involving the coronavirus in Lynnfield had links to the Biogen Conference in Boston; an event with a significant outbreak in MA. Among other sources, cases grew across the Commonwealth as with many other states and nations. By mid-April Lynnfield had 50 reported cases of coronavirus. By the end of June there were 100 cases; the beginning of December 300 cases; and the end of December 2020, 674 cases.

Governor Baker's Order effective March 17, 2020 is notable of the unprecedented pandemic, which reads in-part: Gatherings of over 25 people are prohibited throughout the Commonwealth/Any restaurant, bar, or establishments that offers food or drink shall not permit on-premises consumption of food or drink (excerpt of order).

The BOH met the challenges of COVID19, along with the traditional operations (inspections, permits, plans, certificates, sign-off, etc). Our achievements are presented in the following sections.

**Goals achieved/large projects accomplished:**

- January - Completed a Table Top exercise in public health emergency; rolled out T5 online reports
- February -Participated in Municipal Vulnerability planning, workshop meetings
- March -Participated in the last “in-person” conference with state agency MassDEP prior to the shuttering due to Coronavirus; meeting was timely with discussion on private wells and subdivisions.
- Local and State of Emergency; meetings with LEMA and MDPH were in the forefront. Use of video platforms, such as Zoom and WebEx became instrumental as we moved through the pandemic. While Town Hall closed and re-opened by appointment, the BOH implemented instructions in our out-going voicemail, utilized outside drop box 24/7 access, added forms online and utilized email filing. BOH website was updated for news and announcements with direct links to Governor’s Orders and MDPH important information. Continuity of Operations:
- Collected \$61,015 in Total Categories Fees (Example: Site & Annual Permit Fees), which reflects a robust work load. (Compared to non-pandemic year 2019 \$58,165).
- Septic Title 5 work see tallies presented in following section.
- Title 5 Official Inspections Reports -New system in 2020 allows for Title 5 Inspectors to upload their reports directly which allows the public to view and search by address. This was instrumental as reports are required for real estate transaction; on-line access helped reduce foot traffic in Town Hall.
- Food Establishments: Indoor dining was closed in March under Emergency Order by Governor Baker: some opted for take-out while others closed and did not reopen. Outdoor dining was facilitated; indoor dining was brought back through Phased-Re-opening. 45 inspections were conducted. Many of our interactions with food establishments were by telephone and mailing outreach as operators navigated through COVID safety standards and re-opening stages through the Governor’s Phases of Re-Opening MA.
- Tobacco Control: New regulations Dec 2019; Menthol ban in June 2020; Written correspondence sent to each tobacco retailer, served as a reminder/summary of regulatory highlights; AHL performed a voluntary on-site survey in Dec 2020.
- Private Well Regulations: 3 drinking water well applications were received in 2020 for the first time under the new regulations (1 emergency replacement well and 2 new subdivision work on upper Main St). 11 irrigation wells were permitted in 2020 (compared to 5 irrigation wells in total in 2019). This resulted in additional permit fees collected. 2020 was marked with drought conditions, a factor in the increase of applications.
- Swimming Pools: Arbor Point opened, Lynnfield Commons voluntary-closed, Boston Sport Club went out of business.
- Building Applications relative to septic setback and capacity; 89 in 2020 (same in 2019).
- Subdivisions: Various septic field work and/or plan reviews for 914 Salem St, Sagamore Pl (Janet Way), Tuttle Lane (333 Summer St), Vallis Way (109 Lowell St) and 271 Main St.
- Pillings Pond Annual Water Quality: Samples collected on July 22, 2020; none exceeded standards.

- Animal Keeping: Increase in residents keeping chickens; 24 sites in 2020 this was an increase over 2019 which resulted in additional permits fees collected. Quarantines conducted by incident.
- Nurse Achievements: The role of the Lynnfield Public Health Nurse focuses on wellness, education, health promotion and disease prevention and makes a difference in the life of the community and its residents. Sandy Wilson, RN notes, my goal as Public Health Nurse is to assist community members live in a healthy social, emotional, spiritual, physical and ecological environment. COVID took a toll on many Lynnfield residents in 2020. We had 674 cases in 2020 and the totals are still rising. We encourage all Lynnfield residents to sign up for the vaccine as soon as you are eligible. In addition to COVID19 contact tracing, activities this year included the following:
  - Development of policies and procedures relating to vaccines.
  - Online re-enrollment and approval from the Massachusetts Department of Public Health as a provider of vaccine for children.
  - MAVEN: Usage and periodic updating of the Massachusetts Virtual Epidemiologic Network (MAVEN), a web-based disease surveillance and case management system that enables MDPH and local health to capture and transfer appropriate public health, laboratory, and clinical data efficiently and securely over the internet which was mandated by the State Office of Health and Human Services on June 14, 2012.
  - MIIS: Preparation for usage of the MIIS, a statewide computerized system that collects and stores basic immunization information for people who live in Massachusetts. It is a secure and confidential system that is required by Massachusetts law. It is a system that is available for people of all ages to make sure that everyone is up-to-date with their shots and that records are available when needed such as when emergency medical help is needed.

**Significant statistics**

2020 Site Fees and Annual Permit Fees Collected by Category

Site specific Title V projects involving fees include disposal system construction permits (DSCP) and soil deep hole observation & percolation testing. Site specific well drilling also requires permitting. Annual permits for operations/activities are listed by category.

Disposal System Construction Permit	\$26,160
Deep Hole/Percolation Testing	\$15,925
Well Drilling/Installation Total	\$2,600
Animal	\$1060
Food Establishment	\$8,645
Tobacco	\$1,800
Tanning	\$0
Semi-Public Swimming Pool	\$125
Septic Installer License	\$3,300
Septic Hauler	\$1,400
Total	\$61,015

**DSCP (Septic) Applications Received**

Month	2020	2019	2018	2017	2016	2015	2014
January	5	3	7	4	1	6	5
February	7	1	6	4	1	1	2
March	5	4	7	5	6	0	5
April	5	8	5	7	3	8	7
May	8	10	9	9	8	9	10
June	6	6	12	9	11	11	9
July	7	12	11	6	10	13	9
August	11	8	8	11	10	6	14
September	9	4	12	4	9	10	5
October	9	15	4	12	6	4	8
November	12	5	12	6	4	3	7
December	9	8	4	8	2	6	10
Totals:	93	84	97	71	77	91	76

**Perc Test Applications Received**

Month	2020	2019	2018	2017	2016	2015	2014
January	7	3	0	5	0	2	2
February	3	2	4	4	5	0	3
March	8	8	9	3	1	3	8
April	5	8	21	7	6	6	17
May	6	4	9	11	6	10	7
June	12	7	9	2	5	7	7
July	6	6	7	18	8	6	4
August	14	6	9	6	6	10	5
September	1	29	2	5	4	3	4
October	13	9	10	4	4	2	5
November	5	4	1	6	9	10	8
December	3	1	2	2	2	4	9
Totals:	83	87	83	56	63	79	61

**Nurse related activities on reportable and communicable disease cases:**

Clostridium	1	Hepatitis C	3
Legionellosis	2	Lyme Disease	13
Salmonellosis	1	Haemophilus Influenza	1
Shigellosis	1	Influenza	44
Campylobacteriosis	3	Novel Coronavirus	674
Tuberculosis	5		

The Annual Seasonal Flu Clinic for adults was not held in 2020 as the Senior Center was closed due to COVID19. Also due to COVID19, MDPH required all school-age children to obtain a flu vaccine by Dec 31. The BOH worked with the school nurse leader to hold two children's flu clinics this year for children ages 4 to 19. The first one was held at the Summer Street School on October 21 from 1 to 5pm and the second one was on November 4 from 1 to 5pm at the Huckleberry Hill School.

Meanwhile, as part of a LEMA-team effort, Emergency Management brought in pharmaceutical services from CVS to conduct a clinic for First Responders along with town employees, police, fire, public works and library. As of 2015 the Massachusetts Department of Public Health no longer provides influenza vaccine for adults 19 years of age and older unless they do not have

health insurance. The BOH administered children's vaccination clinics using the by state-supplied vaccine.

**Allotment from State:**

Seasonal	Seasonal
FLU VACCINE	FLUMIST
250	50

Available for anyone under the age of 19

Board of Health

Dr. Rocco Iocco, Chair

Dr. Gail Link McCausland, Vice Chair

Dr. Gary Mendese, Member

The Board of Health Office staff consists of:

One full-time Agent/Director, Kristin Esposito McRae, BS, RS, SE

One part-time Admin/Generalist, Maria Welsh (July 2020)

On Call Animal Inspector, Patricia Freedman, CVT

Outside services consists of:

One Public Health Nurse, Sandy Wilson, RN (hours significantly expanded due to COVID)

On-call Sanitarian, Leo Cormier, BS, RS, SE (hours expanded to 2+ days per week due to COVID)

Food Inspector by assignment, Deborah Rosati, RS

*Respectfully submitted,*

*Kristin Esposito McRae, BS, RS, SE*

*Director*

*Sandra K. Wilson, R.N.*

*Public Health Nurse*

## **HISTORICAL COMMISSION**

The mission of the Lynnfield Historical Commission is to maintain the history and the character of the community by identifying, evaluating, preserving, and protecting our architectural aesthetic and cultural assets. To this end we work with the Massachusetts Historical Commission and other local, regional, public, and private organizations per MGL Chapter 40, Section 8D.

### 2020 Accomplishments

- Delaying the potential demolition of the Smith Farm house,
- Continued to develop research on twentieth century modern architectural work of Royal Barry Wills in Lynnfield. Information from the reports, and those to come, could yield designation on the National Register of Historic Places.
- Identified multiple areas to have historic markers placed.

The Commission suffered a tremendous loss with the passing of Steven Richard. Abigail Kilgore, a lifelong resident of Lynnfield, was added to the Board of Directors.

*Respectfully submitted,*  
*Kirk Mansfield, Chairman*  
*Abigail Kilgore*  
*Robert McKendrick*  
*Roy Sorli*  
*Steve Todisco*  
*Shelley Lynch (Associate)*



# INSPECTIONAL SERVICES/ZONING

## BUILDING INSPECTOR

The Building Inspector's office ensures that buildings are constructed safely and used properly by enforcing the provisions of the state building code, town zoning codes, and other applicable ordinances. This office issues permits to allow the construction, reconstruction, alteration, repair, and demolition of buildings and structures, as well as the installation of equipment and the location, use, and occupancy of all buildings, structures, and land.

### **Inspectional Services Staff**

Joseph O'Callaghan - Building Commissioner

Arthur Skinner - Electrical Inspector

Stan Kulacz - Plumbing/Gas Inspector

Jim Collins - Sealer of Weights and Measures

Winnie Barrasso - Administrative Assistant to the Building Department/Board of Appeals

<u>2020 BUILDING DEPARTMENT ANNUAL REPORT</u>			
<u>MONTH</u>	<u>PERMITS ISSUED</u>	<u>ESTIMATED COST</u>	<u>PERMIT FEES</u>
JANUARY	22	\$ 1,062,207.00	\$ 12,844.00
FEBRUARY	34	\$ 1,132,616.00	\$ 13,789.00
MARCH	27	\$ 1,356,092.00	\$ 16,336.00
APRIL	27	\$ 1,346,132.00	\$ 16,264.00
MAY	31	\$ 1,529,477.00	\$ 19,934.00
JUNE	41	\$ 1,249,667.00	\$ 15,119.00
JULY	61	\$ 2,932,148.00	\$ 35,412.00
AUGUST	41	\$ 2,227,407.00	\$ 26,855.00
SEPTEMBER	45	\$ 1,320,642.00	\$ 15,100.00
OCTOBER	63	\$ 4,019,435.00	\$ 48,484.00
NOVEMBER	59	\$ 3,481,204.00	\$ 42,010.00
DECEMBER	32	\$ 1,294,150.00	\$ 15,557.00
<u>JANUARY - DECEMBER</u>			
SHEET METAL PERMITS	55	\$ 1,957,928.00	\$ 23,613.00
<b>TOTALS</b>	<b>538</b>	<b>\$ 24,909,105.00</b>	<b>\$ 301,317.00</b>

*Respectfully submitted,*

*Joseph O'Callaghan, Building Inspector*

*Winnie Barrasso, Administrative Assistant to Building Department and Board of Appeals*

## INSPECTOR OF WIRES

The Office of the Inspector of Wires issued a total of 440 Permits during 2020 with revenue of \$52,505.00 collected in fees.

*Respectfully submitted,*

*Arthur Skinner, Electrical Inspector*

*Winnie Barrasso, Administrative Assistant to Building Department and Board of Appeals*

## PLUMBING AND GAS INSPECTOR

In the year 2020, the Lynnfield Plumbing and Gas Department received \$24,965.00 in Plumbing fees and \$14,034.00 in Gas fees with a total of \$38,999.00 in revenue for the Town of Lynnfield. 238 Plumbing permits were issued and 201 Gas permits were issued, for a total of 439 combined permits for Gas/Plumbing permits.

*Respectfully submitted,*

*Stan Kulacz, Plumbing and Gas Inspector*

*Winnie Barrasso, Administrative Assistant to the Building Department and Board of Appeals*

# LIBRARY

## **Mission statement:**

The mission of the Lynnfield Public Library is to facilitate townspeople of all ages in the meeting of their personal, professional, informational, educational, recreational and cultural needs by providing both current technological and traditional means of access to materials, programs, and services.

## **Goals/large projects:**

Libraries have always been adaptable and willing to take on new roles in their communities, and 2020 was probably the greatest test of our flexibility since computers revolutionized our work. Our team quickly pivoted to working from home providing our resources over the phone, via email, and through many digital and virtual offerings. We provided access to library cards remotely so new users could access all of our tools, and we increased the number of databases, digital content, and ebooks and audiobooks that could be accessed from home. From the very beginning of the pandemic, we began working on plans to allow borrowing of physical collections, and in the beginning of June, offered Sidewalk Service under a bright orange tent. It was amazing to see how quickly patrons learned how to use their library again under such strange circumstances! In July we offered in-library computer use for those who needed it, and expanded our hours of curbside pickups to provide as much coverage as possible.

Programming is always one of our highlights, and in the first months of 2020 we had attendance of over 1000 at 70 programs. In March, our intrepid programming staff quickly launched a wide variety of virtual programming options to try and engage patrons of all ages. We held programs with outside presenters, moved live programs we host online, and created a number of recorded programs so that people could watch story times, craft and cooking tutorials, and other activities on their own schedule. By the end of the year we (staff and patrons alike) became quite familiar with seeing each other on the computer screen. We also created “take and make” art and craft projects for kids and adults to bring home to reinforce the connection between the library and our patrons.

Even during the pandemic, we continued to build relationships throughout the town. During the early days of the pandemic, we worked with Rotary to connect people with food insecurity to resources available locally. We also helped Rotary raise funds for college scholarships by assisting in a virtual Turkey Trot. We worked with A Healthy Lynnfield and participated in town-wide anti-bias training, promoted resources to the schools, and continued planning with other town agencies for services in the future.

## **Significant statistics:**

Pandemic related statistics	
Virtual programs held	135
Virtual program attendance	1200
Take-home art kits	240
Print materials borrowed	22,385

Digital materials borrowed	16,870
Sidewalk/Front Door Pickups	4575
<b>Pre-Pandemic statistics</b>	
Programs held	70
Program attendance	1135
Print materials borrowed	20,500
Digital materials borrowed	3665
In person visits to the Library	17,525

**Personnel Changes and Acknowledgements:**

Allison Gallagher left during the summer to move to Arizona, and we miss her and wish her well. Peggy O’Keefe has moved from a permanent employee to a substitute employee. Barbara Kampas is now a permanent employee in the Reference Department after serving as a Bibliotemp and substitute. We have two new Circulation staff members: Samantha Totman and Jill Toomey. Both joined us in the fall and have added a great deal of energy and humor to our work, and they have enjoyed meeting people and learning about Lynnfield.

We want to thank all of our library users who quickly and happily jumped online to attend virtual programs, who adapted to our service model changing every few months during the pandemic, and who shared with us stories about how they tried something new with the assistance of staff at the Lynnfield Public Library. Thank you for your patience!

We also want to extend a huge note of gratitude to The Friends of the Lynnfield Library who were unable to hold normal fundraising events like the book sales, but still continued to support Library programming.

**Board of Library Trustees**

Robert D. Calamari, Jr., Chair  
 Faith Honer-Coakley, Vice-Chair  
 Russell Boekenkroeger  
 Rich Mazzola  
 Andrew Kenneally

**Library Staff**

Administration:  
 Jennifer Inglis, Library Director  
 Abigail Porter, Assistant Director & Head of Adult Services  
 Patricia Nutile, Administrative Assistant and Secretary, Board of Trustees

**Youth Services:**

Lauren Fox, Head of Youth Services  
 Pam Griswold, Children’s Assistant

**Reference Services:**

Patricia Kelly, Head of Reference Services  
Marilyn Graves, Reference Staff Librarian  
Kathe Landergan, Reference Staff Librarian  
Barbara Kampas, Reference Staff Librarian

**Technical Services:**

Nicole Goolishian, Head of Technical Services  
Pauline Silva, Technical Services Librarian

## Circulation Services:

Katherine Decker, Head of Circulation Services  
Samantha Totman, Circulation Assistant  
Nathalie Lilley, Circulation Technician  
Dawn Mayerson, Circulation Technician  
Beverly Lenehan, Circulation Technician  
Jill Toomey, Circulation Technician  
Circulation Technician Substitutes:

Suzy Axelson  
Megan Doyle  
Mary Kraft  
Carolyn Livingston  
Margaret O'Keefe  
Christine Rutigliano  
John Toothaker

**Library Pages:**

Barbara Camann  
Nathalie Lilley  
Ruby Struble

**Library Building Project Committee**

Russell Boekenkroeger, Chair and member of the Board of Trustees  
Board of Selectmen – liaison - Richard Dalton  
Board of Appeals – liaison - Brian Shaffer  
Planning Board – liaison - vacant  
Finance Committee – Christopher Mattia  
Members-At-Large - Steven Todisco, Ted Caswell, Nick Connors  
Gail Rober – Secretary

*Respectfully submitted,  
Jennifer Inglis, Director*

# **LYNNFIELD SUBSTANCE USE PREVENTION COALITION/A HEALTHY LYNNFIELD**

A Healthy Lynnfield is a partnership between the Town of Lynnfield, its residents, and many community-based organizations. Our mission is to empower residents to make positive choices every day. Together, we work to prevent substance misuse, improve the quality of life for those impacted, and to support programs that help all young people thrive. Through coalition building, engagement of stakeholders, and implementation of proven best practices, we aim to address the misuse of substances and related harms in Lynnfield.

Our efforts include:

- Substance misuse prevention education
- Enhancing opportunities for young people to lead on this issue through our Healthy Lynnfield Youth Council
- Coordinating activities across our partner organizations
- Working with public safety to ensure lives are saved and referrals are made for treatment and family support
- Working with health care and behavioral health partners to ensure resources are accessible
- Reducing stigma associated with this disease
- 

In 2020-21, even during the pandemic, community engagement was at record high numbers. We accomplished much, including:

- The formation of our new Youth Council fellowship program.
- The launch of our 2021 prevention campaign: “Above the Influence” is our 2021 message about being resilient, taking a stand, and choosing healthy alternatives over drugs and alcohol. For the month of April, a variety of programs were offered to the community including the production of our Youth Council Video “21 Ways to Stay Above the Influence.”
- The launch of our “Champions for Youth” Awards
- The launch of our “Community Pledge to Prevent Underage Drinking” with local businesses.
- Equity-related trainings tailored for each of the following groups: The Police Department, Town of Lynnfield Employees, Town of Lynnfield Boards and Commissions, Lynnfield Public School Faculty, and Coalition volunteers.
- Together in 2021, a collaborative 3-part Diversity, Equity and Inclusion series for Lynnfield Residents in partnership with Lynnfield for Love, Lynnfield Library, Lynnfield Anti-Racist League and our faith-based partners.
- Parenting in A Pandemic: A 3-part webinar series supporting parents with skills to manage toxic stress, trauma and behavioral issues with their children during this unprecedented time.
- Two community Mindfulness Series for supporting overall health.
- A Walking Program for Lynnfield Public School faculty.
- A special regional educational forum with other coalition partners: “How can we prevent youth from alcohol harms? What Lawmakers need to know.”
- The Night of Hope Recovery Month Event with the Think of Michael Foundation, as well as participation in many other local events.

In June 2020 we welcomed our new Drug Free Communities Coordinator, Julie Greene. In September we said goodbye to Kelsey Coughlin, and in November 2020 we welcomed our new Outreach Coordinator, Leanne Bordonaro.

**Staff:**

Peg Sallade, Substance Use Prevention Coordinator  
Julie Greene, Drug Free Communities Coordinator  
Leanne Bordonaro, Outreach Coordinator

**Steering Committee Members 2020**

Phil Crawford, Chairman, A Healthy Lynnfield  
Rob Dolan, Town Administrator  
Kevin Cyr, Director of Teaching and Learning, Lynnfield Public Schools  
Nick Secatore, Chief of Police  
Glenn Davis, Chief, Lynnfield Fire Department

**Additional Members**

Stacey Dahlstedt, School Committee  
Carmela Dalton, the Think of Michael Foundation  
Mary Homan, Director of Nursing, LPS  
Kristin McRae, Health Director  
Michele Snyder, Lahey Health  
Reverend Glen Mortimer and Reverend Nancy Rottman, the Lynnfield Clergy Collaborative  
Jennifer Inglis, Lynnfield Public Library  
Leo Barrett, Wakefield Cooperative Bank  
Chris Caprio, Finance Committee  
Rob Lowell, Executive Director, Torigian YMCA  
Ron Block, Lynnfield Rotary  
Ryan Rivard, Riverside Community Care Outpatient Center  
Eric Hamlin, Lynnfield Media and Cultural Center  
Diane Courtney, Lynnfield Girl Scouts and Lynnfield for Love  
Natasha Shaw, M.D., Lynnfield for Love  
Vashundra Ganju, Lynnfield for Love & Lynnfield Cultural Council  
Lisa Costa, Costa Family Recovery

Additional members and volunteers attend monthly meetings regularly and/or participate in our workgroups. A Healthy Lynnfield thanks the community for your support and participation in this important work.

***Respectfully submitted,  
Peg Sallade, Substance Abuse Prevention Coordinator***

## **PLANNING AND CONSERVATION**

The Department of Planning and Conservation provides professional and technical support to both the Conservation Commission and Planning Board while also providing a wide range of services to town residents and businesses. Its mission is to guide the development of land and its use in a manner that preserves the town's unique character and environmental resources while guiding reasonably planned growth and development in conformance with applicable local and State laws.

The Planning Board is an independent Board of five elected members serving five-year staggered terms. The Board acts on behalf of the townspeople as stewards of the Lynnfield Zoning Bylaw, Scenic Roads Bylaw and the Rules and Regulations governing the subdivision of land in Lynnfield. The Conservation Commission has seven volunteer members appointed by the Board of Selectmen for three-year terms.

The Commission's principal role is to administer and enforce the Wetland Protection Act (M.G.L. C.131 S. 40) and the Town of Lynnfield's Wetland Protection Bylaw (Ch 240). The Commission also oversees open space planning and land management, and is the designated Lynnfield board overseeing Lynnfield's Stormwater Management Bylaw in conjunction with the Department of Public Works. Several Conservation subcommittees comprised of volunteers sponsor various events, public forums and workshops. These include Open Space, Pesticide Awareness, Pillings Pond Sub-Committee and the Tree Committee.

### **Major 2020 department initiatives and accomplishments:**

- Successfully pivoted department in response to COVID shutdown in March: held all Planning Board and all ConCom meetings via ZOOM; all permitting continued uninterrupted, including residential projects and more complex properties and new subdivisions. Constituency services continued uninterrupted.
- Gathered edits to begin update project of the Subdivision Rules and Regulations
- Completed bylaw work in order to improve outcomes in light of growing development pressures: developed Tree Protection Bylaw – Article 8 for October Town Meeting; developed OSRD (Cluster) Bylaw – Article 9 for October Town Meeting
- Submitted draft 2020 Open Space & Recreation Plan to the State for review and approval.
- Completed various public outreach/education initiatives: re-established Pillings Pond Sub-Committee; 2 ConCom board members join; inserted full-scale Organic Lawn Measures for 2019-20 Town Common renovation project; strengthened citizen education program with DPW on stormwater and water quality to comply with NPDES permit requirements; completed 2 of 3 phases of Pillings Pond Buffer Enhancement project (for Rotary Park); began Pillings Pond abutter outreach efforts with first mailing – June 2020
- Awarded annual Pillings Pond treatment work to new vendor, Water and Wetland LLC, issued new permit with updated conditions
- Completed projects on Conservation Properties: designed and installed appropriate signage for all identified ConCom properties; supervised trail marking and clearing of cross-country trail under leadership of Eagle Scout Michael Madden at Pine Hill Lot; completed grading work for trail improvements at Partridge Island Main Street access point; began boardwalk decking, observation stations, wheel side-railings and

- on-off ramp repairs at Partridge Island; supervised successful Eagle Scout completion of Partridge Island trail marking, mapping and Scout sign replacement project
- Completed identified administrative initiatives: began migration of ConCom project database to “PeopleForms” online multi-department permitting system; researched Richardson Green Chapter 61 details in response to a Notice of Intent to sell and to prepare Select Board for possible exercising of Town’s Right of First Refusal; assumed responsibility for Market Street sign and facade review resulting in a more efficient approval process and cost-savings for small business applicants; completed 3rd year of stormwater infrastructure maintenance tracking program and compliance efforts; began efforts to collaborate with other boards regarding coordination/communication of project/permit reviews; developed onboarding packets for new Planning Board and ConCom board members
- 2 Warrant Articles (Tree Protection Bylaw and OSRD) submitted by PB; 1 Article reviewed with Historical Commission for submission by the BOS
- Issued 11 Orders of Conditions, 6 Determinations of Applicability, 5 Certificates of Compliance
- Definitive Subdivision Plans Proposed: 271 Main Street, still in Public Hearing
- Preliminary Subdivision Plans: Hannah’s View Estates, currently awaiting conclusion of Ch. 61 NOI response, and 109 Lowell St. informal review
- ANRs: 4 applications were reviewed; 3 were endorsed, 1 was continued
- Special Permit Recommendations to the ZBA: 8 applications were reviewed with appropriate recommendations made to the Zoning Board
- Site Plan Reviews: 1 Modification to a Site Plan reviewed
- Scenic Road Bylaws: 2 applications reviewed and recommendations made
- Warrant Article for Special November Town Meeting reviewed and recommended: Schools Expansion Plan
- Richardson Green, Ch. 61 Notice of Intent to BOS: extensive review and research of this parcel led to outreach which culminated in the forming of a Citizen’s Group to coordinate efforts to advocate for purchase of the property. Efforts are ongoing in 2021.
- Resolution on Exclusionary Zoning adopted June 24

Emilie Cademartori is the department’s full-time Director of Planning and Conservation. The department is also staffed by two part-time land use assistants, Susan Lambe and Jennifer Welter. Patrick McDonald provides part-time field inspection work for the department, in addition to part-time GIS work for the Department of Public Works. Jared Yagjian joined the Conservation Commission in July, 2020, K. Erin Hohmann joined in October, 2020 and Bryce Foote joined in December, 2020. Edward Champy joined the Planning Board as its newest member in June 2020.

**Conservation Commission:**

Don Gentile, Chair  
 Jan Solomon, Vice Chair  
 Bryce Foote  
 K. Erin Hohmann  
 Kirk Mansfield  
 Angelo Salamone  
 Jared Yagjian

**Planning Board:**

Brian Charville, Chair  
 Kathryn Flaws, Clerk  
 Edward Champy  
 Michael Sheehan  
 Thomas Wallace  
 Charles Wills (Emeritus)

*Respectfully submitted,  
 Emilie Cademartori, Director of Planning and Conservation*

# **POLICE DEPARTMENT**

The Lynnfield Police Department is committed to working in partnership with residents, business owners, and governmental agencies to maintain public safety and improve the quality of life in Lynnfield. Our mission is to provide for the safety and security of all within Lynnfield, protect property, and provide community based services. The Department employees do this with integrity and enthusiasm on a continuous basis with the help of technology and community resources.

## **Accomplishments and Personnel Changes in 2020:**

- Adapted to policing during the covid-19 pandemic
- Completed a multiyear copper to fiber optic conversion in partnership with the Fire Department
- Captain Karl Johnson retired
- Nick Secatore was promoted to Captain
- Promoted Jared Provost to Sergeant
- Upgraded in house computer servers and camera system

## **Case Activity Statistics:**

Total Offenses Committed:	389
Total Felonies:	74
Total Crime Related Incidents:	240
Total Non-Crime Related Incidents:	397
Total Arrests (On View):	11
Total Arrests (Based on Incident/Warrants):	19
Total Summons Arrests:	54
Total Arrests (Unspecified Type):	0
Total Arrests:	84
Total P/C's:	3
Total Juvenile Arrests:	4
Total Juveniles Handled (Arrests):	0
Total Juveniles Referred (Arrests):	4
Total Hearings:	0
Total Summons:	0
Total Open Warrants:	0
Total Open Default Warrants:	0
Total Orders:	38

*Respectfully submitted,  
Nick Secatore, Interim Chief*

# 2020 Roster

Chief of Police  
David J. Breen

**Chief's Administrative Assistant**  
Paul Donovan

**Captain**  
Nick Secatore

## **Sergeants**

Sean Donovan  
Louis Trapasso  
Al Scotina

Christopher DeCarlo  
Jared Provost

## **Patrol Officers**

Stephen Conley  
Steven O'Connell  
Bryan Materazzo  
Scott Fitzmeyer  
Anthony Hnath

Patrick Curran  
Michael Topping  
Jonathan Duzz  
Mark Bettencourt  
Alessandro Doto

Raymond Barnes  
Jonathan Santos  
James Caponigro  
Marco DePalma

Officer Marco DePalma became the newest member of The Lynnfield Police Department.

## **Dispatchers**

Maura O'Brien  
Diane Williams

Michael Dicorato  
Kimberly Smith

Adam Hashian

# **DEPARTMENT OF PUBLIC WORKS**

To the honorable Board of Selectmen and Citizens of the Town of Lynnfield, I hereby submit the following annual report of the Department of Public Works for the period covering January 1, 2020 to December 31, 2020.

## **MISSION STATEMENT**

The mission of the Lynnfield Department of Public Works is to maintain all roadways, drainage infrastructure, parks, cemeteries, schools, municipal facilities, fleet, and street lights in a cost effective and environmentally sensitive manner for the short and long-term benefit of the residents and the environment.

## **INTRODUCTION**

The Lynnfield Department of Public Works employs (42) full time staff, (10-15) seasonal employees in the summer and has an annual operating budget of \$7.37 million dollars for FY2021. The DPW Capital Budget, approved by Town Meeting, included \$927,350 for town equipment, building work and infrastructure improvements.

The Department divides its multiple responsibilities for the management, maintenance and operations of the Town's infrastructure among five divisions: Administration, Facilities Maintenance, School Building Maintenance, Highway, Cemeteries & Parks and Trees.

## **REPORTS BY DIVISION**

### **HIGHWAY:**

The Highway Division of the DPW provides for the maintenance of all town roads, sidewalks, public path ways, municipal and school parking lots, fencing and guard rails. In addition to the normal surface repair of roads and sidewalks, the Highway Division is responsible for the clearing of snow, sand, litter and other unwanted debris from public ways and facilities. The Division also maintains our brooks and streams by keeping them clear of debris to prevent flooding. The Highway Division maintains the Pilling's Pond Dam spillway area and control boards which regulates the elevation of the pond when needed.

The Highway Division has more than 77 miles (250+ lanes miles) of roads and 91.3 miles of sidewalks that it must maintain.

Calendar year 2020 continued to be a very busy year for paving. The Town received \$408,304 from the state as our apportionment of Chapter 90 funding in July. To supplement Chapter 90 funds, \$350,000 from the DPW Capital budget was added to the street resurfacing program.

The following is the list of street work accomplished in 2020:

- **Chestnut (Lowell to Tophet), Fairview and Laurel Rd., Sylvan Circle, Sylvan Terrace, Rossmore and Douglas Rd., Glen Drive, Main St. (Village Rd. to Wirthmore)** – Some degree of the following work was done on each street: Drain repairs, cold-planned, leveled, installed bit. curb, granite curbing on corners, topped, loamed-seed & handicap ramps.
- Paved library parking lot.
- Working with Wakefield to have the rail trail project move forward with design and

- permitting to prepare for construction in 2024.
- Continued working with Environmental Partners the complete streets program. Signals, crosswalk and traffic calming improvements were completed at the two elementary schools and the middle school.
- Continued working with Bayside Engineering on utilizing TIPS funding for reconstruction of Summer Street,

**CEMETERIES:**



During the past year there were 49 interments at Forest Hill Cemetery and 9 at Willow Cemetery. During this same period there were a total of 18 new graves sold at Forest Hill and 2 graves sold at Willow Cemetery.

Forest Hill Cemetery consists of approximately 10 acres and Willow Cemetery is 5.5 acres. The Department is responsible for maintaining headstones, cutting grass, caring for shrubs, trees, and plantings in an effort to keep our cemeteries looking beautiful.

**SNOW & ICE:**

Public Works is responsible for clearing over (250) lane miles of roadway and (20) miles of the towns (91) total miles of sidewalks along with four school parking lots and five municipal building parking lots which includes Post Office Square. In addition, the DPW is responsible for snow removal from roofs of all its schools and municipal buildings if the conditions warrant it and clearing all avenues in both cemeteries.

In addition to these storms the Department was called upon to go out several nights and early mornings to treat the roadway to insure they would be safe for the public and school students when the commuter hour arrived. Total expenses to control snow and ice operations ran above the Towns annual appropriation of \$120,000. The total cost for snow and ice for FY2020 was \$308,942.

**PARKS & PLAYGROUNDS:**

The DPW is responsible for maintaining over 60+ acres of public open space, comprising of six playgrounds and/or tot lots; four parks; the grounds around municipal buildings, school buildings; (4) basketball courts, (11) tennis courts, (1) outdoor running track, (2) football fields, (12) baseball/ softball diamonds, (5) multi-use playing fields used for soccer, field hockey, and lacrosse. This maintenance includes irrigation wells and systems for most of these fields.

Construction of the new parking area, playground and expansion of the playing surface at Jordan Park was completed in May 2020.

**FORESTRY/ TREES:**

Public shade trees continue to be a challenge within the DPW. Many of the Towns shade trees are in need of significant pruning work and in many cases require removal. In addition, the DPW evaluates numerous trees and locations to determine whether trees were public or private and whether they were considered hazardous. Public Works continued to work on improving the

urban forest with assistance from outside arborists. During 2020 over 60 trees were planted at different locations around town.

**SOLID WASTE / RECYCLING:**

The Public Works Department is responsible for managing residential solid waste collection and disposal services for approximately 4350 residential households along with the recycling and recovery program that includes the annual collection of residential household hazardous waste.

During fiscal year 2020 the town collected and disposed of the following amounts from curbside collection:

- 4871 tons of solid waste (trash)
- 1270 tons of co-mingled plastics/glass/paper
- 56 TV monitors
- 27 appliances
- 12 lawnmowers/grills
- 13 AC units and dehumidifiers
- 11 other large items

The Town's collection & waste disposal is currently handled by JRM. The tipping fee increases every year and was increased to \$77.00 per ton on July 1, 2020 (FY21). This results in a cost of over \$308,786 this fiscal year to dispose of the Towns unrecyclable trash.

Public Works held its annual Household Hazardous Waste Collection Day in November at no additional cost to Lynnfield Residents. This event again was very successful in which 275 residents took part in. People were able to dispose of chemicals, oil base paints, TV's, propane tanks, pesticides and many other hazardous materials at this event. The cost to sponsor this once-a-year event is approximately \$17,000.

The Town Recycle Yard sold 326 permits for yard waste disposal during 2020 as residents are able to dispose of yard waste including leaves and brush.

**SCHOOLS:**

One of the missions of the DPW is to provide the Town of Lynnfield with a high degree of quality service in custodial services, maintenance, and improvements to our schools. We are committed to protect the town's investment in the renovations of all our school facilities. With the school building projects completed now for more than 16 years the DPW has the responsibility to maintain these facilities to an acceptable condition. The DPW has been working on inventorying and replacing the key custodial equipment.

**MUNICIPAL BUILDINGS and PUBLIC PROPERTIES:**

One of the many functions of the Public Works Department is to maintain our municipal buildings and facilities. Work includes daily cleaning seven active town buildings and two inactive town buildings along with the parking lots and grounds that surround these buildings.

Then following projects were completed in 2020:

- Completion of Jordan Park improvements.
- Installed new tiles in Huckleberry Hill School classrooms.
- Replacement of numerous concrete panels at the Lynnfield High School entrance.
- Installation of perimeter drain at the Huckleberry Hill Elementary School.
- Installation of a water irrigation system, sod, new electrical outlets, lamps, brick walkway

and granite curb on the Town Common.

**GENERAL NOTES:**

Along with the various projects undertaken by the Department of Public Works this year, the following miscellaneous activities occurred:

- Continue to work with organizations, committees and residents by supporting community events including: Annual Tree Lighting Ceremony, Concerts on the Commons, numerous sponsored road races, parades and individual block parties held throughout the year.
- The Town spent considerable funds in addressing the many Covid-19 related concerns and implementing precautions at all of the Town owned buildings.
- Continued to act as the lead community for the Tri-Town Consortium of which Lynnfield is a part of. The Tri-Town Consortium consists of three representative towns which contracts for road construction services annually.
- The Town issued an RFQ and received five submittals from Energy Service Company's (ESCO's) in August. After review and interviews, TRANE was hired to perform an investment grade audit.
- We would also like to acknowledge the untimely deaths of David LeBlanc and Todd Berg.

**FROM THE DIRECTOR**

Since being hired as Director for Lynnfield in November 2016, DPW employees and our contractors have worked hard trying to meet the expectations and demands of the residents which are continually increasing.

Maintenance of the High School Field Complex and other fields is a priority and plans were utilized which used in-house and contractor services which improved the quality of field maintenance along with extending the useful life of the fields and facilities. Multiple groups were able to schedule and use the facility and the DPW was responsible for general cleanup and grooming of these fields in addition to the other fields in town. DPW crews maintained fields, parks, and town and school grounds throughout the summer along with summer help. We also started to focus on tree maintenance and removal of hazard trees throughout the Town. This will continue to be a priority in the DPW as our crew improves their skills and equipment to better serve the town.

The DPW is always looking into ways to better improve efficiency and services using technology in all aspects of our work. Some of the areas of focus are work order systems for fleet maintenance and other service requests. We are also looking at improving our monitoring of building systems to better understand the Town energy usage and ensure we are responsibly managing our utilities. The DPW is working on updating older equipment to help us improve our efficiency and dependability. There are numerous areas we will be looking at to improve our services and create a more professional Department of Public Works.

None of these projects or accomplishments could have been done without the hard work of all the staff and crews in the DPW. Their dedication, late nights, and behind the scenes work enables the Town to continue to function regardless of the time or weather and their efforts are sincerely appreciated.

*Respectfully submitted,  
John Tomasz, P.E.  
Director of Public Works*

# **RECREATION COMMISSION**

## **Mission Statement:**

Enrich lives of Lynnfield residents through abundant quality programs, events, fields and facilities.

## **FY21 Initiatives & Accomplishments:**

### Summer Programming

#### Rec & Rec Jr Summer Program

Ran within Covid Guidelines

309 children registered and participated

#### Part 2 Rec & Rec Jr Summer Program

With school starting late we were able to run a second Rec Program

193 children registered and participated

#### Field Hockey Skills

39 children registered

#### Girls LAX Skills

26 children registered and participated

#### Golf Program

16 children registered

#### Strength & Conditioning

56 children registered

#### Virtual Holiday Celebration

We purchased decorations for the Common that were displayed and lit up every night. We put a mailbox for letters to Santa where over 300 letters were collected

A video was created to incorporate our Annual Tree Lighting, Gingerbread House Contest & Light Up Lynnfield Events

We coordinated car caravans to view the Houses entered in our Light Up Lynnfield Event

#### Virtual Programs

We offered 2 different family Cooking Events

We offered 2 different floral arrangement classes

#### Middle School Game Club

## **Staff & Board**

Julie Mallett – Recreation Director

Joe Maney – Fields Director

Rich Sjoberg – Chair

Michael Cuddy – Program Chair

Patrick Mazzola – Fields Chair

Frank Morelli – Treasurer

Terry Farrell – Secretary

Bob Relihan – Board Member

Matt Monkiewicz – Board Member

*Respectfully submitted,*

*Julie Mallett, Director of Recreation*

# **SCHOOL DEPARTMENT**

## **Lynnfield Preschool**

*Respectfully submitted by Karen Dwyer, Principal*

The Lynnfield Preschool focuses on early childhood development to foster students' academic and social and emotional learning.

- This year, the preschool worked to develop consistent professional development opportunities that align with the preschool schedule since it is different from the elementary school hours.
- To further connect Lynnfield Preschool with the Summer Street School Professional Learning community, School Improvement Plan Goals continue to align with each other.
- Students benefit from access to additional resources to meet their needs, including an Occupational Therapist, Physical Therapist, Speech and Language Pathologists and Music Therapists. Although the special education staff works primarily with the special needs population, all the children benefit from the skills, concepts, and attention of the specialists because the staff integrates the lessons with the entire class of students.
- Administration continues to consult with all teachers/therapists at the preschool level as they work collaboratively to support the implementation of mastery learning objectives as outlined in the Massachusetts Curriculum Framework.
- The Lynnfield Preschool maintained a working relationship with local Early Intervention Programs and private preschools to ensure that all students had access to appropriate screening and services as determined necessary by early childhood providers.

### **Significant Statistics:**

The Lynnfield Preschool has thirty-three students. The Preschool currently operates with three integrated classroom sessions, with students grouped by age in both the morning and afternoon. An extended program is designed for those with needs as identified through Individualized Education Program. We welcomed two new faculty members to the preschool staff this year: Ms. Elizabeth Donnellan, the DLP special education teacher, and Ms. Katherine O'Shea, a part-time classroom teacher for the three-year-old program.

## **Summer Street School**

*Respectfully submitted by Karen Dwyer, Principal*

Summer Street School is proud of our work to build community and cultivate the values of Growth mindset, Respect, Independence and Teamwork, which has been embraced in our adoption of GRIT in our language to students and our GRIT values.

The elementary schools have outlined two goals in our 2020-2021 School Improvement Plan.

- The first goal is to continue to implement an Understanding by Design (UbD) model to support continuous development and instructional excellence.
- The Professional Learning Community shifted to a districtwide initiative with professional development helping teachers to develop their ability to work with

technology in the hybrid model as well as a focus on Diversity, Equity, and cultural responsiveness.

- Educators attended training that developed their understanding of literacy (phonological awareness, Foundations and Empowering Writers).
- Our second goal is to refine, enhance and share strategies to infuse social emotional learning into the curriculum and culture of SSS.

Our SEL goal included these achievements:

- Implemented our Covid-19 Reentry Plan
- Monthly Whole School Projects and events based around our core values
- Weekly communication with families
- Lunch bunch/whole class lessons led by our School Adjustment Counselor
- The Fourth Grade Student Council raised funds for a variety of causes and created spirit days.

### **Significant Statistics:**

Summer Street School has a population of 393 students in Grades K-4. Our school has over 60 committed and dedicated faculty and staff. We have twenty-one classrooms in kindergarten through fourth grade. We welcomed one new faculty member to our roster this year, Mr. Cameron Bloy, a long term substitute for physical education.



### **Huckleberry Hill School**

*Respectfully submitted by Melissa Wyland, Principal*

Huckleberry Hill Elementary School is proud of our school culture that prides itself on community and teamwork. As our Huckleberry Hero pledge states, all students and staff come to school to learn and cooperate every day.

*“Today we will give our best effort every day. We will work hard to be respectful, caring citizens and excited learners. All of us have the ability and responsibility to learn and succeed.”*

### **Goals Achieved:**

2020-2021 School Improvement Plan

- The first goal is to continue to implement an Understanding by Design (UbD) model to support continuous development and instructional excellence.
- The Professional Learning Community shifted to a districtwide initiative with professional development, helping teachers to develop their ability to work with technology in the hybrid model as well as a focus on Diversity, Equity, and cultural responsiveness.

- Educators attended training that developed their understanding of literacy (phonological awareness, Foundations and Empowering Writers).
- Our second goal is to refine, enhance and share strategies to infuse social emotional learning into the curriculum and culture of HHS.

Our SEL goal included these achievements:

- Implemented our Covid-19 Reentry Plan
- Monthly Whole School Projects based around our core values
- Weekly communication with families
- Huckleberry Hero Program
- Lunch bunch/whole class lessons led by our School Adjustment Counselor
- Personalized learning opportunities for students
- 4th Grade Student Advisory Committee

**Significant Statistics:**

The Huckleberry Hill School has a population of 452 students in Grades K-4. Our school has over 70 faculty and staff members committed to providing our students with the very best instruction and supervision.

We have 22 general education classrooms K-4, one classroom providing specific programming needs for multi-age students, one classroom that services students with special needs Grades K-4 and the student support program which provides individual and small group instruction and support for students in Grades K-4.



**Middle School**

Lynnfield Middle School  
Town Report 2020

*Respectfully Submitted by Stephen Ralston, Principal*

The faculty and students of the Lynnfield Middle School grow and learn in a building that entered year eighteen of existence. Following the Middle School Team Model, Grade 5 is configured into four teams of two teachers and Grades 6, 7 and 8 each have two teams of four subject teachers. This provides for greater subject specialization as well as a gradual progression from elementary to high school.

**Goals Achieved:**

- Our school improvement plan goals target social emotional learning (SEL).
- LMS Core Values continue to guide our operations: Kindness, Effort, Citizenship.
- Technology has increased in quality and frequency via Google suite & Google Classroom, Parent portals, many additional platforms, and collaboration/sharing.

**Significant Statistics:**

- Student enrollment of 695, Grades 5-8
- MCAS testing is traditionally administered for all grades in English/Language Arts and Math, and for Grades 5 & 8 in Science, Technology and Engineering. MCAS testing did not occur in Spring 2020 due to Covid.
- Transitioned at beginning of 2020-21 school year to 1-1 model for Chromebooks for each student.

**High School**

Lynnfield High School  
Town Report 2020

*Respectfully Submitted by Robert Cleary, Principal*

In partnership with our community, Lynnfield High School provides a safe learning environment that prepares all students to reach their full potential as lifelong learners and to be contributing participants in a global community. Our students consistently experience outstanding success in their academic, athletic and artistic pursuits.

**Goals Achieved:**

- Implementation of Project Based Curriculum
- Increased participation in Senior Internship Program
- School Improvement Plan targets social emotional learning
- Redesign of Compass program to include passion driven learning for all grades
- Digital distribution of report cards through family portal
- Addition of a dedicated Computer Science teacher
- Named to College Board's AP District Honor Roll for the fourth straight year
- Met all targets for MCAS Accountability Data

**Significant Statistics:**

- Student enrollment of 601 in Grades 9-12
- Faculty and support staff of 90
- Successful 1-1 program where all students receive a digital device
- Over 80% of our students participate in some form of extracurricular activity
- Every student completes at least 35 hours of community service for graduation



## **TREASURER/TAX COLLECTOR**

The Treasurer/Collector's office is responsible for receipt, investment and disbursement of all Town funds. Other duties include processing of payroll and administering benefits for all active and retired Town employees. The mission is to achieve these responsibilities while providing the highest level of customer service and support to all of the Town's constituencies (i.e. taxpayers, employees, retirees and vendors), as well as satisfy the legal requirement set forth in Massachusetts General Laws and the Town's bylaws.

### Goals Achieved in 2020:

- Conducted successful hiring process for the position Administrative Clerk in the office
- Successfully implemented a more uniformed and enhanced bill format for all real estate and personal property bills
- Implemented e-mailing direct deposit advices for employees

### Priorities for 2021:

- Continue professional development for all the staff in the Treasurer/Collector's Office
- Continue to provide excellent customer service to residents
- Maintain an effective and fair collection process to maximize real estate, personal property and motor vehicle tax collections, which will continue to reduce the number of properties in tax title
- Continue streamlining processes and cross train employees to ensure more than one employee can undertake critical functions when necessary

In August, Administrative Clerk Nancy Casey retired after 12 years of service to the Town. Thank you to Nancy for all of her hard work and dedication to the Town. Nancy will be missed by the residents and employees of Lynnfield.

I would like to thank the Treasurer/Collector team Maureen Lanpher, Rose Kenney and Maureen Lanzillotti for all of their hard work and dedication each and every day no matter the challenges faced throughout the year. Together we look forward to serving the Town of Lynnfield in the upcoming year.

### List of Department Staff:

Leslie Davidson	Treasurer/Collector
Maureen Lanpher	Payroll/Benefits Coordinator
Rose Kenney	Assistant to the Treasurer/Collector
Maureen Lanzillotti	Administrative Clerk

*Respectfully submitted,  
Leslie Davidson  
Treasurer/Tax Collector*

# VETERANS SERVICES

## Mission Statement:

The mission of the Lynnfield Veterans' Services Department is to advocate on behalf of all veterans, and to provide them with quality support services. The Director of Veterans Services, or Veterans Services Officer (VSO) is available to assist and guide all qualifying veterans who seek and apply for both state and Federal benefits. State benefits include, but are not limited to financial and medical assistance, and are provided under M.G.L. Ch. 115. These benefit costs are reimbursed to the town of Lynnfield by the state's Department of Veterans Services at the rate of 75%. Federal benefits are provided by the US Department of Veterans Affairs. It is the Veterans' Service Officer to whom the unemployed, the indigent, the disabled, the ill, or veterans otherwise in need, first apply for assistance.

## Goals achieved/large projects accomplished:

- Memorial Day Celebration (Virtual due to COVID-19)
- Veterans Day Celebration (Virtual due to COVID-19)
- Flag Retirement Ceremony (in collaboration with the American Legion Lynnfield Post 131)
- "Purple Heart Community" signs installed
- "A Time To Honor," a book published for the 50th commemoration of the Vietnam War distributed to Vietnam era veterans.
- American flags placed at the graves of all veterans buried in five local cemeteries for Memorial Day. Assistance provided by the Lynnfield Knights of Columbus, and the Department of Public Works
- Serve on nine-member committee to design and build a new war memorial
- Continuous efforts to reach out and educate over 600 local veterans regarding benefits

*Respectfully submitted,  
Bruce E. Siegel, Veterans Service Officer*



# TOWN CLERK

The Town Clerk is the Chief Election Official. The Clerk is responsible for all elections, the certification of election results, voter registration, certifying petitions and nomination papers. It is the commitment of this office to be fair and impartial in all elections. We take pride in serving the community with efficiency and courtesy.

The Town Clerk conducts the annual census, the creation of the annual street listing, certifies residency, posts meeting notices, administers and records Oath of Office to elected and appointed town officials, submits bylaws to the Attorney General as needed per town meeting decisions. The Clerk certifies all votes taken at town meetings. The Town Clerk keeps, maintains, and preserves all vital records.

In addition, the Town Clerk issues marriage licenses, dog licenses, storage of flammables, business certificates, raffle permits, and serves as the Chief Public Records Access Officer.  
Accomplishments/Goals

Our office successfully ran five elections this year; one being the 2020 presidential election in November. We navigated the new and uncharted challenges of organizing elections during a health pandemic, developed voting processes to ensure our community was safe all while keeping aware of and implementing the many election law changes. All elections were handled thoroughly with professionalism.

Vote-by-mail also known as early voting and absentee voting was very popular and kept the office and several election workers exceptionally busy.

In 2021 I look forward to continuing education classes, workshops, and conferences as a member of the Massachusetts Town Clerk Association, North Shore City & Town Clerk's Association, and the New England Municipal Clerks' Institute & Academy. Until we can meet in person, we will be having regular zoom classes.

We will have our local election in 2021 and will be adhering to continued mandated election law requirements.

In the interest of preserving our permanent records one of my goals will be to start scanning town meeting records to have easy access to this data. Currently we only have records back to 2013 in this format.

Population as of December 2020: 12,465

Registered voters in four parties were: Republicans 1,527 – Democrats 1,783 – Libertarian 24, Green-Rainbow 2 and all others, political designation or unenrolled (independent) 5,984.

## **2020 Licenses/Certificates Issued:**

Births – 85	Deaths – 115	Marriages - 36
Dog licenses –992	Business Certificates – 45	Raffle Permits – 1
Flammable Storage Permits - 9	Notary Oaths: Lynnfield residents: 29 Out-of-town residents: 55	Oaths of Office - 45

To Tony Fratoni and his crew – your creative and logical solution for setting up the entire polling place many times over this past year was appreciated by this office as well as the voters. The set up you created kept everyone safe and confident that all safety protocols were being observed. Thank you so much for your expertise.

To our Fire Department who assisted with town meeting check-ins. Three town meetings all held outside due to COVID and you were right there – with enthusiasm and professionalism. You have my deepest appreciation and thanks.

I must send a huge thank you to all of our election workers! The professionalism, dedication, and support you gave made all the changes we were compelled to implement go quite smoothly. With mandatory requirements for early in-person voting to a massive vote by mail initiative your eagerness to help was impressive and admired.

I am grateful to the Town of Lynnfield for all your kind support for my first year here.

*Respectfully submitted*

*Linda Emerson, Town Clerk*

*Diane Hammerbeck, Assistant Town Clerk*



LYNNFIELD, MA  
ELECTION RESULTS  
PRESIDENTIAL PRIMARY  
MARCH 3, 2020

DEMOCRAT					
PRESIDENTIAL PREFERENCE	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
Patrick	2	3	1	1	7
Klobuchar	19	7	11	11	48
Warren	132	108	91	91	422
Bennet	0	0	0	1	1
Bloomberg	108	119	98	117	442
Gabbard	3	6	5	4	18
Booker	0	0	1	0	1
Castro	0	0	0	0	0
Steyer	4	2	0	3	9
Sanders	84	117	103	106	410
Biden	245	246	203	256	950
Delaney	0	0	1	0	1
Yang	2	1	0	1	4
Buttigieg	28	23	25	23	99
Williamson	0	0	0	0	0
No Preference	5	3	2	0	10
Write-in	8	0		4	12
Blank					0
<b>TOTAL PER PRECINCT</b>	<b>640</b>	<b>635</b>	<b>541</b>	<b>618</b>	
<b>TOTAL FOR DEMOCRAT</b>	<b>2434</b>				

GREEN RAINBOW					
PRESIDENTIAL PREFERENCE	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
Hunter	0	0	0	0	0
Moyowasifza-Curry	0	0	0	0	0
Mesplay	0	0	0	0	0
Hawkins	0	0	0	0	0
No Preference	0	0	0	0	0
Write-in	0	0	0	0	0
Blank	0	0	0	0	0
<b>TOTAL PER PRECINCT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL FOR R-G</b>	<b>0</b>				

LIBERTARIAN					
PRESIDENTIAL PREFERENCE	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
Vohra	1	0	0	0	1
Supreme	0	0	0	0	0
Hornberger	0	0	0	0	0
Robb	0	0	0	0	0
Behrman	0	0	0	1	1
Ruff	0	0	0	0	0
Armstrong	0	0	0	0	0
Kokesh	0	0	0	0	0
Jorgensen	1	0	0	0	1
Abramson	0	0	0	0	0
No Preference	1	0	0	0	1
Write-in	1	0	1	2	4
Blank		0			0
<b>TOTAL PER PRECINCT</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>3</b>	
<b>TOTAL FOR LIBERTARIAN</b>	<b>8</b>				

REPUBLICAN					
	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
<b>Presidential Preference</b>					
Weld	23	19	9	16	67
Walsh	1	3	1	1	6
Trump	187	158	160	247	752
Rocky	1	0	0	3	4
No Preference	2	4	3	2	11
Write-in	1	0	2	4	7
Blank					0
<b>TOTAL PER PRECINCT</b>	<b>215</b>	<b>184</b>	<b>175</b>	<b>273</b>	
<b>TOTAL FOR REPUBLICAN</b>	<b>847</b>				

DEMOCRAT					
	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
<b>State Committee Man</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>TOTAL PER CANDIDATE</b>
Russo	408	413	357	367	1545
Write-in	3	3	4	9	19
Blank	229	219	180	242	870
<b>TOTAL PER PRECINCT</b>	<b>640</b>	<b>635</b>	<b>541</b>	<b>618</b>	
<b>TOTAL FOR DEMOCRAT</b>	<b>2434</b>				

GREEN RAINBOW					
	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
<b>State Committee Man</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>TOTAL PER CANDIDATE</b>
Write-in	0	0	0	0	0
Blank	0	0	0	0	0
<b>TOTAL PER PRECINCT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL FOR G-R</b>	<b>0</b>				

LIBERTARIAN					
	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
<b>State Committee Man</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>TOTAL PER CANDIDATE</b>
Write-in	1	0	0	0	1
Blank	3	0	1	3	7
<b>TOTAL PER PRECINCT</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>3</b>	
<b>TOTAL FOR LIBERTARIAN</b>	<b>8</b>				

REPUBLICAN					
	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
<b>State Committee Man</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>TOTAL PER CANDIDATE</b>
Zykofsky	98	89	85	133	405
Wood	73	65	62	79	279
Write-in	0	1	0	0	1
Blank	44	29	28	61	162
<b>TOTAL PER PRECINCT</b>	<b>215</b>	<b>184</b>	<b>175</b>	<b>273</b>	
<b>TOTAL FOR REPUBLICAN</b>	<b>847</b>				

DEMOCRAT					
	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
<b>State Committee Woman</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>TOTAL PER CANDIDATE</b>
Walsh	430	424	374	382	1610
Write-in	2	2	4	8	16
Blank	208	209	163	228	808
<b>TOTAL PER PRECINCT</b>	<b>640</b>	<b>635</b>	<b>541</b>	<b>618</b>	
<b>TOTAL FOR DEMOCRAT</b>	<b>2434</b>				

GREEN RAINBOW					
State Committee	PRECINCT	PRECINCT	PRECINCT	PRECINCT	TOTAL PER CANDIDATE
Woman	1	2	3	4	
Write-in	0	0	0	0	0
Blank	0	0	0	0	0
<b>TOTAL PER PRECINCT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL FOR G-R</b>	<b>0</b>				

LIBERTARIAN					
State Committee	PRECINCT	PRECINCT	PRECINCT	PRECINCT	TOTAL PER CANDIDATE
Woman	1	2	3	4	
Write-in	0	0	0	0	0
Blank	4	0	1	3	8
<b>TOTAL PER PRECINCT</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>3</b>	
<b>TOTAL FOR LIBERTARIAN</b>	<b>8</b>				

REPUBLICAN					
State Committee	PRECINCT	PRECINCT	PRECINCT	PRECINCT	TOTAL PER CANDIDATE
Woman	1	2	3	4	
Carnevale	135	143	126	190	594
Write-in	0	0	1	0	1
Blank	80	41	48	83	252
<b>TOTAL PER PRECINCT</b>	<b>215</b>	<b>184</b>	<b>175</b>	<b>273</b>	

DEMOCRAT					
Vote for no more than 35					
Town Committee	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
Patriquin	333	281	255	309	1178
Trippe	295	266	235	258	1054
Richman	300	275	233	256	1064
Kumar	310	288	258	264	1120
Hamblen	294	265	231	257	1047
Dwyer	330	287	244	278	1139
Duchin	300	263	254	257	1074
Travaglini	312	272	236	267	1087
Buchek	314	262	233	268	1077
Pamela Buchek	312	267	232	264	1075
Ellis	314	297	242	272	1125
Casoli	295	277	232	259	1063
Courtney	319	279	242	267	1107
McDonough	310	267	238	260	1075
Duchin	294	265	252	260	1071
Dixon	314	275	244	262	1095
Perlmutter	304	263	236	259	1062
Teague	303	270	232	262	1067
McKenzie	302	291	234	261	1088
Moulton	302	262	229	256	1049
McDonough	308	267	236	262	1073
MacNulty	307	265	233	267	1072
A MacNulty	311	274	239	269	1093
Gelling	299	256	226	255	1036
Laquidara	302	277	241	261	1081
Brudnick	302	260	226	261	1049
D'Ambrosio	309	278	245	264	1096
P D'Ambrosio	300	267	232	260	1059
Gelling	300	258	231	259	1048
Abruzzio	299	270	239	257	1065
Patacchiola	301	262	247	256	1066
Guerrero	307	279	236	264	1086
Finegan	303	280	239	270	1092
J Rogers	336	270	239	284	1129
D Rogers	334	264	236	281	1115
<b>TOTAL PER PRECINCT</b>	<b>10775</b>	<b>9499</b>	<b>8337</b>	<b>9266</b>	
<b>TOTAL FOR DEMOCRAT</b>	<b>37877</b>				

Prec. 1 group 295 blank 336 + (10,325)  
 Prec. 2 group 256 blank 375 + (8,960)  
 Prec. 3 group 226 blank 311 + (7,910)  
 Prec. 4 group 256 blank 357 + (8,960)

GREEN-RAINBOW					
Vote for not more than 10					
Town Committee	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
Write-in	0	0	0	0	0
Blank	0	0	0	0	0
<b>TOTAL PER PRECINCT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL FOR G-R</b>	<b>0</b>				

LIBERTARIAN					
Vote for not more than 10					
Town Committee	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
Write-in				1	1
Blank					0
<b>TOTAL PER PRECINCT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	

TOTAL FOR LIBERATARIAN 1

REPUBLICAN					
Vote for no more than 35					
Town Committee	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL PER CANDIDATE
Basile	91	98	76	133	398
Loomos	94	93	84	149	420
Dresios	95	92	77	135	399
Lavoie	95	92	71	134	392
Inglese	83	95	74	133	385
MacKendrick	99	96	72	140	407
Kelley	79	88	69	120	356
Kent	87	94	71	126	378
Whalen	88	96	66	132	382
Albanese	89	92	73	137	391
Welter	89	90	74	134	387
Sanford	89	87	74	126	376
Sanford	88	91	73	125	377
Sanford	79	89	64	125	357
Smith	89	90	65	126	370
Write-Ins	3	6	1	2	12
Blanks					0
<b>TOTAL PER PRECINCT</b>	<b>1337</b>	<b>1389</b>	<b>1084</b>	<b>1977</b>	
<b>TOTAL FOR REPUBLICAN</b>	<b>5787</b>				

Prec. 1 group 76 blank 137 + (1,140)  
 Prec. 2 group 88 blank 96 + (1,320)  
 Prec. 3 group 62 blank 113 + (930)  
 Prec. 4 group 117 blank 158 + (1,755)

**LYNNFIELD TOWN WARRANT**

THE COMMONWEALTH OF MASSACHUSETTS

**ANNUAL TOWN ELECTION - ~~APRIL 14, 2020~~ \*JUNE 13, 2020**  
**ANNUAL TOWN MEETING - APRIL 27, 2020**

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet in their respective polling places in said Lynnfield, on Tuesday, April 14, 2020 at 7:00 a.m., then and there to bring in their votes on one ballot for the choice of all necessary Town Officers for the ensuing year, chosen in this manner, viz.: one Board of Selectmen member for three years; one Town Moderator for one year; one Board of Assessor member for three years; one Board of Library Trustees member for three years; one Board of Library Trustees member for the remaining one year of an unexpired term; one School Committee member for three years; one Planning Board member for five years; one Housing authority member for five years; and one Housing Authority member for the remaining two years of an unexpired term.

The Polls in each precinct will open at 7:00 a.m., and will be closed at 8:00 p.m., on said April 14, 2020. The polling places for voters in Precincts 1, 2, 3 and 4 will be at Lynnfield High School, Essex Street, all in said Lynnfield.

And you are further directed to notify and warn the inhabitants of the Town of Lynnfield qualified to vote in elections and Town affairs, to meet in the Middle School Auditorium, Cafeteria, and the Gymnasium, if necessary, on Monday, April 27, 2020 at 7:00 p.m., then and there to act on the following articles:

\*Postponed per Chapter 45 of the Acts of 2020 until June 13, 2020

Voted April 1, 2020 by the Board of Selectmen at a meeting held in accordance with the Open Meeting Law.

**ARTICLE 1.** To act on reports of Town officers and special committees as published; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 2.** To choose all Town officers not required to be chosen by ballot, viz.: three field drivers, one pound keeper and three wood measurers; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 3.** To see if the Town will vote to FIX THE COMPENSATION of each of the Elective Officers of the Town as required by General Laws, Chapter 41, Section 108; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 4.** To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to supplement certain accounts in the current 2020 Fiscal Year where balances are below projected expenditures for various reasons; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 5.** To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to pay overdue bills of a prior fiscal year; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 6.** To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, or otherwise, a sum of money for the necessary Town charges and expenses; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 7.** To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for the purchase of various equipment and items in the nature of capital expenditure and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards, committees, or officers; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 8.** To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 9.** To see if the Town will vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2021:

<u>Revolving Fund</u>	<u>Maximum Expenditure</u>
Council on Aging	\$ 50,000
Board of Health	\$ 15,000
Library	\$ 10,000
Recreation	\$325,000
Public Works – Fields	\$ 75,000
Public Works – Merritt Center	\$ 10,000

or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 10.** To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2021 from persons using said service; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 11.** To see if the Town will vote to appropriate a sum of money from Golf Enterprise receipts and/or Golf Enterprise Retained Earnings to pay expenses and contractual services required to operate the Reedy Meadow Golf Course and King Rail Golf Course, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2021 from persons using the golf courses; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 12.** To see if the Town will vote to appropriate by transfer from available funds, a sum of money for improvements to the Town Common, such funds to be available for expenditure in Fiscal Year 2020, or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 13.** To see if the Town will vote to amend the General Bylaws by adopting as Chapter 169 thereof the following:

Chapter 169 – Liquor Licensees With Bars

1. Minors Prohibited From Sitting at Bar. In any restaurant, club or other facility where a bar is operated under a liquor license issued by the Board of Selectmen pursuant to G.L. c. 138, it shall be unlawful for the licensee to permit any person under the age of twenty-one (21) years to be seated at the bar at any time.

2. Posted Notice of Prohibition. In any such restaurant, club or other facility, one or more signs shall be prominently posted in such a manner as to be plainly visible to anyone seated at the bar, which sign(s) shall state that persons under the age of twenty-one (21) years may not sit at the bar.

3. Condition of License. The Board of Selectmen may include compliance with this bylaw as a condition of any liquor license for a licensee that operates a bar.

4. Enforcement. This bylaw shall be enforced by the Police Department. Any violation of this bylaw shall be punishable by a fine of three hundred dollars (\$300). In the case of a continuing violation of subsection (2), above, each day during which the violation continues shall be treated as a separate violation. Where compliance with this bylaw has been made a condition of a liquor license, such fines may be assessed notwithstanding that the Board of Selectmen takes action to suspend or revoke the offender's liquor license under G.L. c. 138, § 64.

or to take any other action in action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 14.** To amend the Zoning Bylaws, Town of Lynnfield, by adding the following text to the end of Section 1.5 Amendments:

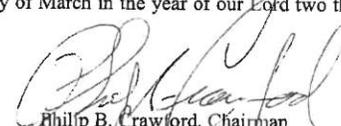
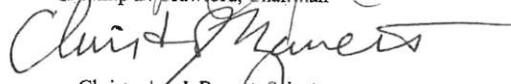
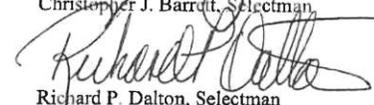
"Regardless of any provisions to the contrary any amendment, adoption, or change to the Zoning Bylaws, Town of Lynnfield, shall require a two-thirds vote of a Town Meeting."

**Submitted by PETITION**

And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.

Given under our hands this 23rd day of March in the year of our Lord two thousand and twenty.

  
Phillip B. Crawford, Chairman  
  
Christopher J. Barrutt, Selectman  
  
Richard P. Dalton, Selectman



A true copy  
ATTEST: \_\_\_\_\_, Constable

Date: April 3, 2020

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting nine (9) attested copies of the Warrant in said Lynnfield seven (7) days before the time and calling of said election.

Paul Minsky  
Constable

A handwritten signature in cursive script that reads "Paul Minsky". The signature is written in black ink and is positioned to the right of the printed name and title.

Posted at:  
Center Post Office  
Center Market  
Lynnfield Water District  
Library  
Pump 'n Pantry  
Senior Center  
South Post Office  
South Fire Station  
Town Hall

## LYNNFIELD ANNUAL TOWN ELECTION 2020 - Final RESULTS

13-Jun-20

PRECINCTS	1	2	3	4	TOTAL
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### SELECTMEN (3YR)

<b>*CRAWFORD</b>	<b>39</b>	<b>32</b>	<b>30</b>	<b>43</b>	<b>144</b>
BLANKS	6	10	5	5	26
WRITE-INS	7	3	2	5	17
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

### BOARD OF ASSESSOR (3YR)

<b>*CELLI</b>	<b>46</b>	<b>37</b>	<b>34</b>	<b>47</b>	<b>164</b>
BLANKS	1	8	3	5	17
WRITE-INS	5	0	0	1	6
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

### PLANNING BOARD (5YR)

<b>*CHAMPY III</b>	<b>46</b>	<b>36</b>	<b>33</b>	<b>43</b>	<b>158</b>
BLANKS	5	9	3	7	24
WRITE-INS	1	0	1	3	5
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

### MODERATOR ( 1YR)

<b>*MARKEY</b>	<b>48</b>	<b>42</b>	<b>33</b>	<b>44</b>	<b>167</b>
BLANKS	3	3	2	8	16
WRITE-INS	1	0	2	1	4
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

### HOUSING AUTHORITY (5YR)

<b>*NUNZIATO</b>	<b>51</b>	<b>41</b>	<b>36</b>	<b>41</b>	<b>169</b>
BLANKS	1	3		8	12
WRITE-INS	0	1	1	4	6
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

### HOUSING AUTHORITY (2YR)

BLANKS	31	29	19	40	119
WRITE-INS*	21	16	18	13	68
<b>*STEPHANIE PETTY 57</b>	<b>18</b>	<b>14</b>	<b>15</b>	<b>10</b>	<b>57</b>
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

### LIBRARY TRUSTEE (3YR)

<b>*CALAMARI</b>	<b>50</b>	<b>44</b>	<b>34</b>	<b>46</b>	<b>174</b>
BLANKS	1	1	2	6	10
WRITE-INS	1	0	1	1	3
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

### LIBRARY TRUSTEE (1YR)

<b>*KENNEALLY</b>	<b>49</b>	<b>40</b>	<b>35</b>	<b>47</b>	<b>171</b>
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BLANKS	2	5	2	4	13
WRITE-INS	1	0	0	2	3
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

SCHOOL COMMITTEE (3YR)					
<b>*HAYMAN</b>	<b>49</b>	<b>42</b>	<b>37</b>	<b>49</b>	<b>177</b>
BLANKS	2	2	-	3	7
WRITE-INS	1	1	-	1	3
<b>TOTAL</b>	<b>52</b>	<b>45</b>	<b>37</b>	<b>53</b>	<b>187</b>

Total Number Registered = 9,333

Total Number of Voters = 187

Percentage Turnout = 2%

Precinct 1: 2,282

Precinct 2: 2,548

Precinct 3: 2,170

Precinct 4: 2,333

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
9:30AM  
Lynnfield High School Athletic Field**

The Annual Town Meeting was called to order by newly re-elected Moderator Joseph Markey at 9:31AM, indicating a count of 90 voters for our 40 registered voter quorum\*. The Moderator read a list of non-residents in attendance and received no objections from those attending.

Town Moderator Joseph Markey acknowledged the warrant return, confirmed it was posted in accordance with MA General Law, and waived the reading of the warrant with no objections. Mr. Markey thanked voters for coming and indicated where the microphones were located and the protocol for their use. He explained that voting would be by voice, hand, and counted hand votes.

Mr. Markey took a few minutes to recognize and thank our essential workers – heroes in this unprecedented time of COVID 19 followed by our Pledge of Allegiance.

A total of 113 registered voters checked in for the town meeting, using electronic check in.

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



\*Voted by the Board of Selectmen on June 17, 2020 in accordance with Chapter 92 of the Acts of 2020 to lower our quorum as prescribed in our Charter from 175 to 40.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
9:30AM  
Lynnfield High School Athletic Field**

The Moderator introduced Board of Selectmen Chairman Christopher Barrett to begin with the preliminary motion.

**PRELIMINARY MOTION**

**MOTION** was moved by Selectman Barrett that if necessary, the Annual Town Meeting be adjourned to Tuesday, June 23, 2020 at 7:00 PM in the Lynnfield High School athletic field and gymnasium, if need be, should the business of the meetings not be completed.

**MAJORITY VOTE REQUIRED**

**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared the motion passed by a voice vote unanimously.

ATTEST:

*Linda A. Emerson*  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 1:** To act on reports of Town offices and special committees as published.  
Submitted by the Board of Selectmen

**MOTION** was moved by Selectman Dalton to accept the Reports of Town officers and special committees, as published.

**MAJORITY VOTE REQUIRED**

The Finance Committee supported this Article.

**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared the motion passed by a voice vote

ATTEST:

*Linda A. Emerson*  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 2:** To choose all Town officers not required to be chosen by ballot: viz.; three field drivers, one pound keeper and three wood measurers. Submitted by the Board of Selectmen

**MOTION** was moved by Selectman Crawford to move that the Town vote to choose all Town officers not required to be chosen by ballot as follows: Robert MacKendrick, David Crockett and Betty Adelson as Field Drivers; David Crockett as Pound Keeper; and Kenneth Burnham, David Crockett and Robert MacKendrick as Wood Measurers.

**MAJORITY VOTE REQUIRED**

**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared the motion passed by a voice vote.

ATTEST:

*Linda A. Emerson*  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 3:** To see if the Town will vote to FIX THE COMPENSATION of each of the Elective Offices of the Town as required by General Laws, Chapter 41, Section 108. Submitted by the Board of Selectmen

**MOTION** was moved by Chairman Barrett to see if the Town will vote to FIX THE COMPENSATION of each of the Elective Officers of the Town as required by General Laws, Chapter 41, Section 108, as amended as follows: Board of Selectmen – Chairman \$850.00 and Member \$700.00; Board of Assessors – Chairman \$4,100.00 and Member \$3,550.00.

**MAJORITY VOTE REQUIRED**

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared Article 3 passed unanimously by voice vote.

ATTEST:

Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 4:** To see if the Town will raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2020 Fiscal Year where balances are below projected expenditures for various reasons; or to take any other action in connection therewith. Submitted by the Board of Selectmen

ARTICLE 4		
Transfer To:		
0112254-530000	Other Professional Services	45,000.00
0112951-5214000	Cable Salaries Longevity	75.00
0115152-530001	Legal Expense	50,000.00
0124052-530010	Building Inspectors (Town of Wakefield)	73,381.00
90152001-517001	School Health Insurance	43,000.00
		<b>211,456.00</b>
Transfer From:		
0112257-574000	Property & Liability Insurance	50,000.00
0114652-511028	Tax Collector-Sr. Work-off program	7,038.00
01320-563005	Essex NS Tech Vocational Assessment	4,589.00
0191052-517002	Town Health Insurance	145,269.00
0191151-517011	Essex County Retirement Pension Assessment	4,485.00
2550-597000	Cable PEG Access Fund	75.00
		<b>211,456.00</b>

**MOTION** was moved by Selectman Dalton to see if the town will vote to transfer \$75.00 from the Cable PEG Access Fund and transfer from existing Fiscal Year 2020 appropriation accounts the sums listed on page 1 of the handout booklet under the heading "ARTICLE 4" to the accounts listed in said handout in order to balance the FY 2020 budget.

**MAJORITY VOTE REQUIRED**

Finance Committee and the Board of Selectmen recommend this Article.

**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared Article 4 passed unanimously by voice vote.

ATTEST:

*Linda A. Emerson*  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



RECORD OF ACTION AND CERTIFICATION OF ANNUAL TOWN MEETING SATURDAY, JUNE 20, 2020 Lynnfield High School Athletic Field

ARTICLE 5: To see if the Town will raise and appropriate or transfer from available funds, sums of money to pay overdue bills of a prior fiscal year, or to take any other action in connection therewith. Submitted by the Board of Selectmen.

Prior Years Bills:

\$5,377.00	Patriot Properties, Inc.	Received in February
98.00	Lynnfield Villager	Never Received
23.38	Lynnfield Villager	Never Received
<u>34.00</u>	Lynnfield Villager	Never Received
\$5,532.38		

MOTION was moved by Selectman Crawford to see if the Town will vote to appropriate \$5,532.38 from free cash for the payment of overdue bills as listed on page 2 of the handout booklet under the heading 'ARTICLE 5.'

4/5ths VOTE REQUIRED

Finance Committee and the Board of Selectmen recommend this Article.

ACTION: The motion was moved and seconded. The Moderator hearing no discussion declared Article 5 passed unanimously by hand vote.

ATTEST: Linda A. Emerson, CMC Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, or otherwise, a sum of money for the necessary Town charges and expenses; or to take any other action in connection therewith. Submitted by the Board of Selectmen

**MOTION** was moved by Chairman Barrett see if the Town will vote to raise and appropriate and transfer from available funds the sum of \$58,174,347.00 for the necessary Town charges and expenses as presented by the Board of Selectmen and as shown in the Finance Committee Report beginning on page 8 thereof.

**MAJORITY VOTE REQUIRED**

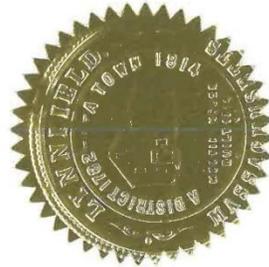
Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** The motion was moved and seconded. The Moderator indicated he would read through the budget line items. If anyone wish to question or comment on any particular line, please call out "hold" and the meeting will address the question / comment at that time.

There were comments from one voter but no amendments offered.

Seeing no more debate the Moderator called for a voice vote on Article 6. The Moderator declared Article 6 passed by voice vote with one person abstaining.

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 7:** To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for the purchase of various equipment and items in the nature of capital expenditure and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards, committees, or officers; or to take any other action in connection therewith. Submitted by the Board of Selectmen

**MOTION** was made by Selectman Dalton to see if the Town will vote to appropriate the sum of \$1,851,900.00 from free cash and \$40,000.00 from Cable Receipt Reserve and \$45,000.00 from Golf Enterprise Retained Earnings for the purchase of various equipment and items in the nature of capital expenditures as shown in the Finance Committee Report on page 24 thereof.

**MAJORITY VOTE REQUIRED**

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** The motion was moved and seconded. Hearing no debate, the Moderator declared Article 7 passed by voice vote.

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 8:** To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund, or to take any other action in connection therewith. Submitted by the Board of Selectmen

**MOTION** was moved by Selectman Crawford to see if the Town will vote to appropriate \$150,000 from free cash to the Stabilization Fund.

**MAJORITY VOTE REQUIRED**

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** The motion was moved and seconded. Hearing no debate, the Moderator declared Article 8 passed by voice vote unanimously.

ATTEST:

*Linda A. Emerson*  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 9:** To see if the Town will vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2021:

<u>Revolving Fund</u>	<u>Maximum Expenditure</u>
Council on Aging	\$ 50,000
Board of Health	\$ 15,000
Library	\$ 10,000
Recreation	\$325,000
Public Works – Fields	\$ 75,000
Public Works – Merritt Center	\$ 10,000

or to take any other action in connection therewith. Submitted by Board of Selectmen

**MOTION** was made by Chairman Barrett to see if the Town will vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2021:

Council on Aging	\$ 50,000
Board of Health	\$ 15,000
Library	\$ 10,000
Recreation	\$325,000
Public Works – Fields	\$ 75,000
Public Works – Merritt Center	\$ 10,000

**MAJORITY VOTE REQUIRED**

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** The motion was moved and seconded. There was no debate. The Moderator declared Article 9 passed by voice vote.

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 10:** To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2021 from persons using said service; or to take any other action in connection therewith. Submitted by the Board of Selectmen

**MOTION** was made by Selectman Dalton to see if the Town will vote to appropriate during Fiscal Year 2021, the sum of \$801,702 from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to fund emergency medical services operations; said fund to be credited with all fees and charges received during Fiscal Year 2021 from persons using this service.

**MAJORITY VOTE REQUIRED**

The Finance Committee and Board of Selectmen recommend approval.

**ACTION:** The motion was moved and seconded. There was no debate. The Moderator declared Article 10 passed by voice vote.

ATTEST:

Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 11:** To see if the Town will vote to appropriate a sum of money from Golf Enterprise receipts and/or Golf Enterprise Retained Earnings to pay expenses and contractual services required to operate the Reedy Meadow Golf Course and King Rail Golf Course, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2021 from persons using the golf courses; or what action it will take thereon. Submitted by the Board of Selectmen

**MOTION** was made by Selectman Crawford to see if the Town will vote to appropriate during Fiscal Year 2021, the sum of \$950,000 from Golf Course Enterprise receipts to pay expenses and contractual services required to fund golf course operations; said fund to be credited with all fees and charges received during Fiscal Year 2021 from persons using the golf courses.

**MAJORITY VOTE REQUIRED**

The Board of Selectmen and Finance Committee recommend this Article.

**ACTION:** The motion was moved and seconded. There was no debate. The Moderator declared Article 11 passed by voice vote.

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 12:** To see if the Town will vote to appropriate by transfer from available funds, a sum of money for improvements to the Town Common, such funds to be available for expenditure in Fiscal Year 2020, or take any other action in connection therewith. Submitted by the Board of Selectmen.

**MOTION** was made by Chairman Barrett to appropriate from free cash the sum of \$200,000 for improvements to the Town Common, such funds to be available for expenditure in Fiscal Year 2020.

**MAJORITY VOTE REQUIRED**

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** The motion was moved and seconded. After one question and no further debate the Moderator declared Article 12 passed by voice vote.

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 13.** To see if the Town will vote to amend the General Bylaws by adopting as Chapter 169 thereof the following:

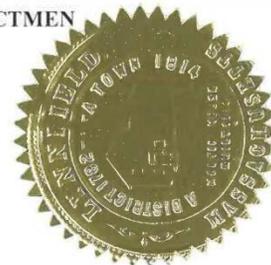
Chapter 169 – Liquor Licensees With Bars

1. Minors Prohibited From Sitting at Bar. In any restaurant, club or other facility where a bar is operated under a liquor license issued by the Board of Selectmen pursuant to G.L. c. 138, it shall be unlawful for the licensee to permit any person under the age of twenty-one (21) years to be seated at the bar at any time.
2. Posted Notice of Prohibition. In any such restaurant, club or other facility, one or more signs shall be prominently posted in such a manner as to be plainly visible to anyone seated at the bar, which sign(s) shall state that persons under the age of twenty-one (21) years may not sit at the bar.
3. Condition of License. The Board of Selectmen may include compliance with this bylaw as a condition of any liquor license for a licensee that operates a bar.
4. Enforcement. This bylaw shall be enforced by the Police Department. Any violation of this bylaw shall be punishable by a fine of three hundred dollars (\$300). In the case of a continuing violation of subsection (2), above, each day during which the violation continues shall be treated as a separate violation. Where compliance with this bylaw has been made a condition of a liquor license, such fines may be assessed notwithstanding that the Board of Selectmen takes action to suspend or revoke the offender's liquor license under G.L. c. 138, § 64.

or take any other action in action in connection therewith.

Submitted by **BOARD OF SELECTMEN**

**MAJORITY VOTE REQUIRED**



**ARTICLE 13 cont.**

The Finance Committee does not recommend this Article.  
The Board of Selectmen does recommend this Article.

**MOTION** was made by Selectman Dalton that the Town vote to vote to amend the General Bylaws by adopting as Chapter 169 the language as printed in the warrant.

**ACTION:** The motion was moved and seconded. After brief discussion, the Moderator took a voice vote and declared it passed. A voter asked for a hand count. The hand count supported the voice vote with voting as follows: Yes = 69 No = 32 The motion carried.

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 14.** To amend the Zoning Bylaws, Town of Lynnfield, by adding the following text to the end of Section 1.5 Amendments:

“Regardless of any provisions to the contrary any amendment, adoption or Change to the Zoning Bylaws, Town of Lynnfield, shall require a two-thirds vote of a Town Meeting.”

**Submitted by PETITION  
Submitted by the BOARD OF SELECTMEN**

**BY PETITIONER ALAN DRESIOS:**

**MOTION:** Petitioner Alan Dresios moved the motion as printed in the warrant.

The motion was seconded.

The Planning Board is unanimously against this Article.  
The Finance Committee does not recommend this Article.  
The Board of Selectmen recommends indefinite postponement.

The Town Attorney spoke and stated it would be in conflict with the state (MGL 40A Section 5).

**ACTION:** After brief discussion the Moderator took a counted hand vote. The Article failed with a vote of: Yes – 27 No – 69.

ATTEST:

*Linda A. Emerson*  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

Before the Closing Motion – Board of Selectmen Barrett recognized outgoing Superintendent of Schools Jane Tremblay for her three decades of exemplary service to the Town of Lynnfield.

**CLOSING MOTION**

A **MOTION** was moved by Board of Selectmen, Chairman Barrett that the meeting be adjourned sine die, and was 2<sup>nd</sup> by Selectman Crawford. By a voice vote, the Moderator declared the motion passed.

Town Moderator Joseph Markey adjourned the meeting at 10:15 am.

ATTEST:

*Linda A. Emerson*  
Linda A. Emerson, CMC  
Town Clerk





MAURA HEALEY  
ATTORNEY GENERAL

THE COMMONWEALTH OF MASSACHUSETTS  
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION  
10 MECHANIC STREET, SUITE 301  
WORCESTER, MA 01608

(508) 792-7600  
(508) 795-1991 fax  
www.mass.gov/ago

August 10, 2020

Linda A. Emerson, Town Clerk  
Town of Lynnfield  
55 Summer Street  
Lynnfield, MA 01940

**Re: Lynnfield Annual Town Meeting of June 20, 2020 -- Case # 9792  
Warrant Article # 13 (General)**

Dear Ms. Emerson:

**Article 13** - We approve Article 13 from the June 20, 2020, Annual Town Meeting.<sup>1</sup>

**Note:** Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the Town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) general by-laws and amendments take effect on the date these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) zoning by-laws and amendments are deemed to have taken effect from the date they were approved by the Town Meeting, unless a later effective date is prescribed in the by-law.

Very truly yours,  
MAURA HEALEY  
ATTORNEY GENERAL  
*Kelli E. Gunagan*  
By: Kelli E. Gunagan  
Assistant Attorney General  
Municipal Law Unit  
10 Mechanic Street, Suite 301  
Worcester, MA 01608  
(508) 792-7600

cc: Town Counsel Thomas A. Mullen

<sup>1</sup> The posted Warrant called for Town Meeting to be held on April 27, 2020. However, in accordance with G.L. c. 39, § 10A (as amended by Chapter 53 of the Acts of 2020), Town Meeting was postponed two times as follows: (1) from April 27, 2020 to May 27, 2020; and (2) from May 27, 2020 to June 20, 2020. Town Meeting was held on June 20, 2020.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
ANNUAL TOWN MEETING  
SATURDAY, JUNE 20, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 13.** To see if the Town will vote to amend the General Bylaws by adopting as Chapter 169 thereof the following:

Chapter 169 – Liquor Licensees With Bars

1. Minors Prohibited From Sitting at Bar. In any restaurant, club or other facility where a bar is operated under a liquor license issued by the Board of Selectmen pursuant to G.L. c. 138, it shall be unlawful for the licensee to permit any person under the age of twenty-one (21) years to be seated at the bar at any time.
2. Posted Notice of Prohibition. In any such restaurant, club or other facility, one or more signs shall be prominently posted in such a manner as to be plainly visible to anyone seated at the bar, which sign(s) shall state that persons under the age of twenty-one (21) years may not sit at the bar.
3. Condition of License. The Board of Selectmen may include compliance with this bylaw as a condition of any liquor license for a licensee that operates a bar.
4. Enforcement. This bylaw shall be enforced by the Police Department. Any violation of this bylaw shall be punishable by a fine of three hundred dollars (\$300). In the case of a continuing violation of subsection (2), above, each day during which the violation continues shall be treated as a separate violation. Where compliance with this bylaw has been made a condition of a liquor license, such fines may be assessed notwithstanding that the Board of Selectmen takes action to suspend or revoke the offender's liquor license under G.L. c. 138, § 64.

or take any other action in action in connection therewith.

Submitted by **BOARD OF SELECTMEN**

**MAJORITY VOTE REQUIRED**



**ARTICLE 13 cont.**

The Finance Committee does not recommend this Article.  
The Board of Selectmen does recommend this Article.

**MOTION** was made by Selectman Dalton that the Town vote to amend the General Bylaws by adopting as Chapter 169 the language as printed in the warrant.

**ACTION:** The motion was moved and seconded. After brief discussion, the Moderator took a voice vote and declared it passed. A voter asked for a hand count. The hand count supported the voice vote with voting as follows: Yes = 69 No = 32 The motion carried.

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



**Town of Lynnfield**



**Linda A. Emerson, CMC**  
**Town Clerk**  
55 Summer Street, Lynnfield, MA 01940  
781-334-9401

August 10, 2020

RE: Lynnfield Annual Town Meeting – June 20, 2020  
By-law Decision from the Attorney General's Office  
Warrant Article #13 (General)

To Whom It May Concern:

Please be advised the letter of the decision from the Attorney General's office for the above referenced bylaw is attached, along with the certified vote for the article from the above mentioned Town Meeting date.

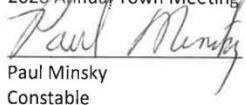
Pursuant to MGL Chapter 40, Section 32, general by-laws and amendments take effect on the date these posting and publishing requirements are satisfied. With the posting of this notice, Warrant Article #13 will be effective as of August 10, 2020.

Claims of invalidity by reason of any defects in the procedure of adoption or amendment may only be made within 90 days of this posting.

ATTEST: *Linda A. Emerson*  
Linda A. Emerson, CMC  
Town Clerk

August 13, 2020

I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting (9) attested copies of the approval of the Attorney General for a bylaw approved at the June 20, 2020 Annual Town Meeting - Warrant Article 13 - Chapter 169-Liquor Licensees With Bars

  
Paul Minsky  
Constable

Posted at: Center Post Office, Center Market, Lynnfield Water District, Library, Pump n' Pantry, Senior Center, South Post Office, South Fire Station, and Town Hall

COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH

WARRANT FOR 2020 STATE PRIMARY

SS.

To the Constables of the Town of LYNNFIELD

**GREETINGS:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote at:

**Precincts 1, 2, 3, & 4**

**Lynnfield High School, 275 Essex Street**

On **TUESDAY, THE FIRST DAY OF SEPTEMBER, 2020**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS  
REPRESENTATIVE IN CONGRESS  
COUNCILLOR  
SENATOR IN GENERAL COURT  
REPRESENTATIVE IN GENERAL COURT  
REGISTER OF PROBATE

FOR THIS COMMONWEALTH  
SIXTH ESSEX DISTRICT  
SIXTH ESSEX DISTRICT  
THIRD ESSEX DISTRICT  
20<sup>TH</sup> MIDDLESEX DISTRICT  
ESSEX COUNTY

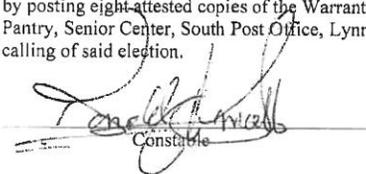
Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 24<sup>th</sup> day of AUGUST, 2020.



\_\_\_\_\_  
SELECTMEN OF LYNNFIELD

Pursuant to the Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield, (Center Post Office, Village Market, Library, Pump n' Pantry, Senior Center, South Post Office, Lynnfield Water District and Town Hall) seven days at least before the time and calling of said election.

  
\_\_\_\_\_  
Constable

August 25 2020  
(month and day)

*Warrant must be posted by August 25, 2020 (at least seven days prior to the September 1, 2020 State Primary).*

Election Results - State Primary - September 1, 2020

DEMOCRAT		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Totals
Elected Position	Candidate					
Senator in Congress	Edward J. Markey	391	394	285	330	1400
	Joseph P. Kennedy, III	236	265	222	243	966
	Write-In	1	0	1	0	2
	Blanks	5	3	5	4	17
	TOTALS	633	662	513	577	2385
Representative in Congress	Seth Moulton	485	495	411	446	1837
	Jamie M. Belsito	75	76	68	70	289
	Angus G. McQuilken	46	62	18	31	157
	Write-In	2	3	2	1	8
	Blanks	25	26	14	29	94
TOTALS	633	662	513	577	2385	
Councillor Sixth District	Terrence W. Kennedy	453	488	393	410	1744
	Helina Fontes	128	129	96	116	469
	Write-In	1	0	0	2	3
	Blanks	51	45	24	49	169
TOTALS	633	662	513	577	2385	
Senator in General Court Third Essex District	Brendan P. Crighton	486	523	429	431	1869
	Write-In	6	3	4	2	15
	Blanks	141	136	80	144	501
	TOTALS	633	662	513	577	2385
Representative in General Court Twentieth Middlesex District	Michelle Mullet	486	516	425	428	1855
	Write-In	1	1	2	1	5
	Blanks	146	145	86	148	525
	TOTALS	633	662	513	577	2385
Register of Probate Essex County	Pamela Casey O'Brien	486	523	420	431	1860
	Write-In	1	2	2	1	6
	Blanks	146	137	91	145	519
	TOTALS	633	662	513	577	2385

REPUBLICAN		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Grand Total
Elected Position	Candidate					
Senator in Congress	Shiva Ayyadurai	103	99	88	138	428
	Kevin J. O'Connor	125	146	115	130	516
	Write-In	1	1	2	1	5
	Blanks	6	3	6	10	25
	TOTALS	235	249	211	279	974
Representative in Congress	John Paul Moran	187	202	178	226	793
	Write-In	3	1	1	2	7
	Blanks	45	46	32	51	174
TOTALS	235	249	211	279	974	
Councillor Sixth District	Write-In	6	3	2	7	18
	Blanks	229	246	209	272	956
	TOTALS	235	249	211	279	974
Senator in General Court Third Essex District	Carlos A. Hernandez	33	20	28	48	129
	Write-In	4	6	2	5	17
	Blanks	198	223	181	226	828
	TOTALS	235	249	211	279	974
Representative in General Court Twentieth Middlesex District	Bradley H. Jones, Jr.	195	215	172	231	813
	Write-In	4	6	2	1	13
	Blanks	36	28	37	47	148
	TOTALS	235	249	211	279	974
Register of Probate Essex County	Write-In	2	5	4	6	17
	Blanks	233	244	207	273	957
	TOTALS	235	249	211	279	974

GREEN		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Grand Total
Elected Position	Candidate					
Senator in Congress	Write-In	0	2	0	0	2
	Blanks	0	0	0	0	0
	TOTALS	0	2	0	0	2
Representative in Congress	Write-In	0	2	0	0	2
	Blanks	0	0	0	0	0
	TOTALS	0	2	0	0	2
Councillor Sixth District	Write-In	0	2	0	0	2
	Blanks	0	0	0	0	0
	TOTALS	0	2	0	0	2
Senator in General Court Third Essex District	Write-In	0	2	0	0	2
	Blanks	0	0	0	0	0
	TOTALS	0	2	0	0	2
Representative in General Court Twentieth Middlesex District	Write-In	0	2	0	0	2
	Blanks	0	0	0	0	0
	TOTALS	0	2	0	0	2
Register of Probate Essex County	Write-In	0	2	0	0	2
	Blanks	0	0	0	0	0
	TOTALS	0	2	0	0	2

LIBERTARIAN		Precinct 1	Precinct 2	Precinct 3	Precinct 4	Grand Total
Elected Position	Candidate					
Senator in Congress	Write-In	0	1	1	2	4
	Blanks	0	1	2	0	3
	TOTALS	0	2	3	2	7
Representative in Congress	Write-In	0	1	0	1	2
	Blanks	0	1	3	1	5
	TOTALS	0	2	3	2	7
Councillor Sixth District	Write-In	0	1	0	1	2
	Blanks	0	1	3	1	5
	TOTALS	0	2	3	2	7
Senator in General Court Third Essex District	Write-In	0	1	0	1	2
	Blanks	0	1	3	1	5
	TOTALS	0	2	3	2	7
Representative in General Court Twentieth Middlesex District	Write-In	0	1	1	1	3
	Blanks	0	1	2	1	4
	TOTALS	0	2	3	2	7
Register of Probate Essex County	Write-In	0	1	0	1	2
	Blanks	0	1	3	1	5
	TOTALS	0	2	3	2	7

9459 reg. voters  
3368 ballots cast  
Voter Turnout: 36%

**LYNNFIELD TOWN WARRANT**  
**THE COMMONWEALTH OF MASSACHUSETTS**  
**SPECIAL TOWN MEETING – OCTOBER 17, 2020**

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Lynnfield High School athletic field, and in the Cafeteria and Gymnasium, if necessary, on Saturday, October 17, 2020 at 10:00 a.m. then and there to act on the following articles:

**ARTICLE 1.** To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to pay overdue bills of a prior fiscal year; or to take any other action in relation thereto.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 2.** To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2021 Fiscal Year for various purposes; or to take any other action in relation thereto.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 3.** To see if the Town will authorize the Board of Selectmen to petition the General Court to adopt legislation amending the Charter of the Town of Lynnfield, which is on file in the office of the archivist of the Commonwealth as provided in section 12 of chapter 43B of the General Laws, to reflect gender neutral terminology, with references to the "Board of Selectmen" and "Selectmen" to be replaced with references to the "Select Board", and with references to "Chairman" to be replaced with references to "Chair," and other appropriate gender neutral revisions; and further, that the General Court may make clerical or editorial changes of form only to the bill; or to take any other action in relation thereto.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 4.** To see if the Town will authorize the Board of Selectmen to extend the term of the existing agreement between the Town of Lynnfield and the Reading Municipal Light Department to July 9, 2040; or to take any other action in relation thereto.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 5.** To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or to take by eminent domain, for municipal purposes including but not limited to historic preservation, the fee or any lesser interest in the real property known and numbered as 163 Lowell Street, Lynnfield, Massachusetts, also known as "Smith Farm," including the structures and fixtures thereon erected, being the same

property conveyed by deed recorded with the Essex South District Registry of Deeds at Book 38091, Page 285 from Boston Clear Water Company, LLC to Virgil Lynnfield Properties, LLC, consisting of 40,050 square feet of land, more or less; to appropriate a sufficient sum of money for such acquisition, for incidental expert appraisals and legal expenses, and for any required relocation expenses, such money to be appropriated from available balances, provided by borrowing and/or furnished from other sources including grants and gifts; to authorize the Treasurer with the approval of the Selectmen to borrow the said sum pursuant to the provisions of G.L. c. 44, § 7 or any other enabling authority, and to authorize the issuance of bonds or notes therefor; and pursuant to G.L. c. 40, § 3; c. 30B, § 16, and any other applicable authority, to authorize the Selectmen to sell, transfer and convey the said real property subject to an historic preservation restriction under G.L. c. 184, §§ 31-33, pertaining to the said property and the exterior of the structures and fixtures thereon, such sale otherwise to be on such terms and subject to such conditions as the Selectmen may deem prudent; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 6.** To see if the Town will vote to amend Chapter 143 of the General Bylaws, entitled "Fees," by adding the following:

Article III BOARD OF ASSESSORS FEES

<i>Abutters Lists</i>	\$ 5.00
<i>Assessor's Maps</i>	\$ 2.00

Article IV BOARD OF SELECTMEN FEES

ANNUAL LICENSES (NOT ALCOHOL)

<i>Auctioneer Permit Annual</i>	\$ 500.00
<i>Automatic Amusement Device</i>	\$ 50.00 per machine
<i>Billiards Table</i>	\$ 50.00 first table
	\$ 25.00 each additional table
<i>Bowling Alley</i>	\$ 50.00 first alley
	\$ 25.00 each additional alley
<i>Coins &amp; Metals</i>	\$ 50.00
<i>Class I auto license</i>	\$ 150.00
<i>Class II Auto License</i>	\$ 150.00
<i>Common Victualler</i>	\$ 50.00
<i>Entertainment License (weekdays)</i>	\$ 100.00
<i>Fortune Telling</i>	\$ 50.00
<i>Hawkers and Peddlers</i>	\$ 50.00
<i>Inflammable Storage</i>	\$ 100.00
<i>Lodging House</i>	\$ 50.00
<i>Second-hand Dealer</i>	\$ 50.00
<i>Sunday Entertainment License Annual</i>	\$ 200.00
<i>Taxi/Livery License</i>	\$ 50.00 per vehicle

ANNUAL LICENSES (ALCOHOL)

Club License (All Alcoholic)	\$1,710.00
Restaurant All Alcoholic	\$4,250.00
Restaurant Wine & Malt Liquor	\$2,800.00
Package Store (All Alcoholic) (7 day)	\$2,350.00
Package Store (Wine & Malt) (6 day)	\$1,275.00
Package Store (Wine & Malt) (7 day)	\$1,450.00

OTHER ALCOHOL LICENSES

One-Day Liquor License	\$ 35.00
Seasonal Wine and Malt	\$ 1,017.00
Temporary Charity Wine Pouring License	\$ 35.00

EVENT LICENSES

Auctioneer Permit Single Event	\$ 25.00
Sunday Entertainment Single Event	\$ 20.00

OTHER FEES

Dock License (perpetual)	\$ 5.00
Public Hearing Notice Fee	\$ 50.00

ARTICLE V FIRE DEPARTMENT FEES

Open Burning Permit (Annual)	\$ 10.00
Smoke/CO Detector Single Family	\$ 50.00
Commercial Inspection with FACP	\$ 50.00
Commercial Inspection without FACP	\$ 25.00
Oil Burner Install/Alteration	\$ 10.00
LPN/Propane Storage	\$ 10.00
Fixed Extinguishing System	\$ 25.00
Nursing Home Inspection	\$ 10.00
Day Care Center	\$ 10.00
Private School	\$ 10.00
Innholders	\$ 10.00
Blasting Permit (detail required)	\$ 10.00
Tar Kettle Operation	\$ 25.00
Fireworks Display	\$ 25.00
Tank Truck Inspection (2 Years)	\$ 15.00
Storage of Flammable Fluids	\$ 50.00
Fire Report Copies	\$ 50.00
Welding/Cutting Permit	\$ 50.00
Underground Tank Removal	\$ 50.00
Aboveground Tank Removal	\$ 50.00
Tank Installation (Flammable Fluids)	\$ 50.00
Gunpowder Storage (5 Years)	\$ 50.00
Commercial Plan Review	\$ 100.00

Misc. Permit or otherwise not listed	\$ 50.00
Dumpster Permit	\$ 20.00
Master Box Fee	\$ 250.00

EMERGENCY MEDICAL SERVICES FEES

Mileage charge per mile	\$ 50.00
Basic Life Support	\$1,650.00
Advanced Life Support 1	\$2,150.00
Advanced Life Support 2	\$3,150.00

ARTICLE VI POLICE DEPARTMENT FEES

Accident Reports	\$ 10.00
Finger Prints	\$ 100.00
Detail Billing Surcharge	10% admin fee
Gun Licenses	\$ 100.00

FALSE ALARM BUILDING

First 3 calls in calendar year	no charge
Calls 4-6	\$40.00 per call
Calls 7-9	\$50.00 per call
Calls 10 and above	\$100.00 per call

ARTICLE VII DEPARTMENT OF PUBLIC WORKS FEES

White goods and televisions	\$ 25.00
with CRT's greater than 36"	\$ 50.00
New recycle bins	\$ 9.00
Recycling yard stickers non-seniors	\$ 10.00
Recycling yard stickers for seniors	\$ 5.00
Street opening permits	\$ 50.00
Trench permits	\$ 100.00
Street access permits	\$ 10.00

CEMETERY FEES

<i>Residents and Former Employees</i>	
Single Grave	\$ 350.00
Perpetual Care	\$ 400.00
Total Cost Per Grave	\$ 750.00
<i>Former Residents (Two-Grave Limit)</i>	
Single Grave	\$1,000.00
Perpetual Care	\$ 800.00
Total Cost Per Grave	\$1,800.00
Interment	\$ 650.00
Saturday/Holiday Additional	\$ 325.00
Cremation Burial	\$ 225.00
Saturday/Holiday	\$ 325.00
Child Burial (Under 2 Years Of Age)	\$ 200.00

Stillborn	No Charge
Exhumation	\$ 650.00
Foundation (Minimum)	\$ 250.00
Purchase Of Lot (Per Square Foot)	\$ 100.00
Winter Fee (December 1-March 31)	\$ 100.00
Deed	\$ 20.00
Set Veterans Marker	No Charge

ARTICLE VIII TAX COLLECTOR'S FEES

Demand Fees	\$ 5.00
Warrant Fees	\$ 10.00
Municipal Lien Certificate	\$ 25.00
Interest For Excise	12.00%
Interest Real Estate/Pp	14.00%
Bad Check Fees	\$ 25.00

Or 1 Percent of Check, whichever is higher

ARTICLE IX TREASURER'S FEES

Tax Title Interest Rates	16 percent
Deferred Interest Rates	4 percent
Tax Title Charges & Fees - Legal Fees	\$ 125.00
Tax Title Charges & Fees - Demand	\$ 5.00
Tax Title Charges & Fees - Advertising	% of Bill
Tax Title Charges & Fees - Post Notice	\$ 5.00
Tax Title Charges & Fees - Recording	\$ 105.00
Tax Title Charges & Fees - Redemption	\$ 105.00
Bad Check Fees	\$ 25.00

Or 1 Percent of Check whichever is higher

ARTICLE X ZONING AND INSPECTIONAL SERVICES FEES

BUILDING FEES

1 and 2 Story Dwelling	\$150.00 per sq. ft.
Commercial Buildings	\$150.00 per sq. ft.
Residential Additions, alterations,	\$12.00/\$1,000 value
	\$50.00 minimum
Commercial Addition/Renovations	\$12.00 per \$1,000 value
	\$100.00 minimum

ELECTRICAL FEES

Residential New Construction

Fee based on building project construction value	
First \$50,000 of value	\$ 250.00
Each additional \$1,000 of value or fraction thereof	\$ 1.00

<u>Residential Additions/Renovations</u>	
First 1-10 outlets (i.e. lighting, receptacles, appliances and special equipment)	\$ 50.00
Each additional outlet	\$ 2.00
<u>Residential Services: Changes or Alterations</u>	
Sub-panels	\$ 50.00
Each additional	\$ 25.00
<u>Commercial new construction</u>	
Fee based on building project construction value	
First \$100,000 of value	\$ 500.00
Each additional \$1,000 of value or fraction thereof	\$ 2.00
<u>Commercial Additions/Renovations</u>	
First 1-10 outlets (i.e. lighting, receptacles, appliances and special equipment)	\$ 50.00
Each additional outlet	\$ 2.00
<u>Residential Services: Changes or Alterations</u>	
Each 200 ampere or fraction thereof	\$ 100.00
Each sub-panel	\$ 50.00
<u>Miscellaneous</u>	
Alarm, residential	\$ 50.00
Alarms, Commercial	
First zone	\$ 100.00
Each additional zone	\$ 25.00
Central air conditioning, residential	\$ 50.00
Each additional unit	\$ 25.00
Central air conditioning, commercial	\$ 75.00
Each additional unit	\$ 25.00
Pools, inground	\$ 200.00
Pools, aboveground	\$ 100.00
Pools, storeable	\$ 50.00
Temporary services, residential	\$ 50.00
Temporary services, commercial	\$ 100.00
Re-inspection fee	\$ 50.00
<u>GAS/PLUMBING FEES</u>	
Commercial	
First three fixtures	\$ 100.00
Each additional fixture	\$ 20.00
Residential	
First three fixtures	\$ 50.00
Each additional fixture	\$ 10.00

<i>Water heater replacement – residential only (gas permit only)</i>	<i>\$ 50.00</i>
<i>Water heater new – residential only (fee covers both gas and plumbing permits)</i>	<i>\$ 50.00</i>
<i>Late filing fee</i>	<i>\$ 50.00</i>
<i>Re-inspection fee</i>	<i>\$ 50.00</i>
<i>New construction</i>	
<i>Residential minimum (first three fixtures)</i>	<i>\$ 200.00</i>
<i>Each additional fixture</i>	<i>\$ 10.00</i>
<i>Commercial minimum (first three fixtures)</i>	<i>\$ 200.00</i>
<i>Each additional fixture</i>	<i>\$ 20.00</i>

or to take any other action in relation thereto.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 7.** To see if the Town will vote to authorize the Board of Selectmen to sell, pursuant to G.L. c. 30B, § 16, a parcel of town-owned land shown on Assessor's Map 52 as Lot 000, Plot 1234 for a price not less than \$98,000 with restrictions so as to not allow any structure on such parcel and not to allow the use of any portion thereof to render buildable any adjoining lot that is not independently buildable; or to take any other action in connection therewith.

**Submitted by BOARD OF SELECTMEN**

**ARTICLE 8.** To see if the Town will vote to adopt as Chapter 225 of the Code of the Town a general bylaw entitled "Tree Protection Bylaw," as follows:

**§ 225-1. Purpose.**

The intent of the Tree Protection Bylaw (this "Tree Bylaw") is to encourage the preservation and protection of trees by (a) designating specific areas of a lot where trees must be protected, and (b) requiring mitigation for trees removed via replanting or collection of fees to support the Town's tree planting and maintenance efforts.

Trees are recognized for their abilities to mitigate heat island effects; provide shade cover; reduce energy consumption; improve air quality; reduce noise pollution; reduce topsoil erosion and storm water runoff; provide wildlife habitat; sequester carbon; enhance the quality of life and the environment of the town; increase property values; and enhance the overall appearance of the community. The Town of Lynnfield (the "Town") deems that the preservation and protection of certain trees on private property, the requirement to replant trees to replace those removed, and the collection of financial contributions to support the Town's tree planting and maintenance efforts are public purposes that protect the public health, welfare, environment and aesthetics. No part of this bylaw shall discourage the removal of Hazardous Trees, an act which may be important to public health and safety.

**§ 225-2. Definitions.**

The following words, terms, and phrases, when used in this Tree Bylaw, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- a. "Aggregate Diameter": The combined diameter of a multiple trunk tree measured at breast height.
- b. "Caliper": Diameter of a tree trunk in inches. For trees up to and including four (4) inches in diameter, the caliper is measured six (6) inches above the existing grade at the base of the tree. For trees larger than four (4) inches in diameter, the caliper is measured twelve (12) inches above the existing grade at the base of the tree.
- c. "Certificate of Exemption": Formal permission granted to proceed with Expansion Work without need for a Tree Permit.
- d. "Certified Arborist": An arborist certified by the Massachusetts Arborists Association or International Society of Arboriculture, or any successor organization.
- e. "Critical Root Zone (CRZ)": The minimum area beneath the canopy of a tree which must be left undisturbed in order to preserve a sufficient root mass to give a tree a reasonable chance of survival. The CRZ is represented by a circle centering on the tree's trunk and extending outward towards the tree's dripline. The minimum radius of the CRZ shall be determined by multiplying the tree's Diameter Breast Height in inches by eighteen (18). For example: A tree with a DBH of twenty (20) inches shall have a CRZ with a minimum radius of 360 inches or 30 feet ( $20'' \times 18'' = 360''$  or 30').
- f. "Diameter Breast Height (DBH)": The diameter of the trunk of a tree  $4\frac{1}{2}$  feet above the existing grade at the base of the tree.
- g. "Expansion Work": Work performed on a vacant lot, including but not limited to clearing and grading, or on vacant areas within a developed lot, including but not limited to new construction and additions.
- h. "Expansion Work Permit": A permit or approval which is required in order to perform Expansion Work, including, but not limited to the following: a building permit; a demolition permit; curb cut and street opening permits; site plan approval; subdivision approval; or a special permit.
- i. "Hazardous tree": A tree that is interfering with existing structures, utilities, streets, sidewalks or other existing improvements; or is dead, diseased, injured, in danger of falling, dangcrously close to existing structures; or is causing disruption of public utility service, drainage or passage problems upon rights-of-way; or poses a threat to pedestrian or vehicular safety; and/or that is harming the health or condition of other trees on the same site.
- j. "Invasive Species": Any plant listed on the most recent version of the Massachusetts Prohibited Plant List as published by the Massachusetts Department of Agriculture.

- k. "Overstory tree": A tree that will generally reach a mature height of greater than forty (40) feet.
- l. "Protected tree": Any tree within a Tree Yard having a diameter of six inches (6") DBH or larger or having an aggregate diameter of twelve inches (12") DBH or larger.
- m. "Remove (including removing and removal)": The cutting down of any Protected Tree and all other acts that directly or indirectly result in the death of a Protected Tree within 2 years, as determined by a Certified Arborist based on arboricultural practices recommended by the International Society of Arboriculture (I.S.A.) including, but not limited to, damaging, poisoning, excessive pruning or other direct or indirect actions.
- n. "Tree Permit": Formal permission granted to remove a Protected Tree.
- o. "Tree Save Area": The area surrounding a Protected Tree to remain undisturbed so as to prevent damage to a tree.
- p. "Tree Yard": A defined area along the perimeter of a lot.
- q. "Tree Warden": The Director of Public Works or his/her designee.

**§ 225-3. Applicability.**

- a. The terms and provisions of this Tree Bylaw shall apply to any Protected Tree located within a Tree Yard as defined in subsection 3(c) that is not owned by the Town, the Commonwealth, or any independent authority of the Commonwealth, with the following exceptions:
  - i. The terms and provisions of this Tree Bylaw shall not apply to parcels with more than 50 percent of land permanently conserved as open space pursuant to Article 97 of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts or a perpetual restriction under G.L. Chapter 184 Section 31-33.
  - ii. The terms and provisions of this Tree Bylaw shall not apply to lots of less than 7,500 square feet.
- b. No person shall remove a Protected Tree on land subject to the provisions of this Tree Bylaw or commence legally permitted Expansion Work on any lot, without first obtaining a Tree Permit or a Certificate of Exemption from the Planning Board or its authorized enforcement agent. The location of the Tree Yard is defined by Table 1 below.
- c. In the case of a new subdivision, the Tree Yard shall be based on the new lot lines approved for the subdivision.

Table 1: Location of Tree Yard in Each Zoning District

Zoning District	Tree Yard (distance in feet from lot lines)		
	Front	Side	Rear
Residential A	30	15	20
Residential B	40	20	20

Residential C	40	25	40
Residential D	40	30	40
Elderly Housing	50	25	30
Limited Business	40	15	20
General Business	40	15	20
Commercial	40	15	20
Limited Industrial	100	100	40
Office Park	50	50	50
Notes: The Tree Yard is equal to the setbacks in the zoning district, except the rear Tree Yard is twice as large as the rear setback in Residential C and Residential D.			

**§ 225-4. Activities Not Requiring a Tree Permit.**

- a. Certificate of Exemption:
  - i. A Tree Permit is not required if a Certificate of Exemption has been granted by the Planning Board or its authorized enforcement agent.
  - ii. Granting of a Certificate of Exemption is at the discretion of the Planning Board and its authorized enforcement agent based on whether the Expansion Work has the potential to harm a Protected Tree.
- b. Pruning: A Tree Permit is not required for the pruning of Protected Trees. However, excessive pruning may be considered Tree Removal.
- c. Emergencies: If any Protected Tree shall be determined to be in a hazardous condition so as to immediately endanger the public health, safety or welfare or cause an immediate disruption of public services and require immediate removal without delay, oral authorization may be given by the Tree Warden, Planning Board or its authorized enforcement agent to remove such tree, utilizing such professional criteria and technical assistance as he/she deems necessary.
- d. Waiver: The requirements of this Tree Bylaw may be waived by the appropriate Town officials during the period of an emergency such as a tornado, windstorm, flood, or other act of God.

**§ 225-5. Authority.**

This Tree Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes.

**§ 225-6. Administration.**

The Planning Board or its authorized enforcement agent shall administer, implement, and enforce this Tree Bylaw, and any rules and regulations adopted thereunder. Any powers granted to or duties imposed upon the Planning Board may be delegated its employees or agents.

**§ 225-7. Regulations.**

The Planning Board may promulgate rules and regulations to effectuate the purposes of this Tree Bylaw. Failure by the Planning Board to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Tree Bylaw. Such rules may prescribe the size, form, contents, style, and number of copies of plans and specifications, the procedure for the submission and approval of such plans, and the procedure for determining final compliance with these regulations. The adoption or amendment of rules and regulations shall be after a public hearing to receive comments on the proposed or amended rules and regulations. The public hearing shall be advertised once in a newspaper of general local circulation, at least 14 days prior to the date of the public hearing.

**§ 225-8. Appeal.**

- a. Any person aggrieved by a decision of the authorized enforcement agent may file an appeal with the Planning Board. Said appeal must be in writing and must be received by the Planning Board within ten (10) business days of issuance of the authorized enforcement agent's written decision. The Planning Board shall conduct a public hearing on the appeal and shall give the public notice thereof, at the expense of the applicant. Public notice shall include mailed notice to all persons owning land within 300 feet of any part of the applicant's land at least 14 days before said hearing. The Planning Board shall rule within 20 days of the public hearing. No Protected Trees shall be removed while an appeal is pending.
- b. Appeals of final decisions of the Planning Board shall be pursuant to G.L. c. 249, § 4.

**§ 225-9. Tree Protection.**

When a Tree Permit is granted, tree protection measures are prescribed as follows:

- a. Tree Save Area:
  - i. Each Protected Tree to be retained on property planned for an Expansion Work Permit shall be protected by the establishment of a Tree Save Area, which at a minimum must include the Critical Root Zone ("CRZ") of the Protected Tree(s).
  - ii. The Tree Save Area must be adequately marked prior to the commencement of Expansion Work and maintained in place until work is completed on the property.

- iii. An applicant may choose to encroach within the CRZ of a Protected Tree; however, such proposed action shall require the applicant to submit a maintenance plan for the tree, to be prepared, stamped, dated and signed by a Certified Arborist as part of the Tree Permit application. Under these instances, the Tree Save Area may be reduced to protect only those areas of the CRZ not proposed for encroachment.
- b. Maintenance of Protected Trees: Should such tree die within a twenty-four (24) month period from the date of issuance of a Certificate of Occupancy, if applicable, of the Expansion Work, the owner of the property shall be required to provide mitigation consistent with the requirements for the removal of a Protected Tree as contained herein within nine (9) months from the death of the original tree.

**§ 225-10. Mitigation Through Planting of Replacement Tree(s).**

When Protected Tree removal is permitted, mitigation through planting of replacement trees is prescribed as follows:

- a. No mitigation measures are required for the permitted removal of hazardous trees.
- b. For each inch of DBH of the tree(s) removed, at least one inch of caliper of new tree(s) must be replaced in accordance with the following:
  - i. Each new tree must have a minimum caliper of two (2) inches.
  - ii. If the Protected Tree to be removed is an Overstory Tree species, the replacement tree(s) to mitigate the removal shall be an Overstory Tree species.
  - iii. Replanting shall occur no later than 18 months after Tree Removal.
  - iv. A replacement tree shall be planted on the same lot from which the tree was removed or on land abutting the said lot with the express written approval of the owner of such abutting land.
  - v. A replacement tree must not be an invasive species.
- c. Maintenance of Replanted Trees: All new trees replanted to mitigate the removal of Protected Tree(s) shall be maintained in good health for a period of no less than twenty-four (24) months from the date of planting. Should such tree die within this twenty-four (24) month period, the owner of the property shall replace it.

**§ 225-11. Mitigation Through Contribution to Tree Replacement Fund.**

When Protected Tree removal is permitted, mitigation may be effected through contribution to the Tree Replacement Fund, as prescribed as follows:

- a. The Tree Replacement Fund is a revolving fund established under Chapter 10 the Code of the Town. Any payments into the Tree Replacement Fund required by this Tree Bylaw shall be deposited in the Tree Replacement Fund and shall be used in accordance with subsection (c) hereof.
- b. Payment in lieu of planting replacement tree(s): In lieu of planting a replacement tree as provided in Section 10 Mitigation Through Planting of

Tree Replacement Tree(s), a person who has been granted a Tree Permit may make a contribution to the Tree Replacement Fund in an amount equal to the cost to replace the tree, which shall be determined by the Tree Warden based on the Town's current cost to purchase and install trees.

- c. Maintenance of Tree Replacement Fund: All sums deposited into the Tree Replacement Fund shall be used solely for the purpose of buying, planting and maintaining trees in Lynnfield.

**§ 225-12. Enforcement.**

- a. Notice of violation: Any person who violates any of the provisions of this Tree Bylaw shall be notified by the Planning Board of the specific violation by certified mail, return receipt requested, or by hand delivery. The notice shall set forth the nature of the violation and the date by which the Protected Tree(s) is to be mitigated with the planting of replacement trees or payment to the Tree Replacement Fund, for purposes of computing the "per day" violation fine.
- b. A Tree Permit may be suspended or revoked at any time by the Planning Board or its authorized enforcement agent upon written notice to the Tree Permit holder that the Tree Permit holder has failed to comply with either this article or the conditions of the Tree Permit. The written notice shall be sent by certified or registered mail, return receipt requested, or by hand delivery and shall provide an opportunity for the Tree Permit holder to correct the noncompliance and apply for a renewal of the Tree Permit upon compliance, where practicable. The suspension or revocation of a Tree Permit in accordance with this subsection shall not affect the validity of an Expansion Work Permit. It shall, however, be cause for levying a fine or fines for violation of the Tree Permit, and the requirement for replacement of any removed or damaged trees.
- c. Stop work order:
  - i. Upon notice from the Planning Board that work on any Protected Tree, or lot on which a Protected Tree is located, is being performed contrary to the provisions of this Tree Bylaw, such work shall be immediately stopped. The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent, or to the person doing the work; and shall state the conditions under which work will be permitted to resume.
  - ii. The Planning Board is also authorized to request the agency which has granted an Expansion Work Permit, to the extent permissible by law, to require the owner to cease any activity pursuant to the Expansion Work Permit that might affect such Protected Tree while a stop work order is pending.
  - iii. Any person who shall continue any work in or about the Protected Tree or lot on which a Protected Tree is located after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall

be liable to a fine(s) per the table in section 13(a). Each day during which a violation exists shall constitute a separate offense.

- d. Injunctive relief:
  - i. Whenever there exists reasonable cause to believe that a person is violating this Tree Bylaw or any standards adopted pursuant to this Tree Bylaw or any term, condition or provision of an approved Tree Permit, the Town may, either before or after the institution of any other action or proceeding authorized by this Tree Bylaw, institute a civil action in the name of the Town for a mandatory or prohibitory injunction and an order of abatement demanding the defendant to correct the unlawful condition upon or cease the unlawful use of the property.
  - ii. Upon determination of a court that an alleged violation is occurring, it shall enter such order or judgment as is necessary to abate the violation. The institution of an action for injunctive relief under this subsection shall not relieve any party to such proceedings from any civil penalty prescribed for violation of this Tree Bylaw.

**§ 225-13. Penalties.**

- a. Removal without a permit: Each instance in which a Protected Tree is removed without a permit shall constitute a violation of this Tree Bylaw which shall be subject to a fine per the table below. This shall be in addition to the required payment for the replacement of the tree(s).

Offense	Fine
1st offense	\$100
2nd offense	\$200
3rd offense & each subsequent offense	\$300

- b. Failure to replace trees or make payment: Each failure to replace a tree or make a payment into the Tree Replacement Fund shall constitute a separate violation of this Tree Bylaw which shall be subject to a fine per the table above. Each day such violation continues shall constitute a separate offense.
- c. Failure to comply with a condition contained in a Tree Permit or stop work order: Each instance where there is a failure to comply with a condition contained in a Tree Permit or stop work order shall constitute a violation of this article which shall be subject to a fine in the amount per the table above. Each day such violation continues shall constitute a separate offense
- d. Town trees: Nothing herein shall be construed to require the Town to make a payment into the Tree Replacement Fund for any tree(s) which it removes.

**§225-14. Severability, Effect on Other Laws.**

- a. Severability: The provisions of this Tree Bylaw are severable. If any section, provision, or portion of this Tree Bylaw is determined to be invalid by a court of competent jurisdiction, then the remaining provisions of this Tree Bylaw shall continue to be valid.
- b. Conflict of laws: This Tree Bylaw shall not apply to any public shade tree as that term is defined by the General Laws, Chapter 87 or any amendments thereto. Nothing herein is intended to conflict with the General Laws, Chapter 87 and to the extent that any provision hereof conflicts with said Chapter 87, such provision shall not be valid. Nothing herein is intended to conflict with existing special permit procedures and to the extent that any provision hereof conflicts with said special permit procedures, such provision shall not be valid.
- c. Complying with the terms of this Tree Bylaw shall not relieve the owner of the subject property from complying with any other pertinent regulation, including but not limited to all state and local wetlands protection regulations.
- d. Nothing herein shall preclude the harvesting of timber or cordwood from properties under Mass. G.L. Chapter 61 which are being actively managed as working forest, if said cutting is part of an approved forest management plan for the property. No Tree Permits or mitigation fees shall be levied against forestry operations on such properties.

and to amend the Town’s Revolving Funds general bylaw, Chapter 10 of the Code of the Town, by adding the following at the end of the table in § 10-5.D:

<u>Revolving Fund</u>	<u>Purpose</u>	<u>Revenue Source</u>	<u>Authorized to Expend Funds</u>
Tree Replacement Fund	Buying, planting and maintaining trees in Lynnfield	Payments required under Tree Protection Bylaw	Planning Board

and to amend the Town’s Noncriminal Disposition general bylaw, § 58-3, by adding the following to the “Schedule of Violations, Fines and Enforcing Officers”:

<b>“Section</b>	<b>Offense</b>	<b>Fine</b>	<b>Enforcement Agent</b>
Chapter 225	Tree Bylaw violations		Planning Board or its designee
	First offense	\$100	
	Second offense	\$200	
	Third or Subsequent		

Offense

\$300"

or to take any other action in connection therewith.

**Submitted by PLANNING BOARD**

**ARTICLE 9.** To see if the Town will vote to amend the Zoning Bylaws by adding, as § 4.10 thereof, the following:

**4.10 Open Space Residential Design (OSRD) Bylaw**

**4.10.1 Purpose**

The primary purposes for this bylaw are to:

- 1) Encourage the permanent preservation of open space, agricultural land, forested land, wildlife habitat, water bodies, and wetlands;
- 2) Encourage the permanent preservation of natural and cultural features, such as mature trees, viewsheds, stone walls, and historic buildings;
- 3) Minimize the total amount of disturbance on the site;
- 4) Enable landowners to realize equity from development of their land;
- 5) Encourage the construction of homes affordable to new and existing Town residents through more modest unit sizes and deed-restrictions;
- 6) Encourage variety in housing design and site development while ensuring compatibility with surrounding land uses;
- 7) Encourage a strong sense of community among neighbors;
- 8) Expedite the permitting of projects;
- 9) Facilitate the construction and maintenance of housing, streets, utilities, and public services in a more economical and efficient manner;
- 10) Reduce energy consumption and greenhouse gas emissions; and
- 11) Further the goals and policies of the Town Master Plan.

**4.10.2 Definitions**

- 1) "Active Recreation" shall refer to outdoor recreation that requires significant alteration of the natural landscape to provide playground or active sports facilities such as tennis, basketball or other sport courts, ball fields, swimming pools or spray pads, golf courses, marinas, enclosed dog parks, boat rentals, concession stands, community gardens, outdoor skating rinks, bathroom buildings, bleachers or stands or other developed facilities.
- 2) "Low Impact Development" shall mean practices that limit off-site stormwater runoff (both peak and non-peak flows) to levels substantially similar to natural hydrology by emphasizing decentralized management practices and the protection of on-site natural features.

- 3) "Open Space Residential Design (OSRD)" shall mean a process for the development of land that: (a) calculates the amount of development allowed up-front; (b) identifies the significant natural, cultural, and historic features of the land; (c) concentrates development, through design flexibility and reduced dimensional requirements, in order to preserve those features; and (d) permanently preserves at least 50 percent of the land in a natural, scenic, or open condition or in agricultural, farming, or forest use.
- 4) "Passive Recreation" shall refer to any outdoor activity that occurs in a natural setting with minimum disturbance of the natural and cultural resources and that is consistent with quiet enjoyment of the land including but not limited to hiking, nature study, outdoor education, cross country skiing, snowshoeing, horseback riding, trail bicycling, hunting, fishing, picnicking, canoeing, ice-skating, community gardening in existing fields, swimming in a natural water body with minimal site development, or informal sports activities on an open natural field.
- 5) "Potential Development Area" shall mean the area outside of the Primary Conservation Areas and Secondary Conservation Areas, where development is most appropriate.
- 6) "Primary Conservation Area" shall mean the area with existing, regulatory restrictions on development potential, including but not limited wetlands, riverfront areas, and floodplains regulated by state or federal law.
- 7) "Secondary Conservation Area" shall mean the unprotected landscapes or elements of the landscape with environmental or cultural significance, including but not limited to upland buffers to wetlands, woodlands, farmland, meadows, wildlife habitat including corridors for wildlife movement, historic and archaeological sites, mature trees, scenic views, and existing dwelling units of historical significance. Master and open space and recreation plan conservation goals are to be considered when identifying Secondary Conservation Areas.

#### **4.10.3 Applicability**

- 1) Location. OSRD is allowed by right under zoning within the Single Residence B, Single Residence C, and Single Residence D districts for all residential developments under a single tract, and for all residential developments on multiple tracts in one ownership that have a cumulative area of not less than 90,000 square feet.
- 2) Subdivision Regulations. OSRD is subject to the requirements of the subdivision regulations and any other generally applicable land use regulations.
- 3) By Right. Within the Single Residence B, Single Residence C, and Single Residence D districts, all housing developments under a single tract, and housing developments on multiple tracts in one ownership that have a cumulative area of not less than 90,000 square feet (including residential subdivisions) shall comply with the OSRD

provisions of this section, unless the Planning Board allows a development that deviates from the requirements of this section by Special Permit. Such deviations may be approved if the applicant demonstrates that the proposed alternative development configuration provides adequate protection of the site's environmental resources and fulfills the purposes of this section as well as or better than an OSRD.

- 4) Approval Not Required. Subsection 1 above does not apply to construction of homes on individual lots that existed prior to the date of adoption of this OSRD bylaw or to lots created through the "Approval Not Required" (ANR) process with frontage on existing ways that meet the standard specified in the Lynnfield Subdivision Regulations. However, if subdivision approval is not required an applicant may nevertheless voluntarily apply for an OSRD under this section. In such a case, prior to lot creation via the ANR process the application shall be subject to Site Plan Review as described in Section 10.6.
- 5) Streamlined Review. If the proposed OSRD involves shared driveways, and/or any other use that requires a Special Permit, or Site Plan Review for lot configuration or any other purpose, the proceedings for all such Special Permits and the Site Plan Review shall occur in one consolidated Special Permit proceeding before the Planning Board.

#### **4.10.4 Four-Step Design Process**

The proposed layout of streets, dwelling units, and open space in an OSRD shall be designed according to the following four-step design process, which the applicant shall conduct with assistance of a registered landscape architect.

- a) Identify primary and secondary conservation areas and potential development areas, and features to be preserved.
  - i) Potentially Developable Areas shall be delineated such that open space is contiguous to the extent feasible. Open space will still be considered contiguous if it is separated by a roadway with undeveloped frontage.
- b) Locate the approximate sites of dwelling units within the potentially developable areas. Include the delineation of private yards and shared amenities so as to reflect an integrated community, emphasizing consistency with the Town's historic development patterns.
- c) Align streets in order to access the house lots or dwelling units. New streets and trails should be laid out to create internal and external connections to existing and/or potential future streets, sidewalks, existing or proposed new open space parcels, and trails on abutting public or private property.
- d) Draw in lot lines.

#### **4.10.5 Review Process**

- 1) **Pre-Application Meeting.** Prior to filing an application, an applicant is strongly encouraged to request a pre-application review at a regular business meeting of the Planning Board. If one is requested, the Planning Board shall invite the Conservation Commission and Board of Health. The purpose of a pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning Board at the earliest possible stage in the development.
- 2) **Pre-Application Submissions.** At the pre-application review meeting, the applicant shall present the following items, in addition to the submittal requirements of the Lynnfield Subdivision Regulations and any other information the Planning Board needs in order to understand and respond to the applicant's proposal:
  - a) **Site Context Map.** This map shall illustrate the parcel in connection to its surrounding neighborhood. Based upon existing data sources and field inspections, it shall show various kinds of major resource areas or features that cross parcel lines or that are located on adjoining lands. This map enables the Planning Board to understand the site in relation to what is occurring on adjacent properties.
  - b) **Conceptual Site Plan.** This map shall illustrate the Primary Conservation Areas, Secondary Conservation Area, and Potentially Developable Area.
    - i) The Planning Board may waive the contiguity requirement for all or part of the required open space where it is determined that allowing noncontiguous open space will promote the goals of this bylaw or protect identified Primary and Secondary Conservation Areas.
  - c) **Documentation of the Yield Plan,** as specified in Section 4.10.6 below
- 3) **Site Visit.** Prior to filing an application, a field visit by the applicant with members of the Planning Board and/or Conservation Commission is encouraged. The purpose of this site visit is to familiarize Town officials and staff with the property's special features, and to provide them an informal opportunity to offer suggestions to the applicant regarding the preferred location of the potential house locations and street alignment.
- 4) **Conservation Findings.** The Planning Board, in consultation with the Conservation Commission shall study the Pre-Application Submissions and site visit observations, if applicable, and shall formally determine which land should be preserved and where development may be located. As part of its decision the Planning Board shall make written findings supporting this determination ("the Conservation Findings"). These findings must provide a viable location for the number of units specified in Section 4.10.6 below.
- 5) **Standard for Approval.** The Planning Board shall deny any application that does not include sufficient information to make Conservation Findings, that deviates from the zoning requirements, or that does not preserve Primary or Secondary Conservation Area that the Planning Board determines should be preserved from development as a result of the Pre-Application Submissions, potential site visit, and Conservation

Findings. The Planning Board's Conservation Findings shall be incorporated into its decision to approve, approve with conditions, or deny an application. The Conservation Findings shall also indicate preferred locations for development if the OSRD plan is denied based upon such findings.

**4.10.6 Yield: Allowable Residential Units**

- 1) Formulaic Yield Method. The base maximum number of residential units permitted in an OSRD may be calculated by a formula that accounts for the net acreage of the property and site-specific development limitations that make some land less suitable for development than other land. This calculation involves two steps, calculating the net acreage and dividing by the allowed density.
  - a) Net Acreage Calculation. The factors named below are included for net acreage calculation purposes only and do not convey or imply any regulatory constraints on development siting that are not contained in other applicable provisions of law, including this zoning bylaw. To determine net acreage, subtract the following from the total (gross) acreage of the site:
    - i) The total acreage of land which lies within a Flood Plain District or a Wetland as defined in MGL c. 131, § 40 or which is subject to easements or restrictions prohibiting development; and,
    - ii) Ten percent of the remaining site acreage after the areas of (1)(a) above are removed to account for subdivision roads and infrastructure.
  - b) Unit Count Calculation. The base maximum number of allowable residential dwelling units on the site is determined by dividing the net acreage by the required acreage (allowed density) for a dwelling unit in the district under this bylaw. Fractional units of less than .5 shall be rounded down and .5 or more shall be rounded up.

District	Required Space per Unit
Single Residence B	30,000 square feet
Single Residence C	45,000 square feet
Single Residence D	60,000 square feet

- 2) Alternative Yield Method. As an alternative to utilizing the above calculation for determining the base maximum number of residential units, an applicant may choose to create a conceptual site plan, clearly delineating floodplains, wetlands, roadways and infrastructure, and which demonstrates the potential number of lots that could result from a conventional subdivision of the site.
- 3) Groundwater Protection District. Projects located within the Lynnfield Groundwater Protection District are subject to nitrogen loading limitations per Title 5 of the State Environmental Code, 310 CMR 15.00. In these cases, the total number of bedrooms allowed in a development is limited to one bedroom per 10,000 square feet of lot area for the overall development.

- 4) **Lots in More than One District.** For lots in more than one district, the allowable unit count and required open space for each district shall be computed separately first. These totals shall be added together and then rounded as above. The allowable maximum bonus for the entire development shall be calculated based upon this combined total number of units. The permitted location of the units and protected open space shall be wherever the Planning Board determines best fits the characteristics of the land, based upon the Conservation Analysis and Findings.
- 5) **Existing Dwellings.** Dwelling units that exist on the site prior to the proposed new development and will be maintained as dwelling units shall be included in the project's total yield of dwelling units.

**4.10.7 Dimensional Requirements**

Lot size and shape, unit placement, and other dimensional requirements within an OSRD are subject to the following limitations.

- 1) **Purpose.** Lots/units shall be located and arranged to advance the resource conservation objectives of the master and open space and recreation plans and to protect views from roads and other publicly accessible points; farmland; wildlife habitat; mature trees; large intact forest areas; hilltops; ponds; steep slopes; and other sensitive environmental resources.
- 2) **Monumentation.** Industry-accepted monumentation of a type consistent with the use of the open space shall clearly delineate the boundaries of the open space in a manner that facilitates monitoring and enforcement.
- 3) **Lot size.** There is no required minimum lot size for zoning purposes. The limiting factor on lot size in OSRD is typically the need for adequate water supply and sewage disposal. This does not affect the ability of the Board of Health to require area on a lot for water supply protection and the disposal of wastewater. Common leaching areas may be proposed as part of an OSRD.
- 4) **Frontage.** There is no numerical requirement for road frontage in an OSRD. Each lot must have legally and practically adequate vehicular access to a public way or a way approved under the subdivision regulations either directly across its own frontage or via a shared driveway approved by Special Permit. In all cases, adequate provision must be made for fire and emergency access to the individual lots.
- 5) **Lot coverage.** There is no maximum required lot coverage.
- 6) **Setbacks.** The minimum setback for any building from a property line is given in the table below.

	Single	Single	Single
--	--------	--------	--------

	Residence B	Residence C	Residence D
Front setback	20	20	25
Rear setback	10	20	20
Side setback*	10	10	10
* Setbacks for attached dwellings may be zero feet.			

- 7) Height. All buildings restricted to 40 feet in height.

#### 4.10.8 Permitted Uses

- 1) Residential
  - a) Single-family dwellings are allowed by right
  - b) Two-family dwellings are allowed by Special Permit
    - i) The number of dwelling units shall not exceed the allowable unit count as specified in this Section. Any OSRD application involving two-family dwellings shall include a Site Plan that shows the location, layout, height, and setbacks of such dwellings.
- 2) Agriculture and horticultural uses including but not limited to orchards, vineyards, forestry, farming for fruits and vegetables, and grazing animals;
- 3) Open space;
- 4) Active and passive recreation;
- 5) Accessory recreational uses (e.g., tennis court, pool, playground, gazebo, firepit, shared patio);
- 6) Clubhouse or community building; and
- 7) Educational and other uses not mentioned above which are exempt from regulation by zoning under Massachusetts General Laws Chapter 40A, Section 3.

#### 4.10.9 Design Standards

The following standards shall apply to all OSRDs and govern the design and development process.

- 1) Walkability and connectivity: Street connectivity is encouraged. Where cul-de-sacs are necessary, public walking and biking trails shall connect the end of the cul-de-sac to nearby streets and trails, where appropriate.

- 2) **Disturbed Areas:** In order to maximize the amount and contiguity of preserved open space, every effort shall be made to minimize and concentrate the amount of disturbed area (defined as any land not left in its natural vegetated state), by minimizing tree and soil removal. Any grade changes shall be in keeping with the general appearance of the neighboring developed areas. The orientation of individual building sites shall maintain maximum natural topography and cover. To the maximum extent feasible, topography, tree cover, surface water buffers, and natural drainage ways shall be treated as fixed determinants of road and lot configuration rather than as malleable elements that can be changed to follow a preferred development scheme.
- 3) **Ways:** Streets shall be located and designed to maintain and preserve natural topography and tree cover; to minimize cut and fill; and to preserve and enhance views and vistas on or off the subject parcel. The Planning Board may modify the applicable road construction requirements for a new road within an OSRD as provided in the Subdivision Regulations if it finds that such modifications will be consistent with the purposes of this section, the OSRD requirements of the Zoning Bylaw and the Master Plan.
- 4) **Aesthetics:** Development shall relate harmoniously to the terrain and the use, scale, and architecture of existing buildings in the vicinity that have functional or visual relationship to the proposed buildings. All open space (landscaped and usable) shall be designed to add to the visual amenities of the area by maximizing its visibility for persons passing the site or overlooking it from nearby properties.
- 5) **Stormwater Management:** The use of Low Impact Development techniques is required. Drainage design shall comply with the most recent version of the Massachusetts Stormwater Management Policy standards. In the case that a detention pond is necessary, a conceptual landscape plan shall be provided demonstrating that the pond facility will have dedicated access for maintenance, shall be adequately screened from view, and protected from trespass.

#### **4.10.10 Open Space Requirements**

- 1) **Minimum.** A minimum of 50% of the land area of the OSRD shall be set aside as permanently conserved open space. Conserving more than 50% is encouraged, especially in Single Residence C and D districts. The percentage of the open space that is wetlands shall not normally exceed the percentage of the tract that is wetlands; provided, however, that the applicant may include a greater percentage of wetlands in such open space upon a demonstration that such inclusion promotes the purposes of this bylaw.
- 2) **Water and wastewater use of open space.** The minimum percentage of required open space may be reduced by no more than 20% provided the full required minimum open space is mapped and the land that would otherwise be permanently conserved is shown. This land shall be subject instead to a Restrictive Covenant under G.L.

Chapter 184, Sections 26-30, which shall be approved by the Planning Board and Board of Selectmen and enforceable by the Town. Said land may be utilized for common water supply wells and associated infrastructure, common subsurface leaching fields and other underground components of wastewater systems, and rain gardens, constructed wetlands, and other decentralized stormwater management systems consistent with Low Impact Development that serve the OSRD. Treated stormwater may be discharged into the protected open space or land subject to a restrictive covenant. All protected land must be shown on approved plans.

- 3) Permanent Conservation of the Required Open Space. Any land required to be set aside as open space, voluntarily preserved in excess of that required, conserved as a condition of Site Plan approval, or protected in exchange for additional density pursuant to a Special Permit, shall be permanently protected pursuant to Article 97 of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts or a perpetual restriction under G.L. Chapter 184 Section 31-33. Unless conveyed to the Town of Lynnfield Conservation Commission, the required open space shall be subject to a permanent Conservation, Watershed, or Agricultural Preservation Restriction conforming to the standards of the Massachusetts Executive Office of Environmental Affairs, Division of Conservation Services, or Department of Agricultural Resources in accordance with G.L. Chapter 184 Section 31-33, approved by the Planning Board and Select Board and held by the Town, the Commonwealth of Massachusetts, or a non-profit conservation organization qualified to hold conservation restrictions under G.L. Chapter 184, Section 31-33. Any proposed open space that does not qualify for inclusion in a Conservation Restriction, Watershed, or Agricultural Preservation Restriction or that is rejected from inclusion in these programs by the Commonwealth of Massachusetts shall be subject to a Restrictive Covenant in perpetuity under G.L. Chapter 184, Sections 26-30, which shall be approved by the Planning Board and Select Board and held by or for the benefit of the Town.
  - a) The restriction shall specify the prohibited and permitted uses of the restricted land, which would otherwise constitute impermissible development or use of the open space, consistent with the Allowable and Prohibited Uses subsections of this bylaw and any permits. The restriction may permit, but the Planning Board may not require, public access or access by residents of the development to the protected land.
- 4) Timing. Any restriction or other legal document necessary to permanently conserve open space as required herein shall be recorded before lots are released or building permits are issued, whichever comes first.
- 5) Allowable Use of the Open Space. Such land shall be perpetually kept in an open state, preserved exclusively for the purposes set forth herein and in the deed and/or in the restriction, and maintained in a manner which will ensure its suitability for its intended purposes. Proposed use(s) of the open space consistent with this section shall be specified in the application.

- a) The open space shall be used for wildlife habitat and conservation and related natural resource management and the following additional purposes: historic preservation, outdoor education, passive recreation, aquifer protection, agriculture, horticulture, forestry, scenic views, or a combination of these uses, and shall be served by suitable access for such purposes.
    - i) Where appropriate to the topography and natural features of the site, up to 10% of the open space may be altered and used for active recreation.
  - b) The Planning Board may permit a small portion of the open space, not to exceed 5%, to be paved or built upon (preferably using permeable pavement and other means of retaining natural hydrology) for structures accessory to the dedicated use or uses of such open space (i.e. barns or other farm structures, parking to facilitate public access for passive recreation, informational kiosks, pedestrian walks, ADA access, and bike paths) so long as the conservation values of the open space are not compromised.
  - c) The open space may be used as the land subject to a restriction for the purpose of an aggregate calculation under Title V.
- 6) Prohibited Use of the Open Space: The open space within an OSRD shall be perpetually kept in an open state, preserved exclusively for the purposes set forth in the Allowed Uses section of this bylaw, and maintained in a manner that will ensure its suitability for its intended purposes. The following uses are expressly prohibited except in conformance with an allowed use:
- a) Constructing or placing of any temporary or permanent building, tennis court, landing strip, mobile home, swimming pool, fences, asphalt or concrete pavement, sign, billboard or other advertising display, antenna, utility pole, tower, conduit, line or other temporary or permanent structure or facility on, above, or under the open space that is not in conformance with an authorized use of the open space (e.g. a barn or other structure associated with agriculture);
  - b) Mining, excavating, dredging, or removing soil, loam, peat, rock, gravel or other mineral resource or natural deposit;
  - c) Placing, filling, storing, or dumping of soil, refuse, trash, vehicles or parts thereof, rubbish, debris, junk, waste, or other substance or material whatsoever or the installation of underground storage tanks;
  - d) Cutting, removing, or destroying of trees, grasses or other vegetation unless in conformance with an authorized use such as agriculture, forestry, passive recreation, vegetation and habitat management, or scenic view preservation;
  - e) Activities detrimental to drainage, flood control, water conservation, water quality, erosion, soil conservation, or archeological conservation;
  - f) Purposefully introducing or allowing the introduction of species of plants and animals recognized by the Executive Office of Energy and Environmental Affairs to pose a substantial risk of being invasive or otherwise detrimental to the native plant and animal species and plant communities on the property;
  - g) The use, parking or storage of motorized vehicles, including all-terrain vehicles, motorcycles, and campers, except in conformance with an authorized use of the

- open space or as required by the police, firefighters, or other governmental agents in carrying out their duties; and
- h) Any other use or activity which would materially impair conservation interests unless necessary in an emergency for the protection of those interests.
- 7) Ownership of the Open Space: At the applicant's discretion the open space may be owned by:
- a) A private owner for agricultural, horticultural, forestry or any other purpose not inconsistent with the conservation restriction;
  - b) A non-profit organization or agency of the Commonwealth whose principal purpose is the conservation of open space for any of the purposes set forth herein;
  - c) The Town Conservation Commission; or
  - d) A homeowners association as defined herein owned jointly or in common by the owners of lots or units within the project. If option d) is selected the following shall apply:
    - i) The documents organizing the HOA shall be drafted and approved by the Planning Board before final approval of the OSRD development, recorded prior to the issuance of building permits, comply with all applicable provisions of state law, and pass with conveyance of the lots or units in perpetuity. Each individual deed, and the deed, trust, or articles of incorporation, shall include language designed to effect these provisions.
    - ii) Membership must be mandatory for each property owner, who must be required by recorded covenants and restrictions to pay fees to the HOA for taxes, insurance, and maintenance of common open space, private roads, and other common facilities.
    - iii) The HOA must be responsible in perpetuity for liability insurance, property taxes, the maintenance of recreational and other facilities, private roads, and any shared driveways.
    - iv) Property owners must pay their pro rata share of the costs in subsection iii) above, and the assessment levied by the HOA must be able to become a lien upon individual properties within the OSRD.
    - v) The HOA must be able to adjust the assessment to meet changed needs.
    - vi) The applicant shall make a conditional grant to the Town, binding upon the HOA, of the fee interest to all open space to be conveyed to the HOA. Such offer may be accepted by the Town, at the discretion of the Select Board, upon the failure of the HOA to take title to the open space from the applicant or other current owner, upon dissolution of the association at any future time, or upon failure of the HOA to fulfill its maintenance obligations hereunder or to pay its real property taxes.
    - vii) Ownership shall be structured in such a manner that real property taxing authorities may satisfy property tax claims against the open space lands by proceeding against individual property owners in the HOA and the dwelling units they each own.
    - viii) Town Counsel must find that the HOA documents presented satisfy the conditions in Subsections a through g above, and such other conditions as the Planning Board shall deem necessary.

Selection of ownership option a), b), or d) requires:

- i) The conveyance of a conservation restriction as outlined herein; and
  - ii) The granting of an access easement over such land sufficient to ensure its perpetual maintenance as agricultural, conservation, or recreation land. Such easement shall provide that in the event the trust or other owner fails to maintain the open space in reasonable condition, the Town may, after notice to the lot owners and public hearing, enter upon such land to maintain it in order to prevent or abate a nuisance. The cost of such maintenance by the Town shall be assessed against the properties within the development and/or to the owner of the open space. Pursuant to G.L. Chapter 40 Section 58 the Town may file a lien against the lot or lots to ensure payment for such maintenance. Pursuant to G.L. Chapter 40 Section 57 the Town may also deny any application for, or revoke or suspend a building permit or any local license or permit, due to neglect or refusal by any property owner to pay any maintenance assessments levied.
- 8) Maintenance: The Planning Board shall require the establishment of ongoing maintenance standards as a condition of development approval to ensure that utilities are properly maintained and the open space land is not used for storage or dumping of refuse, junk, or other offensive or hazardous materials. Such standards shall be enforceable by the Town against any owner of open space land, including an HOA. If the Select Board finds that the maintenance provisions are being violated to the extent that the condition of the utilities or the open land constitutes a public nuisance, it may, upon 30 days written notice to the owner, enter the premises for necessary maintenance, and the cost of such maintenance by the Town shall be assessed ratably against the landowner or, in the case of an HOA, the owners of properties within the development, and shall, if unpaid, become a property tax lien on such property or properties.
- 9) In extraordinary cases in which the project does not meet the minimum amount of conserved open space but does achieve the purposes of this bylaw, the Planning Board may grant a Special Permit.

#### **4.10.11 Septic Requirements**

- 1) The property shall be served by a private central sanitary sewer system, central septic system, or by individual septic systems. If, however, in the judgment of the Planning Board, the topography and/or soil conditions are such that it would be more efficient to allow the underground common septic system or individual septic systems to be placed in the preserved open space, this configuration may be permitted. All systems are subject to approval by the Board of Health and any other permitting authority of competent jurisdiction.

#### 4.10.12 Parking and Shared Driveways Requirements

- 1) Purposes.
  - i) To provide practically adequate common vehicular access to and from a public street to lots and/or parking locations, which would otherwise be required to have their own access and frontage.
  - ii) To further encourage clustered parking spaces, reducing the need for driveways and impervious surfaces, while encouraging a more pedestrian-focused development.
- 2) The Minimum Parking Requirements defined in Table 9.5.8-1 Table of Parking Requirements apply to the OSRD.
- 3) Special Permit. The Planning Board may issue Special Permits allowing shared driveways and/or clustered parking that serve up to eight dwelling units. The owner(s) of all lots or dwelling units to be served by the shared driveway and/or clustered parking must be party to the application for a Special Permit.
  - a) If serving more than two units a shared driveway will be called a “way” with a sign placed in plain view of its intersection with a way on which the public has a right of access.
  - b) A portion, or all of required parking may be clustered in one or more lots, provided required parking is located within 150 feet of the entry door and adequate pedestrian access from said lots to associated units is constructed.
  - c) Applicants must provide evidence of deeded covenants for all lots or dwelling units served by the shared driveway and/or clustered parking, which include provisions that are adequate in the opinion of the Planning Board and Town Counsel to:
    - i) Establish a maintenance agreement between the joint owners as specified in deeded covenants or be included as part of the HOA comprised of the owners of all lots or units served by the shared driveway and/or clustered parking;
    - ii) Ensure continued maintenance of the shared driveway and/or clustered parking surface and its drainage structures;
    - iii) Provide for the collection of dues and assessments for any necessary ongoing maintenance, repairs, and any plowing/sanding of the shared driveway and/or clustered parking;
    - iv) Provide a compliance mechanism enforceable by the maintenance association or HOA in the event of non-payment of dues or assessments by a member;
    - v) Guarantees including but not limited to financial security that the shared driveway and/or clustered parking will be constructed if the permit is issued; and
    - vi) A plan signed by a registered professional engineer for the shared driveway and/or clustered parking showing alignments, grades, subsurface preparation, drainage facilities, and surface materials.
- 4) Emergency access. The shared driveway shall be designed to provide year-round access for emergency vehicles, and shall satisfy at least the regulations for driveways

in this bylaw. In no instance shall a shared driveway be longer than 750 feet or have a grade of over 6% if gravel or 12% if constructed of a hardened surface such as asphalt, concrete, or oil and stone. The Planning Board may require enhanced subsurface preparation, drainage, alignment, width, turnouts, and surfacing as long as the standards for the least stringent road standards within the Subdivision Regulations are not exceeded.

- 5) The Town may not be compelled to provide construction, reconstruction, maintenance, snow plowing, school bus pick-up, police patrols, or other services along a shared driveway.
- 6) Shared driveways need not become public ways.

and to amend § 4.1.2 of the Zoning Bylaws, the Table of Dimensional and Density Regulations, by adding a footnote 5 to the entries for “Single Residence B,” “Single Residence C,” and “Single Residence D,” which reads as follows:

“(5) Different dimensional standards apply to Open Space Residential Design developments, which are described in Article 4.10, below. Within the Single Residence B, Single Residence C, and Single Residence D Town of Lynnfield Zoning Bylaw Districts, all subdivisions shall be Open Space Residential Designs unless the Planning Board grants a Special Permit to allow a development that deviates from the Open Space Residential Design requirements (see 4.10.3 Applicability).”

or to take any other action in connection therewith.

**Submitted by PLANNING BOARD**

**ARTICLE 10.** To see if the Town will vote to accept to renovate, and add to as necessary, the existing Lynnfield Veterans Memorial located off Lynnfield Common to ensure that any Lynnfield resident who meets the long-standing eligibility criteria set forth below is listed on the Memorial; or to take any other action in connection therewith.

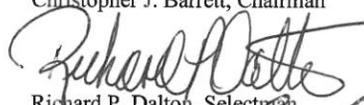
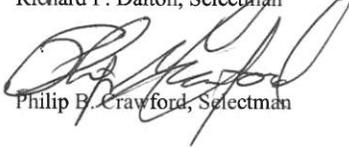
The criteria – For the Town to list any Veteran on the Lynnfield Veterans Memorial, the Veteran must have entered military service while a resident of Lynnfield, and received an honorable discharge.

**Submitted by PETITION**

And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, fourteen (14) days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.

Given under our hands this 29th day of September in the year of our Lord two thousand and twenty.

  
Christopher J. Barrett, Chairman  
  
Richard P. Dalton, Selectman  
  
Philip B. Crawford, Selectman

A true copy  
ATTEST:  , Constable

Date: *October 2, 2020*

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting nine (9) attested copies of the Warrant in said Lynnfield fourteen (14) days before the time and calling of said election.

  
\_\_\_\_\_  
Constable

Posted at:  
Center Post Office  
Center Market  
Lynnfield Water District  
Library  
Pump 'n Pantry  
Senior Center  
South Post Office  
South Fire Station  
Town Hall

c:\Lynnfield\2020 RTM Warrant

**DECLARATION OF RECESS AND CONTINUANCE**

Pursuant to Massachusetts General Laws, Chapter 39, §10A, I declare the Lynnfield Special Town Meeting scheduled for October 17, 2020 be recessed and continued, this 14<sup>th</sup> day of October 2020. In consultation with the Board of Selectmen and public safety officials, I have determined that inclement weather may prevent voters from attending the meeting on 10 A.M. on October 17<sup>th</sup>.

M.G.L. Ch. 39, §10A mandates that the moderator will announce to town meeting members, who will be unable to attend a town meeting, called pursuant to a warrant issued pursuant to section 10, because of a weather-related or public safety emergency, the moderator shall consult with local public safety officials and members of the board of selectmen and then, upon the moderator's own declaration, the moderator shall recess and continue the town meeting to a time, date and place certain continued as possible. I therefore declare that the continued date of the October Special Town Meeting shall be October 17, 2020, to convene at 4:00 P.M. at the Lynnfield High School. The meeting will be held outside and follow the proper State and Federal guidelines.

Given at Lynnfield at  
\_\_9\_\_ a.m. this 14<sup>th</sup> day of October, 2020.

  
\_\_\_\_\_  
Joe Markey, Esq.  
Lynnfield Town Moderator

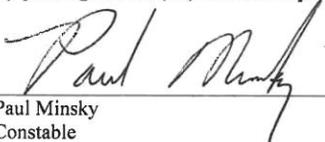
OFFICER'S RETURN

Date: October 15, 2020

Pursuant to Massachusetts General Laws, Chapter 39, 10A It is declared the Lynnfield Annual Town Meeting, scheduled for October 17, 2020, recessed and continued, this 14<sup>th</sup> day of October 2020. In consultation with the Board of Selectmen and public safety officials, it is determined that inclement weather may prevent voters from attending the meeting on 10AM on October 17<sup>th</sup>.

Full notice posted this day.

I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eleven (11) attested copies of this Declaration.

  
\_\_\_\_\_  
Paul Minsky  
Constable

Posted at:  
Center Post Office  
Center Market  
Lynnfield Water District  
Library  
Pump 'n Pantry  
Senior Center  
South Post Office  
South Fire Station  
Town Hall

Lynnfield High School (2)

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL FALL TOWN MEETING  
SATURDAY, OCTOBER 17, 2020  
Lynnfield High School Athletic Field**

The Special Fall Town Meeting was called to order by Moderator Joseph Markey at 4:15 PM. There were 332 voters in attendance (the final count: 362). The Moderator read the list of non-residents in attendance which included the town's department heads, cable TV staff, and local reporters.

The Moderator began by introducing the Board of Selectmen, the Town Administrator, the Finance Committee, Town Counsel and the Town Clerk. The Board of Selectmen Chairman announced the retirement of our Police Chief David Breen in February. Moderator Markey acknowledged the warrant return, confirmed it was posted in accordance with MA General Law, and waived the reading of the warrant with no objections. Mr. Markey also reminded those in attendance of the town meeting rules and that voting would be by voice or hand count. Tellers were sworn in by the Town Clerk prior to the start of the meeting.

ATTEST: Linda A. Emerson  
Linda A. Emerson, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL FALL TOWN MEETING  
SATURDAY, OCTOBER 17, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 1** - To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to pay overdue bills of a prior fiscal year; or to take any other action in connection therewith. Submitted by the Board of Selectmen

**MOTION:** Moved by Selectmen Dalton, and duly seconded. To see if the Town will vote to appropriate \$3,160.21 from free cash for the payment of overdue bills as listed on the handout at the end of the warrant booklet under the heading "ARTICLE 1".

**9/10 VOTE REQUIRED**

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** By voice vote Moderator Joe Markey declared Article 1 passed by the 9/10 majority.

**ARTICLE 2.** To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2021 Fiscal Year where balances are below projected expenditures for various reasons; or to take any other action in connection therewith. Submitted by Board of Selectmen

**MOTION:** The motion was moved by Selectman Crawford, and duly seconded that the Town vote to raise and appropriate \$154,252.00 from free cash and transfer from existing Fiscal Year 2021 appropriation accounts the sums listed on the handout at the end of the warrant booklet under the heading "ARTICLE 2" to the accounts listed in said handout in order to balance the FY2021 budget.

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** By voice vote Moderator Joe Markey declared Article 2 passed.

**ATTEST:** Linda A. Emerson  
Linda A. Emerson, Town Clerk



**Town of Lynnfield**



**TOWN CLERK'S OFFICE**  
 55 Summer Street, Lynnfield, Mass. 01940  
 781-334-9400

**APPROPRIATIONS FOR THE FISCAL YEAR  
 JULY 1, 2020 TO JUNE 30, 2021**

**ARTICLE 1:** To transfer from free cash to pay overdue bills  
 of a prior fiscal year \$ 3,160.21

**ARTICLE 2:** To raise and appropriate or transfer from available  
 funds and to supplement certain accounts in the current  
 2021 Fiscal Year for various purposes (below)

<b>Transfer To:</b>		
0121051-511000	Police Chief Salaries	\$100,000.00
0121053-513000	Patrolmen Overtime	100,000.00
01161055-578000	Election Expense	30,000.00
0124053-5340000	Zoning Telephone Expenses	3,0000.00
0321422-585006	Road Construction	5,190.00
0175153-591518	Debt Long Term Interest Athletic Facilities	5,871.00
		244,061.10
<b>Transfer From:</b>		
0171052-591016	Debt Principal Athletic Facilities-June2020	17,025.00
0171054-591018	Debt Exclusion Principal Refund Golf-June2020	3,100.00
0175155-591520	Debt Exclusion Long Term Interest Golf-June 2020	39,915.00
0175251-592504	Short Term Interest	24,579.00
2621-597000	Municipal Rideshare Funds	5,190.10
0100-104000	Free Cash	154,252.00
		244,061.10

ATTEST:

Linda A. Emerson  
 Linda A. Emerson, Town Clerk



**Articles 1 and 2  
October 17, 2020 Town Meeting**

**Article 1**

0300-580002	Prior Year's Bills- Free Cash	3,160.21
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**Article 2**

**Transfer To:**

0121051-511000	Police Chief Salaries	100,000.00
0121053-513000	Patrolmen Overtime	100,000.00
01161055-578000	Election Expenses	30,000.00
0124053-534000	Zoning Telephone Expense	3,000.00
0321422-585006	Road Construction	5,190.10
0175153-591518	Debt Long Term Interest Athletic Facilities	5,871.00
		<hr/> 244,061.10

**Transfer From:**

0171052-591016	Debt Principal Athletic Facilities -June 2020	17,025.00
0171054-591018	Debt Exclusion Principal Refund Golf -June 2020	3,100.00
0175155-591520	Debt Exclusion Long Term Interest Golf June 2020	39,915.00
0175251-592504	Short Term Interest	24,579.00
2621-597000	Municipal Rideshare Funds	5,190.10
0100-104000	Free Cash	154,252.00
		<hr/> 244,061.10

Prior Year Bills		Vendor	Reason
Amount			
2,798.39	Verizon-School		Invoice Received late
161.82	Dave Sardella		Invoice Received late
200.00	Paul Donahaue		Invoice Received late
<hr/> 3,160.21			

ATTEST: Linda A. Emerson  
Linda A. Emerson, CMC  
Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL FALL TOWN MEETING  
SATURDAY, OCTOBER 17, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 3.** To see if the Town will authorize the Board of Selectmen to petition the General Court to adopt legislation amending the Charter of the Town of Lynnfield, which is on file in the office of the archivist of the Commonwealth as provided in section 12 of chapter 43B of the General Laws, to reflect gender neutral terminology, with references to the "Board of Selectmen" and "Selectmen" to be replaced with references to the "Select Board", and with references to "Chairman" to be replaced with references to "Chair," and other appropriate gender neutral revisions; and further, that the General Court may make clerical or editorial changes of form only to the bill; or to take any other action in relation thereto. Submitted by Board of Selectmen.

**MOTION:** The motion was moved by Chairman Barrett and duly seconded that the Town vote to authorize the Board of Selectmen to petition the General Court to adopt legislation amending the Charter of the Town of Lynnfield, which is on file in the office of the archivist of the Commonwealth as provided in section 12 of chapter 43B of the General Laws, to reflect gender neutral terminology, with references to the "Board of Selectmen" and "Selectmen" to be replaced with references to the "Select Board", and with references to "Chairman" to be replaced with references to "Chair," and other appropriate gender neutral revisions; and further, that the General Court may make clerical or editorial changes of form only to the bill.

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** By voice vote, Town Moderator Joseph Markey declared Article 3 passed unanimously.

ATTEST: Linda A. Emerson  
Linda A. Emerson, Town Clerk



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**ARTICLE 4** - To see if the Town will authorize the Board of Selectmen to extend the term of the existing agreement between the Town of Lynnfield and the Reading Municipal Light Department to July 9, 2040; or to take any other action in relation thereto. Submitted by the Board of Selectmen.

Moderator Joe Markey was appointed by the Board of Selectmen to serve on the Citizen's Advisory Board of Reading Municipal Light so for transparency would not be conducting debate or calling the vote on this Article. Gerald Noumi was sworn in as Asst. Moderator to conduct this Article.

**MOTION:** The motion was moved by Selectman Dalton and duly seconded that the Town vote to authorize the Board of Selectmen to extend the term of the existing agreement between the Town of Lynnfield and the Reading Municipal Light Department to July 9, 2040.

The Finance Committee and Board of Selectmen recommend this Article.

**ACTION:** By voice vote, the Asst. Moderator declared Article 4 as passed.

ATTEST: Linda A. Emerson  
Linda A. Emerson, Town Clerk



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**ARTICLE 5.** To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or to take by eminent domain, for municipal purposes including but not limited to historic preservation, the fee or any lesser interest in the real property known and numbered as 163 Lowell Street, Lynnfield, Massachusetts, also known as "Smith Farm," including the structures and fixtures thereon erected, being the same property conveyed by deed recorded with the Essex South District Registry of Deeds at Book 38091, Page 285 from Boston Clear Water Company, LLC to Virgil Lynnfield Properties, LLC, consisting of 40,050 square feet of land, more or less; to appropriate a sufficient sum of money for such acquisition, for incidental expert appraisals and legal expenses, and for any required relocation expenses, such money to be appropriated from available balances, provided by borrowing and/or furnished from other sources including grants and gifts; to authorize the Treasurer with the approval of the Selectmen to borrow the said sum pursuant to the provisions of G.L. c. 44, § 7 or any other enabling authority, and to authorize the issuance of bonds or notes therefor; and pursuant to G.L. c. 40, § 3; c. 30B, § 16, and any other applicable authority, to authorize the Selectmen to sell, transfer and convey the said real property subject to an historic preservation restriction under G.L. c. 184, §§ 31-33, pertaining to the said property and the exterior of the structures and fixtures thereon, such sale otherwise to be on such terms and subject to such conditions as the Selectmen may deem prudent; or to take any other action in connection therewith. Submitted by Board of Selectmen.

**MOTION:** Selectman Crawford moved to indefinitely postpone Article 5 and it was duly seconded.

Board of Selectmen and Finance Committee were in favor of indefinite postponement.

Historical Commission Chair Kirk Mansfield explained why this Article was pulled.

**ACTION:** By voice vote, the Moderator declared the motion to indefinitely postpone carried.

ATTEST:

Linda A. Emerson  
Linda A. Emerson, Town Clerk



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**ARTICLE 6.** To see if the Town will vote to amend Chapter 143 of the General Bylaws, entitled "Fees," by adding the following:

Article III BOARD OF ASSESSORS FEES

<i>Abutters Lists</i>	\$ 5.00
<i>Assessor's Maps</i>	\$ 2.00

Article IV BOARD OF SELECTMEN FEES

ANNUAL LICENSES (NOT ALCOHOL)

<i>Auctioneer Permit Annual</i>	\$ 500.00
<i>Automatic Amusement Device</i>	\$ 50.00 per machine
<i>Billiards Table</i>	\$ 50.00 first table
	\$ 25.00 each additional table
<i>Bowling Alley</i>	\$ 50.00 first alley
	\$ 25.00 each additional alley
<i>Coins &amp; Metals</i>	\$ 50.00
<i>Class I auto license</i>	\$ 150.00
<i>Class II Auto License</i>	\$ 150.00
<i>Common Victualler</i>	\$ 50.00
<i>Entertainment License (weekdays)</i>	\$ 100.00
<i>Fortune Telling</i>	\$ 50.00
<i>Hawkers and Peddlers</i>	\$ 50.00
<i>Inflammable Storage</i>	\$ 100.00
<i>Lodging House</i>	\$ 50.00
<i>Second-hand Dealer</i>	\$ 50.00
<i>Sunday Entertainment License Annual</i>	\$ 200.00
<i>Taxi/Livery License</i>	\$ 50.00 per vehicle

<u>ANNUAL LICENSES (ALCOHOL)</u>	
Club License (All Alcoholic)	\$1,710.00
Restaurant All Alcoholic	\$4,250.00
Restaurant Wine & Malt Liquor	\$2,800.00
Package Store (All Alcoholic) (7 day)	\$2,350.00
Package Store (Wine & Malt) (6 day)	\$1,275.00
Package Store (Wine & Malt) (7 day)	\$1,450.00
<u>OTHER ALCOHOL LICENSES</u>	
One-Day Liquor License	\$ 35.00
Seasonal Wine and Malt	\$ 1,017.00
Temporary Charity Wine Pouring License	\$ 35.00
<u>EVENT LICENSES</u>	
Auctioneer Permit Single Event	\$ 25.00
Sunday Entertainment Single Event	\$ 20.00
<u>OTHER FEES</u>	
Dock License (perpetual)	\$ 5.00
Public Hearing Notice Fee	\$ 50.00
<u>ARTICLE V FIRE DEPARTMENT FEES</u>	
Open Burning Permit (Annual)	\$ 10.00
Smoke/CO Detector Single Family	\$ 50.00
Commercial Inspection with FACP	\$ 50.00
Commercial Inspection without FACP	\$ 25.00
Oil Burner Install/Alteration	\$ 10.00
LPN/Propane Storage	\$ 10.00
Fixed Extinguishing System	\$ 25.00
Nursing Home Inspection	\$ 10.00
Day Care Center	\$ 10.00
Private School	\$ 10.00
Innholders	\$ 10.00
Blasting Permit (detail required)	\$ 10.00
Tar Kettle Operation	\$ 25.00
Fireworks Display	\$ 25.00
Tank Truck Inspection (2 Years)	\$ 15.00
Storage of Flammable Fluids	\$ 50.00
Fire Report Copies	\$ 50.00
Welding/Cutting Permit	\$ 50.00
Underground Tank Removal	\$ 50.00
Aboveground Tank Removal	\$ 50.00
Tank Installation (Flammable Fluids)	\$ 50.00
Gunpowder Storage (5 Years)	\$ 50.00
Commercial Plan Review	\$ 100.00

Misc. Permit or otherwise not listed	\$ 50.00
Dumpster Permit	\$ 20.00
Master Box Fee	\$ 250.00

EMERGENCY MEDICAL SERVICES FEES

Mileage charge per mile	\$ 50.00
Basic Life Support	\$1,650.00
Advanced Life Support 1	\$2,150.00
Advanced Life Support 2	\$3,150.00

ARTICLE VI POLICE DEPARTMENT FEES

Accident Reports	\$ 10.00
Finger Prints	\$ 100.00
Detail Billing Surcharge	10% admin fee
Gun Licenses	\$ 100.00

FALSE ALARM BUILDING

First 3 calls in calendar year	no charge
Calls 4-6	\$40.00 per call
Calls 7-9	\$50.00 per call
Calls 10 and above	\$100.00 per call

ARTICLE VII DEPARTMENT OF PUBLIC WORKS FEES

White goods and televisions	\$ 25.00
with CRT's greater than 36"	\$ 50.00
New recycle bins	\$ 9.00
Recycling yard stickers non-seniors	\$ 10.00
Recycling yard stickers for seniors	\$ 5.00
Street opening permits	\$ 50.00
Trench permits	\$ 100.00
Street access permits	\$ 10.00

CEMETERY FEES

Residents and Former Employees	
Single Grave	\$ 350.00
Perpetual Care	\$ 400.00
Total Cost Per Grave	\$ 750.00
Former Residents (Two-Grave Limit)	
Single Grave	\$1,000.00
Perpetual Care	\$ 800.00
Total Cost Per Grave	\$1,800.00
Interment	\$ 650.00
Saturday/Holiday Additional	\$ 325.00
Cremation Burial	\$ 225.00
Saturday/Holiday	\$ 325.00
Child Burial (Under 2 Years Of Age)	\$ 200.00

Stillborn	No Charge
Exhumation	\$ 650.00
Foundation (Minimum)	\$ 250.00
Purchase Of Lot (Per Square Foot)	\$ 100.00
Winter Fee (December 1-March 31)	\$ 100.00
Deed	\$ 20.00
Set Veterans Marker	No Charge

ARTICLE VIII TAX COLLECTOR'S FEES

Demand Fees	\$ 5.00
Warrant Fees	\$ 10.00
Municipal Lien Certificate	\$ 25.00
Interest For Excise	12.00%
Interest Real Estate/Pp	14.00%
Bad Check Fees	\$ 25.00

Or 1 Percent of Check, whichever is higher

ARTICLE IX TREASURER'S FEES

Tax Title Interest Rates	16 percent
Deferred Interest Rates	4 percent
Tax Title Charges & Fees - Legal Fees	\$ 125.00
Tax Title Charges & Fees - Demand	\$ 5.00
Tax Title Charges & Fees - Advertising	% of Bill
Tax Title Charges & Fees - Post Notice	\$ 5.00
Tax Title Charges & Fees - Recording	\$ 105.00
Tax Title Charges & Fees - Redemption	\$ 105.00
Bad Check Fees	\$ 25.00

Or 1 Percent of Check whichever is higher

ARTICLE X ZONING AND INSPECTIONAL SERVICES FEES

BUILDING FEES

1 and 2 Story Dwelling	\$150.00 per sq. ft. *per 1,000 sq. ft.
Commercial Buildings	\$150.00 per sq. ft. *per 1,000 sq. ft.
Residential Additions, alterations,	\$12.00/\$1,000 value
	\$50.00 minimum
Commercial Addition/Renovations	\$12.00 per \$1,000 value
	\$100.00 minimum

ELECTRICAL FEES

Residential New Construction

Fee based on building project construction value	
First \$50,000 of value	\$ 250.00
Each additional \$1,000 of value or fraction thereof	\$ 1.00

\*amended

<u>Residential Additions/Renovations</u>	
First 1-10 outlets (i.e. lighting, receptacles, appliances and special equipment)	\$ 50.00
Each additional outlet	\$ 2.00
<u>Residential Services: Changes or Alterations</u>	
Sub-panels	\$ 50.00
Each additional	\$ 25.00
<u>Commercial new construction</u>	
Fee based on building project construction value	
First \$100,000 of value	\$ 500.00
Each additional \$1,000 of value or fraction thereof	\$ 2.00
<u>Commercial Additions/Renovations</u>	
First 1-10 outlets (i.e. lighting, receptacles, appliances and special equipment)	\$ 50.00
Each additional outlet	\$ 2.00
<u>Residential Services: Changes or Alterations</u>	
Each 200 ampere or fraction thereof	\$ 100.00
Each sub-panel	\$ 50.00
<u>Miscellaneous</u>	
Alarm, residential	\$ 50.00
Alarms, Commercial	
First zone	\$ 100.00
Each additional zone	\$ 25.00
Central air conditioning, residential	\$ 50.00
Each additional unit	\$ 25.00
Central air conditioning, commercial	\$ 75.00
Each additional unit	\$ 25.00
Pools, inground	\$ 200.00
Pools, aboveground	\$ 100.00
Pools, storeable	\$ 50.00
Temporary services, residential	\$ 50.00
Temporary services, commercial	\$ 100.00
Re-inspection fee	\$ 50.00
<u>GAS/PLUMBING FEES</u>	
Commercial	
First three fixtures	\$ 100.00
Each additional fixture	\$ 20.00
Residential	
First three fixtures	\$ 50.00
Each additional fixture	\$ 10.00

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<i>Water heater replacement – residential only (gas permit only)</i>	\$ 50.00
<i>Water heater new – residential only (fee covers both gas and plumbing permits)</i>	\$ 50.00
<i>Late filing fee</i>	\$ 50.00
<i>Re-inspection fee</i>	\$ 50.00
<i>New construction</i>	
<i>Residential minimum (first three fixtures)</i>	\$ 200.00
<i>Each additional fixture</i>	\$ 10.00
<i>Commercial minimum (first three fixtures)</i>	\$ 200.00
<i>Each additional fixture</i>	\$ 20.00

or to take any other action in relation thereto.

**Submitted by BOARD OF SELECTMEN**

**MOTION:** It was moved by Chairman Barrett and duly seconded that the Town vote to amend Chapter 143 of the General Bylaws, entitled "Fees," by adding the language specified in the warrant.

**MAJORITY VOTE REQUIRED**

The Finance Committee recommends.

The Board of Selectmen recommends.

**MOTION:** Two (clerical) amendments were made and carried by voice vote to add to the building fees "per 1,000" sq. ft. to 1 and 2 Story Dwellings and Commercial Buildings.

**ACTION:** By voice vote, the Moderator declared the Article passed.

ATTEST: Linda A. Emerson  
Linda A. Emerson, Town Clerk



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**ARTICLE 7.** To see if the Town will vote to authorize the Board of Selectmen to sell, pursuant to G.L. c. 30B, § 16, a parcel of town-owned land shown on Assessor's Map 52 as Lot 000, Plot 1234 for a price not less than \$98,000 with restrictions so as to not allow any structure on such parcel and not to allow the use of any portion thereof to render buildable any adjoining lot that is not independently buildable; or to take any other action in connection therewith. Submitted by Board of Selectmen

2/3 Vote Required

**MOTION:** It was moved by Selectman Dalton and duly seconded that the Town vote to vote to authorize the Board of Selectmen to sell, pursuant, to G.L. c. 30B, § 16, a parcel of town-owned land shown on Assessor's Map 52 as Lot 000, Plot 1243 for a price not less than \$98,000 with restrictions so as to not allow any structure on such parcel and not to allow the use of any portion thereof to render buildable any adjoining lot that is not independently buildable.

The Finance Committee recommend this Article.  
The Board of Selectmen recommend this Article.

**ACTION:** By voice vote Moderator Joe Markey declared Article 7 passed.

ATTEST: Linda A. Emerson  
Linda A. Emerson, Town Clerk



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**ARTICLE 8** – To see if the Town will vote to adopt as Chapter 225 of the Code of the Town a general bylaw entitled “Tree Protection Bylaw,” as follows:

**§ 225-1. Purpose.**

The intent of the Tree Protection Bylaw (this “Tree Bylaw”) is to encourage the preservation and protection of trees by (a) designating specific areas of a lot where trees must be protected, and (b) requiring mitigation for trees removed via replanting or collection of fees to support the Town’s tree planting and maintenance efforts.

Trees are recognized for their abilities to mitigate heat island effects; provide shade cover; reduce energy consumption; improve air quality; reduce noise pollution; reduce topsoil erosion and storm water runoff; provide wildlife habitat; sequester carbon; enhance the quality of life and the environment of the town; increase property values; and enhance the overall appearance of the community. The Town of Lynnfield (the “Town”) deems that the preservation and protection of certain trees on private property, the requirement to replant trees to replace those removed, and the collection of financial contributions to support the Town’s tree planting and maintenance efforts are public purposes that protect the public health, welfare, environment and aesthetics. No part of this bylaw shall discourage the removal of Hazardous Trees, an act which may be important to public health and safety.

**§ 225-2. Definitions.**

The following words, terms, and phrases, when used in this Tree Bylaw, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- a. "Aggregate Diameter": The combined diameter of a multiple trunk tree measured at breast height.
- b. "Caliper": Diameter of a tree trunk in inches. For trees up to and including four (4) inches in diameter, the caliper is measured six (6) inches above the existing grade at the base of the tree. For trees larger than four (4) inches in diameter, the caliper is measured twelve (12) inches above the existing grade at the base of the tree
- c. "Certificate of Exemption": Formal permission granted to proceed with Expansion Work without need for a Tree Permit.
- d. "Certified Arborist": An arborist certified by the Massachusetts Arborists Association or International Society of Arboriculture, or any successor organization.
- e. "Critical Root Zone (CRZ)": The minimum area beneath the canopy of a tree which must be left undisturbed in order to preserve a sufficient root mass to give a tree a reasonable chance of survival. The CRZ is represented by a circle centering on the tree's trunk and extending outward towards the tree's dripline. The minimum radius of the CRZ shall be determined by multiplying the tree's Diameter Breast Height in inches by eighteen (18). For example: A tree with a DBH of twenty (20) inches shall have a CRZ with a minimum radius of 360 inches or 30 feet ( $20 \times 18 = 360$  or 30').
- f. "Diameter Breast Height (DBH)": The diameter of the trunk of a tree 4½ feet above the existing grade at the base of the tree.
- g. "Expansion Work": Work performed on a vacant lot, including but not limited to clearing and grading, or on vacant areas within a developed lot, including but not limited to new construction and additions.
- h. "Expansion Work Permit": A permit or approval which is required in order to perform Expansion Work, including, but not limited to the following: a building permit; a demolition permit; curb cut and street opening permits; site plan approval; subdivision approval; or a special permit.
- i. "Hazardous tree": A tree that is interfering with existing structures, utilities, streets, sidewalks or other existing improvements; or is dead, diseased, injured, in danger of falling, dangerously close to existing structures; or is causing disruption of public utility service, drainage or passage problems upon rights-of-way; or poses a threat to pedestrian or vehicular safety; and/or that is harming the health or condition of other trees on the same site.
- j. "Invasive Species": Any plant listed on the most recent version of the Massachusetts Prohibited Plant List as published by the Massachusetts Department of Agriculture.

- k. "Overstory tree": A tree that will generally reach a mature height of greater than forty (40) feet.
- l. "Protected tree": Any tree within a Tree Yard having a diameter of six inches (6") DBH or larger or having an aggregate diameter of twelve inches (12") DBH or larger.
- m. "Remove (including removing and removal)": The cutting down of any Protected Tree and all other acts that directly or indirectly result in the death of a Protected Tree within 2 years, as determined by a Certified Arborist based on arboricultural practices recommended by the International Society of Arboriculture (I.S.A.) including, but not limited to, damaging, poisoning, excessive pruning or other direct or indirect actions.
- n. "Tree Permit": Formal permission granted to remove a Protected Tree.
- o. "Tree Save Area": The area surrounding a Protected Tree to remain undisturbed so as to prevent damage to a tree.
- p. "Tree Yard": A defined area along the perimeter of a lot.
- q. "Tree Warden": The Director of Public Works or his/her designee.

**§ 225-3. Applicability.**

- a. The terms and provisions of this Tree Bylaw shall apply to any Protected Tree located within a Tree Yard as defined in subsection 3(c) that is not owned by the Town, the Commonwealth, or any independent authority of the Commonwealth, with the following exceptions:
  - i. The terms and provisions of this Tree Bylaw shall not apply to parcels with more than 50 percent of land permanently conserved as open space pursuant to Article 97 of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts or a perpetual restriction under G.L. Chapter 184 Section 31-33.
  - ii. The terms and provisions of this Tree Bylaw shall not apply to lots of less than 7,500 square feet.
- b. No person shall remove a Protected Tree on land subject to the provisions of this Tree Bylaw or commence legally permitted Expansion Work on any lot, without first obtaining a Tree Permit or a Certificate of Exemption from the Planning Board or its authorized enforcement agent. The location of the Tree Yard is defined by Table 1 below.
- c. In the case of a new subdivision, the Tree Yard shall be based on the new lot lines approved for the subdivision.

Table 1: Location of Tree Yard in Each Zoning District

Zoning District	Tree Yard (distance in feet from lot lines)		
	Front	Side	Rear
Residential A	30	15	20
Residential B	40	20	20

Residential C	40	25	40
Residential D	40	30	40
Elderly Housing	50	25	30
Limited Business	40	15	20
General Business	40	15	20
Commercial	40	15	20
Limited Industrial	100	100	40
Office Park	50	50	50
Notes: The Tree Yard is equal to the setbacks in the zoning district, except the rear Tree Yard is twice as large as the rear setback in Residential C and Residential D.			

**§ 225-4. Activities Not Requiring a Tree Permit.**

- a. Certificate of Exemption:
  - i. A Tree Permit is not required if a Certificate of Exemption has been granted by the Planning Board or its authorized enforcement agent.
  - ii. Granting of a Certificate of Exemption is at the discretion of the Planning Board and its authorized enforcement agent based on whether the Expansion Work has the potential to harm a Protected Tree.
- b. Pruning: A Tree Permit is not required for the pruning of Protected Trees. However, excessive pruning may be considered Tree Removal.
- c. Emergencies: If any Protected Tree shall be determined to be in a hazardous condition so as to immediately endanger the public health, safety or welfare or cause an immediate disruption of public services and require immediate removal without delay, oral authorization may be given by the Tree Warden, Planning Board or its authorized enforcement agent to remove such tree, utilizing such professional criteria and technical assistance as he/she deems necessary.
- d. Waiver: The requirements of this Tree Bylaw may be waived by the appropriate Town officials during the period of an emergency such as a tornado, windstorm, flood, or other act of God.

**§ 225-5. Authority.**

This Tree Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes.

**§ 225-6. Administration.**

The Planning Board or its authorized enforcement agent shall administer, implement, and enforce this Tree Bylaw, and any rules and regulations adopted thereunder. Any powers granted to or duties imposed upon the Planning Board may be delegated its employees or agents.

**§ 225-7. Regulations.**

The Planning Board may promulgate rules and regulations to effectuate the purposes of this Tree Bylaw. Failure by the Planning Board to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Tree Bylaw. Such rules may prescribe the size, form, contents, style, and number of copies of plans and specifications, the procedure for the submission and approval of such plans, and the procedure for determining final compliance with these regulations. The adoption or amendment of rules and regulations shall be after a public hearing to receive comments on the proposed or amended rules and regulations. The public hearing shall be advertised once in a newspaper of general local circulation, at least 14 days prior to the date of the public hearing.

**§ 225-8. Appeal.**

- a. Any person aggrieved by a decision of the authorized enforcement agent may file an appeal with the Planning Board. Said appeal must be in writing and must be received by the Planning Board within ten (10) business days of issuance of the authorized enforcement agent's written decision. The Planning Board shall conduct a public hearing on the appeal and shall give the public notice thereof, at the expense of the applicant. Public notice shall include mailed notice to all persons owning land within 300 feet of any part of the applicant's land at least 14 days before said hearing. The Planning Board shall rule within 20 days of the public hearing. No Protected Trees shall be removed while an appeal is pending.
- b. Appeals of final decisions of the Planning Board shall be pursuant to G.L. c. 249, § 4.

**§ 225-9. Tree Protection.**

When a Tree Permit is granted, tree protection measures are prescribed as follows:

- a. Tree Save Area:
  - i. Each Protected Tree to be retained on property planned for an Expansion Work Permit shall be protected by the establishment of a Tree Save Area, which at a minimum must include the Critical Root Zone ("CRZ") of the Protected Tree(s).
  - ii. The Tree Save Area must be adequately marked prior to the commencement of Expansion Work and maintained in place until work is completed on the property.

- iii. An applicant may choose to encroach within the CRZ of a Protected Tree; however, such proposed action shall require the applicant to submit a maintenance plan for the tree, to be prepared, stamped, dated and signed by a Certified Arborist as part of the Tree Permit application. Under these instances, the Tree Save Area may be reduced to protect only those areas of the CRZ not proposed for encroachment.
- b. Maintenance of Protected Trees: Should such tree die within a twenty-four (24) month period from the date of issuance of a Certificate of Occupancy, if applicable, of the Expansion Work, the owner of the property shall be required to provide mitigation consistent with the requirements for the removal of a Protected Tree as contained herein within nine (9) months from the death of the original tree.

**§ 225-10. Mitigation Through Planting of Replacement Tree(s).**

When Protected Tree removal is permitted, mitigation through planting of replacement trees is prescribed as follows:

- a. No mitigation measures are required for the permitted removal of hazardous trees.
- b. For each inch of DBH of the tree(s) removed, at least one inch of caliper of new tree(s) must be replaced in accordance with the following:
  - i. Each new tree must have a minimum caliper of two (2) inches.
  - ii. If the Protected Tree to be removed is an Overstory Tree species, the replacement tree(s) to mitigate the removal shall be an Overstory Tree species.
  - iii. Replanting shall occur no later than 18 months after Tree Removal.
  - iv. A replacement tree shall be planted on the same lot from which the tree was removed or on land abutting the said lot with the express written approval of the owner of such abutting land.
  - v. A replacement tree must not be an invasive species.
- c. Maintenance of Replanted Trees: All new trees replanted to mitigate the removal of Protected Tree(s) shall be maintained in good health for a period of no less than twenty-four (24) months from the date of planting. Should such tree die within this twenty-four (24) month period, the owner of the property shall replace it.

**§ 225-11. Mitigation Through Contribution to Tree Replacement Fund.**

When Protected Tree removal is permitted, mitigation may be effected through contribution to the Tree Replacement Fund, as prescribed as follows:

- a. The Tree Replacement Fund is a revolving fund established under Chapter 10 the Code of the Town. Any payments into the Tree Replacement Fund required by this Tree Bylaw shall be deposited in the Tree Replacement Fund and shall be used in accordance with subsection (c) hereof.
- b. Payment in lieu of planting replacement tree(s): In lieu of planting a replacement tree as provided in Section 10 Mitigation Through Planting of

Tree Replacement Tree(s), a person who has been granted a Tree Permit may make a contribution to the Tree Replacement Fund in an amount equal to the cost to replace the tree, which shall be determined by the Tree Warden based on the Town's current cost to purchase and install trees.

- c. Maintenance of Tree Replacement Fund: All sums deposited into the Tree Replacement Fund shall be used solely for the purpose of buying, planting and maintaining trees in Lynnfield.

**§ 225-12. Enforcement.**

- a. Notice of violation: Any person who violates any of the provisions of this Tree Bylaw shall be notified by the Planning Board of the specific violation by certified mail, return receipt requested, or by hand delivery. The notice shall set forth the nature of the violation and the date by which the Protected Tree(s) is to be mitigated with the planting of replacement trees or payment to the Tree Replacement Fund, for purposes of computing the "per day" violation fine.
- b. A Tree Permit may be suspended or revoked at any time by the Planning Board or its authorized enforcement agent upon written notice to the Tree Permit holder that the Tree Permit holder has failed to comply with either this article or the conditions of the Tree Permit. The written notice shall be sent by certified or registered mail, return receipt requested, or by hand delivery and shall provide an opportunity for the Tree Permit holder to correct the noncompliance and apply for a renewal of the Tree Permit upon compliance, where practicable. The suspension or revocation of a Tree Permit in accordance with this subsection shall not affect the validity of an Expansion Work Permit. It shall, however, be cause for levying a fine or fines for violation of the Tree Permit, and the requirement for replacement of any removed or damaged trees.
- c. Stop work order:
  - i. Upon notice from the Planning Board that work on any Protected Tree, or lot on which a Protected Tree is located, is being performed contrary to the provisions of this Tree Bylaw, such work shall be immediately stopped. The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent, or to the person doing the work; and shall state the conditions under which work will be permitted to resume.
  - ii. The Planning Board is also authorized to request the agency which has granted an Expansion Work Permit, to the extent permissible by law, to require the owner to cease any activity pursuant to the Expansion Work Permit that might affect such Protected Tree while a stop work order is pending.
  - iii. Any person who shall continue any work in or about the Protected Tree or lot on which a Protected Tree is located after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall

be liable to a fine(s) per the table in section 13(a). Each day during which a violation exists shall constitute a separate offense.

- d. Injunctive relief:
  - i. Whenever there exists reasonable cause to believe that a person is violating this Tree Bylaw or any standards adopted pursuant to this Tree Bylaw or any term, condition or provision of an approved Tree Permit, the Town may, either before or after the institution of any other action or proceeding authorized by this Tree Bylaw, institute a civil action in the name of the Town for a mandatory or prohibitory injunction and an order of abatement demanding the defendant to correct the unlawful condition upon or cease the unlawful use of the property.
  - ii. Upon determination of a court that an alleged violation is occurring, it shall enter such order or judgment as is necessary to abate the violation. The institution of an action for injunctive relief under this subsection shall not relieve any party to such proceedings from any civil penalty prescribed for violation of this Tree Bylaw.

**§ 225-13. Penalties.**

- a. Removal without a permit: Each instance in which a Protected Tree is removed without a permit shall constitute a violation of this Tree Bylaw which shall be subject to a fine per the table below. This shall be in addition to the required payment for the replacement of the tree(s).

Offense	Fine
1st offense	\$100
2nd offense	\$200
3rd offense & each subsequent offense	\$300

- b. Failure to replace trees or make payment: Each failure to replace a tree or make a payment into the Tree Replacement Fund shall constitute a separate violation of this Tree Bylaw which shall be subject to a fine per the table above. Each day such violation continues shall constitute a separate offense.
- c. Failure to comply with a condition contained in a Tree Permit or stop work order: Each instance where there is a failure to comply with a condition contained in a Tree Permit or stop work order shall constitute a violation of this article which shall be subject to a fine in the amount per the table above. Each day such violation continues shall constitute a separate offense.
- d. Town trees: Nothing herein shall be construed to require the Town to make a payment into the Tree Replacement Fund for any tree(s) which it removes.

**§225-14. Severability, Effect on Other Laws.**

- a. Severability: The provisions of this Tree Bylaw are severable. If any section, provision, or portion of this Tree Bylaw is determined to be invalid by a court of competent jurisdiction, then the remaining provisions of this Tree Bylaw shall continue to be valid.
- b. Conflict of laws: This Tree Bylaw shall not apply to any public shade tree as that term is defined by the General Laws, Chapter 87 or any amendments thereto. Nothing herein is intended to conflict with the General Laws, Chapter 87 and to the extent that any provision hereof conflicts with said Chapter 87, such provision shall not be valid. Nothing herein is intended to conflict with existing special permit procedures and to the extent that any provision hereof conflicts with said special permit procedures, such provision shall not be valid.
- c. Complying with the terms of this Tree Bylaw shall not relieve the owner of the subject property from complying with any other pertinent regulation, including but not limited to all state and local wetlands protection regulations.
- d. Nothing herein shall preclude the harvesting of timber or cordwood from properties under Mass. G.L. Chapter 61 which are being actively managed as working forest, if said cutting is part of an approved forest management plan for the property. No Tree Permits or mitigation fees shall be levied against forestry operations on such properties.

and to amend the Town's Revolving Funds general bylaw, Chapter 10 of the Code of the Town, by adding the following at the end of the table in § 10-5.D:

<u>Revolving Fund</u>	<u>Purpose</u>	<u>Revenue Source</u>	<u>Authorized to Expend Funds</u>
Tree Replacement Fund	Buying, planting and maintaining trees in Lynnfield	Payments required under Tree Protection Bylaw	Planning Board

and to amend the Town's Noncriminal Disposition general bylaw, § 58-3, by adding the following to the "Schedule of Violations, Fines and Enforcing Officers":

<b>"Section</b>	<b>Offense</b>	<b>Fine</b>	<b>Enforcement Agent</b>
Chapter 225	Tree Bylaw violations		Planning Board or its designee
	First offense	\$100	
	Second offense	\$200	
	Third or Subsequent		

Offense

\$300”

or to take any other action in connection therewith.

**Submitted by PLANNING BOARD**

**MOTION:** It was moved by the Planning Board Chairman Charville and duly seconded, to indefinitely postpone this Article.

The Board of Selectmen had previously recommended this Article but will support indefinite postponement.

The Finance Committee had previously recommended this Article but will support indefinite postponement.

**ACTION:** By voice vote, the Moderator declared the motion to indefinitely postpone carried.

ATTEST: Linda A. Emerson  
Linda A. Emerson, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL FALL TOWN MEETING  
SATURDAY, OCTOBER 17, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 9.** To see if the Town will vote to amend the Zoning Bylaws by adding, as § 4.10 thereof, the following:

**4.10 Open Space Residential Design (OSRD) Bylaw**

**4.10.1 Purpose**

The primary purposes for this bylaw are to:

- 1) Encourage the permanent preservation of open space, agricultural land, forested land, wildlife habitat, water bodies, and wetlands;
- 2) Encourage the permanent preservation of natural and cultural features, such as mature trees, viewsheds, stone walls, and historic buildings;
- 3) Minimize the total amount of disturbance on the site;
- 4) Enable landowners to realize equity from development of their land;
- 5) Encourage the construction of homes affordable to new and existing Town residents through more modest unit sizes and deed-restrictions;
- 6) Encourage variety in housing design and site development while ensuring compatibility with surrounding land uses;
- 7) Encourage a strong sense of community among neighbors;
- 8) Expedite the permitting of projects;
- 9) Facilitate the construction and maintenance of housing, streets, utilities, and public services in a more economical and efficient manner;
- 10) Reduce energy consumption and greenhouse gas emissions; and
- 11) Further the goals and policies of the Town Master Plan.

**4.10.2 Definitions**

- 1) "Active Recreation" shall refer to outdoor recreation that requires significant alteration of the natural landscape to provide playground or active sports facilities such as tennis, basketball or other sport courts, ball fields, swimming pools or spray pads, golf courses, marinas, enclosed dog parks, boat rentals, concession stands, community gardens, outdoor skating rinks, bathroom buildings, bleachers or stands or other developed facilities.
- 2) "Low Impact Development" shall mean practices that limit off-site stormwater runoff (both peak and non-peak flows) to levels substantially similar to natural hydrology by emphasizing decentralized management practices and the protection of on-site natural features.

- 3) "Open Space Residential Design (OSRD)" shall mean a process for the development of land that: (a) calculates the amount of development allowed up-front; (b) identifies the significant natural, cultural, and historic features of the land; (c) concentrates development, through design flexibility and reduced dimensional requirements, in order to preserve those features; and (d) permanently preserves at least 50 percent of the land in a natural, scenic, or open condition or in agricultural, farming, or forest use.
- 4) "Passive Recreation" shall refer to any outdoor activity that occurs in a natural setting with minimum disturbance of the natural and cultural resources and that is consistent with quiet enjoyment of the land including but not limited to hiking, nature study, outdoor education, cross country skiing, snowshoeing, horseback riding, trail bicycling, hunting, fishing, picnicking, canoeing, ice-skating, community gardening in existing fields, swimming in a natural water body with minimal site development, or informal sports activities on an open natural field.
- 5) "Potential Development Area" shall mean the area outside of the Primary Conservation Areas and Secondary Conservation Areas, where development is most appropriate.
- 6) "Primary Conservation Area" shall mean the area with existing, regulatory restrictions on development potential, including but not limited to wetlands, riverfront areas, and floodplains regulated by state or federal law.
- 7) "Secondary Conservation Area" shall mean the unprotected landscapes or elements of the landscape with environmental or cultural significance, including but not limited to upland buffers to wetlands, woodlands, farmland, meadows, wildlife habitat including corridors for wildlife movement, historic and archaeological sites, mature trees, scenic views, and existing dwelling units of historical significance. Master and open space and recreation plan conservation goals are to be considered when identifying Secondary Conservation Areas.

#### **4.10.3 Applicability**

- 1) Location. OSRD is allowed by right under zoning within the Single Residence B, Single Residence C, and Single Residence D districts for all residential developments under a single tract, and for all residential developments on multiple tracts in one ownership that have a cumulative area of not less than 90,000 square feet.
- 2) Subdivision Regulations. OSRD is subject to the requirements of the subdivision regulations and any other generally applicable land use regulations.
- 3) By Right. Within the Single Residence B, Single Residence C, and Single Residence D districts, all housing developments under a single tract, and housing developments on multiple tracts in one ownership that have a cumulative area of not less than 90,000 square feet (including residential subdivisions) shall comply with the OSRD

provisions of this section, unless the Planning Board allows a development that deviates from the requirements of this section by Special Permit. Such deviations may be approved if the applicant demonstrates that the proposed alternative development configuration provides adequate protection of the site's environmental resources and fulfills the purposes of this section as well as or better than an OSRD.

- 4) Approval Not Required. Subsection 1 above does not apply to construction of homes on individual lots that existed prior to the date of adoption of this OSRD bylaw or to lots created through the "Approval Not Required" (ANR) process with frontage on existing ways that meet the standard specified in the Lynnfield Subdivision Regulations. However, if subdivision approval is not required an applicant may nevertheless voluntarily apply for an OSRD under this section. In such a case, prior to lot creation via the ANR process the application shall be subject to Site Plan Review as described in Section 10.6.
- 5) Streamlined Review. If the proposed OSRD involves shared driveways, and/or any other use that requires a Special Permit, or Site Plan Review for lot configuration or any other purpose, the proceedings for all such Special Permits and the Site Plan Review shall occur in one consolidated Special Permit proceeding before the Planning Board.

#### **4.10.4 Four-Step Design Process**

The proposed layout of streets, dwelling units, and open space in an OSRD shall be designed according to the following four-step design process, which the applicant shall conduct with assistance of a registered landscape architect.

- a) Identify primary and secondary conservation areas and potential development areas, and features to be preserved.
  - i) Potentially Developable Areas shall be delineated such that open space is contiguous to the extent feasible. Open space will still be considered contiguous if it is separated by a roadway with undeveloped frontage.
- b) Locate the approximate sites of dwelling units within the potentially developable areas. Include the delineation of private yards and shared amenities so as to reflect an integrated community, emphasizing consistency with the Town's historic development patterns.
- c) Align streets in order to access the house lots or dwelling units. New streets and trails should be laid out to create internal and external connections to existing and/or potential future streets, sidewalks, existing or proposed new open space parcels, and trails on abutting public or private property.
- d) Draw in lot lines.

#### **4.10.5 Review Process**

- 1) Pre-Application Meeting. Prior to filing an application, an applicant is strongly encouraged to request a pre-application review at a regular business meeting of the Planning Board. If one is requested, the Planning Board shall invite the Conservation Commission and Board of Health. The purpose of a pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning Board at the earliest possible stage in the development.
- 2) Pre-Application Submissions. At the pre-application review meeting, the applicant shall present the following items, in addition to the submittal requirements of the Lynnfield Subdivision Regulations and any other information the Planning Board needs in order to understand and respond to the applicant's proposal:
  - a) Site Context Map. This map shall illustrate the parcel in connection to its surrounding neighborhood. Based upon existing data sources and field inspections, it shall show various kinds of major resource areas or features that cross parcel lines or that are located on adjoining lands. This map enables the Planning Board to understand the site in relation to what is occurring on adjacent properties.
  - b) Conceptual Site Plan. This map shall illustrate the Primary Conservation Areas, Secondary Conservation Area, and Potentially Developable Area.
    - i) The Planning Board may waive the contiguity requirement for all or part of the required open space where it is determined that allowing noncontiguous open space will promote the goals of this bylaw or protect identified Primary and Secondary Conservation Areas.
  - c) Documentation of the Yield Plan, as specified in Section 4.10.6 below
- 3) Site Visit. Prior to filing an application, a field visit by the applicant with members of the Planning Board and/or Conservation Commission is encouraged. The purpose of this site visit is to familiarize Town officials and staff with the property's special features, and to provide them an informal opportunity to offer suggestions to the applicant regarding the preferred location of the potential house locations and street alignment.
- 4) Conservation Findings. The Planning Board, in consultation with the Conservation Commission shall study the Pre-Application Submissions and site visit observations, if applicable, and shall formally determine which land should be preserved and where development may be located. As part of its decision the Planning Board shall make written findings supporting this determination ("the Conservation Findings"). These findings must provide a viable location for the number of units specified in Section 4.10.6 below.
- 5) Standard for Approval. The Planning Board shall deny any application that does not include sufficient information to make Conservation Findings, that deviates from the zoning requirements, or that does not preserve Primary or Secondary Conservation Area that the Planning Board determines should be preserved from development as a result of the Pre-Application Submissions, potential site visit, and Conservation

Findings. The Planning Board's Conservation Findings shall be incorporated into its decision to approve, approve with conditions, or deny an application. The Conservation Findings shall also indicate preferred locations for development if the OSRD plan is denied based upon such findings.

**4.10.6 Yield: Allowable Residential Units**

- 1) Formulaic Yield Method. The base maximum number of residential units permitted in an OSRD may be calculated by a formula that accounts for the net acreage of the property and site-specific development limitations that make some land less suitable for development than other land. This calculation involves two steps, calculating the net acreage and dividing by the allowed density.
  - a) Net Acreage Calculation. The factors named below are included for net acreage calculation purposes only and do not convey or imply any regulatory constraints on development siting that are not contained in other applicable provisions of law, including this zoning bylaw. To determine net acreage, subtract the following from the total (gross) acreage of the site:
    - i) The total acreage of land which lies within a Flood Plain District or a Wetland as defined in MGL c. 131, § 40 or which is subject to easements or restrictions prohibiting development; and,
    - ii) Ten percent of the remaining site acreage after the areas of (1)(a) above are removed to account for subdivision roads and infrastructure.
  - b) Unit Count Calculation. The base maximum number of allowable residential dwelling units on the site is determined by dividing the net acreage by the required acreage (allowed density) for a dwelling unit in the district under this bylaw. Fractional units of less than .5 shall be rounded down and .5 or more shall be rounded up.

District	Required Space per Unit
Single Residence B	30,000 square feet
Single Residence C	45,000 square feet
Single Residence D	60,000 square feet

- 2) Alternative Yield Method. As an alternative to utilizing the above calculation for determining the base maximum number of residential units, an applicant may choose to create a conceptual site plan, clearly delineating floodplains, wetlands, roadways and infrastructure, and which demonstrates the potential number of lots that could result from a conventional subdivision of the site.
- 3) Groundwater Protection District. Projects located within the Lynnfield Groundwater Protection District are subject to nitrogen loading limitations per Title 5 of the State Environmental Code, 310 CMR 15.00. In these cases, the total number of bedrooms allowed in a development is limited to one bedroom per 10,000 square feet of lot area for the overall development.

- 4) Lots in More than One District. For lots in more than one district, the allowable unit count and required open space for each district shall be computed separately first. These totals shall be added together and then rounded as above. The allowable maximum bonus for the entire development shall be calculated based upon this combined total number of units. The permitted location of the units and protected open space shall be wherever the Planning Board determines best fits the characteristics of the land, based upon the Conservation Analysis and Findings.
- 5) Existing Dwellings. Dwelling units that exist on the site prior to the proposed new development and will be maintained as dwelling units shall be included in the project's total yield of dwelling units.

**4.10.7 Dimensional Requirements**

Lot size and shape, unit placement, and other dimensional requirements within an OSRD are subject to the following limitations.

- 1) Purpose. Lots/units shall be located and arranged to advance the resource conservation objectives of the master and open space and recreation plans and to protect views from roads and other publicly accessible points; farmland; wildlife habitat; mature trees; large intact forest areas; hilltops; ponds; steep slopes; and other sensitive environmental resources.
- 2) Monumentation. Industry-accepted monumentation of a type consistent with the use of the open space shall clearly delineate the boundaries of the open space in a manner that facilitates monitoring and enforcement.
- 3) Lot size. There is no required minimum lot size for zoning purposes. The limiting factor on lot size in OSRD is typically the need for adequate water supply and sewage disposal. This does not affect the ability of the Board of Health to require area on a lot for water supply protection and the disposal of wastewater. Common leaching areas may be proposed as part of an OSRD.
- 4) Frontage. There is no numerical requirement for road frontage in an OSRD. Each lot must have legally and practically adequate vehicular access to a public way or a way approved under the subdivision regulations either directly across its own frontage or via a shared driveway approved by Special Permit. In all cases, adequate provision must be made for fire and emergency access to the individual lots.
- 5) Lot coverage. There is no maximum required lot coverage.
- 6) Setbacks. The minimum setback for any building from a property line is given in the table below.

	Single	Single	Single
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	Residence B	Residence C	Residence D
Front setback	20	20	25
Rear setback	10	20	20
Side setback*	10	10	10
* Setbacks for attached dwellings may be zero feet.			

7) Height. All buildings restricted to 40 feet in height.

#### 4.10.8 Permitted Uses

- 1) Residential
  - a) Single-family dwellings are allowed by right
  - b) Two-family dwellings are allowed by Special Permit
    - i) The number of dwelling units shall not exceed the allowable unit count as specified in this Section. Any OSRD application involving two-family dwellings shall include a Site Plan that shows the location, layout, height, and setbacks of such dwellings.
- 2) Agriculture and horticultural uses including but not limited to orchards, vineyards, forestry, farming for fruits and vegetables, and grazing animals;
- 3) Open space;
- 4) Active and passive recreation;
- 5) Accessory recreational uses (e.g., tennis court, pool, playground, gazebo, firepit, shared patio);
- 6) Clubhouse or community building; and
- 7) Educational and other uses not mentioned above which are exempt from regulation by zoning under Massachusetts General Laws Chapter 40A, Section 3.

#### 4.10.9 Design Standards

The following standards shall apply to all OSRDs and govern the design and development process.

- 1) Walkability and connectivity: Street connectivity is encouraged. Where cul-de-sacs are necessary, public walking and biking trails shall connect the end of the cul-de-sac to nearby streets and trails, where appropriate.

- 2) **Disturbed Areas:** In order to maximize the amount and contiguity of preserved open space, every effort shall be made to minimize and concentrate the amount of disturbed area (defined as any land not left in its natural vegetated state), by minimizing tree and soil removal. Any grade changes shall be in keeping with the general appearance of the neighboring developed areas. The orientation of individual building sites shall maintain maximum natural topography and cover. To the maximum extent feasible, topography, tree cover, surface water buffers, and natural drainage ways shall be treated as fixed determinants of road and lot configuration rather than as malleable elements that can be changed to follow a preferred development scheme.
- 3) **Ways:** Streets shall be located and designed to maintain and preserve natural topography and tree cover; to minimize cut and fill; and to preserve and enhance views and vistas on or off the subject parcel. The Planning Board may modify the applicable road construction requirements for a new road within an OSRD as provided in the Subdivision Regulations if it finds that such modifications will be consistent with the purposes of this section, the OSRD requirements of the Zoning Bylaw and the Master Plan.
- 4) **Aesthetics:** Development shall relate harmoniously to the terrain and the use, scale, and architecture of existing buildings in the vicinity that have functional or visual relationship to the proposed buildings. All open space (landscaped and usable) shall be designed to add to the visual amenities of the area by maximizing its visibility for persons passing the site or overlooking it from nearby properties.
- 5) **Stormwater Management:** The use of Low Impact Development techniques is required. Drainage design shall comply with the most recent version of the Massachusetts Stormwater Management Policy standards. In the case that a detention pond is necessary, a conceptual landscape plan shall be provided demonstrating that the pond facility will have dedicated access for maintenance, shall be adequately screened from view, and protected from trespass.

#### **4.10.10 Open Space Requirements**

- 1) **Minimum.** A minimum of 50% of the land area of the OSRD shall be set aside as permanently conserved open space. Conserving more than 50% is encouraged, especially in Single Residence C and D districts. The percentage of the open space that is wetlands shall not normally exceed the percentage of the tract that is wetlands; provided, however, that the applicant may include a greater percentage of wetlands in such open space upon a demonstration that such inclusion promotes the purposes of this bylaw.
- 2) **Water and wastewater use of open space.** The minimum percentage of required open space may be reduced by no more than 20% provided the full required minimum open space is mapped and the land that would otherwise be permanently conserved is shown. This land shall be subject instead to a Restrictive Covenant under G.L.

Chapter 184, Sections 26-30, which shall be approved by the Planning Board and Board of Selectmen and enforceable by the Town. Said land may be utilized for common water supply wells and associated infrastructure, common subsurface leaching fields and other underground components of wastewater systems, and rain gardens, constructed wetlands, and other decentralized stormwater management systems consistent with Low Impact Development that serve the OSRD. Treated stormwater may be discharged into the protected open space or land subject to a restrictive covenant. All protected land must be shown on approved plans.

- 3) Permanent Conservation of the Required Open Space. Any land required to be set aside as open space, voluntarily preserved in excess of that required, conserved as a condition of Site Plan approval, or protected in exchange for additional density pursuant to a Special Permit, shall be permanently protected pursuant to Article 97 of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts or a perpetual restriction under G.L. Chapter 184 Section 31-33. Unless conveyed to the Town of Lynnfield Conservation Commission, the required open space shall be subject to a permanent Conservation, Watershed, or Agricultural Preservation Restriction conforming to the standards of the Massachusetts Executive Office of Environmental Affairs, Division of Conservation Services, or Department of Agricultural Resources in accordance with G.L. Chapter 184 Section 31-33, approved by the Planning Board and Select Board and held by the Town, the Commonwealth of Massachusetts, or a non-profit conservation organization qualified to hold conservation restrictions under G.L. Chapter 184, Section 31-33. Any proposed open space that does not qualify for inclusion in a Conservation Restriction, Watershed, or Agricultural Preservation Restriction or that is rejected from inclusion in these programs by the Commonwealth of Massachusetts shall be subject to a Restrictive Covenant in perpetuity under G.L. Chapter 184, Sections 26-30, which shall be approved by the Planning Board and Select Board and held by or for the benefit of the Town.
  - a) The restriction shall specify the prohibited and permitted uses of the restricted land, which would otherwise constitute impermissible development or use of the open space, consistent with the Allowable and Prohibited Uses subsections of this bylaw and any permits. The restriction may permit, but the Planning Board may not require, public access or access by residents of the development to the protected land.
- 4) Timing. Any restriction or other legal document necessary to permanently conserve open space as required herein shall be recorded before lots are released or building permits are issued, whichever comes first.
- 5) Allowable Use of the Open Space. Such land shall be perpetually kept in an open state, preserved exclusively for the purposes set forth herein and in the deed and/or in the restriction, and maintained in a manner which will ensure its suitability for its intended purposes. Proposed use(s) of the open space consistent with this section shall be specified in the application.

- a) The open space shall be used for wildlife habitat and conservation and related natural resource management and the following additional purposes: historic preservation, outdoor education, passive recreation, aquifer protection, agriculture, horticulture, forestry, scenic views, or a combination of these uses, and shall be served by suitable access for such purposes.
    - i) Where appropriate to the topography and natural features of the site, up to 10% of the open space may be altered and used for active recreation.
  - b) The Planning Board may permit a small portion of the open space, not to exceed 5%, to be paved or built upon (preferably using permeable pavement and other means of retaining natural hydrology) for structures accessory to the dedicated use or uses of such open space (i.e. barns or other farm structures, parking to facilitate public access for passive recreation, informational kiosks, pedestrian walks, ADA access, and bike paths) so long as the conservation values of the open space are not compromised.
  - c) The open space may be used as the land subject to a restriction for the purpose of an aggregate calculation under Title V.
- 6) Prohibited Use of the Open Space: The open space within an OSRD shall be perpetually kept in an open state, preserved exclusively for the purposes set forth in the Allowed Uses section of this bylaw, and maintained in a manner that will ensure its suitability for its intended purposes. The following uses are expressly prohibited except in conformance with an allowed use:
- a) Constructing or placing of any temporary or permanent building, tennis court, landing strip, mobile home, swimming pool, fences, asphalt or concrete pavement, sign, billboard or other advertising display, antenna, utility pole, tower, conduit, line or other temporary or permanent structure or facility on, above, or under the open space that is not in conformance with an authorized use of the open space (e.g. a barn or other structure associated with agriculture);
  - b) Mining, excavating, dredging, or removing soil, loam, peat, rock, gravel or other mineral resource or natural deposit;
  - c) Placing, filling, storing, or dumping of soil, refuse, trash, vehicles or parts thereof, rubbish, debris, junk, waste, or other substance or material whatsoever or the installation of underground storage tanks;
  - d) Cutting, removing, or destroying of trees, grasses or other vegetation unless in conformance with an authorized use such as agriculture, forestry, passive recreation, vegetation and habitat management, or scenic view preservation;
  - e) Activities detrimental to drainage, flood control, water conservation, water quality, erosion, soil conservation, or archeological conservation;
  - f) Purposefully introducing or allowing the introduction of species of plants and animals recognized by the Executive Office of Energy and Environmental Affairs to pose a substantial risk of being invasive or otherwise detrimental to the native plant and animal species and plant communities on the property;
  - g) The use, parking or storage of motorized vehicles, including all-terrain vehicles, motorcycles, and campers, except in conformance with an authorized use of the

- open space or as required by the police, firefighters, or other governmental agents in carrying out their duties; and
- h) Any other use or activity which would materially impair conservation interests unless necessary in an emergency for the protection of those interests.
- 7) Ownership of the Open Space: At the applicant's discretion the open space may be owned by:
- a) A private owner for agricultural, horticultural, forestry or any other purpose not inconsistent with the conservation restriction;
  - b) A non-profit organization or agency of the Commonwealth whose principal purpose is the conservation of open space for any of the purposes set forth herein;
  - c) The Town Conservation Commission; or
  - d) A homeowners association as defined herein owned jointly or in common by the owners of lots or units within the project. If option d) is selected the following shall apply:
    - i) The documents organizing the HOA shall be drafted and approved by the Planning Board before final approval of the OSRD development, recorded prior to the issuance of building permits, comply with all applicable provisions of state law, and pass with conveyance of the lots or units in perpetuity. Each individual deed, and the deed, trust, or articles of incorporation, shall include language designed to effect these provisions.
    - ii) Membership must be mandatory for each property owner, who must be required by recorded covenants and restrictions to pay fees to the HOA for taxes, insurance, and maintenance of common open space, private roads, and other common facilities.
    - iii) The HOA must be responsible in perpetuity for liability insurance, property taxes, the maintenance of recreational and other facilities, private roads, and any shared driveways.
    - iv) Property owners must pay their pro rata share of the costs in subsection iii) above, and the assessment levied by the HOA must be able to become a lien upon individual properties within the OSRD.
    - v) The HOA must be able to adjust the assessment to meet changed needs.
    - vi) The applicant shall make a conditional grant to the Town, binding upon the HOA, of the fee interest to all open space to be conveyed to the HOA. Such offer may be accepted by the Town, at the discretion of the Select Board, upon the failure of the HOA to take title to the open space from the applicant or other current owner, upon dissolution of the association at any future time, or upon failure of the HOA to fulfill its maintenance obligations hereunder or to pay its real property taxes.
    - vii) Ownership shall be structured in such a manner that real property taxing authorities may satisfy property tax claims against the open space lands by proceeding against individual property owners in the HOA and the dwelling units they each own.
    - viii) Town Counsel must find that the HOA documents presented satisfy the conditions in Subsections a through g above, and such other conditions as the Planning Board shall deem necessary.

Selection of ownership option a), b), or d) requires:

- i) The conveyance of a conservation restriction as outlined herein; and
  - ii) The granting of an access easement over such land sufficient to ensure its perpetual maintenance as agricultural, conservation, or recreation land. Such easement shall provide that in the event the trust or other owner fails to maintain the open space in reasonable condition, the Town may, after notice to the lot owners and public hearing, enter upon such land to maintain it in order to prevent or abate a nuisance. The cost of such maintenance by the Town shall be assessed against the properties within the development and/or to the owner of the open space. Pursuant to G.L. Chapter 40 Section 58 the Town may file a lien against the lot or lots to ensure payment for such maintenance. Pursuant to G.L. Chapter 40 Section 57 the Town may also deny any application for, or revoke or suspend a building permit or any local license or permit, due to neglect or refusal by any property owner to pay any maintenance assessments levied.
- 8) Maintenance: The Planning Board shall require the establishment of ongoing maintenance standards as a condition of development approval to ensure that utilities are properly maintained and the open space land is not used for storage or dumping of refuse, junk, or other offensive or hazardous materials. Such standards shall be enforceable by the Town against any owner of open space land, including an HOA. If the Select Board finds that the maintenance provisions are being violated to the extent that the condition of the utilities or the open land constitutes a public nuisance, it may, upon 30 days written notice to the owner, enter the premises for necessary maintenance, and the cost of such maintenance by the Town shall be assessed ratably against the landowner or, in the case of an HOA, the owners of properties within the development, and shall, if unpaid, become a property tax lien on such property or properties.
- 9) In extraordinary cases in which the project does not meet the minimum amount of conserved open space but does achieve the purposes of this bylaw, the Planning Board may grant a Special Permit.

#### **4.10.11 Septic Requirements**

- 1) The property shall be served by a private central sanitary sewer system, central septic system, or by individual septic systems. If, however, in the judgment of the Planning Board, the topography and/or soil conditions are such that it would be more efficient to allow the underground common septic system or individual septic systems to be placed in the preserved open space, this configuration may be permitted. All systems are subject to approval by the Board of Health and any other permitting authority of competent jurisdiction.

#### 4.10.12 Parking and Shared Driveways Requirements

- 1) Purposes.
  - i) To provide practically adequate common vehicular access to and from a public street to lots and/or parking locations, which would otherwise be required to have their own access and frontage.
  - ii) To further encourage clustered parking spaces, reducing the need for driveways and impervious surfaces, while encouraging a more pedestrian-focused development.
- 2) The Minimum Parking Requirements defined in Table 9.5.8-1 Table of Parking Requirements apply to the OSRD.
- 3) Special Permit. The Planning Board may issue Special Permits allowing shared driveways and/or clustered parking that serve up to eight dwelling units. The owner(s) of all lots or dwelling units to be served by the shared driveway and/or clustered parking must be party to the application for a Special Permit.
  - a) If serving more than two units a shared driveway will be called a "way" with a sign placed in plain view of its intersection with a way on which the public has a right of access.
  - b) A portion, or all of required parking may be clustered in one or more lots, provided required parking is located within 150 feet of the entry door and adequate pedestrian access from said lots to associated units is constructed,
  - c) Applicants must provide evidence of deeded covenants for all lots or dwelling units served by the shared driveway and/or clustered parking, which include provisions that are adequate in the opinion of the Planning Board and Town Counsel to:
    - i) Establish a maintenance agreement between the joint owners as specified in deeded covenants or be included as part of the HOA comprised of the owners of all lots or units served by the shared driveway and/or clustered parking;
    - ii) Ensure continued maintenance of the shared driveway and/or clustered parking surface and its drainage structures;
    - iii) Provide for the collection of dues and assessments for any necessary ongoing maintenance, repairs, and any plowing/sanding of the shared driveway and/or clustered parking;
    - iv) Provide a compliance mechanism enforceable by the maintenance association or HOA in the event of non-payment of dues or assessments by a member;
    - v) Guarantees including but not limited to financial security that the shared driveway and/or clustered parking will be constructed if the permit is issued; and
    - vi) A plan signed by a registered professional engineer for the shared driveway and/or clustered parking showing alignments, grades, subsurface preparation, drainage facilities, and surface materials.
- 4) Emergency access. The shared driveway shall be designed to provide year-round access for emergency vehicles, and shall satisfy at least the regulations for driveways

in this bylaw. In no instance shall a shared driveway be longer than 750 feet or have a grade of over 6% if gravel or 12% if constructed of a hardened surface such as asphalt, concrete, or oil and stone. The Planning Board may require enhanced subsurface preparation, drainage, alignment, width, turnouts, and surfacing as long as the standards for the least stringent road standards within the Subdivision Regulations are not exceeded.

- 5) The Town may not be compelled to provide construction, reconstruction, maintenance, snow plowing, school bus pick-up, police patrols, or other services along a shared driveway.
- 6) Shared driveways need not become public ways.

and to amend § 4.1.2 of the Zoning Bylaws, the Table of Dimensional and Density Regulations, by adding a footnote 5 to the entries for "Single Residence B," "Single Residence C," and "Single Residence D," which reads as follows:

"(5) Different dimensional standards apply to Open Space Residential Design developments, which are described in Article 4.10, below. Within the Single Residence B, Single Residence C, and Single Residence D Town of Lynnfield Zoning Bylaw Districts, all subdivisions shall be Open Space Residential Designs unless the Planning Board grants a Special Permit to allow a development that deviates from the Open Space Residential Design requirements (see 4.10.3 Applicability)."

or to take any other action in connection therewith.

**Submitted by PLANNING BOARD**

MOTION: The motion was moved by the Planning Board Chairman and duly seconded that the Town vote to amend the Zoning Bylaws by adding, as § 4.12 thereof, the text set forth in Article 9 in the warrant, provided that: (a) the footnote in the table under § 4.10.7(6) is deleted; (b) § 4.10.8(1)(b) is deleted; (c) the text in § 4.10.12(2) is deleted and replaced with the words "Intentionally omitted"; and (d) all references to § 4.10 are revised to refer instead to § 4.12.

**2/3 VOTE REQUIRED**

The Board of Selectmen does not recommend approval.

The Finance Committee recommends approval.

It was moved by Patricia Campbell and duly seconded to postpone this Article. A motion was made to call the question to end debate and carried by voice vote.

The motion to indefinitely postpone was carried by voice vote.

ATTEST: Linda A. Emerson  
Linda A. Emerson, Town Clerk



Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL FALL TOWN MEETING  
SATURDAY, OCTOBER 17, 2020  
Lynnfield High School Athletic Field**

**ARTICLE 10.** To see if the Town will vote to accept to renovate, and add to as necessary, the existing Lynnfield Veterans Memorial located off on Lynnfield Common to ensure that any Lynnfield resident who meets the long-standing eligibility criteria set forth below is listed on the Memorial; or to take any other action in connection therewith.

The criteria – For the Town to list any Veteran on the Lynnfield Veterans Memorial, the Veteran must have entered military service while a resident of Lynnfield, and received an honorable discharge. **Submitted by PETITION**

**MOTION:** The motion was moved by the petitioner, Paul Donato that the Town vote to accept to renovate, and add to as necessary, the existing Lynnfield Veterans Memorial located on Lynnfield Common to ensure that any Lynnfield resident who meets the long-standing eligibility criteria set forth below is listed on the Memorial.

The criteria – For the Town to list any Veteran on the Lynnfield Veterans Memorial, the Veteran must have entered military service while a resident of Lynnfield, and received an honorable discharge and duly seconded.

**MAJORITY VOTE REQUIRED.**

The Finance Committee and Board of Selectmen do not recommend this Article.

A motion was made, seconded, and carried by voice vote to indefinitely postpone this Article.

**ATTEST:** Linda A. Emerson  
Linda A. Emerson, Town Clerk



Town of Lynnfield



RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL FALL TOWN MEETING  
SATURDAY, OCTOBER 17, 2020  
Lynnfield High School Athletic Field

CLOSING MOTION

MOTION was made by Chairman Barrett to move that the meeting be adjourned sine die, and it was duly seconded. By voice vote, the Moderator declared the motion passed.

Mr. Joseph Markey, the Moderator adjourned the meeting at 6:09PM.

ATTEST: Linda A. Emerson  
Linda A. Emerson, Town Clerk



**COMMONWEALTH OF MASSACHUSETTS**

WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH

**WARRANT FOR THE 2020 STATE ELECTION**

SS. To the Constables of the Town of Lynnfield

**GREETINGS:** In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in the State Election to vote at

**Precincts 1, 2, 3, & 4**

**Lynnfield High School, 275 Essex Street**

on **TUESDAY, the THIRD DAY OF NOVEMBER 2020**, from **7:00 A.M. to 8:00 P.M.** for the following purpose:

To cast their votes in the State Election for the candidates for the following offices and questions:

ELECTORS OF PRESIDENT AND VICE PRESIDENT . . . . .	FOR THESE UNITED STATES
SENATOR IN CONGRESS . . . . .	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS . . . . .	SIXTH ESSEX DISTRICT
COUNCILLOR . . . . .	SIXTH ESSEX DISTRICT
SENATOR IN GENERAL COURT . . . . .	THIRD ESSEX DISTRICT
REPRESENTATIVE IN GENERAL COURT . . . . .	20 <sup>TH</sup> MIDDLESEX DISTRICT
REGISTER OF PROBATE . . . . .	ESSEX COUNTY

**QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 5, 2020?

**SUMMARY**

This proposed law would require that motor vehicle owners and independent repair facilities be provided with expanded access to mechanical data related to vehicle maintenance and repair.

Starting with model year 2022, the proposed law would require manufacturers of motor vehicles sold in Massachusetts to equip any such vehicles that use telematics systems -- systems that collect and wirelessly transmit mechanical data to a remote server -- with a standardized open access data platform. Owners of motor vehicles with telematics systems would get access to mechanical data through a mobile device application. With vehicle owner authorization, independent repair facilities (those not affiliated with a manufacturer) and independent dealerships would be able to retrieve mechanical data from, and send commands to, the vehicle for repair, maintenance, and diagnostic testing.

Under the proposed law, manufacturers would not be allowed to require authorization before owners or repair facilities could access mechanical data stored in a motor vehicle's on-board diagnostic system, except through an authorization process standardized across all makes and models and administered by an entity unaffiliated with the manufacturer.

The proposed law would require the Attorney General to prepare a notice for prospective motor vehicle owners and lessees explaining telematics systems and the proposed law's requirements concerning access to the

vehicle's mechanical data. Under the proposed law, dealers would have to provide prospective owners with, and prospective owners would have to acknowledge receipt of, the notice before buying or leasing a vehicle. Failure to comply with these notice requirements would subject motor vehicle dealers to sanctions by the applicable licensing authority.

Motor vehicle owners and independent repair facilities could enforce this law through state consumer protection laws and recover civil penalties of the greater of treble damages or \$10,000 per violation.

A **YES VOTE** would provide motor vehicle owners and independent repair facilities with expanded access to wirelessly transmitted mechanical data related to their vehicles' maintenance and repair.

A **NO VOTE** would make no change in the law governing access to vehicles' wirelessly transmitted mechanical data.

## **QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 5, 2020?

### **SUMMARY**

This proposed law would implement a voting system known as "ranked-choice voting," in which voters rank one or more candidates by order of preference. Ranked-choice voting would be used in primary and general elections for all Massachusetts statewide offices, state legislative offices, federal congressional offices, and certain other offices beginning in 2022. Ranked-choice voting would not be used in elections for president, county commissioner, or regional district school committee member.

Under the proposed law, votes would be counted in a series of rounds. In the first round, if one candidate received more than 50 percent of the first-place votes, that candidate would be declared the winner and no other rounds would be necessary. If no candidate received more than 50 percent of the first-place votes, then the candidate or candidates who received the fewest first-place votes would be eliminated and, in the next round, each vote for an eliminated candidate would instead be counted toward the next highest-ranked candidate on that voter's ballot. Depending on the number of candidates, additional rounds of counting could occur, with the last-place candidate or candidates in each round being eliminated and the votes for an eliminated candidate going to the voter's next choice out of the remaining candidates. A tie for last place in any round would be broken by comparing the tied candidates' support in earlier rounds. Ultimately, the candidate who was, out of the remaining candidates, the preference of a majority of voters would be declared the winner.

Ranked-choice voting would be used only in races where a single candidate is to be declared the winner and not in races where more than one person is to be elected.

Under the proposed law, if no candidate received more than 50 percent of first-place votes in the first round, the rounds of ballot-counting necessary for ranked-choice voting would be conducted at a central tabulation facility. At the facility, voters' rankings would be entered into a computer, which would then be used to calculate the results of each round of the counting process. The proposed law provides that candidates in a statewide or district election would have at least three days to request a recount.

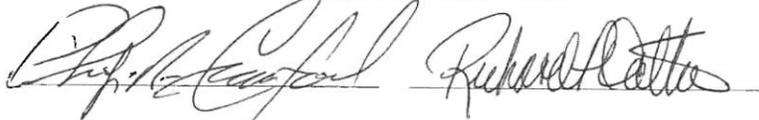
The Secretary of State would be required to issue regulations to implement the proposed law and conduct a voter education campaign about the ranked-choice voting process. The proposed law would take effect on January 1, 2022.

A YES VOTE would create a system of ranked-choice voting in which voters would have the option to rank candidates in order of preference and votes would be counted in rounds, eliminating candidates with the lowest votes until one candidate has received a majority.

A NO VOTE would make no change in the laws governing voting and how votes are counted.

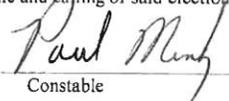
Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 28<sup>th</sup> day of September, 2020

  
Christopher Barnett

Selectmen of Lynnfield

Pursuant to this Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield: Center Post Office, Village Market, Lynnfield Public Library, Pump n' Pantry, Senior Center, South Post Office, Lynnfield Water District and Town Hall, seven days at least before the time and calling of said election.

  
Constable October 2, 2020.  
(month and day)

*Warrant must be posted by October 27, 2020 (no fewer than seven days prior to the November 3, 2020 State Election).*

<b>November 3, 2020 - Lynnfield, MA</b>		Precinct 1	Precinct 2	Precinct 3	Precinct 4	
Elected Position	Candidate					Totals
President and Vice President	BIDEN/HARRIS	1106	1157	939	1011	<b>4213</b>
	HAWKINS/WALKER	9	6	14	3	<b>32</b>
	JORGENSEN/COHEN	21	15	20	33	<b>89</b>
	TRUMP/PENCE	953	966	937	1113	<b>3969</b>
	Write-In	12	12	10	8	<b>42</b>
	Blanks	11	22	6	16	<b>55</b>
	<b>TOTALS</b>	<b>2112</b>	<b>2178</b>	<b>1926</b>	<b>2184</b>	<b>8400</b>
Senator in Congress	Edward J. Markey	1091	1176	958	1002	<b>4227</b>
	Kevin J. O'Connor	956	950	903	1113	<b>3922</b>
Ayyadurai total write-ins all precincts=56	Write-In	24	15	10	16	<b>65</b>
	Blanks	41	37	55	53	<b>186</b>
	<b>TOTALS</b>	<b>2112</b>	<b>2178</b>	<b>1926</b>	<b>2184</b>	<b>8400</b>
Representative in Congress	Seth Moulton	1163	1205	1008	1052	<b>4428</b>
	John Paul Moran	886	908	845	1055	<b>3694</b>
	Write-In	4	2	1	0	<b>7</b>
	Blanks	59	63	72	77	<b>271</b>
	<b>TOTALS</b>	<b>2112</b>	<b>2178</b>	<b>1926</b>	<b>2184</b>	<b>8400</b>
Councillor Sixth District	Terrence W. Kennedy	1428	1550	1328	1417	<b>5723</b>
	Write-In	27	16	12	18	<b>73</b>
	Blanks	657	612	586	749	<b>2604</b>
	<b>TOTALS</b>	<b>2112</b>	<b>2178</b>	<b>1926</b>	<b>2184</b>	<b>8400</b>
Senator in General Court	Brendan P. Crighton	1356	1494	1240	1325	<b>5415</b>
	Write-In	20	20	13	20	<b>73</b>
	Blanks	736	664	673	839	<b>2912</b>
	<b>TOTALS</b>	<b>2112</b>	<b>2178</b>	<b>1926</b>	<b>2184</b>	<b>8400</b>
Representative in General Court	Bradley H. Jones, Jr.	1283	1238	1181	1443	<b>5145</b>
	Michelle Mullet	715	825	631	609	<b>2780</b>
	Write-In	4	3	1	0	<b>8</b>
	Blanks	110	112	113	132	<b>467</b>
	<b>TOTALS</b>	<b>2112</b>	<b>2178</b>	<b>1926</b>	<b>2184</b>	<b>8400</b>
Register of Probate Essex County	Pamela Casey O'Brien	1176	1310	1092	1167	<b>4745</b>
	Write-In	21	12	9	20	<b>62</b>
	Blanks	915	856	825	997	<b>3593</b>
	<b>TOTALS</b>	<b>2112</b>	<b>2178</b>	<b>1926</b>	<b>2184</b>	<b>8400</b>
<b>Question 1</b>	<b>Yes</b>	1517	1563	1397	1529	<b>6006</b>
MV/repair facilities	No	528	552	460	575	2115
	Blanks	67	63	69	80	279
	Total	2112	2178	1926	2184	8400
<b>Question 2</b>	Yes	651	702	581	594	2528
Rank choice voting	No	1368	1380	1229	1472	<b>5449</b>
	Blanks	93	96	116	118	423
	Total	2112	2178	1926	2184	8400
Voter Turn-out by Precinct:		89%	83%	85%	90%	
9,694 registered voters		2,364	2,628	2,266	2,436	
Total Voter Turn-out: 86.6%						

**LYNNFIELD TOWN WARRANT  
THE COMMONWEALTH OF MASSACHUSETTS  
SPECIAL TOWN MEETING – NOVEMBER 21, 2020**

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Lynnfield High School athletic field, and in the Cafeteria and Gymnasium, if necessary, on Saturday, November 21, 2020 at 1:30 p.m. then and there to act on the following articles:

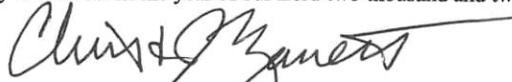
**ARTICLE 1:** To see if the Town will vote to appropriate a sum of money for the remodeling, enlargement, reconstruction, rehabilitation, improvement, alteration, constructing additions to and extraordinary repair of the Huckleberry Hill Elementary School and the Summer Street Elementary School, including the cost of engineering, architectural and other services for feasibility studies, plans and specifications, and the cost of original equipment and furnishings of the said buildings, and landscaping, paving and performing other site improvements incidental or related thereto; to determine whether to fund this appropriation by raising and appropriating some or all of said amount from tax levy, by transferring funds from existing accounts, and/or by authorizing the Treasurer with the approval of the Board of Selectmen to borrow under G.L. c. 44, §7(1) or any other enabling authority and to issue bonds or notes of the Town therefor, such funds to be expended under the direction of the School Building Committee; provided that any premium received upon the sale of any bonds or notes approved under this article, less any such premium applied to the payment of the costs of issuance of such bonds or notes, and any accrued interest may be applied to the payment of costs so approved in accordance with G.L. c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and provided further that any appropriation and debt authorization hereunder shall be subject to and contingent upon an affirmative vote of the Town of Lynnfield to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by G.L. 59, §21C (Proposition 2½); or to take any other action relative thereto.

**Submitted by BOARD OF SELECTMEN**

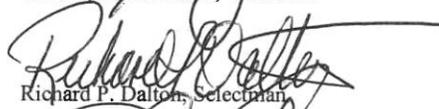
And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, fourteen (14) days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.

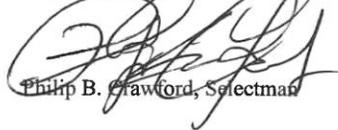
Given under our hands this 26th day of October in the year of our Lord two thousand and twenty.



Christopher J. Barrett, Chairman



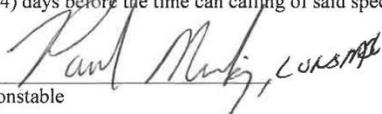
Richard P. Dalton, Selectman



Philip B. Crawford, Selectman

Date: November 5, 2020

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting nine (9) attested copies of the Warrant in said Lynnfield fourteen (14) days before the time of calling of said special town meeting.

  
Constable

Posted at:  
Center Post Office  
Center Market  
Lynnfield Water District  
Library  
Pump 'n Pantry  
Senior Center  
South Post Office  
South Fire Station  
Town Hall

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL TOWN MEETING  
SATURDAY, NOVEMBER 21, 2020  
Lynnfield High School Athletic Field**

The Special Town Meeting was called to order by Moderator Joseph Markey at 2:05 PM. The delay in the start of the meeting advertised for 1:30PM was due to volume (549) of registered voters being checked in. The Moderator read the list of non-residents, town officials, and department heads that we admitted without objection.

Moderator Markey read the Officer's Return for the warrant. The reading of the warrant was waived. The Moderator explained the process and rules of town meeting. Following the Pledge of Allegiance Article 1 was addressed.

**ARTICLE 1:** To see if the Town will vote to appropriate a sum of money for the remodeling, enlargement, reconstruction, rehabilitation, improvement, alteration, constructing additions to and extraordinary repair of the Huckleberry Hill Elementary School and the Summer Street Elementary School, including the cost of engineering, architectural and other services for feasibility studies, plans and specifications, and the cost of original equipment and furnishings of the said buildings, and landscaping, paving and performing other site improvements incidental or related thereto; to determine whether to fund this appropriation by raising and appropriating some or all of said amount from tax levy, by transferring funds from existing accounts, and/or by authorizing the Treasurer with the approval of the Board of Selectmen to borrow under G.L. c. 44, §7(1) or any other enabling authority and to issue bonds or notes of the Town therefor, such funds to be expended under the direction of the School Building Committee; provided that any premium received upon the sale of any bonds or notes approved under this article, less any such premium applied to the payment of the costs of issuance of such bonds or notes, and any accrued interest may be applied to the payment of costs so approved in accordance with G.L. c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and provided further that any appropriation and debt authorization hereunder shall be subject to and contingent upon an affirmative vote of the Town of Lynnfield to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by G.L. 59, §21C (Proposition 2½); or to take any other action relative thereto.

Submitted by BOARD OF SELECTMEN

2/3 VOTE REQUIRED

ATTEST:

*Linda A. Emerson*  
\_\_\_\_\_  
Linda A. Emerson, CMC  
Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL TOWN MEETING  
Saturday, November 21, 2020  
Lynnfield High School Athletic Field**

**MOTION:** Chairman Barrett of the Board of Selectmen made the motion:

I move that the Town vote to appropriate \$17 million for the remodeling, enlargement, reconstruction, rehabilitation, improvement, alteration, constructing additions to and extraordinary repair of the Huckleberry Hill Elementary School and the Summer Street Elementary School, including the cost of engineering, architectural and other services for feasibility studies, plans, and specifications, and the cost of original equipment and furnishings of the said buildings, and landscaping, paving and performing other site improvements incidental or related thereto; to fund this appropriation by authorizing the Treasurer with the approval of the Board of Selectmen to borrow under G.L. c. 44, §7 (1) or any other enabling authority and to issue bonds or notes of the Town therefor, such funds to be expended under the direction of the School Building Committee; provided that any premium received upon the sale of any bonds or notes approved under this article, less any such premium applied to the payment of the costs of issuance of such bonds or notes, and any accrued interest may be applied to the payment of costs so approved in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and provided further that any appropriation and debt authorization hereunder shall be subject to and contingent upon an affirmative vote of the Town of Lynnfield to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by G.L. 59, §21C (Proposition 2 ½).

The motion was duly seconded.

Finance Committee recommends this article  
The Board of Selectmen unanimously recommends this article.  
Planning Board unanimously and strongly recommend this article.  
The School Committee unanimously and strongly recommends this article.

Following the presentation from the School Building Committee, the Moderator opened the floor for debate. Debate ensued.

**ATTEST:**

*Linda A. Emerson*  
\_\_\_\_\_  
Linda A. Emerson, CMC  
Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL TOWN MEETING  
SATURDAY, NOVEMBER 21, 2020  
Lynnfield High School Athletic Field**

From the floor a motion was made **to call the question** and duly seconded.  
A standing vote carried the motion to end debate and call the question.

The Moderator read the motion:

I move that the Town vote to appropriate \$17 million for the remodeling, enlargement, reconstruction, rehabilitation, improvement, alteration, constructing additions to and extraordinary repair of the Huckleberry Hill Elementary School and the Summer Street Elementary School, including the cost of engineering, architectural and other services for feasibility studies, plans, and specifications, and the cost of original equipment and furnishings of the said buildings, and landscaping, paving and performing other site improvements incidental or related thereto; to fund this appropriation by authorizing the Treasurer with the approval of the Board of Selectmen to borrow under G.L. c. 44, §7 (1) or any other enabling authority and to issue bonds or notes of the Town therefor, such funds to be expended under the direction of the School Building Committee; provided that any premium received upon the sale of any bonds or notes approved under this article, less any such premium applied to the payment of the costs of issuance of such bonds or notes, and any accrued interest may be applied to the payment of costs so approved in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and provided further that any appropriation and debt authorization hereunder shall be subject to and contingent upon an affirmative vote of the Town of Lynnfield to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by G.L. 59, §21C (Proposition 2 ½).

The Town Moderator had the tellers in place and a standing vote was counted. The Article passed with a two-thirds vote of Yes 386 to No 17.

ATTEST:

*Linda A. Emerson*  
\_\_\_\_\_  
Linda A. Emerson, CMC  
Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF  
SPECIAL TOWN MEETING  
Saturday, November 21, 2020  
Lynnfield High School Athletic Field**

**MOTION:** Chairman Barrett of the Board of Selectmen made the motion that the meeting be adjourned sine die. It was duly seconded and carried by voice vote.

The meeting adjourned at 2:58PM.

ATTEST:

*Linda A. Emerson*  
\_\_\_\_\_  
Linda A. Emerson, CMC  
Town Clerk

**LYNNFIELD TOWN WARRANT**

THE COMMONWEALTH OF MASSACHUSETTS

**SPECIAL TOWN ELECTION – DECEMBER 8, 2020**

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet in their respective polling places in said Lynnfield, on Tuesday, December 8, 2020 at 7:00 a.m., then and there to bring in their votes on **ONE BALLOT** for a Ballot Question as follows:

Shall the Town of Lynnfield be allowed to exempt from the provisions of proposition two-and-one-half, so called, the amounts required to pay for the bond issued in order to renovate and expand the Huckleberry Hill Elementary School and the Summer Street Elementary School, including the payment of all other costs incidental and related thereto?

Yes \_\_\_

No \_\_\_

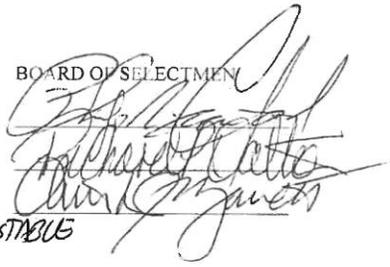
The Polls in each precinct will open at 7:00 a.m., and will be closed at 8:00 p.m., on said December 8, 2020. The polling places for voters in Precincts 1, 2, 3 and 4 will be at the Lynnfield High School, 275 Essex Street, in said Lynnfield.

And you are further directed to serve this warrant, by posting attested copies thereof, in at least nine public places in said Town of Lynnfield, fourteen days at least before the time of holding and meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or beforehand as aforesaid.

Given under our hands this 26<sup>th</sup> day of October, 2020.

BOARD OF SELECTMEN



A True Copy ATTEST:

Paul Mink, CONSTABLE

Date: NOV. 5, 2020

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting nine (9) attested copies of the Warrant in said Lynnfield fourteen (14) days before the time and calling of said election.

  
Constable

Posted at:  
Center Post Office  
Center Market  
Lynnfield Water District  
Library  
Pump 'n Pantry  
Senior Center  
South Post Office  
South Fire Station  
Town Hall

