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## General Government

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## Department of Public Works

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## Department of Public Health

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## Department of Planning and Development

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## Department of Human Services

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# 2013 ROSTER OF TOWN OFFICIALS AND COMMITTEES

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<thead>
<tr>
<th>Elected</th>
<th>Member</th>
</tr>
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<tbody>
<tr>
<td><strong>Moderator</strong></td>
<td>Thomas Murphy</td>
</tr>
<tr>
<td>(1 year)</td>
<td></td>
</tr>
<tr>
<td><strong>Board of Selectmen</strong></td>
<td></td>
</tr>
<tr>
<td>(3 years)</td>
<td></td>
</tr>
<tr>
<td>William M. Craft</td>
<td></td>
</tr>
<tr>
<td>Charles D. Surpitski, Chair</td>
<td></td>
</tr>
<tr>
<td>Patrick J. McNally</td>
<td></td>
</tr>
<tr>
<td>Shirley A. Berry V. Chair</td>
<td></td>
</tr>
<tr>
<td>Nishan Mootafian</td>
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<tr>
<td><strong>School Committee</strong></td>
<td>Barry Hopping</td>
</tr>
<tr>
<td>(3 years)</td>
<td></td>
</tr>
<tr>
<td>Sarah Player</td>
<td></td>
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<tr>
<td>Jennifer Bauman</td>
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<td>Carl Nylen</td>
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<tr>
<td>Sean Gresh</td>
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<tr>
<td>Rachel Roesler</td>
<td></td>
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<tr>
<td>Hugh O'Flynn</td>
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<tr>
<td><strong>Constable</strong></td>
<td>Peter J. Dziadose</td>
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<tr>
<td><strong>Appointed</strong></td>
<td>Michael J. Schaaf, Chair</td>
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<tr>
<td><strong>Finance Committee</strong></td>
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<tr>
<td>(3 years)</td>
<td>Larry E. Seidler, V. Chair</td>
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<tr>
<td></td>
<td>Mitch Feldman</td>
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<tr>
<td></td>
<td>Jamie M. Fay</td>
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<td>Marion W. Swan</td>
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<td>Richard F. Howard</td>
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<td>Robert A. White</td>
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<td></td>
<td>Ingrid Miles</td>
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<td>Kevin Murphy</td>
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<td><strong>Whittier Regional Technical Vocational</strong></td>
<td>Vacancy</td>
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<td><strong>Town Manager</strong></td>
<td>Robin Crosbie</td>
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<tr>
<td>Purchasing Director, Management Services</td>
<td>Frank V. Antonucci</td>
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<tr>
<td>Special Assistant &amp; Human Resources Director</td>
<td>Jennifer F. Breaker</td>
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<tr>
<td><strong>Superintendent of Schools</strong></td>
<td>Dr. William I Hart</td>
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<tr>
<td><strong>Director of Finance</strong></td>
<td>Rita M. Negri</td>
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<tr>
<td><strong>MIS Director</strong></td>
<td>Gregory Parachojuk</td>
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<tr>
<td><strong>Assessor</strong></td>
<td>Robin Nolan</td>
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<tr>
<td><strong>Town Clerk</strong></td>
<td>Pamela Z. Carakatsane</td>
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<tr>
<td><strong>Assistant Town Clerk</strong></td>
<td>Kathleen A. Marini</td>
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<tr>
<td><strong>Treasurer/Collector</strong></td>
<td>Kevin A. Merz</td>
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<tr>
<td><strong>Assistant Treasurer</strong></td>
<td>Corinna Warner</td>
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<tr>
<td><strong>Deputy Tax Collector</strong></td>
<td>Kelly and Ryan Associates Inc.</td>
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<tr>
<td><strong>Director of Code Enforcement</strong></td>
<td>James A. Sperber</td>
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<tr>
<td><strong>Local Building Inspector</strong></td>
<td>Eric Colville</td>
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<tr>
<td><strong>Health Agent</strong></td>
<td>Colleen Fermon</td>
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<tr>
<td><strong>Food Inspector</strong></td>
<td>Maureen Lee</td>
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<tr>
<td><strong>Plumbing &amp; Gas Inspector</strong></td>
<td>Robert Hyde</td>
</tr>
<tr>
<td><strong>Alternate Plumbing &amp; Gas Inspector</strong></td>
<td>Kevin Lombard</td>
</tr>
<tr>
<td><strong>Sealer of Weights &amp; Measures</strong></td>
<td>Dwight Brothers</td>
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<tr>
<td><strong>Wiring Inspector</strong></td>
<td>David Levesque, Sr.</td>
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<tr>
<td><strong>Asst. Wiring Inspector</strong></td>
<td>Frederick Gallagher</td>
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<tr>
<td><strong>Director of Plant &amp; Facilities</strong></td>
<td>William A. Hodge</td>
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<tr>
<td><strong>Assistant to Facilities Director</strong></td>
<td>Jane Spellman</td>
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<tr>
<td><strong>Director of Public Works</strong></td>
<td>Richard Clarke</td>
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<tr>
<td><strong>DPW Operations Manager</strong></td>
<td>Frank J. Ventimiglia</td>
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<tr>
<td><strong>Superintendent of Cemetery &amp; Parks</strong></td>
<td>Jeffrey Putur</td>
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<tr>
<td><strong>Fire Chief</strong></td>
<td>Jack Parow (Acting)</td>
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<td>Sean Cronin</td>
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<tr>
<td><strong>Police Chief</strong></td>
<td>Paul Nikas</td>
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<td><strong>Police Lieutenant</strong></td>
<td>Jon Hubbard</td>
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<tr>
<td><strong>Harbormaster</strong></td>
<td>Paul Nikas</td>
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<td>Scott LaPreste</td>
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<tr>
<td>Position</td>
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<tr>
<td>Emergency Management Director</td>
<td>Jonathan Hubbard</td>
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<td>Matthew Antczak</td>
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<tr>
<td>Assistant Animal Control Officer</td>
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<td>Sheila Taylor</td>
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<td>Victor E. Dyer</td>
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<td>Genevieve Picard</td>
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<td>Glenn C. Gibbs</td>
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<tr>
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<td>Affordable Housing Coordinator</td>
<td>Terry Anderson</td>
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<tr>
<td>Open Space Program Manager</td>
<td>Kristen Grubbs</td>
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<tr>
<td>Stewardship Coordinator</td>
<td>Beth O'Connor</td>
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<td>David P. Pancoast</td>
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<td>Town Counsel</td>
<td>Attorney George Hall Jr.</td>
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<td>Tim Henry</td>
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<td>Victoria Halmen</td>
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<td>Terrance P. Hart</td>
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<td>Susan Monahan</td>
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<td>Augusta Macrokanis</td>
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<td>Laura Russell</td>
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<td>Deborah Clapp</td>
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<td>Alternates</td>
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</table>
Athletic Playing Fields Study Committee
- Glenn Hazelton
- Jay Standbury
- Robert Porter
- Ken Swenson
- Nishan Mootafian
- Michael Duffield
- John Galanis
- Kristen Grubbs
- Carl Nylen
- John Gillis
- Susan Markos
- Kerrie Bates
- Liz Lombard
- Jeffrey Putur

Audit Committee
- William Craft (BOS)
- Robert White (Finance Com)
- Carl Nylen (School Committee)
- Larry Pszenney
- William Callahan

Board of Assessors
- Robin Nolan
- John Moberger
- Karen L. Rassias

Bay Circuit Trail Committee
- Lawrence G. Eliot,
- Barbara Ostberg
- Mary Cunningham
- Ralph Williams
- Norman Marsh
- Martha Mauser

Ipswich Community Access Media (ICAM)
- James Maloney
- Gregory Parachojuk

Cemetery & Parks Commission
- Harry Argeropoulos
- Theodore Lemieux
- James Graffum

Commission on Energy Use & Climate Protection
- Ken Savoie
- Charlie Flowers
- Robin Crosby
Ingrid Miles  
Tim Henry  
Daivd Feldman  
AnnReynolds  
Marc Simon  
Michael Johnson  
Brian Ditchek  
Sarah Simon

Community Development Plan  
Implementation Task Force  
Thomas Mayo  
William Gallagher  
Richard Kallman  
Ingrid F. Miles  
Glenn Gibbs  
Kathleen Connor

Commuter Rail Committee  
Dorcas Rice, Chair  
Robert Waldner  
Joseph Carlin  
Chris Curry  
Paul Sanborn

Conservation Commission  
David Standley,  
Jennifer Hughes,  
William McDavitt  
Sissy Folliott  
Brian F. O'Neil  
Karl Kastorf  
Catherine Carney Feldman  
Sharon Cushing  
Michael Hunton, Associate  
David P. Pancoast

Conservation Agent

Council On Aging  
Elizabeth Nelson, Chair  
Lilian Riley  
Tone Kenney  
Nanyc Scanzani  
Penny Foss  
Keith Carlson  
Carol Porrier
Cultural Council
(3 years)
Barta Hathaway
Michelle Shibley McGrath
Jane Ward
Gail Dokter
Katherine Bonnar
Marie Maninelli
Miriam Novogrosky
Anne Fitzgerald
Mike Souter

Design Review Board
Rue Sherwood
Robert Weatherall
Laura Gresh
Kristina Brendel
Mitchell Lowe
Ken Savoie
Jeff Anderson

Alternate Members

Eight Towns & the Bay Committee
Franz Ingelfinger
Glenn Wood

Electric Light Sub-Committee
Charles D. Surpitski,
Shirley Berry
S. Michael Schaaf
James Engel
Edward Sklarz

Fair Housing
Tone Kenney

Government Study Committee
Bruce Stanley
Jeremy Hathaway
David Standley
Richard Nylen
Craig Saline
KellyJane Kloub

Hall-Haskell Committee
Theresa Stephens,
William Nelson
William Thoen
Stephanie Gaskins
James C. Lahar
Margaret Broeker
Board of Health

Susan C. Hubbard,
Spencer R. Amesbury, MD
Charles Hill

Historical Commission

June S. Gahan,
Gordon Harris
Jeff Anderson
Laura Gresh
John Fiske
Judy A. Field
Al Boynton

Affordable Housing Partnership

Michael Schaff,
James Warner
Michael Jones
Edward Dick
Moriah Marsh
Ingrid Miles
Charles Allen
Donald Greenough
Jim Kroesser

Ipswich River Watershed
District Advisory Board

VACANT

Library Trustees

George R. Gray,
Lawrence J. Pszenny
Marie Louise Scudder
Hugh McCall
Sherry Hurley
Judith L. Rusin
Helen Danforth
Dorothy Johnson
Marion Frost

Mosquito Control Advisory Board

Robert A. Gambale,
Lisa Galanis
Ed Ruta
Ernest Brockelbank.
Anne Wallace
Open Space Committee
Wayne Castonguay
Carolyn Britt,
Carl Nylen
Ralph Williams
Andy Brengle
Cynthia Ingelfinger
William Holton

Planning Board (5 years)
John Stanbury
Heidi Paek
Cathryn Cadwick
Kathleen Milano
Susan Benfield
Keith Anderson

Associate Member (2 years)
Charles Supitski
Edward D. Dick
Robin Crosbie
William Thoen
Paul McGinley
Roland Gallant
John Morris
Sean Cronin
Jamie Fay
Chief Rick Smith
William A. Hodge
Richard L. Korb
Jeffrey B. Loeb
Jean Emerson
James E. Graffum
Peter Foote
Chief Paul Nikas

Recreation & Culture Committee
Paul Sacksman
Trina Schell
Paul Stacy
David Wallace
Michelle Wertz
Kristina Brendel
Michelle Wertz

Recycling Committee
David Benedix
Penny Devoe
Mark Avenmarg
Amy Frank
Rick Clarke
Judy Sedgewick
Mike Judy
Paula Jones
Meredith McMorow
Judy Sedgewick
Nicole Whitten
Rick Clarke

Registrar of Voters
Pamela Carakatsane
Rob Stone
Katherine Eliopoulos
Peter Ross

Sandy Point Advisory Committee
Joseph W. Parks
Stanley W. Wood

Shellfish Sub-Committee
Elizabeth A. Kilcoyne
Charles D. Surpitski
Scott LaPreste
Wayne Castonguay
Bradford McGowan
Anthony Murawski
Gary Collum
Linda Alexson
Harbor Master Paul Nikas
David Swicker
Brenda Turner

Shade Tree & Beautification Committee
Janet Craft
Ann Wright
Pat Flannigan
Rick Clarke
Pat McNally
Pat Beirne
Paula Jones
Charles D. Surpitski
Martha Chase
Barbara Monahan
<table>
<thead>
<tr>
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<th>Members</th>
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<tbody>
<tr>
<td>Trust Fund Commission</td>
<td>Richard Fates</td>
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<tr>
<td></td>
<td>Jean Emerson</td>
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<td></td>
<td>Alexander Colby</td>
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<tr>
<td>Water Sub Committee</td>
<td>Shirley A. Berry</td>
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<td></td>
<td>Marion Swan</td>
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<td></td>
<td>Nishan Mootafian</td>
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<td>James Engel</td>
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<td>David Stanley</td>
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<td>Wastewater Sub Committee</td>
<td>Patrick J. McNally, BOS</td>
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<td>William M. Craft, BOS</td>
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<td>Marion Swan, FINCOM</td>
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<td>James Engel</td>
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<td>Brian Kubaska</td>
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<td>Brett Emerson</td>
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<td>Rob Cox</td>
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<td>Jeffrey French</td>
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<td>John Wigglesworth</td>
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<td>Elton McCausland</td>
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<tr>
<td>Zoning Board of Appeals</td>
<td>Robert A. Gambale,</td>
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<tr>
<td></td>
<td>Benjamin Fierro</td>
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<tr>
<td></td>
<td>Lewis Vlahos</td>
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<td>Roger LeBlanc</td>
</tr>
<tr>
<td></td>
<td>William A. Page</td>
</tr>
<tr>
<td>Alternative Member</td>
<td>Keri MacRae</td>
</tr>
</tbody>
</table>
Pursuant to the foregoing warrant, the legal voters of the Town of Ipswich met in the Ipswich High School/Middle School Performing Arts Center in said Town of Ipswich on **Tuesday, May 14, 2013**. A quorum being present (288-200 required), the meeting was called to order by the Moderator, Mr. Thomas R. Murphy, at 7:45 P.M.

Non registered persons were given permission to attend the meeting as spectators and were seated on the floor in the back of the room to the left of the stage.

The Ipswich High School Jazz Ensemble performed prior to the opening of the meeting. The student musicians were Sam Bouve, Ryan Davis, Forrest Finn, Drew Phillips, Colin Senechal, Phil Todisco, and Henry Zagarella. The Pledge of Allegiance was led by the local Girl Scout Troop. Miranda Russell sang the National Anthem.

State Representative Bradford Hill spoke on State aid for the municipalities. He also presented retiring School Superintendent Richard Korb and School Committee Member Jeffrey Loeb with citations commending them for their dedication to the Town.

State Senator Bruce Tarr also presented Mr. Korb and Mr. Loeb with citations for their leadership, long hours and commitment to the Ipswich schools.

**ARTICLE 1**

**Consent Calendar**

A MOTION was made by Charles D. Surpitski and duly seconded.

The Moderator took the Motion in sections and appointed James Engel as Assistant Moderator for Section 1.

(1) To fix the salary and compensation of all elected Town Officers as follows:

<table>
<thead>
<tr>
<th>Officer</th>
<th>Salary</th>
<th>Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Moderator</td>
<td>$250.00</td>
<td>annually</td>
</tr>
<tr>
<td>Board of Selectmen</td>
<td>$1,000.00</td>
<td>chair annually and $750.00 member annually</td>
</tr>
<tr>
<td>School Committee</td>
<td>$200.00</td>
<td>annually</td>
</tr>
</tbody>
</table>

**Assistant Moderator’s Declaration:** Section 1 passes unanimously

(2) Approve the transfer of $325,000 as a payment-in-lieu-of-taxes from the Electric Division, Department of Utilities, to the general fund

**Moderator’s Declaration:** Section 2 passes unanimously
(3) Authorize the Board of Selectmen, in accordance with Massachusetts General Laws Chapter 268A, Section 20 and 21A, to temporarily appoint a member of said Board as Acting Town Manager for a limited period of time not to extend past the date of the 2014 Annual Town Meeting for purposes of vacation, leave or absence.

Moderator’s Declaration: Section 3 passes unanimously

(4) Authorize for FY’14 the revolving funds established under Massachusetts General Laws Chapter 44, Section 53E ½ as printed in subpart (5) of Article 1 of the Warrant for this Town Meeting. The following revolving accounts were printed in the Warrant:

a. **Department of Public Safety** revolving fund, the use of said fund to pay for the operation and maintenance of the Town Wharf, and to determine that no more than $10,000 may be expended by the Department of Public Safety in FY 14 from such funds transferred into said fund during FY’2014. (Source of funds: Launching Fees);

b. **Department of Public Works** revolving fund, the use of said fund to finance approved beautification projects and related expenses, and to determine that no more than $5,000 may be expended by the Department of Public Works in FY’2014 from such funds transferred into said fund during FY’2014. (Source of funds: Sale of wood from the grand elm tree);

c. **Health Department** Public Health revolving fund, to be funded through reimbursements from Medicare Part B, Medicare Senior Advantage Plans and other insurance plans for the administration of influenza and pneumococcal vaccines to be used to finance part-time wages and pay related expenditures such as the cost of vaccine, medical supplies, and other administrative costs, and to determine that no more than $5,000 may be expended by the Public Health Department from monies transferred into said fund during FY’2014. (Source of funds: Medicare Part B, Medicare Senior Advantage Plans and other insurance plans);

d. **Council on Aging** revolving fund, the use of said fund to pay for special activities, expendable supplies and/or part-time wages, and to determine that no more than $100,000 may be expended by the Council on Aging from monies transferred into said fund during FY’2014 (Source of funds: fees contributed by seniors participating in special activities);

e. **Historical Commission** revolving fund, the use of said fund to pay for preservation of Town records and to purchase expendable supplies, and to determine that no more than $5,000 may be expended by the Historical Commission from monies transferred into said fund during FY’2014 (Source of funds: sale of publications);

f. **Health Department** revolving fund, the use of said fund to finance additional part-time help in the Health Department and to pay related expenses, and to determine that no more than $7,000 may be expended by the Health Department in FY’2014 from such funds transferred into said fund during FY’2014 (Source of funds: Housing Code inspection fees);

g. **Facilities Department** revolving fund to pay for custodial services and other expenses associated with the use of the gymnasium and other Town Hall facilities by outside organizations or for special events sponsored by municipal departments; and to determine that no more than $20,000 may be expended from the Facilities Department revolving fund from monies transferred into said fund during FY’2014 (Source of funds: user fees); and

h. **Shellfish Department** revolving fund, said funds to be used for enhancements to the shellfish resources of the Town, and to determine that no more than $15,000 may be expended by the
Moderator’s Declaration: Section 4 passes unanimously

**ARTICLE 2**

Finance Committee Election

A MOTION was made by Michael J. Schaaf and duly seconded to:


Moderator’s Declaration: Motion is unanimous

**ARTICLE 3**

FY’2013 Municipal Budget Amendments

A MOTION was made by William Craft and duly seconded to:

Amend the Town’s action taken under Article 5 of the May 8, 2012 Annual Town Meeting (FY’2013 Municipal Operating Budget) by transferring the following sums between departments and/or categories within departments:

<table>
<thead>
<tr>
<th>Department</th>
<th>Description</th>
<th>From</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Health Insurance Reimbursement</td>
<td>8,000</td>
</tr>
<tr>
<td>Benefits</td>
<td>Retirement</td>
<td>916</td>
</tr>
<tr>
<td>Insurance</td>
<td>Legal Liability</td>
<td>6,500</td>
</tr>
<tr>
<td>Insurance</td>
<td>Workers Comp</td>
<td>1,896</td>
</tr>
<tr>
<td>Insurance</td>
<td>Unemployment</td>
<td>5,000</td>
</tr>
<tr>
<td>Sanitation</td>
<td>Sanitary Collection</td>
<td>8,000</td>
</tr>
<tr>
<td>Snow &amp; Ice</td>
<td>Other PW Supplies</td>
<td>29,633</td>
</tr>
<tr>
<td>Snow &amp; Ice</td>
<td>Overtime</td>
<td>20,367</td>
</tr>
<tr>
<td>Veterans Svc</td>
<td>Veterans Medical</td>
<td>60,000</td>
</tr>
<tr>
<td>Miscellaneous Exp.</td>
<td>Management Transfer</td>
<td>20,312</td>
</tr>
</tbody>
</table>

Moderator’s Declaration: Motion is unanimous

**ARTICLE 4**

Chapter 90

A MOTION was made by Patrick J. McNally and duly seconded to:

Appropriate the sum of $663,485 under the provisions of Chapter 90 of the General Laws to obtain any material, equipment, and/or services incidental to the repair and maintenance of public ways; and in furtherance of the project(s), to authorize the Board of Selectmen to apply
for, accept, and expend any federal, state, and/or private grants without further appropriation; and to meet this appropriation by transferring an equal sum from Chapter 90 to available funds.

**Moderator’s Declaration: Motion is unanimous**

**ARTICLE 5**

FY’2014 Municipal Budget

A MOTION was made by William Craft and duly seconded to:

Appropriate the sum of $20,437,922 for the FY ’14 municipal budget to be expended as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Government</td>
<td>$1,389,051</td>
</tr>
<tr>
<td>Planning &amp; Community Development</td>
<td>$491,232</td>
</tr>
<tr>
<td>Public Safety</td>
<td>$4,273,488</td>
</tr>
<tr>
<td>Public Works</td>
<td>$3,804,630</td>
</tr>
<tr>
<td>Community &amp; Cultural Services</td>
<td>$1,198,759</td>
</tr>
<tr>
<td>Benefits &amp; Other</td>
<td>$4,359,898</td>
</tr>
<tr>
<td><strong>For a General Fund Total of $15,517,058; and</strong></td>
<td></td>
</tr>
<tr>
<td>Water Department</td>
<td>$2,860,446</td>
</tr>
<tr>
<td>Wastewater Department</td>
<td>$2,060,418</td>
</tr>
</tbody>
</table>

And that the following sum be raised and appropriated or transferred to fund the FY’2014 budget:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tourism Account</td>
<td>$1,000</td>
</tr>
<tr>
<td>Debt Premium</td>
<td>$4,126</td>
</tr>
<tr>
<td>Overlay Surplus</td>
<td>$75,000</td>
</tr>
<tr>
<td>Waterway Improvement Fund</td>
<td>$61,938</td>
</tr>
<tr>
<td>Raise &amp; Appropriate</td>
<td>$15,374,994</td>
</tr>
<tr>
<td>Water Receipts</td>
<td>$2,860,446</td>
</tr>
<tr>
<td>Wastewater Receipts</td>
<td>$1,781,323</td>
</tr>
</tbody>
</table>
Wastewater Reserves $279,095

And to authorize the town to enter into lease-purchase contracts for office equipment having a term of five or less years.

**Moderator’s Declaration: Motion is unanimous**

**ARTICLE 6**

**FY’2014 School Budget**

A MOTION was made by Hugh M. O’ Flynn and duly seconded to:

Raise and appropriate the sum of $22,353,538 and transfer from the Overlay Surplus the sum of $75,000 for a total of $22,428,538 for the School Department budget for fiscal year 2014.

**Moderator’s Declaration: Motion is unanimous**

**ARTICLE 7**

**FY’2014 High School/Middle School Debt Project**

A MOTION was made by Jennifer Bauman and duly seconded to:

(J) To raise and appropriate the sum of $2,535,382 for fiscal year 2014 debt service payments related to the construction and furnishing of the new Middle School and High School including, without limitation, moving expenses and expenses necessary to secure the former Whipple Middle School

**Moderator’s Declaration: Motion is unanimous**

**ARTICLE 8**

**Capital Plan for FY’2014**

A MOTION was made by Patrick J. McNally and duly seconded to:

Transfer from free cash the following amounts and that any amount remaining after project completion be transferred into the Capital Stabilization Fund:

- Computer Replacement and Server/Storage Improvements $ 47,000
- School Computer Replacement and Implementation of Technology Plan $ 50,000
- Project Reserve $ 7,000
- Middle School/High School Boiler Replacement $ 25,000
- Middle School/High School Walkway Repairs $ 25,200
- School Security Phase 1 – Cameras and Misc. Modifications $ 20,000
- Middle School/High School Flooring Replacement $ 69,000
- Town Hall Column Replacement $ 27,500
- Town Hall Carpet Replacement $ 17,600
- Library Carpet Replacement $ 17,600
- Police Station Electrical Upgrade $ 12,000
- Linebrook Fire Station Concrete Replacement $ 6,000
Central Fire Station Window Replacement $11,200
Highway Garage Office, Restroom and Break Area Upgrades $16,500
One Ton Dump Truck $57,000
Sidewalk Plow $130,000
Fire Pumper Replacement – Set aside $50,000
Fire SCBA Replacement – Set aside $20,000
Police Portable Radios $23,000
Police Stealth Camera $10,000
School Passenger Van $22,000
Jeffrey’s Neck Road Feasibility Study $15,000
Total from Free Cash: $678,600

Moderator’s Declaration: Motion passes by declared 2/3 vote

ARTICLE 9 Linebrook Road Reconstruction

A MOTION was made by William Craft and duly seconded to:

Appropriate $3,000,000 to pay costs of reconstructing Linebrook Road, including replacement and upgrade of sidewalks, bicycle safety enhancements, and reconstruction of the Doyon School parking areas, and all other costs incidental and related thereto, and that any remaining appropriation be used for sidewalk, pedestrian and/or bicycling safety enhancement projects elsewhere in Town, and that to meet this appropriation, the Treasurer, with approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(6) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; provided, however, that this appropriation shall be subject to passage of a Proposition 2½ debt exclusion ballot question.

Moderator’s Declaration: Motion passes by declared 2/3 vote

ARTICLE 10 Water Plant and System Upgrades

A MOTION was made by Shirley A. Berry and duly seconded to:

Appropriate $1,767,000 to pay costs of painting the Town Hill Water Tank ($900,000) and making repairs and upgrades to the Water Treatment Plant ($867,000), including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8 of the General Laws and to issue bonds or notes of the Town therefore. Any amounts borrowed pursuant to this vote shall be paid, in the first instance, from water revenues.

Moderator’s Declaration: Motion carries unanimously

ARTICLE 11 FY’2014 Whittier Regional High School Budget

A MOTION was made by Raymond K. Morley and duly seconded to:
Raise and appropriate from available funds the sum of $328,809 to cover the Town's share of the ensuing year's annual operating and debt service expenses of the Whittier Regional Vocational Technical High School District.

**Moderator's Declaration: Motion passes unanimously**

**ARTICLE 12**

Stabilization Fund

A MOTION was made by Charles D. Surpitski and duly seconded to:

Transfer from free cash the sum of $126,000 to the Stabilization Fund.

**Moderator's Declaration: Motion declared unanimous**

**ARTICLE 13**

Other Post Employment Benefits (OPEB)

A MOTION was made by Patrick J. McNally and duly seconded to:

Transfer from free cash the sum of $86,000, to the special Other Post-Employment Benefits account (OPEB) as established under Section 20 of Chapter 32B of the Massachusetts General Laws.

**Moderator's Declaration: Motion carries unanimously**

**ARTICLE 14**

Adoption of Sewer Enterprise Fund

A MOTION was made by Patrick J. McNally and duly seconded to:

Adopt M.G.L c 44, section 53F ½ providing for the establishment of wastewater enterprise fund.

**Moderator's Declaration: Motion carries**

**ARTICLE 15**

Adoption of Codified Bylaws

A MOTION was made by Charles D. Surpitski and duly seconded to:

Indefinitely postpone action under this Article.

**Moderator’s Declaration: Motion passes unanimously**

**ARTICLE 16**

Keeping Chickens on Residential Lots of Less Than One Acre

A MOTION was made by Shirley A. Berry and duly seconded to:
Amend the General Bylaws of the Town of Ipswich by adding a new chapter, entitled “Chapter XX. Keeping Chickens on Residential Lots of Less Than One Acre,” said chapter to read as follows:

“Chapter XX Keeping Chickens on Residential Lots of Less Than One Acre

Section 1. Background

On October 17, 2012, the Special Town Meeting amended Section V in the Protective Zoning Bylaw of the Town of Ipswich by adding footnote “31” to the following accessory use within the Table of Uses: “Keeping, raising and breeding of farm animals, such as poultry, horses, livestock, or other farm animals, or insects for use only by residents of the premises on less than one (1) acre or more.” The Zoning Bylaw, as amended, allows households to keep chickens by-right (i.e., without a special permit), subject to certain conditions. One of the conditions is that the household obtain “any certificate or approval from the Town Animal Control Officer or Board of Health as may be required by separate bylaw or regulation.”

Section 2. Authorization and Purpose

In addition to the provisions of the Zoning Bylaw described in Section 1 above, and to promote the public, health and general welfare of the residents of Ipswich, this Chapter XX separately and independently requires the issuance of a certificate of approval for the keeping of chickens on residential lots less than one acre in area. This Chapter also authorizes and directs the Ipswich Police Department, through its Animal Control Officer, to adopt an application form and rules and regulations governing the keeping of chickens. These rules and regulations shall specify the application process, inspections, and general requirements associated with said use.

Section 3. Penalties

No chickens shall be kept on a residential lot having less than one acre of area and/or in violation of the rules and regulations authorized by and promulgated pursuant to this Chapter XX. Any person who violates this Chapter XX and the rules and regulations promulgated pursuant hereto, including the failure to obtain the required certificate of inspection or comply with its terms and conditions, shall be subject to the penalties described in Chapter XV, Section 5. (b) and (c) of the Ipswich General Bylaws. Violations may be enforced by the Animal Control Officer or a Police Officer, subject to the provisions of Chapter I, Section of these General Bylaws. However, the Animal Control Officer or Police Officer have the option of enforcing violations non-criminally pursuant to M.G.L. Chapter 40, Section 21D, rather than by a criminal complaint in District Court.

A Motion to AMEND was made by Glenn Gibbs and duly seconded to:

Amend the main motion under Article 16 by inserting into Section 3 of the proposed by-law, as it appears in the warrant, the number “4” after the words “Chapter I, Section” in the third sentence.

Moderator’s Declaration: Amended motion carries
ARTICLE 17

Snow, Slush and Ice Removal on Sidewalks

A MOTION was made by William Craft and duly seconded to:

Indefinitely postpone action under this Article.

Moderator’s Declaration: Motion is unanimous

ARTICLE 18

Recall Elections

A MOTION was made by Patrick J. McNally and duly seconded to:

Authorize the Board of Selectmen to petition the General Court to enact legislation to amend the Charter of the Town of Ipswich as follows:

CHAPTER ___
AN ACT PROVIDING FOR THE RECALL OF ELECTED OFFICIALS IN THE TOWN OF IPSWICH

SECTION 1. The charter of the town of Ipswich, as appearing in sections 1 through 32 of chapter 620 of the acts of 1966, as amended by the said town under the provisions of section 10A of chapter 43B of the General Laws, is hereby further amended by inserting the following section 33:

33. Recall of Elected Officials. –

(a) Any holder of an elected office in the town of Ipswich who has held an elected town wide office and whose term of office extends beyond the next annual town election, may be recalled therefrom by the registered voters of the Town as herein provided, for reasons of: (1) conviction of a felony or conviction of the following misdemeanors as defined in Massachusetts General Laws: domestic violence, driving under the influence of alcohol or drugs, the illegal manufacture, distribution or dispensing of controlled substances, assault or criminal harassment, while presently in office; or (2) admission to facts, while presently in office, sufficient to be convicted of a felony or sufficient to be convicted of the following misdemeanors as defined in Massachusetts General Laws: domestic violence, driving under the influence of alcohol or drugs, the illegal manufacture, distribution or dispensing of controlled substances, assault or criminal harassment; or (3) was found in violation of the conflict of interest law (M.G.L. c. 268A), while presently in office, as determined by the State Ethics Commission or the Attorney General; or (4) attended less than fifty (50%) percent of the posted public meetings of the board or office of which the official was an elected member or to which he/she has been elected or appointed as part of his/her elected position during the previous twelve (12) months. The elected official’s vote on a matter (other than in connection with a conflict of interest violation referenced above) shall not be grounds for a recall petition.

(b) Ten (10) or more registered voters of the Town of Ipswich may make and file a Notice of Intent with the Town Clerk bearing the name of the elected official sought to be recalled, and a statement of the specific grounds for the recall as established by Section (a) above, with information sufficient to support the specific grounds for recall, at least one hundred seventy (170) days before the next annual town election. Upon certification of the required signatures by the Registrar of Voters and a determination that the Notice of Intent contains information sufficient to support the specific reason(s) and events for the recall as confirmed by Town Counsel, within five (5) business days, the Clerk shall forthwith deliver to the first named voter on the Notice of Intent, the petition forms, addressed to the Board of Selectman requesting a recall. The petition forms shall be issued under the signature and official seal of the Town Clerk. They shall be dated and shall contain the names of the first ten (10) registered voters whose names appear on the Notice of Intent to recall the name of the person and the position of the person whose recall is sought and the grounds for the recall as stated in the Notice of Intent to recall. In addition, the petition shall request the election of a successor to the office. A copy of the petition form shall be entered in a record book to be
kept in the office of the Town Clerk. The recall petition forms shall be returned and filed with the Town Clerk within sixty (60) days after the receipt of the signed petition forms or the next business day after the 60th day if said day falls on a Saturday, Sunday or legal holiday, with signatures, names, and street addresses of a total of 1500 registered voters, including at least 200 registered voters from each of the Precincts. The Town Clerk shall, within three (3) business days following the day of filing with the office of the Town Clerk, submit the recall petition forms to the Registrar of Voters. The Registrars shall, within fifteen (15) business days after the date of receipt, certify in writing to the Town Clerk thereon, the number of signatures which are names of registered voters of Ipswich.

(c) If the recall petition forms shall be certified by the Registrar of Voters to contain at least 1500 registered voters including at least 200 registered voters from each Precinct, the petition shall be filed by the Town Clerk with the Board of Selectmen within two (2) business days. The Selectmen shall give notice following their next scheduled meeting, in writing, to the elected official whose recall is sought by sending that elected official a copy of the certified recall petition.

If the elected official to whom the recall is directed by the Board of Selectmen does not resign the office within five (5) business days from the date of notice, the Board of Selectmen shall forthwith order an election to be held on the date of the next annual town election. If a vacancy occurs in the office after a recall election has been ordered, the election shall nevertheless proceed as provided in this Act, but only ballots for the new candidates shall be counted.

(d) An elected official whose recall is sought may not be a candidate to succeed himself or herself in the recall election. The nomination of candidates, the publication of the warrant for the recall election and the conduct of the election shall be in accordance with the state and local laws relative to elections, unless otherwise provided in this Act.

(e) The incumbent shall continue to perform the duties of his/her office until the recall election, unless the elected official resigns his/her position. If the incumbent is not recalled, he/she shall remain in office for the remainder of his/her unexpired term, subject to recall as before, except as provided by this Act. If recalled in the recall election, he/she shall be considered removed upon the qualification of the successor, who shall hold office during the unexpired term.

(f) Ballots used in a recall petition shall contain the following propositions in the order indicated:

- For the recall of (name of elected official) who holds the position of (elected office)
- Against the recall of (name of official) who holds the position of (elected office)

Immediately at the right of each proposition there shall be a designated space for voters to vote for either of the propositions. Under the proposition shall appear the word “Candidates,” and directions to voters required by Section 42 of Chapter 54 of the General Laws, and beneath this, the names of the candidates nominated listed alphabetically as herein provided. If a majority of the votes cast upon the question of the recall is in favor of the recall, the elected official shall be recalled and the ballots for candidates shall be counted. The candidate receiving the highest number of votes shall be declared elected. If the majority of the votes cast is in the negative, the ballots for candidates need not be counted unless the incumbent official has resigned previously or a vacancy occurs in the office after a recall election has been ordered pursuant to Section (c), above.

(g) A recall petition shall not be filed against an elected official within six (6) months after she/he has taken office, unless the elected official has been re-elected to another consecutive term in office, then a recall petition may be filed within three (3) months after taking office on the re-election vote; nor, in the case of an elected official subjected to a recall election and not recalled thereby until at least six (6) months have elapsed after the election at which the recall was submitted to the voters of the Town and further provided that an elected official cannot be subject to a subsequent recall petition for the same specific reason(s) and events that were the basis of any prior recall petition.
(h) A person who has been recalled from office, or who has resigned from office after the recall petition has been certified by the Registrar of Voters, shall not be appointed to any town office, board or committee within two (2) years after the recall or resignation.

SECTION 2. This act shall take effect upon its passage.

Moderator’s Declaration: Motion carries

Article 19 Citizen’s Petition

A MOTION was made by Holly E. Foster, 64 Old Right Road, and duly seconded to:

Appropriate from Free Cash the sum of $15,044.98 to reimburse the Estate of Robertta C. Foster for real property taxes incorrectly paid to the Town due to the Town’s failure to notify the taxpayer of the 100% exemption to which she was entitled pursuant to M.G.L. Chapter 59, Section 5, Clause 22D.

Moderator’s Declaration: Motion fails

ARTICLE 20 Moratorium on Medical Marijuana Treatment Centers

A MOTION was made by Keith R. Anderson and duly seconded to:

Amend the Ipswich Protective Zoning Bylaw as follows:

(1) Revise “Section III. Definitions” by adding a definition, in the correct alphabetical sequence, of “Medical Marijuana Treatment Center,” said definition to read as follows:

“MEDICAL MARIJUANA TREATMENT CENTER: A “not-for-profit entity, as defined by Massachusetts law only (as referenced in Section 2(H) of Ballot Question 3) and registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.”; and

(2) Revise “Section IX. Special Regulations” by adding a new sub-section “R. Moratorium on Medical Marijuana Treatment Centers,” said subsection to read as follows:

“R. Moratorium on Medical Marijuana Treatment Centers

1. Purpose
By vote at the State election on November 6, 2012 (Ballot Question 3), the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law became effective on January 1, 2013, and the State Department of Public Health (“DPH”) is required to issue regulations regarding its implementation within 120 days of that date. Any regulations promulgated by the DPH are expected to provide guidance to the Town in regulating medical marijuana, including a Medical Marijuana Treatment Center(s) (“Treatment Centers”). The specific zoning regulation of medical
marijuana raises novel and complex planning and land use issues, as well as public safety and legal issues. The Town needs the yet-to-be promulgated State regulations, and time thereafter, to study and consider these issues. The Town intends to adopt a moratorium on the use of land and structures for Treatment Centers. This moratorium will allow the Town sufficient time to engage in a planning process to address the effects of such uses and structures in the town, and to enact zoning bylaw provisions in a manner consistent with sound planning and land use objectives, as well as all applicable law and regulations.

2. Moratorium
For the reasons set forth in the Purpose section above, and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a moratorium on any use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect for one year after the effective date of the regulations being promulgated by the DPH to govern said Treatment Centers, or for eighteen months from the date of the moratorium’s adoption by the 2013 Annual Town Meeting, whichever date is sooner. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the DPH regulations regarding Treatment Centers and related uses, and consider adopting new zoning provisions to address the impact and operation of these Treatment Centers and related uses.”

Moderator’s Declaration: Motion carries by a declared 2/3 vote

A Motion was made by William Craft and duly seconded to: Continue the meeting after 11:00.

Moderator’s Declaration: Motion carries

ARTICLE 21  Dog Bylaw

A MOTION was made by Shirley A. Berry and duly seconded to:

Amend Chapter XV, Section 5 of the Town Bylaws (“Dog Control”) by deleting the current section in its entirety and replacing it with a new Section 5 entitled “Animal Control,” as follows:

Section 5. Animal Control
(a) Leash Law. A person who owns or keeps a dog within the territorial limits of the Town of Ipswich shall not permit nor shall allow such a dog to be at large in the Town other than on the premises demised to its owner or keeper, unless said dog is restrained by being kept on a leash not exceeding six feet in length.
(b) Licensing.
   1. Any owners or keepers of dogs six months or older shall license such dogs annually between January 1 and March 31 each year or shall be subject to a late fee of ten ($10.00) dollars for each month or part thereof said license is issued after March 31. Proof of rabies vaccination shall be provided prior to issuance of
a license. The other requirements for licensing dogs shall be in accordance with M.G.L. c. 140, § 137.

2. All owners and operators of kennels, as defined by M.G.L. c. 140 § 136A, shall license such kennels annually between January 1 and March 31 or shall be subject to a late fee of twenty ($20.00) dollars for each month or part thereof said license is issued after March 31. Prior to obtaining such a kennel license, the owner or operator of the kennel must provide proof of inspection of said kennel signed by the Animal Control Officer.

3. Any violation of this subsection shall be punished by fine of fifty ($50.00) dollars for each offense.

(c) Dog Fouling.

1. Duty to Dispose. It shall be the duty of every person who owns, possesses, or controls a dog to remove and dispose of any feces left by his/her dog on any sidewalk, street, or other public area. It shall further be the duty of each person who owns, possesses or controls a dog to remove and dispose of any feces left by his/her dog on private property neither owned nor occupied by said person.

2. Duty to Possess Means of Removal. No person who owns, possesses or controls a dog shall appear with such dog on any sidewalk, street, park, or other public area without a means of removal of any feces left by such dog. Furthermore, no person who owns, possesses or controls such dog shall appear on any private property neither owned nor occupied by said person without the means of removal of any feces left by such dog. Disposal in Town trash barrels or bins or in the storm drains is prohibited.

3. Method of Removal and Disposal. For the purposes of this subsection, the means of removal shall be any tool, implement, or other device carried for the purpose of picking up and containing such feces, unexposed to said person or to the general public. Disposal shall be accomplished by transporting such feces to a place suitable and regularly reserved for the disposal of canine feces, or as otherwise designated as appropriate by the agent of the Board of Health.

4. The provisions of this subsection shall not apply to a physically handicapped person in custody or control of a dog.

5. Penalties for Violation. An initial violation of this subsection (c) shall be punished by a written warning, the calendar year notwithstanding. After issuance of said warning, subsequent violations shall be punished by a fine of ten ($10.00) dollars for the first such offense in any calendar year; a fine of twenty-five ($25.00) dollars for a second such offense in any calendar year; and a fine of fifty ($50.00) dollars for any third or subsequent such offense in any calendar year.

6. Enforcement. Violations of this subsection shall be enforced in accordance with all other applicable laws governing municipal by-laws; however, at the option of the Animal Control Officer or other officer authorized to enforce this By-law, violations may be enforced non-criminally pursuant to M.G.L. c. 40, § 21D, rather than by a criminal complaint in District Court.

7. The Town Clerk shall provide a copy of this subsection to each dog owner when said owner licenses his/her dog.

(d) Dogs in Heat. Any person who owns, possesses or controls a female dog in heat shall cause such female dog to be confined in a building or secure enclosure in such manner
that such female dog cannot come into contact with another animal except for planned breeding. A violation of this subsection shall be punishable in the same manner as established in subsection (c) of this Animal Control By-law.

(e) Calls to Confine and Impounding.

1. Upon a second and any subsequent call to domesticated animals (except dogs), the Animal Control Officer, or any other officer authorized to enforce this By-law, shall assess charges of $50.00 per such call.

2. A person who owns or keeps a dog within the territorial limits of the Town of Ipswich, whose dog was picked up and impounded at the Town Dog Pound, shall be charged a pick-up fees of $10.00, in addition to boarding fees charged in accordance with the General Laws.

(f) Nuisance and Dangerous Dogs. Any person owning, possessing or controlling a dog in the Town of Ipswich shall not allow or permit said dog be a nuisance dog or a dangerous dog, as defined by M.G.L. c. 140, § 136A. The Animal Control Officer or any other officer authorized to enforce this Section may capture and hold any dog running at large in order to protect public safety, pending a hearing and decision by the Board of Selectmen upon such complaint. The Animal Control Officer or any other officer authorized to enforce this Section may also issue an order to remove or temporarily ban any dog that is the subject of a complaint as a dangerous dog from any street, sidewalk, park or any other public area in order to protect public safety, pending a hearing and decision by the Board of Selectmen.

(g) Complaint, Investigation, Notification and Appeal.

1. Any person, including the Animal Control Officer or any other officer authorized to enforce this Section, may make a complaint about a nuisance or dangerous dog in the Town of Ipswich in writing, signed under penalties of perjury and filed with the Town Clerk. Such complaint shall set forth the nature and date of the act complained of, the name and address, if known, of the owner, possessor or controller of the dog, and a description of the dog.

2. Upon the filing of any complaint under this Section, the Board of Selectman shall cause the investigation of such complaint and conduct a hearing to determine whether the dog is a nuisance or dangerous dog, and to determine the disposition of the complaint. Such hearings shall be held in accordance with M.G.L. c. 140, § 157.

3. If the owner of the dog that is the subject of any such complaint and hearing is dissatisfied with the disposition of the complaint, he/she may bring a petition in the district court within ten (10) days requesting review of the complaint and disposition pursuant to M.G.L. c. 140, § 157.

4. Violations and Penalties. Any owner or keeper of a dog found to be in violation of an order issued by the Board of Selectmen under this subsection shall result in seizure and impoundment of the dog and fines as described in M.G.L. c. 140, §157 and §157A.

(h) Penalties and Enforcement. Except as otherwise provided in this Section, any violation of this Section shall be subject to the following fines:

First offense $10.00 fine;
Second offense $25.00 fine;  
Third offense $30.00 fine; and  
Fourth and any subsequent offense $50.00 fine.

The Animal Control Officer and any deputy, and any Ipswich Police Officer shall have the authority to enforce the provisions of this Section; And to further establish annual license fees as follows:

Neutered or spayed dogs $15.00 
Intact dogs $20.00 

Personal Kennel: 
- 1-4 dogs: Exempt; 
- 5-9 dogs: $50.00 
- 10-14 dogs: $75.00 
- 15 or more dogs: $100.00 

Commercial Boarding/Training Kennel $100.00 
Commercial Breeding Kennel $100.00 
Veterinary Kennel $100.00 

Domestic Charitable Corporation Kennel Exempt 

Moderator’s Declaration: Motion carries

ARTICLE 22 Pavilion Beach Easement

A MOTION was made by Shirley A. Berry and duly seconded to:

Accept the easement granted by the Feoffees of the Grammar School in the Town of Ipswich for the public use of that portion of Pavilion Beach now or formerly owned by the said Feoffees, as provided in the Agreement for Judgment filed in the case of Alexander Mulholland v. Attorney General, Essex Probate Court No. ES09E0094QC, and as further described in the easement document dated August 1, 2012, and recorded in the Essex South District Registry of Deeds at Book 31605, Page 19.

Moderator’s Declaration: Motion carries by declared 2/3 vote

ARTICLE 23 Authorization Building Inspector to Enforce Sign Bylaws on Public Property

A MOTION was made by Charles D. Surpitski and duly seconded to:

1) Amend Section “VIII. Signs,” subsection “A. Purpose” of the Protective Zoning Bylaw of the Town of Ipswich by deleting, from the first sentence of the subsection, the words “but which are not located on Town property”; and
2) Amend “Chapter XII, Section 4. Signs” of the Ipswich General Bylaws by adding to Section 4. subsections “(c)” and “(d)”, said subsections to read as follows:

“(c) No person shall post or install, or cause to have posted or installed, a sign within the right-of-way of any public street or place without the prior approval of the Board of Selectmen. Any sign that is posted or installed within the right-of-way without the prior approval of the Board of Selectmen shall be in violation of this Section 4.

(d) The Board of Selectmen hereby authorizes the Town of Ipswich Building Inspector to enforce, on behalf of the Board of Selectmen, any violation of the requirements of this Section 4 as it pertains to the placement of signs.”

Moderator’s Declaration: Motion carries by declared 2/3 vote

The meeting was adjourned at 11:20 P.M.

Respectfully submitted,

Pamela Z. Carakatsane, CMMC/CMC
Town Clerk
Pursuant to the foregoing warrant, the legal voters of the Town of Ipswich met in the Ipswich High School/Middle School Performing Arts Center in said Town of Ipswich on **Tuesday, October 15, 2013.** A quorum being present (239 - 200 required), the meeting was called to order by Mr. Thomas R. Murphy, Moderator, at 7:40 P.M.

The Moderator appointed the following as counters: Mark Avenmarg, Kathy A. Bruce, Irene Josephson, Elizabeth Kilcoyne, Dianne Ross and Craig Saline.

The Moderator appointed Phoebe Howe as a page.

Eric Duback, Forrest Finn, Conor Fitzpatrick, Ryan Freemont-Smith, Seth Person and Colin Senechal, members of the Ipswich High School Jazz Ensemble performed prior to the opening of the meeting.

Non registered persons were given permission to attend the meeting as spectators and were seated on the floor in the back of the room on the left of the stage.

The Pledge of Allegiance was led by William Hart, Superintendent of Schools.

**Article One**

**FY’2014 Town Budget Amendment**

On Motion of Charles D. Surpitski, duly seconded, it was voted to:

Amend the action taken under Article 5 of the May 14, 2013, Annual Town Meeting (FY’2014 Municipal Operating Budget) by appropriating $18,757 to the Miscellaneous Expense budget (Management Transfer Account) and to meet this appropriation by transferring $18,757 from additional State Cherry Sheet Funds.

**Moderator’s Declaration: Motion Passed Unanimously**

**Article Two**

**FY’2014 School Budget Amendment**

On Motion of Barry Hopping, duly seconded, it was voted to:

Amend the action taken under Article 6 of the May 14, 2013 Annual Town Meeting (FY’2014 School Operating Budget) by appropriating $90,101 from additional Local Aid from the Commonwealth of Massachusetts to the School Department Budget.

**Moderator’s Declaration: Motion Passed Unanimously**
Article Three  Veteran’s Benefits for Foster Estate

On Motion of William Craft, duly seconded, it was voted to:

Approve the article as set forth in Article 3 of the Warrant for this Town Meeting, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition and further moved to amend the main motion as follows: replace the number 83 Argilla Road with the number 84 Argilla Road.

The petition should read as follows:

Authorize the Board of Selectmen to petition the General Court to enact legislation substantially in the form below:

Chapter ___:  AN ACT AUTHORIZING THE TOWN OF IPSWICH TO GRANT CERTAIN RETROACTIVE REAL ESTATE TAX ABATEMENTS

Be it enacted by the Senate and House of Representative in General Court assembled, and by the authority of you the same as follows:

SECTION 1. Notwithstanding chapter 59 of the General Laws or any other general or special law to the contrary, the board of assessors in the town of Ipswich may grant real estate tax abatements pursuant to clause twenty-second D of section 5 of chapter 59 to the estate of Robertta C. Foster for the premises known and numbered as 84 Argilla Road in the Town of Ipswich, for fiscal years 2008, 2009 and 2010 in an aggregate amount of $15,044.98.

SECTION 2. Any abatement granted under the authority of this chapter shall be eligible for reimbursement by the Commonwealth in the same manner as abatements granted in the then-current fiscal year.

SECTION 3. This act shall take effect upon its passage.

Moderator’s Declaration:  Motion Passed Unanimously

Article Four  Management Transfer Account – Retirements

On Motion of Patrick McNally, duly seconded it was voted to:

Transfer from Free Cash to the Management Transfer account the sum of $117,000 to fund retirement obligations to municipal employees in FY14.

Moderator’s Declaration:  Motion Carries (117 Yes - 66 No)
Article Five
Athletic Field Engineering for Mile Lane

On Motion of Nishan Mootafian, duly seconded, it was voted to:

Transfer from Free Cash the sum of $52,925 to complete engineering for field expansion and development activities related to Mile Lane Fields, including design, permitting, bidding and construction related engineering services.

James Engel made a motion which was duly seconded that this article be referred to the Finance Committee for action at the Annual Town Meeting in May of 2014.

The Moderator declared as passed a duly seconded motion to move the question.

Moderator’s Declaration: Amended Motion: Motion Carried (105 Yes – 76 No)
Moderator’s Declaration: Main Motion: Motion FAILED

Article Six
Stabilization Fund

On Motion of Charles Surpitski, duly seconded, it was voted to: Transfer from Free Cash the sum of $450,000 to the Stabilization Fund.

James Engel made a motion which was duly seconded that this article be referred to the Finance Committee for action at the Annual Town Meeting in May of 2014.

Moderator’s Declaration: Amended Motion: Motion FAILED (47 Yes – 111 No)
Moderator’s Declaration: Main Motion: Carried by a 2/3 Voice Vote

Article Seven
OTHER POST EMPLOYMENT BENEFITS (OPEB)

On Motion of William Craft, duly seconded, it was voted to:

Transfer from Free Cash the sum of $200,000 to the Other Post-Employment Benefits account as established under Section 20 of Chapter 32B of the Massachusetts General Laws.

Jamie Fay made a motion to amend the main motion which was duly seconded, to replace the sum of $200,000 with the sum of $300,000.

Moderator’s Declaration of Amended Motion: FAILED (51 Yes – 89 No)
Moderator’s Declaration of Main Motion: Carried by a Majority

Article Eight
Capital Stabilization Fund

On Motion of Patrick McNally, duly seconded, it was voted to:

Transfer from Free Cash the sum $500,000 to the Capital Stabilization Fund.
Moderator’s Declaration:  Carried by a 2/3 Vote

Article Nine

Water Department Main Replacement

On Motion of Nishan Mootafian, duly seconded, it was voted to:

Authorize the Treasurer to borrow the sum of $650,000, to fund reconstruction of a section of water main on Linebrook Road and that the Town authorize the Treasurer, with the approval of the Board of Selectmen, to issue bonds or serial notes under the provisions of Massachusetts General Laws Chapter 44, as amended.

Edward Sklarz made a motion which was duly seconded that this article be referred to the Finance Committee for action at the Annual Town Meeting in May of 2014.

Moderator’s Declaration:  Amended Motion:  Motion FAILED by a Voice Vote
Moderator’s Declaration:  Main Motion:  Carried by a 2/3 Voice Vote

Article Ten

Access Easement

On Motion of Nishan Mootafian, duly seconded, it was voted to:

Transfer the care, custody and control of an access easement over property at 143 and 149 County Road (Assessor’s Map 53D, lots 10 and 11, respectively) from the Conservation Commission to the Department of Public Works.

Moderator’s Declaration:  Motion Carried by a 2/3 Voice Vote

Article Eleven

Medical Marijuana Dispensaries

On Motion of Suzanne Benfield, duly seconded, it was voted to:

Amend the Ipswich Protective Zoning Bylaw as follows:

(Strikethrough = language to be deleted; bold italics = language to be added)

(1) Amend Section III. DEFINITIONS by revising the definition of “Medical Marijuana Treatment Center,” and by adding, in the proper alphabetical sequence, definitions of “Marijuana for Medical Use” and “Marijuana,” said revised and new definitions to read as follows:

“MEDICAL REGISTERED MARIJUANA TREATMENT CENTER DISPENSARY (RMD): A not-for-profit entity, as defined by Massachusetts law only (as referenced in Section 2(H) of Ballot Question 3) 105 CMR 725 as a Medical Marijuana Treatment Center, and registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal
caregivers as defined by 105CMR 725. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.”; and

MARIJUANA FOR MEDICAL USE: Marijuana that is designated and restricted for use by, and for the benefit of, Qualifying Patients in the treatment of Debilitating Medical Conditions as defined by 105 CMR 725.

MARIJUANA: The same substance defined as “marijuana” under Chapter 94C of the Massachusetts General Laws; and the substance defined as “marijuana” by 105 CMR 725.

(2) Amend “Section V. Use Regulations” by adding to “D. Table of Use Regulations,” under the headings “Principal Uses, Community Facilities,” the use “Registered Marijuana Dispensary (RMD)”, and under the use columns for said use place “SPB” under the PC and LI columns, and “-” under the remaining columns,” and by adding a Footnote “37.” to “Footnotes to Table of Use Regulations,” said footnote to read as follows: “37. Subject to the requirements of IX.R. of this zoning bylaw.”; and

(3) Amend “Section IX. Special Regulations” by deleting sub-section “R. Moratorium on Medical Marijuana Treatment Centers,” in its entirety and substituting in lieu thereof a new subsection entitled “R. Registered Marijuana Dispensaries (RMDs),” for the purpose of allowing and regulating the location of these dispensaries in the Town of Ipswich, said new subsection to read as follows:

“R. Registered Marijuana Dispensaries (RMDs)

1. Purpose:

The purpose of this subsection is:

a. To provide for the establishment of RMDs in appropriate places and under strict conditions in accordance with the passage of Initiative Petition 11-11 (Question #3 on Nov. 2012 state ballot).

b. To minimize the adverse impacts of RMDs on adjacent properties, residential neighborhoods, schools and other places where children congregate, and other land uses potentially incompatible with RMDs.

c. To regulate the siting, design, placement, security, safety, monitoring, and removal of RMDs.

2. Applicability:

a. The commercial cultivation, production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of marijuana for medical use is prohibited unless permitted as a RMD under this subsection R.

b. No RMD shall be established except in compliance with the provisions of subsection R.
c. Nothing in this subsection R. shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.

d. If any provision of this subsection or the application of such provisions to any person or circumstance shall be held invalid, the remainder of this subsection, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to thus the provisions of this subsection R. are severable.

3. Eligible Locations for RMDs

RMDs are allowed only in the Limited Industrial (LI) and Planned Commercial (PC) Zoning Districts, by Planning Board special permit, provided the RMD meets the requirements of this subsection R.

4. General Requirements and Conditions for all RMDs

a. All RMDs shall be contained within a building or structure having a gross floor area of not less than 1,000 square feet (s.f.) or more than 20,000 s.f.

b. An RMD shall not be located in a building that contains: (i) any medical doctors’ offices or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana; (ii) Residential units, including transient housing such as motels and dormitories; or (iii) inside a movable or mobile structure, such as a van or truck.

c. No RMD shall be located within 750 feet of any of the following uses in existence on the effective date of this Section IX.R: (i) licensed child care facility or school attended by persons under the age of eighteen; (ii) drug or alcohol rehabilitation facility; (iii) correctional facility, half-way house, or similar facility; (iv) playground, public athletic field or similar public recreational facility; or (v) any other RMD.

d. The hours of operation of RMDs shall be set by the Planning Board. In no event shall an RMD be open and/or operating between the hours of 8:00 p.m. and 8:00 a.m.

e. No smoking, burning or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of an RMD.

f. Signs for an RMD shall include the following language: “Registration card issued by the MA Department of Public Health required.” The required text shall be a minimum of two inches in height.

g. RMDs shall provide the Ipswich Police Department and the Building Inspector with the names, phone numbers and email addresses of all management staff and key holders to whom one can provide notice if there are operating problems associated with the establishment.
5. **Special Permit Requirements**

a. An RMD shall only be allowed by Planning Board special permit in accordance with G.L. c. 40A, §9, subject to the regulations, requirements, conditions and limitations of this subsection R.

b. A special permit for an RMD shall be limited to one or more of the following uses as prescribed by the Planning Board:

i. cultivation of Marijuana for Medical Use (horticulture);

ii. processing and packaging of Marijuana for Medical Use, including Marijuana that is in the form of smoking materials, food products, oils, aerosols, ointments, and other products; and

iii. retail sale or distribution of Marijuana for Medical Use to Qualifying Patients.

c. In addition to the application requirements set forth in the rules and regulations governing the issuance of Planning Board special permits, a special permit application for an RMD shall include the following:

i. the name and address of each owner of the RMD;

ii. copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts and any of its agencies for the RMD;

iii. evidence of the Applicant’s right to use the site for the RMD, such as a deed, or lease;

iv. if the Applicant is a business organization, a statement under oath disclosing all of its owners, shareholders, partners, members, managers, directors, officers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of the owners of such entities until the disclosure contains the names of individuals;

v. Proposed security measures for the RMD, including lighting, fencing, gates and alarms, to ensure the safety of persons and to protect the premises from theft.

d. **Mandatory Findings.** To issue a special permit, the Planning Board must find that an RMD satisfies the requirements of Section XI.J. of the zoning bylaw, and must further find that the:

i. RMD is designed to minimize any adverse visual or economic impacts on abutters and other parties in interest, as defined in G.L. c. 40A, §11;

ii. RMD demonstrates that it will meet the permitting requirements of all applicable agencies of the Commonwealth of Massachusetts, and will comply with all applicable state laws and regulations; and

iii. Applicant has satisfied the conditions and requirements of this subsection R;

e. **Annual Reporting.** Each RMD permitted under this zoning bylaw shall, as a condition of its special permit, file a report to the Planning Board and the Town Clerk no later than January 31st annually, which demonstrates continued compliance with the conditions of
the special permit, and includes a copy of all current state licenses for the RMD and/or its owners.

f. A special permit granted under this subsection R. shall have a term limited to the duration of the Applicant’s ownership of the premises as an RMD. A special permit may be transferred to another owner only with the approval of the Planning Board in the form of a modification to the special permit pursuant to the Planning Board’s Rules & Regulations Governing Special Permits.

g. The Board shall require the Applicant to post a bond at the time of construction to cover costs for the removal of the RMD in the event the Town must remove the RMD. The value of the bond shall be based upon the ability to completely remove all the items noted in 6.b. below and properly clean the RMD. The value of the bond shall be developed based upon the applicant providing the Planning Board with three (3) written bids to meet the noted requirements. An incentive factor of 1.5 shall be applied to all bonds to ensure compliance and adequate funds for the town to remove the tower at prevailing wages.

6. Abandonment or Discontinuance of Use

An RMD shall be required to remove all material, plants equipment and other paraphernalia prior to surrendering its state issued licenses or permits or within six months of ceasing operations, whichever comes first.

Suzanne Benfield made a duly seconded Motion: first by deleting from Section 4 c of the proposed new Section IX R the words “uses in existence on the effective date of this Section IX. R” and second by adding the following sentence to the end of that Section 4c, viz: “If any of the uses described in (i) through (iv) above is established within 750 feet of an operating RMD that has already obtained a special permit pursuant to subsection 5 of this Section IX. R, then once the rights granted by that special permit have been duly exercised, the legally conforming status of the RMD shall remain in effect.”

David Standley made a duly seconded motion to amend the main motion by replacing the word “tower” with “RMD” Section “Section R. Registered Marijuana Dispensaries (RMDs), 5 g.

Moderator’s Declaration: Motion as amended by Ms. Benfield and by Mr. Standley Carries by a 2/3 Vote

Article Twelve Miscellaneous Zoning Changes

On Motion of Heidi Paek, duly seconded, it was voted to:

To see if the Town will vote to amend the Ipswich Protective Zoning Bylaw as follows: (Strikethrough = language to be deleted; bold italics = language to be added)

(1) Amend Section “IV.C. District Boundaries” by revising the third paragraph as shown below:
“The boundaries of the Flood Plain District are hereby established as shown, defined and bounded on a maps accompanying this bylaw, prepared by Dewberry and Davis, Fairfax, Virginia, entitled “Town of Ipswich Compiled Flood Insurance Rate Map, scale 1”= 1,000’ dated August 05, 1985: The Federal Emergency Management Agency, entitled “Flood Insurance Rate Map, Essex County, Massachusetts”, dated July 03, 2012, further described in Section IX.D.2., and on file with the Clerk of the Town of Ipswich… Said Flood Plain District includes all special flood hazard areas designated as Zones A, AH, AO, A1-30 AE, and V1-30 VE on said map.”

(2) Amend Section “IX.I. Inclusionary Housing,” paragraph “2.b.” as follows:

“b. Any proposed residential development in the RRA, RRB, and RRC Districts that would create two or more single-family detached or attached dwellings buildable lots pursuant to the Table of Dimensional and Density Regulations (Section VI.). Developments that create only one single-family detached dwelling buildable lot are exempt from the provisions of subsection I.3.c. if the minimum lot sizes of the new lot and the remaining parcel are 43,560 square feet each… In exchange for an exemption from the requirements of this subsection, the Applicant must record a restriction at the Essex South District Registry of Deeds prohibiting the creation of additional buildable residential lots on the property having a lot size of less than two acres on the property.”

(3) Amend Section “IX.P. Conversion of Accessory Building into Residential Unit” as follows:

a) Revise “2. Applicability” as shown below:

“An existing accessory building may be converted to a dwelling unit upon issuance of a special permit by the Planning Board in compliance with the requirements of this subsection, provided that:

a. The accessory building was in existence on the effective date of this Section IX.P, and was not substantially altered subsequent to the effective said date, and is located on a the same lot for which the special permit is being sought, unless the accessory building is determined by the Planning Board to be of historical or architectural significance, in which instance the building is allowed to have been located on a lot elsewhere in Town on the effective date of Section IX.P, but subsequently moved to the subject property prior to the submission of the special permit application;

b. The accessory building is located on a lot where the primary building is a single-family or two-family residential dwelling in the IR or RRA district. may be converted to a dwelling unit upon issuance of a special permit by the Planning Board in compliance with the requirements of this subsection.

Three family dwellings in the IR District may also apply for a Planning Board special permit in compliance with the requirement described in Section IX.1.3.a.(2) of this zoning bylaw.”
b) Revise “4.b.” as shown below:
“Building site: Conversion of the accessory building shall take place on the existing building footprint unless …

i. Current building encroaches on required setback.

ii. Relocation does not result in a building moving any a distance of more than 50% closer to existing buildings on abutting properties.

iii. The visual impact of the building on … abutters’ views are improved by the relocation…”

(4) Amend Section “XI.F. Zoning Board of Appeals” as follows:

A Zoning Board of Appeals consisting of five (5) members and two (2) associate members shall be appointed as provided in Section 12 of Chapter 40A of the General Laws, … which shall act… in the manner prescribed in said section. The chairman of the Zoning Board of Appeals may designate one of the associate members to sit on the Zoning Board as a voting member in case of absence, inability to act or conflict of interest on the part of any member thereof, or in the event of a vacancy on the Zoning Board until such vacancy is filled in the manner provided in Section 12 of Chapter 40A.”

Moderator’s Declaration: Carries by a 2/3 Vote

**Article Thirteen**

**Finger-Print Based Criminal Record Background Checks**

On Motion of Charles Surpitski, duly seconded it was voted to:

Adopt Massachusetts General Laws Chapter 6, Section 172 B ½, and amend Chapter XV of the General By-laws by adding the following Section 18, as authorized by Chapter 256 of the Acts of 2010, except that the subsections identified as “Section 1” through “Section 6” shall be renumbered as “(a)” through “(f)” respectively, to conform to the numbering scheme in said Chapter XV.

The article as printed in the Warrant is as follows:

**FINGERPRINT-BASED CRIMINAL RECORD BACKGROUND CHECKS**

**Section 1: Purpose/Authorization**

In order to protect the health, safety, and welfare of the inhabitants of the Town of Ipswich, and as authorized by chapter 256 of the Acts of 2010, and incorporated into the Massachusetts General Laws as Chapter 6, Section 172 B ½, this by-law shall require a) applicants for certain Town licenses permitting the engagement in specific occupational activities within the Town as enumerated in **Section 2** below to submit to fingerprinting by the Ipswich Police Department, b) the Police Department to conduct criminal record background checks based on such fingerprints,
and c) the Town to consider the results of such background checks in determining whether or not to grant a license.

The Town authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI) as may be applicable to conduct on the behalf of the Town and its Police Department fingerprint-based state and national criminal record background checks, including of FBI records, consistent with this by-law. The Town authorizes the Police Department to receive and utilize FBI records in connection with such background checks, consistent with this by-law.

Section 2: Applicant’s Submission to Fingerprinting by the Ipswich Police Department

Any applicant for a license to engage in any of the following occupational activities within the Town shall submit a full set of fingerprints taken by the Ipswich Police Department within ten (10) days of the date of the application for a license for the purpose of conducting a state and national criminal record background check to determine the suitability of the applicant for the license:

- Liquor Licensee
- Manager or Alternate Manager of a Liquor Licensee
- Hawker and Peddler
- Hackney Carriage (Taxi) Operator
- Solicitors and Canvassers
- Dealers in Junk, Second-Hand Articles and Antiques
- Class III Motor Vehicle Dealers (Salvage Yards)
- Ice Cream Truck Vendor

At the time of fingerprinting, the Police Department shall notify the individuals fingerprinted that the fingerprints will be used to check the individual’s FBI criminal history records.

Section 3: Police Department Processing of Fingerprint-Based Criminal Record Background Checks and Communication of Results

The Police Department shall transmit fingerprints it has obtained pursuant to Section 2 of this by-law to the Identification Section of the Massachusetts State Police, DCJIS, and/or the FBI as may be necessary for the purpose of conducting fingerprint-based state and national criminal records background checks of license applicants specified in Section 2.

As further detailed in the Town’s policy applicable to Town licensing-related criminal record background checks, the Police Department shall provide the applicant with a copy of the results of his or her fingerprint-based criminal record background check and supply the applicant the opportunity to complete, or challenge the accuracy of, the information contained in it, including in the FBI identification record. The Police Department shall also supply applicants with information regarding the procedures for obtaining a change, correction, or updating of a criminal record, including a copy of 28 C.F.R. Part 16.34 pertaining to FBI identification records. In no event shall the Police Department render a suitability evaluation pursuant to the
paragraph below until it has taken the steps detailed in this paragraph and otherwise complied with the Town’s policy applicable to Town licensing-related criminal record background checks.

The Police Department shall communicate the results of fingerprint-based criminal record background checks to the applicable licensing authority within the Town. The Police Department shall in addition render to the licensing authority its evaluation of the applicant’s suitability for the proposed occupational activity based upon the results of the criminal records background check and any other relevant information known to it. In rendering its evaluation, the Police Department shall consider all applicable laws, regulations and Town policies bearing on an applicant’s suitability. The Police Department shall indicate whether the applicant has been convicted of, or is under pending indictment for, a crime that bears upon his or her suitability, or any felony or misdemeanor that involved force or threat of force, controlled substances or a sex-related offense.

Section 4: Reliance on Results of Fingerprint-Based Criminal Record Background Checks

Licensing authorities of the Town shall utilize the results of fingerprint-based criminal record background checks for the sole purpose of determining the suitability of the subjects of the checks in connection with the license applications specified in Section 2. A Town licensing authority may deny an application for a license on the basis of the results of a fingerprint-based criminal record background check if it determines that the results of the check render the subject unsuitable for the proposed occupational activity. The licensing authority shall consider all applicable laws, regulations and Town policies bearing on an applicant’s suitability in making this determination. The licensing authority shall not deny a license based on information in a criminal record unless the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.

Section 5: Compliance with Law, Regulation, and Town Policy

Implementation of this by-law and the conducting of fingerprint-based criminal record background checks by the Town shall be in accordance with all applicable laws, regulations, and Town policies, including, but not limited to, the Town’s policy applicable to licensing-related criminal record background checks. The Town shall not disseminate the results of fingerprint-based criminal background checks except as may be provided by law, regulation, and Town policy. The Town shall not disseminate criminal record information received from the FBI to unauthorized persons or entities.

Section 6: Fees

The fee charged by the Police Department for the purpose of conducting fingerprint-based criminal record background checks shall be set by the Board of Selectmen pursuant to G.L.c.40, s.22F. A portion of the fee, as specified in Mass. Gen. Laws Chapter 6, Section 172B ½, shall be deposited into the Firearms Fingerprint Identity Verification Trust Fund, and the remainder of the fee may be retained by the Town for costs associated with the administration of the fingerprinting system.
And further authorizing the Chief of Police to adopt procedures to effectuate the purposes of this by-law,

**Moderator’s Declaration: Motion Carried**

**Article Fourteen**  Persons Dealing in Second Hand Articles

On Motion of Charles Surpitski, duly seconded, it was voted to:

To see if the Town will vote to amend Chapter XIV: Occupational License Bylaw of the Town of Ipswich by amending as follows: (bold = language to be added)

Amend Section 2. Persons Dealing in Second Hand Articles by adding:

(a) “No person shall carry on a business as a collector of, dealer in, or keeper of a shop for the purchase, sale, or barter of junk, old metals, currency, coins, gold, silver, other precious and semi-precious metals, precious and semi-precious stones, jewelry, musical instruments, electronics, tools, paintings, rugs, art objects or antiques without first obtaining from the Board of Selectmen license therefor, which shall be renewable annually and shall be subject to such rules, regulations, or conditions as the Board may deem suitable and proper, consistent with the application provisions of the General Laws.

Amend Section 2: Persons Dealing in Second Hand Articles by deleting sub-sections (b), (c), and (d) and inserting the following new sub-sections (b) through (k):

(b) “Every keeper of a shop and every dealer licensed under this section shall:

1. Keep a permanent record log in the English language detailing the date of transaction, name of customer, telephone number of customer, name of shop, description of items including make, model number, serial number, color, size, markings/engravings, and amount paid/loaned to customer.
2. Require the person selling such articles to provide one form of photo identification issued by a government agency. A photocopy of such identification shall be made and maintained with said log as part the shopkeeper’s records.
3. Make and maintain a photograph of all items purchased and keep said photograph with said log as part of the shopkeeper’s records.
4. Digital photos of all purchased or pawned items, of a quality acceptable to the Police Department*, shall be accompanied by a form prescribed by the Police Department describing items in said photos and shall also contain an image of the government issued identification used in the transaction. *Acceptable quality: photos must be in focus, item must be identifiable, photo size no smaller than 6”x 4” (432 pixels x 324 pixels; file size 32 kilobytes) and no larger than 11” x 7” (792 pixels x 527 pixels; file size 130 kilobytes), and a scale must be included in the photograph.
5. Submit to the Police Department on a weekly basis a spreadsheet prescribed by and available from the Police Department. Spreadsheet to include date of transaction, name of customer, telephone number of customer, name of shop, description of items including make, model number, serial number, color, size markings/engravings, amount paid/loaned to customer.

(c) No keeper of a shop or dealer licensed under this section shall directly or indirectly purchase or receive by way of barter or exchange such goods, or allow such goods to be deposited upon or within his premises, shop or vehicle, by any minor, knowing or having reason to believe him/her to be such.

(d) No such item purchased or received, by any dealer or keeper of a shop licensed under this section, shall be removed from the Town of Ipswich or sold or otherwise disposed of, nor its identity changed, until at least thirty (30) days from its date of purchase has elapsed, unless written permission is obtained from the Chief of Police or his designee, who may request to observe or photo such item. All items shall be held in the condition received, for the duration of the retention period.

(e) No keeper of a shop or dealer licensed under this section shall carry on his/her business in any other place than that designated in his/her license, unless consent to said removal is granted by the Board of Selectmen.

(f) No keeper of a shop or dealer licensed under this section shall use a vehicle or receptacle for the collection of merchandise, second hand items, or other materials unless said vehicle and receptacle is licensed with the board of Selectmen. Every such vehicle and receptacle shall bear conspicuously the owner’s name and the license number on the outside, and on each side. Said vehicles and receptacles shall be open for inspection at all times by the Chief of Police or any police officer for the Town of Ipswich or any other individual authorized by law to make such inspections.

(g) The shop and all items of merchandise referred to in this article, and any place, vehicle or receptacle used for the collection or keeping of such items may be examined at all times by the Chief of Police, or any police officer for the Town of Ipswich or by any person authorized by the Chief of Police to make such examinations.

(h) It shall be the duty of the Town Clerk to maintain a list of dealers and shop owners licensed under this section, and of the places where the business is carried on.

(i) Every keeper of a shop and dealer licensed under this section shall display his/her license in a conspicuous place in his/her place of business.
(j) Failure to comply with any requirements of this by-law section shall result in a fine of two-hundred and fifty ($250.00) dollars for a first offense, a fine of five-hundred ($500.00) dollars for a second offense and a fine of one-thousand ($1000.00) for any third and subsequent offense.

(k) Nothing in this section shall abrogate the right of the Board of Selectmen to revoke any license issued under this ARTICLE XIV, at their pleasure, in accordance with section 2 and Massachusetts General Laws CH. 140 s.54; s.55; s.202 and s.205.

Paul Nikas made a motion to Amend the Main Motion by amending Section 2: Persons Dealing in Second Hand Articles: by adding under subsection (b) “Every keeper of a shop and every dealer licensed, who operates within their licensed premises, under this section shall:” And by amending subsection (j) as follows: “Failure to comply with any requirements of this by-law section shall result in a fine of one hundred ($100.00) dollars for a first offense, a fine of two hundred ($200.00) dollars for a second offense and a fine of three hundred ($300.00) dollars for any third and subsequent offense.”

Moderator’s Declaration: Amended Motion: Motion Carried
Moderator’s Declaration: Main Motion: Motion Carried

On Motion of William Craft, duly seconded, it was voted to dissolve the meeting at 11:10 PM.

Respectfully submitted,

Pamela Z. Carakatsane, CMMC/CMC
Town Clerk
BOARD OF SELECTMEN
Charles D. Surpitski, Chairman

On behalf of the entire Board of Selectmen, I would like to take this opportunity to thank all our residents for joining with your elected officials in making the Town of Ipswich one of the best small towns in America. Through your support and the contributions of time, experience, and expertise we have been able to maintain and improve the overall quality of community life. Our government works best when people are engaged, willing to volunteer, willing to express their opinions and offer both positive and negative comments with a goal toward improvement.

Although all years present challenges, the past year has had its particular challenges as the residents of the Town begin to experience recovery from one of the worst major economic downturns of our nation. With this in mind the Board of Selectmen has worked earnestly to maintain Town services and insure that they are delivered in an economic and efficient manner. This has been our objective in municipal operations and in our deliberations with the schools. You have the right to expect and we have the obligation to provide assurance that every tax dollar spent on education or general government is spent wisely.

I am happy to report that the town and schools have worked to eliminate duplication of services, ensure efficient use of employee time, and find even more ways to cooperate and collaborate in the future. There are many examples of success. Working with the schools we have built upon a strong relationship as is most prominently demonstrated by the overall success of the School Resource Officer program. We continue to work to ensure that the safety of the school children remains a high priority not only during the educational day but while traveling to and from school. The Town’s Director of Facilities now leads the facility maintenance division of the schools. The recreation department provides funding for after school enrichment programs. The Ipswich Public Library promotes adolescent reading groups.

These are but a few examples of ongoing and successful partnerships involving municipal and school initiatives. All the departments of the Town led by the Town Manager have been tasked to find ways to lend a hand when appropriate and begin the process of changing protocols when needed. In addition elected officials from the Board and the School Committee, joining with appointed officials from the Finance Committee, along with the Town Manager and the Superintendent of Schools are committed to further discussions to find areas where cooperation, collaboration, change, or the shifting of responsibility may be of benefit.

Equally important are changes discussed, under investigation or implemented with respect to municipal service delivery. Road construction and improvement are thoroughly vetted by all concerned departments before plans are drawn or shovels placed in the ground. The structure of the Utilities Department and their relationship with the Department of Public Works and the Accounting, Purchasing, and Treasurer’s Departments are being studied to ensure that all services are delivered without unnecessary duplication. New contract protocols and bidding processes along with purchasing policies have been implemented and responsibilities of their management have been firmly set throughout the organization.
Some of the other major Town accomplishments during 2013 include the following initiatives. The Recreation Department has been completely restructured. The Town has constructed and equipped an emergency operations center in the Town Hall to be manned by fully trained emergency responders from all departments in those instances of natural or manmade disasters. After years of planning and months of construction the North Green project was completed and is a tribute to its historical significance to our Town and nation. The Town working with the Recycling Committee and the DPW began a successful initiative to expand participation in our curbside organic waste program. Other major and minor public works projects and other departmental initiatives are underway or being planned.

The Board expects all town departments to develop and implement a strong economic development program. Specifically this includes partnerships with the private sector to identify needs as well as identify areas where new business development would be appropriate and accomplished without major changes to the character of our Town. It is essential that as expenses rise that we find additions to the tax base to meet these needs as opposed to the undesirable alternatives of raising taxes or fees or service reductions.

We remain extremely pleased with the performance of our Town Manager Robin Crosbie who completed her first full year of Town service. She has an impressive list of accomplishments over her short tenure. She continues to identify areas in need of improvement, implements processes where there was confusion or doubt, has taken appropriate steps to improve managerial functions, created a capital plan looking forward to the needs of the Town including the schools for five years, and streamlined the budget process. In addition, she has recruited excellent people to work on the management team from both within and without the Town’s work force and has successfully led ongoing contract negotiations with the Town’s unions. She has a keen eye for collaboration, cooperation, partnerships.

She has successfully brought a new set of eyes to processes and policies that have existed for decades found their weaknesses and strengths sought to retain them or change them in the best interest of modern management. She has written and recommended new policy which were found to be lacking or nonexistent. She has successfully and impartially counseled and advised the Board on a myriad of matters upon which it must deliberate. Over the coming years we expect her list of accomplishments to continue to soar.

A number of our long time employees retired over the past year. Chief Rick Smith, Lieutenant Dennis Durrell, Firefighter Jerome Tinell and Anne Kerrighan from the Fire Department, Lieutenant Daniel Moriarty, and Sergeant Thomas Colpitts of the Police Department, Superintendent Pat Brennan of the Wastewater Department, and Council on Aging Director Dianne Mitchell all retired and we thank them for their service to our Town. In most instances we have replaced them with equally competent personnel or will be doing so in the near future.

Tim Henry the Director of Utilities and Gerry Cavanaugh Director of Operations of the Electric Light Department also announced retirement plans in late 2013. Mr. Cavanaugh assumed control of the Electric Department until the appointment of Mr. Donald Newell as our Electric Light Department manager in March of 2014.
As we move forward we expect the challenges to be daunting and will strive to overcome setbacks, address issues in creative ways, and work tirelessly to see that the needs, wants, and aspirations of our citizens are met. Our goal has been and will be to improve the quality of community life. We are all blessed to live in such a beautiful Town, with such a rich heritage of history, cultural and socio-economic diversity. Rest assured that we value what we have, will work to preserve it and improve what needs to be improved.

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FINANCE COMMITTEE
Michael Schaaf, Chairman

The principal purpose of the Town of Ipswich Finance Committee is to make independent recommendations to Town Meeting concerning the annual Town and School budgets and all warrant articles. By doing so, the Finance Committee seeks to ensure the long term financial health of town government. Moreover, the Finance Committee seeks to guide the town’s finances to contribute to a fulfilling quality of life for its citizens. We believe that this is achieved by efficiently providing capable schools, quality town services, and a well-maintained town infrastructure, all funded in part by a property tax rate that compares favorably with peer communities. The Committee reviews and considers any matter which may have a long- or short-term fiscal impact on the town, including gathering relevant and accurate information from Town boards, departments, and employees. The Town Charter charges the Finance Committee with providing an annual report prior to the Annual Town Meeting to registered Ipswich voters.

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TOWN MANAGER
Robin Crosbie

The close of 2013 marked sixteen months of my tenure, during which period I experienced a full budget cycle, two town meetings, the seasons of Ipswich and got to know the community more deeply. I am still learning and every day there is something new to learn. In 2013, the three area of focus were operational improvement, planning, and economic development.

Operational improvement includes developing closer working relationships among departments and between operations. For example, the newly created Recreation and Culture Director developed programs with the Library, Council on Aging and schools to enhance recreation and learning experience across all age groups and interests. This type of collaboration is an essential component of my management philosophy.

Operational improvement is also considered as employees retire or leave the employ of the town. These circumstances offer an opportunity to assess whether the operation is appropriately staffed or organized, and whether there are opportunities for reducing costs without reducing services. With the retirement of the Utility Director/Light Manager and the Light Department Operations Manager, an organization study for the Utility Department was undertaken for such a purpose and it provided information and guidance that is presently being implemented. The Town was
able to use a similar situation in order to forge an agreement with the schools to combine facilities management through the town’s present Facilities Manager. A combined facilities management program will reduce redundancies and improve maintenance standards, coordinate purchase of materials, services and supplies in bulk, and assess relative facility priorities in formulating a capital plan.

Operational improvement may result in clarifying policies and procedures: roles and processes are clearly defined, mistakes and confusion avoided. With this in mind, personnel and finance polices were updated or created in 2013. For example, the Town Manager proposed, and the Board of Selectmen adopted, stabilization fund and free cash policies that clearly identify purposes and benchmarks for these funds. These policies also assist the town in financial planning and improving the town’s future bond ratings.

Planning is an important tool for preparing for the future; integrated planning, among and between departments, is not an esoteric exercise about the future, but it is essential for successful project development and completion. In the public safety department, emergency planning is ongoing, and resulted in improved tools for emergency communications, weather monitoring, an equipped emergency operations center, updated emergency response plan, and other elements important to planning for and responding to emergencies. As result of completion and submission of the Hazard Mitigation Plan by the Director of Emergency Management, the town qualified for application for grants that mitigate hazards, including changes in sea levels. The Public Works department undertook a study of Jeffrey’s Neck Road and submitted a grant application to reconstruct the road above present 100 year flood levels. The town expects to hear favorably on the application in the spring of 2014. The five-year capital plan continues the process, begun in 2012, of including all departments in developing and capital plan. The plan continues to evolve as more information is gathered and included in the plan. Planning can also include project planning, such as the upcoming Linebrook Road project, where stakeholders are involved in developing options in order to address pedestrian and bicycle concerns.

Economic development was a continuing theme in 2013. The town undertook a downtown study to assess the retail environment and make recommendations. The report, completed in January 2014, will be presented to the public and businesses in 2014 and used as a tool for implementing improvements downtown. In 2013, consistent with our efforts to support a lively downtown and town center, the Recreation and Culture Department brought dances to the River Walk and music and poetry performances to the Meeting House. A Way Finding Task Force, created and appointed by the Town Manager in 2013, developed a plan for way finding signage for directing visitors and residents to important recreational, cultural, agricultural and historical resources in Ipswich. The Planning and Development Department submitted a grant application for funds to undertake signage design. Implementation of this plan will continue in 2014. Planning staff have also been working actively with businesses to ascertain their needs and ways in which the town can support their continued success and growth.

I expect to continue these efforts in the coming year, and to see tangible improvements and results as we move forward.
The demonstrated engagement and commitment by volunteers to their community and its resources is impressive. These many volunteers provide both essential services and enhancements to the community, and I thank them for their good work. In addition, I sincerely thank department directors, staff and employees for their commitment to serving the community, providing good customer service, and for their on-going efforts in continuous improvement. As always, I invite Ipswich residents to visit the town website at www.ipswichma.gov to keep abreast of the many activities and projects underway in their town government.

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PURCHASING DEPARTMENT
RISK MANAGEMENT
Frank V. Antonucci, Management Services Director

The Purchasing Department oversees the purchase of all goods and services and public construction bids except for all departments except the School Department. All goods and services expenditures over $25,000 and all public works or building projects over $10,000 are subject to public bidding requirements under Massachusetts General Laws. All bids and contract files are kept on file in the Purchasing Office for public review. Disposition of surplus town owned small value property is now sold using various online auction websites.

Risk Management handles all insurance claims to the Town’s insurance carrier for workers’ compensation, property damage claims including vehicles and injured on duty for police and firefighters. Insurance renewals, loss reports, vehicle and property inventories are kept on file in the Purchasing Office. Risk Management also coordinates departmental participation in the MIIA Rewards program which provides insurance premium discounts for safety trainings, polices and planning activities that reduce operational risks.

In addition to the present contract renewals, the following projects were also put out to bid; Road Resurfacing & Assorted Work, Office Supplies, Vehicles and Boat Dispositions, Harbor Patrol Boat Purchase, Mill Dam Removal Study, Utilities Office Mold Removal, General Electrical, Recreation contracts, DPW Guardrails, Water Pump Design and Installation, Building Fuels, Mulholland Drive Conduit, Residuals Dewatering, Fellows Road Culvert, Mile Lane Pump House Addition, Uniform Rentals, Hammat Street Sewer. The Purchasing Office is also responsible for the compiling, editing, printing and the distribution of the Annual Town Report.

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DEPARTMENT OF PUBLIC SAFETY
POLICE DEPARTMENT

Paul A. Nikas – Chief of Police
Jonathan M. Hubbard – Executive Officer

The year 2013 can best be characterized as a year of transition and change for the Police Department. Following a year of stability, the Department dealt with the retirements of two veteran officers. Many thanks are due Lt. Daniel Moriarty and Sergeant Thomas Colpitts who retired in 2013 after a combined 51 years of dedicated service to the people of Ipswich. These
retirements have left the Department undermanned and their replacement hires are not expected until 2014. As a result, the Department has had to persevere understaffed in 2013 but has remained focused throughout this very difficult period. In September, Officer David Moore began attending the Basic Police Recruit Academy in Reading and will join the Department as a permanent patrolman in 2014.

Despite the lack of manpower, the Police Department had a very active year. The Police log reflected a total of **15,741** calls for police services in 2013 which represents a 13.3% increase from 2012. This is a trend that we encourage, for the safety & overall health of our community cannot be maintained without the active participation of its members. As the figures below display, Felony Drug Arrests, Assault & Batter with a Dangerous Weapon, Medical Aids & Motor Vehicle Accidents all showed a noticeable increase over the previous year. In addition, reports of vandalism increased by 45%, Larcenies increased by 18.5% and Disturbances increase by 13% suggesting an increased pattern of criminal intent and disorder the members of the Department have taken notice of and are intent on dissuading.

In order to meet this mission and maintain a high level of skill and professional standards, the Department continued to provide training opportunities to the staff throughout the year. In addition to in-service, firearms and first aid training, officers were provided intensive training in drug interdiction, commercial truck enforcement and a federally certified Advanced Roadside Impairment Driving Enforcement (ARIDE) class. Detectives completed Firearm Laws and Criminal Investigation training.

We continue our long standing relationship with the Ipswich Public Schools through deployment of a School Resource Officer (SRO) and two DARE Officers. SRO Smith attended a week long “Train the Trainer” conference on the subject of school violence in Albany NY. SRO Smith attended the training with school personnel as part of the School Safety Task Force recommendations. This training will allow SRO Smith and School Administrators to train school staff on the nationally known program, PREPARE. PREPARE is designed to identify “at risk” students and students who have experienced a traumatic event at school or in the home. Once these students are identified, police or school staff can provide them with support, and when necessary, direct them to the proper social services. DARE officers Daniel Kmiec and Taryn Brotherton, with the assistance of an Ipswich Rotary grant, have expanded the DARE curriculum into both the 6th & 7th grade levels. This commitment of providing our youth with the emotional tools to resist drug use and peer pressure will be continued into 2014.

On the equipment front, the Department received a trio of new stealth camera systems which will allow the Department to covertly monitor trouble areas in town which have been subjected to vandalism, disturbances and drug activity. In addition, the Department upgraded the in house computer system to allow for greater efficiency in report writing and record keeping. New cardiac defibrillators were added to the patrol fleet, at no cost to taxpayer. These new defibrillators were purchased and provided to the Town by Action Ambulance in our continued working relationship.

The Departments web site and Facebook page are updated regularly and citizens are encouraged to visit [www.ipswichpolice.org](http://www.ipswichpolice.org) and look for important Law Enforcement Alerts, Town Alerts
and police forms. Additionally, for those citizens who are current on their mobile communications, the Department has its own APP available. Simply search MYPD on your smart phone and download the free APP. Set the Ipswich Police Department as your home page and start receiving important alerts on subjects such as road closures, school closings, power outages, human interest stories and more. As we look forward to 2014, the Department continues to work closely with other Town Departments and agencies in an effort to solve problems and better serve the citizenry at a lower cost to the taxpayers.

### 2013 Ipswich Police Crime Statistics

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<tr>
<th>Category</th>
<th>Count</th>
<th>Category</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alarms</td>
<td>622</td>
<td>Animal Related Calls</td>
<td>282</td>
</tr>
<tr>
<td>Assaults</td>
<td>22</td>
<td>Assault/Dangerous Weapon</td>
<td>9</td>
</tr>
<tr>
<td>Breaking/Entering</td>
<td>28</td>
<td>Disturbances</td>
<td>250</td>
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<tr>
<td>Domestic Complaints</td>
<td>64</td>
<td>Fraud/ID Theft</td>
<td>30</td>
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<tr>
<td>Harassing Calls</td>
<td>20</td>
<td>Larcenies</td>
<td>96</td>
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<tr>
<td>Malicious Property Damage</td>
<td>19</td>
<td>Medical Aid</td>
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<tr>
<td>Suspicious Activity</td>
<td>365</td>
<td>Stolen Vehicle Recovery</td>
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<tr>
<td>Motor Vehicle Accidents M/V</td>
<td>272</td>
<td>Protective Custody</td>
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<tr>
<td>M/V Citations</td>
<td>829</td>
<td>Missing Persons</td>
<td>4</td>
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<tr>
<td>M/V Arrests (non OUI)</td>
<td>35</td>
<td>Adult Arrests/Summonses</td>
<td>113</td>
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<tr>
<td>OUI Arrests</td>
<td>27</td>
<td>Felony Drug Arrests</td>
<td>9</td>
</tr>
</tbody>
</table>

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**EMERGENCY MANAGEMENT**  
Jonathan Hubbard, Emergency Management Director

The Town of Ipswich Emergency Management Agency IEMA mission is to develop and maintain a comprehensive plan to prepare for, respond to, and recover from, all types of major emergencies that might occur in the Town. This is accomplished by working daily to coordinate the cooperation of various Town Departments, Volunteer Units, regional partners, and other organizations that would have a role in any major emergency. During a major disaster or emergency, response and recovery activities are coordinated from the Towns Emergency Operations Center (EOC) located in the Town Hall. From the EOC, heads of various departments and agencies work in a unified command, following ICS gridlines to respond to the emergency.

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**ANIMAL CONTROL**  
Matt Anzack, Animal Control Officer

In 2013, Animal Control TNR program did not have to release any cats back to their habitat due to cat’s behavior, and found homes for the another 27 cats and kittens. Our Safe Cat program which informs the public to why it is healthiest and safest to keep or cats indoors is still being an informative success. With the help of the Ipswich Chronicle and the I LOVE IPSWICH web site Animal Control is able to share information easier with the public. Even though the goal of creating a dog park had not been filled in 2009, 2010, 2011, 2012, 2013 I am still hoping as are
many of you. The Ipswich Humane Group who shares the shelter with Animal Control has been excellent in finding “Happy Homes” for the cats that have come through.

Dogs
There were 2124 dogs licensed in 2013.
Dogs picked up 97, of which 42 were after regular hours.
3 dogs was adopted.
1 dogs were hit by motor vehicles.
4 dogs had to be quarantined due to biting a person or other dog.
I had 42 barking dog complaints.

Cats
There were 31 cats picked up in which 3 were returned to owners.
54 cats/kittens were adopted (IHG helps other communities).
13 cats were hit by motor vehicles with no survivors.
27 cats were issued quarantines for various cases.

Wildlife
There were 427 calls about wildlife issues.
48 of which tried or had taken up residency in homes and had to be removed.
186 had to be removed from the roads after being hit.
3 calls to New England Aquarium for seal observation.
5 specimens sent to state lab for negative tests.

Agricultural
86 barn inspections
5 loose horse/cow/sheep/donkey

Law Enforcement
37 citations were written

There has been an increase in Fischer (cat) sightings in all parts of town. Fischers are known to take our cats for food far more often than coyote, so please think before you let your cats out. Note to all using the State Forests for hiking and mountain biking: There has been a sighting as well as numerous bird feeders destroyed by a black bear that may be passing through. So please use caution.

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The Ipswich Police Department took delivery of its new Marine Patrol boat in the spring of 2013. The boat is a 25' Defender Class search and rescue, law enforcement specific vessel that is manufactured by SAFEBOAT Intl. of Bremerton, Washington. The new patrol boat was received by the Ipswich Police Department at no cost to the town through the Federal Government’s General Services Administration (GSA) surplus property division. The boat was deemed a surplus vessel by the United States Coast guard after only six years of active service in the Gulf of Mexico. The Coast Guard upgraded its fleet of Small Response boats to the longer 27’ Defender class model. These “SAFEBOATS” were designed and built for 20+ years of service life. The hull is made of thick welded aluminum while the rest of the boat is built in a modular fashion that allows smaller components to be replaced, extending the service life of the boat by 10-12 years.

At the conclusion of the 2012 summer, we began researching the purchase of a new patrol vessel. A 25’ Defender Class SAFEBOAT was our first choice, as their construction met all of our mission specific needs, such as law enforcement patrol, search and rescue, and rapid response in an all-weather platform. Our desire to get a SAFEBOAT was in response to Hurricane Sandy, the Blizzard of 2013 and the March 2013 Nor’Easter which resulted in significant beach erosion along Crane’s Beach and Plum Island. This erosion has caused significant off shore shoaling and dangerous wave conditions during summer storms. These conditions made our old patrol boat
unable to operate during poor weather if an emergency occurred. A new SAFEBOAT would have no operational limitations. However, the sale price for the 25’ SAFEBOAT was $280,000!

It was at that point we decided to apply for a surplus US Coast Guard SAFEBOAT through the GSA. However, we found the majority of these boats were awarded to large commercial ports in Metropolitan areas. Securing a surplus SAFEBOAT was considered to be almost impossible for a small local municipality. After months of written requests and receiving letter of support from Congressman John Tierney, Senator William “Mo” Cowan, State Senator Bruce Tarr, State Representative Brad Hill, and the Massachusetts Emergency Management Agency, we finally got our SAFEBOAT!

On April 5th, 2013 we were notified that the Texas GSA branch had reviewed our supporting documents and had awarded a vessel, located at the Coast Guard Station Freeport, Texas to Ipswich. Three days later, Ipswich took delivery of its new SAFEBOAT. Two months after that, Ipswich Elementary School students named her “TIGERSHARK” and she was put into full operations. As she presently is configured, she has an assessed value of $180,000.

In closing, I remind all boaters that the Department of Environmental Protection has designated Ipswich Bay as a “No Discharge Zone.” This federal designation means no vessel will be allowed to discharge waste from on-board sanitation systems anywhere in Ipswich Bay. This designation, combined with our Federal Grant for the pump-out boat, will ensure our waterways retain their pristine condition into the future. Please be sure to utilize the pump-out boat’s free service. It is for the benefit of all boaters, clammers, fishermen and water enthusiasts that our waters remain clean. In the 2011 boating season, the pump out boat removed nearly 5,000 gallons of effluent from area watercraft.

<table>
<thead>
<tr>
<th>Ipswich Harbor Department Statistics</th>
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</thead>
<tbody>
<tr>
<td>Calls for Service</td>
</tr>
<tr>
<td>Enforcement Actions</td>
</tr>
<tr>
<td>Harbor Violations Issued</td>
</tr>
<tr>
<td>Mooring Permits issued</td>
</tr>
<tr>
<td>In-State Daily Launch Permits</td>
</tr>
<tr>
<td>In-State Seasonal Launch Permits</td>
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<tr>
<td>Out of State Daily Launch Permits</td>
</tr>
<tr>
<td>Out of State Seasonal Launch Permits</td>
</tr>
<tr>
<td>Launch Fees Collected (Town Wharf)</td>
</tr>
<tr>
<td>Mooring Fees Collected</td>
</tr>
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Clamming Licenses 2013

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Licenses</td>
<td>123</td>
</tr>
<tr>
<td>Over 70 Commercial License</td>
<td>9</td>
</tr>
<tr>
<td>Residential Recreational</td>
<td>147</td>
</tr>
<tr>
<td>Resident Family</td>
<td>98</td>
</tr>
<tr>
<td>Out of Town Recreational</td>
<td>127</td>
</tr>
<tr>
<td>Over 60 Free Recreational</td>
<td>60</td>
</tr>
</tbody>
</table>

2013 started with heavy rainfall in the spring. This led to many, long rainfall closures. Summer proved to be record hot, with very long stretches of open harvesting. Autumn was dry with large stretches of openings. Early winter saw below seasonable weather temperatures, with the flats mostly open. Clam flats are healthy and soft-shell clam harvesting remains relatively good. We are at the end of a Natural Cycle of clams that renews every 7-10 years. Last large natural "seed in" of soft-shell clams was 2004. This Cycle came 10 years since the prior one and was one of the largest and strongest in a long time. Next estimated large "seed in" is projected to be any year now. 2013 Public Shellfish Enhancements and Projects: All projects paid for through enhancement fund that is funded by license fees.

In May and June, nets for clam seed protection were made. April-October, Green Crab Trapping. Approximately 12,000 lbs of crabs were caught. September, Eagle Hill Landing was improved and a new signs were installed. December, Patterson's landing was repaired and maintained.

****
Calendar 2013 proved to be both a busy and interesting year for the Ipswich Fire Department. Emergency incidents were up significantly over past years totaling 1909 calls, an increase of 504 incidents over 2012. Rescue and Medical calls accounted for most of the increase totaling 1121 for 2013 an increase of 235 calls this year over last or a 25% increase. The largest percentage increase, however, was in total calls for fires with an increase of 228 percent.

A large emphasis remains on our fire prevention activities and inspections. The Fire Prevention office conducted 521 inspections, an increase of 75 inspections over last year. Ff. Keith Carlson continued his Student Awareness Fire Educations (SAFE) program in the schools in an effort to create a generation of fire safety minded students.

The Department retired four long time career employees, Chief Richard Smith, Lt. Dennis Durrell, Ff. Jerome Tinel and Ff. Anne Keraghan. We thank them for their years of dedicated service. To fill these positions Ff. Lee Prentiss was promoted to Lieutenant and Kendall Buhl, Michael Sikora and Patrick Dingle were hired as Firefighters. We wish them well on the new appointments and careers.

In addition, Call Firefighters Ronald Martineau and Keith LeBlanc retired from the call department after many years of service and will be missed. Ronald Williams was hired to fill one of these vacancies and recently graduated from the Massachusetts State Fire Academy Call/Volunteer Recruit training program.

Retired Chelmsford Fire Chief Jack Parow was hired as Interim Fire Chief to replace Chief Smith until a permanent replacement is found. In addition in overseeing day to day operations, Chief Parow has been charged to review current practices and policies of the department. The outcome of the review will result in a Strategic Plan which will enable the department to move forward with predetermined goals and objectives.
The department received a new KME pumping engine this year. During a very special ceremony the engine was dedicated to long time department member Will Maker who had passed away a couple of years earlier. Will dedicated his adult life to the department serving as a Firefighter, Lieutenant and Fire Chief.

Training is always ongoing within the department. Both the full time and call firefighters have been very busy attending in-house training classes as well as classes provided through outside organizations such as the Massachusetts State Fire Academy (MFA). Ff. Kendall Buhl graduated from the 9 week MFA Recruit training program and Ff. Michael Sikora and Ff. Patrick Dingle are currently in the MFA Recruit training class and expected to graduate in early February 2014.

<table>
<thead>
<tr>
<th>Ipswich Fire Department Calls 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Fires</td>
</tr>
<tr>
<td>Vehicle Fires</td>
</tr>
<tr>
<td>Other Outside Fires</td>
</tr>
<tr>
<td>Rescue and Medical Calls</td>
</tr>
<tr>
<td>Mutual Aid Calls</td>
</tr>
<tr>
<td>Alarm Activations Response</td>
</tr>
<tr>
<td>Service Calls</td>
</tr>
<tr>
<td>All Other Responses</td>
</tr>
<tr>
<td>Fire Inspections</td>
</tr>
<tr>
<td>Total Calls</td>
</tr>
</tbody>
</table>

The department continues to provide a variety of services, both emergency and non-emergency in nature. Ipswich Firefighters are committed to a high level of service delivery in a professional, compassionate, and respectful manner. I would like to thank the town for their continued support and trust, and offer my sincere thanks to the members of the Ipswich Fire Department for their dedicated service to the community.

****

PUBLIC WORKS DIRECTORATE
Richard W. Clarke, Director

The Public Works Department is a customer focused service organization, dedicated to maintaining and improving the Town’s infrastructure through the efforts of a professional Town work force, outsourced contracting and engineering consultants. With that as our operation, Public Works incorporates an on-going review of what we do and how we do it, with the intent of delivering high quality service to our customers and enhancing the quality of life in our diverse community. Customer focus, continuous process improvement, human resource development, and resource management are the keys to our success. Public Works accomplished or is working on the following items in support of our mission:

- Alignment of Public Works budgets, activity and resources with the expectations and goals of the Town Manager and Board of Selectmen.
• Provide technical input to Town boards and commissions on special permits, sub-divisions, site plan reviews and commercial and residential development that impact Public Works’ Operations and Maintenance (O & M) responsibilities and budget.

• Continued to work through the Storm Water Management Plan to comply with the Phase II Storm Water Rules and Regulations of the Federal Clean Water Act while also investigating new methods and processes to follow to stay in compliance with the upcoming Phase II Storm Water Permit.

• Continued to use Vueworks which is a computerized work order system for all Public Works Divisions to track work orders and service calls.

• Continue to develop and implement Operation and Maintenance plans for existing water quality structures installed for storm water management.

• Use a pavement management plan to identify and prioritize roads in need of roadway improvements and maintenance as well as determine what the recommended improvements or maintenance is for each roadway.

HIGHWAY DIVISION

During the warmer months of 2013, the focus was on outdoor construction projects, where personnel skills and heavy equipment produce significant infrastructure repair and improvements to roads, sidewalks, public facilities and storm water structures. The DPW Highway Department with the assistance of a local contractor replaced approx. 200 feet of drain pipe on Linebrook Road and added a manhole to the system to fix a collapsed drain.

FORESTRY DIVISION

The focus of the Forestry Division in 2013 was on the maintenance of Town trees along public ways particularly on scenic roads and in town cemeteries, parks and open space. The Forestry budget is reimbursed by the Utilities Department for electric line clearing done for the Electric Light Division.

EQUIPMENT MAINTENANCE DIVISION

Closer inspection and additional preventive maintenance of vehicles extends the service life and reduces the maintenance costs of a public works fleet. In 2013 Public Works was able to secure grant funding to perform a Town wide Fleet Management Evaluation to determine what we can improve on and if the Town should be looking at consolidated Fleet Maintenance. The wash facility provides a place to rinse off the fleet to reduce the effects of corrosion and extend the life of vehicle bodies; however the DPW is working with the Facilities Department on installing a more permanent vehicle wash bay.
TRANSFER STATION

The Transfer Station accepts yard waste, specifically grass clippings, leaves, brush and small branches and is open Wednesday’s and Saturday’s – 8:00 AM until 3:30 PM. White goods, electrical appliances, televisions and computer monitors are now disposed of curbside by the Town’s trash contractor which can be accomplished by scheduling and paying $25 in advance to JRM at 978-536-2500, payment to JRM. However since 2011 the Town has contracted with North Shore Scrap to collect scrap metal at the Transfer Station with 70% of the proceeds going to the Town. The Transfer Station is operated by members of the Highway Division.

Public Works’ Special Collections are conducted twice yearly at the Transfer Station. We accept oil based paints and related products, car batteries, fluorescent bulbs, tires and mercury (which are also accepted at the Public Works Office at the Town Hall during regular business hours of operation). The fall collection is held in conjunction with the Department’s Household Hazardous Waste Collection Day to better serve residents.

SANITATION

Each pound of recyclable material that is diverted from the trash stream results in a reduction of our trash costs, since the Town is charged a fixed fee for pickup of recyclables and a tipping fee for every pound of trash collected. The total tonnage of solid waste picked up in calendar year 2013 (2,816.08 tons) decreased by 160.77 tons over that collected in 2012 (2,976.85 tons), a decrease of 5.4% and a savings to the town of $9,967.74. The total tonnage of recycling collected in calendar year 2013 (1,871.72 tons) decreased by 54.01 tons over that collected in 2012 (1,925.73 tons), a decrease of 2.8%.

SNOW & ICE OPERATIONS

The winter of 2012-2013 was a challenging year at the beginning for both Town employees and contractors who work to keep the roads, public sidewalks, schools and Town parking lots safe and passable. The cost for snow and ice operations came in under budget and the left over money was put towards building a new shed at the DPW Facility for the storage of snow plows in the off season.

Access for emergency response vehicles remains to be the top priority for Town crews during Snow and Ice Operations. Snow removal from sidewalks in close proximity to schools is also a high priority after roadways are cleared, for students walking to school.
This report contains the accomplished tasks of the Facilities Department during the calendar year 2013. Daily operations during this period included seven major projects.

The projected Facilities Department mission for 2013 was to improve the overall appearance, safety, and working and living conditions of the buildings within the Municipal Complex. Additionally, the Facilities Department worked to upgrade the preventive maintenance to the buildings and equipment of the Town’s facilities in order to ensure safety and economic improvements. This was accomplished by continuing in-place service contracts from outside vendors and improving the knowledge of the in-house staff along with working with the Ipswich High School Life Skills Program (students). Also to this end, service contracts are in place for Emergency Generators, Fire Alarms, Fire Sprinkler Maintenance, HVAC, Plumbing, Elevator, Electrical Services, and a Maintenance Contract.

Major projects were completed with the additional funds allocated for this purpose. These projects were accomplished by outside vendors, in-house staff, 212 hours of Community Service people, and many hours of labor requested of and provided by the Essex County Correctional Department. The following are the major projects completed during this year:

1. Completed the replacement of the two interior columns in the front of Town Hall. The deterioration of the columns were becoming a safety hazard to the staff and visitors entering the building.

2. Repaired, and upgraded the interior (office and break area) of the DPW Garage. The deterioration of the building was a safety and health hazard.
3. Replaced the single pane windows in the Central Street Fire Station with thermal pane energy saving windows.

4. Upgrade the electrical service to the Police Station; cleaned up old electrical distribution panels and replaced high energy consuming light fixtures with the new energy saving type.

5. Replaced carpet in the Public Library. Areas addressed were portions of the carpet in the Main Room, elevator, and the elevator landing areas.

6. Continued the carpet replacement program at the Town Hall.

7. Replaced the entrance door to the Public Library with an energy efficient unit.

In the coming year, the Facilities Department will continue with energy conservation upgrades in the Police Department, the Central Street and Linebrook Fire Stations, Town Hall and the DPW Garage. There will be plumbing upgrades to the Police Station. The carpet replacement program at the Town Hall and the Public Library will continue. Repairs to the front of the Bay Doors at the Linebrook Fire Station will be made to prevent water from entering the building. This is the continuous mission of the Facilities Department… to improve the infrastructure of the Town’s Physical Plant.

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CEMETERY & PARKS DEPARTMENT
Jeffrey M. Putur, Superintendent

The Cemeteries & Parks department is responsible for the care and maintenance of cemeteries, playgrounds, playing fields, parks, common areas, Pavilion Beach and the Ipswich resident side of the boardwalk at Cranes Beach. In addition, we maintain all town-owned Open Space areas, such as Strawberry Hill, Dow Brook Conservation, Shady Creek, Linebrook Woods, Nichols Field, Great Neck Conservation area and Turkey Hill. Which all together totals 430 acres. During the winter season as weather permits, Bakers Pond is plowed off to accommodate skaters. Customer service is always a high priority in this department, whether it is town citizens, private contractors, funeral homes or other town departments, we always strive to be courteous and act within a timely manner to all situations that we encounter.

We assist civic groups in the many activities that take place throughout the year, additionally we supply assistance to the Public Works in snow removal, sanding operations and any other emergency situations as needed. We also provide aid to the Town Clerk in setting up voting equipment, tables and chairs for all elections.

In 2013 the staff completed 78 funeral services, renovated 220 feet of the Ipswich owned boardwalk at Cranes Beach, renovated the basketball court at Bialek Park, continued with the annual Memorial Day preparations for all properties maintained under this department and have continued to update and input cemetery records into our computers.
### Cemeteries and Parks Revenue 2013

<table>
<thead>
<tr>
<th>Category</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tent Fees</td>
<td>$1,100</td>
</tr>
<tr>
<td>Foundations</td>
<td>$10,461</td>
</tr>
<tr>
<td>Openings</td>
<td>$52,000</td>
</tr>
<tr>
<td>Park Lights User Fees</td>
<td>$2,420</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$65,981</strong></td>
</tr>
</tbody>
</table>

****

**DEPARTMENT OF CODE ENFORCEMENT**  
James A. Sperber, Director

**JANUARY 1, 2013 TO DECEMBER 31, 2013**

<table>
<thead>
<tr>
<th>Category / Construction</th>
<th># of Permits</th>
<th>Total Fees</th>
<th>Value of Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMERCIAL PERMIT</td>
<td>91</td>
<td>$154,776.00</td>
<td>$16,358,141.00</td>
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<tr>
<td>RESIDENTIAL PERMIT</td>
<td>573</td>
<td>$140,404.00</td>
<td>$13,323,373.00</td>
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<tr>
<td>DEMOLITION PERMIT</td>
<td>17</td>
<td>$37,922.00</td>
<td>$4,157,778.00</td>
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<tr>
<td>SHED PERMIT</td>
<td>19</td>
<td>$1,475.00</td>
<td>$45,026.00</td>
</tr>
<tr>
<td>WOODSTOVE PERMIT</td>
<td>23</td>
<td>$1,940.00</td>
<td>$61,153.00</td>
</tr>
<tr>
<td>SIGN PERMIT</td>
<td>34</td>
<td>$1,875.00</td>
<td>$74,417.00</td>
</tr>
<tr>
<td>TENT PERMIT</td>
<td>72</td>
<td>$3,550.00</td>
<td>$128,117.00</td>
</tr>
<tr>
<td>CERTIFICATE OF USE &amp; OCCUPANCY</td>
<td>37</td>
<td>$1,360.00</td>
<td>N/A</td>
</tr>
<tr>
<td>CERTIFICATE OF INSPECTION - ANNUAL</td>
<td>65</td>
<td>$4,377.00</td>
<td>N/A</td>
</tr>
<tr>
<td>CERTIFICATE OF INSPECTION - PERIODIC</td>
<td>31</td>
<td>$2,679.00</td>
<td>N/A</td>
</tr>
<tr>
<td>SHEET METAL PERMIT</td>
<td>42</td>
<td>$3,910.00</td>
<td>$333,920.00</td>
</tr>
<tr>
<td>TRENCH PERMIT</td>
<td>2</td>
<td>$100.00</td>
<td>N/A</td>
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<tr>
<td><strong>Totals</strong></td>
<td><strong>1006</strong></td>
<td><strong>$354,368.00</strong></td>
<td><strong>$34,481,925.00</strong></td>
</tr>
</tbody>
</table>

**PUMBING PERMITS**

<table>
<thead>
<tr>
<th>Category</th>
<th># of Permits</th>
<th>Total Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUMBING PERMITS</td>
<td>246</td>
<td>$30,560.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>246</strong></td>
<td><strong>$30,560.00</strong></td>
</tr>
</tbody>
</table>

**GAS PERMITS**

<table>
<thead>
<tr>
<th>Category</th>
<th># of Permits</th>
<th>Total Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>GAS PERMITS</td>
<td>255</td>
<td>$17,020.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>255</strong></td>
<td><strong>$17,020.00</strong></td>
</tr>
</tbody>
</table>
The above is based on permit activity for the calendar year. The fiscal year commences July 1st and ends June 30th. Building permits are required for not only new construction, but also for remodeling, alterations, repairs and replacement of existing structures, decks, sheds, signs, wood and pellet stoves & fences over six feet high. If you have question about whether your project may require a building permit, please call our office at 978-356-6605.

ZONING BOARD OF APPEALS
Robert Gambale, Chairman
Benjamin Fierro III, Vice-Chairman

The Zoning Board of Appeals (“ZBA”) is a seven member adjudicatory board, appointed by the Board of Selectmen to serve a five-year term; two associate members serve one-year terms. The ZBA acts on all matters within its jurisdiction as provided under MGL Chapter 40 A and the Ipswich Protective Zoning Bylaw. The Board considers Special Permit petitions for non-conforming uses and structures, deliberates on appeals from decisions of the Building Inspector and acts on all petitions for Variances from the Zoning By-Law. Additionally, the Board considers applications under the Comprehensive Permit Statute (MGL c.40B).

The Board processed twenty-four Petitions; one appeal was upheld, fifteen special permits were granted, four were withdrawn. Four variances were requested, one was denied, one was granted, one was withdrawn and one is pending. There were no applications under Ch.40B Comprehensive Permit.

Informal business consisted of viewing training videos; reviewing and considering a fee increase and reorganization of the Board. In 2013 the Board voted to increase the fee for Petitions; Residential Special Permits, Variance and Appeals were raised to $200; Business Petitions were raised to $250. This fee increase comes after a seven year hiatus.

Chairman Gamble completed the Citizen Planner Training Collaborative level 2 curriculum in local Planning and Zoning. Members of the Board fulfilled the requirements of Massachusetts Ethics Law Requirements by completing the online training. Additionally, members participated in the Massachusetts Interlocal Insurance Association Rewards program. In order to restore staggered expirations, as required in MGL Chapter 40A §12, the Board of Selectman re-issued appointment letters to members, adjusting expiration dates.

<table>
<thead>
<tr>
<th>Term expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benjamin Fierro III</td>
</tr>
<tr>
<td>William A. Page</td>
</tr>
<tr>
<td>Lewis Vlahos</td>
</tr>
<tr>
<td>Roger LeBlanc</td>
</tr>
<tr>
<td>Robert Gambale (Chair)</td>
</tr>
<tr>
<td>Keri MacRae(Associate)</td>
</tr>
<tr>
<td>Associate vacancy</td>
</tr>
</tbody>
</table>
At the time of this printing, there remains an opening for an associate member. This appointment is made by the Board of Selectmen. Please submit your letter of interest to the Town Manager’s office.

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DEPARTMENT OF PUBLIC HEALTH
Colleen E. Fermon, Director of Public Health

The mission of the Public Health Department is to protect the public health and the environment, control disease and promote sanitary living conditions through the enforcement of State Sanitary Codes, State Environmental Codes and Board of Health Regulations. Theses state and local laws and regulations require Public Health Departments to perform many critical duties that include a wide range of public health control and prevention activities. We work in your community to protect the food supply, water supply, air and land. We promote sanitary living conditions in housing, enforce state lead poisoning and no smoking laws and control infectious disease. We inspect food establishments, pools, beaches, tanning facilities, recreational camps for children and septic system installations.

The Public Health Department also provides community health programs that keep people healthy and promote healthy behaviors. Our community health programs include:

**Influenza Vaccination Clinics**- This past season the clinic was open to individuals 19 years of age and older. A total of 132 people were vaccinated through our clinics.

**Wellness Clinics**- The Ipswich Public Health Nurse, Pamela Lara runs monthly Wellness Clinics at 6 Caroline Avenue and Oak Hill Apartments, Ipswich. This program is offered free of charge to residents of all ages. At the clinic you can request to have her check your blood pressure, heart rate and body weight and to answer any medication or other health related questions you may have. For wellness clinic dates contact Pamela Lara at 978-356-1654.

**Dental Clinic**- Our second dental clinic was run by Polished LLC this past June. Polished provided *free* dental screenings, cleanings, sealants and fluoride for children. Adults were able to receive screenings and cleanings for $49.

**Mosquito Control**- The Northeast Massachusetts Mosquito Control and Wetlands Management District (NEMMC) has thirty-two subscribing municipalities, including Ipswich. Their mosquito control and surveillance program runs from the middle of the spring until the beginning of the fall. NEMMC creates a Vector Management Plan (VMP) for the Mosquito Control District and a Best Management Practice Plan (BMP) for each of the municipalities within its District annually. District control efforts focus primarily on adult mosquito surveillance, virus testing and preemptive virus intervention strategies. The Mosquito Control Best Management Practice Plan for Ipswich is reviewed and approved by the Board of Health annually. Every year the main control measures in Ipswich’s BMP include aerial salt marsh larviciding, catch basin treatments, inspections and adulticiding.
Sun Safety is a regional local public health project supported by a grant from the North Shore Community Health network. The North Shore Community Health network is an informal, volunteer network of health and social service providers from the following communities: Beverly, Danvers, Essex, Gloucester, Hamilton, Ipswich, Manchester, Lynn, Lynnfield, Marblehead, Nahant, Peabody, Rockport, Salem, Saugus, Swampscott, Topsfield, and Wenham. The goal of Sun Safety is reducing skin cancer rates in the region by educating people about the harmful effects of Ultraviolet radiation and offering ways for people to minimize their exposure to it. Starting with National UV Safety month (July) and continuing through the rest of the summer, we provided Sun Safety brochures and free samples of sunscreen to our residents.

Emergency Preparedness- Over the last decade, the role of Public Health has expanded into being a partner in emergency planning. The Public Health Department is responsible for developing emergency preparedness plans for emergency dispensing sites which will dispense vaccine or medication to the residents within its community in response to an infectious disease outbreak such as an influenza pandemic or a bioterrorism event.

Ipswich Board of Health and Public Health Department

The Ipswich Board of Health is comprised of three members appointed by the Town Manager for 3 year staggered terms. The Board of Health meets once a month, typically the first Monday of the month. Current Board members are Susan Hubbard, Chairperson, Dr. Spencer Amesbury and Charles Hill. The Board of Health sets the health policy for the town which is carried out by the Public Health Department staff.

The Town Manager appoints the Director of Public Health. The Director of Public Health carries out the duties and responsibilities of the Board of Health. The Public Health Nurse is responsible for disease prevention and disease surveillance activities.

Other Public Health Department Functions:

Septic Betterment Program - The proceeds of a loan from the Massachusetts Water Pollution Abatement Trust and the Massachusetts Department of Environmental Protection are being utilized to help homeowners comply with Title 5, 310 CMR 15.000 of the State Environmental Code by providing financial assistance to homeowners to upgrade or repair their septic system. Ipswich homeowners with failed septic systems are able to apply for a Betterment Loan under the Town’s Septic Management Betterment Program. By the end of 2013, over $155,000 was loaned to homeowners. The Director of Public Health serves as the Septic Betterment Program Coordinator.

American with Disabilities Act (ADA) - The Director of Public Health also serves as the ADA Coordinator. The ADA Coordinator oversees the town’s efforts to comply with the American with Disabilities Act and handle disability based discrimination complaints. Since January 26, 1992, municipal governments must provide equal opportunity for persons with disabilities in their programs, activities, and services.

Weights and Measures The Sealer of Weights and Measures ensures the integrity of marketplace purchases of goods and commodities. All commercially used measuring and
weighing devices, such as gasoline meters, scales, and scanners are annually tested and certified by the Sealer of Weights and Measures as mandated by state law. For Ipswich, this service is provided by the Massachusetts Division of Standards overseen by the Director of Public Health.

**Health Inspections and Investigations 2013**

<table>
<thead>
<tr>
<th>Health Inspection or Investigation</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bathing Beach Water Testing</td>
<td>84</td>
</tr>
<tr>
<td>Deep Hole Observations</td>
<td>97</td>
</tr>
<tr>
<td>Food Establishment Inspections</td>
<td>256</td>
</tr>
<tr>
<td>Housing Inspections</td>
<td>40</td>
</tr>
<tr>
<td>Lead Determinations</td>
<td>0</td>
</tr>
<tr>
<td>Motels, Inns and B&amp;B's</td>
<td>4</td>
</tr>
<tr>
<td>Nuisance, Heath, and Environmental Complaints</td>
<td>28</td>
</tr>
<tr>
<td>Occupancy Inspections</td>
<td>34</td>
</tr>
<tr>
<td>Percolation Tests</td>
<td>47</td>
</tr>
<tr>
<td>Recreational Camps for Children</td>
<td>10</td>
</tr>
<tr>
<td>Septic System Inspections</td>
<td>124</td>
</tr>
<tr>
<td>Swimming Pool Inspections</td>
<td>18</td>
</tr>
<tr>
<td>Title 5 Inspection Reports</td>
<td>83</td>
</tr>
<tr>
<td>Total Health Inspections and Investigations</td>
<td>825</td>
</tr>
</tbody>
</table>

**Plan Review**

<table>
<thead>
<tr>
<th>Plan Review Description</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Plan Review</td>
<td>261</td>
</tr>
<tr>
<td>Food Plan Review</td>
<td>29</td>
</tr>
<tr>
<td>HACCP Plan Review</td>
<td>0</td>
</tr>
<tr>
<td>Septic As-Built Review</td>
<td>18</td>
</tr>
<tr>
<td>Septic Plan Review</td>
<td>74</td>
</tr>
<tr>
<td>Well Plan Review</td>
<td>3</td>
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<tr>
<td><strong>Total Plan Reviews</strong></td>
<td><strong>385</strong></td>
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</tbody>
</table>
### Licenses and Permits 2013

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Service</td>
<td>68</td>
</tr>
<tr>
<td>Retail Food</td>
<td>29</td>
</tr>
<tr>
<td>Caterer</td>
<td>10</td>
</tr>
<tr>
<td>Temporary Food</td>
<td>40</td>
</tr>
<tr>
<td>Mobile Food</td>
<td>7</td>
</tr>
<tr>
<td>Frozen Deserts</td>
<td>2</td>
</tr>
<tr>
<td>Biological Haulers</td>
<td>2</td>
</tr>
<tr>
<td>Septic Haulers</td>
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</tr>
<tr>
<td>Septic Installers</td>
<td>44</td>
</tr>
<tr>
<td>Septic System Inspectors</td>
<td>19</td>
</tr>
<tr>
<td>Swimming Pools</td>
<td>8</td>
</tr>
<tr>
<td>Recreational Camps</td>
<td>4</td>
</tr>
<tr>
<td>Motels</td>
<td>2</td>
</tr>
<tr>
<td>Bottling</td>
<td>1</td>
</tr>
<tr>
<td>Tobacco</td>
<td>13</td>
</tr>
<tr>
<td>Funeral Directors</td>
<td>2</td>
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<tr>
<td>Disposal System Construction</td>
<td>58</td>
</tr>
<tr>
<td>Well Permits</td>
<td>2</td>
</tr>
<tr>
<td>Beaches</td>
<td>6</td>
</tr>
<tr>
<td>Beaver</td>
<td>2</td>
</tr>
<tr>
<td>Trench Permits</td>
<td>49</td>
</tr>
<tr>
<td>Recombinant DNA Registrations</td>
<td>2</td>
</tr>
<tr>
<td>Pasteurization of Milk</td>
<td>1</td>
</tr>
<tr>
<td>Outdoor Hydronic Heaters</td>
<td>4</td>
</tr>
</tbody>
</table>

**Licenses and Permit Issued**: 403

### Sealer and Weights and Measures

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Scales</td>
<td>69</td>
</tr>
<tr>
<td>Meters</td>
<td>90</td>
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<tr>
<td>Scanners</td>
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**Total**: 159
### Disease Surveillance

<table>
<thead>
<tr>
<th>Disease</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal Bites</td>
<td>10</td>
</tr>
<tr>
<td>Babesiosis</td>
<td>3</td>
</tr>
<tr>
<td>Campylobacteriosis</td>
<td>7</td>
</tr>
<tr>
<td>Cryptosporidiosis</td>
<td>1</td>
</tr>
<tr>
<td>Ehrlichiosis</td>
<td>1</td>
</tr>
<tr>
<td>Giardia</td>
<td>1</td>
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<tr>
<td>Hepatitis B</td>
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<tr>
<td>Hepatitis C</td>
<td>14</td>
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<tr>
<td>Human Granulocytic Anaplasmosis</td>
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</tr>
<tr>
<td>Influenza</td>
<td>28</td>
</tr>
<tr>
<td>Invasive Group A Streptococcus</td>
<td>3</td>
</tr>
<tr>
<td>Invasive Haemophilus Influenza</td>
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</tr>
<tr>
<td>Invasive Streptococcus Pneumonia</td>
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</tr>
<tr>
<td>Latent TB Infection</td>
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</tr>
<tr>
<td>Lyme</td>
<td>44</td>
</tr>
<tr>
<td>Meningitis</td>
<td>1</td>
</tr>
<tr>
<td>Pertussis</td>
<td>3</td>
</tr>
<tr>
<td>Salmonella</td>
<td>2</td>
</tr>
<tr>
<td>Varicella</td>
<td>1</td>
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<tr>
<td><strong>Total Disease Surveillance</strong></td>
<td><strong>140</strong></td>
</tr>
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### Community Health Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seasonal Influenza Immunizations</td>
<td>132</td>
</tr>
<tr>
<td>Wellness Clinics</td>
<td>24</td>
</tr>
<tr>
<td>Triad Meetings</td>
<td>12</td>
</tr>
<tr>
<td>Dental Screenings</td>
<td>28</td>
</tr>
<tr>
<td><strong>Total Community Health Programs</strong></td>
<td><strong>196</strong></td>
</tr>
</tbody>
</table>

****
PLANNING & DEVELOPMENT DEPARTMENT
Glenn C. Gibbs, Director

The Department of Planning & Development guides the development and conservation of land in Ipswich via the regulatory process, the preparation and implementation of long-range plans, and by providing support and guidance to the following boards and commissions: Planning Board, Conservation Commission, Historical Commission, Affordable Housing Partnership, Affordable Housing Trust Fund Board, Open Space Committee, Design Review Board, Agricultural Commission, Zoning Board of Appeals, and various ad hoc committees (see their reports below). Some of the initiatives undertaken by the Department in 2013:

- Through the combined efforts of the assistant planner and the way finding task force, developed a report describing desired sign types, suggesting potential sign locations, and identifying community resources for which signing may be appropriate.

- Drafted two zoning articles for fall town meeting, both of which were adopted (see Planning Board report for more information).

- Staffed a working group which recommended actions to the Town Manager relative to the long-term sustainability of the Open Space, Recreation, & Water Supply Protection Fund.

- Together with the Land Disposition Committee, evaluated and made recommendations relative to the acceptance of gifts of land and the disposition of town property.

- Submitted $10,000 grant application to the Massachusetts Downtown Initiative to fund the creation of a town logo and the design of way finding signs for the downtown.

- As the multi-year North Green Improvement Project reached completion in 2013, planned a dedication ceremony that included the unveiling of an interpretive sign describing the colonial history of the meetinghouse green.

- Under the direction of the Open Space Program Manager, undertook numerous open space initiatives, including negotiations with landowners to further the Town’s goals for the acquisition of land for athletic fields and for other open space and recreational needs, and completion of the Town’s seven-year Open Space and Recreation Plan with the Open Space Committee, Athletic Fields Study Committee, and other Town committees, boards, and staff.

- The Open Space Program Stewardship Coordinator led a variety of stewardship efforts on behalf of the Conservation Commission and other town boards, including monitoring Commission-held conservation restrictions (CRs), contributing updates to the Ipswich Bay Circuit Trail Committee’s guidebook, overseeing AmeriCorps staff member’s work on land stewardship projects, finalizing the location of public trails at Turner Hill, holding an opening ceremony and natural history walk at the Clark Pond Overlook, and collaborating with the Parks & Cemetery Department on seasonal maintenance of recreational properties.
Facilitated the conveyance of a CR to the State and Greenbelt by the Sisters of Notre Dame on 78 acres of their property.

The Department was fortunate in 2013 to have the services of Tufts graduate student Matthew Sarcione as our summer intern. Besides assisting with the fall town meeting zoning articles, Matthew worked on several projects, including an inventory of large vacant and/or underutilized commercial properties, a report on the total costs and funding sources for the North Main drainage, water and streetscape improvements, and a brochure about the post-colonial history of the North Green neighborhood.

PLANNING BOARD
Heidi Paek, Chair

The Planning Board ("Board") regulates much of the Town’s development activity. All new commercial and industrial projects require site plan review by the Board, and all subdivisions of land require its approval. Additionally, many uses, such as multi-family residential and large commercial developments, must obtain special permit approval from the Board. Besides its regulatory responsibilities, the Board is also charged with undertaking long-term planning, which includes preparing plans and recommending zoning regulations.

The Board’s principal long-range planning activity in 2013 was the initiation and recommendation of zoning amendments for the annual and special town meetings. Of the four zoning articles ultimately placed on the town meeting warrants, the two most significant were the enactment of a moratorium on establishing medical marijuana dispensaries at the May town meeting, followed by the adoption of an article at the October town meeting which put into place a provision that allows such dispensaries in the PC and LI districts along Route One, pursuant to strict regulations and a special permit process.

With support from planning staff, especially Assistant Planner Kathy Connor, the Board reviewed, approved, and regulated a variety of projects in 2013. This included projects approved in previous years, such as the 86-bed assisted-living facility on County Road, for which construction began last summer.

Other activities undertaken by the Board in 2013 included:

- Began the special permit/site plan review public hearing process for approval of a nearly 20,000 square foot commercial building and a 15,000 square foot outdoor display area on Turnpike Road that will be leased to Tractor Supply Company.

- Issued special permits to allow an independent dwelling unit in an historic barn on Northgate Road, and an additional residential unit in a multi-family building on South Main Street.

- Approved special permits for formula fast-food restaurants at 32 Central Street (Subway) and 36-38 Central Street (Sweet Kiwi Yogurt), as well as a marine repair business on Mitchell Road.
Approved mostly minor modifications to several previously-approved special permits, including 16 Green Street (Stone Bridge Cottages), Turner Hill, 2 Brewery Lane, and the mixed-use building at 154 High Street.

Authorized DPW to trim or remove problem trees on several scenic roads, in exchange for their planting replacement trees in appropriate locations.

Endorsed thirteen Approval Not Required (ANR) plans per Subdivision Control Law.

2013 began with a change in the Board’s leadership, with Heidi Paek joining Suzanne Benfield as co-chair. In October, Suzanne left the Board after serving for five years, including nearly three years as co-chair. Heidi Paek and Jay Stanbury were then elected as chair and vice-chair, respectively. Associate member Keith Anderson assumed the vacant position, and Bill Bent joined the Board as the new associate member. The Board is grateful for Suzanne’s dedication and leadership during her time on the Board.

CONSERVATION COMMISSION
Jennifer Hughes, Chair
David Pancoast, Conservation Agent
Gail R. Surpitski, Recording Secretary

The Conservation Commission (“Commission”) is comprised of seven appointed residents who serve as unpaid volunteers. They are: Jennifer Hughes, Chair; Sissy ffolliott, Vice-Chair; David Standley, Brian O’Neill, Karl Kastorf, William McDavitt, and Catherine Carney-Feldman. The associate member is Michele Hunton.

The Commission engages in a variety of activities beyond its regulatory duties, including land conservation and preservation. Primarily, however, the Commission performs its formal role as the local environmental regulatory board under the Massachusetts Wetlands Protection Act and the Ipswich Wetlands Protection Bylaw, both of which focus on water resource/impact regulation.

The Commission in 2013 handled 107 official filings, as well as numerous unofficial requests, submissions, inquiries, and other matters that are not tabulated. The table below compares the 2013 permitting activities with the previous five calendar years to indicate trends and changes in the various tabulated categories. As the table shows, the number of orders of conditions issued by the Commission in 2013 was similar to last year and the six year average, but the overall number of filings was the lowest since 2010.
HISTORICAL COMMISSION
Gordon Harris, Chair

The Ipswich Historical Commission (“Commission”) met monthly in 2013 to identify, evaluate, preserve and protect historic assets in Ipswich. Its primary focus was promoting an Architectural Preservation District (APD) to protect the Town’s most historic neighborhoods, all of which are listed in the National Register of Historic Places. The Commission met with community residents, modified the proposal to address resident concerns, and drafted an informational brochure about the APD that was mailed to all residents of the proposed district, and made available at public places. The current plan is to present the APD article at the special town meeting in October of 2014. Other activities undertaken by the Commission in 2013 included:

- Awarded the annual Mary Conley Award to Al Boynton and Kathy Bruce for restoring their home, the Daniel Lummus house on High Street. Elements discovered during renovation clearly identify the house as being built prior to 1725, making it the 59th officially recognized First Period House in Ipswich.
Reviewed several demolition requests in 2013 pursuant to the demolition delay bylaw. In each instance, after careful review, the Commission decided not to invoke the bylaw.

Issued a finding that a barn at 27 Northgate Road was historically and architecturally significant, facilitating its use as an independent dwelling unit.

Assisted Town Counsel with litigation relative to failure of the owner of the former town hall to comply with the requirements of the historic preservation restriction.

Co-hosted, along with the Visitor Center, an Historic Preservation Symposium.

The Commission continued to add resources to our web site (www.HistoricIpswich.org). The site features photographs, historical facts, and stories about several hundred historic Ipswich houses, and also explains how owners can acquire plaques to install on their historic homes.

The Commission thanks Johanne Cassia for producing over the past three years a digital and print portfolio of First Period homes with preservation covenants. We also owe a debt of gratitude to Marge Robie and June Gahan, who resigned after many years of service to the Commission. We welcome new member John Fiske.

AFFORDABLE HOUSING PARTNERSHIP
Charles Allen, Chair

AFFORDABLE HOUSING TRUST FUND BOARD
Jim Warner, Chair

The mission of the Housing Partnership is to promote, preserve, and create affordable housing in a manner consistent with the Town’s Community Development Plan. The Partnership meets monthly with the Affordable Housing Trust Fund Board, which administers the monies paid into the Fund pursuant to Section IX.I of the zoning bylaw. As prescribed by its articles of incorporation, two of the Trust Fund Board members must also be members of the Partnership.

Activities undertaken by the Partnership and Trust Fund Board in 2013, with the able assistance of Affordable Housing Coordinator Terry Anderson, included:

Continuation of the Home Rehabilitation Loan Program. Established in 2012 to assist low and moderate-income homeowners with home repairs, the program has funded seven rehab projects, including the emergency replacement of a failed hot air furnace at 20 Elm Street, and the installation of windows, a new heating system, new roof, and ceiling and carpentry repair at 34 Linebrook Road. To date, $154,000 has been committed, and over $80,000 of that amount has been expended. Four of the households receiving assistance are headed by seniors.

Continued annual monitoring of affordable dwelling units by requesting and receiving certifications of income and continued occupancy.
Submitted proposal to the Board of Selectmen allowing potential purchasers of the two-family house at 8 First Street to obtain a subsidy to make one of the dwelling units affordable to households making less than the regional median household income. Offered as part of a Request For Proposals, the optional affordability restriction could apply to one or both of the units, for rental or for-sale units.

Met with staff of the Citizen’s Housing and Planning Association (CHAPA) to successfully request modifications to their marketing program and procedures for monitoring the re-sale of affordable housing units, and to execute with CHAPA a memorandum of understanding allowing the Town to act as marketing agent for the resale of the units.

Two first-time homebuyer loans (1 Fourth Street and 6 Safford Street, for a total of $10,500) were paid off. Some of the funds were applied to the home rehab program, and the remainder was recaptured for a future first-time homebuyer.

In collaboration with the Planning Board, negotiated a Memorandum of Understanding that will result in the payment of monies into the Trust Fund if any of the required eight permanent affordable units are not occupied by income-qualified residents for a period of more than 30 days.

The Trust Fund Board continues to exercise prudence in awarding loans and in carefully managing the Trust’s funds. The year-end balance of the Trust Fund was $267,366. A brief review of the Fund’s financial status is provided below.

<table>
<thead>
<tr>
<th>Expenses in 2013:</th>
<th>Revenue received in 2013:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recording fees</td>
<td>Loan re-payments</td>
</tr>
<tr>
<td>Rehab specialist</td>
<td>Developer payments</td>
</tr>
<tr>
<td>Lead testing</td>
<td>Investment income</td>
</tr>
<tr>
<td>Broker commission</td>
<td>Administration of HOME Loan</td>
</tr>
<tr>
<td>sale of townhouse</td>
<td>reimbursments from North</td>
</tr>
<tr>
<td>Staff</td>
<td>Shore HOME Consortium</td>
</tr>
<tr>
<td>Staff training</td>
<td>2,003</td>
</tr>
<tr>
<td>Loans</td>
<td>38,840</td>
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<tr>
<td>Re-payments to</td>
<td></td>
</tr>
<tr>
<td>HOME Consortium</td>
<td>2,582</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Expenses</td>
<td>Total Revenues:</td>
</tr>
<tr>
<td>$95,960</td>
<td>$111,425</td>
</tr>
</tbody>
</table>

There were no changes to the membership of the Board or Partnership in 2013, but after Rehab Specialist Cliff Ageloff completed his contract, Kevin Nestor was hired as the new specialist for the Rehab Loan Program.
Capping off an active year for land preservation and recreation, the Open Space Committee (“Committee”) successfully completed its update of the Town’s Open Space and Recreation Plan. In December 2013, the state gave final approval for the plan, which for the next seven years will guide Ipswich’s efforts to preserve the beauty and natural resources that contribute so much to the Town’s character and economic well-being. In addition to providing a detailed road map for future management of open space and recreation, the plan makes Ipswich eligible for state funds from such programs as the LAND and PARC grants. In September members of the Committee briefed the Board of Selectmen on the status of open space efforts, emphasizing their important economic benefits.

While unsuccessful in acquiring new land for additional Town sports fields, the Committee worked closely with the Athletic Fields Study Committee during 2013 analyzing numerous parcels as potential locations for new fields. Land already belonging to the Town at Mile Lane has been identified for possible athletic field development, but because space for organized sports remains inadequate, the Committee continues to treat the issue as a priority.

The Committee provided support to open space staff on successful projects such as the Clark Pond overlook, conservation of the Cashman property between Mitchell Road and Town Farm Road, and important conservation restrictions at the Sisters of Notre Dame and along the Ipswich River near 149 County Street. Open Space Program Manager Kristen Grubbs and Open Space Stewardship Coordinator Beth O’Connor continued to provide excellent service, keeping the Committee abreast of multiple and often complex conservation opportunities, while maintaining and improving amenities on the Town’s existing trails, open space, and recreational facilities.

Other projects and activities occupying the Committee’s time included: a six-month working group which made recommendations to the Town Manager, Board of Selectmen, and Finance Committee for a sustainable long-term budget for the Open Space, Recreation, and Water Supply Protection Fund; outreach on reducing mountain bike impacts in Willowdale State Forest; road bike and other transportation issues; solar installations on farmland; waterfront access; the search for a dog park; establishment of an Ipswich community farm; a re-assessment of the original Open Space Bond Parcel List as well as other potential properties of interest; and support for projects conducted by the Agricultural Study Implementation Committee.

We extend special thanks to Committee member Andy Brengle for two years of work bringing the Open Space and Recreation Plan to fruition, and to former Committee member Glenn Hazelton for lending his considerable GIS skills to create detailed color maps for the plan. The Committee saw the departure of members Carl Nylae and David Standley in 2013, while welcoming new members David Feldman and Bill Holton. As full members cycle out, they often remain involved as associate members. The Committee is fortunate to have the expertise and dedication of so many people.
AGRICULTURAL COMMISSION
Royce Knowlton and Kelly Jacklin, Co-Chairs

The mission of the Agricultural Commission (“Commission”) is to support the Town agricultural resources and the agricultural community by: encouraging and/or participating in the pursuit of sustainable agriculture and agriculturally-based economic development opportunities; representing the farming community in town government as well as the larger community; and acting as a facilitator, advocate, and educator on farming issues.

To achieve these objectives, the Commission undertook the following initiatives in 2013:

- Worked with farmers and volunteers, together with the Ipswich ReCreation and Culture Department, to create a new and improved Ipswich Farmers Market on the green near the Visitor's Center, scheduled to open in June of 2014.

- Obtained, in cooperation with Ipswich Sustainable Education, a grant of $5000 from the Feoffees to create a garden at the Ipswich High School.

- Developed a liaison with the Planning Board and the Open Space Committee, thus providing an exchange of information with those groups on a regular basis.

- Worked with Town staff to adopt new bylaws and rules governing the keeping of chickens that are less onerous on homeowners but sufficient to protect the health and safety of the community.

- Supported the Three Sisters Garden Project by unanimous vote, and appointed a member to sit on their steering committee.

- Staffed a tent at Olde Ipswich Days, selling produce and offering educational materials and information, to bring greater agricultural awareness to the larger community.

- Continued mapping the farms and farmlands in Ipswich as a future resource for new farmers and potential customers.

****
2013 sparkles in retrospect at Ipswich ReCreation & Culture.

Event highlights include 4th of July Parade, Down Town Tuesdays, the performance of J.T. Turner’s Within These Walls at the Smithsonian National Museum of American History in Washington D.C., Foam Frolic, Crane Beach Drive-in, The Ipswich Cultural Councils “Gold Star for Excellence Award” from the Massachusetts Cultural Council for Ipswich Arts & Illumination, Highlighting Ipswich, Ipswich Evergreen and Ipswich is First... Period.

Keep track of all these happenings and more by subscribing to the Ipswich Events Calendar; found on the Ipswich Town Hall web site as well as www.IpswichVisitorCenter.org. The calendar provides one central location showcasing all activities of interest in Ipswich. If you are an event coordinator and would like to post your activities send them to Kerrieb@ipswich-ma.gov and we will get them onto the Ipswich Events Calendar.

Collaboration is the name of the game at Ipswich ReCreation & Culture, we are proud to partner with the Ipswich Public Schools & Library, ICAM, YMCA, churches and private contractors to provide a variety of enrichment programing for our youth: Camp Ipswich, A.C.E., D.E.E.P., Dad & Me, Fun-o-rama, Tiger Den, I Code, LEGO Engineering, Athletic Peak Performance, Video Animation Club and Fit Crew. Phew! In collaboration with the Council of Aging, Ipswich U invites all to join the “DisCourse” with Lifelong Learners, a forum for rigorous intellectual conversation every other Thursday on the “Hip-O-Campus” at Town Hall.

Finally, the Ipswich ReCreation & Culture is dedicated to providing Ipswich youth with a “place to play” for some that is on the athletic fields, for other a performance stage… venues like Music at The Meeting House and The Winter Stage created opportunities for Ipswich musicians to play to an audience… stay tuned, will be doing more of this…

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A wide variety of programs for senior citizens of Ipswich were provided under the umbrella of Council on Aging Services.

The Senior Center operated weekdays, 8:00-4:00, at the Town Hall. Three part-time receptionists welcomed guests, answered the phone, and assisted with the daily operation of the center. Regular programs included a book discussion group, bridge and card groups, knitting and quilting groups, art classes, a monthly lunch club, inter-generational program, various dining programs, and a single friends group. Health-related programs included monthly health screenings, weekly blood pressure clinics, monthly nutrition program, massage, hearing clinics, podiatry clinics, yoga, tai chi, exercise, line dancing classes and a swimming group. The COA Travel Club embarked on international trips, overnight national trips, and day trips to various locations were held throughout the year.

Special offerings included presentations on elder care issues, Lifelong Learners Group, a driver safety program, a summer picnic, emergency preparation workshop, computer classes, painting and drawing classes, poetry classes, speakers on a variety of health, financial and legal issues, social gatherings for special observances and classes for a wide range of interests. A monthly newsletter written by the Director reached over 3600 elders through support of local advertisers and a grant for postage. A Caregivers Support Group helped those dealing with frail elders. The Director continued to coordinate the Senior Citizen Property Tax Work-Off Program. A seven-member TRIAD Council consisting of local law enforcement and seniors offered safety awareness programs geared towards elders within our community.

A handicapped accessible, 14-passenger van provided local transportation to Ipswich seniors. Ipswich senior citizens were provided over 5,000 one-way rides on the COA van, logging over 16,000 miles of service. The Friends group continued to raise funds and support projects that fell
outside of the COA budget. The Friends also contributed to a Christmas party for 190 seniors held in the gymnasium of the town hall. Grants from the Executive Office of Elder Affairs and the Coburn Charitable Society provided funding toward the Director salary, a part-time Program Manager, and a volunteer recognition luncheon. Project Warm Home, a COA fuel assistance program funded entirely by private donations, provided fuel assistance to 24 senior households at a cost of $10,600.

The Outreach program enlisted a corps of 34 volunteers who provided 1,943 hours of volunteer service to local elders. This program also provided volunteers who drove senior citizens 19,671 miles to out-of-town medical appointments. Other services of the outreach program included social visits, friendly phone calls, help with chores, and guidance in making personal, medical, housing and financial decisions. Other assistance programs included money management and bill paying for elders, free income tax preparation provided by trained AARP volunteers and a SHINE counselor who provides information and guidance regarding health insurance information. A 7-member council met monthly to review programs and operations and plans.

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DEPARTMENT OF VETERANS’ SERVICES
EASTERN ESSEX DISTRICT
Terrance P. Hart, District Director

This department is charged under Chapter 115 Massachusetts General Laws with providing services to veterans, their survivors and dependents. Principal workload under state law includes the administration of aid to veterans and dependents. Communities fund this program, which is subsequently 75% reimbursed the following fiscal year by the Commonwealth. This is a need based program and the department is required to conduct periodic comprehensive review of the cases to insure no substantive facts have changed, while working with the veteran to identify alternative or long-term solutions to individual circumstances. During the calendar year 50 Ipswich veterans/widows were on this program for varying periods. Under state law the department also assists qualified veterans to obtain bonuses, and qualified veterans, widows and parents to obtain state annuities, property tax abatements, and other benefits.

The Veterans’ Services program also mandates extensive interaction within the federal community, principally with the Department of Veterans’ Affairs. The Veterans’ Service Officer (VSO) assists veterans and their dependents in filing for pensions, service connected injury/illness compensation, dependency indemnity compensation for survivors, VA healthcare enrollment, insurance claims, decedent claims, and many other issues. Federal benefits processed by this department are paid directly to those eligible to receive the assistance or entitlement. The VA sent approximately $1.67 million to eligible recipients in Ipswich, of which the current staff is responsible for approximately $905,000 dollars paid to or saved by those assisted in Ipswich.

Additionally, the department interacts within the federal community to correct military records, obtain needed documentation and insure veterans/dependents receive awards and recognition to which entitled. The VSO provided information, advice or assistance to 106 of the town’s 984 identified veterans and 25 of the 338 identified veterans’ widows during 2013. We also provided support and
information assistance for National Guard and Reserves called up for service in Iraq or Afghanistan and their families.

The Director and the Assistant to the Director, Georgia Gadbois, advocate for veterans on issues at the local, state and federal level, interact with elected and appointed officials on issues, and work with local organizations in serving the community. The department also provided information, assistance and guidance for citizens in determining their needs for Medical insurance.

In February 2013 the Eastern Essex District was recognized as the Massachusetts Veterans Services District of the Year by Secretary Coleman Nee of the Department of Veterans Services. In September 2013 the District Board of Directors accepted the request from Newbury to join the District. The expansion was approved by the Secretary and services to Newbury began in December 2013.

The Eastern Essex District is composed of the Towns of Essex, Georgetown, Hamilton, Ipswich, Newbury, Rowley, Wenham and West Newbury. A Board of Directors consisting of one selectman (or designee) from each town maintains oversight. Mr. Charles Surpitski is the Ipswich member of the Board of Directors.

**UTILITIES DEPARTMENT**

Tim Henry, Director

**ELECTRIC DIVISION**

Gerry Cavenaugh, Electric Light Manager

The Power Plant continues in the ISO NE (Independent System Operator of New England) Forward Capacity Market providing 9.2 Megawatts of generation capacity in the NEMA zone. Under the current program, the department is compensated for being available for dispatch bidding in the day ahead market. The operation of the plant under this arrangement is overseen by Jeffrey Turner, Assistant Power Plant Superintendent.

<table>
<thead>
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<th>Year</th>
<th>kWh sales</th>
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<tr>
<td>2009</td>
<td>106,296,811</td>
</tr>
<tr>
<td>2010</td>
<td>110,748,080</td>
</tr>
<tr>
<td>2011</td>
<td>111,777,696</td>
</tr>
<tr>
<td>2012</td>
<td>109,352,016</td>
</tr>
<tr>
<td>2013</td>
<td>110,883,614</td>
</tr>
</tbody>
</table>

**Metering Upgrades**
The Ipswich Utilities Department continues with the implementation of the AMI system (Advanced Metering Infrastructure) for both water and electric revenue meters throughout the town. These meters establish true two-way advanced metering infrastructure. The Mueller Mi.Net System fully automates the meter-reading-to-billing process for water and energy utilities, linking meters, distribution sensors and control devices in a single, highly efficient wireless mesh communication network which can provide better service through instantaneous & automatic notification of service interruptions.
IMLD Green Power Initiatives

Wind Turbine I is now providing for approximately 3% of towns’ electricity needs. Ipswich Municipal Light Departments’ GE 1.6 mW wind turbine located on Town Farm Road began commercial power production on May 18, 2011. It generated 3,477,148 Kw of energy during 2013.

Wind Turbine II is now providing approximately 4% of the town’s electricity needs.

Wind II is a 2.0 mW unit manufactured by Hyundai. Ipswich purchased 4,134,111 kW during 2013 which is 100% of the output.

Berkshire Wind is now providing approximately 3% of towns electricity needs. This project began commercial operation on May 28, 2011, 10 days after Ipswich Wind I. Berkshire Wind is owned and operated by the Berkshire Wind Power Cooperative, a non-profit entity that consists of 14 Massachusetts municipal utilities (Ipswich being one of the 14) and a related joint action agency, the Massachusetts Municipal Wholesale Electric Company.

Large Scale Solar Project Initiatives:
The Ipswich Municipal Light Department has evaluated large scale solar project proposals to fit within the four corners of our green power portfolio. To date we have not received a project that has gone forward but will continue to be vigilant in this endeavor.

WATER & WASTEWATER DIVISIONS
Vicki Halmen – Manager

WATER DIVISION

Total water pumping has remained at historic lows. The department actively promotes water conservation measures and continued the seasonal rate structure, which was started in 2003 to curb excessive summer water use.

The Jeffreys Neck Road water main replacement project approved at the 2011 Special Town Meeting was designed in 2013. The water mains in this area are approximately 65 years old and have been prone to breaks and problems in recent years. This project was awarded a low interest loan through the Massachusetts DEP State Revolving Fund program. Bidding and construction will take place in 2014. The Department is committed to improving our aging infrastructure and will continue developing projects to improve the reliability of the water system.
**2013 Statistics**

<table>
<thead>
<tr>
<th>Service</th>
<th>Quantity</th>
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<tbody>
<tr>
<td>New Domestic Services</td>
<td>7</td>
</tr>
<tr>
<td>Hydrants Installed</td>
<td>1</td>
</tr>
<tr>
<td>Hydrants Repaired/Replaced</td>
<td>30</td>
</tr>
<tr>
<td>New Water Mains Installed (ft)</td>
<td>0</td>
</tr>
<tr>
<td>Total Length of Mains (ft)</td>
<td>496,405</td>
</tr>
<tr>
<td>Metered Water Services</td>
<td>4701</td>
</tr>
<tr>
<td>Unmetered Water Services (Fire Lines)</td>
<td>115</td>
</tr>
<tr>
<td>Residential Gallons per Capita per Day</td>
<td>49</td>
</tr>
</tbody>
</table>

**2013 Water Usage by Source (Million Gallons)**

<table>
<thead>
<tr>
<th>Source</th>
<th>Usage (Million Gallons)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reservoirs (Dow and Bull Brook)</td>
<td>182</td>
</tr>
<tr>
<td>Browns Well</td>
<td>40</td>
</tr>
<tr>
<td>Essex Road Well</td>
<td>35</td>
</tr>
<tr>
<td>Fellows Road Well</td>
<td>49</td>
</tr>
<tr>
<td>Mile Lane Well</td>
<td>19</td>
</tr>
<tr>
<td>Winthrop Wells</td>
<td>15</td>
</tr>
<tr>
<td>Total Water Usage</td>
<td>340</td>
</tr>
</tbody>
</table>

**WATER TREATMENT PLANT**

Joseph Ciccotelli, Superintendent

The Department continued to work closely with the MassDEP to plan and execute necessary modifications to the Water Treatment Plant’s pre-disinfection process as a result of the Perchlorate violation of 2011.

The granular activated carbon (GAC) media was replaced in one of the two GAC filters at the Water Treatment Plant. The filters provide a final polishing of the drinking water prior to its entrance into the distribution system. The carbon must be replaced on a regular basis for the filters to provide sufficient treatment.

Fellows Road Well was cleaned and rehabilitated in 2013. The Department continually monitors its 5 well sources and rehabilitates them as necessary to maintain hydraulic capacity and quality.

The Mile Lane Well building was enlarged this year to provide additional chemical treatment and storage. The original building was a 10’ x 10’ brick structure built in the 1950’s and was undersized for the current regulatory and treatment needs.

The Water Department voluntarily issued a drinking water advisory for manganese after receiving a notice from MassDEP which was issued to all water suppliers regarding new health concerns related to elevated manganese exposure. While manganese is an essential nutrient that is part of a healthy diet, it is also a contaminant at high levels. Two of Ipswich’s six water sources have manganese levels of concern, Browns and Fellows Road Wells. With the ability to use a combination of our six sources, the water consumed is a blend of the various sources, operated to ensure that our drinking water continues to meet all state and federal regulations.
WASTEWATER DIVISION
John Parkhurst, Superintendent

Construction of the final phase of the $6.4MM Wastewater Treatment Plant Upgrade Project began in 2013 and reached 80% completion. The construction contract was awarded to R.H. White Construction Co., Inc. and is expected to be completed in early 2014. The project includes construction of a new head works facility with screening and grit removal, refurbishment of two secondary clarifiers and refurbishment of two sludge holding tanks.

A new dry pit submersible pump was installed at the Town Wharf Pump Station to replace an existing pump which had failed.

Improvements to the wastewater collection system in the municipal parking lot off Hammatt Street were completed in 2013. The upgrades consisted of pipe replacement, manhole reconstruction and proper abandonment of unused piping.

Superintendent Patrick Brennan retired from the Town of Ipswich in 2013. The Department wishes Pat well in his future endeavors. John Parkhurst was brought on as the new Superintendent in September. John has significant experience in the field of wastewater treatment and we are excited to have him join our team.

2013 Statistics

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Treated wastewater (million gallons)</td>
<td>316</td>
</tr>
<tr>
<td>Septage received and treated (million gallons)</td>
<td>4.7</td>
</tr>
<tr>
<td>Rainfall recorded (inches)</td>
<td>46.2</td>
</tr>
<tr>
<td>Biosolids processed and sent to Agresource Facility (cubic yards)</td>
<td>2,192</td>
</tr>
</tbody>
</table>

****

FINANCE DIRECTORATE
Rita M. Negri, Finance Director

ACCOUNTING OFFICE
Rita M. Negri – Finance Director/Town Accountant

The Finance Director is the chief financial advisor to the Town Manager. She is directly responsible for the accounting, debt service, insurance, benefits, and other miscellaneous budgets. The Accounting, Assessor, IT, Town Clerk, and Treasurer/Collector departments are within the Finance Directorate. The department heads for each department report directly to the Finance Director. She submits revenue projections for budget purposes; meets with the Town Manager and department heads to review expenditure budgets; determines base budgets for the next budget cycle. She provides advice to the selectmen, finance committee, and school committee of any significant changes in the town’s financial condition and changes in legislation affecting municipal finance.
The Town Accountant’s Office consists of a full-time Town Accountant who also serves as Finance Director, an Assistant Town Accountant, and two full-time staff. The Accounting Department is responsible for processing the payroll for all employees, processing invoices for vendor payments, and preparing all W-2’s and 1099’s at year-end in accordance with IRS regulations.

The Town Accountant’s Office maintains all of the accounting records for the Town’s revenue and expenditures; ensures that reconciliations are performed between applicable Town departments; assists in providing information on benefits available to employees; and oversees the operation of the Town’s financial computer system.

The Finance Director/Town Accountant also coordinates the annual independent audit of the Town's financial statements that was last completed by December 9, 2013, for the year ended June 30, 2013. The financial results for fiscal year 2013 were very good. This was due to good collections on receivables, and responsible spending of appropriations.

Free Cash for fiscal year 2013 was certified by the Massachusetts Department of Revenue, Division of Local Services on October 3, 2013 in the amount of $1,800,650.

****

TREASURER DEPARTMENT
Kevin A. Merz, Treasurer/Collector

The Treasurer/Collector is responsible for the investment of all Town funds and the collection of Real Estate taxes, Personal Property taxes, Motor Vehicle and Boat excise taxes. The Treasurer/Collector’s office is also responsible for all municipal borrowings, balancing cash and accounts receivable with the Town Accountant, selling beach stickers, accepting Passport applications, processing Municipal Lien Certificates and continuing collection efforts of properties in Tax Title. In 2013, the Treasurer/Collector’s office sold 5,502 beach stickers, 164 fishing stickers and 28 horse stickers.

****

BOARD OF ASSESSORS
Robin Nolan, Chairman
John Moberger, Member
Karen Rassias, Member

For FY2013, the total assessed taxable valuation of Ipswich was $2,332,992,465 with a property tax levy of $31,028,800. The fiscal year 2013 tax rate as certified by the Department of Revenue was $13.30 up $0.53 from the previous year. Building permits issued resulted in an additional $211,237 in tax levy growth for FY2013.

In FY2013, the Board of Assessors completed their mandatory interim year adjustment on all property in the Town of Ipswich as required by the Department of Revenue. Under Massachusetts’s law, this Board is required to value all of Ipswich’s 5780 properties at 100
percent of their full and fair cash valuation, thereby insuring an equitable distribution of the property tax levy. The town’s average single-family valuation was $428,358. More importantly, we believe that we have met our statutory obligation to re-establish proper assessment level and uniformity throughout the Town of Ipswich. Final Department of Revenue certification of assessed valuations was granted in December and property tax bills were subsequently mailed at the end of December. The current valuation and levy percentages based upon property class are as follows:

<table>
<thead>
<tr>
<th>CLASS</th>
<th>VALUATION</th>
<th>%</th>
<th>TAXES</th>
<th>LEVIED</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>2,061,294,583</td>
<td>89%</td>
<td>$27,415,218</td>
<td>89%</td>
<td></td>
</tr>
<tr>
<td>Commercial</td>
<td>112,687,522</td>
<td>5%</td>
<td>$1,498,744</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Industrial</td>
<td>127,722,130</td>
<td>5%</td>
<td>$1,698,704</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Personal</td>
<td>31,288,260</td>
<td>1%</td>
<td>$416,134</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>TOTALS</td>
<td>2,332,992,495</td>
<td>100%</td>
<td>$31,028,800</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>

Also in 2013, the Assessor’s office processed over 790 applications for Real Estate, Motor Vehicle Excise, Boat Excise abatements, Elderly and Veteran Exemptions. We would like to assure all property owners that the Board of Assessors will continue its effort to meet the challenge of maintaining equitable assessments in this current real estate market.

****

TOWN CLERK AND CHIEF ELECTION OFFICER
Pamela Z. Carakatsane, CMMC/CMC

POPULATION AS OF DECEMBER 31, 2013– 13,668

VITAL RECORDS

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Births</td>
<td>90</td>
<td>94</td>
<td>82</td>
</tr>
<tr>
<td>Deaths</td>
<td>118</td>
<td>93</td>
<td>101</td>
</tr>
<tr>
<td>Marriages</td>
<td>52</td>
<td>61</td>
<td>59</td>
</tr>
</tbody>
</table>

DOG LICENSES

| Registered Dogs | 1,960 |
| Registered Kennels | 11   |
SHELLFISH LICENSES AND PERMITS

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resident Yearly</td>
<td>106</td>
<td>142</td>
<td>144</td>
</tr>
<tr>
<td>Resident Family</td>
<td>121</td>
<td>98</td>
<td>98</td>
</tr>
<tr>
<td>Resident Commercial</td>
<td>125</td>
<td>124</td>
<td>123</td>
</tr>
<tr>
<td>Student Commercial</td>
<td>4</td>
<td>8</td>
<td>0</td>
</tr>
<tr>
<td>Over 70 Commercial</td>
<td>8</td>
<td>11</td>
<td>9</td>
</tr>
<tr>
<td>Over 60 Recreational</td>
<td>40</td>
<td>55</td>
<td>51</td>
</tr>
<tr>
<td>Non-Resident Yearly</td>
<td>144</td>
<td>131</td>
<td>127</td>
</tr>
<tr>
<td>Non Resident Daily</td>
<td>23</td>
<td>54</td>
<td>31</td>
</tr>
<tr>
<td>Eagle Hill Stickers</td>
<td>12</td>
<td>8</td>
<td>13</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>583</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOWN MEETINGS
ELECTIONS
AND
VOTER REGISTRATIONS

I. The Board of Registrars

   Peter Ross, Chairman
   Robert M. Stone
   Katherine Eliopoulos
   Pamela Z. Carakatsane, CMMC/CMC

II. Town Meetings:

May 14, 2013  **Annual Town Meeting**

   Two hundred eighty eight registered voters attended.  
   The Warrant consisted of twenty three articles.

October 15, 2013  **Special Town Meeting**

   Two hundred thirty nine registered voters attended.  
   The Warrant consisted of fourteen articles.

III. Elections:

   **April 30, 2013 Special State Primary Election – Senator In Congress**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Votes Cast:</td>
<td>1,072</td>
</tr>
<tr>
<td>Number of Registered Voters:</td>
<td>10,509</td>
</tr>
<tr>
<td>Turnout:</td>
<td>16%</td>
</tr>
</tbody>
</table>
May 21, 2013 Annual Town Election
VOTES CAST: 1,295
NUMBER OF REGISTERED VOTERS: 10,512
TURNOUT: 12.3%

June 25, 2013 State Election – Senator In Congress
VOTES CAST: 3,421
NUMBER OF REGISTERED VOTERS: 10,551
TURNOUT: 32.4%

REGISTERED VOTER STATISTICS

Number of Registered Voters as of December 31, 2013 – 10,542

<table>
<thead>
<tr>
<th>Party</th>
<th>Precinct 1</th>
<th>Precinct 2</th>
<th>Precinct 3</th>
<th>Precinct 4</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Democrat</td>
<td>693</td>
<td>668</td>
<td>478</td>
<td>549</td>
<td>2,388</td>
</tr>
<tr>
<td>Republican</td>
<td>352</td>
<td>366</td>
<td>468</td>
<td>362</td>
<td>1,548</td>
</tr>
<tr>
<td>Unenrolled</td>
<td>1,496</td>
<td>1,781</td>
<td>1,620</td>
<td>1,671</td>
<td>2,582</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,541</strong></td>
<td><strong>2,815</strong></td>
<td><strong>2,566</strong></td>
<td><strong>2,582</strong></td>
<td><strong>10,504</strong></td>
</tr>
</tbody>
</table>

Number of Residents Enrolled in a Political Designations

<table>
<thead>
<tr>
<th>Party</th>
<th>Precinct 1</th>
<th>Precinct 2</th>
<th>Precinct 3</th>
<th>Precinct 4</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green Party</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Libertarian</td>
<td>4</td>
<td>2</td>
<td>4</td>
<td>2</td>
<td>12</td>
</tr>
<tr>
<td>We the People</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Green Rainbow</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>10</td>
</tr>
<tr>
<td>Timesiz Not Down</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>MA Independent Party</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>American Independent</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Inter 3rd Party</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>8</strong></td>
<td><strong>8</strong></td>
<td><strong>14</strong></td>
<td><strong>8</strong></td>
<td><strong>38</strong></td>
</tr>
</tbody>
</table>

Percentage of Voters in each Party

<table>
<thead>
<tr>
<th>Party</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Democrat</td>
<td>22.65 %</td>
</tr>
<tr>
<td>Republican</td>
<td>14.68 %</td>
</tr>
<tr>
<td>Unenrolled</td>
<td>62.30 %</td>
</tr>
<tr>
<td>Other Designations</td>
<td>.37 %</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100 %</strong></td>
</tr>
</tbody>
</table>

Thank you to my Assistant, Kathy Marini; Office Volunteer, Janet Trask; the Board of Registrars; Ginny Player, Donna Gordon; Marlene Shannon and Pat Morley who assisted this
office through the Senior Work Program; the Constables, Wardens, Clerks, Checkers, Provisional Ballot and Tally persons; the Ipswich Police Department; the staff of the Cemetery Department; the Facilities Department; the YMCA staff; and to the staff at the High School/Middle School who help set up for Town Meeting. Also, Andrew Agapow, Ronald Graves, Robert Stone, Phil Grenier, and Nick Vontzalides who spend many hours setting up the night before each election and dismantling the day of the election. They all have helped to make each Election and Town Meeting a success.

****

INFORMATION TECHNOLOGY (MIS)
Greg Parachojuk, MIS Director

The IT department is charged with the ongoing mission to develop, enhance and support the Town’s computing and telecommunications infrastructure and, to provide the system and services necessary for the Town’s departments and users to fulfill their stated goals and objectives. IT has been specifically focused with the task to reduce footprint, power, and maintenance costs.

- The website is constantly being updated to request town services and a facilities use calendar is in use for Town Hall.
- Please visit our website at http://www.ipswichma.gov to access online permits, assessment data, tax maps, minutes, online payments, forms and other useful information in the cloud.

****

IPSWICH PUBLIC LIBRARY
Victor Dyer, Director

Collections: New books added: 3741 (Adult & Young Adult) and 1583 (Children). New media added: 724 (Adult & Young Adult) and 241 (Children).

Technology: 4923 patrons signed up to use the Internet PCs while 59,641 hits were recorded on the library’s web site. Over 13,155 sessions were recorded on library databases. The library began offering free music downloads through Freegal. Cypress Resume software was made available to patrons. IT installed seven new PCs for staff use and a new printer at the Main Desk.

Staff: Jesse Brink was hired as Children’s Room Page when Sarah Osgood left for a year abroad. Patrick Mattin was hired as Children’s Room Page when Isabel Hand left for college. Michelle Güvendiren was once again hired to work with children in the summer. The staff received training in CPR.

Volunteers: This year volunteers donated over 1328 hours of service. Three community service high school students volunteered hours as well as two Seniors who participated in the Property Tax Work Program. Members of the Town & Country Garden Club helped with yard maintenance while the Ipswich Garden Club decorated the library for the holidays. Dorcas Rice decorated the mantel in the Rogers Room. The annual Appreciation Breakfast for volunteers was sponsored by the Friends at the Ipswich Inn in April.
Board of Trustees: During the annual cookout on the Children’s Department Vehicle Day the Trustees served over 200+ hotdogs. The Board agreed to honor famed poet Anne Bradstreet with a framed copy of her poem “To My Dear and Loving Husband”. The Board contributed $9000 toward the asbestos floor tile remediation in the Archives and $4400 for security equipment.

Plan of Service: Work began on a new Plan of Service with Planning Committee meetings in May & June, a community survey and the writing of Goals, Objective and Activities with input from the Trustees, Friends, the staff and the general public. The Plan of Service 2014-2018 was approved by the Board of Trustees on September 16, 2013. Activities accomplished on the Plan of Service 2009-2013 included the installation of a National Register of Historic Places bronze plaque. Town Reports (1957-2010) were digitized at the Boston Public Library. Staff received training on E-readers.

Public Relations: The library produced two issues of The Newsletter in 2013. The Ipswich Reads...One Book! Program continued into its ninth year with Michael Shaara’s The Killer Angels. The library’s Facebook ‘likes’ continues to grow (200+). Several attractive indoor photographs of the library appeared in the fall edition of North Shore magazine. An updated version of the library brochure was funded by the Friends.

Building: The Facilities Dept. installed handicapped railings on the new front walkway, a new front door, carpeting and improved walkway lighting. New shelving was added in the AV area and in the Children’s Room. The Facilities Dept. installed a UPS backup for the telephone system. An asbestos tile remediation project was successfully accomplished in the Archives with the removal of the existing carpeting/tiles and the laying down of new floor tiles.

Friends: The Friends continued their funding for museum passes, including the addition of the Wenham Museum pass, CDs, DVDs, refreshments, aquarium maintenance, museum pass booking software & library calendar software, supplies & children’s programs. They also provided funds to enhance the e-book collection available to Ipswich residents through Overdrive Advantage and to print the new Plan of Service 2014-2018. The Friends have also arranged with Manchester-by-the-Sea furniture maker Fred Rossi to construct a table for the Rodgers Room made from historic elm tree wood.

North Green Project: After many years the project was completed with a dedication ceremony on September 28th. Gifts to the many people involved were note cards with an image of the Methodist Church from a watercolor in the collection of the library.

Bequests & Gifts: Donations were received in memory of Stephanie Marie Rose, Betty Halloran, Gerald R. Bliss, Darlene & Diane Beckwith, Myron Taylor, Ernest Doucette, Jr., Christopher Manolian, Sean Halloran & Lynne Dembicki. Other donations were received from David & Elizabeth Basile, Judith Fouser, & Mrs. Adeline Diehl.

Seismology Program: Funding for the Boston College Educational Seismology Project (BC-ESP) was provided by the Trustees. The Library’s educational seismograph station hosted two site visits: a Third Grade class from Northshore Christian School/Beverly campus and four science
teachers from the Philippines sponsored by the Ipswich Rotary Club. In February, Seismologist Stacy Moulis held two programs at the library for 36 children in addition to the two days she spent with 5th graders at the Doyon School. Trustee Chairman George Gray conducted a PowerPoint presentation on *Earthquakes: Past and Present* at the Ipswich Museum. Also in February Dr. Alan Kafka, Director of BC-ESP, was a guest speaker at the Ipswich COA Senior Center. A digital photo frame was installed to highlight seismology activities.

**Programs:** The Children’s Room offered 288 programs with 5535 children & caregivers participating. There were 25 Adult/YA programs with 234 participants. These figures do not include the Friends monthly programs. Informal music programs were held outside the front of the library. A young writers program was begun by Betsy Johnson. Laura Hoffman led a presentation on e-books at the COA.

**Circulation:** Total circulation in 2013 was 166,969 items. This represents an increase of 2.7% over the 2012 circulation of 162,537. The library borrowed monthly, on average, 2068 items through interlibrary loan. This is a 13% increase over 2012.

**Grants:** The library received a $1000 grant from the Coburn Charitable Society for the purchase of large print and audiovisual materials. The Children’s Room was awarded a $7500 grant for the Mother Goose on the Loose program funded through the Massachusetts Board of Library Commissioners with funds from the Library Services and Technology Act, a Federal source of library funding provided by the Institute of Museum and Library Services. The library received a $500 Exxon-Mobil grant through volunteer Phillip Goss which was used for new shelving. The library received a $400 Cultural Council grant for an Irish music program.

**Archives:** We logged in 207 visits to the Archives by researchers in 2013. Volunteer Donna Albino began organizing the papers of the Friends of the Ipswich Public Library. Volunteer Howard Fosdick continued to update the obituary files.

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**SCHOOL DEPARTMENT**

**SUPERINTENDENT OF SCHOOLS**

Dr. William I. Hart

Ipswich Public Schools began the school year with four major strategic priorities: create a district-wide vision for education, begin work on building a curriculum for this century, develop a long-range plan with financial/operational support and implement a comprehensive technology plan. I am pleased to share with the community that substantial progress has been made in all four strategic priorities.

Superintendent meetings with students, staff, teachers, school committee members, town officials and school administrators in May 2013 began the visioning process. In total, over one hundred and seventy five people responded to the following three questions. First, what are the district’s strengths? Second, what are the district’s challenges? Third, what are your hopes for the future? The input from the community was invaluable in developing a new vision for the Ipswich Public Schools.
Two significant district initiatives, designed to support continuous student learning, were launched this year. Twenty-three teacher leaders from each school in the district met several times this year to begin constructing a new curriculum for the district. This new curriculum will support students in building the knowledge, skills and attributes needed to be successful in this century. In addition, a second district-wide teacher group worked to build highly effective teacher teams in each school. These teacher teams will regularly collaborate to improve instruction and assessment practices leading to higher student achievement.

Ipswich Public Schools took a very different approach to the budget development process for the 2014-2015 school year. The administrative team, in collaboration with the School Committee, built a budget that realigned and added resources to support the district vision. The 2014-15 budget is year one of a five year financial plan. This budget approach supports a stable financial setting to build district programs over a five year period.

A major district objective this year was to rebuild the entire district technology infrastructure network. The work to replace computer servers, install wireless access, connect new switches and rewire all four district schools will be complete by the end of the school year. Student and teacher access to technology was enhanced this year and will continue to become more robust. An external consultant will finalize a technology equipment strategic planning process in April. The resulting document will guide technology hardware purchases for next year and beyond. We anticipate students will have access to cutting edge technology in every district classroom next year.

In closing, Ipswich Public Schools has had a productive year creating a new vision for the future, building an innovative curriculum and creating a long term financial plan to support the work. The 2013-2014 school year has built a strong foundation upon which to build a model public school system.
Ipswich High School continued a tradition of excellence in 2013.

The National Merit Program recognizes seniors each year based on PSAT testing. This year we had 2 students receiving Commendation recognition. This is a large number for any public school. Colleges continue to accept Ipswich High School graduates at a high rate. The Class of 2013 ended with 89% accepted to colleges, 80% of those to 4 year colleges, up 10% from the prior year. Acceptances included Boston College, Boston University, University of Connecticut, Fordham University, Colgate University, George Mason University, Pennsylvania State University, Providence College, and many others. Over 175 different colleges accepted Ipswich High School graduates.

MCAS scores continue to be outstanding with 94% of the current juniors scoring Advanced or Proficient in English Language Arts. In Mathematics, 89% attained that level as did 72% in Biology. Students continue to have scores that rank Ipswich High School in the top tier of Level I Massachusetts Public Schools.

IPSWICH MIDDLE SCHOOL
David P. Fabrizio, Principal

The 2013-2014 school year has been a continuation of the solid educational foundation that we built upon last year at Ipswich Middle School year. The spirit of collaboration among our professional staff continues to grow and flourish. Our comprehensive professional development program, data-driven student remediation and improved instructional techniques all contributed to increased student learning. Once again Ipswich Middle School performed at the highest levels in state and national standardized tests.
This year our staff has focused on improving student learning through the use of Differentiated Instruction in the classroom. Our comprehensive professional development program included workshops for teachers, a consultant to work with staff and the sharing of student work. In addition Dr. Hart was instrumental in offering training for our teachers to learn to work in Professional Learning Communities. The PLC training will create opportunities for our teachers to become educational leaders.

Our middle schoolers continue to enjoy a variety of after-school activities. Along with our usual offerings—Art Club, Math League, Chess Club, Recycling Club, Homework Club and Tiger Den—we have added a new and exciting Computer Coding Club and Destination Imagination. Our Student Leadership Senate (SLS) has led the way in community service with our annual Thanksgiving Food Drive, Penny Wars and the Walk for Hunger. Both events benefit the Ipswich Food Pantry. The SLS also ran a book drive and a fund raiser to help a poor community in Ghana build a school house. Our Drama Club brought down the house with two productions this year. The fall comedy was “High School Dropouts from Outer Space” and our winter musical was the ever popular “Cinderella.”

Our athletic programs continued to thrive. Once again a record number of students participated in our intramural offerings of basketball, volleyball, badminton, dodge ball, golf and ultimate Frisbee. On the interscholastic side our student athletes competed with neighboring schools in cross country (a new addition), soccer, basketball, ice hockey and track.

In keeping with tradition, each grade went on an academically based trip during the school year. The sixth grade kicks it off for us with a week in April at Ferry Beach Ecology School in Saco, Maine. Students spend their time exploring and learning on a beautiful coastal campus. Seventh grade students learn first-hand about the local ecosystems and history with a series of separate day trips at locations along the Ipswich River. And finally, the eighth grade will make the annual pilgrimage to the Adirondacks for three days of geological exploration and fun. A swim in cold Lake George is always a highlight.

Clearly, the Ipswich Middle School is a dynamic, thriving institution. Our vibrant faculty and outstanding students have created an all-inclusive culture that affords everyone the chance to get involved. We are dedicated to the belief that an active and interested student is a successful student.

DOYON ELEMENTARY SCHOOL
Sheila Conley, Principal

Excitement and enthusiasm for learning continues to be the top priority for the students and staff at the Paul F. Doyon Memorial School. We are able to maintain this level of rigor, even during continued fiscally challenging times, because of the commitment our educators and staff give each and every day. Through reduction of some staff, Doyon was able to hire a new literacy specialist to assist us in the area of Language Arts. We continue to implement best practices of the Reading and Writing Workshop models. Doyon and Winthrop School teachers are working collaboratively to ensure our curriculum and assessments align with the Common Core.
Through further budget changes and some assisted Feoffees Mini Grant funds, Doyon has been able to retain a part time math specialist and enrichment consultant who works with both our students and staff. We have had to be creative in order to continue to enhance our programing during these financially difficult times.

Preschool through grade five students are thrilled to have music classes. All fourth and fifth graders continue to have the opportunity to participate in our band, chorus and orchestra programs. Their performances throughout the year, in front of their peers and parents, illustrate their enthusiasm and dedication as young musicians. The Spring Art Show showcases the talent of each and every student in the building and their love of the Arts.

Our fourth and fifth grade leadership programs, Early Act, SLT (Student Leadership Team), and Reading buddies, allow our older students to develop leadership skills through their interactions with younger students and community involvement. This month our Early Act team, with support from the Ipswich Rotary, held a “Movie Night” with more than 175 students and their families participating. The money raised (over $950) will be donated to the Red Cross hurricane victims, a cause the students chose.

Thanks again to the Ipswich ReCreation Department for their financial support and the volunteerism of our parent and community members; Doyon was able to have another successful year of our after school extra-curricular program called DEEP (Doyon Extraordinary Enrichment Program). We were able to offer over twenty courses during our fall and winter 5 week sessions. Over 250 students were thrilled to participate!

As always, we are grateful for all that our FRIES (Friends of the Ipswich Elementary Schools) do to enrich our students. In March, the Winthrop and Doyon FRIES held their biennial joint fundraiser, “Casino Night at Turner Hill.” The success of this event along with the many other events that they organize throughout the year, such as “Doyon Devours Books” and the “Doyon-A-Thon”, financially support enrichment programs and numerous other needs that we are unable to address during these difficult budget times. Their dedication towards enhancing the educational experience for our children is appreciated beyond words.

I continue to be honored to work with such an incredibly dedicated and talented faculty and staff. As a staff, we are proud that our students are achieving their personal best both academically and socially, and becoming lifelong learners at the Paul F. Doyon Memorial School.
Philanthropy—not a concept often used in conjunction with public schools, it is difficult to reflect on the successes of 2013 without considering the predominant role philanthropy has played at the Winthrop School.

In the fall of 2012, a core committee of parents met to tackle the challenge of renovating the deteriorating playground. The desire to update, renovate and make the play areas assessable and safe for all was not a new dream, but one that had remained unrealized. With the support of Friends of Ipswich Elementary Schools-Winthrop (F.R.I.E.S), the Playground Committee was born. We couldn’t have matched our themes of Persistence and Diligence more perfectly for the year ahead.

Research resulted in a conscious decision to renovate the playground using a community-build initiative. A leap of faith, this approach required incredible community investment in both time and skill. The lack of funds needed to address the substantial topography concerns as well as purchase playground equipment meant that a major fundraising effort was mandatory. After much consideration, the Playground Committee selected Play By Design, an upstate New York playground company, as a partner in our quest.

For ideas about what to include on the playground, we needed to look no farther than our own students. “Design Day” was a day of imagination and creativity, encouraging students to share their thoughts about what they envisioned for the design. Final designs were drafted as fundraising efforts intensified and the “Together We Play” campaign began in earnest. Summer was the perfect time for topography changes, so plans were made to demolish the existing playground equipment the day after the school year ended in June. Throughout the summer, mounds of dirt created foundational underpinnings; large boulders added texture and climbing potential; and, planting boxes stood ready to welcome seeds.
Ten-months of planning led to a September “Build Week”, a week when over five hundred volunteers lent skill, positive energy and good will to the site. While community relationships grew and strengthened, pilings rose, brushes painted, and wheelbarrows carted. Over shared meals and on-site conferences, connections to each other and Winthrop School were forged. By the end of the week, a transformed Winthrop School playground welcomed the laughter and joy of our children.

Was there learning happening inside the school during this year? Of course, but I would argue that the greatest lessons were delivered by the adults who our students witnessed working together on their behalf. Our children learned that, as a collective, we can achieve anything. With our shared skills, energies, creativity and positive thinking focused on a single goal, much more can be accomplished than we ever thought possible. Most importantly, the true meaning of community- the coming together in unity makes us all feel so satisfied and simply good inside.

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SHADE TREE AND BEAUTIFICATION COMMITTEE
Janet Taisey Craft, Chair

The Shade Tree and Beautification Committee is made up of concerned Ipswich residents, landscape professionals, Garden Club members and two selectmen who recommend, recognize, and implement actions that beautify and enhance the town of Ipswich and its quality of life.

The Committee seeks and monitors local business support for the planting and maintaining of roadway islands, promotes appropriate planting areas and tree planting throughout the town as well as organizes town-wide cleanups. The Committee works closely with the Town Manager, Department of Public Works, Planning Department, Forestry Department, Board of Selectmen, and Garden Clubs to achieve special initiatives.
2013 was a busy year for the Committee. Highlights include:

- **The Adapt An Island Program** enters its seventh year. This program has greatly enhanced the beauty of the town and has become a model for other nearby communities. Through an application process, coordinated through the town’s DPW department, local businesses and community organizations sponsor and maintain a traffic island three seasons of the year. The Committee also sponsors hanging flower baskets in the downtown business area and maintains 24 large planters along the Riverwalk.

- **The Old Elm Tree Wood Project** was initiated when the town’s beloved 250-year-old elm tree on the corner of East Street and County Street died and had to be cut down in July 2012. The Old Elm Tree Wood Project was created to use the wood from the tree to create useful objects and works of art that will memorialize the tree and benefit the town. Large cross sections of the tree truck have been cut and preserved for a tree ring dating project. The tree rings are being sanded, a research forest ecologist has been engaged to come to Ipswich to date the tree, and the final tree ring display will be finished and put on public display in 2014. The Committee initiated a fundraising effort to raise money for future trees and tree maintenance in Ipswich.

- **The Committee organized a fall and spring Town Wide Cleanup.** Volunteers cleared trash in the major entrance roadways into town, the downtown business area, the Hammett Street parking lot, the railroad station, Bialek Park, and the Town Wharf.

- **The Committee reviews the town’s Streetscape projects** and their impact on trees. Working closely with the town arborist and other town committees, the Committee is a strong advocate for the preservation and protection of the town’s shade trees. In 2013 the committee reviewed and made recommendations for the North Green Project.

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**TRUST FUND COMMISSION**  
Alexander M. Colby, Chairman

Despite continued low interest rates, economic headwinds from sequestration in the U.S. and negative returns in emerging economy equity markets, the Town’s trust funds prospered in 2013 returning 11.9% after custodial fees but before distributions.

In dollar terms, the funds performed as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Market Value 12/31/12</td>
<td>$423,784.71</td>
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<tr>
<td>Interest</td>
<td>$5,393.27</td>
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<tr>
<td>Dividends</td>
<td>$4,274.23</td>
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<td>Capital Appreciation</td>
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<td><strong>Less:</strong></td>
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<tr>
<td>Custodial and Accounting Fees</td>
<td>-$2,191.68</td>
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<tr>
<td>Distributions</td>
<td>-$14,634.31</td>
</tr>
<tr>
<td>Market Value 12/31/2013</td>
<td>$459,573.47</td>
</tr>
</tbody>
</table>
The bulk of the distributions ($11,200) represented scholarships from various Funds for graduating seniors from Ipswich High School. Other distributions went to the Ipswich Humane Group ($500 from the Brown Fund) and the Ipswich Historical Commission ($2,934.31 from the Bowen Fund).

The trust funds are currently allocated 49% in fixed income and 51% in equities. This allocation supports the production of current income, reduced price volatility and longer-term growth of capital. Equity exposure is diversified with 79% in the broad U.S. equity market, 17% in Europe, Australasia and the Far East and 4% in Emerging Markets. The fixed income portion of the portfolio is concentrated in short-term, high quality corporate bonds. As these bonds mature over the next few years we expect to reinvest their proceeds at higher rates than are currently available as the Federal Reserve reverses its current policy of essentially “zero” interest rates. The portfolio also has a significant investment in a Treasury Inflation Protection Security (TIPS) that produces both current income and also provides protection against inflation which will inevitably return.

Although the Federal Reserve has begun to “taper” its bond purchasing program, monetary policy remains extremely accommodative. This fact, coupled with an improved housing market and gradual, but persistent improvement in the broader economy resulted in a very strong U.S. stock market last year. The stock market advance, in fact, outpaced corporate earnings growth meaning that stocks (particularly U.S. equities) are currently less favorably valued than last year at this time. As such, an accommodative monetary policy and an improving economy should produce positive stock returns in 2014, but nothing approaching last year’s advance. Bond returns will continue to be meager, if not negative, as rate increases cause bond prices to decline more than the interest they produce. All in all, 2014 should produce results consistent with the Trust Funds’ risk tolerance but less than those of the past two years.
Financial Statements
Appendix

June 30, 2013