

C. Cakounes 2020





Accounting

Treasurer

Saugus Public Schools

Northeast Metropolitan Regional Vocational High School

Affordable Housing Trust Board of Trustees

Assessors / Board of Assessors

Cable Television Station / SCTV

Cemetery / Cemetery Commission

Clerk / Elections / Registrars

Conservation Commission

Cultural Council

Fire Department / Emergency Management

Health Department / Board of Health

Historical Commission

Housing Authority

Human Resources

Inspectional Services

Library / Library Board of Trustees

Parking & Traffic Enforcement

Planning Board

Planning & Development

Police Department

Public Works

Retirement Board

Selectmen

Senior Center / Council on Aging

Solid Waste / Recycling

Veterans Services

Youth & Recreation

Zoning Board of Appeals



**TOWN OF SAUGUS
COLLECTOR/TREASURER
FISCAL 2019**

The role of the Collector/Treasurer's Office within the Town of Saugus is two fold. The Collector's Office is responsible for the collection of all taxes such as Real Estate, Personal Property, Motor Vehicle Excise, and Boat Excise as well as Water and Sewer user charges. To do this, the Collector's Office issues tax bills and water/sewer bills accordingly:

Real Estate Tax Bills	46,500 annually
Personal Property Tax Bills	2,500 annually
Water/Sewer Bills	19,500 annually
Motor Vehicle Excise Tax Bills	30,435 annually

In addition, during Fiscal 2019 the Town Collector recorded tax takings (liens) on 140 parcels. Tax Title collections were received in the amount of \$544,032.77 for Fiscal Year 2005 - 2019. Five (5) parcels was acquired thru foreclosure proceedings and one was redeemed and title transferred to the former owner.

During Fiscal 2019, the Treasurer's Office is responsible for receiving, recording, and investing approximately ~~\$118m~~ in funds resulting from the collection of taxes, water/sewer charges as well as other various types of revenue collected by other Town offices. Those may include but are not limited to state receipts, grants, licensing and permitting fees, filing fees, violations, school lunch receipts, scholarships, or donations. The Treasurer reports all cash received to the Town Accountant who then uses that information in preparation of the Town's operating budget.

In addition, the Treasurer, in conjunction with the Board of Selectmen is responsible for the issuance of all long and short-term debt on behalf of the Town of Saugus. The Town issues debt on behalf of its residents for the general fund, sewer enterprise fund, and water enterprise funds.

The following report outlines the total amount collected during Fiscal 2019 on accounts receivable as well as investment earnings.

Respectfully submitted,

Wendy A. Hatch
Collector/Treasurer

**TOWN OF SAUGUS
COLLECTOR**

The following is a statement of accounts receivable as of the end of the fiscal year ended June 30, 2019.

PROPERTY TAXES RECEIVABLE:

Current year's tax levy - FY 2019	\$329,111.39
Prior year's levies	\$440,456.96
Water/Sewer Liens added to taxes	\$8,149.53
Income and Expense Lien added to taxes	\$2,700.00
Tax Title	\$1,433,173.24
Tax Deferral	\$45,031.81
Tax Foreclosures	\$489,511.16

OTHER RECEIVABLES:

Motor Vehicle Excise	\$493,751.59
Boat Excise	\$8,067.00
Water Charges	\$433,961.82
Sewer Charges	\$228,576.88
Parking Violations	\$48,795.00
 Total Accounts Receivable	 \$3,961,286.38

The following collections were received for the fiscal year ended June 30, 2019:

Property taxes, net	\$68,178,737.69
Water /Sewer Liens added to taxes	\$507,093.60
Income and Expense Lien added to taxes	\$44,400.00
Tax Title	\$511,407.86
Tax Foreclosure	\$0.00
Motor Vehicle Excise	\$4,502,914.93
Boat Excise	\$3,916.36
Water Charges	\$6,683,838.33
Sewer Charges	\$4,284,864.83
Parking Violations	\$26,005.00
 Total Collections	 \$84,743,178.60

**TOWN TREASURER
FISCAL 2019**

General Fund Investment Income

General Cash Investments	\$317,125.90
School Scholarships	\$4,010.22
Saugus Education Fund	\$7.52
Saugus HS Student Activity Fund	\$366.14
Saugus MS Student Activity Fund	\$170.72
Escrow	\$365.50
Local Cultural Council	\$64.39
Police Federal Drug	\$82.52
Police State Drug	\$75.92
Senior Center	\$65.63
Senior Center Gifts	\$486.38
State Aid to Public Libraries	\$303.60
Tree Committee Fundraising	\$20.76
Conservation Commission	\$32.88

Agency Funds:

Saugus Community Television Station	\$2,730.58
Special Detail	\$150.74

Capital Improvements:

MWRA Water Pipeline Replacement	\$2,779.92
High School / Middle School Construction Project	\$1,210,473.89

Trust Funds:

Johnson Library Fund	\$92.82
Kimball Senior Center Trust	\$104.17
McKenzie Library Trust	\$102.31
Wilson Library Fund	\$38.92
Stabilization Fund	\$130,563.63
Stabilization Fund – Capital Projects	\$2,645.82
Stabilization Fund – Medical	\$5,554.25
Cemetery Perpetual Care Fund	\$23,387.24
Other Post Employment Benefits	\$27,998.62
Sick Leave	\$15.27
Sewer Rehabilitation	\$38,992.54
Shapiro Endowment Fund	\$1,869.62
School Gift Account – O'Neill Family Gift	\$6,322.18

Total	\$1,777,157.46
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Schedule A Part 1

General Fund Revenues and Other Financing Sources (Fund 01) - Fiscal Year 2019

Schedule A Part 1 - General Fund Revenues and Other Financing Sources (Fund 01)

Acct. No.	Item Description	Amount
A. Taxes		
4110	Personal Property Taxes	2,328,043
4120	Real Estate Taxes	66,356,507
4150	Excise Taxes	4,506,122
4179	Penalties and Interest	280,490
4180	In Lieu of Taxes	70,840
4191	Hotel/Motel Excise	781,132
4192	Meals Excise	1,015,014
4193	Cannabis Excise	
4194	Boat Excise	
4198	Urban Redevelopment Excises	
4199	Other Taxes	3,916
A. TOTAL TAXES (NET OF REFUNDS)		75,342,064
B. Charges for Services/Other Departmental Revenues		
4211	Water Charges	
4212	Other Utility Charges	
4229	Other Charges	
4243	Parking Charges	
4244	Park and Recreation Charges	
4246	Sewerage Charges	
4247	Trash Collection Charges	
4248	Transit Charges	
4370	Other Department Revenue	407,344
B. TOTAL CHARGES FOR SERVICES/OTHER DEPARTMENTAL REVENUES		407,344
C. Licenses, Permits and Fees		
4322	Fees Retained from Tax Collection	462,673
4323	Cannabis Impact Fee	
4324	Short-term Rental Community Impact Fee	
4400	Licenses and Permits	1,362,862
C. TOTAL LICENSES, PERMITS AND FEES		1,825,535
D. Federal Revenue		
4540	Unrestricted - Direct	
4580	Unrestricted - Through the State	
D. TOTAL FEDERAL REVENUE		
E. Revenues From State		
4600	State Revenue	10,395,730
E. TOTAL REVENUES FROM STATE		10,395,730
F. Revenues From Other Governments		
4695	Court Fines	
4720	Received From the County for Services Performed	

Schedule A Part 1

General Fund Revenues and Other Financing Sources (Fund 01) - Fiscal Year 2019

Acct. No.	Item Description	Amount
4730	Received From Other Municipalities for Services Performed	
F. TOTAL REVENUES FROM OTHER GOVERNMENTS		
G. Special Assessments		
4750	Special Assessments	44,400
G. TOTAL SPECIAL ASSESSMENTS		44,400
H. Fines, and Forfeitures		
4770	Fines and Forfeitures	175,698
H. TOTAL FINES AND FORFEITURES		175,698
I. Miscellaneous Revenues		
4800	Miscellaneous Revenues	330,215
4820	Earnings on Investments	1,527,583
I. TOTAL MISCELLANEOUS REVENUES		1,857,798
TOTAL GENERAL FUND REVENUES		90,048,569
J. Other Financing Sources		
4990	Other Financing Sources	
J. TOTAL OTHER FINANCING SOURCES		
TOTAL GENERAL FUND REVENUES AND OTHER FINANCIAL SOURCES		90,048,569
K. Interfund Operating Transfers		
4972	Transfers from Special Revenue Funds	
4973	Transfers from Capital Projects Funds	
4975	Transfers from Enterprise Funds	1,089,297
4976	Transfers from Trust Funds	
4977	Transfers from Agency Funds	
K. TOTAL INTERFUND OPERATING TRANSFERS		1,089,297
TOTAL GENERAL FUND REVENUES, OTHER FINANCING SOURCES, AND INTERFUND OPERATING TRANSFERS		91,137,866

Schedule A Part 2
Fiscal Year 2019

Schedule A Part 2 - General Government (100)

Acct. No.	Object of Expenditure	Legislative	Executive	Accountant Auditor	Collector	Treasurer	Law Department Town/City Counsel	Public Building/ Properties Maintenance	Assessors	Operations Support	License and Registration	Land Use	Conservation Commission	Other
5100	Salary and Wages		403,142	309,327		236,126	60,481		232,713	104,284	181,074	40,498	45,084	
5700	Expenditures		292,102	111,094		78,076	329,375		139,369	309,347	20,291	12,771	2,802	
5800A	Construction													
5800B	Capital Outlay													
TOTAL			695,244	420,421		314,202	389,856		372,082	413,631	201,365	53,269	50,886	

Schedule A Part 2 - Public Safety (200)

Acct. No.	Object of Expenditure	Police	Fire	Emerg. Med. Services	Inspection	Other
5100	Salary and Wages	6,445,911	4,861,475		223,019	864,606
5700	Expenditures	426,874	331,097		5,080	81,767
5800A	Construction					
5800B	Capital Outlay					
TOTAL		6,872,785	5,192,572		228,099	946,373

Schedule A Part 2 - Education (300)

Acct. No.	Object of Expenditure	Education	Reg. School Assessment- 1	Reg. School Assessment- 2	Reg. School Assessment- 3	Reg. School Assessment- 4
5100	Salary and Wages	24,290,724				
5700	Expenditures	4,977,885	3,529,161	396,787		
5800A	Construction					
5800B	Capital Outlay					
TOTAL		29,268,609	3,529,161	396,787		

Schedule A Part 2 - Public Works (400)

Acct. No.	Object of Expenditure	Hwy/Streets (Snow/ice)	Hwy/Streets (Other)	Waste Collect/Disp	Sewer Collect/Disp	Water Distribution	Parking Garage	Street Lighting	Other
5100	Salary and Wages	103,562	291,456	87,824					984,688
5700	Expenditures	594,515	547,640	1,752,541				643,580	897,333
5800A	Construction								
5800B	Capital Outlay		24,000						
TOTAL		699,077	863,096	1,840,365				643,580	1,882,031

Schedule A Part 2 - Human Services (500)

Acct. No.	Object of Expenditure	Health Services	Clinical Services	Special Program	Veterans Services	Other
5100	Salary and Wages	148,269		231,991	22,726	
5700	Expenditures	9,894			270,788	
5800A	Construction					
5800B	Capital Outlay					
TOTAL		158,163		231,991	293,514	

Schedule A Part 2
Fiscal Year 2019

Schedule A Part 2 - Culture and Recreation (600)

Acct. No.	Object of Expenditure	Library	Recreation	Parks	Historical Commission	Celebrations	Other
5100	Salary and Wages	511,616	118,370	104,537			4,493
5700	Expenditures	144,961	15,600	212,769			2,000
5800A	Construction						
5800B	Capital Outlay						
TOTAL		656,577	133,970	317,306			6,493

Schedule A Part 2 - Debt Service (700)

Acct. No.	Object of Expenditure	Retirement of Debt Principal	Interest on Long Term Debt	Interest on Short Term Debt	Other Interest
5900	Debt Service	2,764,400	3,245,678	3,771	
TOTAL		2,764,400	3,245,678	3,771	

Schedule A Part 2 - Unclassified (900)

Acct. No.	Object of Expenditure	Unemployment	Workers Compensation	Health Insurance	Other Emp. Benefits	Court Judgements	Other Insurance	Intergovt. Assessments	Retirement	Other
0001	Unclassified	263,864	263,864	86,478	14,170,365	678,238	769,451	3,876,818	6,724,744	15,635
TOTAL		263,864	263,864	86,478	14,170,365	678,238	769,451	3,876,818	6,724,744	15,635

Schedule A Part 2 - Transfers/Other Financing Uses (0001)

Acct. No.	Object of Expenditure	Amount
5960	Transfers to Other Funds	2,274,378
5990	Other Financing Uses	
TOTAL		2,274,378

Schedule A Part 2 - Total All General Fund Expenditures

Acct. No.	Object of Expenditure	Total
Expenditures		
5100	Salary and Wages	40,911,006
5700	Expenditures	16,135,499
5800A	Construction	
5800B	Capital Outlay	24,000
5900	Debt Service	6,013,849
0001	Unclassified	26,585,593
TOTAL GENERAL FUND EXPENDITURES		89,669,947
Other Financing Uses		
5960	Transfers to Other Funds	2,274,378
5990	Other Financing Uses	
TOTAL TRANSFERS AND OTHER FINANCING USES		2,274,378
TOTAL GENERAL FUND		91,944,325

Schedule A Part 2
Fiscal Year 2019

Acct. No.	Object of Expenditure	Total
	EXPENDITURES AND OTHER FINANCING USES	

Schedule A Part 3
Fiscal Year 2019

Schedule A Part 3 - Federal Grants (FG01)

Acct. No.	Item Description	General Government	Public Safety	Public Works	Education	Federal Emerg. Mgmt. Agency	Culture and Recr.	Community Development Block	Other Housing and Urban Development	Other	Total
Revenues											
4100	Taxes and Excises										
4200	Charges for Services										
4500	Federal Revenue		49,761		2,770,602						2,820,363
4600	State Revenue										
4800	Miscellaneous Revenues										
4820	Earnings on Investments										
	TOTAL REVENUES		49,761		2,770,602						2,820,363
Other Financing Sources											
4810	Bond Proceeds										
4870	Transfers From Other Funds				18,970						18,970
4890	Other Financing Sources										
	TOTAL OTHER FINANCING SOURCES				18,970						18,970
	TOTAL REVENUES AND OTHER FINANCING SOURCES		49,761		2,789,572						2,839,333
Expenditures											
5000	Salary and Wages				447,335						447,335
5000	Expenditures		750		1,783,637			1			1,784,388
5000A	Construction										
5000B	Capital Outlay										
5000	Debt Service										
	TOTAL EXPENDITURES		750		2,230,972			1			2,231,723
Other Financing Uses											
5860	Transfers to Other Funds										
5890	Other Financing Uses										
	TOTAL OTHER FINANCING USES										
	TOTAL EXPENDITURES AND OTHER FINANCING USES		750		2,230,972			1			2,231,723
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)		49,011		558,600			-1			607,610
0002	Fund Balance Beginning of Year		-11,365		1,072,498			1			1,061,134
0003	Adjustments										
0004	Fund Balance End of Year		37,646		1,631,098						1,668,744

Schedule A Part 3
Fiscal Year 2019

Schedule A Part 3 - Federal Grants (FG01)

Acct. No.	Item Description	General Government	Public Safety	Public Works	Education	Federal Emerg. Mgmt. Agency	Culture and Recr.	Community Development Block	Other Housing and Urban Development	Other	Total
Revenues											
4100	Taxes and Excises										
4200	Charges for Services										
4500	Federal Revenue		49,761		2,770,602						2,820,363
4600	State Revenue										
4800	Miscellaneous Revenues										
4820	Earnings on Investments										
	TOTAL REVENUES		49,761		2,770,602						2,820,363
Other Financing Sources											
4810	Bond Proceeds										
4870	Transfers From Other Funds				18,970						18,970
4990	Other Financing Sources										
	TOTAL OTHER FINANCING SOURCES				18,970						18,970
	TOTAL REVENUES AND OTHER FINANCING SOURCES		49,761		2,789,572						2,839,333
Expenditures											
4900	Salary and Wages				447,335						447,335
4900	Expenditures		750		1,783,637						1,784,388
5000A	Construction										
5000B	Capital Outlay										
5000	Debt Service										
	TOTAL EXPENDITURES		750		2,230,972			1			2,231,723
Other Financing Uses											
5960	Transfers to Other Funds										
5990	Other Financing Uses										
	TOTAL OTHER FINANCING USES										
	TOTAL EXPENDITURES AND OTHER FINANCING USES		750		2,230,972			1			2,231,723
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)		49,011		558,600			-1			607,610
0002	Fund Balance Beginning of Year		-11,365		1,072,498			1			1,061,134
0003	Adjustments										
0004	Fund Balance End of Year		37,646		1,631,098						1,668,744

Schedule A Part 3
Fiscal Year 2019

Schedule A Part 3 - Federal Grants (FG01)

Acct. No.	Item Description	General Government	Public Safety	Public Works	Education	Federal Emerg. Mgmt. Agency	Culture and Recr.	Community Development Block	Other Housing and Urban Development	Other	Total
Revenues											
4100	Taxes and Excises										
4200	Charges for Services										
4500	Federal Revenue		49,761		2,770,602						2,820,363
4600	State Revenue										
4800	Miscellaneous Revenues										
4820	Earnings on Investments										
	TOTAL REVENUES		49,761		2,770,602						2,820,363
Other Financing Sources											
4910	Bond Proceeds										
4970	Transfers From Other Funds				18,970						18,970
4980	Other Financing Sources										
	TOTAL OTHER FINANCING SOURCES				18,970						18,970
	TOTAL REVENUES AND OTHER FINANCING SOURCES		49,761		2,789,572						2,839,333
Expenditures											
5600	Salary and Wages				447,335						447,335
5620	Expenditures				1,783,637						1,784,388
5900A	Construction		750								
5900B	Capital Outlay										
5900	Debt Service										
	TOTAL EXPENDITURES		750		2,230,972						2,231,723
Other Financing Uses											
5960	Transfers to Other Funds										
5990	Other Financing Uses										
	TOTAL OTHER FINANCING USES										
	TOTAL EXPENDITURES AND OTHER FINANCING USES		750		2,230,972						2,231,723
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)		49,011		558,600						607,610
0002	Fund Balance Beginning of Year		-11,365		1,072,498						1,061,134
0003	Adjustments										
0004	Fund Balance End of Year		37,646		1,631,098						1,668,744

Schedule A Part 4
Capital Project Funds - Fiscal Year 2019

Schedule A Part 4 - Capital Project Funds

Acct. No.	Item Description	Water	Sewer	Schools	Municipal Buildings	Landfill	Highways (Chapter 90)	Other	Total
Revenues									
4100	Taxes and Excises								
4200	Charges for Services								
4500	Federal Revenue								
4600	State Revenue			10,696,387			573,110		11,269,497
4800	Miscellaneous Revenues		55,467						55,467
4820	Earnings on Investments	2,780	25,018						27,798
	TOTAL REVENUES	2,780	80,485	10,696,387			573,110		11,352,762
Other Financing Sources									
4910	Bond Proceeds		1,136,443						1,136,443
4970	Transfers From Other Funds		90,000				10,408	739,871	840,279
4990	Other Financing Sources								
	TOTAL OTHER FINANCING SOURCES		1,226,443				10,408	739,871	1,976,722
	TOTAL REVENUES AND OTHER FINANCING SOURCES	2,780	1,306,928	10,696,387			583,518	739,871	13,329,484
Expenditures									
5100	Salary and Wages								
5700	Expenditures	250,000					605,869	140,731	996,600
5800A	Construction	496,776	3,015,124	41,128,580	558,779			1,639,166	46,838,425
5800B	Capital Outlay								
5900	Debt Service								
	TOTAL EXPENDITURES	746,776	3,015,124	41,128,580	558,779		605,869	1,779,897	47,835,025
Other Financing Uses									
5960	Transfers to Other Funds		50,741					184,130	234,871
5990	Other Financing Uses								
	TOTAL OTHER FINANCING USES		50,741					184,130	234,871
	TOTAL EXPENDITURES AND OTHER FINANCING USES	746,776	3,065,865	41,128,580	558,779		605,869	1,964,027	48,069,896
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	-743,996	-1,758,937	-30,432,193	-558,779		-22,351	-1,224,156	-34,740,412
0002	Fund Balance Beginning of Year	1,224,032	4,482,686	61,141,318	210,779		-13,449	2,457,890	69,503,256
0003	Adjustments								
0004	Fund Balance End of Year	480,036	2,723,749	30,709,125	-348,000		-35,800	1,233,734	34,762,844

Accounting

Schedule A Part 5
Enterprise Funds - Fiscal Year 2019

Schedule A Part 5 - Enterprise Funds

Acct. No.	Item Description	Water	Sewer	Electric	Landfills	Hospital	Health Care	Airport	Harbor	Golf Courses	Public Recreation	Other	Total
Revenues													
4100	Taxes and Excises												
4200	Charges for Services	6,763,740	4,131,128									30,000	10,924,868
4500	Federal Revenue												
4600	State Revenue												
4800	Miscellaneous Revenues												
4820	Earnings on Investments											490	490
	TOTAL REVENUES	6,763,740	4,131,128									490	10,925,358
Other Financing Sources													
4810	Bond Proceeds	1,028	895										1,923
4970	Transfers From Other Funds												
4990	Other Financing Sources											1,786,069	1,786,069
	TOTAL OTHER FINANCING SOURCES	1,028	895									1,786,069	1,787,992
	TOTAL REVENUES AND OTHER FINANCING SOURCES	6,764,768	4,132,023									1,786,559	12,713,350
Expenditures													
5100	Salary and Wages	333,895	314,176										648,071
5700	Expenditures	4,561,083	2,196,008									40,000	6,797,091
5800A	Construction												
5800B	Capital Outlay	44,823	28,675										73,498
5900	Debt Service	975,062	1,709,508										2,684,570
	TOTAL EXPENDITURES	5,914,863	4,248,367									40,000	10,203,030
Other Financing Uses													
5900	Transfers to Other Funds	562,752	577,310										1,140,062
5900A	Other Financing Uses												
	TOTAL OTHER FINANCING USES	562,752	577,310										1,140,062
	TOTAL EXPENDITURES AND OTHER FINANCING USES	6,477,615	4,825,677									40,000	11,343,092
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	287,153	-693,654									1,776,559	1,370,258
0002	Fund Balance Beginning of Year	1,717,824	1,126,381										2,844,005
0003	Adjustments												
0004	Fund Balance End of Year	2,004,977	432,727									1,776,559	4,214,263

Schedule A Part 6
Trust Funds (Non expendable/expendable trusts) - Fiscal Year 2019

Schedule A Part 6 - Non-Expendable/Expendable Trusts (NE01)

Acct. No.	Item Description	Non-Expendable	Workers Compensation	Pension Reserve	Stabilization	Spl. Purpose Stabilization	Hth Claim C/T Share	Hth Claim Employee	Conservation	OPEB	Other	Total
Revenues												
4100	Taxes and Excises											
4200	Charges for Services											
4500	Federal Revenue											
4600	State Revenue											
4800	Miscellaneous Revenues	55,449			302,899					24,802		55,449
4820	Earnings on Investments											327,701
	TOTAL REVENUES	55,449			302,899					24,802		383,150
Other Financing Sources												
4970	Transfers From Other Funds				1,500,000					200,765		1,700,765
4990	Other Financing Sources											
	TOTAL OTHER FINANCING SOURCES				1,500,000					200,765		1,700,765
	TOTAL REVENUES AND OTHER FINANCING SOURCES	55,449			1,802,899					225,567		2,083,915
Expenditures												
5100	Salary and Wages											
5700	Expenditures						5,654		67,344		193,620	266,618
5800A	Construction											
5900B	Capital Outlay											
5900C	Debt Service											
	TOTAL EXPENDITURES						5,654		67,344		193,620	266,618
Other Financing Uses												
5950	Transfers to Other Funds											
5990	Other Financing Uses											
	TOTAL OTHER FINANCING USES											
	TOTAL EXPENDITURES AND OTHER FINANCING USES						5,654		67,344		193,620	266,618
	Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	55,449			1,802,899		-5,654		-67,344		-193,620	1,817,297
0002	Fund Balance Beginning of Year	1,240,832			7,863,754		5,654		67,344		1,076,800	10,902,050
0003	Adjustments											
0004	Fund Balance End of Year	1,296,281			9,666,653					873,433	882,980	12,719,347

Schedule A Part 7
Agency Funds - Fiscal Year 2019

Schedule A Part 7 - Agency Funds

Acct. No.	Item Description	Balance July 1,2018	Additions	Transfer From	Deductions	Transfer To	Balance June 30,2019
Assets							
0005	Cash	-35,707	1,758,917		1,948,176		-224,966
0006	Accounts Receivable						
TOTAL ASSETS		-35,707	1,758,917		1,948,176		-224,966
Liabilities							
0007	Police Outside Detail	-227,103	1,730,399		1,918,013		-414,717
0008	Fire Off Duty Detail						
0009	Tax Due State						
0010	Meals Tax Due State						
0011	Licenses Due State	1,278	28,150		28,150		1,278
0012	Due County/Retirement Systems						
0013	Guarantee Bid Deposits	186,949	368		2,013		185,304
0014	Unclaimed Items						
0015	Other Liabilities	3,169					3,169
TOTAL LIABILITIES		-35,707	1,758,917		1,948,176		-224,966



Lynnhurst Elementary School

Annual Report 2019

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Fax: 781-233-9420

Principal

Michael Mondello

mmondello@saugus.k12.ma.us

Clerk

Diane Corton

This year, the Lynnhurst School was one of only sixty eight schools in Massachusetts designated as a School of Recognition for High Growth! This achievement was a tremendous accomplishment for our school and was a culmination of strategic decision making, aligned instructional practices and a focus on standards. We are extremely proud of this designation and all of the hard work and dedication that went into achieving this status.

In 2019, the Lynnhurst School had an assigned accountability level of Meeting or Exceeding targets on the Next Generation MCAS 2.0 and was classified as a school not requiring assistance or intervention. The Lynnhurst School's classification was based on our ability to meet or exceed our set accountability targets for achievement and growth. The criterion-referenced target percentage combines information about achievement, growth, high school completion, English learner progress, advanced coursework completion, and chronic absenteeism into a single number between 0 and 100. For a group to be considered to be meeting targets it must have a criterion-referenced target percentage of 75% or higher. Based on targets set by DESE, the Lynnhurst School's progress towards improvement targets was 96%. In addition to our overall classification of Meeting or Exceeding, the Lynnhurst School had an overall accountability percentile of 83%. An accountability percentile between 1 and 99 is reported for most schools and this number is an indication of the school's overall performance relative to other schools that serve similar grades, and is calculated using data for all accountability all elementary schools.

In grade three ELA, the Lynnhurst School's percentage of students who scored in the Exceeding or Meeting category was 73%, which was 17 percentage points higher than the state average. The percentage of students who scored in the Partially Meeting and Not Meeting categories was 27% which was 17 percentage points lower than the state average. The grade three average ELA scaled score was 511.4 which was 10 points above our scaled score from last year and the grade three overall achievement percentile was 77% in comparison to all public schools across the state. In grade three Math, the Lynnhurst School's percentage of students who scored in the Exceeding or Meeting categories was 66%, which was 17 percentage points higher than the state average. The percentage of students who scored in the Partially Meeting and Not Meeting category was 34%, 17 percentage points lower than the state average. The grade three average Math scaled score was 507.6 which was 6.6 points above last year and the overall achievement percentile for Math was 76% in comparison to all public schools across the state an increase of 26% from the previous year.

In grade four ELA, the Lynnhurst School's percentage of students who scored in the Exceeding or Meeting category was 65%, 13 percentage points higher than the state average. The percentage of students who scored in the Partially Meeting and Not Meeting category was 35%, 13 percentage points lower than the state average and 14 percentage points lower than last year. The grade four average ELA scaled score was 506.8 which was 4.2% above the state average and the grade four overall achievement percentile was 67% in comparison to all public schools across the state, an increase of 18% from last year. In grade four Math, the Lynnhurst School's percentage of students who scored in the Exceeding or Meeting category was 51%, 1 percentage point higher than the state average and a decrease of 12% from last year. The percentage of students who scored in the Partially Meeting and Not Meeting category was 49%, 2 percentage points lower than the state average and 12 percentage points higher than last year. Grade four average Math scaled score was 499.3 which was 3.8% below the state average and the overall achievement percentile for Math was 46% in comparison to all public schools across the state. In the area of Student Growth Percentiles (SGP), the average SGP for ELA was 62.6% and the average SGP for Math was 55.2%.

In grade five ELA, the Lynnhurst School's percentage of students who scored in the Exceeding or Meeting category was 83%, 31 percentage points higher than the state average and 12 percentage points higher than last year. The percentage of students who scored in the Partially Meeting and Not Meeting category was 17%, 31% percentage points lower than the state average, including zero students in the Not Meeting category, which was 9% lower than the state. The grade five average ELA scaled score was 513.6 which was 12.4 points above the state average and an increase of .3 percentage points over last year. The grade five overall achievement percentile, in ELA, was 89% in comparison to all public schools across the state and an increase of 1 percentage point over last year. In grade five Math, the Lynnhurst School's percentage of students who scored in the Exceeding or Meeting category was 85%, 37% percentage points above the state average and an increase of 20 percentage points over last year. The percentage of students who scored in the Partially Meeting and Not Meeting category was 15%, 27 percentage points lower than the state average and a decrease of 20% from last year. In addition, the fifth grade had zero students in the Not Meeting category which was 10% less than the state. The grade five average Math scaled score was 514.3 which was 15.8 points above the state average and an increase of 6.6 points over last year. The overall achievement percentile for Math was 95% in comparison to all public schools across the state and an increase of 10% over last year. In the area of Student Growth Percentiles (SGP), the average SGP for ELA was 71.8% and the average SGP for Math was 79.8%.

In the area of science, the Lynnhurst School's percentage of students who scored in the Exceeding or Meeting category was 75%, which was 26% higher than the state average and an increase of 28% over last year. The percentage of students who scored in the Partially Meeting and Not Meeting category was 24%, 27% percentage points lower than the state average, and a 29% decrease from last year. Students in the warning category were 3% which was 9% lower than the state average. The grade five average Science scaled score was 509.3 which was 10.4 points above the state average.

As it pertains to Student Participation, the Lynnhurst was at 100% in ELA and Math and 98% in Science.

Overall, our school was classified in the *Meeting or Exceeding* category due to our ability to meet our 2019 Achievement targets in the areas of: ELA, Math, Science, Growth and Chronic Absenteeism. The Lynnhurst School was able to *Exceed* our 2019 Achievement targets for ELA in all subgroups. In the area of math, we *Exceeded* four of the six targets and *Met* one. In Science, we *Exceeded* all of our targets and in the area of ELA and Math, we *Exceeded* Typical Growth for all of our 2018 Achievement targets.

In the category of Chronic Absenteeism, we struggled. We *Met* our targets for *Students with Disabilities* and Exceeded our target for the *Hispanic/Latino* subgroup, however, our *All Students* subgroup, our *Economically Disadvantaged* subgroup and our *White* subgroups declined. Our overall absenteeism rate for our students is an area of concern and will be addressed through this year's school improvement goals.

As a school, our strong performance on this year's assessment catapulted us into the 83rd percentile of all schools in Massachusetts and included a 10% increase from last year! We were able to outperform the state in the number of students scoring in the Exceeding and Meeting categories, in all grades combined (3-5). Our growth percentage averages, in both ELA and Math, were above 65% which indicates strong instructional improvements and our student's response to instruction. Our *Not Meeting* category continues to trend below the state average and we saw zero students fail in fifth grade ELA and fifth grade math, along with fourth grade ELA. This year we did see decreases in our grade four math scores, although we were still on par with the state. As a staff, we will need to focus on increasing the percentages of students in the *Exceeding and Meeting* categories and decrease our *Partially Meeting* category in math. Our performance on the Essay and Constructed Response portion of the assessment continued to be a strength in all grades as we outperformed the state in all areas. As it pertains to achievement percentiles, the Lynnhurst School had overall ratings of 81% in ELA and 77% in math. Once again we saw significant increases in our fifth grade data and this year our third grade made significant gains over the previous year. Our growth was tremendous especially at the fifth grade level.

As a school we will continue to strive for achievement percentiles in the 65-75% range in all content areas and in all grades. We will continue to pay specific attention to reducing students scoring in the Partially Meeting category and Not Meeting categories and we will need to specifically address our absenteeism rates. Actions outlined in the goals are being implemented to ensure appropriate growth towards narrowing proficiency gaps are in place.

The Lynnhurst School currently houses 295 students. Our 13 classrooms are as follows: (3) Kindergarten, (2) First Grade, (2) Second Grade, (2) Third Grades, (2) Fourth Grade, (2) Fifth Grades.

We have continued to focus on the Instructional CORE (Teaching, Learning, Content) using various instructional supports:

Supports	Actions
ILT: Instructional Leadership Team	Meets Bi-Monthly to address school wide needs and drive change
DIBELS: Dynamic Indicator of Basic Early Literacy Skills	Standardized reading assessment used to determine risk levels for all students and design instructional focus
Keys to Literacy Partnership: KTL	Coordinated monthly professional development with a Keys To Literacy coach, to create school based and district wide coherence around writing instruction, comprehension strategies and standards
Title 1 Teachers: (Math & ELA):	Allocated for strategic instruction in all grades

Professional Learning Communities: PLC's (All Grades)	Teacher teams meet 30 minutes bi-weekly to address the instructional core at their grade level
Response to Intervention Model: RTI	Mandatory 30-40 Minute daily ELA Intervention Block (All Grades)
Data Inquiry Meetings (ELA & Math):	Coordinated grade level data meetings to analyze data and create strategic instructional groupings and focus
ECRI (Enhanced Core Reading Instruction)	A systematic and explicit phonics routine delivered in all primary classrooms
CORE Values	A school wide system for cultivating restorative justice practices
Open Circle	A school wide platform for addressing the social and emotional well being of students

Other highlights from this school year include:

- Effective use an Instructional Leadership Team (ILT) to help process current reality, drive instruction, keep a pulse on school climate, and build consensus on school decisions. The team meets bi-monthly on Friday and is comprised of the Principal and six teachers. The teachers represent all grades, special education and the reading department
- A monthly "School Meeting," to build student investment and school climate. Each month the school congregates, as a learning organization, and students and classrooms have an opportunity to showcase individual talents. We award a Lion Heart winner from each classroom, nominated by the teacher, to students who exemplify our monthly core value. The Lion Heart winners are students who consistently persevere, who have inspiration, dedication and determination
- Professional Learning Communities for all grade levels, paraprofessionals, new teachers and Title One staff. Teachers meet weekly and support personnel meets monthly. We use the PLC time to ensure students are learning, to build a culture of collaboration and to focus on results. The teachers are working on creating school wide coherence with instruction and learning
- School wide use of DIBELS to support our data collection process. We have a year long plan for testing, progress monitoring and data meeting dates. We have classified all students by risk level at each grade level and have identified and charted our "at risk" population. We have strategically aligned an instructional focus for students and assigned an interventionist. We use the Dibels Database System to track and record changes to performance and make predictions and decisions about instruction
- An established school wide instructional schedule that articulates set instructional blocks to align support services and create coherence
- A year long plan to articulate school events, assessments and relevant dates

- Continued partnership with Keys to Literacy. This year we are working with the KTL coaches to create district wide coherence around comprehension strategies specific to social studies. We have continued to meet in grade level teams, across the district, to plan, calibrate and debrief the different strategies and to plan lessons.
- ECRI (Enhanced Core Reading Instruction) is a systematic and explicit phonics routine delivered in all primary classrooms (K-2).
- To support problem solving in math, our students participate in a daily "Do Now" to begin each math lesson. The "Do Now" focuses on student thinking and process. We have also allocated our Title 1 teachers to support our Rti block, four times per week, in all grades.
- Fully operational school wide writing workshop model developed during our staff meetings. We currently have a coherent writing model with a visual to support workshop expectations. We have a set of five school wide writing crafts that align to guide vertical coherence and a set writing calendar for alignment. We used monthly staff meetings to participate in a cycle of learning for each writing craft that included calibrating instruction and looking at student work.
- Daily independent reading block at all grade levels. The independent reading time was created to address one of the components of a balanced literacy model and has students reading text at their "just right/independent" level every day for an uninterrupted block of time. During the block teachers are conferencing with individual students.
- Title 1 positions for Math and Literacy four times per week
- Multiple principal read alouds (September, December, March, June)
- Five School Wide CORE Values: Kindness/Respect/Cooperation/Perseverance/Ambition
- Targeted Professional Development during early release days and faculty meetings
- Consistent implementation of our MTSS process
- SmartBoard in every classroom
- A 1:1 computer environment in all classrooms grades 1-5
- A 2:1 ratio of iPads in all kindergarten classrooms
- A Twitter feed: @Lynnhurstlions with 360 followers and a school Facebook account @MikeMondello
- A weekly parent memo to communicate with parents (email/Facebook/Twitter)
- Monthly principal memo to highlight school happenings
- All of our teachers have been SEI/Retell trained

- Monthly EEL Corner highlighting an ELL strategy for teachers to use in their classroom
- Blackboard Connect is used to email parents regarding any upcoming events or to address school wide issues
- Monthly Birthday Book Club
- Scholastic Book Fair twice annually
- Library for all grade levels twice per month
- Annual school wide Field Day
- Annual fifth grade "Adventure Week"
- Annual partnership with Northeastern Men's Hockey team- School wide read aloud
- Annual Vocabulary Parade to celebrate vocabulary development and National Reading Day
- Bi Annual school wide Dental Screening
- House Saugus High School National Honor Society students for community service hours
- Partnership with local colleges and universities to place student teachers
- Kids Come First After School programming daily
- Grab & Go breakfast program
- *Healthy Saugus* partnership providing families in need with food
- Annual Holiday Angel Program providing families in need
- Annual fifth grade Thanksgiving "corn drive" for local shelters
- Annual kindergarten Sock & Mitten drive for Saugus Fire Department
- Built in "Safety Weeks", four times annually, to practice fire drills and classroom safety drills
- Various P.T.O sponsored enrichment presentations and fundraisers
- Staff and parent participation at SBEC Trivia Night and Taste for Education

**Oaklandvale Elementary School
2019-2020 Annual Report**

September 2019

- 4th - First Day of School
- 17th - Back to School Night. New principal Meet & Greet 5:30-6:00. PTA presentation 6:00-6:15. Wellness and Tutoring presentation 6:15-6:30. Follow your child's schedule 6:30-8:00
- 11th - Staff Meeting 3:00-4:00 Layout of the school year and Introduce focus of Social and Emotional Learning.

October 2019

- 6th - Staff Meeting 3:00-4:00 Focus on MCAS Results
- 15th - School pictures were taken in the auditorium
- 16th - Scholastic Book Fair
- 20th - Schoolwide PTO Sponsored Halloween Party
- 22nd - Pumpkin Patch

November 2019

- 18th - Keys to Literacy session with teachers in grade pairs
- 13th - Staff meeting held to discuss the principal's goals and projections
- 15th - A member of AXA Financial met with the Oaklandvale staff in the faculty room
- 26th - Parent Conferences K-5.
- 27th - Picture Make-Up Day

December 2019

- 7th - Schoolwide Holiday Stroll
- 17th - Schoolwide Holiday Shop
- 18th - Staff Meeting 3:00-4:00 "Trauma Influenced Classrooms"

January 2020

- 15th - Staff Meeting 3:00-4:00
- 15th - Community Day Assembly _ The Life and legacy of Dr. Martin Luther King
- 13th - PTO Canned Food and Soup Drive

February 2020

- 3rd - PTO 5th Grade Candy Sale
- 13th Data Team meetings
- 13th - Staff Meeting 3:00-4:00 "The DCF Process"

March 2020

- 1st - Read Across America Day
- 6th - Family Engagement Night - Zumba
- 13th - Staff Meeting 3:00-4:00
- 16th - PTO Dance a Thon Pep Rally
- 20th - Kindergarten Conferences
- 25th - Data Team Meetings
- 26th Dance a Thon Fundraiser

April 2020

- 7th - Start of MCAS Testing
- 10th - Staff Meeting 3:00-4:00

May 2020

- 13th - Staff Meeting: Next year student assignments 3:00-4:00
- 14th - Jump Rope for Heart
- 28th - Field Day

June 2020

- Last Day of School-TBD

Veterans Memorial School

39 Hurd Avenue
Saugus, Massachusetts 01906
(781) 231-8166
Fax: (781) 231-8502



Dr. David DeRuosi
*Superintendent of
Schools*

Mrs. Tracey Ragucci
Principal

Veterans Memorial Annual Report 2019-2020

September 2019

- First day of school for 1st to 5th grade students was September 4
- First day of school for Kindergarten students was September 5
- First day of school for Preschool students was September 9
- Back to School Town Meeting for all students took place in the gymnasium on September 10
- Back to School Night took place on the evening of September 19
- Teacher Meeting took place in the library after school on September 25

October 2019

- Picture Day took place for all students and staff on October 1
- Keys to Literacy met with all teachers on October 9
- October 9 was a district-wide early release for staff professional development
- Midterm Progress Reports for students in grades 1-5 were sent home on October 11
- Sachem Buddies Program began on October 21
- Town Meetings took place in the gymnasium on October 22 with specific focus on students' demonstration of character traits
- Teacher meeting took place in the library after school on October 23

November 2019

- November 5 Election Day provided the opportunity for full day professional development
- Boosterthon Fun Run for all students took place on the field on November 6
- Veterans Day assembly took place in the gymnasium on November 8
- Marks closed for students in grades 1-5 on November 8
- Report cards issued on November 18 for students in grades 1-5

- Scholastic Counts Ice Cream Reward took place for students in grades 3-5 on November 19
- Trimester marks closed on November 15 for students in Preschool and Kindergarten
- Teacher meeting took place in the library after school on November 20
- Report cards were issued on November 25 for students in Preschool and Kindergarten
- Parent/Teacher Conferences for all grades took place on November 26

December 2019

- Town Meetings took place in the gymnasium on December 3 with specific focus on students' demonstration of character traits
- Holiday shopping took place in the gymnasium the week of December 9
- Keys to Literacy supported teaching and learning on December 11
- Mr. Palmerini's 5th Grade class performance took place the week of December 16
- School Building Council meeting was held in the cafeteria on December 20
- Midway checkpoint for the end of the year Book Fair was scheduled for December 20
- Midterm Progress Reports for grades 1-5 students were sent home on December 20

January 2020

- Teacher meeting took place in the library after school on January 8
- School Building Council meeting took place on January 24
- Marks closed for students in grades 1-5 on January 24
- Keys to Literacy supported teaching and learning on January 29
- January 29 was a district-wide early release for staff professional development

February 2020

- Report cards were issued on February 3 for students in grades 1-5
- Spelling Bee for 4th and 5th grade students took place on February 4
- Multicultural Day took place in the gymnasium on February 25
- Scholastic Counts Ice Cream Reward for students in grades 2-5 is scheduled to take place on February 26
- Teacher meeting will take place in the library after school on February 26
- Sandy Hook Promise will take place on February 27 for 4th and 5th grade students
- School Building Council meeting is scheduled for February 28

March 2020

- Midterm Progress Reports for students in grades 1-5 are scheduled to be sent home on March 6
- Trimester marks close on March 6 for students in Preschool and Kindergarten
- Keys to Literacy is scheduled to support teaching and learning on March 11
- March 11 is a district-wide early release day for staff professional development

- March Madness basketball game for 5th grade students and staff will take place on the 12 at the high school gymnasium
- Report cards will be issued on March 16 for students in Preschool and Kindergarten
- Town Meetings are scheduled to take place in the gymnasium on March 17 with specific focus on students' demonstration of character traits
- School Building Council meeting is scheduled to take place on March 20
- MCAS Pep Rally featuring the Celtics mascot is scheduled to take place on March 24
- Parent/Teacher Conferences for Preschool and Kindergarten students are scheduled for the 24
- Teacher meeting is scheduled to take place in the library after school on March 25
- English/Language Arts MCAS Testing for 3rd grade is scheduled for March 31

April 2020

- English/Language Arts MCAS Testing for 3rd grade is scheduled for April 1
- Marks will close for students in grades 1-5 on April 3
- English/Language Arts MCAS Testing for 4th grade is scheduled for April 7-8
- Report cards will be issued on April 13 for students in grades 1-5
- Scholastic Counts Ice Cream Reward is scheduled to take place for students in grades 2-5 on April 14
- English/Language Arts MCAS Testing for 5th grade is scheduled for April 14 and 16
- Parent/Teacher Conferences will take place on April 15 for students in grades 1-5
- Mathematics MCAS Testing for 3rd grade is scheduled for April 28 and 29
- Teacher meeting is scheduled to take place in the library after school on April 29

May 2020

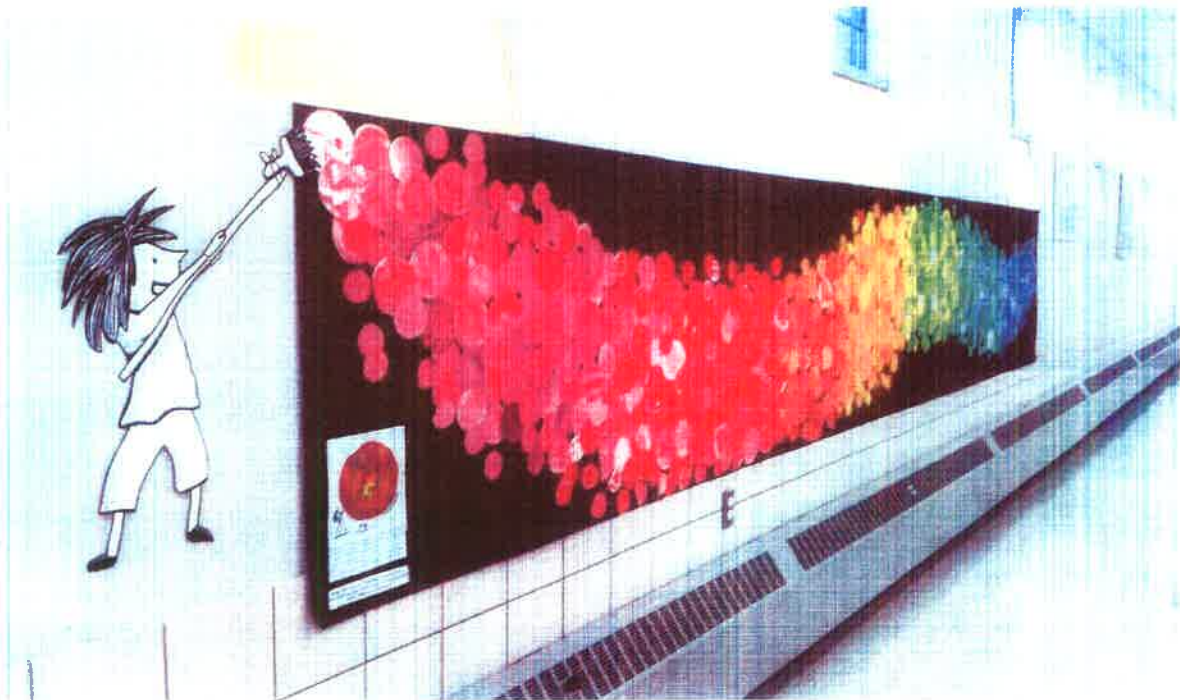
- Town Meetings are scheduled to take place in the gymnasium on May 5 with specific focus on students' demonstration of character traits
- Mathematics MCAS Testing for 5th grade is scheduled for May 5-6
- Mathematics MCAS Testing for 4th grade is scheduled for May 7-8
- Midterm Progress Reports for students in grades 1-5 will be sent home on May 8
- Science MCAS Testing for 5th grade is scheduled for May 12 and 14
- May 13 is a scheduled, district-wide early release for staff professional development
- Scholastic Book Fair is scheduled to take place the week of May 18
- Teacher meeting is scheduled to take place in the library after school on May 20
- Book Fair/Ice Cream Social is scheduled to take place on the evening of May 21
- Memorial Day assembly is scheduled to take place in the gymnasium on May 22

June 2020

- Teacher meeting is scheduled to take place in the library after school on June 3
- Kindergarten Screenings are scheduled for June 3 and 4/Early Release for K students
- Marks will close for all students on June 5

- Field Day for 5th grade students is scheduled for June 9
- Field Day for PK-1st grade students is scheduled for June 10
- Field Day for 2nd - 4th grade students is scheduled for June 11
- End of the year Town Meetings will take place in the gymnasium with specific focus on students' demonstration of character traits-date TBD
- Scholastic Counts Ice Cream Reward will take place for students in grades 2-5-date TBD
- Schoolwide Talent Show will take place the week of June 15
- 5th Grade Moving on Ceremony will take place on the last day of school
- June 18 is the scheduled last day of school for K-5 students

Veterans Memorial School



Douglas G. Waybright Elementary School
September 2019-June 2020 Annual Report

**September
2019**

- An Instagram account for the Waybright School and is easily accessible through the Waybright website. You can also follow the Waybright School @ waybrightwizards to see what's happening at school.
- MTSS meetings begin and are held every 6-8 weeks to support struggling students.
- September 10th is Back to School Night.
- Fifth grade Morning Patrol begins to assist with early arrival for students that is now available all year for the time period of 8:15-8:30.
- Reading buddies program is put in place for older and younger students to meet regularly to develop relationships, practice reading skills and have other fun activities.
- Noon aides and Ms. Romano meet to discuss and refine coverage, procedures and expectations for behavior during lunch in the cafeteria.
- Leadership Meetings are initiated and occur regularly throughout the year, planned for weekly meetings as much as possible.
- Weekly student support meetings begin and occur regularly throughout the year.

October 2019

- Student Support Meetings, MTSS meetings, Leadership meetings
- Registered students receive dental check ups in school.
- Fall photographs for students
- October 30th is the Literacy Parade
- Schoolwide drive for the Soldiers' Home in Chelsea, MA
- Town Meeting-Students in grades K-2 present.

**November
2019**

- Student Support Meetings, Leadership meetings
- November 7th Town Meeting recognizes local veterans and their service, as well as students who best exemplify honesty. Grades 3-5 present.
- November 8th Term 1 Marks close for Grades 1-5
- November 15th Marks close for Kindergarten.
- November 18th Report cards are issued for Grades 1-5

- November 25th Report cards are issued for Kindergarten.
- November 26th Elementary Conferences

December 2019

- Student Support Meetings, Leadership Meetings, MTSS Meetings
- Donations for Soldiers' Home is made by staff members during visit with veterans at the home.
- Town Meeting-Students in grades K-2 present.

January 2020

- Student Support Meetings, Leadership Meetings, MTSS Meetings
- On January 8th, MTSS meetings are held to discuss how to best support struggling students that have been referred by their respective teachers.
- January 17th Town Meeting: Students present highlights of their learning. SAC Janee Tichy kicks off the Kindness Challenge, a week long dedication to acts of kindness by students and staff in February. Students throughout grades PreK-5 are recognized for best exemplifying empathy.
- Term two marks close on January 24th for students in grades 1-5.
- On January 31st, all students take a field trip to the theater to see Doolittle.

February 2020

- Student Support Meetings, Leadership Meetings, MTSS Meetings
- Report cards are generated for students on February 3rd.
- Students in fifth grade walk to BMS to see a drama production.
- Feb14 & Feb 24-28 is Kindness Spirit Week
- Kindness Month
- Food drive for local pantry from February 26th-March 5th
- Registered students receive follow up dental check ups in school.
- Families and the PTO send teddygrams on February 14th to all students in observance of the holiday.
- Town Meeting recognizes students who best use self control and who have excellence in attendance. Grades 3-5 present.

March 2020

- Student Support Meetings, Leadership Meetings, MTSS Meetings
- March 1st is a celebration of Dr. Seuss' birthday with guest readers during Read Across

America.

- Food drive through March 5th, which is also Town Meeting; Representative from local pantry will be a guest at Town Meeting. Students are recognized for kindness and excellence in attendance. Grades K-2 present.
- Fifth grade Sachem Buddies are identified and begin working with students with learning disabilities.
- March 6th is the closing of marks for trimester two for Kindergarten
- March 16th-Report cards are issued for Kindergarten students
- On March 24th there are parent/teacher conferences for K students.
- Practice tests for MCAS are tentatively scheduled between March 18-22 and March 25-29.
- Unsung Hero Awards Night at Prince Pizza on March 24th

April

2020

- Student Support Meetings, Leadership Meetings, MTSS Meetings
- Marks close for students in grades 1-5 on April 3rd.
- ELA MCAS Testing: Grade 3-4/13 & 4/14; Grade 4-4/8 & 4/9; Grade 5-4/16 & 4/17
- .On April 2nd and 3rd the PTO has the Scholastic Book Fair and ice cream social for students.
- Town Meeting on April 11th Students in grades 3-5 present.
- April 13th Report cards are issued for grades 1-5.
- April 15th-Parent Teacher Conferences; Town Meeting; Recognize students for excellence in attendance and cooperation

May

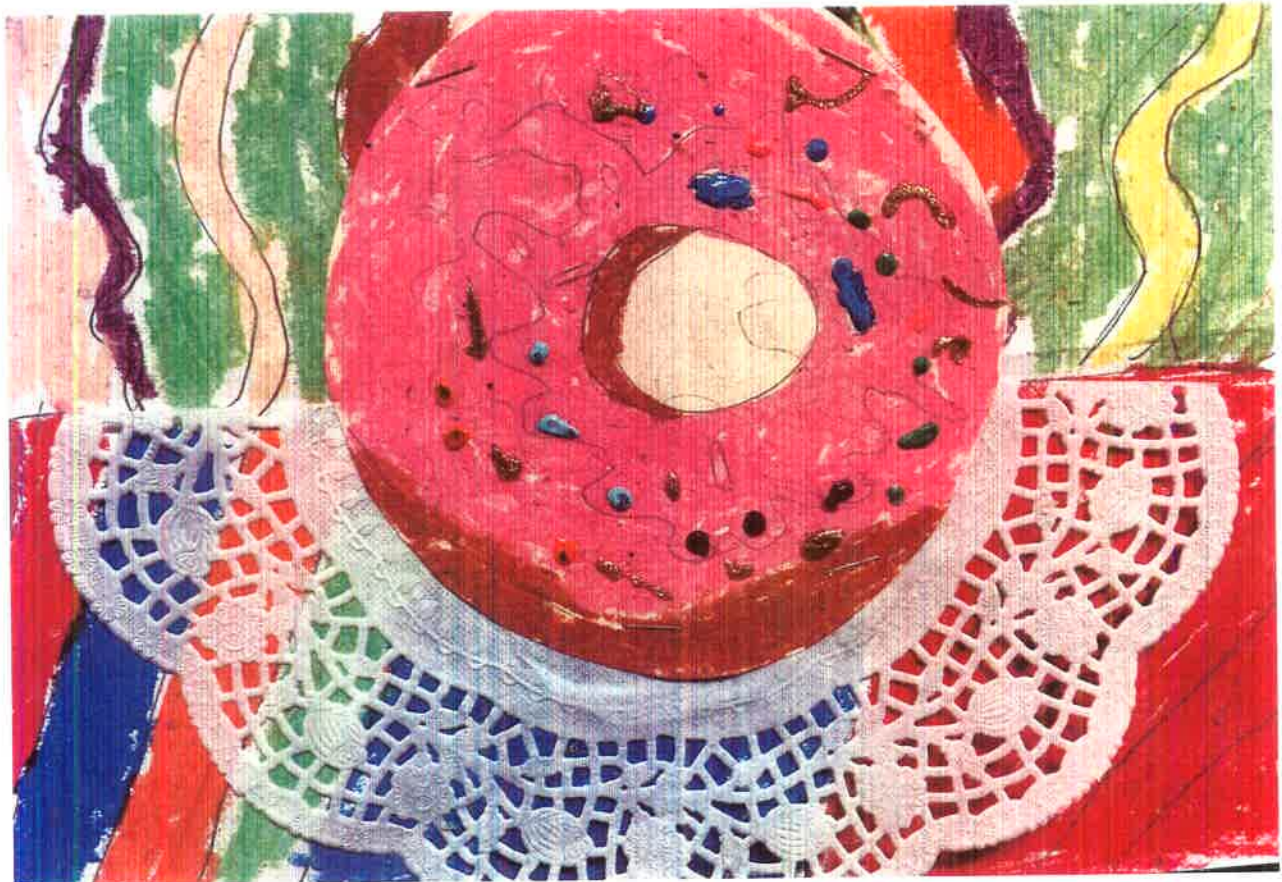
2020

- Student Support Meetings, Leadership Meetings, MTSS Meetings
- May 12th Field Trip for Grade 3 to Fenway
- Math MCAS Testing: Grade 3-5/7 & 5/8; Grade 4-5/14 & 5/15 ; Grade 5-5/11 & 5/12
- Science MCAS Testing: Gr 5-5/18 & 5/19
- Town Meeting May 21st and third grade visits the Iron Works; Grades K-2 present. Students are recognized for excellence in attendance and for demonstrating honesty.

June 2020

- TBD is the last Town Meeting date where students are recognized for best exemplifying Students in grades 3-5 present.
- TBD are dates for field day events.
- On June 3rd and 4th there is Kindergarten screening.
- June 4th is a pool party at the YMCA for fifth graders.
- June 8th is a districtwide fifth grade field day.
- June 11th Town Meeting; Recognition of students for excellence in attendance and for respect.
- On June 11th and 12th, fifth grade students travel to Cedarland in Haverhill.
- Fifth grade students will bowl at the Townline Bowling Alley in Malden on June 10th
- On June 15th is the Waybright Field Day.
- On June 16th fifth grade students will attend the Moving On Ceremony.
- Tentative last day of school is June 18th. Marks close for all students.

Artwork by second grader Zoey Rioley, Waybright School





Belmonte Middle School

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Dr. David DeRuosi
Superintendent of Schools

Myra D. Monto
Principal

Belmonte Middle School 2019-2020 Annual Report

August 2019

- August 14-16th, I Survived Middle School Orientation for incoming 6th graders
- August 28th, 6th Grade Parent Orientation 5:30pm
- August 28 -29th, New Teacher Orientation was held at the Roby Building

September 2019

- September 3rd, Professional Development for Teachers
- September 4th, First day of school at BMS for all students
- September 5th, Middle School Athletics Meeting 5:00pm
- September 11th, School Picture Day
- September 11th, Faculty Meeting 2:15pm
- September 11th, AXA Financial was at BMS from 11:30 - 1:00pm
- September 18th, Early Release PD day
- September 18th, Faculty Meeting 2:15pm
- September 26th, Back to School Night, Follow Your Child's Schedule from 5 -8pm

October 2018

- October 1st, School Building Council
- October 4th, Mid-term Quarter 1
- October 9th, Early Release PD day
- October 9th, Faculty Meeting 2:15pm
- October 15th, PTO Meeting 6:00pm Dunkin Donuts
- October 16th, 8th Grade Washington DC parent informational meeting 6:30pm
- October 18th, Roll-A-Thon
- October 23rd, Picture Re-take
- October 23rd, Faculty Meeting 2:15pm
- October 29th, Superintendent run parent information night 6:00pm

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November 2018

- November 4th, 8th Grade presentation for Red Ribbon Week
- November 5th, PD day for teachers, no school for students
- November 7th, Camfel Productions Presentation
- November 7th, School Building Council, 2:15pm
- November 8th, Quarter 1 Ends
- November 8th, Middle School Dance MEG Building
- November 12th, Quarter 2 begins
- November 12th, PTO meeting 6:00pm Dunkin Donuts
- November 13th, Faculty Meeting 2:15pm
- November 13th, MS & HS Winter Sports Pre-Season Meeting 6:30 -7:30pm
- November 19th, Parent Teacher Conferences
- November 26th, Grade 7 Field Trip
- November 27th, Half Day
- November 27th, PTO Rollerworld Fundraiser

December 2019

- December 3rd, School Building Council 2:15pm
- December 4th, Band Concert
- December 9th, Instructional Leadership Team Meeting 2:15pm
- December 11th, Faculty Meeting 2:15pm
- December 13th, Mid Term Quarter 2
- December 16th, School Building Council 2:30pm
- December 17th, PTO Meeting 6:00 Dunkin Donuts
- December 18th, Winter Chorus Concert SHS 7-9:00pm
- December 20th, Early Release 11:15am
- December 23-Jan 1 Winter Break

January 2020

- January 6th, Instructional Leadership Team Meeting 2:15pm
- January 8th, Faculty Meeting 2:15pm
- January 13th, Instructional Leadership Team Meeting, 2:15pm
- January 16th, School Building Council 2:30pm
- January 21st, Instructional Leadership Team Meeting 2:15pm
- January 24th, Quarter 2 ends
- January 27th, Grade 6 Field Trip Museum of Science
- January 27th, Quarter 3 Begins
- January 29th, Early Release PD Day

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- January 29th, Faculty Meeting

February 2020

- February 3rd, Instructional Leadership Team Meeting 2:15
- February 4th, Parent Teacher Conferences 5:30 -7:30
- February 6-8th, Drama Production
- February 11th, 6th Grade Holocaust Speaker
- February 12th, Faculty Meeting 2:15
- February 13th, AXA Financial was at BMS from 11:30 -1:00pm
- February 17-21, February Vacation
- February 24th, PTO Fundraiser Fudruckers 5-8:00 pm
- February 25th, PTO Meeting 6:00pm Dunkin Donuts
- February 27th, School Building Council Meeting 2:15pm
- February 28th, Mid Term Quarter 3

March 2020

- March 3rd, Election Day No School
- March 4th, MS & HS Spring Sports
- March 9th, Instructional Leadership Meeting 2:15pm
- March 9th, PTO Fundraiser- Chipotle 4 -8pm
- March 10th, PTO Meeting 6:00pm Dunkin Donuts
- March 11th, Early Release PD Day
- March 11th, Faculty Meeting 2:15pm
- March 23rd, Instructional Leadership Meeting 2:15pm
- March 25th, Faculty Meeting 2:15pm
- March 26th, School Building Council 2:15pm
- March 31st, Chorus Concert 5:00 pm
- March TBA, Unsung Hero Awards

April 2020

- April 3rd, Quarter 3 Ends
- April 6th, Quarter 4 begins
- April 6th, Instructional Leadership Meeting 2:15pm
- April 8th, Faculty Meeting 2:15pm
- April 14th, PTO Meeting 6:00pm Dunkin Donuts
- April 20th - 24th, Vacation
- April 27th, Instructional Leadership Meeting 2:15pm
- April 27th, Taste for Education
- April 30th, School Building Council 2:15pm

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May 2020

- May 4th, Instructional Leadership Meeting 2:15pm
- May 8th, Mid Term Quarter 4
- May 11th, Instructional Leadership Meeting 2:15pm
- May 13th, Early Release PD day
- May 13th, Faculty Meeting 2:15pm
- May 14th, Panoramic Picture Day
- May 19th, PTO Meeting 6:00pm Dunkin Donuts
- May 19th, Spring - Chorus Concert 7:00pm
- May 20th, Spring - Band Concert
- May 21st, School Building Council 2:15pm
- May 26th, Instructional Leadership Meeting 2:15pm
- TBA National Junior Honor Society Ceremony

June 2020

- June 8th, Instructional Leadership Meeting 2:15
- June 9th - 12th, 8th Grade Washington DC Trip
- 8th Grade End of the year activities such as field trip, social and Moving On Ceremony will be determined once the last day of school is determined .

Saugus High School 2019 Annual Report

July 2018

- SHS conducted Summer School for credit recovery through the month of July.

August 2018

- SHS Freshmen Orientation was held on August 21st from 10 AM to 11:30 AM
- New Teacher Orientation was held at the Roby Building on August 22nd.
- First day for staff, including the Superintendent's address and work in the building, commenced on August 27th.
- First day of school at SHS was August 28th.

September 2018

- Parent Information Night took place on September 5th, designed to open up the line of communication between the teachers and the families of our students.
- Clubs, groups and teams participated in the annual Founder's Day event on Saturday, September 8th.
- Founder's Day Improv Show was held on September 8th from 7:30 to 8:30 PM.
- SHS Improv Show on September 27th from 7:30 to 9:30 PM.

October 2018

- Senior Parent Night & Financial Aid Night was hosted by the Guidance Department on October 3rd. The purpose of this event was to work with the parents/guardians of grade 12 students planning to attend college.
- Saugus High School hosted a SAT administration on October 6th.
- The Guidance Department administered the PSAT exam at SHS on October 10th to grades 9-11.
- SHS Improv Show on October 11th from 7:30 to 9:30 PM.
- The Guidance Dept coordinated the ASVAB exam for students on October 17th.
- SHS Improv Show on October 30th from 7:30 to 9:30 PM.

November 2018

- On November 1st, SHS hosted the 8th Grade Academic/Athletic/Co-Curricular Open House. Students and parents were provided with a presentation, tour, and clubs/groups/sports fair.
- SHS hosted an Academy Meeting for potential incoming 9th graders on November 1st.
- November 1st- SHS Fall Play - The Complete History of America.
- Saugus High School hosted a SAT administration on November 3rd.
- On November 8th, the Sachem Chapter of the National Honor Society held its induction ceremony.
- November - Fall Season - Girls and Boys Soccer compete in state tournaments

- November - Fall Season - Football qualifies for state tournament and wins first round of Division 5 North bracket.
- November 8th, 9th & 13th, the ELA Retest exams were given to 11th & 12th grade students who had not yet taken or passed the MCAS.
- On November 7th, SHS held its Winter Sports Information Night.
- During Mentor Room, Spirit Week began with Door Decorations on November 14th.
- Marks for Term 1 closed November 2nd and report cards were posted on X2 the following week on November 13th.
- November 14th & 15th the Math Retest exams were given to 11th & 12th grade students who had not yet taken or passed the MCAS.
- The Lions Club sponsored their annual Thanksgiving banquet in Peabody. Seniors and coaches from both the Saugus and Peabody football teams were honored at this annual tradition on November 14th.
- SHS Who's Who night was on November 16th in the SHS auditorium.
- National Honor Society Fall Blood Drive was on November 16th.
- Leading up to the annual Thanksgiving Day football game, Saugus High School participated in Spirit Week from November 13th to November 21st. Students and faculty participated in themed days and nightly events.
- On November 14th, the Powder Puff Tournament took place.
- Our annual Dodgeball Tournament took place in our gym on November 19th.
- Thanksgiving Improv was held on November 20th.
- Spirit week concluded on November 21st with our annual Color Day Prep Rally.
- On Thanksgiving Day, November 22nd, Saugus High School football lost to Peabody at Peabody High School on one of the coldest Thanksgiving Days in history. Many communities postponed the event, but the Sachems and Tanners played as scheduled at 10 AM.
- Parent/Teacher Conferences took place on November 29th from 4-6 PM.

December 2018

- Our first session of Saturday Student Credit Retention using a teacher-led online platform began on December 1st.
- The Band and Chorus Concert held their annual Winter Concert on December 5th.
- On December 19th, the Guidance Department hosted its Annual Alumni Panel where SHS alumni return to speak to current 11th & 12th grade students about "Life After SHS."
- There was an Improv Performance on December 20th.
- The SHS Holiday concert was performed on December 22nd during the last period of the day.

January 2019

- ACCESS Exams were given during the month of January and into February.
- During the week of January 15th, Mid-Year Exams were administered at SHS with term 2 ending on January 19th & report cards being issued on X2 January 25th
- The nurses and counseling staff conducted SBIRT screenings as required by the Department of Health on January 8th & 9th and 29th & 30th.
- On January 16th the Guidance Department hosted an on the spot decision day with Salem State University.
- On January 30th the Guidance Department hosted an on the spot acceptance day with North Shore Community College.

February 2019

- The Winter Ball was held on February 1st sponsored by our Junior Class.
- February 6th and 7th the Biology Retest exams were given to 10-12th grade students who had not yet passed the MCAS.
- Parent/Teacher Conferences took place on February 7th.
- The Sachimes, SHS a Capella group wins the quarter final round of ICSHA on February 16th and advanced to the semi-finals.
- February (Winter Season) - Girls and Boys Basketball qualify for state tournament play
- February (Winter Season) - Wrestling and Indoor Track individuals compete in individual state championship level play

March 2019

- The Drama Club competes in the Preliminary Round of Dramafest with their performance of Noises Off. They qualify for the state semi-finals.
- Spring Coaches Meeting was held on March 7th.
- The MCAS ELA Retest exams were March 4th-6th and the Math Retest exams March 7th & 8th were given to 11-12th grade students who had not yet passed the MCAS.
- The Sachimes, SHS a Capella group compete in the NE Regional semi-finals competes against teams from all of New England and New York.
- The sophomore class held its Sophomore Semi-Formal on March 15th.
- The Drama Club competes in the state semifinals of Dramafest on March 16th. They advanced to the State Finals.
- SHS Band Pops Concert was held on March 20th.
- The Spring Sports meeting was held on March 21st.
- The MCAS ELA exams were given on March 26-27 to all sophomores at SHS.
- Julia Azzari & Madelyn Claffey were recognized at the Unsung Hero Night for Saugus High School on March 26th.
- SHS hosted the District-wide March with the Arts was held on March 27th.
- Marks for Term 3 closed March 29th.
- The Drama Club represents SHS in the State Finals of Dramafest on March 30th.

April 2019

- The Guidance Department hosted its annual Early College Planning Night on April 3rd.
- On April 9th, SHS conducted a “Spread the Word to End the Word” assembly during Mentor Block.
- Reports cards were posted on X2 the following week on April 5th.
- SHS held an Enrichment Concert on April 10th.
- The Guidance Department held its 5th annual Job Fair in the cafeteria on April 10th.
- The Saugus Business Education Collaborative held its annual “Taste for Education” on April 29th at the Danversport Yacht Club.

May 2019

- SHS students participated in a town-wide Student Government Day on May 2nd.
- The Saugus High School hosted a SAT administration on May 4th
- Advanced Placement Exams were administered during the weeks of May 6th through May 17th.
- North Shore Honors Scholars Banquet was held on May 14th at the Sheraton Ferncroft. This event honored the top 10 students of the graduating class at SHS and other local area schools.
- The Spring Musical, Legally Blonde, was held in the SHS auditorium at SHS on May 9th, 10th, and 11th.
- The SHS Band and Chorus conducted its annual Spring Concert on May 15th in the SHS auditorium.
- SHS annual Shadow Day occurred on May 17th. Mrs. Pinette & Mrs. Norton ran this program that allowed SHS students to “shadow” local officials and business leaders for the day. This event was sponsored by SBEC.
- Senior exams were administered the week of May 20th.
- The Saugus Boosters Club conducted its annual All-Sports Award Ceremony on May 21st at Saugus High School.
- MCAS Math Exams were administered to all sophomore students during the days of May 21st and 22nd.
- SHS Alumni Awards were held in the SHS Learning Commons on May 23rd.
- The Senior Prom was held on May 28th at the State Room in Boston.
- The Senior Academic Awards and Scholarship Night was held on May 30th in the Saugus High School Auditorium.
- The senior activities week was held from May 24th to May 31st.
- Graduation for the Class of 2019 was held on Friday night May 31st at Stackpole Field.

June 2019

- June (Spring Season) - Baseball and Softball qualify for state tournament play
- MCAS Biology Exams were administered to all freshmen students during the days of June 4th and 5th.
- The Guidance Department hosted its 10th annual college fair and admissions panel on June 4th.
- Final Exams were administered from June 7th to June 12th.
- Term 4 marks closed on June 13th.

The Class of 2019 Profile

Four year colleges	72.5%
Two year colleges	16%
Post-Secondary schools	3.2%
Military	2.6%
Work	5.1%
Undecided	.6%



Grade 2 Color Mixing

Northeast Metropolitan Regional Vocational High School District

Serving
Chelsea
Malden
Melrose
N. Reading
Reading
Revere
Saugus
Stoneham
Wakefield
Winchester
Winthrop
Woburn

Annual Report 2019

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT

SCHOOL ADMINISTRATION

SUPERINTENDENT-DIRECTOR

David DiBarri

PRINCIPAL-DEPUTY DIRECTOR

Carla Scuzzarella

DISTRICT SCHOOL COMMITTEE

SCHOOL COMMITTEE CHAIRMAN

Deborah P. Davis - Woburn

VICE CHAIRMAN

Judith M. Dymont - North Reading

SECRETARY

Peter A. Rossetti, Jr. - Saugus

TREASURER

Larry Means - Stoneham

ASSOCIATE TREASURER

Vincent J. Carisella - Wakefield

COMMITTEE MEMBERS

Michael T. Wall - Chelsea

Robert S. McCarthy - Reading

Jeanne M. Feeley - Malden

Ronald J. Jannino - Revere

Henry S. Hooton - Melrose

Grant Leung - Winchester

Dawne H. Armitstead - Winthrop

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT

100 Hemlock Road - Wakefield, Massachusetts 01880-3597

ANNUAL REPORT 2019

OUTSTANDING STUDENT AWARD

Alexis Gallotto from Saugus a student in the Health Assisting program was chosen as Northeast's nominee at the State Awards Dinner for Outstanding Vocational Technical Students. The event is co-sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association.

***NATIONAL TECHNICAL HONOR SOCIETY**

The Northeast Chapter of the National Technical Honor Society held its annual Induction Ceremony in April. At the ceremony, 1 Senior and 60 Juniors were inducted. There are a total of 60 Technical Honor Society members for the 2018-2019 school year.

***NATIONAL HONOR SOCIETY**

The Annual Induction Ceremony to the Northeast Chapter of the National Honor Society "Artisans" was held in April. At the ceremony 16 Juniors and 2 sophomores were inducted for the 2018-2019 school year bringing the total membership to 32.

SCHOLARSHIP COMMITTEE

The Northeast Awards and Scholarship Committee and PAC board presented awards and scholarships to 133 deserving students at the annual Senior Recognition Night. A total of \$47,550.00 was presented to Northeast students who will be working in their vocational fields, entering trade apprentice programs, or going on to one, two, or four-year programs at accredited colleges, universities, and trade schools. These awards and scholarships provide the students opportunities to purchase tools and equipment, and assist in offsetting the expense of attending institutions of higher education.

SCHOOL WIDE PROFESSIONAL DEVELOPMENT 18-19

The goal of professional development is to:

- Ensure that staff members are in compliance with current regulations enacted by the Massachusetts Department of Elementary and Secondary Education (DESE).
- Guarantee that all staff members are knowledgeable of legislation impacting the educational process of the commonwealth.
- Make staff members aware of the most recent trends and strategies in the district's mission of improving student achievement.

The activities that met these goals during the 2018-2019 school year included:

First Day Back Professional Development Day (August 27, 2018):

Included training on observation and evaluation, school culture and team building through One School – One Book activities and book discussion. In addition, training was held on Special and General Education Laws, Civil Rights, and Discipline.

Second Day Back Professional Development Day (August 28, 2018)

Teachers had the opportunity to choose from a variety of sessions centered on differentiation in both the shop and academic setting during four hours of professional development time.

New Teacher and Second and Third Year Teacher Monthly Professional Development Meetings

Teacher training included Creating a Classroom Culture, Goal Setting, Well-Structured Lessons, Meeting Diverse Student Needs, Adjustment of Practice, Sharing Conclusions with Students, Two-way Communication, Student Motivation and Self-Assessment.

Student Safety Concerns (November 13, 2018)

The school resource officer worked in conjunction with the Deans and the Administration to host Alice training to the entire staff and students.

Professional Development Day – Engaging All Students (January 22, 2019)

Teachers had the opportunity to choose from a variety of sessions centered on differentiation in both the shop and academic settings during seven hours of professional development time.

Instructional Rounds – Engagement

Administration and Teachers had the opportunity to perform seven rounds of instructional rounds during the school year (roughly every other month) and ask non-judgmental questions of what they saw (I See and I Wonder) in order to help establish the focus for the Professional Development in School Year 2019-20.

2019 SUMMER TRANSITION PROGRAM:

The Summer Transition and Enrichment Program at Northeast Metropolitan Regional Vocational School is a two-week program that ran from Monday July 9th until Friday July, 20th. This program was conducted as a transitional experience for students entering grade 9 in August 2018. This transition opportunity providing mathematics, English language arts, and career and technical introductory activities is funded by the federal Title 1, and Carl D. Perkins grants. The students are provided with busing to and from school, and a mid-morning snack. These services, as well as the program itself are run at no cost for the students or parents/ guardians. The students are divided into twenty groups of no more than ten students. These groups spend one half of the morning split between mathematics and English Language Arts. The other half of the morning is spent in a career and technical mini exploratory exercise.

SUPPORT SERVICES

The Northeast Student Services staff offers support and counseling to all students through individual and group counseling, specialized workshops and presentations, health services, and mediation services. All Northeast counselors are certified as School Adjustment Counselors and are qualified to handle a wide range of student issues. Two School Adjustment Counselors are bilingual (Spanish-speaking).

The Career Counselor provides career awareness and career development services to all students. The Career Counselor and School Adjustment Counselors provide specialized support to students enrolled in non-traditional vocational areas. Two School Nurses provide health services.

Support counseling groups are established each year based on student needs. Counseling groups for social skills development, anxiety management, non-traditional support, and English Language Learner support groups have been offered in the past.

The School Adjustment Counselors provide individual counseling support and crisis intervention to all students as needed. They will provide support to homeless students, assessing their special needs and coordinating with the Homeless Liaison (Administrator of Student Services). They also are responsible for developing and monitoring Section 504 Accommodation Plans in conjunction with the Administrator of Student Services. School Adjustment Counselors collaborate with school personnel, family members, doctors, psychiatrists, outside therapists, social workers, police, court personnel, and others.

The School Adjustment Counselors work to connect students and families with community based mental health services as needed. Elliot Community Human Services of Lynn serves as our crisis intervention linkage for emergency mental health services in the community.

The Bilingual School Adjustment Counselors provides native language support (Spanish) as needed to limited English proficient students and families across all grades. They provides specific support to the English Language Education program at Northeast, but support other Northeast Latino students and families as needed. Translation services (oral and written) and interpreting services are often required for parent communication throughout the building, and as needed, the counselor coordinates with all departments to assist. Referrals are made to a Spanish-speaking Psychologist for testing for Special Education evaluation. Coordinator for translation in other home languages is done on an as needed basis.

Career counseling and the college application process are emphasized by all school counselors. The Career Center is the focal area for a well-planned four-year career development program that prepares all Northeast students for their individually chosen career paths. The curriculum focuses on career assessment; career information and requirements; employability and entrepreneurial skills; interviewing skills; portfolios; and resume preparation. By providing assessments to evaluate skills, interests, and work values, the Career Counselor works with the School Adjustment Counselors to assist freshmen in their vocational selection process and upper class students with linkages to post-secondary education and employment opportunities.

The Career and Adjustment Counselors provide directed support to those students who are enrolled in career areas that are considered non-traditional for their gender. Students have the opportunity to participate in support groups, specialized presentations, and field trips that prepare them to understand the benefits of non-traditional choices, to

manage challenges in each occupation and to understand the required post-secondary linkages to achieve their goals. The School Nurses have coordinated support services for pregnant and parenting teens with outside providers affiliated with local hospitals. In addition, they provide support to students with chronic medical conditions, coordinating with parents, doctors, nurses, etc. The School Nurses work closely with the School Adjustment Counselors to coordinate assistance when mental health needs arise. They also work closely with the Deans when emergency medical evaluations are required.

The Intervention & Prevention Coordinator at Northeast works collaboratively with the Administration, Guidance, and Teaching Staff to ascertain high risk needs areas for students and coordinate comprehensive intervention and prevention services utilizing internal and external resources. The IPC collaborated with outside Public Health agencies and utilized best practices in prevention services. The IPC Served as a liaison for Northeast Metro Tech on Public Health community teams to bring resources to our school. The IPC focused on the following areas during the school year: substance abuse, vaping, diversity, bullying prevention, conflict resolution, mental health.

In addition to the support provided by the counseling staff, the Special Education Department offers a TEAM meeting process that promotes monitoring of student progress and educational support. Each Special Education student is assigned a Liaison who is a teacher in the Special Education Department who oversees progress in relation to the Individual Education Program, communicating with parents, teachers, and counselors to help all students achieve success.

The Northeast Mentoring Program is a freshmen transition program that matches junior and senior mentors with small groups of freshmen students. The Northeast Mentors present the Freshmen Orientation day for freshmen and then meet with their groups throughout the year to offer support and to deliver positive lessons that promote a positive school climate. The mentors are trained in a leadership climate by the student services staff, developing a core of approximately 90 peer leaders from 11th and 12th grades.

The After School Help Program is one of educational assistance provided to students having difficulty with one or more academic subjects by academic and vocational teachers. This free assistance is offered every Wednesday in the library from 2:45-3:25. Water and snacks are provided as well as free transportation home.

Special school-wide workshops and presentations are offered through the year for different groups of students. Each year, all freshmen participate in group workshops focusing on identifying the signs of depression and gender equity issues. Large group assemblies and presentations have been offered focusing on goal setting and acts of kindness, substance abuse, teen dating issues, tolerance, character building, and others.

On a larger scale, the student service emphasis is on communication – communication with students and with parents. Mid-term progress reports are sent to parents each trimester and report cards are sent home three times per year. E-mail communication is welcomed and progress update meetings are held as needed. Parents and guardians are asked to be involved with all class scheduling activities.

Post-graduate planning information is shared through career assessment and planning activities. Additionally, the Guidance department held a FASFA night was held in January for parents to offer free support with financial aid specialists. A college planning night was held in April for sophomore and junior parents. Career Plans are sent home annually for parent review. Language development is communicated for Limited-English proficient students

through assessment data and parent meetings. It is our goal to service all students equitably while attending specifically to those who have specific life challenges.

GRANTS RECEIVED IN FY 2019:

Entitlement and Allocation Grants

Title II, Part A: Improving Educator Quality, Fund Code: 140

The purpose of this federal grant program is to increase student achievement through comprehensive district initiatives that focus on the preparation, training, recruitment, and retention of highly qualified educators. These funds were utilized to support professional development in supervision.

Federal Special Education Entitlement, Fund Code: 240

The purpose of this federal entitlement grant program is to supplement local and state funds in providing services to students with disabilities. This funding source provides professional development for teachers of students with disabilities in addition to providing extended school day and extended school year (summer) learning opportunities for this targeted population.

Special Education: Program Improvement Grant Fund Code: 274

The purpose of this state-funded grant program is to support professional development activities that will improve the quality of the services provided by the special education staff. During school year 201y6-17 the focus of this funding was to research the positive placement data for students with disabilities over the past three years. This data will be used to determine best practices in the career pathways to assist our graduates from this targeted population secure high paying, highly skilled positions that are in high demand either after high school or upon completion of post-secondary education.

Title I, Part A, Fund Code: 305:

Title I, the Elementary and Secondary Education Act, provides school district with funding to increase student achievement. The district utilizes these funds to support extended school day and extended school year (summer) learning opportunities for all students. The incoming grade 9 summer orientation program is one of the primary programs funded by Title I. Professional development, targeting increasing student achievement, is also funded through Title I.

Perkins Act Allocation Grant Program – Secondary, Fund Code: 400

The Carl D. Perkins Occupational Education Act provides funding to assist school districts in improving secondary career and technical programs. The district utilizes this funding source primarily to secure supplies, technology and equipment to guarantee that state-of-the-art conditions are being replicated in each career pathway. Upgrades were made to the Plumbing and Metal Fabrication career pathways. A new 12 passenger van was purchased to transport Heath and Dental Assisting students to their externship programs.

Massachusetts Capital Skills Grant:

This competitive grant brought in \$127,000 to the district. These funds were used to purchase equipment and supplies for the Drafting and Design program. Thirty state-of-the-art computers were purchased along with the industry recommend 3D printer.

Cummings Foundation Grant:

This grant allowed the district to conduct Saturday sessions for students from the district non-vocational high schools. The pathways of: Automotive Technology, Cosmetology, Drafting and Design, Design and Visual, Metal Fabrication and Plumbing were made available to this population. This program was conducted over twelve weeks during February, March and April.

Project Lead the Way/Massachusetts Stem Council

A PLTW grant was secured to implement a pre-engineering curriculum for students in grades 10 and 12. Students choosing this academic elective are introduced to the technical area of engineering. The program is entirely “hands-on” and follows the national project Lead The Way curriculum. Computers and supplies were purchased with the grant funds.

COMMUNITY EDUCATION PROGRAM

The Community Education Program is a broad base collaborative community initiative assisting learners of all kinds complete their education and achieve economic self-sufficiency through empowerment skills, health care, support services and meaningful employment.

Our vision is to deliver educational experience in a positive environment that will enable Northeast to reach new heights together with our lifelong learning community. The focus of the Community Education Program is to offer programs that meet the demands of our learning populations. In doing this, we give people the opportunity to improve employment skills, fulfill lifelong goals, or enrich their lives with social activities. With the most qualified instructors, and state of the art labs Northeast strives to maintain the highest standards of education. Emphasis is on our new technology, upgrades such as brochure modification, new state of the art web site construction, and the introduction of new programs in the medical field, new culinary classes, continuing education in all construction related courses, computer and CAD classes, photography and many other enrichment courses.

2019 GRADUATES

The 2018-19 school year represents the Forty ninth class to matriculate at Northeast Metropolitan Regional Vocational School. Northeast graduated 289 students. Breakdown of graduates’ status after graduation is as follows:

Attending 4-year college	49	Employed	116
Attending 2-year college	70	Entering Military Service	5
Apprentice school	8	Other	3

SPECIAL NEEDS ENROLLMENT

Special Needs enrollment for the 2018-19 school year continued to represent approximately one quarter share of the total school enrollment with students. The 286 Special Needs students represent 23% of the school population. Additionally, 93 students were eligible for services under section 504 of the Rehabilitation Act.

DISTRICT SCHOOL COMMITTEE ELECTION OF OFFICERS

At the Annual Organizational Meeting of the District School Committee on January 10, 2019 the following members were elected as Officers of the Northeast District School Committee:

Chairman	Deborah P. Davis, of Woburn
Vice Chairman	Judith M. Dymont, of North Reading
Secretary	Peter A. Rossetti, Jr. of Saugus
Treasurer	Larry Means, of Stoneham
Assoc. Treasurer	Vincent J. Carisella, of Wakefield

CONCLUSION

As Northeast celebrates its forty-ninth year of career/technical excellence with its twelve member communities, the district continues to offer students the finest career technical education with which to build a successful career.

The District supports curriculum in both academic and career technical classrooms with the latest equipment and technology. Evidence of our commitment is reflected in the State's grade 9 – 12 Dropout rate reports which indicates Northeast significantly lower at 0.2% versus the State rate of 2.0%. Recent graduate follow up data indicates that 97% of students from the Class of 2018 were positively placed in relevant post-secondary areas (*Source: MA DESE CVTE Grad Follow-up Survey INTERIM Results, Nov 2018*).

In fact, Northeast currently employs 28 alumni at the school, including the Superintendent-Director. Alumni's stories of success and their readiness and willingness to help their alma mater by recruiting graduates for cooperative education experiences or employment is proof of their dedication to Northeast. Testimonials as to the success of our graduates continue to be received which makes us proud to have contributed in some small way to their accomplishments

The Northeast Class of 2018 achieved a 99.5% pass rate on the MCAS assessments. Northeast continues to offer school day MCAS Enrichment Classes and after school enrichment programs for those students in need of additional preparation for the MCAS. Northeast also offers a well-attended Summer Transition Program for incoming freshmen and as a Summer Enrichment Program for enrolled at risk students preparing for the MCAS state assessments.

The Career Center facilitates student access to technology to further learn business aspects of their industries, develop career plans, resumes, and comprehensive portfolios, and prepare college and other post- secondary documents with the assistance of our faculty including Career and Adjustment Counselors.

Northeast continues to provide students the finest career technical education with which to build a positive and productive post-secondary experience, be it college or career, offering experiences with the latest equipment and technology in both the career technical and academic programs.

Once again, I am proud to have represented Saugus as a member of the Northeast Metropolitan Regional Vocational District School Committee. I will continue to serve as the guardian of funds allocated from the community to this educational institution and assist in and provide counsel to the school in maintaining the highest standards of educational excellence possible.

Respectfully submitted,
Peter Rossetti, Committee Secretary
Northeast School Committee
Saugus Representative

ENROLLMENT HISTORY

CITY/TOWN DISTRICT	S.Y. 07-08	S.Y. 08-09	S.Y. 09-10	S.Y. 10-11	S.Y. 11-12	S.Y. 12-13	S.Y. 13-14	S.Y. 14-15	S.Y. 15-16	S.Y. 16-17	S.Y. 17-18	S.Y. 18-19
Chelsea	203	198	206	190	195	199	204	199	208	218	239	272
Malden	238	234	222	216	215	198	194	189	170	165	150	137
Melrose	64	64	48	45	62	61	67	74	62	60	42	41
North Reading	40	38	37	37	36	35	32	27	34	37	33	31
Reading	26	26	26	28	23	16	19	17	17	16	20	20
Revere	242	238	244	238	234	225	223	224	216	234	250	255
Saugus	137	138	161	174	191	204	200	190	199	187	215	192
Stoneham	46	44	46	52	54	59	69	73	71	62	59	62
Wakefield	65	61	84	91	98	79	70	68	64	63	68	75
Winchester	9	9	7	11	13	15	14	11	9	13	8	7
Winthrop	45	44	55	65	58	60	65	62	68	60	47	44
Woburn	97	97	70	59	55	65	83	98	115	114	105	105
TOTALS:	1212	1191	1206	1206	1234	1216	1240	1232	1235	1229	1236	1241
NON DISTRICT	47	53	39	42	31	35	28	29	32	30	10	8
GRAND TOTAL:	1259	1244	1245	1248	1265	1251	1268	1261	1267	1259	1246	1249
SPECIAL NEEDS ENROLLMENT	320	342	333	323	330	331	326	313	317	314	278	286
% SPECIAL NEEDS ENROLLMENT	26%	27%	27%	26%	26%	26%	26%	26%	27%	23%	23%	21%



Nicole Fajardo; Belmonte
Middle School 8th grader
Long exposure photographs taken in a room entirely black, and the students introduced lights into the scene.

Saugus Affordable Housing Trust Committee

January 30, 2020

To: Board of Selectman
From: John Cannon
Re: Annual Report

This memorandum is to serve as our annual report for the year 2019. The Saugus Affordable Housing Trust Committee met on several occasions and a quorum was met. Although the Trust was prepared to accept any property offered, none was presented.

Going forward, the Trust has discussed and intends to expand their influence into areas, such as homebuyer education, loaning referrals, proactively acting on vacant and underutilized properties, along with other issues.

Respectively Yours,

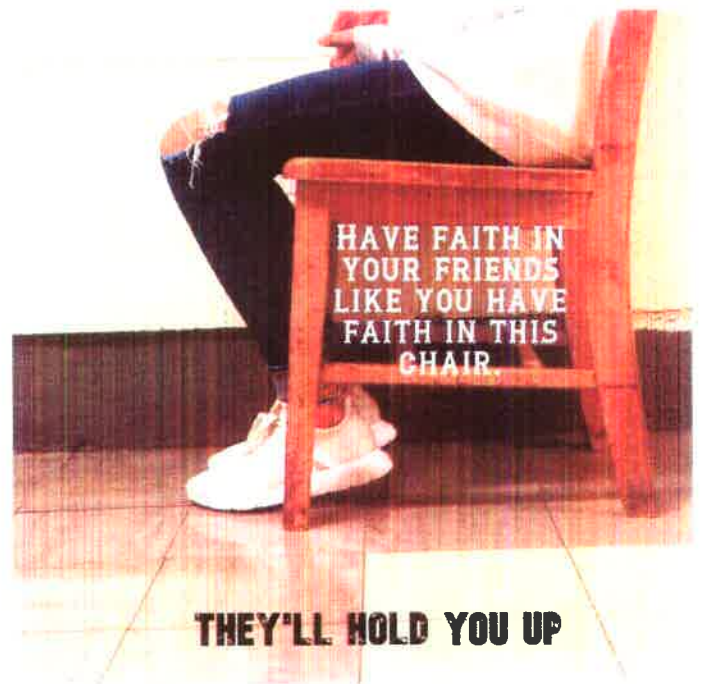


John Cannon, Chairman
Saugus Affordable Housing Trust Committee

Belmonte Middle School
RESPECTfully poster competition



Words by Savanna Ceruolo
Trust by Madison Caseletto
You're Never Alone
by Sumayyah Iratni



THEY'LL HOLD YOU UP





Town of Saugus

FISCAL YEAR 2019 ANNUAL REPORT

Board of Assessors

David Ricciardelli, Member
Daniel Kelly, Member

Michelle Branciforte, MAA
Deputy Assessor

ASSESSOR'S FY 2019 ANNUAL REPORT

The Board of Assessors reviewed and updated property values in the Town of Saugus as necessary for FY2019. The values met State standards and were certified by the Massachusetts Department of Revenue. The average single family property value has increased by 4.3%. While the average tax bill increased \$459.12. The average single family value is calculated at \$426,142.

A public hearing was held on November 20, 2018 where the Board of Selectmen selected a minimal residential factor of 82.6863%. This increases the shift in the tax burden to 175.0000% for the commercial class. The Board of Assessors received a tax rate approval from the Department of Revenue certifying the Residential rate at \$12.18 and the Commercial, Industrial, Personal Property rate at \$25.78.

FY2019 LEVY LIMIT CALCULATION

FY18 Levy Limit	\$62,519,141
X 2.5%	\$1,562,979
+ New Growth	\$862,574
FY2018 Levy Limit	\$64,944,694
Debt. Exclusion	\$4,563,399
Total with Debt Exclusion	\$69,508,093

TAX RATE SUMMARY -- FISCAL 2019

Total estimated receipts and other revenue sources	\$36,937,160.35
Net amount to be raised by taxation	<u>\$69,462,879.55</u>
Total amount to be raised	\$106,400,039.90

REAL ESTATE VALUATION

<u>Class</u>	<u>Tax Rate</u>	<u>Levy by Class</u>	<u>Valuation</u>
Residential	\$12.18	\$46,662,782.46	\$3,831,098,724.00
Commercial	\$25.78	\$16,682,472.93	\$647,109,113.00
Industrial	\$25.78	\$3,768,195.57	\$146,167,400.00
Personal Property	\$25.78	<u>\$2,349,428.59</u>	<u>\$91,133,770.00</u>
Totals		<u>\$69,462,879.55</u>	<u>\$4,715,509,007.00</u>

PERSONAL PROPERTY VALUATION

Personal Property - Fiscal 2018	\$82,981,430.00
Personal Property - Fiscal 2019	\$91,133,770.00
TOTAL VALUE INCREASE	\$8,152,340.00

TOTAL REAL PROPERTY VALUATION

Real Estate - Fiscal 2018	\$4,435,661,468.00
Real Estate - Fiscal 2019	\$4,624,375,237.00
TOTAL VALUE INCREASE	\$188,713,769.00

COMPARISON OF MOTOR VEHICLE EXCISE

Year	Number of Bills	Valuation	Amount
2018	30,300	221,875,050	4,594,268.92
2019	30,290	224,807,131	4,690,807.70

COMPARISON OF BOAT EXCISE

Year	Number of Bills	Valuation	Amount
2018	135	501,100	5,011.00
2019	135	494,000	4,940.00

STATUTORY PROPERTY TAX EXEMPTIONS

<u>Exemption Type</u>	<u>Number Granted</u>
Police & Fire Widows (Clause 42)	3
Blind (Clause 37A)	16
Elderly (Clause 41C)	44
Widows (Clause 17D)	38
Veterans (Clause 22)	155
Veterans (100% Disabled)	75
Veterans (Paraplegic)	3
Veterans (Clause 22A, B, C, & D)	9
<u>Deferred Taxes</u>	<u>4</u>
Total Exemptions	319

Total Tax Amount of Exemptions	\$486,121.28
State Reimbursement	\$202,046.20

LOCAL EXPENDITURES

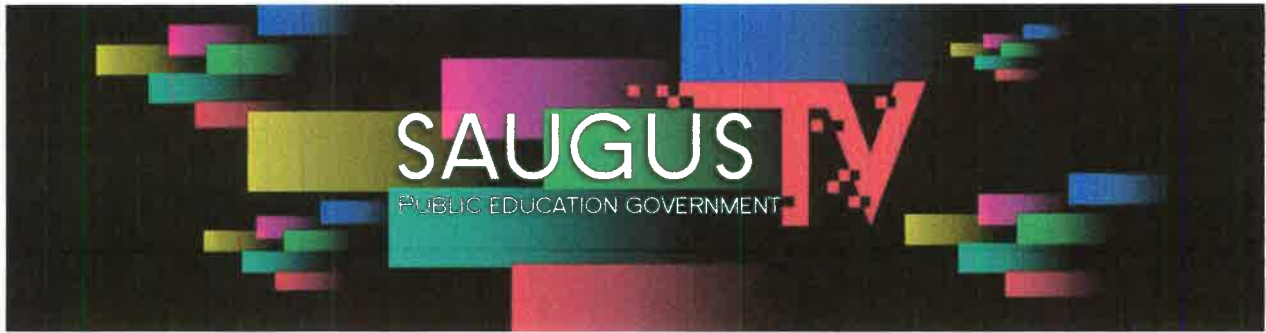
Appropriations		101,862,118.24
Tax Title	0.00	
Debt and Interest Charges	0.00	
Total Overlay deficits prior years	0.00	
Final Court Judgments	0.00	
Cherry Sheet Offsets	33,458.00	
Revenue Deficit	0.00	
Snow & Ice Deficit	0.00	
Other	0.00	
Total Expenditures		33,458.00
State & County Cherry Sheet Charges		3,803,588.00
Overlay (Allowance for Abatements & Exemptions)		700,875.66
Total Amount to be Raised		106,400,039.90

ESTIMATED RECEIPTS

Estimated Receipts from State	10,362,320.00
Massachusetts school building authority payments	0.00
Estimated Receipts from Local	10,620,826.00
Enterprise funds	11,917,434.01
Revenue Appropriated for Particular Purposes	3,325,000.00
Other Available Funds	711,580.34
Total Estimated Receipts	36,937,160.35

BREAKDOWN OF LOCAL ESTIMATED RECEIPTS

Motor Vehicle Excise	4,534,000.00
Other Excise	0.00
Meals, Room, Other	1,750,000.00
Penalties & Interest on Taxes & Excise	236,000.00
Payments in Lieu of Taxes	71,326.00
Fees	331,000.00
Rentals/Boards	271,000.00
Departmental Revenue-Libraries	0.00
Departmental Revenue-Cemetery	104,000.00
Other Departmental Revenue	170,000.00
Licenses & Permits	2,180,000.00
Special Assessments	123,500.00
Fines & Forfeits	145,000.00
Investment Income	600,000.00
Medicaid Reimbursement	200,000.00
Miscellaneous Recurring	0.00
Miscellaneous Non-Recurring	0.00
Total	10,620,826.00



**Saugus Community Television, Inc.
1 Pearce Memorial Drive
Saugus, MA 01906**

SCTV Annual Report 2019

January 1, 2019 – December 31, 2019

Current Board of Directors:

Al DiNardo – President
Donna Sordello – Vice President
Fatima Allan – Treasurer
Bill Williamson – Assistant Treasurer
Sue Palomba – Board Member

Current Staff

Bryan Nadeau – Executive Director
Rachel Brugman – Programming Manager
Michelle Madar – Production Manager
John Prudent – Studio Associate
Anthony Moschella – Studio Associate
Joanne Mirabello – Administrative Assistant

Programming

Mandated Municipal Meeting Coverage:

- 22 Board of Selectmen Meetings
- 24 School Committee Meetings
- 3 Annual Town Meetings
- 3 Special Town Meeting

Total: 52

Non Mandated Meeting Coverage:

- 13 Planning Board Meetings
- 9 Board of Health Meetings
- 18 Zoning Board of Appeals Meetings
- 10 Library Board of Trustees Meetings
- 13 Finance Committee Meetings
- 2 SHS School Project Building Committee Meetings

Total: 65

Grand Total: 117 Meetings Covered in 2019

Special Events Coverage:

- Mass DOT Forum
 - 6 Historical Society Presentations
 - SBEC Unsung Heroes
 - March with the Arts
 - Books in Bloom @ Saugus Public Library
 - Topping Off Ceremony
 - Touch a Truck
 - Earth Day Clean Up
 - SBEC Taste for Education
 - National Day of Prayer
 - ALICE Training
 - Saugus Garden Club Annual Meeting
 - New School Tour
 - Memorial Day Parade & Ceremony
 - Saugus High School Graduation
 - Belmonte Middle School Moving On Ceremony
 - 2 World Series Park Games
 - Speed Limit Forum
 - Cruise Night Car Show
 - Founder's Day
 - One Last Look: SHS Tour
 - 1st Amendment Forum
 - Drawing of Ballot Positions
 - Incinerator Forum
 - Wheelabrator Public Hearing
 - Haunted House @ the M.E.G
 - Chamber of Commerce Candidates Forum
 - SAVE Candidates Forum
- Haunted Lighthouses of New England @ Saugus Public Library
- Live Election Results
- Veterans Day Ceremony
 - Saugus River Water Shed Annual Meeting
 - Saugus Christmas Tree Lighting

Grand Total: 40 Special Events Covered in 2019





Saugus High School Sports Coverage:

Fall Sports	Winter Sports	Spring Sports
- <u>9</u> Boys Soccer	- <u>19</u> Hockey	- <u>10</u> Baseball
- <u>10</u> Girls Soccer	- <u>16</u> Boys Basketball	- <u>8</u> Softball
- <u>6</u> Field Hockey	- <u>13</u> Girls Basketball	- <u>6</u> Girls Lacrosse
- <u>6</u> Volleyball	- <u>3</u> Wrestling	- <u>9</u> Boys Lacrosse
- <u>11</u> Football		

Grand Total: 126 Sports Games Covered in 2019

Member Productions:

- Clifondale Community Church Services – Richard Kowalsky
- Jesus Center of Good News – Reverend B.K. Akeem
- Starship Wrestling – Jimmie Carabineris
- Learning the Bible – John Gouvalaris
- Catholic Shepherd – Rick DeSanctis
- Classic Cars – Jacob Coleman

Sponsored Programs:

Sponsored programs are shows that are requested to be aired on SCTV by members of the community.

- Nan Through the Years – Sponsor: James Wlodyka
- King of the Palace – Sponsor: Dennis Nuzzo
- Good News – Sponsor: Timothy S. Nee
- A Finished Work – Sponsor: Pastor Jim Lewis
- Legends of Pro Wrestling – Sponsor: Stan “Rocky” Raymond
- Empire Pro Wrestling – Sponsor: Stan “Rocky” Raymond
- Rumney Marsh – Fae Saulenas
- Coller Chronicles – Michael Coller



Other Programming:

SCTV also airs other locally produced programs that may be interesting to Saugus viewers. Some of these programs include...

- The Pitch – Saugus
- From the Vault - Saugus
- Arts and Ideas – Worcester
- In the Toy Box – New Bedford
- Chef's Table Series - Boston
- Steve Katsos Show – Arlington
- Ooma's Cookie Jar – Spencer
- Rita's Delicious Dishes – Marshfield
- Tae Kwon Do – Dracut
- Off The Shelf – Danvers
- Glo's Kitchen – Wakefield
- Reeling...The Movie Review Show – Malden
- Smart Boating – Cape Ann
- 502 Sessions – Wellesley
- Ham Jams – Framingham
- State Side Footy – Wilmington
- Campbell's Comedy Corner – Chelmsford
- Fur, Fins and Feathers – Swansea
- E-Awakening – Abington
- Public Domain Movies & Classic TV Shows

2019 Community Service Hours

**Saugus Television
2019 Student Volunteers
January 2019 – December 2019**

NAME	EVENTS	Total Hours
Dylan Moody	March for the Arts, Earth Day Clean Up, Memorial Day Parade & Ceremony, SHS Graduation, One Last Look and Veterans Day Ceremony.	18 hrs, 45 min.
Zachary Spiiman	Founder's Day, One Last Look and Halloween Haunted House at the MEG.	16 hrs, 15 min.
Jack Castle	Board of Health Meetings (March, April, May & June), Library Board of Trustees Meetings (March & April) and Founder's Day	13 hrs, 45 min.
Steven Duong	March for the Arts, Founder's Day and Halloween Haunted House at the MEG	8 hrs, 45 min.
Duncan Monaco	Touch-A-Truck, Founder's Day and Christmas Tree Lighting.	8 hrs.
Jaxson Fitzpatrick	Founder's Day	7 hrs, 15 min.
Guilherme Vaz	Taste for Education and Veteran's Day Ceremony	6 hrs, 30 min.
Felipe Dos Reis	Earth Day Clean Up and Memorial Day Parade & Ceremony	3 hrs.
Bobby Dooley	Founder's Day	2 hrs, 10 min.
Gerard Glover	Founder's Day	1 hr, 30 min.
	TOTAL HOURS:	85 hrs, 55 min.

Community Outreach:

SCTV offers individual and group training to Saugus Residents, Businesses and Organizations with the goal of increasing membership and community produced programs and/or events.

SCTV works closely with the SHS Video Production Class Teacher, Mr. Ken Webb providing equipment and assistance when needed throughout the school year. In turn, Mr. Webb and his students produce programming seen on the Educational Channel.

SCTV provides Community Bulletin Board time for event promotion and non-profit advertisements on all 3 channels. These single-page “slides” air in a looped rotation whenever there is no programming playing on the channel, or in designated Bulletin Board times on our Program Schedules.

SCTV sends out its program schedules weekly to our email subscriber list, and on our website, www.saugustv.org.

All programming created at SCTV by staff and members are uploaded to our Vimeo page at www.vimeo.com/saugustelelevision for On-Demand viewing.

SCTV takes advantage of our visibility at Founders Day and uses it to draw people in to becoming members. In addition to covering the event, Board Members attend to answer any questions and sign new members up.

During the SHS Graduation, we live edited between 4 cameras using our new TriCaster Switcher. This prevented the need for post-production and allowed us to upload the finished video within days.

SCTV Live streamed Founder’s Day 2019 on Facebook using the TriCaster Switcher.

SCTV produced Live Election Coverage hosted by Stephen Doherty and Arthur Gustafson on Election Day. Community members from each Precinct assisted the production by sending in unofficial numbers.

During a Special Town Meeting, Precinct members voted to transfer the funds to build our new studio location at 30 Main Street (Saugus Historical Society).

Future Projects:

Construction of our new studio is underway and we will hopefully be moving in during the Spring of 2020. Saugus TV will be a state of the art facility. Our first goal upon moving in is to get accustomed to our new facility and learn all the new technology that will come along with it as soon as possible.

SCTV receives a percentage of revenue from customers of Comcast. As people seek other alternatives to cable, the customer base goes down and income from Comcast goes down. With the station move and newer, robust equipment, Saugus TV will be looking into underwriting and sponsorships from local businesses and organizations to help subsidize the station budget.

Saugus TV has many future plans for our new studio as well as the brand new Kitchen that will provide an additional studio space for cooking shows.



2019 Press & Correspondence

SAUGUS Saugus High Sachems Sports Coverage pages 10-12 ADVOCATE

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-FREE-

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Friday, December 20, 2019

A new home for the New Year

Construction/renovation begins at Saugus Historical Society building – the future site of Saugus TV



DIG IN: Saugus TV personnel, town officials and others gather for a groundbreaking ceremony in the backyard of 30 Main St., home of the Saugus Historical Society – and the future home of Saugus TV. (Saugus Advocate photos by Mark E. Vogler)

By Mark E. Vogler

Saugus TV Executive Director Bryan Nadeau says it has been "kind of a tough two years" for his small staff, "not knowing where you're going to go." Nadeau was referring to the uncertainty of the cable TV station's future when he learned two years ago that it was not included in the plans for the new Saugus Middle-High School when it opens next year.

"After a long, arduous search, we come here," Nadeau told the small gathering at Monday's

groundbreaking ceremony.

Town Manager Scott C. Crabtree, members of the Board of Selectmen, the Saugus Historical Society and several others crowded underneath the canopy, where he said the new studio and employee area would be added onto the 1865-era Saugus Historical Society building at 30 Main St.

The unique, new partnership forged between Saugus TV and the Historical Society should work out ideally for both nonprofit organizations, according to Nadeau. "Now that we have

a home, we're trying to revitalize and keep two nonprofits alive," Nadeau said in an interview later.

"We're hoping that we can breathe new life into the Historical Society. They are still going to be in the building, and we will be doing the renovations in lieu of rent," he said.

"I'm just excited about the project and that we will be able to start this new chapter. This house needs some TLC [tender loving care], and it's final-

A NEW HOME | SEE PAGE 13



Town Manager Scott Crabtree, members of the Saugus Board of Selectmen and the Saugus Historical Society and several others crowded underneath the canopy where the new studio and employee area would be added onto the 1865-era Saugus Historical Society building at 30 Main St.

Meet the staff of Saugus TV

Editor's Note: Saugus TV operates and oversees the Public, Educational and Government (PEG) access channels on the town's cable television system. Channel 8 is public, 9 is government and 22 is educational. Here are short bios of the small technical and production staff that works behind the scenes to make cable television programming user-friendly in Saugus.

Bryan Nadeau - Executive Director: He is now in his 7th year with Saugus TV, and in his 20th year in Public Access Television. He is a 1997 graduate of Beverly High School. In 1999 he earned his degree in Radio & Video Production from Hesser College. In 2000 he started working for Marblehead Television. Bryan spent 13 years honing his craft in Marblehead until he came to Saugus TV in 2013. He commutes from his home in Derry, N.H., where he lives with his wife, Carrie, and three-year-old son, Brody.

Rachel Brugman - Program



THE SAUGUS TV TEAM: Left to right: Executive Director Bryan Nadeau, Administrative Assistant Joann Mirabello, Program Manager Rachel Brugman, Sports Producer Anthony Moschella, Production Manager Michelle Madar and Studio Associate John Prudent. The staff had reason to celebrate at Dec. 16's groundbreaking ceremony in the backyard of the Saugus Historical Society at 30 Main St. They are standing on the site of their future home - once they vacate their current quarters at Saugus High School, which is set to be demolished this summer. (Saugus Advocate photo by Mark E. Vogler)

Manager: She has been the Programming Manager at Saugus TV since April 2016. Before joining the Saugus TV team, she was a Camera Operator for the Boston World Trade Center, an Audio-Visual Technician for Harvard Medical School and the Studio Manager of Somerville TV. Rachel has a Master's Degree in Media Arts from Emerson College and a Bachelor

of Arts from Northeastern University. She lives in Somerville with her husband, two cats and their beagle.

Michelle Madar - Production Manager: She has been the Production Manager at Saugus TV since April 2016. Prior to that she was the Associate Producer at ARISE News in NYC. She is a 2010 graduate from Trumbull High School and the Regional Center for the

Arts in Trumbull, Conn. In 2013 she received her Bachelor of Science degree in Digital Film and Video Production from the New England Institute of Art in Brookline, Mass. Michelle loves musical theatre, the Beatles and playing the Sims 4 and Pokémon Go in her spare time. She currently resides in Saugus with her boyfriend.

John Prudent - Studio Associate: He graduated from Salem State University with a Bachelor's Degree in Graphic Design, but rather than go into print media like most people in that field, John set his sights on TV or film, where he felt there were more creative opportunities. He got his start in television production as an intern at Malden Access. In 2016 John joined Saugus Television as a studio associate; he designs and animates custom graphics for the station, as well as recording and editing videos. Besides drawing, John is a self-professed nerd who enjoys anything involving movies and how they are made, collecting action figures and reading about random subjects of interest.

SAUGUS TV | SEE PAGE 9

SAUGUS TV | from page 8

Anthony Moschella III - Sports Producer: He arrived at Saugus TV with the intention of reshaping the sports programming available to

Saugus. Previously an independent contractor in video production and former Dept. of Homeland Security Officer, Anthony came on as a

full-time Sports Producer in late 2017, and with that title came a responsibility to cover as many events as possible - from home games to away games, functions and play-offs. He has been there for

both the players and coaches, as well as the parents and townspeople who couldn't attend the live events. His interests, of course, are sports - especially wrestling, where he produces events regularly -

comic books and toys, and he is a huge live music fan and music collector. He currently resides in Danvers, where he also assists Danvers Cable Access Television with sports and other live events.

THE SAUGUS ADVOCATE - Friday, June 7, 2019



I'M ROLLING: Saugus TV Studio Associate John Prudent films last Friday night's graduation ceremony.

One Last Look



Tonya Chadwick



December 11, 2019 · 🌐

Very cool! I didn't think they'd use my interview (1:28:00-ish in) with the hundreds of people that showed up. But pretty cool to be a part of it and seeing through the years what was important to each person throughout the decades. What a great event and video. Thank you



Elizabeth Marchese



December 11, 2019 · 🌐

Huge **congratulations** to Michelle Lynne Madar and SCTV as well as the SHS Alumni Society! This video is something else! ● ●

#Sachempride

#watchtilltheveryend

Re: Last Look Video

Thanks for sending this link to us, Ken. I haven't watched all of the video yet but what I've seen so far is very impressive. I had no idea that the production would be of this caliber! It's really quite special. Jane



Ryan Fisher for Saugus School Committee 2019

3 hrs

This evening I attended the final Town Meeting session of the 2017-2019 term. (Yay perfect attendance!) Amongst other things, Town Meeting members overwhelmingly gave approval for the appropriation of funds to move Saugus TV into its future home with the Saugus Historical Society and to begin to fund and upgrade its antiquated recording equipment, lighting, and studio facilities. While I'm going to miss watching meetings in 240p (I hope I'm kidding,) I'm very proud of my vote.

It was pretty clear where the final vote was going to end up, and I didn't want to get up and showboat slightly off-topic, but I'd like to take this opportunity to thank Saugus TV for the critical service it performs for our community.

In my home, because we stream a lot on Netflix and Prime Video, the channel doesn't change and Saugus TV is usually left on in the background during the day. Peripherally, it educates me, entertains me, and pipes in enough classical music that it's made me a calmer human being. More importantly, it acts as our town archivist. A couple of weeks ago, I was looking for the minutes of a Town Meeting to see how I phrased a question, and while Ellen does a magnificent job keeping up with me after I get a few coffees into me while she's doing five other things, a missed word in the minutes changed the meaning of what I later confirmed I actually said once I pulled up the video on Saugus TV.

We as a society are great at believing our own facts. Fifty people can see the same thing and each remember it differently. Active participants will convince themselves of an advantageous version of events and after a bit of repetition will believe it really happened. No one is lying. They all truly believe their own variations of the truth. (They just believe everyone else is lying!) Those who weren't there will hear a myriad of alternatives and won't know quite what to believe. When someone denies something, there will always be enough doubt to have to consider it.

Over the last five years, we've had a number of official meetings in Saugus that captivated the town, like the Board of Selectman meetings during the 2014-2015 recall, the 2017 Town Meeting to authorize the new school construction vote, and the 2019 School Committee meetings in preparation for the custodial terminations. SaugusTV was beneficial in not only allowing members of the community to watch these events live and remotely or catch up after the fact, but preserved and archived what actually happened.

What exactly was said, and in what tone? Was something said sincerely, or was it sarcastic or passive aggressive? Was something mumbled into a microphone without realizing it was audible to the entire town that might not show up on a transcript but is important to know happened? The impetus for me running for school committee in the first place was the video of a meeting that if not recorded would have been forgotten. Written transcripts can be reinterpreted, misinterpreted and and disputed. Live video doesn't lie.

Whatever problems we face and however we deal with each other as we progress in town government, SaugusTV forces us to agree on a common history. I truly thank its employees for what they do.



Elizabeth Marchese Well said Ryan, May I add how much SCTV does for the children of this town behind the scenes. Those who have not yet found their niche have found a home there ... a safe place where they are mentored and guided through the intricacies of television and production. Just look around at every major town event and you will see our students working cameras, setting up, obtaining interviews. It a wonderful, crucial and giving part of our town. Kudos to our town officials recognizing their importance !

Last Name	First Name	Address	Phone	Email	Membership Type	Notes	Membership Date	Active
Bierenbroodspot	Rylan				Student	-	9/14/19	*
Carabihens	Jimmie				Individual	Starship Wrestling	9/14/19	*
Castle	Jack				Student	Teen TV	9/14/19	*
Coleman	Jacob				Student	-	-	*
Coller	Michael				Individual	-	3/26/19	-
Colon	Alex				Student	-	9/14/19	*
Colon	Carlos				Individual	-	9/14/19	-
Demarco	James				Individual	-	-	-
DeSanctis	Rick				Individual	Catholic Shepherd	9/14/19	*
DiPesa	Derek				Student	-	11/8/19	-
Dooley	Bobby				Student	-	9/14/19	*
Dos Reis	Felipe				Student	-	9/14/19	*
Doto	Chris				Student	-	9/9/19	*
Duong	Steven				Student	-	9/14/19	*
Enckson	Alex				Student	-	9/14/19	*
Fitzpatrick	Jackson				Student	-	9/14/19	*
Fox	John				Individual	The Pitch	9/14/19	*
Glover	Gerard				Student	Teen TV	-	-
Gouvalaris	John				Senior	Learning The Bible	2/26/19	*
Jaros	Janice				Senior	-	-	-
Jones	Nicholas				Student	-	1-21-19	-
Kowalsky	Richard				Individual	CCC	9/14/19	*
Longo	Mario				Student	-	9/14/19	*
Lusso	Ron				Individual	Sports	1-24-19	*
Lyons	Nichole				Student	-	-	-
Madar	Michelle				Individual	Employee	9/14/19	*
Manning	Keith				Individual	Sports	-	-
Monaco	Duncan				Student	Teen TV	9/14/19	*

Moody	Dylan				Student	-	9/14/19	*
Murphy	Brayden				Student	-	9/14/19	-
Murray	Jake				Student	-	09/14/19	-
O'Brien	Emma				Student	-	9/14/19	-
Sargent	Arianna				Individual	-	-	-
Spilmari	Zachary				Student	Teen TV	9/14/19	*
Sund	Gary				Senior	-	9/27/19	-
Tamracoon	Maximus				Student	-	9/14/19	-
Vaz	Guilherme				Student	-	4/5/19	*
Webb	Ken				Individual	SHS Teacher	11/13/19	*
Wlodyka	James				Individual	-	-	*

Total Current Members :	38	Total Active Members :	23
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Total Individual :	13
Total Student :	22
Total Family :	0
Total Senior :	3
Total Organization :	0

Key:	Individual
	Student
	Family
	Senior
	Organization





JOHN A. FALASCA III
SUPERINTENDENT

TOWN OF SAUGUS
CEMETERY DEPARTMENT
SAUGUS, MASSACHUSETTS 01906

TELEPHONE:
(781) 231-4170

**Annual Report
Fiscal Year 2018
July 1, 2018 – June 30, 2019
Cemetery Department**

The following information is for the Fiscal Year 2019.

Staffing:

John A. Falasca III is the Superintendent of the Cemetery Department. For the fiscal year 2019 the Cemetery Department had a staff of two full time employees and one part time senior clerk. We had one part-time helper this year that worked 32 hours per week May – August and 16 hours per week the rest of the year. All employees reported directly to the Superintendent.

Cemetery Commission:

The Cemetery Commissioners appointed by the Board of Selectman as of July 1, 2018 are as follows: Chairperson - Richard Thompson and Members – Joseph Giordano, William Marchand and John Zirpolo.

Land Sales and Perpetual Care:

The Cemetery Department sold 14 double graves and 2 columbarium niches and 4 columbarium niches were assigned in the Veteran's Tower.

Interments:

There were 51 full burial interments, 29 cremation burials and 7 inurnments in the columbarium for a total of 87 interments.

Foundations and Markers:

There were 21 foundations poured, 5 flat markers installed, 1 plaque settings completed and 16 Veteran markers installed. The department also issued 6 etching permits for stone work.

Work Orders:

We completed 93 work orders, 28 stone repairs and filled 85 sinking plots with loam. Also, we removed 4 shrub per plot owner's requests and replanted 2 shrub to replace the ones removed.

Plot Ownership Transfers/Burial Rights

The department processed 7 plot ownership transfers and 3 burial rights requests.

Genealogy Research:

The department received 27 requests for genealogy research.

Illegal Dumping:

The department has issues with illegal dumping within the cemetery grounds and dumpsters. One instance that occurred, someone dumped hazardous chemicals into two of the trash barrels on the grounds. Lorna Cerbone from Inspectional Services was notified and we continue to work with her on all illegal dumping issues.

Continued →



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Annual Report
Fiscal Year 2018
July 1, 2018 – June 30, 2019
Cemetery Department
Page 2

Equipment Issues:

In September of 2018 the department received the new pickup truck that Town Meeting voted to purchase for the department. In April of 2019 the department received the replacement dump truck from the Forestry Division of the D.P.W. (When their new truck as voted on by Town Meeting arrived). This is a newer dump truck then what the department had and is in better condition. Seth Hatch and Brendan O'Regan from the D.P.W. along with John Falasca, coordinated the new purchase of the pickup truck and the transfer of the newer dump truck.

Storm Damage:

In _____ due to the wind storm that came through the cemetery grounds suffered a lot of damage with downed trees and branches. Unfortunately many headstones were damaged on the grounds. The department was able to fix all of the headstones that had been knocked over, however there was stone brakeage on a few old lots. Families were notified and so far we have heard back from only one family and they have decided to leave the old original headstones as is and will look into the family possibly adding flat markers in the future.

Veteran's Sections:

The restoration project of the Civil War section, also known as the G.A.R. Lot, was completed in the spring. The department would like to thank volunteer Gordon Sheppard for all his hard work in coordinating the project. The Veteran's Tower columbarium is just over halfway full, the department is working with the Cemetery Commission on the installation of a new columbarium for our Veterans.

Cemetery Space Issues:

The department continues to receive requests for pre-buys (58 pre-buy inquires received this fiscal year) for cemetery lots. We are not pre-selling plots to anyone due to the space issue at Riverside Cemetery. The cemetery currently has no single graves available and approximately 64 double lots are available for sale. Double lots are being sold to Saugus residents only as they are needed. The Cemetery Commission will be exploring options for expansion of the cemetery grounds for the town's residents and they are planning to discuss and present options at commission meeting and to the Town Manager and Meeting members once options have be researched.

We are pre-selling double niches in the north and south columbarium towers. Currently there are 27 double niches left in the north and south columbarium towers available for sale. The department has presented to the Cemetery Commission a need to install an additional Veterans columbarium in the cemetery. The current Veterans columbarium is over half full with only 32 double niches remaining. Veteran niches are assigned on an as needed basis when the Veteran passes away and will be inurned. To qualify the Veteran either has to be a resident of Saugus at the time of passing or have entered and been discharged while living in Saugus.

Continued →



JOHN A. FALASCA III
SUPERINTENDENT

TOWN OF SAUGUS
CEMETERY DEPARTMENT
SAUGUS, MASSACHUSETTS 01906

TELEPHONE:
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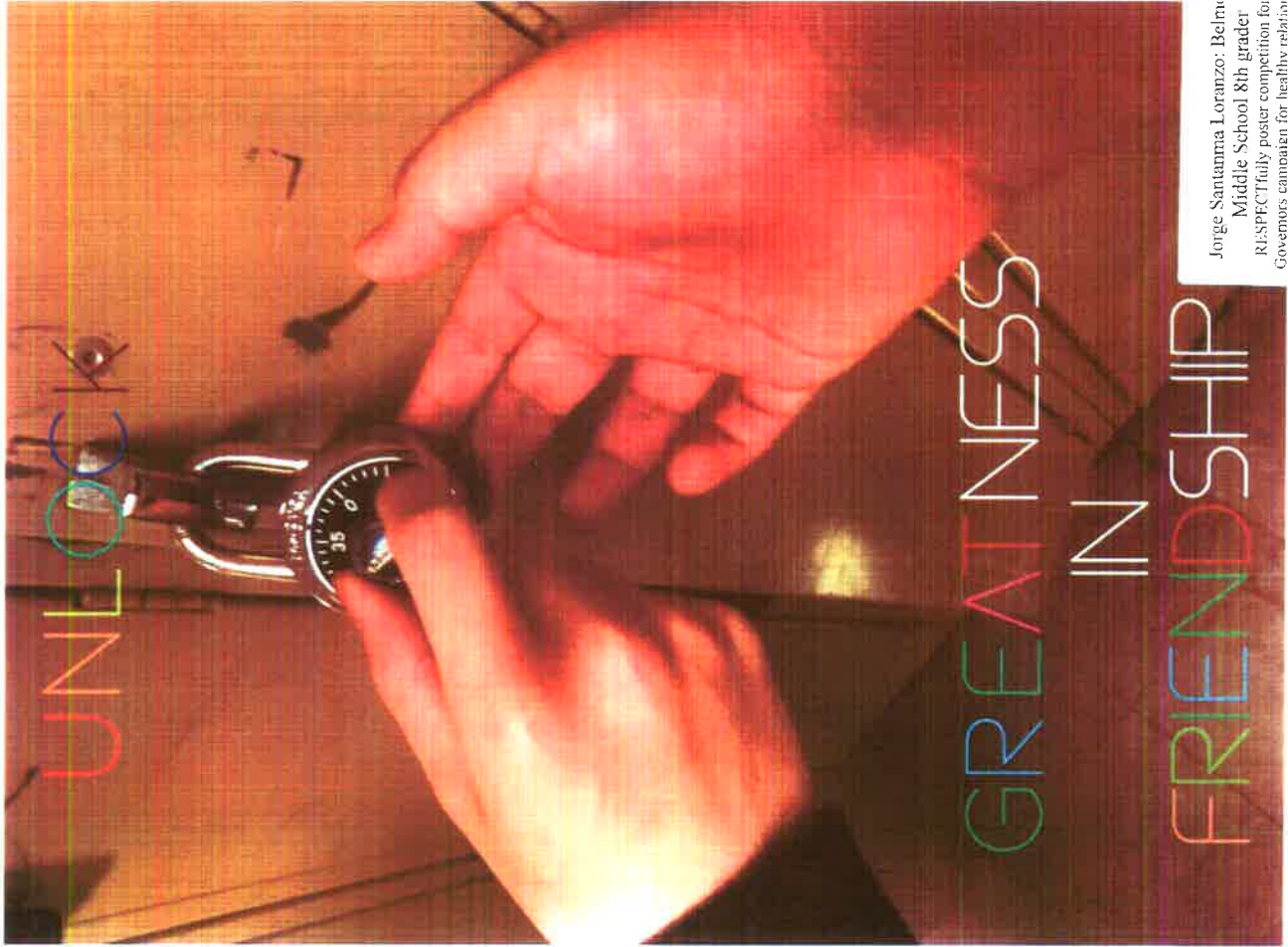
**. Annual Report
Fiscal Year 2018
July 1, 2018 – June 30, 2019
Cemetery Department
Page 3**

FY18 Receipt Totals:

Interments	\$ 84,375.00
Land Sales	\$ 18,200.00
Columbarium Sales	\$ 1,300.00
Perpetual Care	\$ 19,500.00
Foundations	\$ 9,847.50
Fees	\$ 165.00
Sub-Total	\$133,387.50
*Reimbursement	\$ (0.00)

YEAR END TOTAL \$133,387.50

*Reimbursement -No reimbursements were issued for the fiscal year.



Jorge Santanma Loranzo: Belmont
Middle School 8th grader
RESPECTfully poster competition for the
Governors campaign for healthy relationship



Lily Comeau: Belmont
Middle School 8th grader
RESPECTfully poster competition for the
Governors campaign for healthy relationship

Town of Saugus
TOWN HALL
298 CENTRAL STREET, Suite 7
SAUGUS, MASSACHUSETTS 01906



ELLEN J. SCHENA
Town Clerk

Telephone: (781) 231-4104
e-mail: eschena@saugus-ma.gov

Town Clerk's Office
Annual Report
Year 2019

Town Clerk's Staff:
Ellen J. Schena, Town Clerk
Stephanie Hardy, Assistant Town Clerk
Andrew DePatto, Election Coordinator

CLERK'S DEPARTMENT

The Town Clerk's Office serves the residents and visitors alike as a central point of information to local government and services. It is the intent of the Office of the Town Clerk to be a provider of quality services and information to the community, its residents and visitors. This office works in cooperation with all departments, boards, trustees, committees and commissions; and complies with all state and local statutes.

The Town Clerk is the official recording secretary of Town Meeting and considered the "keeper of the records". In this capacity, the office files minutes of various boards and commissions of the Town, maintains and issues certified copies of all vital records, maintains the official Bylaws, Zoning By-Laws and Town Charter, appointments and resignations of all Town officials as well as maintains Town census information, issues marriage licenses, dog licenses, boat ramp passes, business certificates and renewals, fuel storage permits, raffle/bazaar permits, and certified copies of Board of Appeals, Board of Selectmen and Planning Board decisions. This office also collected fees for violations issued by the Board of Health, Police Department, Zoning and Conservation Departments, as well as the billing and collection of fees for all pole and conduit locations within the town and maintained these files.

• **CONFLICT OF INTEREST LAW**

The Town Clerk has the responsibility of complying with MGL Chapter 28 Acts of 2009, which mandates that the Town Clerk is required to maintain records, assuring that every municipal employee receives an updated copy of the Conflict of Interest Law Summary, MGL Chapter 268A, upon hiring or appointment to a town board or commission; and completes the online training program every two years. Upon completion of the training program, the person shall provide notice of such completion to be retained for 6 years by the Town Clerk.

- **OPEN MEETING LAW**

The Town Clerk has the responsibility of complying with The Open Meeting Law which mandates that the Town Clerk is required to maintain records, assuring that every municipal employee receives an updated copy of the Opening Meeting Law Summary. OML was revised as part of the 2009 Ethics Reform Bill, and now centralizes responsibility for statewide enforcement of the law in the Attorney General's Office. G.L. c. 30A, § 19(a). To help public bodies understand and comply with the law, the Attorney General has created the Division of Open Government.

- **TOWN MEETINGS**

Town Meeting warrants are posted at each polling location, mailed directly to Town Meeting Members, Finance Committee Members, School Committee Members, Town Manager and Town Counsel. All Warrants are posted by an appointed Constable.

Special Town Meeting Dates:

April 8, 2019
May 6, 2019
June 24, 2019
September 23, 2019

Annual Town Meeting Dates:

May 6, 2019 (1st Session)
May 20, 2019 (2nd Session)
June 3, 2019 (3rd Session)

Warrants and Minutes of all Town Meetings may be viewed on the Town of Saugus website and in the Clerk's Office.

- **TOWN RECORDS**

The Town Clerk's Office recorded the following Vital Statistics for the Annual Year (January thru December) 2019.

Birth to Residents: 273 Total
Death of Residents: 288 Total
Marriage Licenses: 94 Total

ALL DEATH AND BIRTH CERTIFICATES ARE PROCESS THROUGH THE MASSACHUSETTS REGISTRY OF VITAL RECORDS AND STATISTICS VIA THE COMPUTER. EACH MONTH COPIES OF ONLY MARRIAGE LICENSES/CERTIFICATES ARE FORWARDED TO THE BUREAU OF VITAL STATISTICS OF THE DEPARTMENT OF PUBLIC HEALTH IN BOSTON.

Town Clerk's Office
161.00 – Clerk's Department

The following shows the expenditures:

Clerk's

Salaries Full Time	\$ 123,743.71
Overtime	\$394.63
Board Members	\$1499.68
Salaries & wages Part Time	\$0.00
Rep & Maintenance Office Equipment	\$189.00
Printing/Reproduction	\$1731.10
Professional & Tech Education & Training	\$838.17
Professional & Technical Technology	\$1600.00
Book Binding	\$723.53
Constable Services	\$300.00
General Supplies	\$846.79
Other Supplies	\$54.36
Association Dues	\$150.00
Bonds	\$100.00
<u>Total:</u>	<u>\$132,170.97</u>

The following shows the money collected for various licenses and services, which are provided by the Town Clerk's Office. Four prior years are listed for comparison purposes only (please note, the new Munis System combines line items):

	<u>Year End</u> <u>FY16</u>	<u>Year End</u> <u>FY 17</u>	<u>Year End</u> <u>FY 18</u>	<u>Year End</u> <u>FY 19</u>
RESIDENT LISTINGS	\$335.00	\$323.00	\$300.00	\$150.00
MARRIAGE INTENTIONS	\$3,785.00	\$3,990.00	\$4,000.00	\$3,450.00
CERTIFIED COPIES	\$26,284.20	\$28,273.00	\$30,000.00	\$32,677.00
BUSINESS CERTIFICATES	\$5,855.00	\$5,635.00	\$6,500.00	\$5350.00
GASOLINE STORAGE PERMITS	\$1,150.00	\$950.00	\$1,000.00	\$1,000.00
MISCELLANEOUS (Raffle Permits, Poles & Conduits, Discontinuance Fees, Ramp Passes and Miscellaneous charges)	\$2,393.52	\$3,190.96	\$3,500.00	\$3406.34
TOWN CLERK FINES	\$1,125.00	\$1,100.00	\$1,500.00	\$900.00
DOG LICENSES	\$18,090.00	\$20,490.00	\$20,500.00	\$20,952.00
DOG LATE FEES	\$2,954.00	\$1,365.00	\$1,500.00	\$1,215.00
<u>TOTALS</u>	<u>\$62,971.52</u>	<u>\$65,317.96</u>	<u>\$68,800.00</u>	<u>\$69,100.34</u>

Town of Saugus
TOWN HALL
298 CENTRAL STREET, Suite 7
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ELLEN J. SCHENA
Town Clerk

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e-mail: eschena@saugus-ma.gov

Town Clerk's Office
Annual Report
Fiscal Year 2019

Town Clerk's Staff:
Ellen J. Schena, Town Clerk
Stephanie Hardy, Assistant Town Clerk
Andrew DePatto, Election Coordinator

ELECTIONS and REGISTRATION

The Elections Department held three elections in FY '19

- **FY 19 Election Dates:**

September 4, 2018 – State Primary Election
November 6, 2018 – State Election

Along with the Election Calendar came the normal operating procedures for each election, which included, but was not limited to, posting warrants, late night voter registrations, providing and certifying nomination papers and petitions for ballot questions, ordering and proof reading ballots, mailing out all absentee ballots, conducting absentee voting in the office, scheduling poll workers, coding, programming and testing election equipment which includes the Image Cast Tabulation Machines as well as the AutoMark voting assist terminals, certifying and reporting election results, and at the local level, determining ballot positions by random drawing.

- **BOARD OF REGISTRARS:**

Marcia A. Pollack, Chairman (Democrat)
Ellen J. Schena, Town Clerk (Republican)
John Andruezzi (Democrat)
Joyce Toto (Republican)

The Board of Registrars met several times during the year to review election laws and procedures, and made themselves available at all late night voter registration sessions as well as on Election Days.

- **REGISTERED VOTERS**

As of June 30, 2018, there were **18,418 Registered Voters in the Town of Saugus**, broken down as follows:

Democratic Party	5023
Green Party USA	1
Conservative	6
Green Rainbow Party	12
Constitution Party	2
Libertarian Party	76
MA Independent Party	12
American Independent Party	7
Inter 3rd Party	17
We The People	3
Republican Party	1902
United Independent Party	163
Unenrolled	10467
ALL OTHERS	6

Total Registered Voters: 18418

- **CENSUS**

Approximately 13,767 Town Census were mailed to Saugus households in December 2018 and data for returned forms were processed in the State VRIS (Voter Registration Information System). **At the time of Census our population figure was 23,703.** All census forms were processed by July 1, 2019.

Town Clerk's Office
162.00 – Elections and Registration

The following shows the expenditures for the Fiscal Year 2019:

<u>ELECTION AND REGISTRATION</u>	
Salaries	\$13,493.98
Board Members	\$650.00
Overtime	\$378.40
Temporary Positions	\$23,333.25
Police/Elections	\$14,479.00
Custodians/Elections	\$2,886.66
Education incentive	\$214.43
Voting Machine Maintenance	\$2,832.77
Printing/Reproduction	\$87.00
Office Supplies	\$608.25
Census Forms	\$8,434.13
Professional & Technical	\$72.88
Prof & Tech General	\$65.00
Resident Listing	\$1,657.65
Miscellaneous	
<u>Total:</u>	<u>\$71,305.85</u>

Tuesday November 6, 2018

SENATOR IN CONGRESS

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
Elizabeth A. Warren	494	483	504	408	498	503	462	519	506	468	4845
Geoff Diehl	523	496	552	529	746	540	734	594	697	483	5894
Shiva Ayyadurai	34	33	57	30	43	46	34	31	29	30	367
Write in	0	0	0	0	0	0	0	0	0	0	0
Blank	25	25	20	27	30	26	28	29	33	24	267
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

GOVERNOR AND LIEUTENANT GOVERNOR

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
Baker and Polito	784	758	793	743	1023	795	954	862	960	702	8374
Gonzalez and Palfrey	246	224	285	203	231	265	223	239	234	266	2416
Write In	0	0	0	0	0	0	0	0	0	0	0
Blanks	46	55	55	48	63	55	81	72	71	37	583
	0	0	0	0	0	0	0	0	0	0	0
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

ATTORNEY GENERAL

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
Maura Healey	640	605	668	561	717	659	619	673	669	612	6423
James R. McMahon, III	396	394	420	405	570	427	588	443	549	364	4556
Write In	0	0	0	0	0	0	0	0	0	0	0
Blanks	40	38	45	28	30	29	51	57	47	29	394
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

SECRETARY OF STATE

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
William Francis Galvin	658	623	687	586	744	686	673	693	716	628	6694
Anthony M. Amore	341	351	365	364	507	364	502	395	472	312	3973
Juan G. Sanchez, Jr	30	22	33	10	19	27	20	17	20	24	222
Write In	0	0	0	0	0	0	0	0	0	0	0
Blanks	47	41	48	34	47	38	63	68	57	41	484
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

TREASURER

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
Deborah B. Goldberg	620	598	625	543	692	622	601	636	651	573	6161
Keiko M. Orrall	352	361	384	376	517	391	537	421	494	351	4184
Jamie M. Guerin	29	15	35	13	24	29	28	26	20	23	242
Write In	0	0	0	0	0	0	0	0	0	0	0
Blank	75	63	89	62	84	73	92	90	100	58	786
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

AUDITOR

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
Suzanne M. Bump	520	517	547	458	562	537	501	541	542	498	5223
Helen Brady	404	404	441	437	579	440	585	452	550	381	4673
Daniel Fishman	51	30	37	22	51	49	48	51	48	44	431
Edward Stamas	22	15	21	9	18	15	14	19	16	14	163
Write In	0	0	0	0	0	0	0	0	0	0	0
Blank	79	71	87	68	107	74	110	110	109	68	883
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

REPRESENTATIVE IN CONGRESS

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
Seth Moulton	597	584	632	507	654	621	574	637	629	572	6007
Joseph S. Schneider	380	380	409	414	568	412	576	431	532	356	4458
Mary jean Charbonneau	48	31	43	35	49	47	43	42	43	35	416
Write In	0	0	0	0	0	0	0	0	0	0	0
Blank	51	42	49	38	46	35	65	63	61	42	492
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

COUNCILLOR

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
Terrence W. Kennedy	671	670	694	600	773	701	673	701	728	656	6867
Vincent Lawrence Dixon	202	190	229	198	294	225	292	249	258	179	2316
Write In	0	0	0	0	0	0	2	0	0	0	2
Blank	203	177	210	196	250	189	293	223	279	170	2190
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11375

SENATOR IN GENERAL COURT

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
Brendan P. Crighton	681	661	729	623	799	728	691	721	764	682	7079
Write In	0	0	0	0	25	0	0	0	0	0	25
Blank	395	376	404	371	493	387	567	452	501	323	4269
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

REPRESENTATIVE IN GENERAL COURT

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
PCT 1, 2 4-9											
Donald H. Wong	659	635	0	606	884	731	841	715	818	0	5889
Matthew Crescenzo	328	331	0	317	355	312	319	352	369	0	2683
Michael Collier	55	34	0	34	45	42	55	51	29	0	345
Write In	0	0	0	0	0	0	0	0	0	0	0
Blank	34	37	0	37	33	30	43	55	49	0	318
	1076	1037	0	994	1317	1115	1258	1173	1265	0	9235

REPRESENTATIVE IN GENERAL COURT

	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Vote for ONE											
PCT 3 & 10											
Roselee Vincent	0	0	733	0	0	0	0	0	0	689	1422
Write In	0	0	0	0	0	0	0	0	0	0	0
Blank	0	0	400	0	0	0	0	0	0	316	716
	0	0	1133	0	0	0	0	0	0	1005	2138

<u>DISTRICT ATTORNEY</u>	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
	Vote for ONE										
Jonathan W. Blodgett	706	675	734	631	811	751	714	745	775	688	7230
Write in	0	0	0	0	0	0	0	0	0	0	0
Blank	370	362	399	363	506	364	544	428	490	317	4143
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

<u>CLERK OF COURTS</u>	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
	Vote for ONE										
Thomas H. Driscoll Jr.	686	664	716	609	790	743	691	745	759	686	7089
Write in	0	0	0	0	0	0	0	0	0	0	0
Blank	390	373	417	385	527	372	567	428	506	319	4284
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

<u>REGISTER OF DEEDS</u>	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
	Vote for ONE										
John L. O'Brien Jr	600	601	635	514	692	627	596	625	637	587	6114
Jonathan E. Ring	336	330	367	377	473	360	495	391	470	298	3897
David D. Colpitts	41	16	34	15	44	42	35	31	29	34	321
Write in	0	0	0	0	0	0	0	0	0	0	0
Blank	99	90	97	88	108	86	132	126	129	86	1041
	1076	1037	1133	994	1317	1115	1258	1173	1265	1005	11373

<u>BALLOT QUESTIONS</u>	<u>PCT 1</u>	<u>PCT2</u>	<u>PCT3</u>	<u>PCT4</u>	<u>PCT5</u>	<u>PCT6</u>	<u>PCT7</u>	<u>PCT8</u>	<u>PCT9</u>	<u>PCT10</u>	<u>TOTALS</u>
Question #1 - YES	244	274	277	214	298	287	280	268	299	254	2695
Question #1 - NO	791	728	813	744	983	789	926	849	920	705	8248
Blanks	41	35	43	36	36	29	52	56	46	46	420
	1076	1037	1133	994	1317	1105	1258	1173	1265	1005	11363
Question #2 - YES	662	625	666	597	766	688	677	687	700	610	6678
Question #2 - NO	343	355	411	341	789	389	494	397	483	328	4330
Blanks	71	57	56	56	62	38	87	89	82	67	665
	1076	1037	1133	994	1617	1115	1258	1173	1265	1005	11673
Question #3 - YES	571	564	593	512	682	617	510	600	627	509	5785
Question #3 - NO	456	440	495	440	600	473	593	508	582	456	5043
Blanks	49	33	45	42	35	25	55	65	56	40	445
	1076	1037	1133	994	1317	1115	1158	1173	1265	1005	11273

TOTAL VOTES CAST	16219	15626	17082	14978	20162	16789	18880	17705	19084	15143	171670
TOTAL # REG VOTERS											
% OF VOTER TURN OUT											

Annual Report 2019

The Saugus Conservation Commission conducts business under Massachusetts General Laws, Chapter 131, Section 40 and under Town of Saugus Bylaw Article 508. The Commission, as is common, saw significant activity during 2018/2019.

The Commission held 17 public meetings during the past Fiscal Year. At these meetings there were 13 Public Hearings, most of which were continued for at least one meeting and in some cases several months of hearings. Two interesting filings were for Avalon Bay Communities at Hilltop and the Northern Strand bike path expansion. Both of these Notices of Intent became Orders of Conditions with Avalon Bay finishing up and opening and Northern Strand projected to start in 2020. The Saugus Ridge project had to come back before the Commission for a modification to their existing Order of Conditions. They also discussed putting 10 +/- acres into Conservation Restriction with the Conservation Commission being the facilitator. We will wait to see if this will happen.

The Commission heard three requests for a Determination of Applicability, two of which were deemed negative, and did not require a further filing. One was voted as a Positive Determination and they were told to file a Notice of Intent. There were, also, four requests for extensions on Orders of Conditions. The Commission reviewed and did allow the extensions. There were three requests for modifications to previously issued Orders of Conditions, which were found to be non-significant and required no additional action to be taken. The Commission issued fourteen Orders of Conditions and ten Certificates of Compliance upon completion of work. The Commission, also, received one ORAD and two requests for Amended Order of Conditions. There were multiple occasions for residents or businesses to appear before the commission for discussion of problems or projects. The Commission also heard from many members of the community regarding work that was being proposed in their neighborhoods. The Commission is always grateful for the opportunity to listen and assist in answering questions and concerns regarding work being contemplated in any wetland areas.

Violations of the Wetlands Protection Act and Town of Saugus Wetlands Bylaw continue to occur in town. The Conservation Officer went on hundreds of site visits, some of which were for building permits and deemed unnecessary for the applicant to come before the Commission. Other visits were for fill permits and several as a result of complaints. His site visits were also to check on approved Notices of Intent to verify they were in compliance with their Orders of Condition. It was necessary for the Conservation Officer to address conservation violations by letter and issued three Enforcement Orders. Upon receipt of the Enforcement Order the owner appeared before the Commission and was able to correct the work that was done and have the enforcement order revoked. The Conservation Officer attended multiple meetings regarding conservation issues, both in the office, Town Hall and other locations. Many of these meetings take place on site and on Fridays and weekends. Our office fields hundreds of telephone calls throughout the year and researched old and new filings for the public. Our Conservation Officer had many contractors visit our office to get advice about future filings.

A list of duly sworn officers and current members follows: Joan Fowler –Chairman, Paul Petkewich, Vice-Chair, Francis G. McKinnon – Conservation Officer, Eric Devlin and Samantha Hardy. It is with a very heavy heart the Commission had to say goodbye to an incredible Conservation member, Earle Bertrand. He was with the Commission for more than twenty years and he will be sorely missed. Our thoughts and prayers are with his family.

Stephanie A. Puracchio, Clerk – March 30, 2020



A photograph of two hands clasped together, with words written on the skin in various colors. The words are: 'Mutual respect' (yellow), 'trust' (red), 'understanding' (green), 'honesty' (teal), 'compromise' (purple), 'individuality' (orange), and 'good communication' (blue). The background is a blurred blue sky.

Mutual respect

trust

understanding

honesty

compromise

individuality

good communication

Emmitt Lozano; Belmonte Middle School 8th grader
RESPECTfully poster competition for the Governors campaign for healthy relationships

Annual Report

Fiscal Year 2020

Congratulations! You have successfully submitted your 2020 Annual Report on behalf of the Saugus Cultural Council. You may print this page, but this information will also always be available to view online.

You may now send approval letters to successful applicants. You can export applicant contact information under Grant History.

No changes may be made to this report because it has already been submitted to Mass Cultural Council.

Council Name: Saugus Cultural Council
Date annual report completed: 12/12/2019

LCC Account Form

Submitted on:	8/29/2019
Municipal fiscal officer:	Donn Matarazzo
Council representative:	Michael P. Sullivan
Account Balance Beginning of Period (7/1/2018):	\$7,348.42
State Revenue (FY2019 Allocation):	\$8,400.00
Other Revenues:	\$0.00
Total Revenues:	\$8,464.39
Total Expenditures:	\$7,735.69
Account Balance End of Period (6/30/2019):	\$8,077.12
Local Revenue/Interest in Account Balance:	\$0.00

Amount Available for Granting

Account Balance End of Period (6/30/2019):	\$8,077.12
Total Expenditures from 7/1/2019 to 8/29/2019:	\$350.00
Total Pending Expenditures (Encumbered funds):	\$5,313.00
Additional Local Revenue/Interest 7/1/2019 to: N/A	\$0.00
Available Remaining Balance:	\$2,414.12
Locally Raised Funds/Interest:	\$0.00
Administrative Funds for 2020:	\$0.00
FY2020 Allocation:	\$10,800
Amount Available for Granting in FY2020:	\$13,214

Voting Meeting: 11/20/2019

Voting Meeting Attendance:

Jennifer Migliore	Absent
Judy Wothley	Present
Katherine Morelli	Present
Kenneth Scourtas	Present
Michael Sullivan	Present
Val Kappa	Present
William Ferringio	Present

Denial Letter Postmark: 11/25/2019

Last date of Community Input: 5/22/2019

Total granted in FY2020 : \$13,214

Approved Grants: Please visit Grant History to view, export, or print grant information.

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Your session will time out after 60 minutes of inactivity, at 2/6/2020 5:44:08 PM. (Current time is 2/6/2020 4:44:08 PM.)

Grant History

[Export to Text File](#)

Use this page to sort applications, find information quickly regarding a specific application, view a past year(s)' funding decisions, and/or create a summary sheet for your council's next meeting.

Once you select criteria for the applications you want you can export that specific set of application data into an Excel-friendly format using the "Export to Text File" link above. Use export can be useful for mail merges, contact lists, etc.

If you have questions, call your Mass Cultural Council staff contact Mina Kim, at 800/232-0960 x.

Fiscal Year to Show Search for

Sort by

Applicant	Project Title	App #	Year	Type	Decision
Delvena Theatre Company	Ann and Abby	29026	2020	Standard	\$570
Delvena Theatre Company	Bon Appetit, Julia!	29147	2020	Standard	\$570
Amy Melton	Fairy Tale Players	29627	2020	Standard	\$370
Kelly Donahue	A trip to the Theatre	30150	2020	Standard	\$860
William Palmerini	A Christmas Carol	30404	2020	Standard	\$1,270
Amy Melton	Princess Party	30762	2020	Standard	\$180
Lynnhurst Elementary School PTO	Kindergarten Winter Field Trip to the Theater	32269	2020	Standard	\$360
Denise Doucette	Musical Programs for Seniors	32903	2020	Standard	Denier
Paul Speidel	Jazzin' the Blues	37098	2020	Standard	\$450
Amy Melton	DinoMan: Dinosaurs	28962	2020	Standard	\$390
Amy Melton	New England Aquarium: Tide Pools Alive	29616	2020	Standard	\$410
Amy Melton	Stephen the Magician	29620	2020	Standard	\$350
Amy Melton	Jungle Jim: "Wild About Reading"	29624	2020	Standard	\$450
Amy Melton	Farmer Minor & Daisy: "Pig Out on Reading"	30133	2020	Standard	\$300
Amy Melton	Cape Ann Vernal Pond Snakes	30140	2020	Standard	\$350
Amy Melton	Bugworks: Bugology	30239	2020	Standard	\$370
Amy Melton	Author Visit: Kim Chaffee	33248	2020	Standard	\$850
Amy Melton	DeiLab	33280	2020	Standard	\$450
Cary Short	Museum of Science Grade 2 Field Trip	30483	2020	Standard	Denier
Francis Hart	A Cultural and Historical Reflection of the 1960s	39144	2020	Standard	Denier
Friends of Breakheartl	Friends of Breakheart Fall Festival	31174	2020	Standard	\$500
Gail Hashem	MASC spring conference	31191	2020	Standard	Denier
JT Vannah	Mind Games: VR Paths to Brain/Mental Health	34642	2020	Standard	Denier
Kelly Donahue	Johnny the K Character Building	30307	2020	Standard	\$450
Kelly Slater	A Portrait of Breakheart in Winter	33963	2020	Standard	\$510

Items per Page:

Displaying 25 of 34 records matching your search criteria

page of 2

Grant History

[Export to Text File](#)

Use this page to sort applications, find information quickly regarding a specific application, view a past year(s)' funding decisions, and/or create a summary sheet for your council's next meeting.

Once you select criteria for the applications you want you can export that specific set of application data into an Excel-friendly format using the "Export to Text File" link above. Use export can be useful for mail merges, contact lists, etc.

If you have questions, call your Mass Cultural Council staff contact Mina Kim, at 800/232-0960 x.

Fiscal Year to Show Search for

Sort by

Applicant	Project Title	App #	Year	Type	Decision
Kristy Baker	A Trip to The Children's Museum	30264	2020	Standard	\$800
Lisa LeJeune	Lego Robotics	30020	2020	Standard	\$150
Lisa LeJeune	Digital Animation & Storytelling	30027	2020	Standard	\$150
Lisa LeJeune	Fantasy Clay Figures - Hands-on workshop	33527	2020	Standard	\$220
Michael J. Mondello	STEM	30455	2020	Standard	Denier
New Friends of Saugus Public Library	"Voyage of Mercy" by Stephen Puleo	30920	2020	Standard	\$450
Nikea Panopoulos	The Aquarium	30522	2020	Standard	\$490
Saugus Family YMCA	Y Academy Community Heroes Project	37661	2020	Standard	Denier
Saugus Friendship Club	Saugus Friendship Club Holiday Dances	34	2020	Standard	\$900

Items per Page: Displaying 9 of 34 records matching your search criteria page of 2

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Your session will time out after 60 minutes of inactivity, at 2/6/2020 5:50:22 PM. (Current time is 2/6/2020 4:50:22 PM.)

SAUGUS FIRE
DEPARTMENT/EMERGENCY
MANGEMENT
ANNUAL REPORTS 2019



To: Honorable Board of Selectman
From: Chief Michael Newbury
Date: January 29, 2020

SAUGUS FIRE DEPARTMENT/EMEGENCY MANAGEMENT 2019 ANNUAL REPORTS

The mission of the Saugus Fire Department is to protect the lives and property of the people of Saugus and those who visit our town, from fires, natural and man-made disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through fire prevention and education programs; to investigate and determine the cause and origin of all fires ; to provide defense against terrorist attacks; and to provide a work environment that is free of harassment and discrimination.

The Fire Department has the following basic functional responsibilities which are described below:

Fire Suppression: includes residential, automobile, and wildland interfaces fires. The Saugus Fire Department practices fast attack firefighting in order to minimize risk to life, property and the environment. Once a fire has been extinguished, thorough salvage operations are conducted to preserve property, the environment and return structures to a habitable condition as quickly as possible. The Saugus Fire Department responded to a total of 4855 emergency calls during 2019.

Emergency Medical Services: are provided twenty-four hours a day by advanced life support personnel. Requests for medical aid constitute the majority of calls answered by the Fire Department. Fire Department paramedics, operating state of the art medical equipment, respond to most medical emergencies within three minutes. Saugus Fire Department now provides Narcan treatments to opioid overdoses. 15 members are First Responders, 35 are EMT-Basic's and 2 are EMT-Paramedics.

Fire Prevention: is responsible for hazard abatement enforcement, approval of building plans, public education, environmental protection and fire safety inspections. Saugus Fire inspectors conducted 1927 scheduled fire inspections of both residential and commercial properties.

Training: of Fire Department personnel is conducted in accordance with county, state and federal standards. Firefighters and paramedics receive updates on advances in techniques and technology, and participate in continuing education. To control costs, training is conducted in-house whenever possible.

Saugus Fire Department will be recruiting up to 6 new fire fighters. With the hiring of up to 6 fire fighters we will eventually be conducting a training team of in-house recruit training.

The new recruits will be provided a solid foundation and firefighting skills that resulted in all 6 recruits successfully graduating from the Massachusetts Fire Fighter Academy Recruit Training program once assigned a date.

We make every effort to bring in private industry and other agencies to conduct training. Mass Fire Academy Impact Training on site. Varied training in all aspects of Firefighting and EMS.

During the calendar year 2019 the Saugus Fire Department responded to 4855 incidents. A breakdown of responses is included in this report. Also included is a group roster showing each firefighter and what group they work under and a total of what we received in revenue for permits. We expect these numbers to increase over the next 3-5 years.

Personnel: This year the following employees were promoted: Lieutenant, Damian Drella to Lieutenant. Fire Fighter Paul Eaves to Acting Lieutenant.

Grants: We were awarded a Grant from Federal Emergency Management Agency (FEMA) for the Staffing for Adequate Fire & Emergency Response Grant (SAFER Grant) in the amount of \$884,882.75 on 9/13/19. This will enable the Saugus Fire Department to hire 5 additional fire fighters for a period of 3 years. We also received from the Commonwealth of Massachusetts a grant for Narcan through the Department of Public Health. The Student Awareness Fire Education and Senior S.A.F.E. grants has been approved for funding S.A.F.E. Education in the amount of \$4,354.00 and S.A.F.E. Senior has been funded in the amount of \$2,600.00. Through the Department of Fire Services Earmark Grant for the purchase of Cascade System for filling SCBA air bottles in the amount of \$60,000.00. Also purchased was \$50,000.00 Gear Extractor.

Emergency Management: The Emergency Management Department responsibilities have been combined with the Saugus Fire Department under the direction of the Emergency Management Coordinators Captain James Hughes & Captain Scott Phelan They have continued ongoing training and educational opportunities through MEMA. Captain Hughes and Captain Phelan have utilized Saugus Fire Department Personnel to maintain and inspect emergency management equipment and vehicles. Captain Hughes and Captain Phelan have utilized emergency management for down wires during wind events.

Chief's Summary: I would like to take a moment to thank all Saugus Fire Department employees for their hard work and effort throughout the year. We look forward to working with all Town Departments in 2020 and beyond. The Saugus Fire Department would like to thank all elected and appointed officials that help out throughout the year.

Very truly yours,

Chief Michael C. Newbury
Saugus Fire Department
Emergency Management Director

SAUGUS FIRE DEPARTMENT GROUP ROSTER 12/2019			
Chief Deputy Chief Fire Prev.- 2 Captains Administrative Assistant Department Mechanic			
GROUP 1	GROUP 2	GROUP 3	GROUP 4
Captain #7996	Captain # 1413	Captain #7596	Captain #2080
Lieutenant #1014	Lieutenant # 7998	Lieutenant # 2563	Lieutenant # 1023
Fire Fighter #7029	Fire Fighter #7997	Fire Fighter # 2753	Fire Fighter # 7995
Fire Fighter #2422	Fire Fighter #1301	Fire Fighter # 10179	Fire Fighter #1258
Fire Fighter #4400	Fire Fighter # 2741	Fire Fighter # 10432	Fire Fighter #2481
Fire Fighter #10430	Fire Fighter #4399	Fire Fighter #2553	Fire Fighter #3103
Fire Fighter #10670	Fire Fighter #4403	Fire Fighter, # 10666	Fire Fighter #10428
Fire Fighter #10668	Fire Fighter #10303	Fire Fighter, # 1781	Fire Fighter #10667
	Fire Fighter #10669		
	<u>ESSEX FIRE STATION</u>		
Lieutenant #7018	Lieutenant #4396	Captain #1299	Lieutenant #7851
Fire Fighter, #2553	Fire Fighter #3794	Fire Fighter #2246	Fire Fighter #2875
Fire Fighter #4402	Fire Fighter #3164	Fire Fighter #2751	Fire Fighter #10177
Fire Fighter #10181	Fire Fighter #10183	Fire Fighter #10426	Fire Fighter #1417

2019 FIRE DEPARTMENT SURVEY TOTAL RUNS: 4855			
FIRES AND EXPLOSIONS			
STRUCTURE FIRES	51		
OUTSIDE OF STRUCTURE	18		
VEHICLE FIRES	13		
REFUSE FIRES			
FIRE, BRUSH, GRASS (not classified)	21		
TOTAL:	103		
RESCUE CALLS			
EMERGENCY MEDICAL CALLS	3149		
HAZARDOUS CONDITIONS			
OTHER HAZARDOUS CONDITIONS	218		
MUTUAL AID			
MUTUAL AID OR ASSISTANCE	36		
FALSE ALARMS			
Malicious or unintentional false calls, malfunction, bomb scares	631		
OTHER RESPONSES			
Smoke scares, lock-outs, details, etc.	718		
GRAND TOTAL	4855		

TOWN OF SAUGUS SCHEDULE OF PAYMENTS TO TOWN TREASURER

FISCAL 2020 UP UNTIL 12/31/19

<u>Account</u>	<u>Total Receipts</u>
Blasting Permit	\$ 200.00
Fire Alarm Permit	\$ 3,550.00
Ammunition Storage	\$ 50.00
Fire Reports	\$ 20.00
Wood Pellet Stove	\$ 250.00
Flammable Permit	\$ 4,450.00
Occupancy Permit	\$ 16,050.00
Oil Burner Permit	\$ 1,700.00
Plan Review	\$ 3,425.00
Propane Installation	\$ 3,900.00
Smoke Detector Certificate	\$ 21,150.00
Sprinkler Permit	\$ 3,050.00
Tank Install	\$ 1, 500.00
Tank Removal	\$ 1,700.00
Welding Permit	\$ 1,050.00
Truck Inspection	\$ 100.00
Radio Box	\$ 26,200.00
 GRAND TOTAL	 \$ 88,345.00



Town of Saugus Historical Commission

Town Hall
298 Central Street
Saugus, MA 01906

ANNUAL REPORT – CALENDAR YEAR 2019

As with our previous reports, this report covers calendar year 2019.

During the year, the Commission unfortunately saw the resignation of three members due to their moving out of Saugus. These members were Natalie Agreste, Marilyn Carlson, and Melita Davis. At our August meeting we specifically recognized Marilyn's many accomplishments as Vice Chair of the Commission, particularly her efforts to see the Round Hill Historic Site project come to fruition. As of the end of 2019, none of the vacancies has been filled. One other member, Stephen Rich, was reappointed to a three-year term in August.

The major efforts of the Commission during the year focused on Saugus schools. We began an effort to locate where the time capsule placed when the current High School was built in 1954-55. We also put together a presentation on the history of all Saugus public schools. We presented this to the public in September as a part of the Essex National Heritage Commission's Trails & Sails program in September, and repeated it at a meeting of the Saugus Historical Society in October. We have subsequently revised the program for presentation on local cable television in early 2020.

The Commission also monitored the efforts of Historic New England to rehabilitate the Boardman House. This National Historic Landmark received considerable attention, including roof and siding work during the year.

Stephen P. Carlson
Chairman

Saugus Housing Authority

The Saugus Housing Authority is a public body both politic and corporate, which exists for the purpose of providing decent and affordable housing for families, elderly and handicapped persons of low income. The Saugus Housing Authority is governed by a Five-member Board of Commissioners, three of who serve four-year terms and are elected via a Town Election. The first Board member is appointed by the Governor for a term of five (5) years, and the remaining Commissioners, who are also residents of the Housing Authority, are recommended to the Board of Commissioners after an election is held by the Tenant Association on the Federal side.

From July 1, 2018 through June 30, 2019 the Board of Commissioners was comprised of: John Cannon, Chairman; Dottie Bockus, Treasurer; Maureen Whitcomb, Commissioner; Peter DePlacido, State Appointee, and William Stewart, Vice Chairman.

The Saugus Housing Authority administers five different programs for Saugus households in need of subsidized housing. The five programs consist of the following:

1. Federal Low Rent Public Housing - Heritage Heights

Heritage Heights is located at 19 Talbot Street and is a mid-rise building with two elevators built in 1983. The building consists of 100, one bedroom units Federal Elderly. All of the units have a kitchen, living room, bathroom and bedroom. Of the 100 units, 5 are fully handicapped accessible, with both wheel in showers and lower kitchens providing for those who are confined to a wheel chair.

2. State Elderly Public Housing

Laurel Gardens is located at 2 Rice Street and consists of 85 units of State Elderly/Disabled. The property consists of two buildings, one 49 unit single story and three 12 unit two-stories. These units were built in 1962 and 1964 respectively.

Laurel Towers, is also located at 2 Rice Street and is a mid-rise building with two elevators built in 1972. The building consists of 100, one bedroom units of State Elderly/Disabled. All of the unit have a kitchen, living room, bathroom and bedroom. 4 of the 100 units are partially modified with wheel in showers.

Sweetser Corner is located at 3 Baker Street, was built in 1987 and consists of 20 one-bedroom units of State Elderly/Disabled.

3. State Family Public Housing,

Armitage Arms is located at 212 Essex Street. Armitage Arms is the only family public housing in Saugus. The property consists of two (2) three-bedroom apartments and 6 (6) two-bedroom apartments. The building was converted from an elementary school back in 1988.

4. State Chapter 689 Housing,

Sweetser Corner is located at 3/5 Baker Street, and it is a 689-1 Program. The building consists of 8 units of DDS (Department of Development Housing) managed/leased by Bridgewell.

5. Section 8 Housing Choice Voucher Program.

Saugus Housing Authority also administers 150 Section 8 Housing Choice Vouchers. HUD provides grants to the Authority to subsidize rents for low income families and individuals who rent dwelling units from private landlords. Under this program qualified applicants are issued vouchers which may be used by the applicant to obtain housing in the private rental market. The Housing Authority will subsidize the landlord for the difference between the rent requested and the tenant's share of the rent. The payment cannot exceed a predetermined payment standard.

Information about the Saugus Housing Authority

The Saugus Housing Authority receives no monetary benefit from the Town of Saugus. The property owned by the Saugus Housing Authority is exempt from local real estate Taxes. The Authority makes a payment in lieu of taxes equal to 10% of the rental income charged less annual utility expenses for all of its properties constructed with and funded by HUD. State funded scattered site units make payments in lieu of real estate taxes equal to ½ of the Municipality's tax rate plus \$100 multiplied by the number of available bedrooms. The payment in lieu of taxes for the year ended December 31, 2018 was \$46,146.

Capital Work Performed

Federal Low Rent Public Housing - Heritage Heights

Annually, Saugus Housing Authority receives grant money from the Department of Housing and Urban Development (HUD) as part of the "Capital Fund Program". The money is to be used to perform Capital Replacements/Improvements to the property. In 2018, Saugus Housing Authority received \$119,678 from HUD as part of this program. This money will be used to renovate the parking lot and driveway at 19 Talbot Street, Heritage Heights.

State Public Housing

Annually, Saugus Housing Authority receives formula funding money from the Department of Housing and Community Development (DHCD) to be used to perform Capital Replacements/Improvements to the property.

Laurel Gardens 667-1 & 2 – The project consisted of replacing the bathroom exhaust fans. For a total cost of \$152,000.

Laurel Towers 667-3 – The project consisted of replacing the bedroom windows in all of the 100 units; for a total cost of \$241,000.

State Chapter 689 Housing

In 2020 new flooring in all the common areas will occur.

Anticipated changes to State Public Housing Applications

Over the course of several years, the State of Massachusetts has been considering making changes to the current State Public Housing Application. The purpose of the change, is to centralize the public housing wait list with a universal application for all applicants. The new application called CHAMP is expected to be on line in mid-2019. CHAMP stands for “Common Housing Application for Massachusetts Public Housing”. All Massachusetts Housing Authorities will be required to use the CHAMP application. Please refer to the following link which provides additional information on the CHAMP application.

www.mass.gov/applyforpublichousing

In closing, Saugus Housing Authority continues to advocate for Public Housing and educate the public as to the difference between public and affordable housing and why it is important to have Public Housing. If you are a Saugus Resident, or know of any Saugus Resident in need of housing; please call (781) 233-2116 and ask for an application so you may get on the Saugus Housing Authority waitlist.

Ana Silva

Belmonte Middle School 8th grader
"social issues" in black & white



Human Resources

FY19 Annual Report

*The Human Resources Office is staffed by 1 full time employee:
Gabriela Lagattolla, HR Manager*

The essential functions of the Human Resources office is to support all departments with recruitment, benefits, Civil Service, policies and procedures, investigate complaints, interact with Town's Unions, and advise Department Heads on employee issues. The department answers questions and enforces the Town's Policy Manual. We stay up to date with State and Federal laws and regulations by going to conferences and seminars.

The office handles all benefits for Town, School, and retirees. The benefits include: Health, Dental, Life, Short-Term Disability, Dental, Supplemental Life, and Flexible Spending Accounts. This includes enrollment, weekly monitoring, reconciliation, and monthly payments. We do this through coordination with the Insurance Companies, Accounting Office, Retirement Board, and Mass Teachers' Retirement Office.

In our Wellness Committee, we have also implemented exercise classes offered to active employees and retirees weekly. These classes bring everyone together to leave the office and come together and get our bodies moving. More specifically, we have implemented a Strength, Stretch & Balance Class that takes place weekly at the Library with a Certified Instructor. The class was in such high demand that when it ended, we continued with a second series in the winter months. We have also added a Yoga class at the Waybright School here in Saugus which was a huge hit, especially with the teachers. We want to continue to bring new exercise classes, cooking demonstrations and health education classes to our active employees and retirees to give them resources to live a healthier, happier life.

We also handle all work related injuries for employees. Police and Fire injured-on-duty medical coverage (compliance with MGL 111F and 100B, reconciliation and payment). Worker's Compensation (acting as a liaison between Town's Insurance carrier and employees with injury claims). We have a new 111F vendor and we really enjoy their services. They are more involved with our Police & Fire employees which makes for a smooth process when these employees are going through a stressful time. We handle unemployment management for all School and Town Employees which includes monthly monitoring, reconciliation, and payment to the State. We also monitor all State and Federal Laws related to Human Resources: FMLA, MMLA, SNLA, CORI, administration of DOT mandated Drug Testing, Records Retention for Personnel Files, I-9s, HIRD Forms, etc. to ensure the Town is in compliance.

This office interacts with the Town's Unions in regards to grievances and contract interpretation.

Legal and Insurance Claim maintenance (includes data retention of all insurance and legal claims related to the Town and/or employees- i.e. motor vehicle accidents, property damage, personal injuries, etc., as well as, acting as liaison between the Town's insurance carrier and claimant). We maintain all insurance coverage: Property, Crime, Equipment Breakdown, Inland Marine, Liability, Auto, Worker's Compensation, Flood, and Umbrella.

The Human Resources Department is an essential part of the Town because it touches every department and each employee.

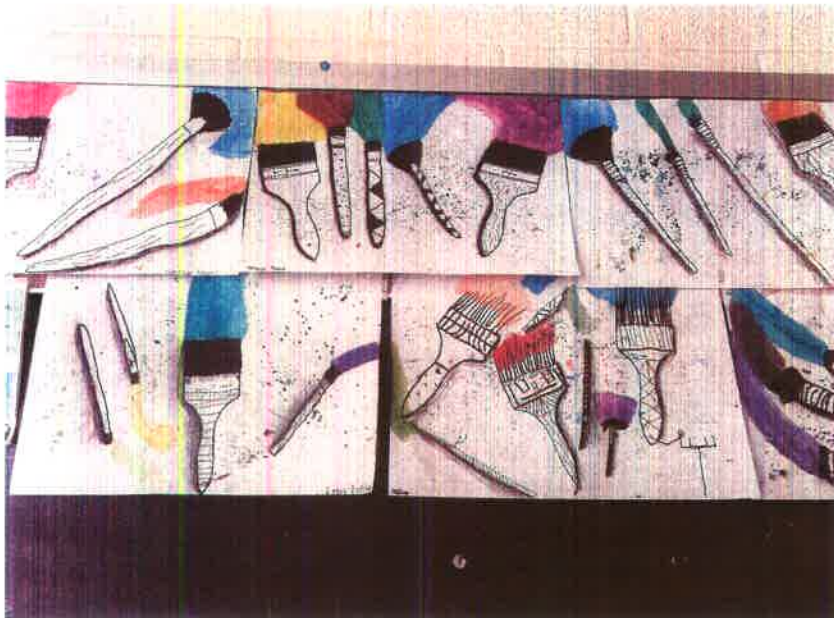
Statistics

Summary of Health Insurance Enrollment (June 2019 Data)

# of active employee enrolled in Town sponsored insurance plans	497
# of individual plans vs family plans	224/383
# of retired Town Employees and Retired Teachers enrolled in Town sponsored plans (includes spouse and survivor policies)	661

Summary of Life Insurance Enrollment (June 2019 Data)

# of active employees enrolled in Life Insurance	288
# of retired Town and School employees enrolled in Life Insurance	349



Oaklandvale Elementary School
5th Grade art



TOWN OF SAUGUS
INSPECTIONAL SERVICES DEPARTMENT
298 CENTRAL STREET Suite #6
SAUGUS, MASSACHUSETTS 01906

Fred Varone
Building Commissioner/ Zoning Officer

Telephone: (781) 231-4116

**BUILDING DEPARTMENT
FISCAL YEAR END REPORT
JULY 1, 2018 – JUNE 30, 2019**

BUILDING PERMITS

RESIDENTIAL

<u>MONTH</u>	<u>NUMBER OF PERMITS</u>	<u>AMOUNT OF FEES</u>
July 2018	65	12295.48
August 2018	82	15169.70
September 2018	89	17039.97
October 2018	86	18669.76
November 2018	62	10791.80
December 2018	66	14917.00
January 2019	47	16076.00
February 2019	36	9184.60
March 2019	57	12295.00
April 2019	94	21130.00
May 2019	113	24497.00
June 2019	71	23642.00
GRAND TOTAL	868	195,708.31

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BUILDING PERMITS

COMMERCIAL

MONTH	NUMBER OF PERMITS	AMOUNT OF FEES
July 2018	8	15021.00
August 2018	14	40858.00
September 2018	2	1105.00
October 2018	5	2164.20
November 2018	4	16080.00
December 2018	6	7536.00
January 2019	5	3892.00
February 2019	2	9680.00
March 2019	14	17169.00
April 2019	4	1088.00
May 2019	20	41730.00
June 2019	8	15442.00
GRAND TOTAL	92	171765.20

TOTAL RESIDENTIAL REVENUE	868	195708.31
TOTAL COMMERCIAL REVENUE	92	171765.20
TOTAL NEW CONST. RESIDENTIAL	12	210865.00
TOTAL NEW CONST. COMMERCIAL	1	2800.87



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**BUILDING DEPARTMENT
FISCAL YEAR END REPORT
JULY 1, 2018 – JUNE 30, 2019**

BUILDING DEPARTMENT

NEW CONSTRUCTION

RESIDENTIAL

<u>MONTH</u>	<u>NUMBER OF PERMITS</u>	<u>AMOUNT OF FEES</u>
August 2018	1	3600.00
September 2108	2	5880.00
October 2018	3	8840.00
November 2018	2	7500.00
March 2019	2	6480.00
May 2019	2	178,565.00
TOTAL	12	210,865.00

NEW CONSTRUCTION

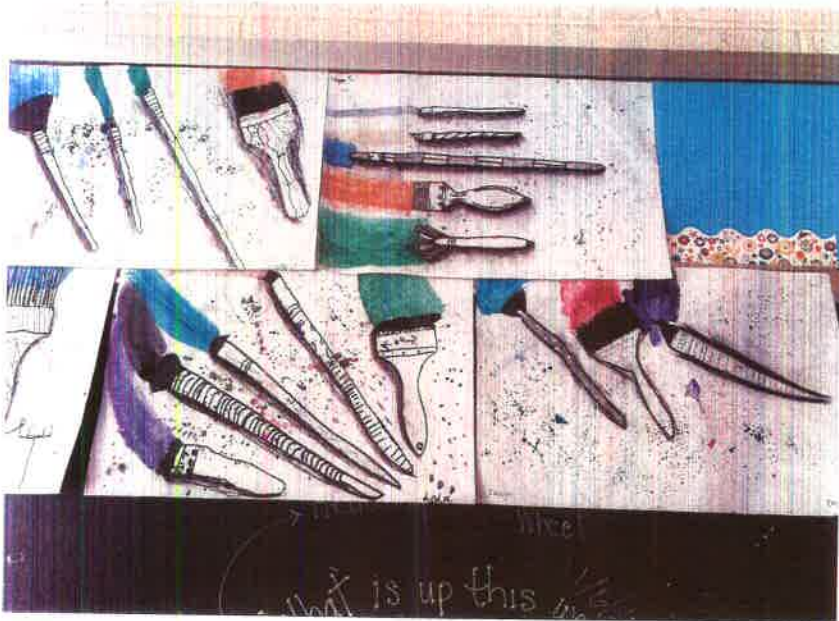
COMMERCIAL

April	1	2800.87
TOTAL	1	2800.87

ANNUAL REPORT

JULY 1 2018-JUNE 30 2019

DATE	# PERMITS	PERMIT FEES
1 July 1, 2018	52	\$25,197.00
2 August 1, 2018	76	\$6,020.00
3 September 1, 2018	61	\$6,003.00
4 October 1, 2018	72	\$7,866.00
5 November 1, 2018	64	\$5,765.00
6 December 1, 2018	44	\$6,227.00
7 January 1, 2019	64	\$5,552.00
8 February 1, 2019	35	\$3,275.00
9 March 1, 2019	47	\$5,205.00
10 April 1, 2019	64	\$15,454.00
11 May 1, 2019	95	\$9,161.00
12 June 1, 2019	66	\$6,380.00
	740	\$102,105.00



Oaklandvale Elementary School
5th Grade art

Sealer of Weights and Measures

I hereby submit my report as Sealer of Weights and Measures for the Town of Saugus from 7-1-2018 to 6-2-2019. I have inspected, sealed, and adjusted or condemned a total of 349 measuring units. Fees totaling \$4795.00 were billed. Below is a detailed summary

Respectfully submitted

Leonard Rose

Sealer of Weights and Measures

Town Of Saugus

0090	Wheelabrator 100 salem turnpike	\$150.00
0091	Angelos Gas 367 Lincoln ave	\$204.00
0092	Rocky Hill Farm 34 Butterfield Rd	\$75.00
0093	Stop & Shop 164 main st	\$12.00
0094	Speedway 220 Broadway	\$456.00
0095	Speedway 1252 Broadway	\$404.00
0096	Alltown mobil 1123 Broadway	\$288.00
0097	Monument Square Auto 9-11 main st	\$120.00
0098	Big Y 357 Broadway	\$252.00
0099	Polo Gas 50 Hamilton st	\$96.00
0100	Super Petroleum 1300 Broadway	\$96.00
0101	Lincoln Ave Service 340 lincoln ave	\$96.00
0102	Cliftondale Santos 2 essex st	\$144.00
0103	Sunoco 700 Broadway	\$216.00
0104	UPS Store 1268 Broadway	\$40.00
0105	Petco 682 Broadway	\$30.00
0106	Fedex 600 Broadway	\$60.00

0107	Andys Seafood 78 Broadway	\$20.00
0108	Aggregate Industrys 1831 Broadway	\$120.00
0109	Walgreens 1228 Broadway	\$20.00
0110	Walmart 770 Broadway	\$306.00
0111	Pace & Son 190 main st	\$210.00
0112	Stop & Shop 164 Main st	\$413.00
1113	Espositos Bakery 323 Main st	\$10.00
1114	Russos Fine Chocolate 329 Main st	\$30.00
1115	KMG Coin Systems 337 Main st	\$20.00
1116	CVS 1075 Broadway	\$10.00
1117	Petco 343 Broadway	\$30.00
1118	Honey Baked Ham 405 Broadway	\$20.00
1119	Lendys Deli 653 Broadway	\$10.00
1120	Starbucks 723 Broadway	\$10.00
1121	U-haul 66 Broadway	\$20.00
1122	weight watchers 198 Broadway	\$60.00
1123	Saugus Deli 508 Lincoln ave	\$10.00
1124	Little Brook Farm 190 Lincoln ave	\$10.00
1125	Toms bait & tackle 78 Ballard St	\$30.00
1126	CVS/Target 400 Lynn fells Pky	\$10.00
1127	Pet Express 1201 Broadway	\$10.00
1122	Walgreens 166 Walnut st	\$20.00
1123	Benzine LLC 368 Broadway	\$264.00
1124	Saugus Aggregate 1831 Broadway	\$345.00
1125	Cerras 142 Broadway	\$48.00



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INSPECTIONAL SERVICES DEPARTMENT
298 CENTRAL STREET Suite #6
SAUGUS, MASSACHUSETTS 01906

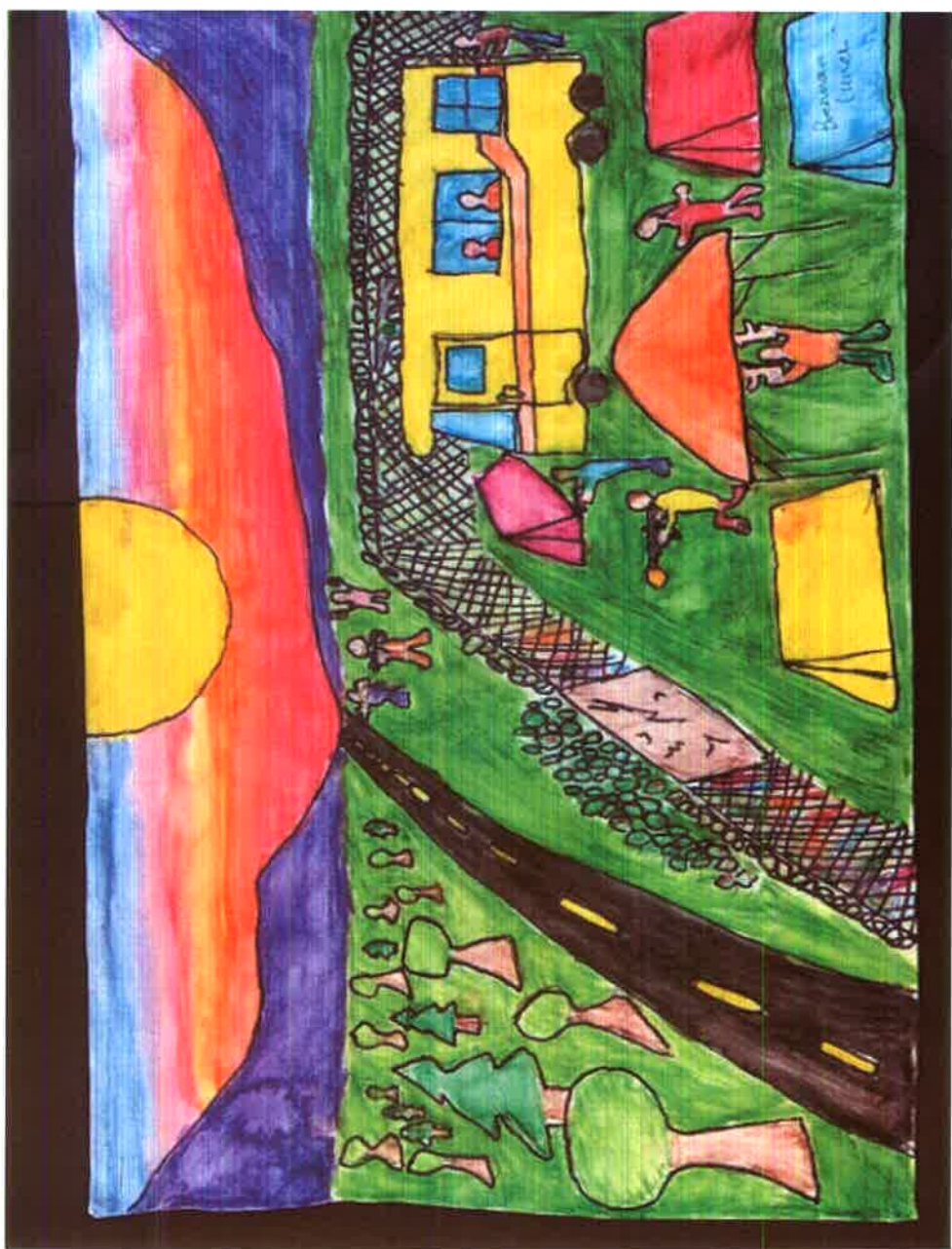
Fred Varone
Building Commissioner/ Zoning Officer

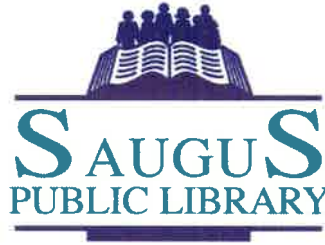
Telephone: (781) 231-4119

Plumbing & Gas

FY19 July 1, 2018 – June 20, 2019 Annual Report

Plumbing	\$33,560
Gas	\$22,839
Sewer	\$69,036.50
Sheet Metal	\$29,846.50
Drain Layer	\$5200.00
Backflow	\$875.00





295 Central Street, Saugus, MA 01906
(781) 231-4168
www.sauguspubliclibrary.org

TO: Saugus Board of Selectmen
DATE: February 25, 2020
SUBJECT: Fiscal Year 2019 Annual Report

The mission of the Saugus Public Library is to inform, enrich, and empower all citizens by providing and promoting free access to the universe of information and ideas. To these ends we provide educational materials, recreational materials, services and programs that enrich people's lives, as well as community spaces where people can gather together for educational and civic purposes. The library is a place of action, a civic space where things happen: learning, creating, sharing, and growing.

How do we accomplish this?

In FY 2019 the library spent a total of \$656,576.71 in municipal operating funds. The total salaries expenditure was \$511,616.04. The total expenditure for all print and digital collections, NOBLE network membership and library supplies was \$57,361.67. The library spent a total of \$87,599.08 in municipal operating funds for books, CDs, periodicals, DVDs, downloadable materials, and electronic databases. As a result, we retained our state certification and eligibility for resource sharing with other libraries within the NOBLE network and state-wide.

Total circulation activity reached 102,245 in FY2019, including 8,762 downloads of eBooks and digital audiobooks and 12,052 items lent to neighboring communities as part of the NOBLE network. Additionally, Saugus patrons enjoyed access to more than three millions items owned by the 28 NOBLE member libraries, requesting and borrowing 10,676 items throughout the year. Library visits totaled 96,841 this year. Saugus patrons continue to use the library as an Internet hub with our public computer stable averaging 235 uses in a typical week. Additionally, our free WiFi service, offered during open hours to our patrons, was accessed 42,749 times.

Our facility's Community Room, a multipurpose meeting space, and the Fred Brooks Meeting Room, continue to be valued and much-used assets to the community. The spaces were used 1,363 times during FY 2019 for library programs and by governmental, civic, and private groups. Among the rooms' uses were a twice-weekly homework help session for elementary school students conducted by members of the Belmonte Middle School's Junior National Honor Society, and public meetings of the Saugus Board of Health and the Saugus Zoning Board of Appeals, as well as informational events by a number of other civic groups and private users.

The facility hosted 656 ongoing library programs and special events for children, teens, and adults in FY 2019, with 10,659 in attendance. For children, these included story times, Music and Mother Goose, live entertainment, craft construction, hands-on gardening instruction with the Saugus Garden Club, a sewing class, partnerships with the Shining Stars Learning Center in Saugus and the Saugus Coordinated Family & Community Engagement (CFCE) for family playgroups and activities, and various STEM activities. Adults availed themselves of personalized computer instruction, adult coloring meet-ups, a knitting group, book discussion group meetings, weekly yoga classes, and special programs on New England Lighthouses, author talks by Hank Phillipi Ryan, Ted Reinstein of WCVB-TV's Chronicle, fitness, nutrition, and theatrical performances. Young adults enjoyed programs on creative/craft activities, graphic novel design, robotics, and digital animation.

The Saugus Public Library is served by a staff of 18, including seven professional librarians, four of whom were full-time in FY 2019. The library benefited from the generous service of 27 community volunteers who donated 1,168 hours of their time shelving materials, creating vibrant displays and performing other essential tasks.

We extend special thanks, as always, to the New Friends of the Saugus Public Library, the Foundation for the Saugus Public Library and the Saugus Cultural Council for their generous financial support of programming at the library. In addition to programming, the New Friends continue to provide funding for events, scheduling software, and the discounted museum pass program, which distributed 676 discount passes to our patrons for popular area museums and institutions. The Foundation purchased indoor digital signage for our facility, sponsored two musical concerts by students from the New England Conservatory of Music, purchased access to genealogy databases, and continued to fund maintenance of our Web site which allows patrons to easily access library services and information online.

Our Board of Trustees continued to provide able and dedicated service to the community by overseeing library operations, conducting strategic planning, and setting policy. The Board ended FY 2019 with Chair Michael Sullivan, Vice Chair Roseann Luongo, Secretary Debra Dion Faust, Laura Flynn, Naomi Handler, and Gail Murray.

The Saugus Public Library is your library, and we are proud to serve this community.

Respectfully Submitted,

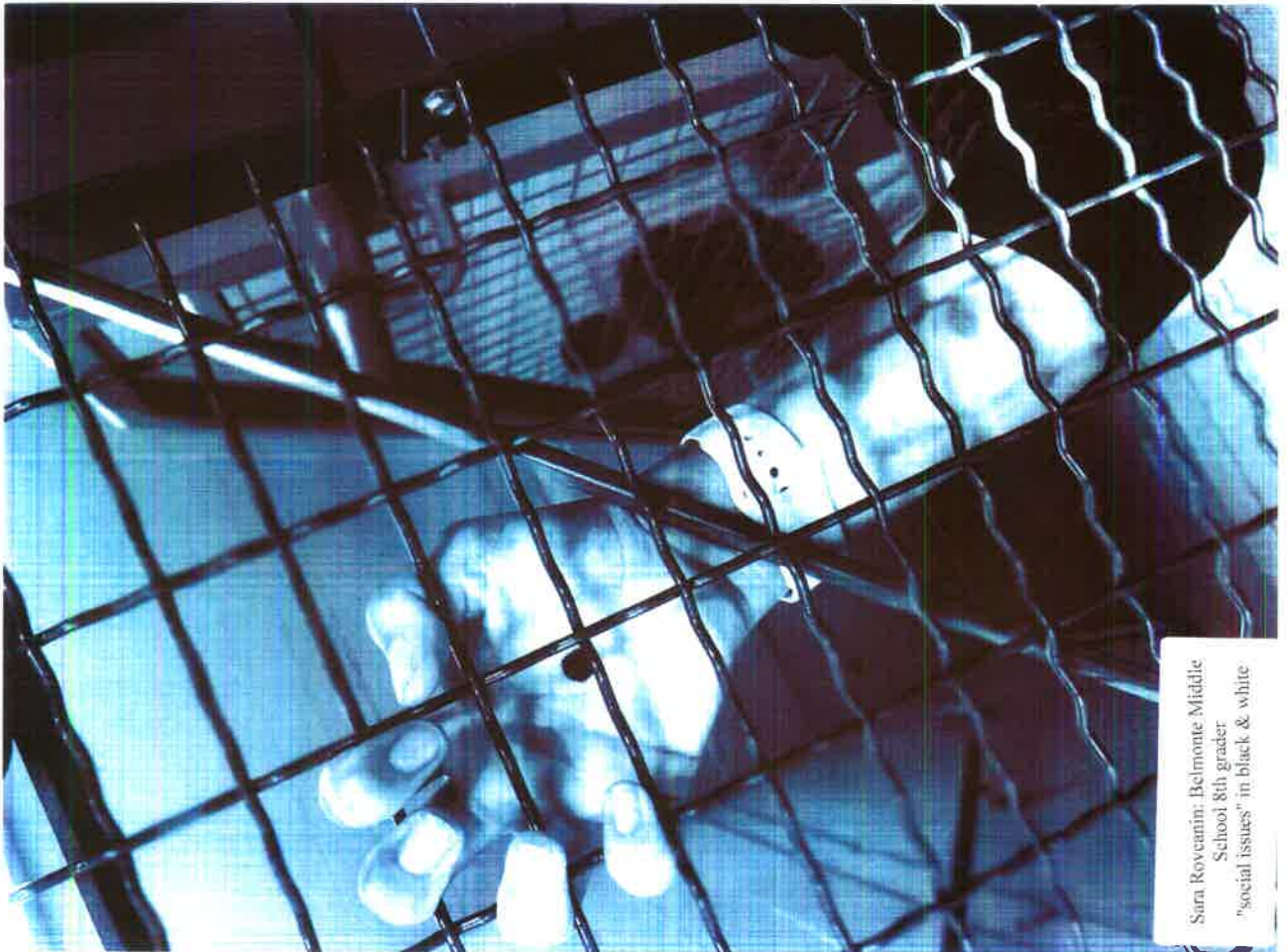
Alan Thibeault, Library Director

**TOWN OF SAUGUS PARKING VIOLATIONS
FISCAL YEAR 2019**

Violation Code	Violation Description	# issued	# paid	Violations Issued	Violations Paid
0	00 - Voided Tickets	44	48	\$ -	\$ -
2	01 - Meter Violation	0	0	\$ -	\$ -
3	03 - Overtime-No Meter	13	7	\$ 300.00	\$ 125.00
4	04 - No In Marked Space	3	6	\$ 100.00	\$ 150.00
5	05 - Over 12 inches from curb	0	0	\$ -	\$ -
6	06 - Wrong Direction	3	7	\$ 75.00	\$ 200.00
7	07 - Parked Over 48 Hours	0	1	\$ -	\$ 25.00
8	08 - Restricted	45	44	\$ 1,070.00	\$ 1,025.00
9	09 - Block Driveway	3	3	\$ 75.00	\$ 75.00
10	10 - <20Ft Intersection	17	17	\$ 475.00	\$ 450.00
11	11 - Bus Stop	5	3	\$ 125.00	\$ 75.00
13	13 - <10Ft Hydrant	5	4	\$ 500.00	\$ 600.00
14	14 - Block Traffic	0	0	\$ -	\$ -
15	15 - Double Parking	0	0	\$ -	\$ -
16	16 - Fire Lane	82	57	\$ 3,775.00	\$ 2,600.00
17	17 - Street Cleaning/Snow	17	23	\$ 1,375.00	\$ 2,150.00
18	18 - Permit Parking	1	0	\$ 25.00	\$ -
19	19 - Snow Emergency	63	65	\$ 5,875.00	\$ 6,125.00
20	20 - Crosswalk	4	6	\$ 200.00	\$ 300.00
21	21 - Sidewalk	11	10	\$ 625.00	\$ 605.00
22	22 - Handicap Ramp	5	4	\$ 975.00	\$ 600.00
23	23 - HP/DV Parking	116	60	\$ 22,850.00	\$ 10,650.00
24	24 - Other \$25.00	0	1	\$ -	\$ 50.00
25	25 - Other \$50	4	4	\$ 200.00	\$ 200.00
		441	370	\$ 38,620.00	\$ 26,005.00



Jack Kravco; Belmonte Middle School 8th grader
"social issues" in black & white



Sara Royvarin; Belmonte Middle
School 8th grader
"social issues" in black & white



Town of Saugus, Massachusetts

PLANNING BOARD

Town Hall*298 Central Street*Saugus, MA 01906* (781) 231-4196*Fax (781) 231-4109
e-mail: nstead@saugus-ma.gov

PETER A. ROSSETTI, JR., *Chairman*
LAWRENCE A. SHAVER, *Vice Chairman*
R. JAMES SOTIROS, P.E., P.L.S., *Consulting Engineer*
Nancy Stead, *Clerk*

DENNIS MOSCHELLA
PHILIP A. SILVANI
DOROTHY POPPE
Joseph Attubato, *Associate Member*

February 2020

MEMORANDUM FOR SAUGUS TOWN MANAGER, SCOTT CRABTREE

SUBJECT: Fiscal Year 2019 Annual Report of the Saugus Planning Board

Attached is the Annual Report of the Saugus Planning Board. The Planning Board consists of five regular members with a rotating five-year term and one associate member as provided by M.G.L. Chapter 40, Section 49, for the purpose of Special Permits. There was a part-time clerk and part-time consulting engineer employed by the Town of Saugus who provide services to the Planning Board.

Planning Board Members of the years 2018-2019

Peter A. Rossetti, Jr. Chairman
Lawrence A. Shaver, Vice Chairman
Philip A. Silvani
Dennis Moschella
Dorothy Poppe
Joseph Attubato, Associate Member

term expires: December 31, 2019
term expires: December 31, 2020
term expires: December 31, 2017
term expires: December 31, 2016
term expires: December 31, 2018
term expires: December 31, 2018

The Planning Board meets on the first and third Thursday of every month at the Town Hall Annex Meeting Room, at 25 Main Street. Election of the chairman and vice chairman, conducted by the planning board clerk, takes place at the first scheduled meeting of each new- year.

Respectfully Submitted,

Peter A. Rossetti, Jr.
Chairman



Town of Saugus, Massachusetts

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DOROTHY POPPE
Joseph Attubato, *Associate Member*

February 2020

To: Town Manager, Board of Selectmen, Town Moderator

From: Peter A. Rossetti, Jr., Chairman

Subject: 2019 Annual Report

As required by M.G.L. Chapter 41, Section 81C, the Planning Board is submitting the following report of its activities in 2019.

I. The Planning Board membership consisted of:

Peter A. Rossetti, Jr., Chairman
Lawrence A. Shaver, Vice Chairman
Philip A. Silvani
Dennis Moschella
Dorothy Poppe
Joseph Attubato, *Associate Member*
R. James Sotiros, P.E., P.L.S., *Consulting Engineer*
Nancy Stead, *Planning Board Clerk*

II. Ongoing Definitive Subdivision Projects July 2018 – June 2019

Number of Homes

Bellevue Heights Estates	28
Twin Springs Estates	29
Stonecliffe Heights Estates	46
Winter Street Subdivision (Rivercrest)	4
Berthold Street Extension	3
Rebel's Way	2



Town of Saugus, Massachusetts

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DOROTHY POPPE
Joseph Attubato, *Associate Member*

February 2020

Saugus Planning Board 2019 Annual Report Continued

III. Public Hearings for New Definitive Subdivision Approval July 2018 – June 2019
Total 0

IV. Public Hearings for Completed Subdivisions Conveyed to the Town – Form K
July 2018 – June 2019
Total 0

V. Public Hearings for New Site Plan Review Permit Approvals July 2018 – June 2019
Total 4

860 Broadway
156-180 Main Street
1325 Broadway
222-228 Central Street

VI. Public Hearings on Zoning Articles – Recommendation to the Annual and Special
Town Meeting July 2018 – June 2019
Total 4

Section 2.4 Building Moratorium-Family Dwellings.

Amend Article V-Use Regulations-Table of Use and Parking Regulations, Bed and Breakfast Establishment.

Amend Article III DEFINITIONS, Short-term Rental, Amend Article V – USE REGULATIONS Table of Use and Parking Regulations, Short-term Rental.

Amend Article III DEFINITIONS, Lodging House, Amend Article V- USE REGULATIONS, Table of Use and Parking Regulations, Lodging House.



Town of Saugus, Massachusetts

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PHILIP A. SILVANI
DOROTHY POPPE
Joseph Attubato, *Associate Member*

February 2020

Saugus Planning Board 2019 Annual Report Continued

- VII. Public Hearings to Return to the Board of Appeals Repetitive Petitions July 2018 – June 2019
Total 0
- VIII. Public Hearings to Return to the Board of Selectmen Repetitive Petition July 2018 – June 2019
Total 0
- IX. Public Hearings for Hillside Protection Special Permit Approvals July 2018 – June – 2019
Total 0
- X. Amendments to the Planning Board Operating Procedures July 2018 - June 2019
Total 0
- XI. Amendments to the Planning Board Subdivision Rules and Regulations July 2018 – June 2019
Total 0
- XII. Approval Not Required Plans - ANR - July 2018 - June 2019
Total 5
41-53 Walden Pond Avenue
114-120 Broadway
Winston Street & Bristow Street
Lynnells Parkway and Falmouth Street
3 Scott Drive
- XIII. Master Plan Proposal - July 2018 - June 2019
Total 1
860 Broadway



TOWN OF SAUGUS
DEPARTMENT OF PLANNING & DEVELOPMENT
298 CENTRAL STREET SUITE 10
SAUGUS, MASSACHUSETTS 01906

FISCAL YEAR 2019 ANNUAL REPORT

To: Honorable Members of the Board of Selectmen

From: Alexander Mello, Senior Planner

Cc: Scott Crabtree, Town Manager

Date: February 25, 2020

Re: FY '19 Annual Report (July 1, 2018 – June 30, 2019)

INTRODUCTION

Through economic development, open space planning, and housing production the Department of Planning and Development goal is to create a more livable community which improves the quality of life for all citizens. We encourage community members to take an active role in the planning process and welcome constructive conversations that help the department further understand what residents and business owners hope for the future of the place they call home.

The Department's focus in FY '18 was to continue the many successful initiatives from the previous fiscal year and advance the ongoing efforts into their next phases. Working together with the Town Manager, various municipal departments, state and federal agencies, and numerous local stakeholders, the Planning and Development Department was able to accomplish major milestones that will continue to make Saugus a great place to live, work, play, and raise a family.

ONGOING EFFORTS

GREEN COMMUNITIES / ENERGY REDUCTION

In July 2018, the Town Manager announced the Town of Saugus was awarded \$250,000 in Green Communities Competitive Grant Funding through the Commonwealth of Massachusetts Department of Energy Resources (DOER) to fund several sustainability-related projects within the community. Saugus was one of only a handful of recipient communities to receive the maximum possible amount per municipality under the grant. This is the third time the Town of Saugus has received funding through the Green Communities initiative. The Town was awarded a grant of \$242,903 in 2017, and a grant of \$208,335 when Saugus was first designated as a Green Community in 2015.

This most recent Green Communities grant assisted with the following clean energy projects:

- The conversion of fluorescent bulbs to LED bulbs at the Town Hall and Senior Center interiors and exteriors, as well as the exterior of the Public Safety Building, to reduce electrical costs by \$27,930 annually;
- The replacement of a rooftop unit at the Public Safety Building to ensure proper functioning and improved interior air quality and temperatures within the building;
- The replacement of pumps, drives, and motors on the heating system in Town Hall, to include hi-efficiency variable motors, reducing wear-and-tear and energy use costs; and



TOWN OF SAUGUS

DEPARTMENT OF PLANNING & DEVELOPMENT
298 CENTRAL STREET SUITE 10
SAUGUS, MASSACHUSETTS 01906

- The replacement of the hot water boiler at Town Hall to reduce energy consumption and costs.

These projects, which were paid for entirely through the Green Communities grant, are calculated to reduce energy consumption by 132,304 kWh and save the Town and the taxpayers an estimated \$33,000 annually.

NORTHERN STRAND COMMUNITY TRAIL

In November 2018, the Town held the second public meeting on the Northern Strand Community Trail for residents to learn about and discuss elements of the project's preliminary design. The meeting, hosted by the Town in conjunction with the Massachusetts Executive Office of Energy and Environmental Affairs (EEA) and landscape architect firm Brown, Richardson + Rowe, Inc., was the second in a series of public meetings for the Town's 2.5-mile portion of the project. The Northern Strand Community Trail project is part of a commitment of at least \$1.5 million by the Baker-Polito Administration to fund designs for the trail in Saugus, Everett, Lynn, Malden, and Revere. The funding, awarded through the Executive Office of Energy and Environmental Affairs' Gateway City Parks Program, enables the design of the trail, development of bid-ready construction documents, and receipt of all necessary construction permits.



WALK ASSESSMENT

On September 12, 2018, WalkBoston conducted a walk assessment in Saugus, with support from the Massachusetts Executive Office of Public Safety and Security (EOPSS). The goal of the walk assessment was to recommend improvements to the local built environment that improve pedestrian safety. Participants included Saugus residents, WalkBoston staff, and representatives from the Town Manager's



office, Town Meeting, Fire Department, Police Department, Planning Department, and Public Works Department.

Pedestrian and resident safety has continuously been a top priority of the Town of Saugus administration. Recommendations from the WalkBoston team were submitted to the Northern Strand Community Trail design team to incorporate elements from the report into the trail's final design in an effort to continue to provide safer and more secure walkways for Saugus

residents and visitors.



TOWN OF SAUGUS

DEPARTMENT OF PLANNING & DEVELOPMENT
298 CENTRAL STREET SUITE 10
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TRANSPORTATION PLANNING

Saugus officials have spent years researching and identifying traffic and overall infrastructure improvement needs on Route 1 and Route 99. In planning for the new Encore Boston Harbor casino in Everett and with the current traffic congestion on Route 1 and Route 99, Saugus officials teamed up with the City of Revere and applied for funding assistance from the Massachusetts Gaming Commission (MGC) to begin making necessary capital improvements to this well-traveled infrastructure.

In February 2019, the Town Manager announced that the preliminary design for elements of the Route 1 Improvement Project is underway, through a \$275,000 Massachusetts Gaming Commission Joint Transportation Planning Grant awarded to the Town of Saugus and City of Revere.

The MGC supported Saugus and Revere's plan and awarded the communities a Joint Transportation Planning grant of \$150,000 in 2017 to engage a transportation planning specialist. Following months of additional research, the Town and the City of Revere together applied for a second joint grant to fund preliminary design work on the roadways.

RIVERWALK

In March 2019, The Town Manager announced that the Seaport Economic Council had awarded the Town of Saugus an additional \$1 million towards the final design and construction of the first phase of the Ballard Street RiverWalk, a local development project spanned along the river aimed at providing direct access to the waterfront and economic development opportunities in the area. The Saugus RiverWalk, when completed, will help attract local citizens and leisure visitors alike to a newly accessible and inviting part of the Saugus River and set the stage for the establishment of new restaurant and retail businesses in the area.

Previously, the Town was awarded \$120,000 through the Seaport Economic Council in November 2015 for the plan and design of the RiverWalk. The Town was awarded an additional \$120,000 from the Seaport Economic Council in August 2017 for the design and permitting of phase one of the RiverWalk. The Town has a potential to receive up to \$3 to \$3.5 million in grants from the design through construction phases of this project.

RAIN BARRELS

In 2019, the Town Manager announced that the Town had extended the initiative (that began in 2017) by providing free rain barrels to 25 Saugus households to promote water conservation and sustainability within the community. This giveaway was part of the Town's "Saugus Saves the Rain" initiative, which launched two years ago as an effort to reduce water consumption and reduce the amount of storm water entering the Town's sewer system by collected stormwater that would otherwise enter into the stormwater drainage system and surrounding water bodies. The Town also offered residents who did not win a free barrel the opportunity to purchase a discounted barrel through the "Saugus Saves the Rain" initiative.



TOWN OF SAUGUS

DEPARTMENT OF PLANNING & DEVELOPMENT
298 CENTRAL STREET SUITE 10
SAUGUS, MASSACHUSETTS 01906

DEVELOPMENT REVIEW

Saugus Ridge: The Town secured a \$15,000 Chapter 40B Technical Assistance Grant from the Massachusetts Housing Partnership (MHP) to engage a technical consultant to assist with and advocate for the Town and its residents with the proposed Saugus Ridge affordable housing development project at 170 Broadway. The Town researched and applied for funding assistance through MHP's 40B Technical Assistance Grant program when Saugus Ridge developer Toll Brothers Apartment Living submitted a Comprehensive Permit Application for the proposed four-story, 300-unit apartment complex in 2018. This was submitted under State Statute Chapter 40B, which enables local Zoning Boards of Appeals to approve affordable housing developments under flexible rules if at least 20-25% of the units have long-term affordability restrictions.



With this funding, Town Manager Crabtree and the Zoning Board of Appeals engaged and hired Professional Engineer Joe Peznola of Hancock Associates, Inc. to act as the Town's consultant and assist with the review of the proposed Saugus Ridge development. Peznola hosted a training session for members of the Saugus Zoning Board of Appeals and Town employees at the end of 2018. Peznola provided attendees with a plethora of information, explained the entire 40B development process, discussed next steps and strict deadlines, and shared his insights on how to run a meeting with a 40B developer. Peznola assisted the Town and the Zoning Board of Appeals throughout the entire development period, attending meetings, and providing continued consultation services.

Essex Landing: The first phase of the Essex Landing development was completed and became the home to a new Kane's Donuts and 39 residential units.

Avalon Saugus (Hilltop): During FY 19, the Avalon Saugus development at the former Hilltop Steakhouse site was largely completed. The two residential buildings with addresses of 857 Broadway (66 units) and 859 Broadway (66 units) received occupancy permits. The third residential building with an address of 863 Broadway (148 units) received its occupancy permits in early FY 2020. The proposal also included various commercial/retail storefronts that received occupancy permits in FY 19.



TOWN OF SAUGUS

DEPARTMENT OF PLANNING & DEVELOPMENT
298 CENTRAL STREET SUITE 10
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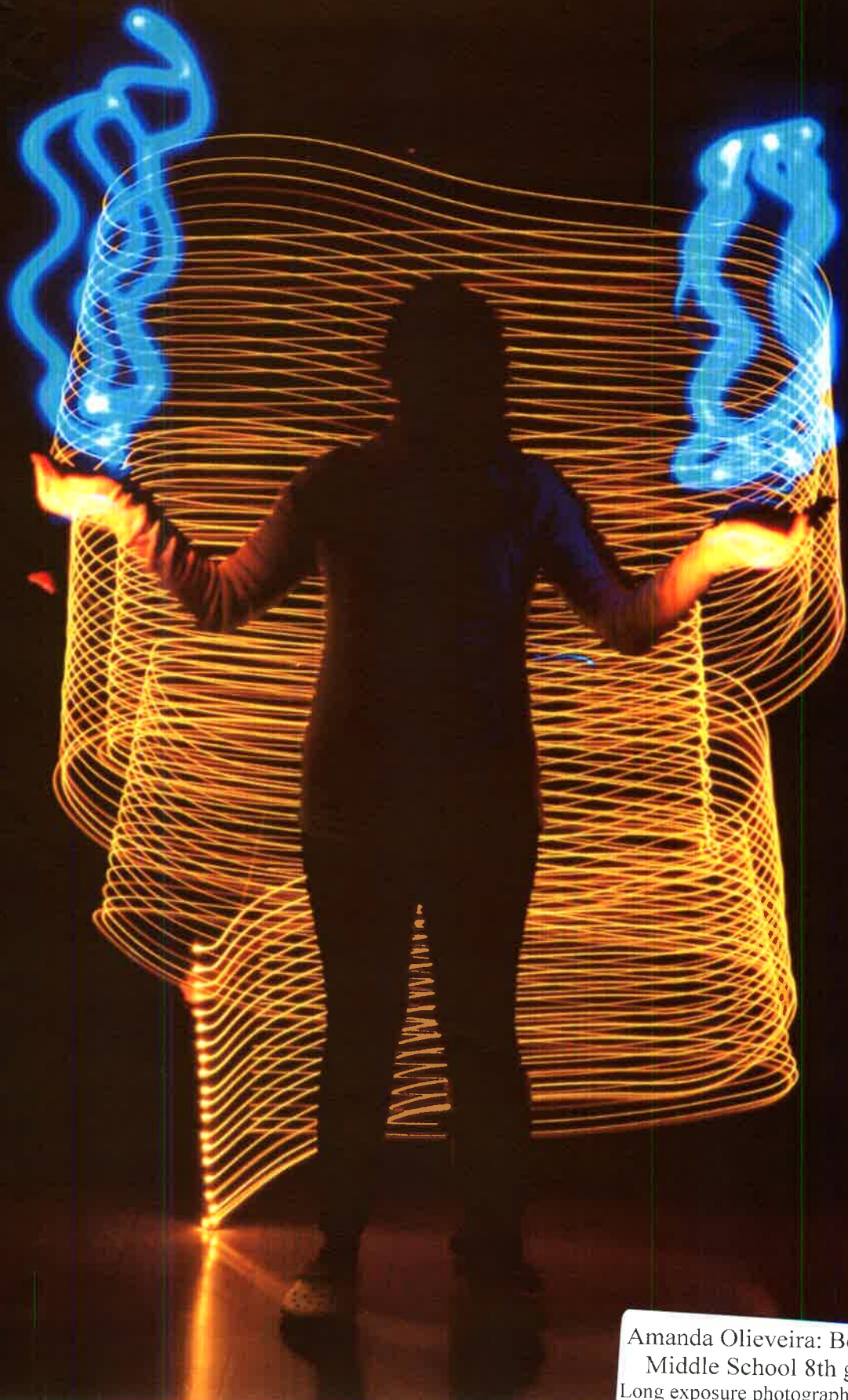
LOOKING FORWARD TO FY '20

At the Spring Town Meetings important legislation was passed that outlined the work that Planning and Development would be focusing on for FY '20. Town Meeting voted to adopt a moratorium on residential development of three or more in response to an unanticipated increase in the construction of multi-family dwellings. To coincide with the moratorium, Town Meeting also voted to fund a Master Plan, which will be kicking off in early 2020. It is expected that the Master Plan will take about 18 months of public collaboration to complete. Town Meeting also appropriated funds for the Town to convert the existing high-pressure sodium (HPS) street lights into low energy light emitting diodes (LEDs). The project will result in a more aesthetically pleasing and safer light output and save the Town a significant amount on energy costs.

CONCLUSION

In FY '19, the Planning and Development Department was able to build upon a lot of the work that was completed in the prior fiscal year. The Town was able to continue municipal energy reduction projects with Green Communities grants and stormwater reduction through the rain barrel offerings. The Department has been able to advance larger scale improvement projects such as the RiverWalk, the Northern Strand Community Trail, and Route 1 Improvement projects into each of their next respective phases.

The Department practiced an "open door policy," which meant always being available to residents without the need to schedule an appointment; this policy helped foster relationships in the community that might not have otherwise come to fruition. The Department toured many sites in town, meeting with residents interested in transforming their businesses and properties into more economically viable parcels, and provided guidance and feedback that aimed at enhancing the benefits for the community as a whole. Additionally, the Department managed the Town Manager's Development Plan Review Committee (DPRC) for numerous projects, including the now-approved AvalonBay development on Route 1, which will provide 280 rental units, an essential project that will diversify the housing stock, enabling residents to downsize, bring in new families, and provide a new tax base to build upon. While Saugus is in a prime for development, it is the goal of the department to ensure that the community's values are heard throughout the planning process – a constant balancing act of providing for residents now and planning for the unknown future. The Department will continue to provide planning and development support for the Town Manager, Saugus residents, and business owners throughout FY2020.



Amanda Oliveira: Belmonte
Middle School 8th grader

Long exposure photographs taken in a room entirely black, and the students introduced lights into the scene.



Saugus Police Department

Annual Report

01/01/19 – 12/31/19

During the year 2019, the Saugus Police Department responded to 22,132 calls. The following is a breakdown of these calls:

Accidents	1125
Alarms	1245
Crimes Against Persons	243
Crimes Against Society	3175
Crimes Against Property	710
Services	10884
All Other	4750

The Police Department initiated **1672 incident Reports**, made **292 Arrests**, applied for **460 Hearings** Summonses or Warrants and served **110 Restraining Orders**. They investigated **545 Motor Vehicle Accidents**, conducted **1497 motor vehicle stops** and **567 Directed Patrols** for traffic. The department also received **677** pieces of property to be logged into records as evidence, found property or property held for safe keeping.

There were 1624 traffic citations issued:

Civil Violations	610
Warnings	493
Verbal Warnings	12
Citation Arrests	114
Criminal Citations	407

The fine total for these citations prior to court settlement was **\$79,715.00**.

There were 3030 parking tickets issued for fines totaling **\$405,575.00**

There was 1 fatal motor vehicle accident noted in Saugus during the year 2019

There were 46 arrests / complaints made for O.U.I. (Operating Under the Influence of Alcohol or Drugs) and 6 people placed into Protective Custody

The Saugus Police Department also arrested a total of 5 Juveniles during 2019.

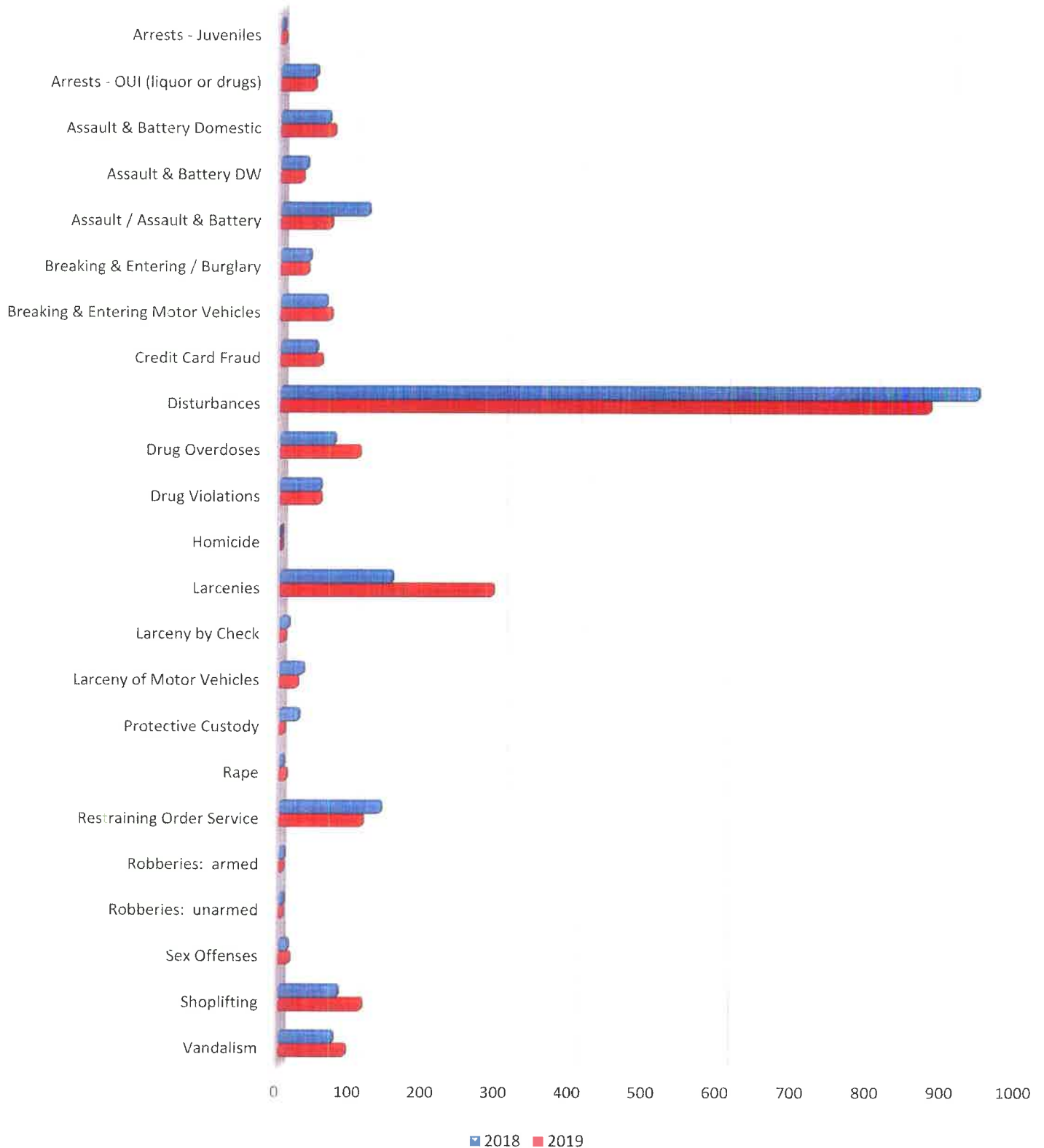
The following is a breakdown of serious crimes or frequent crimes during the year 2019.

Assault / Assault & Battery	69
Assault & Battery Domestic	73
Assault & Battery with a Dangerous Weapon	30
Breaking & Entering / Burglary	37
Breaking & Entering Motor Vehicles	69
Credit Card Fraud	56
Disturbances	877
Drug Overdose (includes 6 deaths)	108
Drug Violations	55
Homicide	0
Larcenies	290
Larceny by Check	7
Larceny of Motor Vehicles	24
Rape	9
Restraining Order Service	113
Robberies: armed (4) / unarmed (4)	8
Sex Offenses	14
Shoplifting	112
Vandalism	90

This report was prepared by Detective John Daigle, Crime Analysis Division of the Saugus Police Department on February 12th, 2020.

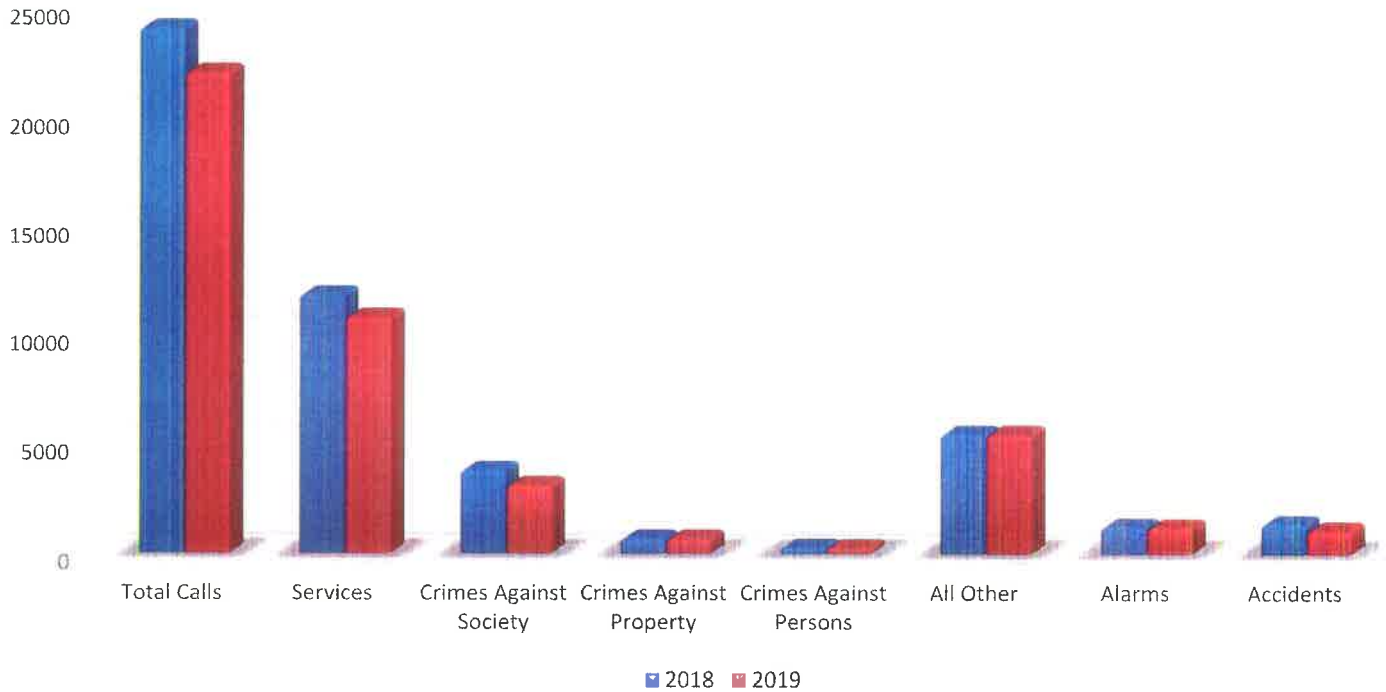
2-Year Comparison Chart (2018-2019)

Service Calls – Specific

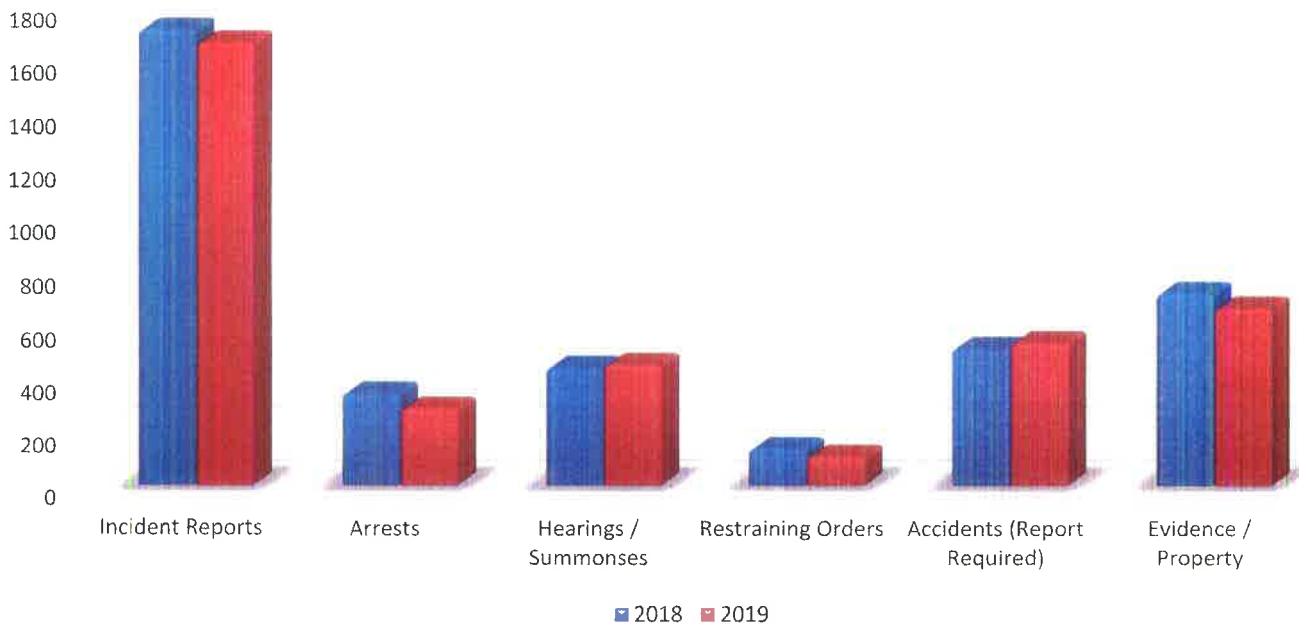


2-Year Comparison Chart (2018-2019)

Service Calls – General

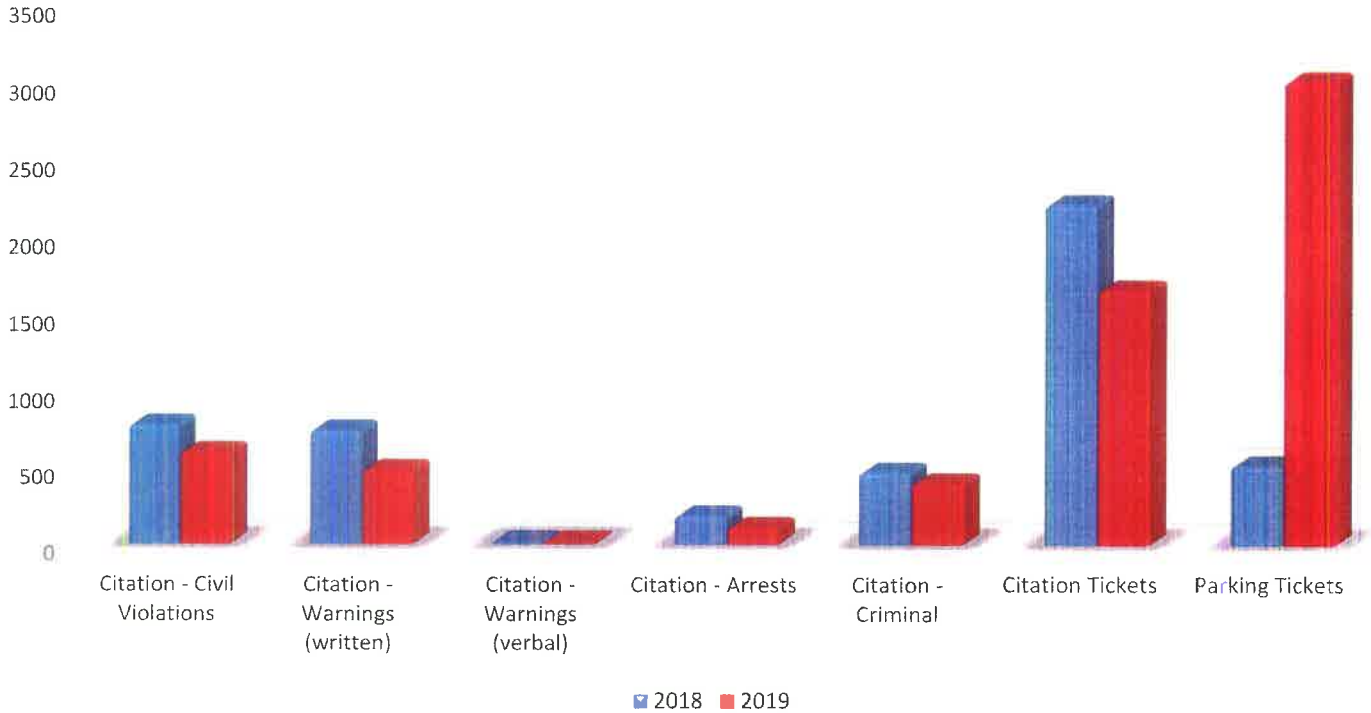


Report Activity

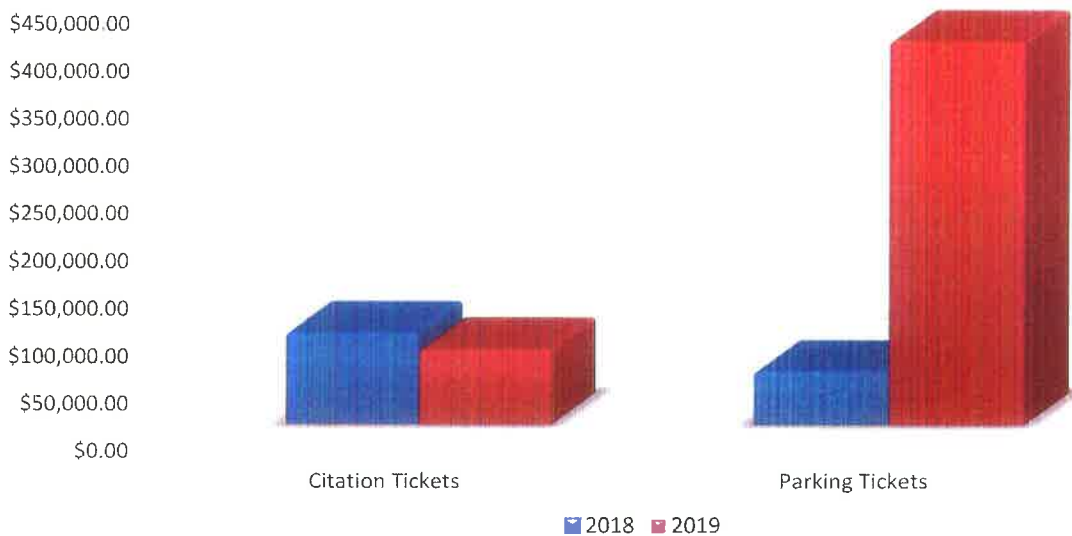


2-Year Comparison Chart (2018-2019)

Tickets – Quantity



Tickets – Fines (Issued)



TOWN OF SAUGUS

DEPARTMENT OF PUBLIC WORKS
515 MAIN STREET
SAUGUS, MASSACHUSETTS 01906

Brendan B. O'Regan
Director of Public Works

Telephone: (781) 231-4143
Fax: (781) 231-4146
Email: boregan@saugus-ma.gov

MEMORANDUM

TO: Saugus Board of Selectmen

FROM: Brendan B. O'Regan, DPW Director

SUBJECT: FY2019 Department of Public Works Annual Town Report

DATE: February 21, 2020

CC: Scott Crabtree, Town Manager

To the honorable Board of Selectmen and Citizens of the Town of Saugus, we hereby submit the following annual report of the Saugus Department of Public Works (DPW) for the Fiscal Year 2019, covering July 1, 2018 to June 30, 2019.

The FY2019 Department roster consisted of the following full and part time personnel:

Brendan O'Regan, Director
Assistant DPW Director - Unfilled
James Sotiros, Engineering Dept. (4 hours a week)
Jamie Uva, Lead Administrative Assistant (starts May 2018)
April Spelta, Administrative Assistant (starts May 2018)

Highway:

Kevin Vater, Highway Foreman
Richard Salerno
Daniel Schena
Kevin MacTaggart
Andrew Caron

Parks:

Derek Donachie, Parks Foreman
Nicholas Taylor

Forestry:

Tim Wendell, Tree Warden
Michael Dockery

Motor Pool:

Seth Hatch, Motor Pool Foreman

Water:

Charles McLaughlin, Water Foreman
Jeffrey Natalucci
Christopher Howard

Sewer:

Thomas DiNocco, Sewer Foreman (1)
Daniel Soares, Acting Foreman
Christopher Coco

(1) Out since December 2018

INTRODUCTION

The Department of Public Works is a service organization responsible for providing proper operation and maintenance services to all public works infrastructure support services for the citizens of Saugus. These efforts also include making proper capital improvements within the available funding allocations.

Services provided by this department include, but is not limited to: repair and maintenance to all town roads, sidewalks and parking lots; line painting; maintain cleanliness of roadways through street sweeping; install and repair curb cuts & curbs; cleaning, installation and repair catch basins and drain lines; snow plowing and ice control; repairs to guardrails; assist with Law Enforcement and Fire Department when called upon; empty municipal waste receptacles throughout the Town; issue various permits; Spring and Fall cleanups and Brook Cleanups; install and maintain street signage; continuation of Town Mapping of infrastructure; cutting of grass, shrubbery and other landscaping activities; maintenance and repair of all water lines, sewer lines, and storm drains; compliance activities associated with the proper operation and maintenance of water, sewer and drainage infrastructure; operation of the Town's composting facility; maintenance of the Town's closed landfill; maintenance and repair to all DPW vehicles and equipment, and also vehicles and equipment for other Town departments; maintenance of parks, playgrounds, athletic fields; set up /take down and maintenance activities for all Town festivals; administration of construction contracts; oversight of private vendors and contractors; review of development projects; manage all public shade trees for pruning, planting and/or removal; cleaning of town squares; installation and watering of seasonal flowers; banners and holiday lights efforts; repair and maintenance of town owned streetlights and traffic signals; provide services for other Town departments when requested; set up voting booths and equipment; National Grid efforts; and perform various engineering activities for the Town. The DPW has been the "go to" department to address issues from within unfilled positions such as the Planning and Engineering Departments.

ADMINISTRATION TEAM

Located at 515 Main Street at the DPW office is the administration team that is critical to the daily functions of the Department of Public Works. Brendan O'Regan is the Director of Public

Works. The Assistant Director position was unfilled for the majority of FY19. Most of the Assistant Director duties were performed by the Director.

The Administrative Assistants are responsible for the administration support of the Director of Public Works and Assistant Director. They also provide administrative services to all divisions of the DPW and all other Town departments. They deal directly with all public inquiries and complaints regarding all operations of the Department such as street lighting, potholes and tree problems, schedules, snow and ice problems, drainage issues, water and sewer problems, tree and sidewalk inquiries, trash issues; and general public inquiries. They also maintain employee payroll and department budget/ billing records. All invoice payments, requisitions and purchase orders are also facilitated by the administrative staff. Permit fees and Chapter 90 reimbursements are also performed. The Administrative department also took over billing and accounting issues for DPW Capital projects that had been being performed by the Town Accounting Department.

The Director also was needed to address many of these issues and inquiries due to department turnover. DPW responded to over 8,000 inquiries in FY 2019. The director performed several task previously performed by consultants. This as well as the selection of other more cost effective consultants for certain projects saved the Town well over \$200,000. For one Capital Project, the savings approached \$1 million.

Some of the efforts completed by the Administrative staff included:

- Serve on Executive Committee of MWRA Advisory Board. Effort results in increasing Town Water loan allotment by over \$300,000 per year.
- Serve on Lynn Wastewater Advisory Committee.
- Repaving/Reconstruction of 13 roadways throughout the Town.
- Elm Street Drainage Project Construction Completion.
- Complete Construction of Water Street Bridge with \$500,000 Grant from MassDOT.
- Reconstruction of unaccepted roads such as Williams Ave, Plymouth St and Wormstead St.
- Manage \$10 million of Capital projects.
- Completion of Construction of Utility Improvements project which included sewer rehabilitation, water hydrant and gate valve replacement and drain manhole frame and cover repairs.
- O'Regan becomes a Massachusetts Certified Public Procurement Officer.
- Lincoln Ave Lift Station Phase 1 construction efforts, \$2.3 million and Phase 2 design efforts.
- Design efforts for 2018 Utility project. Project includes replacement of water main, sidewalks and roadway on Highland Ave, water main replacements on Sterling Ave and Fabens St, sewer work on Hamilton St, and drain line replacement at Winter St. cemetery.
- Various Storm water efforts including submittals on Annual MS4 report to EPA, create and filing of NOI for new EPA Phase 2 Storm water requirements, RFP efforts and Award of Drainage Master Plan which includes NOI Implementation Plan, and DMP efforts.
- Initiate Design of Ballard St Culvert Replacement.

- Initiate Town Wide Speed Analysis.
- Address Street light issues and manage private vendor that repairs these lights.
- Perform Middle School drainage swale improvements.
- Daily logs and tracking of work performed at the DPW on a daily basis.
- Letters sent out with all building permits advising of DPW standards for construction.
- Tracking various efforts including lift station daily inspection, unaccounted for water, etc.
- Completion of Capital plan for all DPW divisions and Chapter 90 Allocation Plan.
- Continue with listing of sidewalk problem areas and tree issues. This allows for more accurate responses to inquiries and better customer service. Many of the inquiries received by the DPW involve these 2 issues.
- NGrid issues.
- Work on Town's Pavement Management Plan.
- CMMS issues.
- Dam inspections and Spring Pond Dam design efforts.
- Enlist the Services of the Essex County Sheriff's Department to obtain free labor to address various DPW issues.
- Stormwater Bylaw Rules and Regulations. Committee Established. Meetings held and Rules and Regulations established. Quarterly Storm water Committee Meetings.
- Assist with various Playgrounds Capital Improvements Project.
- Review various development submittals / issues.
- Twice per year Street Sweeping efforts
- Clean town wide catch basins.
- Generation of over 10 RFB's / RFP's.
- Landfill inspections.
- Train Staff on various safety issues per February 2018 order by Governor Baker.
- Assist with Hiring on town Engineer and associated training efforts.
- Respond to several FOIA requests.
- FY18 Annual Report to Selectmen.
- FY19 and FY20 Budget processes, reviews, etc.
- Snow Plow packages and prepare for winter events.

HIGHWAY:

The Highway Department of the DPW provides for the maintenance of all town roads, sidewalks, municipal and school parking lots, fencing and guard rails.

In addition to the normal surface repair of roads and sidewalks, the Highway Department is responsible for the clearing of snow, sand, litter and other unwanted debris from public ways and facilities. It also maintains our brooks and streams, with assistance from the sewer department, by keeping them clear of debris to prevent public and private property flooding. The Department has approximately 110 miles (200+ lanes miles) of roads and a similar amount of sidewalks that it must maintain.

In FY19, the DPW cleaned catch basins throughout the town. This has helped in preventing street flooding caused by clogged drain lines. The DPW also filling hundreds of potholes and repaired/replaced several hundred feet of curbs throughout town. The DPW continued its

program to repair damaged manholes and catch basins throughout town. The DPW continued to make immediate repairs to roadways and sidewalks in an effort to preserve their surface integrity for the safety of the public, although the backlog of work exceeds the funding available to the DPW to address all issues.

Streets resurfaced in FY19 with Chapter 90 and other funds:

- Elm Street (from Saville St to Biscayne Ave)
- Innis Street
- Alvah Street
- Pleasant Avenue
- Walnut Street (from Route 1 to Central St)
- Plymouth Street (from Vine St to Elmwood Ave)
- Wormstead Street
- Howard Farm Lane
- A portion of Adams Avenue
- Fairmount Avenue (from Lynn line to Sherman Ave)
- Mader Street
- Williams Avenue (from Westford Ave to Hurd Ave)
- A portion of Morris Place.

This was a significant increase in roads paved. Sidewalk work performed by DPW staff included repairs at over 20 separate locations and approximately 1,400 linear feet of work. Asphalt berms were installed/replaced in over 25 separate areas of Town.

Additional work completed by the DPW included:

- Over 60 days of pothole repairs.
- Operate the Compost Facility on Wednesdays and Saturdays from April to December.
- Brush cut over 40 separate areas of Town, many done twice/year.
- Sweep each street in the Spring and Fall and other high traffic areas on a twice/month basis. Coordinate efforts with new Vendors.
- Various Brook Cleaning efforts.
- Approximately 90 days addressing snow and ice issues including plowing, deicing and the set up, removal and upkeep (filling) of 135 sand barrels around Town.
- Town wide Pavement Markings, many done twice/year.
- Create various RFBs and manage various vendors to perform various DPW projects.

PARKS DEPARTMENT:

This department maintained thirteen parks and playgrounds which include:

Stackpole Field	Prankers Pond	Anna Parker	Bristow
Stocker	Evans	Golden Hills	Oaklandvale School
Middle School	High School	Waybright School	Lynnhurst School
Veterans Memorial School			

Derek Donachie, the foreman, works closely with the school athletic department to make sure all fields are painted and lined out for the games. The trash was picked up at these areas twice a week, on Monday and Friday. Cutting of all grass, weed whacking and general maintenance was done. Personnel from other departments were utilized to help with work. The Parks Department assists the Forestry Department with various Tree, Stump and Festival related duties. The DPW assisted with the design of Evans Park Improvement Project, and programming efforts of the Middle School tennis courts lights.

Field and Playground improvements included:

- Stackpole Field Improvements,
- Stocker Field leveling,
- Waybright Softball Infield Improvements,
- Replace various playground equipment.
- Various fence repairs,
- Brush cut and Tree trim at parks, fields and Rail Trail
- Pick up leaves at all parks, fields and public areas.

FORESTRY DEPARTMENT:

Tim Wendell, the foreman of the department, maintains all Town trees and works closely with the Tree Committee. The DPW Director works with Tim to determine the priority in which tree issues are addressed. Heavy windstorms cause damage to many trees. When extra help was needed, other departments were called upon to support them in clearing debris from roadways, and storm damaged trees.

This department also was responsible for hanging any banners that need to be installed, including replacement of the brackets at these locations. This effort also included bunting placed and removed from Town Hall. Additional banners and banner locations were added in FY19. They also were responsible for hanging and removing all of the Christmas and Holiday decorations in town. FY19 saw an increase in the amount and location of Holiday lights with an associated significant increase in effort by the DPW. The resulting pageantry of the display was a significant benefit to the Town.

This division also raises and lower flags for memorial observations and places the flowers in Saugus Center and Clifondale Square. Watering and fertilizing were required multiple times per week.

Many trees were cut back and taken down by the Forestry Department. Over 100 days were spent with tree related issues and multiple days of stump grinding was performed. This division also assists with various work performed for the Parks Department and the Highway Department.

ENGINEERING DEPARTMENT:

Jim Sotiros works at the DPW engineering office on Wednesdays to assist the public with any questions or inquiries about plans throughout town. A Town Engineer was hired in April 2019 and much time was spent by the Director training this employee.

MOTOR VEHICLE MAINTENANCE:

Mr. Seth Hatch is the foreman and sole staff member. He is responsible for all aspects of this vital division. He maintains over 50 vehicles and over 20 other pieces of equipment. Seth also assisted the Town in the procurement of vehicles. Major repairs were made to backhoes, payloaders, one ton trucks, five ton trucks, jet truck and other town vehicles and equipment.

Seth Hatch was responsible for the replacement of gas pumps at the DPW and Public Safety Building. He received assistance from the Highway Department.

WATER DEPARTMENT:

Charles McLaughlin, the foreman, is responsible for the maintenance and repair of the water distribution system. The department repairs water main leaks, services, replaces and repairs hydrants and valves within the system. Staff also coordinates water main shut downs and mark-outs for all contractors and utility companies working in Saugus. Routine bacteria samples were taken at (8) eight different locations in town on a weekly basis. The department also did lead and copper sampling at 15 homes and 2 schools.

40 water main / services connection breaks / leaks were repaired in FY2019. This was a significant increase from FY18. All repairs were made by DPW staff. 6 fire hydrants have been replaced, as well as numerous repairs to the hydrants.

The Division started a new in house program of soliciting hydrant and valve replacements/installations without the assistance of a consultant. This effort saved the rate payers tens of thousands of dollars. Work began in the Spring of 2019 and continued into the summer months. 14 hydrants were replaced and 10 valves were installed. This effort gives the department better operational control of the distribution system and will reduce the number of customers out of service in the future.

This division performs annual maintenance tasks such as water main flushing to maintain the quality of the water in the distribution system, valve exercising, and hydrant winterization. Addition efforts were performed by staff to obtain proper State licenses.

Annual Leak Detection program was performed and all leaks were subsequently repaired.

Some other FY19 Water Department accomplishments include:

- Went through the DEP Sanitary Survey process in May 2019 and submitted various information to DEP to indicate the Town is operating the water system in compliance with DEP Standards.
- Evaluated and confirmed the need for the Pine Tree Booster Station.
- Begin water meter replacement work.
- Complete revisions the 2014 Water Distribution System Master Plan.

The Annual Statistical Report (ASR) was submitted to DEP in April 2019. The Consumer Confidence Report (CCR) was submitted to MWRA in March 2019.

Finally, the Water Division continued its program to better understand the water assets. In an attempt to determine how all water resources are being consumed, a District Metering Analysis (DMA) program was undertaken, resulting in the distribution system being split into 6 sub areas. Each sub area was isolated to identify those areas with the largest overall leakage and leaks were repaired. Every leak that was eliminated is a cost not borne from our water supplier which a cost savings to our rate payers each and every year.

SEWER DEPARTMENT:

Tom Dinocco has been on extended sick leave since December 2018. Dan Soares is the acting foreman of this department. He is responsible for the daily operations and maintenance of the town sewer system. Personnel in the department responded to resident complaints on various sewer related issues. Eleven sewer pumping stations were checked and maintained daily. Daily flow readings and maintenance at the main sewer pumping station on Lincoln Ave were completed. The wet wells at each lift station was cleaned in October and April. Significant efforts were undertaken to maintain and clean cross country easements along which various sewers are located.

Work was also performed to repair frames and covers of many manholes. A routine flushing of sewer mains were done on a monthly basis at identified trouble spots and approximately 25 additional days of sewer line flushing was performed. They also repaired sewer backups in homes and main line pipes.

Other work completed by the Department includes:

- Miscellaneous repairs to the 11 sewer lift stations,
- Repairs to existing Comminuter at Lincoln Ave Station,
- Phase 2 Lincoln Ave design efforts,
- Various sewer cleaning efforts,
- Mail out Storm Water Pollution Control and Fats, Oil and Grease (FOG) Control brochures to all customers.

Phase 1 Improvements to the Lincoln Ave lift station were completed in June 2019, include construction of a bypass, valve replacements and new stand by comminuter installation. Sewer

Department personnel also assisted the Water Department and Highway Department with catch basin, brook issues and water system repairs.

The comprehensive sewer system rehabilitation is ongoing. Work done in FY19 included:

Subsystem 4B

Baker St, Western Ave, Hemlock St, Maple St, Grove St, Johnson Terr, Joseph St, Staff Rd, Mt Vernon St, Linwood St, Linwood Ave, Avon St, Eustis St, Warner St, Whitney St, Laurel St, Lincoln Ave, Fairview Ave, Clifton Ave, Cottage St, Palmer Ave, Park St, Wamesit Ave, Oceanview Ave, Second St, Kent St, Essex St, Myrtle St, Olive Ave, Oakhill Ave, Foss Ave, Central St, Castle St, Jackson Ave, Summit Ave, Mountain Ave, Danforth St, Granite Rd, Lincoln Ct, Raddin Terr, Arnold Terr, Trull Cir, Charlotte Rd, Earnest St, Smith Rd, School St, First St, Hemlock St.

Evaluation of I/I Removal Rates from 3 projects listed above

Preliminary information indicated the benefit of continuing with the Service Connection lateral liner efforts.

Service Connection Lateral Liners

This project was completed in FY19.

We would like to thank the Board of Selectmen, Town Manager and the Community for their continued support throughout the year. Finally, the accomplishments of the DPW could not have been done without the dedication and hard work of all the employees at the DPW who continue to faithfully serve the growing needs of the community.

Respectfully submitted,

SAUGUS DEPARTMENT OF PUBLIC WORKS

Brendan B. O'Regan
Director

TOWN OF SAUGUS

ENGINEERING DEPARTMENT

515 MAIN ST
SAUGUS, MASSACHUSETTS 01906

Tel. (781) 231-4032
Fax (781) 231-4146

R. TODD BALDWIN, P.E.
Town Engineer



MEMORANDUM

To: Saugus Board of Selectman

Date: February 14, 2020

From: R. Todd Baldwin, P.E., Town Engineer

Project:

Subject: FY 2019 Engineering Department Annual
Town Report

To the honorable Board of Selectman and Citizens of the Town of Saugus, we hereby submit the following annual report of the Saugus Engineering Department for the Fiscal Year 2018, covering July 1, 2018 to June 30, 2019.

The FY 2018 department roster consisted of the following personnel:

R. Todd Baldwin, PE., Town Engineer (from April 16 on)

This department was unstaffed until April 16. During the time of it staffing the engineering department worked on the reconstruction of the Evan's Park, began overseeing the National Grid work in town and the permitting associated with that, preformed sidewalk inspections, coordinated actives with the state paving of route 1, provided access to residents and others to the plans located in the engineering department and help residents and their representatives with questions concerning plans specifically town utilities.

R. Todd Baldwin
Town Engineer

CC: Scott Crabtree, Town Manager

SAUGUS CONTRIBUTORY RETIREMENT BOARD
25R MAIN STREET
TOWN HALL ANNEX
SAUGUS, MASSACHUSETTS 01906

Telephone: 781-558-2903
Telephone: 781-558-2892

Fax: 781-666-3218

Email: scrs@saugusretirement.org
Website: www.saugusretirement.org

The Saugus Contributory Retirement System (SCRS) is governed by Massachusetts General Laws Chapter 32, with the Public Employee Retirement Administration (PERAC) as its regulatory authority. Members of the Retirement System receive retirement benefits based on the requirements of Chapter 32, Supplemental Regulations submitted by the Retirement Board and approved by PERAC and/or in compliance with policies adopted by the Retirement Board members.

The System has a five-member Board who is responsible for ensuring that the System is operating in compliance with the M.G.L. Chapter 32. Eugene Decareau, Saugus resident and former General Manager of Eastern Tool serves on the Board pursuant to an appointment by the Board of Selectman. Donna M. Matarazzo, the Town Accountant serves as the ex-officio member as required by the M.G.L. Chapter 32. Saugus Firefighters Lt. William E. Cross, III and Lt. Mark Gannon serve as the elected members to the Board. Doreen DiBari, a Certified Financial Planner and Certified Trust Financial Advisor, who is a Senior Vice President of Wealth Management for People's Bank, was chosen by the four Board members to serve as the fifth member. Lt. William E. Cross, III serves as the Chairperson of the Board. The Retirement Board members meet monthly primarily on the last Tuesday of each month.

In addition to the monthly Board meetings, members attend seminars, conferences and other retirement meetings, so that they can be current on all legislative changes, which will affect its retirees and members. Pension Reform mandates that retirement Board Members complete training during each year of service on the retirement board. During each member's term on the retirement board, the member must complete 18 hours of training. Another mandate is the completion of a yearly Statement of Financial interest for each Board Member and members of their household.

Members' deductions, investments and an annual appropriation from the Town and Saugus Housing Authority fund the Retirement System. The Board adopted an actuarial funding schedule to ensure the financial stability of the retirement system. According to the most recent actuarial report, as of January 1, 2019 the system was 77.4% funded.

As of December 31, 2019, there were 713 members, who comprise of 319 active members, 305 retired members or their beneficiaries and 89 inactive members. During 2019 the Board voted to grant 1 Accidental Disability, 6 Termination Allowances and 19 Superannuation retirement allowances. The Board did approve 9 regular refunds, 20 deduction error refunds, 4 rollovers and 25 transfers of member accounts. The System recorded the deaths of 15 retiree and 2 beneficiaries.

In 2019, the Retirement Board voted to grant a 3% Cost of Living to eligible retirees, calculated on their allowance up to \$14,000, a maximum of \$420.00 annually. Many of the retirees do not receive \$14,000 per year and they received less than the maximum \$420.00. This became effective July 1, 2019.

The Retirement Board staff is comprised of Ann C. Quinlan, Board Administrator and Theresa F. Richards, Administrative Assistant. The staff is responsible for all financial transactions, reporting of investment activity, comprehensive pre and post retirement counseling to employees and their families regarding their rights and benefits, issuing monthly pension payments to retirees and/or their survivors, and other required governing reporting.

The Retirement System is valued at \$115,932,519.00 million as of December 31, 2019. The Saugus Retirement Pension Funds are invested in the following funds: Rhumblin Core Bond, PRIM General Allocation, PRIM Cash Fund, Rhumblin Russell 1000, LMCB Midcap Core, Aristotle Small Cap Equity and PRIM Private Equity Vintage Year.

The Trust's investment policy is conservative, and they continue to be a prudent and appropriate choice for governmental units within the Commonwealth.



Celina Tabares Diaz: Belmonte
Middle School 8th grader

Long exposure photographs taken in a room entirely black, and the students introduced lights into the scene.

Saugus Board of Selectmen
Annual Report
July 1, 2018 – June 30, 2019

The Saugus Board of Selectmen: Chairman Debra Panetta, Vice Chairman Jeffrey Cicolini, Scott Brazis, Jennifer D'Eon and Mark Mitchell. All were reelected at the November 2017 local election to serve through November 2019.

The Board of Selectmen held 23 public meetings in FY 2019.

The Saugus Board of Selectmen, as Licensing Authority, renewed 23 All Alcoholic Common Victualer's; 6 Retail Package Store All Alcoholic; 6 Beer & Wine Common Victualer's; 3 Cordials & Liqueurs Permits; 2 Beer & Wine Package Store; 7 Club All Alcoholic; and 1 Seasonal Beer & Wine License.

The Board also renewed 1 Class I, 24 Class II and 3 Class III auto dealer's licenses; 48 coin operated devices; 55 Entertainment Licenses; 27 Extended Hours of Operation Permits; 1 Fortune Teller; 5 Juke Box; 1 Rink; 1 Transient Vendors; 9 Valuable Used Goods Licenses; and 102 Common Victualer's Licenses.

New Licenses issued included: 1 Beer & Wine Package Store License; 3 Entertainment; 1 Extended Hours of Operation Permits; 1 mini-golf; 1 Transient Vendor; 1 Valuable Used Goods; and 5 Common Victualer's Licenses. The Board also issued a Temporary 2 day Beer & Wine License for the Annual Portuguese Feast; and approved one day Extended Hours of Operation Permits at three locations for Black Friday events.

The Board held a Show Cause Hearing on Licensed establishments for failure to pay municipal taxes, fees, etc. owed for more than twelve months. The Board voted to take no action based on the fact that the licensees/owners paid outstanding money owed to the satisfaction of the Collector of Taxes. The Board also held a Show Cause hearing on Route 1 Auto Sales, Inc. 961 Broadway and revoked the Class II Auto Dealer's License for violation of condition of License by closing the business without notifying the Selectmen and for selling the License without Board of Selectmen approval.

The Selectmen received 14 applications for Special Permits (S-2) and approved a height variance; 4 salons; an indoor mini-golf; and approved a modification for salon. The Board denied a Transient Vendor to sell Christmas Trees.

The Board approved Parade Permits for Memorial Day; and opening day for Little Leagues; approved a block party on Warren Road; and approved banners to be hung to announce Town and non-profit events.

The Selectmen approved utility pole and conduit locations for utility companies; held a tax classification hearing; voted a new sewer rate; and amended the Traffic Rules & Regulations upon several requests. The Board approved bond anticipation notes for various projects as authorized by Town Meeting.

Saugus Board of Selectmen

Annual Report

July 1, 2018 – June 30, 2019

The Selectmen heard from many citizens regarding accidents, traffic & parking issues and requested the Manager work with the Police Dept. on addressing the issues. A traffic study was conducted and work began on traffic improvements.

The Board made many appointments to various boards and commissions including Affordable Housing Trust Board of Trustees, Cemetery Commission, Cultural Council, Library Board of Trustees, Board of Registrars, SCTV Board of Directors and Zoning Board of Appeals. The Board also reappointed the Canine Officer, constables, poll workers, sworn weighers, Traffic Hearings Officer, and Veterans Graves Officer.

The Saugus Cable TV Board of Directors did appear before the Board on a couple of occasions to give update and get direction re: relocation of the cable studio and started to work on a lease with the Historical Society.

The Selectmen recognized many citizens with citations: Saugus / Lynnfield Bantam Hockey Team as 2018-2019 MA Bantam Tier II Champions; New England All American Scholars; All American Scholar Athletes; Founder's Day Man of the Year Peter Manoogian and Woman of the Year Janette Fasano; Firefighter Michael Leary and Lt. William Cross for their heroic actions.

The Selectmen issued proclamations including: Arbor Day; and Student Government Day.

The Selectmen accepted gifts to the Town including: to the Senior Center from the Estate of Leona Payson; and Eastern Bank Charitable Funds for Senior Center Lunch Program.

Wendy L. Reed, Clerk
Saugus Board of Selectmen

SCHEDULE OF PAYMENTS TO TOWN TREASURER

DEPARTMENT:
RECEIPT #:

BOARD OF SELECTMEN
TOTAL DEPOSITS FY19

DATE July 1, 2018 through June 30, 2019
as of June 30, 2019

[illegible]

Through June 30, 2019

[illegible]

Board of Selectmen

	Chair	Board	Clerk	Office	Legal	Printing	Supplies	Assoc.		Legal
								Dues	Books	
		Members		Machine	Ads.					
FY19	Budget	3,000	11,200	32,790	300	1,000	200	950	625	3000
	Actual	3,000	11,200	24,640	300	892.43	0	127.51	0	4,707
FY18	Budget	3,000	11,200	30,729	300	1,000	200	950	625	3,000
	Actual	3,000	11,200	24,960	0	405	0	480	0	3,859
FY17	Budget	3,000	11,200	29,949	300	1,050	200	900	625	3000
	Actual	3,000	11,200	24,408.58	0	506.23	0	716.86	0	3412
FY16	Budget	2,000	7,200	32,100	300	1,500	200	1000	1,000	2,500
	Actual	2,000	7,200	24,883.18	0	293.92	0	487.97	0	4,558
FY15	Budget	2,000	7,200	27,972	300	1,500	200	1000	1,000	2,500
	Actual	2,000	7,200	24,534	0	960	0	225	0	2,648

RETURNS TO THE TOWN
Unexpended funds

FY19 5,498
FY18 7,100
FY17 6,981.16
FY16 7,114.24
FY15 6,105

SAUGUS COUNCIL ON AGING



Annual Report 2019

Joanne Olsen
Executive Director

MISSION STATEMENT OF THE SAUGUS SENIOR CENTER

It is the mission of the Saugus Senior Center to promote and assist in the social, emotional and physical well-being of the seniors in our community by providing services and activities that support and endorse in their wellness and independence.

We aim to enhance the quality of life of our elder population by offering a variety of programs and activities including blood pressure and hearing checks, outreach services, multiple exercise classes (line dancing, yoga and weightlifting), medical/local van transportation, and access to both day/night trips as well as both daily congregate and homebound meals.

It is our goal to encourage and promote interaction with the community and each other, improve personal development through self-confidence and leadership, and increase and maintain freedom and independence. It is also our purpose to create a warm, safe environment where our senior community can come on a daily basis that will reflect the respect and dignity which they need and deserve.

POPULATION, AGE 60 AND OLDER, RESIDING IN THE TOWN OF SAUGUS

As we end 2019, census figures indicate a **current total of approximately 7,239 residents, age 60 and older.**

SAUGUS COUNCIL ON AGING – 2019
ANNUAL REPORT – TOWN OF SAUGUS

The Saugus Council on Aging is an advocacy agency for Senior Citizens of Saugus.

The population of seniors in Saugus is over 7,000, most of who still own and maintain their own homes. We have served approximately 1,565 seniors over the past year, in one program or another.

- Medical Transportation to eight different communities
- Food Shopping (2 times a week)
- Outreach
- Counseling
- Fuel Assistance for all ages
- Connecting with Health Care Agencies
- Assisting with forms for Insurance and other documents
- SHINE Representative (Assists with Medical issues, HMO, Medicare etc)
- Setting up programs with family members
- Meals on Wheels
- Congregate Lunch Program
- Telephone Reassurance
- Veterans Connections
- Veterans Food Market
- Emergency Calls
- Legal Assistance
- Food baskets on Holidays for seniors and non-seniors
- Preventative Medicine
- Alzheimer's Support Groups
- Podiatrist
- Speakers
- Wellness/Exercise Classes
- Blood Pressure
- Socialization
- Taxes
- Exercise Room
- Trips
- Special Events
- Variety of classes
- Manicurist
- Seamstress

The Saugus Council on Aging provides a number of programs and lectures on a weekly basis to help meet these needs. We encourage seniors to participate in these programs.

SENIOR CENTER HOURS

Monday – Friday, 8:00 a.m. to 3:30 p.m.

BOARD OF DIRECTORS

SAUGUS COUNCIL ON AGING

Richard Barry, Chairman
Lawrence Donovan, Vice-Chairman
Ralph Genzale, Vice-Chairman
Judy Worthly, Secretary
Shirley Bogdan
Mary Dunlop
Eleanor Gallo
Gloria Johnson
Elizabeth Kingsley
Carmine Moschella
Loretta Nicolo
Cathy Strom
Kenneth Strom

MEET THE 2ND MONDAY OF THE MONTH 2:00-3:00

FRIENDS OF THE SAUGUS COUNCIL ON AGING

Attorney Ronald Surabian, President
Bob Teal, Vice President
Margaret Berkowitch, Secretary
Dottie Bochus, Treasurer
Astred Napolitano, Living Memorial
Betty Frongillo, Living Memorial
Debbie Alphonse
Jean Bruno
Attorney Nelson Chang
Louise D'Eon
Janette Fasano
Walter Johnson
Patricia McMahon
Ellen Proodian

NEW MEMBERS TO "FRIENDS" BOARD IN 2019

Sue Palomba

MEET THE 1ST WEDNESDAY OF THE MONTH 10:00-11:00

HIGHLIGHTING SERVICES IN 2019

Nutrition Services:

- Approximately 170 Saugus seniors received Meals on Wheels each day.
- **14,245** congregate meals served at noon at the Senior Center (estimate)

Volunteer Assistance:

- 132 Volunteers service the Senior Center throughout the year
- Approximately 32,441 Volunteer Hours per year

Outreach:

- Estimated 4,506 contacts this past year – Saugus Residents
- Communication by phone, home visits, office visits, or meeting in the Center. Informally Outreach handles approximately 15 situations a day, varying from support, listening, advising, referrals, filling out forms, contacting and setting up appointments with necessary agencies following through so that each request has a conclusion.

Professional Services:

Alzheimer's Support, Legal Services, Podiatrist, Blood Pressure, Shine Representative, Tax Preparation, Professional Speakers, Health Presentations

- Approximately 8,348 year

Physical Exercise (Estimated)

Dancing, Yoga, Exercise, Falun Gong, Weight Lifting, Exercise Room/Equipment

- Approximately 10,452 (duplicated) year

SHINE COUNSELOR (Medical Insurance Advisor)

The Saugus Senior Center is very fortunate enough to have a Shine Counselor from Mystic Valley Senior Services. Once a week, a volunteer Shine Counselor comes to the Center to assist elders in understanding their health insurance needs. They will review present coverage, help process claims, inform elders of their rights, and make referrals to other agencies.

This is a free service to provide information, counseling and assist with insurance problems.

- Counseled 119 seniors with Medical Insurance issues

COUNCIL ON AGING
TRANSPORTATION SERVICE

2 TRANSPORTATION VEHICLES

1 - CAR

MEDICAL Transportation Trips a day – 5 days a week into 9 communities

Lynn	Saugus	Stoneham
Salem	Peabody	Wakefield
Lynnfield	Melrose	MGH Danvers

MEDICAL Chemo – Radiation – Dialysis – Physical Therapy (Strokes/Heart Attacks)
Lab Work and Testing – Pre-admittance Test – Regular Medical Appointments
Psychiatrist – Hospital Discharge – Podiatrist – Doctors visits, etc.

12 PASSENGER MINI BUS

LUNCH PROGRAM

5 days a week – 50 - 60 trips throughout Saugus – **TO AND FROM THE SENIOR CENTER**
Weekly shopping to Stop & Shop, Mall and Market Basket in Lynn once a week.
Assists with medical appointments

HOURS

Transportation – starts at 7:30 a.m. - 3:00 p.m.

TRANSPORTATION SERVICE

Our transportation has increased dramatically in 2019.

2019

- 3,156 units of medical transportation for Saugus elders and/or disabled to
- 1,765 units of transportation to and from our Lunch Program and Shopping

SAUGUS SENIOR TAX PREPARATION

Free service at the Saugus Senior Center done by AARP

- 34 appointments were made and taxes prepared

THANKSGIVING/CHRISTMAS DINNER

- 9 Saugus senior names were given to Blessed Sacrament Church to receive Thanksgiving and Christmas food baskets/turkeys to those in need during the Holiday.
- The Senior Center served 123 seniors for our Thanksgiving Luncheon.
- 18 senior names were given to Blessed Sacrament Church, to received Christmas Baskets/Turkeys/gifts to those in need during the Christmas Holiday.
- The Senior Center served 145 seniors for our Rotary Christmas Luncheon.

TRIAD PROGRAM

The Saugus Triad is a community safety initiative that focuses on empowering, educating and improving the safety, security and peace of mind of the senior population. The goal of Triad is to:

- Reduce criminal activity which targets the senior community.
- Alleviate senior's fear of victimization, build confidence and improve their quality of life.
- **Photo ID Cards** – *This free program provides seniors with a secondary ID card.*
- *Approximately 90 seniors were given photo I.D. Cards again this past year*
- **Yellow Dot Program** – *By placing a yellow dot sticker on your vehicle, emergency - responders are alerted that your medical information can be found in the glove compartment. Approximately 60 were given out to seniors.*
- **File of Life** – *A magnetized folder containing your medical information is placed on your refrigerator and is intended to alert emergency responders. Approximately 500 were distributed to Saugus Seniors.*
- **Saugus Alzheimer's Safety Program** – *Run by the Saugus Police and Triad for the safe recovery of Alzheimer patients or other individuals who may wander.*
- **Is your House Number Up?** – *A house numbering initiative that assists emergency personnel in their efforts to quickly respond to 911 calls.*
- **Lock Boxes** – *A Lock Box can be provided by the Fire Department that is placed above your door with a key to your home, in case they are not able to enter in case of emergency. Key to lock box is kept at fire department.*
- **Grab and Go Bags** *The Grab and Go Bag is a simple cloth tote bag that seniors would use to take with them in case of an unexpected emergency to the hospital. It would be filled with all the necessary personal items that they would need. Over 600 were distributed to Saugus Seniors*

- ***Car Fit*** The Essex County Sheriff's Department, in conjunction with the Saugus Senior Center and several local police and fire departments, is proud to offer the CarFit Program to Essex County senior citizens.
The program is designed to provide a quick but comprehensive check on how well you and your vehicle work together. CarFit focuses on helping seniors adjust certain aspects of their vehicles so that they are more comfortable and safer drivers.
- ***SCAMS*** – Ongoing speakers and presentations making seniors aware of SCAMS

THE TRIAD COMMITTEE MEET THE SECOND MONDAY OF EACH MONTH FROM 9:30 TO 10:30 AT THE SENIOR CENTER. ALWAYS WELCOMING NEW MEMBERS.

SAUGUS COUNCIL ON AGING

STAFF

Staff of the Saugus Council On Aging consists of all part time employees, with the exception of Full time (*Director, Administrative Assistant, 1 Van Driver*)

	<u>HOURS PER WK</u>	<u>SOURCE OF INCOME</u>
<u>DIRECTOR</u> (Joanne Olsen)	36.5	Town
<u>ADMIN. ASSISTANT</u> (Laurie Davis)	36.5	Town
<u>OUTREACH</u> 1 Part Time (Cheryl Roberto)	25	Town
<u>BOOKEEPER/TRIP COORDINATOR</u> (Lynette Terrazzano)	33	Town
<u>VAN DRIVERS</u> 1 Full Time (Mike Capozzi) 1 Part Time (Jack Doherty)	34 25	Town Town
<u>CLERICAL STAFF</u> 1 Part Time Receptionist (Joanne Genzale)	18.5	Town
<u>DISPATCHER</u> 1 Part Time (Mary Valliere)	18.5 each	Town
<u>KITCHEN STAFF</u> 1 PREP COOK (Michelle Kelley) 1 PREP COOK (Anne Marie Swanson) 1 PREP COOK (Seasonal) 1 DISHWASHER (Paul Watts)	19.5 12 8 18	Formula Grant Formula Grant Formula Grant Formula Grant

SAUGUS COUNCIL ON AGING
PROGRAMS/ACTIVITIES

(2) ART CLASS
ALZHEIMER'S SUPPORT (TWICE A MONTH)
ATTY SPANO
BILLIARDS
BIBLE STUDY
BINGO
BLOOD PESSURE (4 TIMES A MONTH)
CARDS
(2) CHAIR YOGA CLASSES
CHESS CLUB
EXERCISE CLASSES
EXERCISE ROOM/EQUIPMENT
FALUN GONG
FRIDAY MOVIE
FURNITURE REFINISHING (HIGH SCHOOL)
GYM
HOLIDAY LUNCHEONS/EVENTS
HEALTH FAIR
INTERGENERATIONAL PROGRAMS
KNIT & CROCHET
LINE DANCING (MON)
LINE DANCING (THURS)
LINE DANCING (FRI)
MAH JONGG
PAINTING
MANICURIST
PODIATRIST (4 TIMES A MONTH)
QUILTING
STEERING COMMITTEE MTGS
SPEAKERS THROUGHOUT THE YEAR
SEAMSTRESS
TAI CHI
TRIPS
WEIGHT LIFTING (TUES. & FRI.)
YOGA (MON. & THURS.)
HEARING TESTS (ONCE A MONTH)
ARTHRITIC PROGRAMS, ETC
OUTREACH
LUNCH PROGRAM
MEALS ON WHEELS
TRANSPORTATION/MEDICAL/FOOD SHOPPING/LUNCH PROGRAM

COMMENTS

DURING 2019....

In 2019 the Saugus Senior Center purchased 80 stackable chairs to replace the 100- 20 year old chairs throughout our activity rooms. This purchased was made possible through the State Formula Grant. Total cost \$8,714.46. We also purchased 15 – 6ft. lightweight tables and 10 round lightweight tables to replace existing, old and damaged ones. Total cost \$2,737.20 out of Formula Grant.

NEW VEHICLE

In December of 2019 the Friends of the Saugus Senior Center purchased a new 2020, KIA Altima for our Center, to transport Saugus seniors to medical appointments. This vehicle was desperately needed, and we are enormously grateful to the Friends for this acquisition! As you all know, our transportation services are an essential service which we offer to our senior community. We rely on the Friends to provide our Center with so many important expenditures which are not compensated for by the Town budget. We are very grateful to have the Friends of the Saugus Senior Center.

SAUGUS FIRE DEPARTMENT

We continued to work with the Saugus Fire Department and offering presentations to the seniors in regards to Senior Safety. Through a grant that the Saugus Fire Department received, they were, once again, able to offer our seniors free fire alarms and carbon monoxide detectors and installation in any Saugus senior's home who would need one. Through the Saugus Senior Center, we were able to have seniors sign-up for this free service.

INTERGENERATIONAL PROGRAMS

Our intergenerational program with Veterans School fifth grade classes continues each school year; it is always a very special and memorable event to our seniors. Every holiday, and in-between, the fifth grade classes, led by Veterans School teacher, walk up during our Lunch Program to visit with songs, poems and cards, written especially for our seniors.

Once again, in 2019, the second grade students from the Waybright School made special holiday placements for our Thanksgiving Luncheon. These beautiful placemats were enjoyed by all seniors that attended.

Once again, the students from the Saugus High School Life Skills & Post Graduate program, supervised by teachers and school nutritionist, prepared and delivered sandwiches to our seniors three weeks in a row, during their summer program. They made and delivered 25 sandwiches each time. Our seniors enjoyed this very much.

Maurice Pratt, Assistant Superintendent III, from the Essex County Sheriff's Department was here at the Senior Center on Tuesday, April 9th to discuss the working of the Essex County Sheriff's Department. He explained what type of inmates come to their facilities, how they work with other agencies and what advancements they've made and successful projects they have completed. Most importantly, he discussed the reintegration process and the programs they have to help inmates succeed after incarceration. At that time, we invited 15 High School students to attend this presentation, but unfortunately, only 5 students attended. We also invited 15 of our seniors to attend. This was a one hour presentation with a pizza luncheon that immediately followed. Saugus school Superintendent, David DeRuosi, Saugus High School Principal, Michael Hashem. and Maurice Pratt, Assistant Superintendent III, from the Essex County Sheriff's Department, Saugus Senior Center TRIAD Committee, Shirley Bogdan, Mary Dunlop, Dottie Bockus, Outreach

Senior Center / Counsel on Aging

Coordinator, Cheryl Roberto, and Director of the Saugus Senior Center, Joanne Olsen were all in attendance. This program was very educational and well received by all that were in attendance.

**STARRY NIGHT PROM FOR SENIORS– Hosted by the Saugus High School
National Honor Society – Here at the Saugus Senior Center**

For the second year in a row, the Saugus High School National Honor Society once again, hosted a “Starry Night” PROM for *OUR* Seniors, here at the Senior Center on Tuesday, May 21st from 4:00-6:00 p.m. Dancing, Pizza, pastry, refreshments, prom photos, music DJ’d by the National Honor Society and crowning of King and Queen, were all a part of this wonderful event. Tickets were \$5.00 with proceeds going back to the Saugus High School National Honor Society.

COMMUNITY SERVICE

We frequently have students from the Saugus High and Middle School carrying out their community service here at the Center during the school year. In 2019 we had 5 students performing community service.

GRANTS

.SAUGUS CULTURAL COUNCIL GRANT

Once again, with the help and support of the Saugus Cultural Council, we were awarded funds through the Cultural Council grant for three different events to take place, free to our seniors in 2019:

May 10th – Delvena Theatre Company - Performed Mae West

September 17th Entertainer Denise Doucette

October 11th– Delvena Theatre Company – Salem Witch Hysteria

FORMULA GRANT 2019

By applying and receiving the State Formula Grant we were able to pay for:

SALARIES: 2 Prep Cooks, Dishwasher,

Senior Center Security System

Monthly Comcast Bills

Annual Fee for My Senior Center Computer Program \$1,000.00

All Office Supplies

Postage

Yearly Fitness Equipment Repairs

Yearly Landscaping

Sprint = Dispatcher/Van Driver radios

Misc. Van/Bus Repairs

Purchase of 15 - 6ft. lightweight tables

Purchase of 10 round lightweight tables

80 Stackable Chairs

SPONSORSHIP

We are always thankful for the ongoing support and sponsorship that has been given to the Saugus Senior Center by many local Assisted Living facilities, Nursing Homes, and local establishments. These sponsors help with the cost of monthly entertainment for special events that we have here for seniors.

SOLID WASTE/RECYCLING DEPARTMENT **ANNUAL REPORT FY'18**

The Solid Waste/Recycling Department oversees daily operations of the curbside collection of solid waste and recycling. A lot of time is spent daily to find resolutions to any and all calls/complaints. Education on the proper disposal of items and compliance with all state regulations is another daily function. The daily curbside routes are monitored for enforcement of limitations, wastebans, and stickered items. For Fiscal Year 2019, the rubbish tonnage was 8953.25 and the recycling tonnage was 2125.79.

Activities of the Solid Waste/Recycling Department:

- Operate and manage the Recycling Drop-off/Compost Site where Saugus residents can properly recycle televisions, computers, material accepted in curbside program, bulky rigid plastics, scrap metal, books, textiles, clothing, car tires, fluorescent light bulbs, yard waste, leaves and brush.
- Coordinate and manage Fluorescent Bulb Recycling Programs in all municipal and school buildings.
- Held one (1) household hazardous waste day event which allowed residents to properly dispose of hazardous materials such as paint, tires, chemicals, poisons, vehicle batteries, and propane tanks. We also participate in Reciprocity Program allowing residents access to extended HHW events.
- Mercury thermometer exchange program was expanded to include all mercury bearing items. New state and federal regulations now prohibit disposal of any mercury bearing items at incinerators.
- Set-up and monitored four curbside leaf collections.
- Oversight of compost bin program, sticker programs for HHW, bulk items, white goods and compost site. Tracked and delivered stickers to outside vendors.
- Applied for grants. Received a \$11,700.00 grant from Department of Environmental Protection for recycling and educational outreach.
- Responded to illegal dumping issues, dumpster complaints, and property that needed to be cleaned up.
- The Town of Saugus now has a sharps kiosk located in the lower level of Town Hall for proper disposal of needles. Residents can access kiosk anytime Town Hall is open.

- The Town of Saugus now has two kiosk located at the Public Safety Building for the proper disposal of needles, as well as, a second kiosk for the proper disposal of medications and prescription drugs. Residents can access the Public Safety Building seven days a week 24 hours a day.
- The Town held a paper shredding event for residents looking to shred important and sensitive documents. Residents had the opportunity to watch their materials being shredded onsite through the camera on the shredding truck, which shreds large volumes of paper at a high rate of speed. The Town of Saugus teamed up with the North Shore Bank and their staff to bring our residents this event.
- Met compliance of the DEP, filed data sheets, annual report and all information required to allow us to continue to apply for their grants.
- Worked with the schools on expanding school recycling programs and education.
- Attended several meetings, conferences and seminars.



DATE: February 24, 2020
FROM: Jay Pinette, Veterans' Service Officer, Town of Saugus
TO: Board of Selectmen, Town of Saugus
SUBJ: FY 2019 Saugus Veterans' Services Office Annual Report

The Mission of the Saugus Veterans' Services Office is to provide direct financial assistance to eligible Veterans and their dependents pursuant to Massachusetts General Law Chapter 115. Our office also provides direction and support for those seeking guidance and assistance with applicable/available federal, state and local Veterans benefits. Our office works collaboratively within the Melrose-Wakefield-Saugus (MWS) Veterans Services District. The MWS district was formed in 2012. The District Director, Karen Burke, is a full-time employee in the Melrose Veterans' Services Office.

The Veterans' Services Office in Saugus is manned during normal town hall operating hours by VSO Jay Pinette and/or Clerk/Admin Nancy Stead. The VSO position in Saugus is a part-time position of 18 hours a week. The VSO is a City of Melrose employee and Saugus reimburses the city for the VSO salary and a portion of the Veterans' Services Director's salary. Ms. Stead provides office support for both the Veterans' Services Office and Planning Board.

According to a data extraction provided by the Town Clerk's office, there appear to be over 1,100 households in Saugus that have identified a resident as a Veteran in the 2019 census. We do not expect that these data represent all Veterans in Saugus. It should also be noted that spouses, dependent children and parents of Veterans may also be eligible for benefits provided by the Veterans' Services Office.

The following serve as examples of the services provided by the Saugus Veterans' Services Office.

- Commonwealth of MA Chapter 115 benefits
- Assistance with and applications for U.S. Department of Veterans Affairs (VA) health Care, disability, pension, education, home loan and burial benefits
- Assistance with local property tax abatements
- Alternative benefit assistance to include Social Security, SSI/SSP and Mass Health
- Coordination with outreach through local Veterans organizations, including the Saugus Veterans Council, VFW, American Legion and DAV
- Communications through local media outlets to provide insight in to local Veterans activities and benefits
- Assist with military record research in coordination with the MA Military Records Branch
- Management of the Saugus Veterans Relief Fund
- Veterans Food Market held monthly at the Saugus Senior Center

As of June 30, 2019, there were 31 active Chapter 115 clients being serviced by the Saugus Veterans' Services Office. This number has remained fairly constant throughout FY 2019. To be eligible for these benefits, clients must meet asset and income limits set forth by the MA Department of Veterans' Services. The Town of Saugus provided in excess of \$199K in Chapter 115 benefits in FY 2019. These benefits are eligible to be reimbursed by the MA Department of Veterans' Services at a rate of 75%. One goal of our office is to minimize the financial impact to the Town of Saugus of our services. We strive to meet this goal by aggressively managing our client caseload, through the proper application of the Code of Massachusetts Regulations 108 and Chapter 115.

The most recent data download (FY 2018) that we have received from the MA Department of Veterans' Services shows that over \$561K in Federal VA benefits have come back to the Town of Saugus in the form of disability compensation and pension benefits. The benefits returning to Saugus outpace those returning to Melrose and Wakefield by more than \$200K. Saugus also has more Chapter 115 clients and food market clients than the other district members. Even given these data, we believe that there is more to do for our Veteran population.

Our office received over 750 public contacts, either through office "drop-ins" or telephone contacts, in 2019. Many of these contacts are informational and don't necessarily result in claims submissions for Chapter 115 or the VA. Our outreach efforts in the community have resulted in an increase in "traffic" throughout 2019. Feedback received from local fraternal organizations has been positive. According to anecdotal feedback, a consistent/regular presence in the office has been recognized and appreciated in the community.

The office has submitted and/or assisted in processing over 30 VA disability claims for local veterans and their dependents. We have also coordinated support for local Veterans with the VA Medical Centers in Boston, Lynn and Bedford MA.

Efforts have begun to add definition and structure to the Saugus Veterans Relief Fund. A local volunteer committee has been in place to assist the VSO in fundraising for the fund. The committee has been dormant for some time, but have discussed holding regular meetings geared towards defining roles and responsibilities for the committee. The plan going forward is to undertake "public relations" activities when/where appropriate to increase local awareness of the fund and ultimately increase donations to the fund.

Activities planned for FY 2019 included more formalized outreach activities in the community. The office has been approached to explore the possibility of providing information sessions at our senior housing complexes. The MWS district has identified a need for a more robust/formal social media presence. Our current client demographic is largely confined to senior citizens. We have begun working with our local service organizations to conceptualize social media campaigns targeting the "Post 9/11" Veteran population.

The Saugus VSO has been an active participant in the North Shore Veterans Coalition and Collaborative and the regional and statewide Veterans Services Officers associations. The goal of these efforts is to increase visibility and overall effectiveness of the office. This is accomplished by sharing resources, training and manpower in Veteran outreach and support activities.

In summary, the Saugus Veterans' Services Office provides vital services to our Veterans and their dependents. We expect the level of activity to remain brisk in the coming months and years as our Veteran population ages and new VA benefit programs are rolled out.



Saugus Youth & Recreation

Annual Report: Date Range - July 1, 2018 – June 30, 2019

Fiscal year 2019 saw continued success in our programs and our department overall. I continue to be the lead municipal person for the Department of Public Health's Massachusetts Opiate Addiction Prevention Collaborative (MOAPC) grant and the Substance Abuse Prevention Collaborative (SAPC) grant. This includes, but is not limited to, acting as the lead municipal person for the Town of Saugus in representing the cluster of Saugus, Chelsea, Revere and Winthrop (WROC). The MOAPC Grant was created with the goal of assisting Towns and Cities in their efforts to address the opiate epidemic. This is the first organized effort by the Commonwealth to address this issue. The SAPC Grant was introduced four years after MOAPC, with the goal of identifying the strengths and weaknesses of communities' preventive efforts in addressing substance abuse. Through the SAPC grant the cluster hired a youth substance abuse prevention specialist, Ryan Barry. Ryan divides his time amongst the four communities working with their middle school personnel to strengthen their preventive efforts. Ryan initiated a youth empowerment group at Belmonte Middle School with the goal of engaging the students as resources targeting issues that they and their peers face. He is also training a Belmonte teacher to be a mentor for this group.

The Youth Risk Behavior Survey (YRBS) is an assessment tool developed by the Center of Disease Control for communities to identify risk factors impacting our youth. It is administered throughout the school districts every two years. Traditionally Saugus, along with every other school district, was the responsible agent to fund and administer the survey. However, for some unknown reason, Saugus School District stopped administering after the 2007 survey. This put us at a disadvantage, as every other Commonwealth school district continued with the survey. This data is critical to compare where we stand among other communities, and it is the primary source of information to secure grants of this nature. This department, knowing the importance of this, secured funding through grants for the last three surveys, which spans seven years. I made sure the school district was aware of this gap, and I worked with the school committee and school officials to reinstate this survey, and continue administering it. The school department is now, once again, taking the lead by providing the funding and organizing the administration this survey.

If any of the members of the board of selectman wish to get more information about these grants and where we stand as a community, please reach out to me directly.

Our annual summer camp continued to run at Belmonte Middle School and was very successful. We had over 90 campers and employed 17 high-school and college aged counselors. We planned weekly field trips and celebrated special 'camp holidays'. This is one of our largest and most successful programs. The feedback from parents is always very positive and encouraging and we have many repeat campers year after year.

Summer of 2018 continued a very popular program, Teen Challenge. This is a 6-week summer program for middle school aged students. Students participated in community service, life experience events, and fun field trips. They sat in on court proceedings and volunteered at food pantries, among other things. The program was met with extremely positive reception, from students and parents.

We continue to fulfill the Mission statements of both the Playground Commission and Youth Commission to the best of our ability. However, the current structure of the department is not optimal for addressing the issues of both committees for the best possible outcome.

We continue to run Founder's Day for the tenth year running. It needs to be known that this is an event that takes over six additional months to plan and coordinate. The most work being done during the height of our summer programs. This department is responsible for planning and running this entire event. In addition to that Town-wide event, we are key community members that sit on the Town Events Planning Committee. We help to organize and run various Town Celebrations. This includes the Annual Christmas Tree Lighting and the Coordination of the Christmas Eve Parade.

Our website is updated on a daily basis to keep parents informed. This website has detailed information about every program we run here, as well as options to download flyers, newsletters and program registration forms. www.saugusyouthandrec.org We also update our Facebook page daily, which keeps the residents in-the-know about our programs. We also share information about the Town and other department-related issues.

In April 2018 we purchased a sponsorship to the Museum of Science. By doing this, we received over 200 passes to the museum, which we sell to the residents at a deeply discounted rate. We also use them for our field trips. It has been a very useful program for us to participate in, and helpful to families that could not otherwise attend the museum at the normal rate of \$30 a person. We hope to continue this program in the future.

In addition to the programs we offer to the children and families of this Town, we are also able to offer part-time jobs to Saugus teens and young adults. Along with part-time jobs, we also offer community service and volunteer opportunities to the older youth of this Town.

During the summer of 2018, the department coordinated two park monitors to oversee and take care of Bristow Park and the Veteran's School Park. They cleaned the park daily and made sure there was no vandalism or damage to the facilities.

Below are the programs we have offered, in order, from July 2018- June 2019:

S.A.L. Street Hockey: June – August 2018

Free program for children in grades 1 – 8, with high school volunteers; over 75 children participated with their parents. Parents and high school students act as volunteer coaches, all whom have been CORI checked.

Summer Basketball League: July – August 2018

Intermural basketball league for middle school aged kids. Skills and drills were taught, and games were played. 70 children participated. High school aged kids acted as coaches.

Summer Parks Program: July – August 2018

Daily camp activities provided for children in grades K – 5, for 6 weeks. 90 children attended throughout the summer. We provided jobs for 17 high school and early college aged students.

Summer Teen Challenge: July – August 2018

Daily activities provided for students in grades 6-8, for 6 weeks. Community service, life experience events, and fun field trips were offered. 45 students participated, and we provided jobs to 3 college students.

Track Camp: July – August 2018

Track camp offered to all ages. Ends with children participating in the Needham Track Meet and a banquet. High school track athletes volunteer as staff. Over 25 children participated.

Jungle Book Theatre Program: August 2018 – November 2019

A weekly theatre class was held, which culminated in 1 performance of the play, "The Jungle Book". The play was performed on November 11, held at the Senior Center. 31 children participated.

Founder's Day: September 8, 2018

Organized and ran this town-wide event. Planning begins in April.

S.A.L. Flag Football: September – October 2018

Free program for children in grades 1 – 8, with high school volunteers; over 80 children participated with their parents. Parents and high school students act as volunteer coaches, all whom have been CORI checked.

Elementary Afterschool Club: September 2018 – June 2019

Daily afterschool program for children in Elementary School. We provide transportation from school with our van. Homework is completed before fun games and organized activities, arts and crafts are provided. 5 staff rotate daily, all in high school or college. 30 children participated.

FDI Karaoke Party: September 28, 2018

Karaoke party held for Middle School Students. They enjoyed singing and playing games, and a pizza party. 23 students attended.

FDI Corn Maze Trip: October 19, 2018

Corn maze field trip held for Middle School Students. 20 students attended.

Elementary Halloween Party: October 28, 2018

Free party for elementary aged children and their parents. Over 75 children attended with their parents. Middle & high school aged students volunteered to run games, paint faces and pass out snacks. We played games and listened to fun music, and passed out a goodie bag to every child.

Town Team Basketball League: November 2018 – March 2019

Saugus boys & girls participate. Total of 250 students in grades 1 – 12. Weekly practices and games.

Boys Travel Basketball: November 2018 – March 2019

45 boys, in grades 5 – 8, participated. Weekly practices and games against other towns.

Girls Travel Basketball: November 2018 – March 2019

47 girls, in grades 5 – 8, participated. Weekly practices and games against other towns.

Christmas Tree Lighting: November 30, 2018

Assisted in planning and the execution of the Christmas Tree Lighting at Town Hall, as part of the Town's Events Committee.

FDI Sky Zone Trip: December 14, 2018

Field trip To Sky Zone held for Middle School Students. 25 students attended.

Christmas Eve Parade: December 24, 2018

Assisted in planning the annual Parade. Distributed flyers, issued press-releases and helped coordinate and confirm logistics with volunteers from local towing companies.

Youth Wrestling: January 2019 – March 2019

15 boys, in grades 3 - 6, participate. High school wrestlers are hired as coaches, along with a director.

Willy Wonka Theatre Program: January 2019 – April 2019

A weekly theatre class was held, which culminated in 2 performances of the play, "Willy Wonka". The play was performed on April 7, held at the Senior Center. 40 children participated

FDI Bowling Field Trip: January 25, 2019

Friday night field trip to Town Line Bowling for Middle School students. 20 students attended.

Scavenger Hunt: March 2, 2019

Friday night event for middle school aged children. 45 students attended.

Missing Link Movie Day: April 16, 2019

A private showing of a movie at Revere Cinema, for Saugus residents. 50 residents and children attended.

Museum of Science Family Field Trip: April 17, 2019

A field trip to the Museum of Science. Residents and children attended a great day at the museum. 37 Saugus residents attended.

Baseball Catcher's Clinic: April 18 & 19, 2019

Clinic run by a former baseball player & physical education teacher. Helped baseball catchers with technique, tips and practices. 5 players participated.

FDI Boda Borg Field Trip: April 26, 2019

Boda Borg field trip held for Middle School Students. 20 students attended.

Take a Kid Fishing Day: June 1, 2019

Annual free event for all Saugus residents and their children. We worked with Tom's Bait & Tackle to provide this wonderful event.

Please visit our website for up to date information and programs being offered: www.saugusyouthandrec.org

To see pictures from our many events and programs, or to get program information and flyers, please visit our Facebook page: www.facebook.com/saugusyouthandrecreation