Welcome to Wenham!

A guide to getting to know the Town of Wenham…

Wenham Town Hall
138 Main St
978-468-5520
www.wenhamma.gov

Directory

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

Town Hall Hours:
Mondays, Wednesdays, and Thursdays 9:00 am— 4:30 pm
Tuesdays 9:00 am—7:00 pm
Fridays 9:00 am—1:00 pm

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Town Clerk

Contact Information

Town Clerk: Dianne K. Bucco
dbucco@wenhamma.gov
978-468-5520 x 1
www.facebook.com/WenhamTownClerk

Clerk's Office Services:

- Town Information & Involvement Opportunities
- Dog Licenses
- Justice of the Peace & Notary Public
- Certificates of birth, marriage, and death
- Marriage Licenses
- Business Certificates
- Raffle and Bazaar Permits
- Pleasant Pond Passes,
- White Goods Recycling & Electronic Recycling receipts
- DPW trash containers
- Street Listings

Be sure to notice the new voting booths made by Essex Agricultural & Technical School students on Election Days.

VOTER REGISTRATION

- Must be 18 and a US citizen. Must be registered 20 days before any election.
- Only need to do ONCE, UNLESS you move or want to change your party affiliation.
- Register via mail, in person at Clerk's office or online at www.registertovoteMA.com.

ABSENTEE BALLOTS

- There is no absentee voting for a Town Meeting.
- Absentee requests can be made for multiple elections in any given calendar year.
- Absentee requests can be made up until noon on the day before an election.

POLLING INFORMATION

- Voting hours in Wenham 7:00 am – 8:00 pm.
- Voting location for all voters in Wenham is Town Hall at 138 Main Street.
- Voters in Wenham check in and check out by street address.

Department of Public Works

Contact Information

Director: Bill Tyack, btyack@wenhamma.gov
Administrative Asst: Sheila Bouvier, sbouvier@wenhamma.gov
978-468-5520 x 6

DPW Services:

- Snow plowing and sanding; programs for maintenance of town streets, sidewalks, rights of way, traffic signs and signals, street sweeping, and drainage systems; and maintenance, repair, reconstruction, and replacement of the Town's infrastructure
- Annual hazardous waste pick up day and fall leaf pick up
- White Goods and electronic recycling can be paid for at Town Hall and then dropped of at the Town Garage with receipt
- Recycling for unwanted books and textiles can also be found at the Town Garage
- Contact the DPW Office with any inquiries for the Tree Warden

Trash, Compost and Recycling are all picked up weekly.

Mondays: Arbor Street to Beverly and all side streets in between.

Tuesdays: Monument Street, Cherry Street, to Danvers, Beverly and Topsfield town lines and all streets in between.

- Each residence is issued a 35 gallon Town of Wenham black container for household waste (non-compostable or recyclable waste) and a green organic waste container.
- Additionally, 1 Large item is allowed to be put out each week (no metal or wood).
- Additional trash can be put out in official Town of Wenham green trash bags which can be purchased at Dawson's in North Beverly or Crosby's in Hamilton.
- Organic waste must be in the green Wenham barrel.
- Single stream recyclables can be put out in any container with a "Recyclable" sticker on the container. Stickers are available from the Town Clerk.
- All trash, compost and recyclables must be at the curb by 7am on pick up day.
- Yard waste is not picked up by Wenham but can be dropped off at Brick Ends Farm in Hamilton by calling 978-468-3131.

Finance (Treasurer/Collector & Assessor)

Finance Office Contact Information

Town Accountant & Finance Director: Angel Wills
awills@wenhamma.gov, 978-468-5520 x 7
Treasurer/Collector: Leslie Davidson, ldavidson@wenhamma.gov
Administrative Asst: Karen Moulton, kmoulton@wenhamma.gov
978-468-5520 x 3

Finance Office Services:

- Real estate/personal property bills are mailed/due:
  July 1/August 1, October 1/November 1, January 1/February 1, April 1/May 1
- Water bills go out quarterly and are due within 30 days of receipt
- Motor vehicle excise bills are mailed in February and are due within 30 days

To pay your bills, you may:

- Go online to https://epay.cityhallsystems.com/
- Pay in person at Town Hall - for after hours drop-off, there is a secure box located on the exterior of the Town Hall
- Pay by mail

** Cash, check, MasterCard, Visa and Discover are accepted (Credit card payments have a 3.5% or $3 minimum surcharge)

The Town of Wenham offers a Tax Work-Off Program for Seniors and Veterans.

Check out the Town website for more details about potential opportunities to receive a tax abatement in exchange for volunteering in various town departments.

Assessor's Office Contact Information

Assessor: Steve Ozahowski
sozahowski@wenhamma.gov
Assessor's Assistant: Shirley Cashman
scashman@wenhamma.gov
978-468-5520 x 5

For the Assessor's Maps and Town GIS data, follow the link below:

http://www.axisgis.com/WenhamMA/

Assessor's Office Services:

- Handles any excise tax changes
- Assists in retrieving field cards and parcel maps of properties
- Accepts abatement requests in January
- Possible exemptions available are:
  - Chapter 59, CL 22,22A, 22E for Veterans
  - Chapter 59, CL 37A for Blind Residents
  - Chapter 59, CL 41A for Tax Deferral
  - Chapter 59, CL 41C for Residents over 65
  - Community Preservation Act

Hamilton-Wenham Public Library

Director: Jan Dempsey, jdempsey@hwlibrary.org
14 Union Street, South Hamilton, MA 01982
978-468-5577 www.hwlibrary.org
Mon. - Thur. 10:00 am - 8:00 pm,
Fri. 10:00 am - 5:00 pm, Sat 10:00 am - 4:00 pm

The Children's Library offers a diverse collection of cultural and educational materials in many formats. Children's programs include ongoing story classes, special family events & performances, contests, games, and crafts.

The 2nd floor teen area is stocked with fiction, historical, sci-fi, short story and classic titles. There are also manga series, graphic novels, comics, and magazines. The Teen Think Tank serves as our teen advisory board and meets monthly.

A Glimpse of your Library Perks

Rocket Languages
CHILTON LIBRARY
ancestry.com
Museum of Science
mfa BOSTON
MORNINGSTAR Investment Research Center
freegal music 4.0
Universal CLASS

Library Services:

- ◊ 3D Printing: Our MakerBot Replicator 2 was funded by the Friends of the Library.
- ◊ Museum Gateway: Passes and coupons to more than 20 fun, cultural, and educational institutions.
- ◊ Requests: If we don't have it we can request it from elsewhere, items 'on shelf' typically arrive in 3-5 days. Need to search wider? Turn it over to our super researchers of Inter-Library Loan.
- ◊ Classes: *Universal Class* offers over 500 courses, or try *Rocket Languages* which even includes American Sign Language.
- ◊ HELP! Kindle trouble? Can't get audio-books on your iPad? Schedule some 1:1 time with a librarian and get sorted out.
- ◊ Events: Our monthly newsletter keeps you up-to-date on author visits, programs, lectures, story times, workshops, & more.
- ◊ Wowbrary will email you a weekly list of what's newly added to the collection.
- ◊ Connections: Yes, we have book clubs (titles are typically on display), knitting groups, bridge, cribbage, occasional writing support groups, and classes.

Council On Aging

Contact Information

Director: Jim Reynolds, jreynolds@wenhamma.gov
10 School Street
(978) 468-5529
Monday – Friday 9:00 am – 4:00 pm
Van Services are available with 24 hours notice
Check out our monthly newsletter: The Wenhamite!
Available at the COA and Town Hall

SeniorCare, Inc is our regional social service agency, serving the needs of older adults aged 60+ as well as younger disabled adults and caregivers on the North Shore. They are an Aging Services Access Point (ASAP) – 27 such agencies exist across Massachusetts.

COA Services:

- Information, Referral & Advocacy for Care Management
- Home Care services such as Homemaking, Personal Care, and Laundry
- Meals on Wheels & Nutrition Services
- Protective Services/Elders at Risk
- Elder Care Advice
- Caregiver Support
- Congregate and Supportive Living
- Money Management
- Nursing Home Advocacy
- Transportation
- Health Insurance and Benefit Counseling
- Retired and Senior Volunteer Program
- Health Screenings
- Support Services and Housing Assistance
- Social Activities, Programs, and Trips

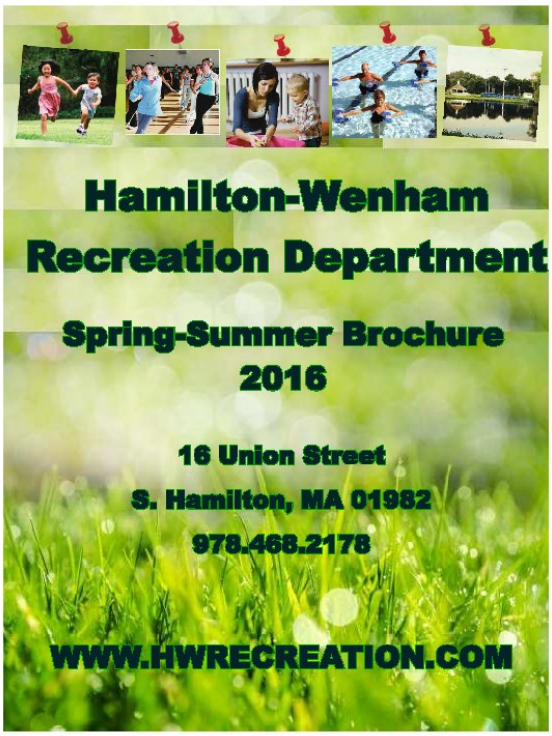
Our mission at the **Wenham Council on Aging** is to advocate for Wenham residents (60 and over) and to develop, implement, and promote programs and services that support their independence, health, and well-being. We welcome residents from Wenham and the surrounding communities to participate in our scheduled activities and programs developed for your enjoyment and benefit. Of Wenham's 4,950 residents, 992 of them are 60+. Seniors make up 20% of Wenham's population!

Recreation

Coming Summer 2016!

Patton Park will be home to the newly constructed Veterans Memorial Pool.

Stay connected with the H-W Recreation Department on Facebook for pool updates at https://www.facebook.com/hamiltonwenham.recreation/.



Contact Information

Director: Sean Timmons, stimmons@hamiltonma.gov
16 Union Street, South Hamilton, MA 01982
978-468-2178 or 978-468-5590
www.hwrecreation.com

Monday 8:00 am - 7:00 pm
Tuesday -Thursday 8:00 am - 4:30 pm
Friday 8:00 am - 1:00 pm

Recreation Services:

- Summer Park Program with age appropriate programs for residents ages 5-15
- Gordon College Swim and Track Pass (for access to the Bennett Center Pool and Track Facility)
- Variety of classes for all ages, including adult enrichment and fitness, pre-school age programs, family oriented activities, aquatics, youth sports, and youth exercise

For more information and sign ups for our programs, classes, and activities for all ages, go to:
http://www.hwrecreation.com/info/activities/

Water / Cemetery

Water Department Contact:

Superintendent: Erik Mansfield
emansfield@wenhamma.gov
Administrative Asst: Sheila Bouvier
sbouvier@wenhamma.gov
978-468-5520 x 6

Cemetery Commission Contact:

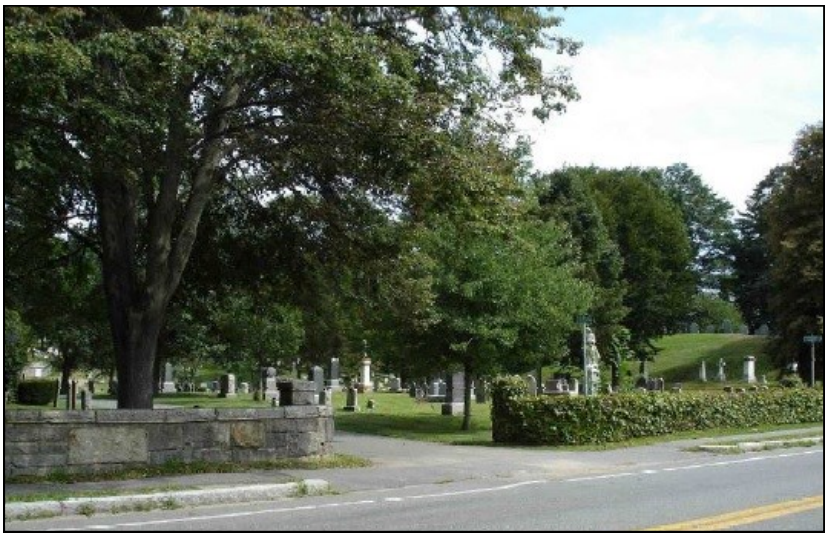
Administrative Asst: Sheila Bouvier
sbouvier@wenhamma.gov
978-468-5520 x 6

Water Department Services:

- Bills are mailed quarterly and are due within 30 days of receipt

  - Water rate details are on the Town website at http://www.wenhamma.gov/departments/water_department.php

- Establishes water restrictions and/or bans as necessary and provides notice to residents
- Performs bi-annual Hydrant Flushing in the Spring and Fall - residents are notified in advance



There are three cemeteries in Wenham:

- Iron Rail
- William Fairfield
- Main Street Cemetery (shown on the left as seen from Main Street or Route 1A)

Cemetery Commission Services:

- The Cemetery Commission is an appointed board of three members that oversee the use and care of the three cemeteries in Wenham
- For questions on available plots, to purchase a plot, or to schedule a burial, please contact Administrative Assistant, Sheila Bouvier, sbouvier@wenhamma.gov

Permitting / Planning / Board of Health

For any permitting, construction, or land use projects, visit the Permitting Office & Planning Office.

Permitting Office Contact Information

Permitting Coordinator: Jackie Bresnahan
Building Inspector: Charlie Brett
permitting@wenhamma.gov
978-468-5520 x 4

Permitting Office Services:

- Enforces MA State Building Code and the Wenham Zoning By-Law
- Processes and issues Building, Electrical, Gas, and Plumbing permits
- Option available to apply for permits online at: https://epay.cityhallsystems.com/selection
- Schedules Building and Electrical inspections on Tuesdays and Thursdays by appointment
- Schedules Plumbing and Gas inspections on weekday evenings by appointment

Board of Health Services:

- Maintains records of Title V Inspections and Septic System Pumping Records
- Issues permits for the installation/repair of Septic Systems or system components
- Issues permits for food service establishments, caterers, food trucks, public pools, and recreational camps
- Issues permits private and public wells
- Provides annual Flu Clinics
- Responsible for the enforcement of State Sanitary Codes, State Environmental Codes, and Wenham Board of Health Regulations

Do you have a Main Street address?

All properties on Main Street are included in the Historic District. Projects in the district are subject to approval by the Historic District Commission. Applications can be found in the Permitting Office. The Commission meets once a month to review applications.

Planning Office Contact Information

Planning Coordinator: Margaret Hoffman, mhoffman@wenhamma.gov

Planning Office Services:

- Depending on the scope and location of the work, additional permits and/or variances may be required before a Building Permit will be issued.
- Many properties in Wenham contain wetlands. The Conservation Commission receives applications for work to be done near those wetlands.
- Applications and/or variances pertaining to the Planning Board, Conservation Commission, and Zoning Board of Appeals are all handled by this office.

Please contact the Fire Department for any fire related permits at 978-468-5508

Public Safety

Wenham Police Department

Chief Thomas Perkins
Emergency Number: 911
Business number: 978-468-5500
Fax number: 978-468-5603
Regional Dispatch: 978-624-7046

- The Wenham Police Department operates 24 hours/day, 7 days/week to provide emergency and non-emergency services to the population.
- We are members of the Essex County Regional Emergency Communications Center which affords 911 service for both Police and Fire in Wenham.
- Contact the Police Department for any animal control issues.

Police Programs:

Elder services, Child ID Kits, Bike Safety, Quality of Life Operations, Domestic Violence Unit, Juvenile Officers, Animal Control Program, District Court Liaisons, Business Partnership, Interactive News Portal, Operation Street Smart, Directed Patrol Services, Residence Checks, Selective Enforcement for identified traffic problems.

Wenham Fire Department

Chief Robert Blanchard
Emergency Number: 911
Business number: 978-468-5508
Fax number: 978-468-5509
Regional Dispatch: 978-624-7046

- The Wenham Fire Department has three full time firefighters and twenty five call members. We have established an internship program and are always looking for new members. If you are interested, please contact us at 978-468-5508.
- We host two open houses each year, one in August and one in October during Fire Prevention Week. All residents are invited.
- Visitors are welcomed at other times as long as there is no emergency taking place.
- Please call the business number ahead of time to schedule a free car seat installation.
- Open burning takes place from January 15 to May 1. Burn permits are required and can be purchased online at: www.wenhamfd.org/Burning-Permit.html
- If there are any questions or concerns regarding fire safety, permits, or other issues, contact the Wenham Fire Department.

Board of Selectmen

Contact Information:
Selectmen: John Clemenzi, Chair - jclemenzi@wenhamma.gov
Jack Wilhelm, Vice Chair - jwilhelm@wenhamma.gov
Catherine Harrison, Clerk - charrison@wenhamma.gov
Town Administrator: Peter Lombardi, plombardi@wenhamma.gov
Executive Asst: Nicole Roebuck, nroebuck@wenhamma.gov
978-468-5520 x 2

Town Administrator Services:

- Provides information and implements policies
- Acts a resource to help problem solve complex constituent issues
- Coordinates and supervises Town Departments and all matters overseen by the Board of Selectmen including the budget, personnel, procurement, and more

Need a one-day liquor license? Organizing a road race or block party? As the local licensing authority, the Board of Selectmen deals with many of these routine items on a regular basis. As the Town's chief executives, they also make all major policy decisions outside of Town Meeting. The Selectmen usually meet on the first and third Tuesday nights of each month, where your attendance is always welcomed! Check out the Town website for specific meeting dates, agendas, reports, and meeting minutes. Contact the Town Administrator's Office at any time if you have questions.

GET INVOLVED IN WENHAM!

- **Attend Town Meeting**

  - Traditionally held on the first Saturday of April at 1pm at the Buker School

- **Run for Elected Office**

  - Contact the Town Clerk for information on these positions: Board of Assessors, Board of Health, Library Trustee, Moderator, Planning Board, Regional School Committee, Board of Selectmen, Town Clerk, Water Commissioner, and Housing Authority

- **Request to be appointed to a Town Board or Committee**

  - Contact the Town Administrator's Office for more information about various board/ committee vacancies

- **Volunteer in other capacities for the Town or at community events**

  - Contact the Town Administrator's Office for more information about these opportunities

Area Amenities

News and Media:

- H-W Chronicle
- Salem News
- Patch
- HWCAM (Local Cable)

Dining:

- Wenham Tea House
- Panini Pizzeria
- Grassy Roots
- Henderson's Cafe

Faith:

- First Church in Wenham
- The Church of St Paul
- Temple B'Nai Abraham
- Mahasati Insight Meditation Association

Transportation:

- Hamilton-Wenham MBTA Commuter Rail Station
- Taxis: Tri-City Taxi, North Shore Taxi, and Salem Taxi

Local Organizations:

- Wenham Village Improvement Society
- H-W Garden Club
- H-W League of Women Voters
- H-W Mother's Club
- H-W Friends of the Arts
- Friends of the H-W Public Library
- Friends of the Council on Aging
- American Legion Post #194

Education:

- H-W Regional School District K-12
- Essex North Shore Agricultural & Technical High School
- Notre Dame Pre-School
- Pingree School
- The Academy at Penguin Hall
- Ipswich River Nature Preschool (Audubon)
- Gordon College
- Gordon Seminary
- Gordon-Conwell Nursery School

Utilities:

- Electric & Gas: National Grid
- Internet: Comcast and Verizon

Cultural Institutions:

- Wenham Museum & Historical Society
- H-W Public Library
- The Community House

Shopping, Beauty, & Wellness:

- Viola
- Sports Stop
- M. Lekkakos Spa, Salon, & Boutique
- Irresistibles
- Inside Out Health & Wellness
- Energy Oasis
- Beyond Tailoring by Seta
- The Hamilton Athletic Club
- Crows Corner Gift Shoppe
- Sports Medicine North
- Richdale's Convenience Store
- Grace Moon Skincare
- Winfrey's Fudge & Chocolates
- Nazir's Fine Jewelers and Gifts
- LMK Interiors

Recreational Areas:

- Pleasant Pond
- Pingree Park
- West Wenham Playground
- Rail Trail
- Tea House Playground
- MA Audubon: Endicott Wildlife Sanctuary and Cedar Pond Trails
- Patton Park
- Veterans Memorial Pool
- Iron Rail Fields
- Wenham Country Club

Agricultural:

- Tendercrop Farm
- Green Meadows
- Brick Ends
- The Food Project