

Danvers, MA – Town Manager



Position Statement

Danvers, MA (pop. 27,896) is a family-friendly, civic-minded community conveniently located on the North Shore just 17 miles north of Boston and less than 20 miles south of Salem, NH. Interstate 95, Route 128, and Route 1 all pass through town, making it an appealing location for businesses to thrive and residents to call home.

A residential community at heart, [Danvers](#) also has a strong commercial base providing a variety of suburban conveniences and services including malls, big box stores, and small businesses. A downtown revitalization project to create a more vibrant environment with housing, restaurants and entertainment options is close to completion. Danvers is also home to a variety of recreational options including the 165-acre Endicott Park, the Danversport Harbor, and Danvers Rail Trail.

Given its ideal location, recreational amenities and strong public schools, the town continues to attract new families. While additional housing is needed to handle the growth and accommodate long-time residents looking to downsize, Danvers is seeking a Town Manager who will balance development without changing the character of the town. The next manager will guide the town into the future by uniting new younger and more diverse families together with longtime residents who are concerned about losing the character of their community.



A town with a long tradition of volunteerism, Danvers has several service and community organizations. Residents are active, involved and take pride in their community. Danvers is seeking a visible Town Manager who listens to the needs of residents and fosters engagement through community events and activities.

The new Town Manager must have strong personnel and conflict management skills and be able to build relationships to create a positive working environment. Recruiting and retaining staff while developing a future succession plan will also be a key responsibility for the new Town Manager.

This position requires a transparent leader and communicator who will foster trust and morale among staff, interact and engage with the public, and guide and advise the Select Board.

The Town Manager is required to live in Danvers; however, the Select Board is reviewing options for amending the Town Charter at Town Meeting in May to address this requirement.

Annual salary: \$220,000+/- DOQ. The successful candidate will receive an attractive compensation package, including health and retirement plans, commensurate with qualifications and experience. Danvers is an Equal Opportunity Employer.

Government

Danvers has a Select Board-Town Manager form of government with representative Town Meeting. The Town Manager is the chief administrative officer of the town, responsible for the day-to-day operations, and also oversees the municipal electric department.

The Town Manager is appointed by the five-member Select Board. The position, created in 1949, provides leadership and administrative oversight to all departments, except for the library and schools. Danvers has stable, financially sound leadership, with just two Town Managers in the past 40 years. Danvers is seeking an approachable and engaged Town Manager with strong personnel and communication skills who values employees and creates a welcoming environment for staff and the public. The new Town Manager must be a collaborative problem solver who is a strategic thinker and planner.

Sustainability



To support a resilient and healthy community for generations to come, Danvers has taken significant steps toward addressing challenges and identifying solutions associated with climate change. The [Resilient Danvers Climate Action, Sustainability, Preservation, and Resiliency \(CASPR\) Plan](#) establishes goals and achievable actions in six key areas – buildings, transportation and land use, energy, natural resources, solid waste, and public health/safety.

The plan, driven by the town’s Select Board, will serve as a roadmap for reducing greenhouse gas emissions, adapting to climate change impacts, and promoting sustainable practices in various sectors such as transportation, energy, and waste management.

Danvers would like a Town Manager who will continue to work with stakeholders to ensure that Danvers is working toward a sustainable future.

Finances

Danvers has a Fiscal Year 2025 budget of \$125,350,914 for the general fund, in addition to \$16,753,749 for Water/Sewer. The electric utility had a Calendar Year 2024 budget of \$43,760,138. The tax levy accounts for \$95,728,585 of the general fund budget; local receipts, \$15,788,497; state aid, \$14,004,195; other funds, \$2,239,708. The water/sewer and electric budgets are all supported by user fees and other enterprise revenue.

The residential tax rate is \$10.99; commercial, industrial and personal property is \$18.79. While primarily a residential community, Danvers has a mixed tax base. Residential taxes accounted for \$65,551,047 or about 68 percent of the tax levy; commercial, \$21,936,331 or 23 percent; industrial, \$5,868,136 or 6 percent; and personal, \$2,373,070 or 2 percent. The annual average single family tax bill is \$7,619.

The town has an S&P bond rating of AAA, the highest possible. In FY24, free cash was certified at \$12.1 million. Danvers is seeking a manager who will maintain the town’s strong financial position.

The manager should have an ability to deal with today’s budget challenges while keeping an eye toward minimizing future financial burdens for all residents.

Open Space and Recreation

Danvers is currently updating its Open Space and Recreation Plan to help guide investments in the town's parks, facilities, and programs over the next 10 years. The town's crown jewel is the 165-acre Endicott Park, featuring pastoral views, historic farm buildings, orchards, woodlands, and marshes. The park boasts a visitor's center, playground, dog park, picnic areas, and trails, providing a variety of activities for all ages, including hiking, fishing, sledding, and cross-country skiing.

The Danvers Rail Trail is a 4 1/3-mile non-motorized shared-use path linking schools, downtown Danvers, parks, residential areas, and trails in the neighboring towns of Peabody, Wenham, and Topsfield. The compacted stone dust trail is built along what was once part of the historic Boston to Maine railroad running from Newburyport to Danvers. The 454-acre Putnamville Reservoir supplies drinking water to the neighboring cities of Salem and Beverly.



In addition to parks and open space, the town offers recreation along the water. The harbor is made up of four rivers: the Danvers River, Waters River, Cranes River, and Porter River. Collectively, Danvers is homeport to nearly 850 vessels. The Crane River Marina is the town's only public marina.

Education

Danvers has a variety of educational options for residents and nearby communities. Besides the [Danvers Public Schools](#), the town is home to three private schools, a vocational school, and a community college.

The public school district, led by Superintendent Daniel Bauer, has five elementary schools – Highlands Elementary, Riverside Elementary, Great Oak Elementary, Thorpe Elementary, and Smith Elementary, which had a major renovation in 2021. Students in grades six through eight attend the Holten-Richmond Middle School and Danvers High School serves students in grades nine through 12.

Important Links

- [Town Bylaws](#)
- [Budget](#)
- [Projects and Development](#)
- [Beverly Regional Airport](#)
- [Danvers Electric](#)
- [Endicott Park](#)
- [Danvers Public Schools](#)
- [Resilient Danvers](#)
- [Open Space & Recreation Plan](#)
- [Annual Town Reports](#)
- [Town Manager Act](#)

The Essex North Shore Agricultural and Technical School, which offers 24 technical and agricultural programs to students from in-district towns, is also located in Danvers. A draw for many students, some town officials are concerned about the number of students the school pulls from the Danvers Public Schools.

Danvers is home to three private schools – St. Mary of the Annunciation School serves pre-kindergarten through eighth grade; Plumfield Academy is a small school for grades one through eight; and St. John's Preparatory School serves young men in sixth through twelfth grade. North Shore Community College is also located in Danvers.

The town has a positive working relationship with the school department and is seeking a Town Manager who will continue to work with the superintendent on managing rising costs associated with education and retaining students.



Community Development

Danvers is in the midst of a major downtown revitalization project that officials hope will bring new life and energy into town through the redevelopment of 85 contiguous acres into mixed use space. However, there is concern about how continued growth will impact the feel of this close-knit community.

The centerpiece of the downtown project is Maple Square, a mixed-use development featuring 142 apartments with retail and commercial space at the ground level. An additional 30 new units of housing are slated to go in at the former Danvers Hardware.

Other improvements slated for downtown include new streetlights, improved traffic flow, and pocket parks, all intended to attract new restaurants and entertainment options. As a result of the redevelopment, the town has already complied with the state's new MBTA Communities Act.

Another key focus for redevelopment is along Endicott Street and includes the area of the Liberty Tree Mall. The town will be launching a community planning initiative to determine the best options for reuse there.



The new Town Manager must work to balance the private development growth with the town's desire to remain a cohesive community with activities and events that bring residents of varied backgrounds together.

Potential Issues/Upcoming Projects

- Growth and the town's changing demographics. As new residents move to town, Danvers is seeking an inclusive leader who will unite all segments of the town to promote positive change and community pride.
- Like many municipalities the Danvers is challenged by employee recruitment and retention in the current employment market, and a sometimes-complicated political environment that places high demands upon staff affecting employee morale. The new Town Manager must be a strong organizational leader who is approachable and will foster trust and support among staff.
- The Department of Public Works is spearheading a 20-year \$45 million infrastructure initiative to create a more sustainable water supply. The department is also undergoing a comprehensive wastewater and collections system rehabilitation program to improve aging infrastructure.
- Potential capital improvements include upgrades for the police station and acquiring land from the state to build a new public works facility. By consolidating the DPW at one site, the town could redevelop parcels no longer being used.
- Modernization of town government. The town is working through a robust technology initiative to modernize its records and its processes to improve overall efficiency.
- Air quality and noise from the Beverly Regional Airport impacts residential sections of Danvers and requires active engagement by the town to ensure appropriate mitigation or alternative operation.





The Ideal Candidate

- Bachelor's degree required (with a master's preferred), preferably in public administration or related field.
- Eager to engage and interact with the community.
- Supports civic involvement and builds community pride.
- Transparent, effective communicator.
- Consensus builder.
- Problem solver able to diffuse conflict.
- Principled, visionary leadership.
- Ability to foster a positive inclusive organizational culture.
- Adept at managing personnel and building relationships.
- Honest, approachable, and transparent.
- Proficient in municipal financial management, budgeting, long-term planning.
- Ability to build organizational and community trust.
- Able to build and maintain morale among staff.
- Experience in succession planning.
- Willing to take on new challenges.
- Ability to listen and bring constituencies together.

How To Apply

Send cover letter and résumé via email, in a single PDF, by January 29, 2025, 3:00 p.m. EST to:

Apply@communityparadigm.com

Subject: Danvers Town Manager

Questions regarding the position should be directed to:

Bernard Lynch, Principal
Community Paradigm Associates
blynch@communityparadigm.com
978-621-6733