

# TOWN OF SUNDERLAND



## ANNUAL REPORT 2022

## DEDICATION

Each year we have an opportunity to recognize an individual or group who has contributed their expertise, talents and or passion to the betterment of our community. Many groups or individuals have been recognized over the years, having served our town in ways that make Sunderland great.

This year, our Annual Report is dedicated to:



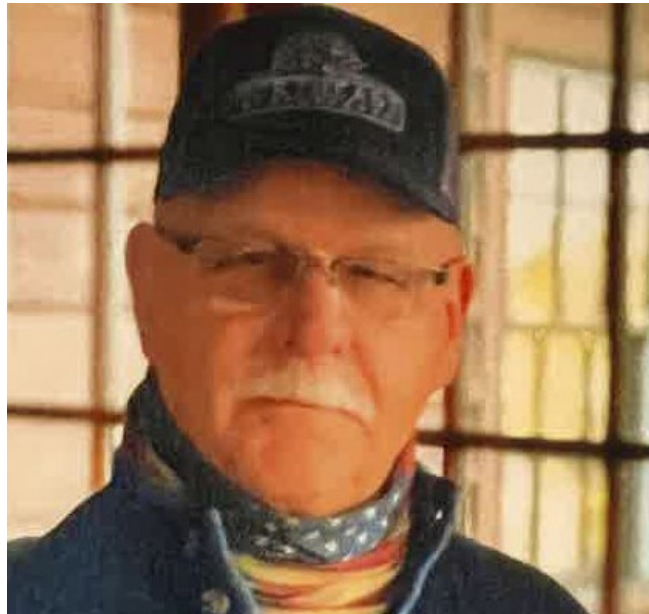
## ALLAN RICHARDS

As many may know, Al has been serving our community for many years! He started his volunteer service in the 1960's when he was elected to the Sunderland Grammar School Committee. In 1972, Al continued serving and was elected to the Planning Board, serving until 1977.

Al also taught High School Biology and was Science Department Head at Frontier Regional High School. But he still found time to continue serving the community in a variety of areas. He was on the Conservation Commission, Recreation Committee and School Improvement Council. While he retired from his "day" job, he has been a Board of Registrars member, a long-time Election Worker, and a Constable. You will probably still see him at a town election or town meeting in some type of capacity. Al's strong sense of community has served Sunderland well.

Thank you Al!

## SPIRIT OF SUNDERLAND



**Barre Tozloski**  
**1948-2022**

We would like to recognize Barre Tozloski. If one was fortunate to know him, you were aware of his generosity, most of which were anonymous acts of kindness. He was volunteered on the Recreation Committee and the Economic Development Committee. Barre also served on the Zoning Board of Appeals for 46 years! He was committed to the residents and the community. He had a quiet presence in many aspects. If a need was brought to his attention he just took care of the matter, wanting no recognition and just stepped up and helped. As a business person, Barre had many friends, acquaintances and colleagues who benefited from his expertise. To Barre's wife, Liz, we thank you for sharing him with our community. We always appreciated his humor and passion and he will be sorely missed.

## IN MEMORIAM



**ELIZABTH M. FOSTER**  
**1947-2022**

Liz served on the Town Administrator/Executive Secretary Search Committee, the town's Finance Committee, the Veteran's Memorial Building Committee, the Economic Development Committee and most recently, was active on the Council on Aging which she enjoyed.



**DONALD WALTER STOROZUK**  
**1947-2022**

Don was a member of the Sunderland Fire Department for many years. He also was a town employee of the active of the Sunderland Highway Department as a laborer. He worked for the town from 1975 until he retired in 2006.

## TABLE OF CONTENTS

- DEDICATION - 2
  - SPIRIT OF SUNDERLAND- 3
  - IN MEMORIAM - 4
- 
- Appointed and Elected Officials - 10
  - Board of Assessors - 22
  - Board of Health - 24
  - Building Commissioner - 26
  - Community Preservation Committee -26
  - Conservation Commission - 27
  - Emergency Communication & Alert System-CodeRED - 28
  - Emergency Preparedness TIPS for Home & CAR Emergency Kits - 29
  - Energy Committee - 29
  - Fire Department - 32
  - Franklin County Solid Waste Mgmt District - 34
  - Franklin Regional Council of Governments - 35
  - Franklin Regional Retirement System - 37
  - Frontier Cable Access Television (FCAT) - 39
  - GENERAL INFORMATION-includes: Town & Legislative Information - 6
  - Glossary of Financial Terms - 93
  - History of Sunderland - 9
  - Highway Department - 40
  - Historical Commission *at the* Graves Memorial Library Building - 41
  - Planning Board - 42
  - Police Department - 43
  - Public Library – 46
  - Recreation Committee – 48
  - Regional Dog Shelter-Franklin County Sheriff’s Office - 50
  - Riverside Cemetery Trustees - 51
  - Sanderson Place – 120 N Main St Senior Housing Complex - 53
  - Schools: - 54
    - Franklin County Technical School - 54
    - Sunderland Elementary School - 57
    - Frontier Regional High School - 62
  - Selectboard - 20
  - South County Emergency Medical Services (SCEMS) - 67
  - South County Senior Center (SCSC)- 69
  - Sunderland Town Park – 71
  - Sunderland Village Center Committee - 73
  - Town Clerk - 74
  - Town Meeting Motions 2022 - 75
  - Town Election 2022 Annual- 83
  - Treasurer/Collector - 86
  - Tree Warden - 90
  - Zoning Board of Appeals - 90

## **GENERAL TOWN INFORMATION**

Mailing Address - Sunderland Town Offices: 12 School Street, Sunderland, MA 01375

**TOWN WEB SITE:** [www.TownOfSunderland.us](http://www.TownOfSunderland.us)

**General Telephone Number:** 413-665-1441

**Town Hall Fax Number:** 413-665-1446

**Building Hours:** MON. 8AM-6PM \* TUES.-WED 8AM-4PM \* THURS. 8AM-12PM \* FRI: CLOSED

---

### **ABOUT SUNDERLAND**

- Town Incorporated in November 12, 1718
- Population for the Federal Census-2020: 3,663
- Elevation above Sea Level is 137.121 feet
- Town is 14.78 Square Miles

### **IMPORTANT DATES and INFORMATION**

- **REPORTS & ARTICLES FOR ANNUAL TOWN MEETING:** Reports shall be submitted to the Selectboard by all boards and officials for insertion in the Annual Town Report. All Articles for Annual Town Warrant shall be presented to the Selectboard in writing no later than forty-five (45) days prior to the Annual Town Meeting, or upon approval of the Selectboard. The signatures of 10 certified voters and their addresses are needed to put an Article on the Warrant.
- **ANNUAL TOWN MEETING:** is held the LAST FRIDAY OF APRIL, pursuant to Town By-law.
- **NOMINATION PAPERS:** Voters' signatures and addresses are necessary on nomination papers secured from the Town Clerk in order to place a name on the ballot for election to a town office. Deadline for filing of nomination papers is set by the Town Clerk-SEE [VOTING INFORMATION](#) on the [Town Website](#) for complete information.
- **REGISTRATION OF VOTERS:** Residents may register as voters by the Town Clerk at any time during office hours and at special voter registration sessions posted by the Town Clerk before primaries, elections and all Town Meetings.
- **ANNUAL TOWN ELECTIONS:** The Annual Town Election is held the first Saturday of May, pursuant to town by-law.
- **AMENDMENTS TO ZONING BY-LAWS:** Amendments to the zoning by-laws of the Town by vote at an annual or special town meeting as provided in MGL Chapter 40A, §6. (For more details, consult the Planning Board.)
- **PERMITS:** Applicants must secure permits from the appropriate department for Board of Health services; the Building Commissioner for all construction work, Plumbing and Gas Inspector for plumbing and gas services and the Electrical Inspector for wiring permits for all electrical work. ONLINE applications are required through [PERMITLINK](#) on the town website: [www.townofsunderland.us](http://www.townofsunderland.us).



**PHONE NUMBERS to Remember**

Town Administrator	665-1441 x9	Email: <a href="mailto:townadmin@TownOfSunderland.us">townadmin@TownOfSunderland.us</a>
Accountant	665-1441 x4	Email: <a href="mailto:accountant@TownOfSunderland.us">accountant@TownOfSunderland.us</a>
Board of Assessors: Assess Asst.	665-1441 x5	Email: <a href="mailto:assessors@TownOfSunderland.us">assessors@TownOfSunderland.us</a>
Board of Health – Admin Secretary	665-1441 x6	Email: <a href="mailto:boardofhealth@TownOfSunderland.us">boardofhealth@TownOfSunderland.us</a>
Building Commissioner	cell: 413-364-7782	Email: <a href="mailto:tjrbuild@aol.com">tjrbuild@aol.com</a>
Electrical Inspector	cell: 413-695-5651	Bill Erman
Fire Department ( <b>non-emergency</b> )	665-2465	Email: <a href="mailto:fire@TownOfSunderland.us">fire@TownOfSunderland.us</a>
Fire & Ambulance ( <b>EMERGENCY</b> )	9-1-1	
Highway Dept-Superintendent	665-1460	Email: <a href="mailto:Highway@TownOfSunderland.us">Highway@TownOfSunderland.us</a>
Library-Director	665-2642	Email: <a href="mailto:Director@SunderlandPublicLibrary.org">Director@SunderlandPublicLibrary.org</a>
Plumbing/Gas Insp	617-631-2688	Anthony Loughne
Police ( <b>non-emergency</b> )	665-7036	Email: <a href="mailto:police@townofsunderland.us">police@townofsunderland.us</a>
Police ( <b>EMERGENCY</b> )	9-1-1	
Recreation Coordinator	665-1441 x8	
Selectboard's Office-Admin Asst.	665-1441 x1	Email: <a href="mailto:selectboard@TownOfSunderland.us">selectboard@TownOfSunderland.us</a>
Sewer Commissioners	665-1441 x1	Email: <a href="mailto:selectboard@TownOfSunderland.us">selectboard@TownOfSunderland.us</a>
Treasurer/Collector <a href="mailto:treascollector@TownOfSunderland.us">treascollector@TownOfSunderland.us</a>	665-1441 x2	Email: <a href="mailto:treascollector@TownOfSunderland.us">treascollector@TownOfSunderland.us</a>
Town Clerk	665-1441 x3	Email: <a href="mailto:townclerk@TownOfSunderland.us">townclerk@TownOfSunderland.us</a>
Wastewater Treatment Plant	665-1447	
Water District, Sunderland	665-7685	Commissioner: Fred Laurenitis

---





## LEGISLATIVE INFORMATION - Visit the state website at [www.mass.gov](http://www.mass.gov)

### **GOVERNOR MAURA HEALEY** - Democrat

#### **LT GOV KIM DRISCOLL**

##### Western Mass Office:

State Office Building  
436 Dwight St., Suite 300  
Springfield, MA 01103  
413-784-1200 / TTY: 617-727-3666

##### Boston Office:

Constituent Svcs: 617-725-4005

Toll free: 888-870-7770 /

TTY: 617-727-3666

Massachusetts State House

24 Beacon St.

Office of the Governor, Rm 280

Boston, MA 02133

##### Washington DC Office:

Office of the Governor

444 N. Capitol St., Ste 315

Washington, DC 20001

202-624-3616

### **Senator Joanne Comerford** - Democrat

##### District Office

(413) 367-4656

##### State House Office

(617) 722-1532

State House

Room 413-C

24 Beacon Street

Boston, MA 02133

### **Representative Natalie Blais** - Democrat

##### District Office

PO Box 450

Sunderland, MA 01375

413-362-9453

##### State House Office

24 Beacon Street, Rm 44

Boston, MA 02133

Telephone: 617-722-2460

### **U.S. Senator Elizabeth Warren**, Democrat

- 1550 Main Street, Suite 406, Springfield, MA 01103; phone: 202-224-4543
- 2400 JFK Federal Bldg, 15 New Sudbury St, Boston, MA 02203 Phone: 617-565-3170
- 309 Hart Senate Office Building, Washington, DC 20510 phone: 202-224-4543

<https://www.warren.senate.gov>

### **U.S. Senator Edward J. Markey**, Democrat;

- 1550 Main Street, 4th Flr. Springfield, MA 01101, phone: 413-785-4610
- 222 Milliken Blvd., Suite 312, Fall River, MA 02721 Phone: 508-677-0523
- 975 JFK Federal Bldg, 15 New Sudbury Street, Boston MA 02203, phone: 617-565-8519
- 255 Dirksen Senate Office Bldg., Washington, D.C. 20510, phone: 202-224-2742

• <https://www.markey.senate.gov/>

### **Jim McGovern**, Congressman for the 2<sup>nd</sup> District of Massachusetts

- 94 Pleasant Street, Northampton, MA 01060, Phone: 413-341-8700
- 24 Church Street, Rm. 27, Leominster, A 01453, Phone: 978-466-3973
- 12 East Worcester Street, Ste. 1, Worcester, MA 01604, Phone: (508) 831-7356;
- 370 Cannon House Office Bldg., Washington, DC 20515, Phone: 202-225-6101



## TOWN OF SUNDERLAND - A BRIEF HISTORY

Sunderland, Massachusetts, is one of the southernmost towns in Franklin County. The community is situated in the eastern portion of the Connecticut River Valley in western Massachusetts.

Sunderland was incorporated as a town in 1718. Before being incorporated, Sunderland was known as Swampfield, so named by its first settlers because of the swampland within the town. Settlement of the town originated on what is now North and South Main Streets, with forty designed house lots. Settlers were also assigned an equal percentage of swampland, pasture land, and wood lots. North and South main Streets are scenic, broad avenues that appeal to our sensory of what a small New England town should be. In the late 1820's, maple trees were planted on each side of the street, which has added to Sunderland's beauty, especially as leaves change color, or after a snowfall. The houses are a pleasing mix of sizes and styles; in fact, Sunderland's main street has examples of most of the architectural styles of the 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> centuries.

Mount Toby range is another source of beauty and historic background. A watchtower is at the peak along with a commanding view of the river valley. The north part of Mt. Toby is the home of the "Sunderland Cave." It is not technically a cave, but huge slabs of tipped conglomerate rock. Caves are rare in this part of New England, which has made this one more widely known. Sunderland's first Irish immigrants located their homes on Mt. Toby in the mid-nineteenth century, which were known as "paddy farms." Trails are still evident, along with old stone walls marking boundary lines.

Sunderland, still then known as Swampfield, was set off from neighboring Hadley in 1673, with the Connecticut River as the western boundary with Deerfield. Settlement was abandoned during King Philip's War (1675) and re-established as the town of Swampfield in 1714, extending north to Hunting Hills (Montague), and east to Long Plain (Leverett). Montague was set off from Sunderland in 1754 and Leverett in 1774.

Farming developed as the primary industry, particularly crop production in the excellent soils of the river valley. Agriculture prospered, helping to add villages in North Sunderland and Plumtrees (the eastern side of Sunderland) in the early 19<sup>th</sup> century. Introduction of commercial tobacco expanded settlement to the Meadows (southern side of Sunderland) in the early 19<sup>th</sup> century. Although farming was the main occupation, there were supporting industries throughout Sunderland's history, such as tobacco shops and farm machinery supplies, as well as sawmills, stores, gravel operations, and blacksmiths. Today there is a large gravel operation, a rest home, garages and convenience stores, insurance and real estate operations, as well as vegetable farming.

With the Connecticut River as one of Sunderland's boundaries, ferries were used at the river for crossing until 1812, when the first bridge was constructed. Sunderland has had a total of 10 bridges. The main causes of our fallen bridges were high water, ice, and piers not high enough to clear rising water levels, especially in the spring. The tenth bridge is 47 feet above normal water level and has stood since 1938.

Sunderland was also home to "The Amherst to Sunderland Street Railway." Although the trolley car only lasted from 1890-1926, it marked progress for Sunderland. In that period, high school students from Sunderland could ride the trolley to school in Amherst.

Natural disasters are not unknown to Sunderland. Residents have endured floods (1927 and 1936) and a hurricane (1938). Damage had been great in some parts of town, but over time one would never know of the mishaps.

The small town of Sunderland has grown in population over the past 30 years, with a current population of about 3,400. More houses and apartment complexes have been built, and the town has gone from a farming community to a bedroom community, giving easy access to out-of-town jobs, especially at the nearby University of Massachusetts and other local colleges (Amherst College, Hampshire College, Mt. Holyoke College, and Smith College).

*Compiled by Wendy Houle  
Sunderland Historical Commission/Town Clerk*

---

Sources: History of Sunderland, 1899; History of Sunderland, Vol. II., 1954; Beers Atlas of Franklin County, 1873-4; Massachusetts Historical Commission Reconnaissance Survey Report, 1982; Sunderland's Main Street Walking Tour, 1993; My Sunderland – Quarter millennial souvenir of Sunderland, 1968; A Gazetteer of Massachusetts, p. 282; History of the Connecticut Valley, Vol. II; Centennial Gazette, 1792-1892, pp. 101-103.

## TOWN APPOINTED and ELECTED OFFICIALS

### APPOINTMENTS:

EMPLOYEES & APPOINTED MEMBERS	FIRST	LAST	Term
Accountant/Contracted w/ FRCOG	Debbie	Jones	2023
Administrative Assistant	Cynthia	Bennett	2023
Assessors Office- Admin. Asst.	David	Zagorski**	2023
Board of Health Agent-Apptd by BOH	Stephen	Ball	2023
Housing Health Agent/Contract Apptd by BOH	Regina	McNeely	2023
Board of Health/Clerk -Apptd by BOH	Cynthia	Bennett	2023
Building Commissioner	Thomas	Quinlan Jr.	2023
Asst. Bldg. Inspector	Mark	Snow	2023
Asst. Bldg. Inspector	Ronald	Laurin	2023
Alternate Bldg Inspector	Louis	Hasbrouk	2023
Collector/Treasurer	Heather	Davis	2023
Asst. Collector/Treasurer	Geoffrey	Kravitz	2023
Town Administrator/Contracted	Geoffrey	Kravitz	contract
Chief Procurement Officer	Geoffrey	Kravitz	2023
<u>FIRE DEPT.-OFFICERS- APPT. BY FIRE CHIEF</u>			
Fire Chief	Steven	Benjamin	
Deputy Chief	Mike	Zeoli	
Captain	Scott	Smith	
Lieutenant	Cody	Jones	
Lieutenant	Ricky	Fadus	
Lieutenant	John	Sullivan	
Lieutenant	Matthew	Morin	
Firefighter	Ricky	Ciliberto	
Firefighter	Timothy	Gochinski	
Firefighter	Mason	Jenkins	
Firefighter	Keith	McFarland	
Firefighter	Matthew	Manheim	
Firefighter	Jakob	Martin	
Firefighter	Laurie	Smith	
Firefighter	Ben	Snyder	
Firefighter	Milton	Rock	
Firefighter	Heidi	Olmstead	
Firefighter	Joshua	Orrell	
Firefighter	Owen	Toal	
Fire Prevention Officer (Inspections)	Cody	Jones	
Fire Prevention Officer (Inspections)	Timothy	Gochinski	
Fire Prevention Officer (Inspections)-Alt.	Marc	D'Urso	
Fire Prevention Officer (Inspections)-Alt.	Timothy	Gochinski	
Fire Prevention (Education)	Timothy	Gochinski	
Fire Prevention (Education)	Matthew	Morin	

Department Chaplin	Fr. Jonathan	Reardon	
Highway Department Supt.	George	Emery	2023
Highway Dept. Laborer-eff 10.2022	Matt	Martin	2023
Highway Dept. Laborer-eff. 11.2022	John	Skribiski	2023
Highway Dept. Laborer-resgn 7.2022	Hayden	Kanash	2022
Highway Dept. Laborer-resgn 7.2022	Arnold	Rose	2022
Highway Dept. Temp. Laborer	Duane	Jenks	2023
Highway Dept. Temp. Laborer	Hanson	David	2023
Highway Dept. Temp. Laborer	Fred	Laurenitis	2023
Highway Dept. Temp Laborer	Connor	Waitkus	2023
Highway Dept. Temp Laborer	Emery	Payton	2023
Plumbing & Gas Inspector-resgn 6.2022	Steven	Baronoski	2022
Plumbing & Gas Inspector-eff 7.2022	Anthony	Loughne	2023
Plumbing & Gas Inspector-Alt.	Mark	Wendolowski	2023
Police Chief/Contracted	Erik	Demetropoulos*	contract
Police Department-Clerk	April	Griffin	2023
Police Dept.-FT Officer	Benjamin	Peters	2023
Police Dept.-FT Officer	Peter	Scoble	2023
Police Dept.-FT Officer	Brenda	Tozloski	2023
Police Dept.-FT Officer	Jeffrey	Belanger	2023
Police Dept.-FT Sgt.	Brendan	Lyons	2023
Police Dept.-PT Officer	Zoe	Smith	2023
Police Dept.-PT Officer	Vincent	Fabi	2023
Police Dept.-PT Officer	Dale	Brown	2023
Police Dept.-PT Officer	Benjamin	Drake	2023
Police Dept.-PT Officer	Jordan	Zukowski	2023
Police Dept.-PT Officer	Taylor	Beaudry	2023
Police Dept.-Animal Control Officer/Inspector	Emmie	Martin	2023
Alcohol Enforcement Agent	Erik	Demetropoulos*	2023
Alcohol Enforcement Agent	Benjamin	Peters	2023
Alcohol Enforcement Agent	Peter	Scoble	2023
Alcohol Enforcement Agent	Brenda	Tozloski	2023
Alcohol Enforcement Agent	Jeffrey	Belanger	2023
Alcohol Enforcement Agent	Brendan	Lyons	2023
Alcohol Enforcement Agent	Zoe	Smith	2023
Alcohol Enforcement Agent	Vincent	Fabi	2023
Alcohol Enforcement Agent	Dale	Brown	2023
Alcohol Enforcement Agent	Benjamin	Drake	2023
Alcohol Enforcement Agent	Jordan	Zukowski	2023
Alcohol Enforcement Agent	Taylor	Beaudry	2023

Pole Worker – eff 8.2022	Erik	Demetropoulos	2022
Pole Worker – eff 8.2022	Benjamin	Peters	2023
Pole Worker – eff 8.2022	Peter	Scoble	2023
Pole Worker – eff 8.2022	Brenda	Tozloski	2023
Pole Worker – eff 8.2022	Jeffrey	Belanger	2023
Pole Worker – eff 8.2022	Brendan	Lyons	2023
Pole Worker – eff 8.2022	Zoe	Smith	2023
Pole Worker – eff 8.2022	Vincent	Fabi	2023
Pole Worker – eff 8.2022	Dale	Brown	2023
Pole Worker – eff 8.2022	Benjamin	Drake	2023
Pole Worker – eff 8.2022	Jordan	Zukowski	2023
Pole Worker – eff 8.2022	Taylor	Beaudry	2023
Payroll Clerk	Joanne	Beagel	2023
Recreation Coordinator	James	Ewen	2023
Wiring Inspector- 7.2022	Anthony	Loughne	2023
Wiring Inspector-6.2022	Peter	Murphy	2022
Wiring Inspector-Alt.	Bill	Erman	2023
120 North Main Street Committee	Stuart	Beckley	2023
120 North Main Street Committee	Carl	Fiocchi	2023
120 North Main Street Committee-Alt.	Tom	Fydenkevez	2023
120 North Main Street Committee	Leon	Markowski	2023
120 North Main Street Committee	Jeff	O'Brien	2023
120 North Main Street Committee	Patricia	Patenaude	2023
120 North Main Street Committee	Lorin	Starr	2023
120 North Main Street Committee	Christyl	Drake-Tremblay	2023
Agricultural Commission-Conservation Rep.	Jennifer	Unkles	2023
Agricultural Commission	Scott	Reed	2023
Agricultural Commission	Robert	Williams	2023
Agricultural Commission	Megan	Arquin	2023
Anti-Harassment Officer	Elizabeth	Sillin	2023
<u>Burial Agent-Appointment by Board of Health</u>			
Burial Agent	Wendy	Houle	2023
Capital Improvement Planning Committee	Nathaniel	Waring	2023
Capital Improvement Planning Committee	Mike	Skibiski	2023
Capital Improvement Planning Committee	Peter	Gagarin	2023
Capital Improvement Planning Committee	Dana	Roscoe	2023
Capital Improvement Planning Committee	Rock	Warner	2023

Capital Improvement Planning Committee	Gerry	Bridwell	2023
Capital Improvement Planning Committee	Lorin	Starr	2023
Civil Defense-EMD	Laurie	Smith	2023
Community Pathways Committee	Nancy	Pick	2023
Community Pathways Committee	Sara	Snyder	2023
Community Pathways Committee	Rock	Warner	2023
Community Pathways Committee	Scott	Smith	2023
Community Pathways Committee	Vacant		
Community Preservation Committee-Recreation Rep.	Meghan	Arquin	2023
Community Preservation Committee-Housing Rep.	Stuart	Beckley	2023
Community Preservation Committee-Planning Board Rep.	Ellie	Kurth	2023
Community Preservation Committee-Con. Com. Rep	Jennifer	Unkles	2023
Community Preservation Committee-Citizen Rep.	Tom	Fydenkevez	2023
Community Preservation Committee-Historical	Helen	Clark	2023
Community Preservation Committee- Citizen Rep.	Mike	Wisseman	2023
Conservation Commission	Mark	Zinan	2023
Conservation Commission	Gabrielle	Kurth	2023
Conservation Commission	Dan	Murphy	2023
Conservation Commission	Jennifer	Unkles	2023
Conservation Commission	Nancy	Pick	2023
Constables	Fred	Laurenitis	2023
Constables	Allan	Richards	2023
Constables	Michael	Wozniakewicz	2023
Council On Aging-resgn 9.2022	Elizabeth	Foster	2022
Council On Aging	LaDonna	Olanyk	2022
Council On Aging	Mary Ann	Kowaleck	2023
Council on Aging	VACANT		
Cultural Council	Mary	Gorman	
Cultural Council	Barbara	Howey	
Cultural Council	Julie	Jacque	
Cultural Council	Peter	Lacey	
Cultural Council	Debbie	Russell	
Cultural Council	Tammy	Thompson	
		Roberge	
Cultural Council	Beth	Friedrichs	
Cultural Council	Vrishali	Javeri	
Cultural Council	Jessica	Fydenkevez	

Economic Development Committee	Jim	Berontas	
Economic Development Committee-resg 6.2022	Aleks	Kajstura	
Economic Development Committee	Fred	Laurenitis	
Economic Development Committee-resg 5.2022	David	Pierce	
Economic Development Committee-resg 9.2022	Barre	Tozloski	
Economic Development Committee	Rock	Warner, Jr.	
Election Officers/Republicans	Debra	Bennett	
Election Officers/Democrats	Christine	Drake	
Election Officers/Democrats	Mary Ann	Gundersen	
Election Officers/Democrats	Barbara	Howey	
Election Officers/Democrats	Ronald	Howey	
Election Officers/Republicans	Donna	McKemmie	
Election Officers/Republicans	Pam	Parsons	
Election Officers/Democrats	Allan	Richards	
Election Officers/Democrats	Stana	Wheeler	
Election Officers/Republicans	William	Sillin	
Election Officers/Democrats	Carol	Ahearn	
Election Officers/Unenrolled	Carol	Kushi	
Emergency Management Director	Laurie	Smith	2023
Energy Committee	Aaron	Falbel	2023
Energy Committee	David	Goodwin	2023
Energy Committee-resg 6.2022	Scott	Reed	2023
Energy Committee	Laura	Williams	2023
Energy Committee	Meg	Fisher	2023
<u>Finance Committee-Appointment by Moderator</u>			
Finance Committee	Sara	Smiarowski	2023
Finance Committee	Linda	Forget	2023
Finance Committee-resg 6.2022	Aleks	Kajstura	2023
Finance Committee	Joseph	Elias	2023
Finance Committee			2023
Finance Committee			2023
Franklin County Solid Waste Rep	vacant		
Franklin County Regional Planning Board	Zinan	Mark	2023
Franklin Tech. School Rep-Moderator Appt	James	Bernotas	2023
Hazardous Waste Coordinator	VACANT		2023



Historical Commission	Wendy	Houle	2025
Historical Commission-resgn 6.2022	Carl	Fiocchi	2022
Historical Commission	Helen	Clark	2024
Historical Commission	Stephen	Schneider	2023
Historical Commission	Jessica	Skibiski	2023
Historical Commission	Margaret	Orelup	2024
Housing Committee	Stuart	Beckley	2023
Housing Committee	Christyl	Drake-Tremblay	2023
Housing Committee	Peter	Jessop	2023
Housing Committee	VACANT		2023
Parking Clerk	Heather	Davis	2023
Personnel Committee-Employee Rep.	George	Emery	2023
Personnel Committee-Fin. Com. Rep	vacant		
Personnel Committee-Selectmen Rep.	Christyl	Drake-Tremblay	2023
Personnel Committee-Citizen Rep.	vacant		2023
Personnel Committee-Citizen Rep.	Michael	Wozniakiewicz	2023
Public Weighers apptmt - 04.01.2022-03.31.2023			
Public Weighers-All States Asphalt	Dean	Cloninger	2023
Public Weighers-All States Asphalt	Thomas	Kelly	2023
Public Weighers-All States Asphalt	Jason	Massey	2023
Public Weighers-All States Asphalt	Andrew	Pepyne	2023
Public Weighers-All States Asphalt	Aleigh	Homquist-Parker	2023
Public Weighers-All States Asphalt	Andrea	Cossaboom	2023
Public Weighers-All States Asphalt	Tim	Smith	2023
Public Weighers-All States Asphalt	Peter	Chmyzinski	2023
Public Weighers apptmt – 04.01.2022-03.31.2023			
Public Weighers-Delta Sand & Gravel	TJ	Conroy	2023
Public Weighers-Delta Sand & Gravel	Melinda	Gibbons	2023
Public Weighers-Delta Sand & Gravel	Jane	Kucenski	2023
Public Weighers-Delta Sand & Gravel	Jessica	Perron	2023
Registrars	Edward	Kelley	2023
Registrars	Donald	Patterson	2024
Registrars	Allan	Richards	2025
<u>Selectboard Committees</u>			
Housing Committee	Christyl	Drake-Tremblay	2023
Village Center Committee	Christyl	Drake-Tremblay	2023
Personnel Committee	Christyl	Drake-Tremblay	2023
SEPT	Christyl	Drake-Tremblay	2023

120 North Main Street Committee	Christyl	Drake-Tremblay	2023
120 North Main Street-Alt.	Tom	Fydenkevez	2023
South County EMS Board of Oversight	Tom	Fydenkevez	2023
Community Preservation Committee	Tom	Fydenkevez	2023
FRCOG Rep. (Selectboard Designee)	Tom	Fydenkevez	2023
South County Senior Center	Tom	Fydenkevez	2023
SEPT	Tom	Fydenkevez	2023
Economic Development Committee	Nathaniel	Waring	2023
Ditch Committee	Nathaniel	Waring	2023
SEPT	Nathaniel	Waring	2023
Teacher Union 38 & Instructional Assts Rep.	Nathaniel	Waring	2023
Capital Improvement Planning Committee	Nathaniel	Waring	2023
South Country EMS Board of Oversight	Robert	Ahearn	2023
South Country EMS Board of Oversight	Tom	Fydenkevez	2023
Sunderland Ditch Committee	Dewitt	Thompson	2023
Sunderland Ditch Committee	Gerald	Bak	2023
Sunderland Ditch Committee	Mark	Benjamin	2023
Sunderland Ditch Committee	David	Pierce	2023
Sunderland Ditch Committee	Mark	Zinan	2023
Sunderland Emergency Preparedness Team	Stephen	Ball	2023
Sunderland Emergency Preparedness Team	Ben	Barshefsky	2023
Sunderland Emergency Preparedness Team	Christyl	Drake-Tremblay	2023
Sunderland Emergency Preparedness Team	George	Emery	2023
Sunderland Emergency Preparedness Team	Tom	Fydenkevez	2023
Sunderland Emergency Preparedness Team	Fred	Laurenitis	2023
Sunderland Emergency Preparedness Team	Geoff	Kravitz	2023
Sunderland Emergency Preparedness Team	David	Pierce	2023
Sunderland Emergency Preparedness Team	Erik	Demetropoulos	2023
Sunderland Emergency Preparedness Team	Steve	Benjamin	2023
<u>Town Administrator Committees-Advisory/Non-Voting</u>			
Network & Electronic Resources Agent	Geoff	Kravitz	2023
Procurement Officer	Geoff	Kravitz	2023
ADA Coordinator	Geoff	Kravitz	2023
PVTA Representative	Geoff	Kravitz	2023
Ethics Municipal Liaison	Geoff	Kravitz	2023
Community Econ Development Strategy (CEDS)	Geoff	Kravitz	2023
Super RAO	Geoff	Kravitz***	2023

Town Counsel	KP Law		2023
Veterans Agent-Upper Pioneer Valley Veterans Services District Rep	VACANT		
Veterans Graves Officer	VACANT		
Veterans Memorial Oversight Committee	VACANT		
Veterans Memorial Oversight Committee	Michael	Ahearn	2023
Veterans Memorial Oversight Committee	VACANT		
Village Center Committee (Business Rep)			
Village Center Committee (Business Rep)			
Village Center Committee (Selectboard Rep)	Christyl	Drake-Tremblay	2023
Village Center Committee (Community Pathways Rep)	Rock	Warner	2023
Village Center Committee (Planning Brd Rep)	Stephen	Gowa	2023
Village Center Committee (Historical Commission)	Jessica	Skibiski	2023
Village Center Committee (At Large Rep)	Lorin	Starr	2023
Village Center Committee (At Large Rep)	Elizabeth	Sillin	2023
ZBA	Steven	Krol*	2023
ZBA – resgn. 9.2022	Barre	Tozloski	2023
ZBA	Stuart	Beckley	2023
ZBA	James	Bernotas	2023
ZBA	James	Williams, Jr.	2023
ZBA-Associate Member-PB Rep.	Amanda	Hanley	2023
ZBA-Associate Member	Rock	Warner	2023
ZBA-Associate Member	Hollis	Graves	2023

## ELECTED MEMBERS

ELECTED OFFICE	FIRST	LAST	TERM
BOARD OF ASSESSORS	James	Kowaleck*	2025
BOARD OF ASSESSORS	Michael	Skibiski	2024
BOARD OF ASSESSORS	Mary Ann	Kowaleck	2023
BOARD OF HEALTH	Mel	Williams	2025
BOARD OF HEALTH	Kenneth	Kushi	2024
BOARD OF HEALTH	Bruce	Bennett*	2023
ELEMENTARY SCHOOL COMMITTEE	Jessica	Corwin	2025
ELEMENTARY SCHOOL COMMITTEE	Meghan	Arquin	2024
ELEMENTARY SCHOOL COMMITTEE	Peter	Gagarin	2024
ELEMENTARY SCHOOL COMMITTEE	Keith	McFarland	2023
ELEMENTARY SCHOOL COMMITTEE	Gregory	Gottschalk	2023

FRONTIER REGIONAL SCHOOL COMMITTEE	Christopher	White	2025
FRONTIER REGIONAL SCHOOL COMMITTEE	Lyn	Roberts	2023
FRONTIER REGIONAL SCHOOL COMMITTEE (SES Rep)	Keith	McFarland	2023
LIBRARY TRUSTEES	Kristyn	Korpita	2023
LIBRARY TRUSTEES	Justine	Rosewarne*	2025
LIBRARY TRUSTEES	David	Wissemann	2025
LIBRARY TRUSTEES	Hollis	Graves	2024
LIBRARY TRUSTEES	Emily	Pettit	2024
LIBRARY TRUSTEES	Lorin	Starr	2024
LIBRARY TRUSTEES	Heidi	Bauer-Clapp	2025
LIBRARY TRUSTEES	Molly	Gowa	2023
LIBRARY TRUSTEES	Valerie	Voorheis	2023
PLANNING BOARD	Stephen	Gowa	2024
PLANNING BOARD	Amanda	Hanley	2023
PLANNING BOARD	David	Dean	2027
PLANNING BOARD	Ellie	Kurth	2026
PLANNING BOARD, Chair	Dana	Roscoe*	2025
RIVERSIDE CEMETERY TRUSTEES	Michael	Wissemann	2025
RIVERSIDE CEMETERY TRUSTEES	Scott	Bergeron*	2024
RIVERSIDE CEMETERY TRUSTEES	Janet	Bergeron	2023
SELECTBOARD	Nathaniel	Waring	2025
SELECTBOARD	Christyl	Drake-Tremblay	2024
SELECTBOARD	Thomas	Fydenkevez*	2023
SEWER COMMISSIONERS	Nathaniel	Waring	2022
SEWER COMMISSIONERS	Christyl	Drake-Tremblay	2024
SEWER COMMISSIONERS	Thomas	Fydenkevez*	2023
TOWN CLERK	Wendy	Houle**	2025
ASST. TOWN CLERK-APPOINTED BY TOWN CLERK	Geoff	Kravitz	2025
TOWN MODERATOR	David	Pierce	2023
TOWN PARK TRUSTEES	Ben	Barshefsky	Will Dictates
TOWN PARK TRUSTEES	Kenneth	Kushi	2025
TOWN PARK TRUSTEES	School Com	Rep	2023

*Thank you to our Volunteers and Elected Officials for your service.*

## SELECTBOARD - Report to Residents

Email: [Selectboard@townofsunderland.us](mailto:Selectboard@townofsunderland.us) or [TownAdmin@townofsunderland.us](mailto:TownAdmin@townofsunderland.us)

Town Administrator: 413-665-1441 x9 / Administrative Assistant: 413-665-1441 x1

The members of the Sunderland Selectboard would like to extend our sincerest thank you to every full and part-time Town employee, department head, volunteer, and members of the various boards and committees, who have continued to provide services and have worked tirelessly to make Sunderland one of the finest places to call home.

This year the Town has seen a change in the Selectboard membership, after 9 years David Pierce decided to step away from the Selectboard and Nathaniel Waring stepped forward to run for the Board and was elected. The Board wishes to thank David for his years of service on the Board and future success as the Town's new Moderator! Nathaniel has hit the ground running and getting to know his way around by serving on additional committees besides the Selectboard.

Sunderland has also seen the completion of our Senior Housing Project, Sanderson Place, with the move in of Sanderson Place's first residents. It took many years for this dream to finally be realized, but every single minute of every meeting was worth it. The new residents love their new home and can be seen out and about utilizing the newly reconstructed sidewalks, the new River Walk, Library and downtown businesses. Through the hard work and vision of many Town residents our center is coming together. It is not finished yet, but more and more pieces are being added every year with the hope that Sunderland will become a destination not just a drive-through.

Before continuing, the Town, its residents and the State of Massachusetts were still dealing with Covid 19 when this year began and not to mention Covid would be a disservice to everything that we dealt with. Police, EMS, Teachers, Highway, Library, Town Office Staff, our committees and Boards all continued to provide the services that we have all come to depend on. Many departments found unique ways to offer their services to the residents so that they could continue to at least find some normal in our crazy world. Thank you all for being there for one another and for looking for the best in one another, each of you had an impact over the last 3 years.

As a quick update, we did enter into a Cannabis Agreement with a company known as Gracious Greens to open a Cannabis dispensary. To date the dispensary has not opened and we are awaiting future action on this.

Shortly before last year's Town Meeting, a group of residents and staff began a conversation with the Selectboard about the Town's contribution rate to employee's health insurance. The Board, working through our Town Administrator Geoff Kravitz, formed an Insurance Advisory Committee to review the present Health Care plans and options. The committee was able to review our plan and plans from surrounding communities as well as plans offered by various

companies/organizations. The committee has recommended the Town increase its rate of contribution from 60% to 65%, which has been unanimously supported by the Selectboard and has been included in this year's proposed Town budget for FY24.

The Town supported the Sunderland Library's plan for the construction of a Kiosk that rents kayaks to be used by all, which was completed this year. It is another great way to bring people into Town and to allow our residents to explore the beauty and awe of the Connecticut River that forms our westerly boundary with Deerfield and Whatley.

The Town finished a few complete some street related projects that had been originally awarded in 2019, namely projects along South Main Street, Hadley Road and Silver Lane. In addition the road widening of Garage Road was completed along with sidewalks including a portion along Garage Road that was able to be completed with the generous contribution of a resident. And after a bumpy few months, the reconstruction of North Main Street and repaving of the sidewalks was completed.

Each year as this time of year arrives, it allows us the opportunity to look back at the wonderful things that have been accomplished. Typically, we are moving forward so fast that we don't have the time to look back in time. That is why writing this report to our resident's is so important. It brings to focus how lucky we are to have so many caring wonderful people in our small Town that are so willing to share their precious time with us all to make our community a better place. Thank you all and if you have a craving for helping out your Town and neighbors please step up and contact the Town Administrator, we have something for you.

Sincerely,

Thomas D. Fydenkevez, Chair

Christy Drake-Tremblay, Vice Chair

Nathanial Waring, Clerk





## BOARD OF ASSESSORS

Email: [Assessors@townofsunderland.us](mailto:Assessors@townofsunderland.us) / phone: 413-665-1445

The Assessors Office continues to work hard to provide more online information to residents than ever before. The [Assessors page](#) on the [Town of Sunderland website](#) provides residents, prospective residents, realtors, and appraisers links to many FAQ. The Administrative Assistant in the office has forms and information about everything assessing, including a link to get onto the (Geological Information Systems) GIS, a mapping technology that allows the user to interact with maps and data sources.

The Town continued their association with Bishop and Associates of Agawam MA as our Valuation Vendor, who recently completed a town wide review of all properties. We are confident that Roy Bishop will provide us with accurate and up to date values for all properties in town.

The GIS link – hosted by Cartographic Associates of Littleton NH is an online tool that can provide information about every property in town. Properties can be searched by owner's name, address or map and lot. There is a guide to help navigate this on the [Assessors page](#) on the [town website](#). Once a property is found it can be viewed on the map with lot dimensions. A property card with detailed information, photo, and building sketch can be shown. Deeds, plot plans and agricultural liens, etc. are added as they come into our office. Information is updated monthly to provide the most current data. There are other tools or layers available on the GIS link including zoning and abutters lists.

Our mission has been and will continue to be:

- to assess properties at fair market value
- to treat each property owner in a fair and equitable manner
- to provide comprehensive customer service to all
- to make information readily accessible to all

Submitted by The Sunderland Board of Assessors,

James Kowaleck – Co- Chair (2025)

Michael Skibiski- Co-Chair (2024)

MaryAnn Kowaleck Board Member (2023)

Prepared by W David Zagorski

Assessors Administrative Assistant

**BOARD OF ASSESSORS**  
**Tax Recapitulation of Tax**  
**Levy**

	<u>Fiscal 2023</u>	<u>Fiscal 2022</u>
Total Amount to be Raised	10,929,442	10,739,208
Total Estimated Receipts from Non-Tax Sources	4,229,812	4,290,058
Tax Levy	6,699,630	6,449,149
<b>Value of Real Estate by Class</b>		
Real Estate Property Valuation		
Residential	470,772,500	393,762,700
Commercial	27,872,833	25,049,582
Industrial	7,215,000	6,321,200
Personal Property Valuation	17,548,252	13,584,201
Total Property Valuation	523,408,585	438,717,683
Tax Rate (Levy/Valuation*1000)	\$12.80	\$14.70
<b>Local Expenditures</b>		
Appropriations	10,137,963	9,903,441
Other Amounts to be Raised	791,479	835,767
Total Amount to be Raised	10,929,442	10,739,208
<b>Estimated Receipts and Available Funds</b>		
Estimated Receipts - State	2,191,624	2,082,909
Estimated Receipts - Local Free Cash	1,190,531	1,291,254
Cash	239,877	322,699
Other Available Funds	607,780	593,195
Total Estimated Receipts	4,229,812	4,290,058
<b>Abatements &amp; Exemptions Granted (FY2023 application period not yet closed when report submitted)</b>		
Real Estate Abatements	429	311
Personal Property Abatements	0	561
Veteran's Exemptions	8,645	17,003
Blind Exemptions	0	875
Seniors' Exemptions	0	1000
Senior Work-Off Program	1615	1998
Total	\$10,689.00	\$21,748.00

Respectfully submitted,  
James Kowaleck, Co-Chair, Michael Skibiski, Co-Chair, Mary Ann Kowaleck,  
Member. Prepared by: W. David Zagorski, Assessors Administrative Assistant

## BOARD OF HEALTH

Email: [boardofhealth@townofsunderland.us](mailto:boardofhealth@townofsunderland.us) / Phone: 413-665-1441 x6

The Board of Health is comprised of three (3) elected members. In addition to the elected board, the Town has two part-time appointed Health and Housing Health Agents for a variety of services. We also are in a grant-funded collaborative providing Public Health Nursing (PHN) service for public health matters that relate to communicable disease reporting, exposures and follow-up for patient care as required by law. This year, the Public Health Nurse has been especially important as we continued with the COVID-19 Pandemic in our community, across our state and nation. Our Public Health Nurse collaborations may participate in regional vaccination sites for flu or COVID. The Board of Health does not provide general vaccinations, medical examinations, or other medical related services and those requiring these services should contact their health provider for further assistance.

The Board of Health team is an integral part of our community-wide Emergency Preparedness Team and participates in Emergency Management meetings and activities for Sunderland and Franklin County.

At this time, all Board of Health functions are by appointment only, except for food inspections which are conducted at-will for town restaurants, elementary school, town sponsored or other public events, including food trucks and vendors for special events for the safety of our community and guests. Call 413-665-1441 x6 or email [boardofhealth@townofsunderland.us](mailto:boardofhealth@townofsunderland.us) for appointments or other related matters. [Board of Health forms and fees](#) are also on the town's website. The Board of Health's Administrative Assistant's office hours are Monday through Wednesday 8am-4:00pm and Thursdays 8am-12pm, with the town offices are closed on Fridays and holidays, however, phone messages and emails are monitored.

The Board of Health meets once per month on Monday evenings, occasionally meetings may be held on other days as warranted. Check the Town's [website calendar](#) for the Board of Health webpage where agendas are also posted for meeting postings each month and /or sign up for [email notifications](#) when information is posted.

Health Agents are responsible for a variety of inspection services such as for state mandated Title 5 testing, perc test, repair and new septic system plan reviews, soil evaluations, final inspections for septic systems and housing related issues. Health Agents conduct inspections of semi-public pools at the town's apartment complexes. Well permits and inspections for drinking or irrigation purposes are permitted and conducted by health agents. [Well Regulations are available on the town's website.](#) All food inspections for the town's restaurants including seasonal businesses, one-day special events with food trucks or food vendors, catering services, and elementary school cafeteria are conducted on a regular basis. The agents continued to work with town restaurants for best serving and capacity practices related to the ever-changing COVID-19 recommendations and beyond.

Housing Services include matters related to sanitary conditions and other condition violations at rental properties, hoarding concerns, building condemnations, fire or disaster inspections, trash complaints, and other matters.

Some of the challenges for the Board of Health is addressing needs with part-time staffing. We are able to offer Public Health Nursing services collaboratively for communicable disease outreach on state reported cases which we cannot provide in-house. Due to the town's diverse population and our proximity to many educational institutions, predicting these needs are difficult at times. We may experience several cases in one year or none and therefore it is not cost effective to employ a public health nurse on our staff full or part-time. The Board of Health does not provide housing inspection services to private residences including Radon Testing, Lead Testing, Mold Testing, etc. State agencies are available for guidance through these concerns as well as market products available for personal testing that can be conducted by the homeowner.

The Board is committed to health and safety with tobacco regulations and enforcement especially for our youth. With regulations in place, the Board of Health has been able to limit the types of tobacco products available, regulate packaging and pricing as well as raising the legal age to purchase tobacco products to 21-years-old. The [Board of Health "Tobacco Regulation Restricting Sale of Tobacco Products"](#) and ["Board of Health Regulation: Prohibiting Smoking in Workplaces and Public"](#) are available on the [town's website](#). Education and monitoring inspections are key to this program which has been successful in our local businesses to remain compliant with our regulations.

#### BOARD OF HEALTH SERVICES & INSPECTIONS PROVIDED BY AGENTS for 2022

- Camp Permits/Inspections: 1
- COVID related activities including outreach & work with schools, Public Health Nurse, Housing Health Agent, Health Agent & Board members Disposal Works Permits/Soil Evals & Inspections
- Food Catering Permits: 4
- Food Establishment Inspections-includes public complaints): 34
- Food Permits - Inspections for temporary events: 2
- Food Permits - year-round: 22
- Housing Complaints & Inspections: 70 hrs. / 50 inspections
- Housing Hoarding: 1 property / 80 hrs. with inspections & court appearances
- Installer's Permits: 9
- Perc Tests: 11
- Pool (semi-public) Permits/Inspections & Re-inspections: 4
- Roadside Property (Bulk) Trash Complaints: 5
- Septage Hauler Permits: 4
- Title 5 Inspections: 21
- Tobacco Sales Permits: 5
- Tobacco Violations: 0
- Well Permits: 1

Respectfully submitted,

Bruce Bennett - Chair, Ken Kushi – Vice Chair, Mel Williams – Clerk

## BUILDING COMMISSIONER

Email: [tjrbuild@aol.com](mailto:tjrbuild@aol.com) / Phone: 413-364-7782

- Number of Permits for Calendar Year 2022
  - Building Permits - 169
  - Yearly Inspections - 12
  - **TOTAL PERMITS = 181**
- Revenue for Calendar Year 2022
  - All Building permits = \$56,465.00
  - Yearly Inspections = \$1,200.00
  - **TOTAL REVENUE = \$57,665.00**

A building permit is required by the State Building Code to construct, alter, repair, remove, or demolish a building or structure, or to change the occupancy of a building or structure. If you are not sure whether your project will require a building permit, please call before you begin construction.

Permit applications are found on the [Town's website](https://www.townofsunderland.us) (or you can insert the following link in your browser: <https://www.building@townofsunderland.us>) for [PERMITLINK](#) for the online permit application which is required to be completed online.

The Building Commissioner's Office can be available at your convenience. If you have a zoning, building, or permitting question, please call my cell 413-364-7782 or email at [tjrbuild@aol.com](mailto:tjrbuild@aol.com). I can also make myself available to come to your home or business if you needed.

Respectfully submitted,  
 Thomas F. Quinlan Jr.  
 Sunderland Building Commissioner/Zoning Enforcement Officer

## COMMUNITY PRESERVATION COMMITTEE

Email: [cpc@townofsunderland.us](mailto:cpc@townofsunderland.us)

In 2022 the CPC recommended, and the Annual Town Meeting approved, the following proposals:

- \$100,000 for the Conservation Land Trust;
- \$166,500 for the Riverside Park Restrooms.
  - With the match from the Commonwealth, the Town's CPA contribution was just 50% of the total for these projects!

Sunderland was one of only 9 towns in Massachusetts to receive a 100% match on our collections in 2022, with a distribution of \$140,748 from the Commonwealth of Massachusetts for the year. Our CPA fund is in excellent condition, with over \$750,000 available for new projects.

We look forward to supporting more community champions who initiate promising community preservation projects. CPA funds can be used for historical preservation, open space protection, community housing and new recreation projects. The full database of projects across the state, along with a wealth of other CPA information, can be found at:

[www.communitypreservation.org](http://www.communitypreservation.org)

Respectfully submitted,

Meghan Arquin, Chair; Jennifer Unkles, Treasurer; Helen Clark & Ellie Kurth, Clerks; Stuart Beckley; Tom Fydenkevez; Dana Roscoe; Mike Wisseman

## CONSERVATION COMMISSION

Email: [conservation@townofsunderland.us](mailto:conservation@townofsunderland.us)

The Conservation Commission (“ConCom”) is Sunderland’s local environmental agency, responsible for protecting the town’s land, water, biodiversity, and other natural resources. A primary job of the Commission is to enforce the state Wetlands Protection Act, in addition to the town’s own wetlands bylaw.

Wetlands hold and filter water. They also play a vital role in preventing buildings from flooding, protecting groundwater, preventing pollution, and supporting healthy populations of fish and wildlife. The Commission reviews all proposed construction projects located near wetlands and water bodies, to protect and maintain these important resources.

Another major responsibility of the Commission is to protect open space. Preserving farmland, forest and other open spaces helps Sunderland maintain its “rural, small-town feeling.” Through the combined efforts of town residents, town boards, and our town’s farmers, we can create a balanced land-use base that preserves open space while maintaining stable taxes.

This has been another busy year for the Conservation Commission, in our efforts to protect wetlands and farmlands and to expand outdoor recreational opportunities for town residents. Highlights of our activities during 2022 include:

- **Wetland Site Reviews.** The Conservation Commission provided oversight of several construction projects in town located near water resources. In addition, members performed numerous site reviews, as Sunderland continues to be a desirable place to farm, work and live.
- **Mt. Toby: Robert Frost Trail Revival Project.** With Kestrel Land Trust planning to upgrade the Robert Frost Trail on Mt. Toby, the Conservation Commission met with staff members and completed permitting for the work. The trail now features improved hiking routes, stream crossings and drainage.
- **Grant Application to Preserve 20 Acres.** The Conservation Commission applied for a state In-Lieu Fee Project grant, aiming to preserve 20 acres of wildlife habitat—including



wetlands and stream bank—on Plumtree Road. Although the application was ultimately unsuccessful, Commission members felt it was important to bring this vital habitat to the state's attention.

- **Roadkill on Route 116.** Member Mark Zinan has taken the lead on discussions with the state Department of Transportation, to see if anything can be done to reduce roadkill on Route 116 near the Amherst line. While signage may not be ideal, other measures like tunnels would be prohibitively expensive.
- **Ecology Postcards – Spadefoot Toads and Pollinator Gardens.** The Conservation Commission designed and mailed out two postcards to residents, aiming to educate them about ecological issues in town. The first postcard presented information about Spadefoot Toads, which are rare and protected. The second encouraged residents to plant Pollinator Gardens, while reducing lawn and pesticides.

We are truly blessed to have so many outstanding natural resources in town. We enjoy the purest water from our aquifers under Mt. Toby, the most productive farmland in New England, abundant fish and wildlife resources, and some of the most beautiful views in the valley. Please join us in helping to conserve these natural wonders we call home.

The Conservation Commission meets on the first and third Tuesday of each month, beginning at 6:30 pm. We welcome your input and questions regarding our role in protecting Sunderland's water and wetlands resources.

Respectfully submitted,  
Jennifer Unkles (chair), Gabrielle Kurth, Dan Murphy, Nancy Pick, Mark Zinan

## EMERGENCY PREPAREDNESS & COMMUNICATION

Are you prepared for when a natural or other type of disaster affects your home and family? Being aware of your surroundings such as the normal level of brooks, streams and rivers near your property or a lack of electricity in your neighborhood is important. Remember – All emergencies are identified by someone noticing that things are not normal! Don't be afraid to call 9-1-1 if something looks out of place or different. Be sure to look out for the most vulnerable in our community – the elderly or those with disabilities. These are our neighbors who are often affected the most severely when disaster strikes. Planning for emergencies is a practical way to have peace of mind and help protect your family and home. The items below are a good review of the things that can help you through unexpected situations.

**STAY INFORMED!** Sign up on the Town's website for [CODERED](#) – the town's Emergency Communication system. Sign up for phone calls, emails, and or text communications. Or text to Enroll – Text **Sunderland to 99411** – **you will then receive a response with a link to enroll.** You may select the type of communication for your family. NOTE: **Emergency notifications** will always be sent to all community members regardless of preferences.

Also [Subscribe to receive email notifications](#) when news, agendas, minutes, and other information are posted on the Town's website, complete the Email fields below and check off any notices you would like to receive. Opt-out any time.

## HOME & AUTO EMERGENCY PREPAREDNESS KIT TIPS

- First Aid Supplies
- Basic Tools
- Portable Radio/flashlight, battery powered, additional batteries
- Bottled water- 1 gal/day/per person
- Non-perishable foods
- Can Opener: non-electric
- Plastic bags-zipper/re-sealable type
- trash bags
- Blankets/hats/gloves/warm clothing
- Prescription drugs & Medical Info
- Writing instruments & paper
- Cell phone & cord/adapters (fully charged before a storm)
- Household bleach
- Toilet paper & waterless hand cleaner/sanitizer
- Disposable Personal Protection Masks/gloves

- Pre-moistened towelettes
- Eye wear & supplies
- Pet supplies-leash, collar, food, ID, inoculations info, carrier
- Playing Cards / books

### Car Emergency Kit

- Booster cables
- Maps, shovels, road flares
- Tire repair kit & pump
- Spare tire
- Fire Extinguisher (ABC type-#5 All Purpose)
- Blankets/hats/gloves/warm clothing
- Non-perishable food
- First aid kit with manual
- Flashlight
- Carbon Monoxide detector
- Fix-A-Flat
- Empty gas can
- White cloth to signal distress
- Vehicle Registration & Insurance Info

***Additional Items you may want:***

## ENERGY COMMITTEE

In 2022, the Energy Committee focused on several projects aimed at saving energy for the Town and its residents while also promoting renewable energy opportunities.

**Investigating the Establishment of a Transfer Station in Town** — Building on our explorations from last year, we continued researching the possibility of creating a Transfer Station in Sunderland, originally spearheaded by Committee member Laura Williams. As there is a direct correlation between trash volume and energy usage, anything we can do to reduce trash and promote reuse and recycling will save energy and reduce greenhouse gas emissions.

David Goodwin identified a number of Town-owned parcels of land on which such a station might be located, but most of these proved unworkable due to lack of access, conservation restrictions, or inconvenient location. Two possible sites included a 14-acre parcel on Bull Hill Rd, near the Leverett border, and a parcel between the Public Safety Complex and the Highway Department on River Rd. The Bull Hill Rd parcel was spacious, but the topography of the site would be problematic. The site also lacked electrical connections for lighting and trash compactors that would be needed. The River Rd. site seemed ideal: it is centrally located, has good street access, and has three-phase electrical connections on site. Its drawbacks are that it is relatively small, has two agricultural fields to the north and south that would require a 100 ft setback, is located on prime agricultural land itself, and potentially has other competing uses.

In August, we met with Jan Ameen, executive director of the Franklin County Solid Waste Management District, as well as with two representatives of the Department of Environmental Protection. They both recognized that the River Rd. site had some challenges but felt that they were not insurmountable. In particular, we would need waivers from the owners of the two abutting properties to get around the 100 ft setback requirement, which would otherwise leave us with not enough land to operate a Transfer Station effectively.

David Goodwin and Aaron Falbel presented our research on this matter to the Selectboard in September, and they gave us the green light to pursue the matter further. This presentation was mentioned in articles in *The Recorder* and *The Reminder*. Shortly after that, we met with Fran Fortino from Whately's Transfer Station who described how their station runs and shared financial information regarding its operation.

In December, we were approached by Sunderland resident Louai Abu-Osba, who was interested in exploring ways in which recycled plastics could be reused as feedstock for his 3D-printing operation — another good example of how potentially useful materials can be kept out of the waste stream.

We feel that a Transfer Station would be a good thing for Sunderland, would be much cheaper than paying private trash haulers, would provide more opportunities for reuse and recycling, and would function as a social meeting place at the same time. We have heard from numerous residents in Town who say that they enthusiastically support this idea. Sunderland is one of the few towns in our area without a Transfer Station — most towns have one. However, we still have a long way to go before this idea can become a reality, including approval by the Board of Health, by the Selectboard, and by Town Meeting.

**Green Communities Program** — In 2022, we continued exploring ways in which we could apply for further funding from the Department of Energy Resources (DOER) Green Communities Division to reduce the Town's energy consumption. We explored projects at the Public Library, the Elementary School, and the Public Safety Complex. However, new restrictions on funding for LED lighting conversion projects by DOER meant that we could not pursue this at the Library and the new requirement of dimmable fixtures plus control systems made this cost prohibitive at the Elementary School. The same proved to be true for installing Variable Frequency Drives at the School. The expense and long payback period made these projects unfundable.

In the end, we applied for a subsidy of \$5,000 for the purchase of a hybrid-electric vehicle for the Sunderland Police Department. In September, we were notified that we were awarded this subsidy, made possible at this amount because Sunderland was designated as a "specially eligible" green community due to our significant energy reduction achievements of past years. At the very end of the year, Chief Demetropoulos received the Ford Interceptor Hybrid vehicle, which was being retrofitted with the necessary equipment. Sunderland residents will see it around Town in early 2023. This will save the police department both money and gasoline in comparison to their previous vehicle (a 2012 Chevy Tahoe), and it will reduce the output of greenhouse gas emissions as well.

**Community Choice Aggregation** — In 2022, we entered into our second year of Community Choice Aggregation, together with 13 other towns in Franklin County. CCA entails bulk electricity purchases that afford participants cheaper energy prices and a greater degree of renewable energy in the electricity they purchase. In June and then again at the end of the year, we saw significant rate hikes in Eversource's Basic Service rate, but these did not affect our aggregation rate, which was locked in at \$0.10292 per kWh until the end of 2023. In June, Eversource's Basic Service rate climbed to \$0.15348, and then it climbed further at the end of the year to \$0.21864. This meant that *all* of our aggregation products, including the 100% MA Class I renewable energy product, were now much less expensive than Eversource's Basic Service and, of course, they contained significantly more renewable energy. What will happen at the end of 2023, when our aggregation contract expires, is anyone's guess. It is unlikely that we will be able to get anything near the low rates we have now (which were depressed due to the pandemic). Electricity rates are high right now due to the high cost of natural gas, due both to post-lockdown inflation and especially to the war in Ukraine. In the meantime, Sunderland residents who did not opt out of this program can enjoy the low rates and renewable energy afforded by Community Choice Aggregation.

**Climate Forum in South Deerfield** — On April 2, our Committee participated in a Climate Forum in Deerfield at Frontier Regional School, organized by Chris Curtis. We offered a presentation about our Window Insert Workshops, which we have offered over the years as an inexpensive way to upgrade the R-value of existing windows by building interior, double-glazed storm windows out of very cheap materials. David Goodwin prepared an excellent PowerPoint presentation, and the program was attended by about 35 participants. We hope to offer Window Insert Workshops in early 2023, possibly in conjunction with Deerfield and other neighboring towns.

**Cooler Communities Program** — In April of 2022, David Goodwin reconnected with M.J. Eustace of the Cooler Communities Program, funded by the Grinspoon Foundation. They are now offering professional development opportunities for teachers and school administrators that address ways of incorporating matters pertaining to climate and energy into the school curriculum. Sunderland Elementary School Principal Ben Barshefsky indicated that he was very interested in working with our Committee to offer this opportunity to teachers at the School. Since that encounter in April, we learned that Ms. Eustace has left the Cooler Communities Program and that Uli Nagel has taken up the reins. We hope to work with her in bringing this program to Sunderland Elementary School sometime next year.

**Personnel Changes** — At the beginning of the year, we enthusiastically welcomed Meg Fisher-Krugman as a new member of our Committee. Meg has a lot of energy (a good thing for an Energy Committee), enthusiasm, and good ideas. She cares deeply about energy conservation and about environmental issues generally. However, a few months later, longtime Committee member Scott Reed informed us that he will be moving to Northampton toward the end of the year and thus had to step down from the Committee. Scott will be sorely missed, as his expertise in all matters pertaining to renewable energy and energy conservation have been invaluable to our Committee. We are sorry to see him go but wish him well in his new home.

Respectfully submitted,

David Goodwin (chair), Aaron Falbel (clerk), Meg Fisher-Krugman, and Laura Williams

## FIRE DEPARTMENT

Email: [Fire@townofsunderland.us](mailto:Fire@townofsunderland.us) / Phone: non-emergency: 413-665-2465  
Emergency: Call 9-1-1

In 2022 the Sunderland Fire Department responded to 156 incidents. The Department responded out of town serving as “mutual aid” 12 times in the past year and we received “mutual aid” 4 times. This is twice the mutual aid response out of town than in 2020 and 4 times the mutual aid help coming into town. 9 times this year the Department assisted the South County Ambulance with critical medical calls, which is less than normal. 2022 fire calls required more response – hours and resources than past years. This is a trend. In 2021 the Department responded to 10 active fires ranging from cooking fires to structure fires. An increasing scenario that we deal with is overlapping incidents or concurrent calls which happened on 7 occasions. This is when the Department is committed at a scene and another call for service comes in. Resources are re – assigned to the new call if possible and mutual aid help from another town can be used, too. Covid – 19 precautions were utilized on many calls in 2022 where the fire department was in close proximity to a sick patient.

9 firefighters from the Town of Sunderland are Massachusetts Fire Academy trained. The program involves 240 hours of training on nights and weekends plus countless personal hours studying for exams. The training is a mix of classroom instruction, hands – on skills work and practical evolutions in live – fire environments at the Commonwealth’s Department of Fire Services campus in Springfield, MA. One Sunderland Firefighter is currently enrolled in the class and expects to graduate this summer. This training is a significant obligation that I am proud to see our firefighters embrace. In addition to training offered by the Commonwealth, Franklin County has begun to run training classes for new firefighters. Two lieutenants from Sunderland are trainers for this class and Sunderland graduated three of our new firefighters from this program in 2022.

The Town of Sunderland enjoys the service of 20 engaged and enthusiastic firefighters. It is important to recognize and thank the members of the Fire Department and their families for their dedication and sacrifice. These traits are necessary to maintain the routine of responding to calls, participating in weekly drills, training and continuing education. Missed meals, nights without sleep, interrupted family events and holidays are all taken in stride by the men and women of our Fire Department while they perform their duty eagerly and professionally. Being a volunteer firefighter is a rewarding and fulfilling experience. We are always looking for people to help us serve our neighbors. If there is anyone interested in helping the Fire Department in any capacity please talk to any member of the Department or call the Fire Station.

A big part of the Sunderland Fire Department’s routine activity is fire prevention work and inspections. Three personnel from the Department act in a Fire Prevention capacity by ensuring fire codes and state laws are being adhered to in local businesses, public gathering places and private property that is being bought / sold. Hundreds of these inspections occur every year in our town. Sunderland maintains a robust fire prevention program that is active in our Elementary School and the South County Senior Center: The SAFE Program – Student Awareness of Fire Education (fire safety students are represented by people of all ages!). Sunderland Fire’s Safe Educator has also accomplished several home visits with older adults in the community to install secure key boxes. These key boxes are mounted outside of the home and hold keys securely so they can be accessed by EMS, Fire and Police if an

emergency happens in the home. The key boxes save precious seconds and help avoid property damage.

### IMPORTANT REMINDERS TO CITIZENS

- Display house numbers prominently so they can be seen from the street by first responders. We continue to sponsor a house number program. Senior Citizens can order house numbers free of charge from the Fire Department. Numbers are available to all others at a nominal fee.
- There is no parking in front of all fire hydrants 24/7. Violating cars can be ticketed or towed.
- Please help us by clearing snow from around fire hydrants during the winter months to make water connections happen faster. Seconds count during an emergency!
- There is no parking in the fire lanes of the Elementary School 24/7. Violating cars can be ticketed or towed.
- Open burning season runs from 15 January to 1 May annually. Burning permits are available online at [www.fcburnpermits.com](http://www.fcburnpermits.com). Permits can no longer be obtained by calling Shelburne Dispatch. Permits are necessary to be obtained BEFORE burning brush. Open burning is regulated by the Massachusetts Department of Environmental Protection. The DEP advises local fire departments if burn permits should be issued on any given day based on air quality.
- Please check your smoke and carbon monoxide detectors on a regular basis. Early detection of smoke and carbon monoxide is critical to survival. **If your smoke detectors are over 10 years old or your carbon monoxide detectors are more than 7 years old they should be replaced with new units. It's not that new units work 'better', these devices have finite lifespans and old units may not work at all..**

The Sunderland Volunteer Fireman's Association (SVFA) continues to support of the Fire Department. Thanks to their fundraising efforts and memorial donations, the SVFA provides valuable training materials and tools for the Fire Department.

Grants are a major focus of the Fire Department Administration, and a significant amount of time is spent in pursuit of this funding. Various sources for grants are available but the application and award process is very competitive and dynamic.

2022 grant awards were as follows:

- \$2,868 from the Massachusetts Department of Conservation and Recreation for new wildland fire gear and tools.
- \$4,500 from the Commonwealth because of our effective work on SAFE education. These funds will support work in the Elementary School and the South County Senior Center.

In closing, the following town departments deserve our thanks for assisting us this past year: Police Department, Highway Department, Town Office Administrative Team, Board of Selectmen, Finance Committee, Water District, Health Department, Emergency Management Director, Building and Electrical Inspectors, School Committee, Principal and Superintendent. Thank you also to the local businesses that allow employees who are firefighters to leave work for the purpose of responding to fire calls. Several local businesses also anonymously donate resources to help the Fire Department – I thank you for your generosity.



Please visit our department website at [www.sunderlandfire.com](http://www.sunderlandfire.com) for current information on your local Fire Department and upcoming events.

Respectfully submitted,  
Steven J. Benjamin, Fire Chief

## **FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT (FCSWD)**

**Website:** <https://franklincountywastedistrict.org>

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to twenty-one member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

A review of recycling tonnage for 2022 shows a decrease of 200 tons of recycling compared to 2021. District residents recycled just over 2,500 tons of paper and containers. The recyclables were processed at the Springfield Materials Recycling Facility and sold, primarily to domestic companies, to be recycled.

We returned to holding our Clean Sweep bulky waste collections in 2022 with events in May and October. Events were held at Mohawk Trail Regional High School, Northfield highway Garage, and Whately transfer station. The May event was the first one held since October 2019 due to the pandemic. Combined, the events served almost 600 households and collected over 60 tons of bulky waste, scrap metal, appliances, electronics, propane tanks, tires, and other items.

We held our annual household hazardous waste collection in September 2022 at Greenfield Community College and Orange transfer station. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 374 households participated in this event. Residents have access to other hazardous waste collection events in the Pioneer Valley.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$101,400 for District towns. This grant funding is a result of a town's successful waste management infrastructure.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at [www.franklincountywastedistrict.org](http://www.franklincountywastedistrict.org) or visit us at 117 Main St. in Greenfield.

Jan Ameen - *Executive Director*                      Chris Boutwell, Montague - *Chair*  
Terry Narkewicz, Shelburne - *Vice-Chair* M.A. Swedlund, Deerfield – *Treasurer*



## Franklin Regional Council of Governments Services to Sunderland in 2022

The FRCOG provides planning services, programming, and advocacy to all Franklin County municipalities. Our municipal service programs – Collective Purchasing, Cooperative Public Health, Cooperative Inspection, and Town Accounting – are available to any municipality. The Community Health programs provide substance use and chronic disease prevention; the Planning Department assists with local planning and larger regional projects; and the Emergency Preparedness and Homeland Security Programs prepare and train first responders and health officials.

The following pages list services specific to Sunderland.

### **Climate Resilience and Land Use**

- Helped the town administrator with completion of the FY22 MA Green Communities Annual Report.
- Assisted the energy committee with a successful MA Green Communities competitive grant application for funds to purchase a hybrid police cruiser.
- Completed an update to the Sunderland Housing Production Plan, which was approved by the state in May 2022.
- Completed edits to the Sunderland Open Space and Recreation Plan, which was approved by the state in June 2022.

### **Community Health**

- Conducted the annual student health survey to assess teen attitudes and behavior among middle and high school students. Staff reported to Frontier Regional School administrators on results from 224 Frontier students, representing 71% of the 8th, 10th, and 12th grade classes. Survey data meets federal requirements for the school and is valuable for grant writing and program planning.
- Provided coaching on restorative practices in Frontier Regional School District.
- Provided resources and direct technical assistance for advancing racial justice in schools to the school district.
- Provided training, materials, and technical assistance for the new, evidence-based PreVenture substance use prevention and mental health promotion program to the school district.
- Provided training and stipends to parent leaders (“PEER Ambassadors”) to provide outreach to other parents on topics including positive parenting, youth substance-use prevention, mental health resources, and more.
- Provided information on the Mass in Motion age-friendly municipal planning initiative and a Memorandum of understanding to the select board for work to be done in 2023.

### **Economic Development**

- Met with the town administrator to discuss the municipality’s priority town projects seeking funding.

### **Shared Municipal Services**

- Sunderland contracted with the FRCOG to receive collective bid pricing for highway products and services, including rental equipment, fire extinguisher services, and water treatment chemicals. Staff assisted the town with construction bids for elementary school playground improvements, restroom improvements at Riverside Park, and a new vehicle exhaust system for the fire department.
- The FRCOG Town Accounting program produced biweekly vendor warrants, and provided monthly budget reports to all officials and departments. Accountants certified free cash and submitted a schedule A at year-end; assisted in completing the recap for tax rate submission; and customized, developed, and distributed reports for committees and departments. They assisted with the annual audit, if necessary.

**Training and Education**

The following list represents the FRCOG workshops, roundtables and training sessions that Sunderland public officials, staff, and residents attended, and the number in attendance. State Funding for Western MA – 1

Additionally, staff organized and facilitated educational information meetings for members of town energy committees, including presenting information on various topics and conducting follow-up communication.

**Transportation**

- Completed an inventory and assessment of all culverts on town-maintained roadways.
- Assisted the village center committee on project ideas for the downtown.
- Completed planning and pre-implementation work for the installation of Franklin County Bikeway wayfinding signs.
- Conducted traffic count on Route 116.

## FRANKLIN REGIONAL RETIREMENT SYSTEM (FCRS)

Website: [www.FRRSMA.com](http://www.FRRSMA.com)

Sandra A. Hanks  
Board Chair

Angelina J. Bragdon  
Council Member

Gabriele H. Voelker  
Elected Member

Paul J. Mokrzecki  
Vice Chair

Mary A. Stokarski  
Elected Member

Dale C. Kowacki  
Executive Director

### Annual Report for the Calendar Year Ending December 31, 2021

To the reader:

The Franklin Regional Retirement System is a government agency that serves the 627 retirees, 50 beneficiaries, 1,086 active employees, and 681 inactive members of the towns and agencies in Franklin County. We are organized under Chapter 34b, and subject to the provisions of Chapter 32 of the Massachusetts General Laws. We receive oversight on the state level from the Public Employee Retirement Administration Commission (PERAC). We contract with an independent auditor to do a full audit of our system each year. We also contract with an actuary to perform a complete actuarial valuation every two years. PERAC audits our operations and financial records every three years.

The retirement benefit we provide replaces participation in the Social Security system and is described as a “defined benefit”, which means that we pay monthly retirement benefits based on the age, salary, and number of years worked at the time a member of our system retires. To be a member, an employee in one of our government units must be working in a permanent position scheduled at 20 hours or more per week and earning \$5,000 or greater annually. Funding of these benefits begins with deductions from the member, and combined with matching funds from the employing unit, are invested in a mix of stocks, bonds, and indexed funds. Investment earnings are a large part of the funding of retirement benefits, and the allocation of those funds are spread to a variety of sectors to take advantage of positive activity as it occurs in each sector. Please make note of our investment performance percentages in the chart on the next page.

Up until 1988, we were a “pay-as-you-go” system. In 1988 it was legislated that we begin saving to become “fully funded” over the ensuing 40 years. Fully funded means we have enough in reserves to pay for all the current and future potential benefits of our present membership. At the end of 2021, we are 97.7% funded at 33 years (82.5%) into the 40-year mandate.

Our fiscal year is the calendar year; therefore our annual report is not filed until May of the subsequent year, and as a consequence the information provided herein will be a year old by the time you read this. Current reports and information can be found on our website: [www.FRRSMA.com](http://www.FRRSMA.com). What follows is a synopsis of our annual report, as filed with our state oversight commission, PERAC. The full PERAC report can be read on the “Finances” page of our website.

	CY 2021	CY 2020	CY 2019
<b><u>Balances</u></b>			
Cash	1,428,506	1,492,254	1,579,892
Investments	207,207,180	174,179,165	155,459,951
Receivables	97,899	101,506	73,637
Payables	2,581,944	2,209,591	2,988,090
Annuity Savings (members)	33,909,443	32,662,132	31,675,249
Retirement Reserves	170,813,691	140,901,202	125,438,231
<b><u>Revenues</u></b>			
Member's contributions	4,423,787	3,955,793	4,368,605
Towns, Schools, Agencies	7,684,673	7,268,256	6,871,971
Retirement Cost Sharing	546,491	565,436	516,330
Miscellaneous Revenue	21,318	11,867	10,781
Investment Income (net)	35,121,918	20,436,491	24,332,594
<b><u>Expenses</u></b>			
Retirement Benefits	12,576,161	12,010,238	11,329,395
Operating Expenses	605,897	590,757	567,347
Investment Expenses	1,056,568	820,937	837,388
Retirement Cost Sharing	1,808,102	1,956,450	2,262,262
Refunds to Members	591,658	409,606	390,827
<b><u>Investment Performance</u></b>			
Target	7.75%	7.75%	7.75%
Since 1984	8.89%	8.59%	8.47%
10 years	11.26%	9.31%	9.57%
5 years	12.32%	10.14%	7.79%
Current Year	20.40%	12.65%	17.92%
<b><u>Demographics</u></b>			
	01/01/2022	01/01/2020	01/01/2020
Members' Average Age	48.00	47.50	47.50
Members' Average Service	9.50	9.20	9.20
Members' Average Salary	41,628.00	37,982.00	37,982.00
Retirees' Average Age	72.90	72.80	72.80
Retirees' Average Pension	18,949.00	17,171.00	17,171.00
Disabled Members' Average Age	60.60	60.30	60.30
Disabled Members' Average Pension	28,793.00	29,998.00	29,998.00

Franklin Regional Retirement System  
Dale Kowacki  
Executive Director

**FRONTIER CABLE ACCESS TELEVISION (FCAT)****EMAIL:** [mail@fcats.tv](mailto:mail@fcats.tv)

2022 was a productive year for Frontier Community Access Television. In February 2022, Jonathan A. Boschen was appointed as the General Manager, following the passing of the station's previous manager Chris Collins. Since his appointment, Boschen has reorganized FCAT and was hard at work on several different infrastructure projects for the station. Throughout 2022, FCAT was involved with covering numerous events and government meetings for the four towns of Conway, Deerfield, Sunderland and Whately, and also functions put on by Frontier Regional School. FCAT also managed the community bulletin boards on FCAT channels 12 and 23, and on the channel 15's for Deerfield and Sunderland. All of the work FCAT completed throughout 2022 was made possible by its staff and volunteers.

In regard to local government, FCAT was behind the scenes documenting various meetings and a large number of Selectboard meetings throughout 2022. FCAT oversaw the documentation of the town's Annual Town Meetings, Special Town Meetings, and other presentations, hearings, etc. Selectboard meetings throughout 2023 were held in a hybrid fashion, and therefore FCAT's role in covering them varied by town. FCAT video recorded the meetings of Deerfield and Sunderland, while the towns of Conway and Whately recorded their own Selectboard meetings utilizing Zoom technology and the automated Meeting Owl 360° Cameras.

For non-Government related events, FCAT covered numerous events ranging from Conway and Whately Historical Society presentations, and also events by Frontier Regional School. As the Covid-19 Pandemic was still ongoing throughout 2022, not as many historical society presentations or common interest events occurred throughout the year. The vast majority of non-government projects was covering Frontier school sports, concerts, and other events. Coverage of these events was overseen by FCAT youth coordinator and Frontier teacher Kevin Murphy. Amongst some of the FCAT volunteers that assisted with these school video projects were Frontier students who were recruited by Mr. Murphy. This opportunity gave students first-hand experience working on a professional video set.

Amongst one of the 2022 events FCAT was honored to be a part of and involved with documenting, was the Whately 250th celebration in June 2022. (A celebration originally scheduled for 2021 but postponed to 2022 due to the Covid-19 pandemic). This special week-long celebration which was composed of numerous community events, music concerts, and parades, etc. was extensively documented by the station resulting in the completion of numerous video productions. Amongst one of these productions was a 40 to 45 minute highlight video entitled "Whately's Belated Birthday Party" documenting and chronicling the entire celebration. It is hoped that this video, along with the other 250th videos, will be cherished by Whately, and also serve as a fun look back in 2071 during Whately's tricentennial.

Moving forward during 2023, FCAT will continue to proudly serve its four towns, and will also focus on building its volunteer base. FCAT plans to offer workshops on video production to

both Frontier students and adults within our four towns. Some of these workshops will even focus on producing videos with iPhones, to give community members basic understanding on how to use them and make effective videos. FCAT will also work with its four towns to help address issues with audio and video that occur during hybrid meetings. The station will be extremely busy this year, but is looking forward to the tasks that lay ahead.

Jonathan A. Boschen  
FCAT General Manager

## HIGHWAY DEPARTMENT

EMAIL: [highway@townofsunderland.us](mailto:highway@townofsunderland.us) / Phone: 413-665-1460

The Highway Department is responsible for approximately 40 miles of roads here in the Town of Sunderland. Maintenance of our roadways is continuous, due to the ever-changing conditions, and requires frequent monitoring. Our goal is to be proactive and take in a full view of our environment to foresee possible issues and resolve them. This approach helps us compile a running itemization of projects based on priority and allows us to utilize our budget in the most cost-efficient way.

We have accomplished work on many projects such as. Helped take down old playground structure and stone base at the Sunderland Elementary School. Rebuilt catch basins on multiple locations throughout town. All catch basins were inspected/cleaned. Street sweeping and line painting was done throughout the town. Our dirt roads were graded and dust control was applied and any of the trouble spots were addressed. Speed radar signs were purchased and placed in troubled areas. American Flags were put up from May Holiday to after 4<sup>th</sup> of July. Paving was done on Rt 47 North 1.5 miles and all catch basins were repaired or replaced before paving. A new generator was purchased and installed for the safety complex building. Along with these projects we continue our normal daily tasks which include but are not limited to mowing, brush mowing, patching and repairing roadways, plowing, salting and sanding. We continue to interact with surrounding towns for different recourses as needed. We would like to thank a local business for donating a new sidewalk on garage road. Our current crew and seasonal staff have done a great job to keep things running smoothly. We hired two new full-time employee this year. Our staff participates in ongoing training and certification courses to keep up to date on the most current information and trends.

Our staff handles maintenance and repairs that our equipment and trucks require. We do our best to do most of our maintenance and repairs in-house, but some work must be done off-site with outside vendors.

Our goal is to keep the public informed and updated with current projects, road conditions or closures, storm and weather conditions as well as information and tips. Please visit our web site <http://www.townofsunderland.us>.

I would like to thank the Highway Department crew and the part time seasonal and winter employees for their hard work and dedication to the Town. Finally, I would like to thank the



residents for their continued support. As always if you have any questions or concerns, please contact George Emery at 413-665-1460.

Respectfully,  
George Emery  
Highway Superintendent

## HISTORICAL COMMISSION

Phone: 413-665-1442

### **Highlights of Sunderland Historical Commission activities during 2022:**

The commission received requests over the year to provide information about historic properties in town. In particular, advice was sought about possible development of the historic Hubbard's Tavern property on Amherst Road, which is in the commercial district. Suggestions about ways to utilize the existing buildings with minimal loss to the historic nature of the property were discussed.

The committee also reviewed and supported a CPA proposal to support restoration work to the steeple of the Congregational Church, which figures prominently in the town's historic character.

Over the course of the year construction of the 120 North Main Street Senior Housing project was completed, and residents began moving in. The project has been named Sanderson Place, reflecting the historic family name associated with the parcel of land on which it was built. North Main Street reconstruction work was also completed during the year.

A new ad hoc committee was formed to support work to maintain and improve the Graves Library building, with representation from the Historic Commission, Historical Society and Library Board. Immediate repair work on the masonry was at the top of the agenda, but the committee also was looking into possible ways to expand the use of this historic building.

Submitted by: Steve Schneider (Chair), Margaret Orelup (Secretary), Helen Clark (CPC), Carl Fiocchi (120N Main St Committee), Wendy Houle (Town Clerk), and Jessica Skibiski (Village Center Committee)

### **Highlights of Swampfield Historical Society activities during 2022:**

The focus of the Swampfield Historical Society this year has been on the digitizing and uploading of our collection to the society's website. Volunteers have been photographing our large collection which continues to rapidly grow. Some of the more interesting donations to the society include the 1714 Samuel Montague homestead entrance door, a log drivers pike pole recovered from the Connecticut river; desk, chair and wallpaper from the historic Williams Tavern and Sunderland related newspaper clippings from the 1930s thru 1970s.

- The Montague entrance door predates the incorporation of the town. It remained on its original site for more than 300 years, with 200 of those years in storage. It is now in the Museum in the Graves Library building.
- The Loggers pike is the only known artifact from the log driving era which lasted more than 50 years.

- Furnishings from the now lost Williams Tavern include wall boards covered with wallpaper dating back to 1786. This is the earliest known example of a finished Sunderland interior.

Current digitizing efforts include records of the Sunderland Church as well as town records from 1673 thru 1800 and will soon be found on our website [www.Swampfieldhistorical.org](http://www.Swampfieldhistorical.org). In 2022 some much needed tree trimming was completed at the G.M.L. building, as well as cleaning of the gutters and repair of broken roof tiles on two occasions.

We look forward to welcoming visitors to the Museums open house which happens during the Library plant sale in May. Donations of artifacts can be arranged through the society's website.

Submitted by: Mike Walunas, President Swampfield Historical Society.

## PLANNING BOARD

PHONE: 413-665-1442

In 2022, the Planning Board was comprised of Dana Roscoe, Stephen Schneider, David Dean, Stephen Gowa, Gabrielle Kurth, and Amanda Hanley. Prior to the 2022 Caucus, Stephen Schneider opted not to run for re-election so after a dedicated tenure to the board and to the town, Stephen Schneider retired. The Board wishes to thank Steve for his commitment and tireless effort over the years.

The vacant seat was filled by David Dean at the town election. Another change on the Planning Board was the recent resignation of Stephen Gowa. This opened seat will be filled at the next town election in May. Due to Coronavirus, the Board continued meeting in a hybrid model with in person and remote via Zoom options throughout the year. The board did not issue any ANRs in 2022.

Respectfully Submitted,  
Dana Roscoe, Chair; Stephen Schneider/David Dean; Stephen Gowa; Gabrielle Kurth; and  
Amanda Hanley



## SUNDERLAND POLICE DEPARTMENT

105 River Road Sunderland, MA 01375

Email: [police@townofsunderland.us](mailto:police@townofsunderland.us) / 413-665-7036

The Sunderland Police Department is dedicated to serving the community at the highest level. We will continue to foster communication and build strong relationships with our residents, schools and businesses. The Town of Sunderland is an exceptional place to be and we are dedicated to being an exceptional Police Department.

Currently our staff consists of Chief Erik J. Demetropoulos, one Sergeant, four full time officers, 6 part time officers and an administrative Clerk. Our department is dedicated to coverage of the town 24 hours a day 7 days a week. Our Officers participate in numerous hours of training and seek out additional training specific to the needs of the community. On any given shift Officers will conduct traffic/speed enforcement, check in with our local businesses, visit the school, work with school staff to implement safety plans along with area Police Departments and the State Police, patrol problem areas, respond to motor vehicle accidents, conduct investigations, attend court for hearings, respond to medical emergencies and patrol our residential neighborhoods. The residents agreed that we needed to increase our staffing and we were able to hire that 4<sup>th</sup> Full Time officer!

With the Covid-19 Pandemic, many things were changed. I'm proud to say that our Officers continue to do an outstanding job changing with the times and were able to still provide a professional police service to the community.

Social media plays a huge part in information sharing and public relations. As many of you know we have a Facebook & Twitter account. Both are a great source of information for the public as we post information on traffic advisories, road closures, safety tips, current events and much more. We urge you to follow us on Twitter and like us on Facebook! Another great resource to have is our Emergency Notification system known as **CODE RED**. You can enroll yourself into CODERED or enroll someone in your family. You would be able to get alerts for major emergencies, road closures, crime waves, and community notifications. These notifications would come to you as phone calls, text messages and/or emails. You can sign-up right from the [Town's website](#).

Also, if you are applying for or renewing your firearms license to carry please contact Officer Brenda Tozloski at 413-665-7036 extension 3 to set up an appointment. We have the required forms in our lobby or you can go to our website, [www.townofsunderland.us](http://www.townofsunderland.us) under [Police Department then Firearms Licensing](#) to find everything you need.

Everyone should already know by now that if you stop by the station, you might not see an Officer. Our Officers are usually out on patrol, checking businesses, conducting RADAR & Motor Vehicle stops, or responding to calls. Its quicker and easier to call us via our Regional

24x7 Dispatch Center at 413-625-8200. They'll get us on the radio and notify us of your needs.

We want to remind everyone that we can't do our job without your help! Your concerns, tips and observations help us tremendously in solving crimes and catching criminals. We ask that if you see something out of the ordinary please don't be afraid to call us right away. **"If you see something, Say something."** Your timely notification of information will allow for a quicker response and could make the difference between a crime committed and a criminal being caught in the act, or it going unresolved. As always if you have an emergency call 911. If you would like to get in touch with an officer immediately regarding any concerns or anything out of the ordinary, please call our 24-hour Dispatch Center at 413-625-8200. If you would like to speak to an officer or the clerk for a non-emergency question or concern, please call our station at 413-665-7036 extension 9.

As always, the Sunderland Police Department would like to thank the community for their continued support and look forward to another great year.

I THANK YOU

Erik J. Demetropoulos  
Chief of Police

## POLICE CALL Statistics – Calendar Year 2022

Sources: Dispatch Center & Department Records

Total calls as logged by Shelburne Control Dispatch Center:

**Total number of calls and type of calls do not reflect the numerous calls handled through this department and only reflect the Computer Activated Dispatch with Shelburne Control Dispatch Center. In 2021 Dispatch received/generated 8,279 calls vs 2022 receiving 8,587 calls for Sunderland. A lot of this has to do with the fact that our great citizens are calling us more and Officers are patrolling more. That with our continued cooperation with our Regional Dispatch Center!**

209A	15	LARCENY	14
209A VIOLATION	4	LINE DOWN – Power/Phone/Cable	4
911 CALL	60	LOCKOUT	14
911 HANG UP	25	MEDICAL EMERGENCY	207
911 MIS DIAL	28	MISCELLANEOUS	15
ABANDONED 911 CALL	15	MISSING PERSON	1
ABANDONED MV	4	MOTOR VEHICLE AC w/ injury	3
ADMINISTRATIVE	112	MOTOR VEHICLE AC w/ no injury	44
ALARM BURG OR HOLDUP	60	MOTOR VEHICLE COMPLAINT	62
ANIMAL COMPLAINT	64	MOTOR VEHICLE RECOVERED	0
ANNOYING PHONE CALLS	3	MOTOR VEHICLE – STOLEN	2
ARTICLES LOST	5	MOTOR VEHICLE VIOLATION	809
ARTICLES RECOVERED	18	NOISE COMPLAINT	82
ASSAULT	4	NOTIFICATION	18
ASSIST CITIZEN	75	ODOR INVESTIGATION	3
ASSIST OTHER AGENCY	31	OFFICER WANTED	123
BE ON THE LOOK OUT	11	OPEN DOOR	2
BREAKING & ENTERING AUTO	4	PAPERWORK SERVICE	30
B & E PAST	5	PARKING COMPLAINT	9
BRUSH FIRE	3	PATROL AREA	739
BUILDING/LOCATION CHECK	3524	POWER OUTAGE / FAILURE	2
BURN/AGRI PERMIT	1	RADAR/TRAFFIC ENFORCEMENT	118
CAR vs. DEER	18	REPOSSESSION	2
CARBON MONOXIDE HAZARD	4	SAFETY HAZARD	22
CHECK WELFARE	110	SEARCH	1
CHIMNEY FIRE	1	SECTION 12	3
CIVIL ISSUE	1	SERVE WARRANT	8
COMMUNITY POLICING	93	SERVICE CALL	4
COMPLAINT	18	SEX OFFENDER REGISTRATION	16
COURT	30	SHOTS FIRED	4
CRUISER MAINTENANCE	90	SMOKE INVESTIGATION	6
CUSTODY ISSUE	2	SOLICITING	3
DEATH	1	SPILL OR LEAK	2
DETAIL REQUEST	11	STUCTURE FIRE	1
DISABLED MV	28	SUICIDE THREAT	8
DISTURBANCE	40	SUMMONS SERVICE	7
EMS ALARM-LIFE LINE ACTIV	11	SUSPICIOUS ACTIVITY	19
ESCORT / TRANSPORT	4	SUSPICIOUS PACKAGE	2
FIGHT	2	SUSPICIOUS PERSON	7
FIRE ALARM	64	SUSPICIOUS VEHICLE	31
FIRE WORKS	4	THREAT	11
FIRE, OTHER NON-SPECIFIC	12	TRAFFIC CONTROL	32
FIREARMS LICENSING	59	TRAFFIC HAZARD	37
FOLLOW UP INVESTIGATION	102	TRESPASS	3
FRAUD / SCAM	19	UNWANTED PERSON	9
GAS LEAK	1	VANDALISM	16
GENERAL INFO	87		
HARASSMENT	9		
HIT AND RUN	5		
ILLEGAL BURN	3		
ILLEGAL DUMPING	5		
INVESTIGATION	19		
KEEP THE PEACE	10		



## Sunderland Public Library

20 School Street  
Sunderland, MA 01375  
(413) 665-2642

[www.sunderlandpubliclibrary.org](http://www.sunderlandpubliclibrary.org)

Sunderland Public Library is a free public library serving the Town of Sunderland and all are invited to visit the library and use its resources. The library offers books, DVDs, audiobooks, magazines, newspapers, eBooks, streaming services, technology, and much more. Sunderland Public Library prides itself on offering thoughtful and engaging programs for people of all ages. The library is part of the C/WMARS consortium, a network of 184 libraries and branch libraries in Central and Western Massachusetts. Anyone with a free CW MARS library card may borrow materials from Sunderland Public Library as well as from any other library in this large consortium.

### The Library in 2022:

- 64,593 items were borrowed from our library (12% increase from 2021)
- 30,092 patrons visited the library (40% increase from 2021)
- 3,341 people attended library programs in-person or virtually (29% increase from 2021)

2022 was a step closer back to normal for the library after the COVID-19 pandemic disrupted our services in 2020 and 2021. For the entirety of 2022, the library returned to being open to the public 40 hours per week, resumed much of our programming, and saw an increase in usage of our collection and visits to the library. It has been a pleasure for our staff to see the library resume its position as a vibrant and active hub in the Sunderland community. We were able to offer an exciting summer reading program for children and teens this year, with indoor and outdoor programs, and even saw the return of our beloved Down by the River Outdoor Concerts hosted by the Library Trustees in the backyard. Some of our favorite programs this year were an outdoor all-ages concert by the Quart Quartet, a Life-Sized Candyland program for Halloween, a Frisbee Dog Show, a collaborative program series with Tilton Library of Deerfield focusing on mindfulness and connecting with nature on Mount Sugarloaf.

The library is also pleased to continue some of the services we started out of necessity during the pandemic. These include virtual programs, curbside pickup of library materials, and increased streaming options, eBook, eAudiobook, and other digital item collections. We are also excited about being able to offer hybrid programs, where our patrons can choose to participate either in-person or virtually in the same program.

The largest change to the library building was the replacement of the Children's Room carpets thanks to a Capital project from the Town of Sunderland. The new carpet looks wonderful, and the project gave us the chance to rearrange some of the materials in our children's room. We made more room for our comic books, picture books, chapter books, and our sensory toys and kits, which are our most popular items in our children's room. Our thanks go to our staff and volunteers for their hard work removing all of the books from the shelves and putting them back again so we could complete this important project.

### Star Library in 2022

For the past fifteen years, Library Journal, a premier national journal that caters to the educational and library professions, has published an annual Index of Public Library Service. This Index ranks public libraries according to various criteria and assigns each library a score. The top-scoring libraries are awarded stars according to their score. A total of 258 libraries nationwide were designated as star libraries at the end of 2022.

In 2022 the Sunderland Public Library achieved a score of 1,726 and was awarded four stars among libraries in the expenditure range between \$100,000 and \$199,900. Only twenty libraries across the Commonwealth were designated as star libraries, and Sunderland was the only public library in western Massachusetts to be named a star library and the only library in Franklin County ever to win this distinction. The Sunderland Board of Library Trustees and Library Staff were thrilled to receive this special honor. While the hard work of our staff, volunteers, Trustees, and Friends of the Library all contributed to this award, we firmly believe that it is our patrons and community that help make our library such a special place.

### **Thank You to our Volunteers**

We wish to thank our volunteers for all of their help this year: John Baltteim, Emma Burke, Nimisha Gudimella, Nahusha Gudimella, Beth Lukin, Kathy Ryan, Stana Wheeler, Faith White, Laura Williams, and Ben, Dove, Oscar, and their teachers from Frontier Regional High School. The work done by our volunteers is what keeps this library running, and we are extremely grateful for all of their hard work.

### **Thank You to our Substitute Librarians**

A special thanks also needs to go to our substitute librarians, who filled in during our staff absences during 2022. Our thanks go to Julie Cavacco, Jane Howard, Kristen Farrell, and Laura Williams.

### **Thank You to the Friends of Sunderland Public Library, Inc. and our Donors**

The Friends of Sunderland Public Library, Inc. is a 100% local, volunteer-driven, non-profit organization dedicated to supporting Sunderland Public Library. While the library is grateful for the financial support we receive from Sunderland's taxpayers, the library still relies on the Friends to purchase library materials, sponsor our community programs, and provide our patrons with access to critical technology. Without the fundraising efforts of the Friends of Sunderland Public Library, and without the generous gifts of their supporters, Sunderland Public Library would not be able to provide many of the pivotal services we offer to our patrons. Thank you to the Friends of Sunderland Public Library, Inc., and all of our donors, for your support!

### **Library Hours**

Mondays 10:00 AM – 8:00 PM  
 Tuesdays 1:00 PM – 8:00 PM  
 Wednesdays 1:00 PM – 8:00 PM  
 Fridays 10:00 AM – 7:00 PM  
 Saturdays 10:00 AM – 5:00 PM

Curbside Pickup and Home Delivery Services available upon request.

### **Library Staff**

Katherine Umstot, Library Director  
 Kelly Daniels Baker, Head of Youth Services



Aaron Falbel, Head of Adult Services  
 Heather McGuirk, Head of Young Adult Services  
 Vanessa Ryder, Circulation Assistant

### **Board of Library Trustees**

Justine Rosewarne, Chair  
 Molly Gowa, Vice Chair  
 Valerie Voorheis, Secretary  
 Heidi Bauer-Clapp  
 Hollis Graves  
 Kristyn Korpita  
 Emily Pettit  
 Lorin Starr  
 David Wissemann

## **RECREATION DEPARTMENT**

Phone: 413-665-1439

Despite still seeing somewhat less participation in activities due to a third year of COVID, the Recreation Department was still able to provide more than 30 different programs and events to Sunderland residents during this past year. In all, more than 130 youth and more than 85 adults took part in the various programs as participants and/or volunteers. Listed below are just some of these programs:

Last Winter, we got back to our usual indoor sports activities but participation continued to be below pre-COVID levels. Youth Basketball took place and we had teams for Intro Basketball (grades 2&2), at the grade3/4, 5/6 & 7-9 levels. We held Basketball Clinics for Coaches and for players before the start of the season. A Referee Clinic was also held. Unfortunately, due to the uncertainty of a COVID spike, we were not able to hold the annual Sunderland Basketball Tournament at the end of the season. A Sunderland Day was held at a UMass Women's and a UMass Men's Basketball games. 55 folks took part in our 6-week Berkshire East Ski Program for youth and families with lessons and skiing on Wednesday afternoon/evenings in January and February; our annual Sunderland Ice Skating Day took place at the Greenfield rink during winter school vacation. Our Snow Shoe Hike scheduled for the winter school vacation had to be changed to a Nature Hike due to the absence of snow that week. Unfortunately, due to equipment storage issues (and a lack of snow), our X-Country Ski & Snow Shoe Fun Days could not be held; but we were able to "loan" x-country ski equipment and snow shoes to several families who enjoyed some outdoor winter fun while the snow lasted. Yoga Classes took place on Tuesday evenings in the Community Room at the Sunderland Public Library.

Things opened up somewhat in the Spring, but we still did not have the numbers we expected as some families were still wary about participation due to COVID. We were able to hold Girls Softball for grades 2-4 as usual, but we only had enough 5<sup>th</sup> and 6<sup>th</sup> grade girls for three teams. It was decided to play in the Quabbin Valley League for a

second year in a row. All three teams managed to win at least half their games and placed 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> respectively in the 12-team league. We also held two Softball Pitching Clinics and a Softball Skills Clinic before the start of the season. A Softball/Baseball Umpires Clinic was also held. Our Middle School Rec Softball Team also played in the Quabbin Valley League and posted a 3<sup>rd</sup> place finish with a 9-3 record – and won two playoff games before losing the eventual champion South Hadley in a semi-final game. We also sponsored T-Ball for PK & K-age youth. We were involved in the youth baseball program with the Sunderland Youth Baseball League, providing organizational assistance as needed. Two Sunderland Days were held at a UMass Softball game and at a UMass Men's Lacrosse game. In the Fall, we had our usual Soccer Programs: Intro Soccer (Pre-K thru K) and teams at each of the grades 1&2, grades 3&4 and grades 5&6 levels. A Soccer Clinic was held for coaches and referees. We also facilitated Youth Girls Volleyball for the four Frontier towns with sessions at both the grade 3&4 and grades 5&6 levels. Another session of Yoga Classes took place during the Spring. We also co-sponsored with the South County Senior Center the "Walk MA Challenge" from the Mass Councils on Aging in Riverside Park in May.

Several Sunderland residents participated in the following programs offered through our cooperative efforts with other towns: Adult pick-up Basketball in Whately; Adult Volleyball in Conway; the Sunderland Adult Volleyball Club, and Pilates and Youth Field Hockey in Deerfield. Several Sunderland Youth were on the Frontier Rec Field Hockey team that participated in the Pioneer Valley League in the Fall.

We continue to work with the Sunderland & Frontier Youth Baseball League (grades 2-6), the Frontier Suburban Football program (grades 4-8), Frontier Suburban Basketball program (grades 5-8), the Franklin County Babe Ruth Baseball League (grades 7-12), the Frontier United Soccer program (grades 1-6), and the Franklin County and Amherst Youth Hockey Associations – coordinating participation and registrations for Sunderland youth. We also provide information and assistance with registration for summer programs in cooperation with the Deerfield and Northampton Rec Departments and Amherst Leisure Services.

Fortunately, we were able to have the usual Memorial Day Parade and Ceremonies at Riverside Cemetery in-person this year. Due to scheduling issues, we were not able to have the full Frontier Marching Band – but a representative group under the leadership of their director, Max Sherrill provided marching music, the National Anthem at the cemetery, and Taps at the Veterans Memorial and the cemetery. The Sunderland Firemen's Association once again provided refreshments when the parade returned to the center of town.

In December, we held the 3<sup>rd</sup> Annual Bright Lights Over Sunderland home holiday lights contest. Thirty-three families made entries with winners in five categories: Traditional; Lights, Lights and More Lights; Lighted Lawn figures; Inflatables; and Best Overall. It was fun to drive the route around town and see all of different displays.

The Recreation Committee continues to be represented on the town's Community Preservation Committee and on the Parklands Acquisition and Renovations for Communities (PARC) Committee. Now that Phase 2 of the Riverwalk Project is complete, we look forward to Phase 3 which will provide for a new Rec Shed and renovations to the existing bathrooms to provide for handicap accessibility. In addition, we hope to make improvements and reseed the main Soccer Field in the center of

Town in the coming year. The Merritt Field softball facility at the Elementary School continues to see a lot of activity. We are thankful to Town Meeting for voting Field Maintenance funding which allows us to better maintain our town Rec fields going forward.

We would also like to say a huge “thank you” to the more than 60 volunteer coaches, scorekeepers, referees and umpires, and others who have helped with recreation programs in this past year. We would like to also thank Jim Ewen, Rec Coordinator, for his special efforts and extra time put in this past year on behalf of our kids and families.

We were glad to get back to some semblance of “normal” during the past year. We hope to get back to some of our other regular activities and some new ones as well, in the coming year. If you are interested in assisting or have an idea for a new program, please contact us.

Respectfully submitted,  
Sunderland Recreation Committee

## **REGIONAL DOG SHELTER - FRANKLIN COUNTY SHERIFF'S OFFICE**

160 Elm St, Greenfield, MA 01301

[www.FCSO-MA.us](http://www.FCSO-MA.us) / Phone: 413-774-4014 / Fax: 413-774-6641

Commonwealth of Massachusetts  
Offices of the Sheriff – Franklin County  
Chris J. Donelan, Sheriff - Lori M. Streeter, Superintendent

The Franklin County Sheriff's Office Regional Dog Shelter has been in operation since 2012. The shelter was started by Sheriff Christopher Donelan who saw the need in the community for a dog sheltering facility and is currently the only brick and mortar dog shelter in Franklin County.

As of this date, the dog shelter provides services to 23 of the 26 Franklin County towns. During the course of 2022, the Regional Dog Shelter logged 190 canine intakes, (164 were brought in as strays, and 26 where Surrendered, Transferred or Returned to our facility)

- 102 where returned to their owners
- 74 where adopted into new fur-ever homes; and
- 11 where transferred to another facility to better meet their specific needs.

While we are primarily a dog facility with the addition of the Sheriff's Office Regional Animal Control Position the shelter assisted in the holding and transfer of 18 felines. At this time, the shelter does not have the capability to process cat adoptions, therefore all felines are transferred to an appropriate agency.

## Working with the Community:

Food Pantries: If you are struggling to feed your pet, or know of a food pantry that could use dog/cat food please let us know!

Rabies Clinics: In 2022, the shelter partnered with (2) local veterinarians to sponsor rabies clinics in Turners Falls and Heath.

Dog Licensing: Some Town Clerks have granted the ability for the shelter to issue a dog license for a dog that is brought in and not licensed. As Massachusetts General Law requires every dog be licensed and vaccinated for rabies before it can be released from the shelter. This ability has drastically reduced the time that an owned dog must stay at the shelter, if it was unlicensed upon intake.

Volunteers: Volunteers are essential to the smooth operation of the shelter, without them, we would not have the success that we have today. Donating over 6,167 hours in 2022, volunteers helped with Daily Kennel Chores, Foster Homes, Event Staffing and providing Enrichment specific to each dog's needs. We are always in need of new volunteers, if you are interested in joining our volunteer team; please check out the volunteer application on our website.

Did you know? The overall average length of stay for a dog at our kennel is 30 days. During this time, all their costs and care are covered by the Friends of the Franklin County Regional Dog Shelter.

## RIVERSIDE CEMETERY TRUSTEES

The past year of 2022 was a year of up-keep to maintain Sunderland's Town cemetery. We facilitated work with our contractors to maintain the health of our trees, completed a tree survey and took care of the overall landscape.

There is continued interest in Green burials and the Trustees have set aside an area in the Southern section to accommodate this going forward.

There were 4 plot sales in 2022 and 10 internments.

Trustees had to address one of the valve repairs in May, the hydrant stem repair had failed.

In 2021, Trustees instituted the updated fees for plot sales: Resident fee: \$1,000 per 2 vault plot (or 6 cremations) Non-resident fee: \$1,500 per 2 vault plot (or 6 cremations) Trustees sent out a request for proposal to 2 local companies to restore or replace the wooden entrance sign at corner of Rt. 47/Cemetery Road. The quotes are being reviewed and we hope to have a refurbished sign in 2023.

We are rescheduling a public presentation by the landscape architect that was originally set up for 2020 regarding her design proposals which include planting of replacement trees, a possible cremation garden and issues around the center road.

The Trustees want to thank Snows Landscaping for their excavator services over the year and also to Ahearn Landscaping for the mowing and Spring & Fall clean ups in 2022.

Our continuing battle with invasive vegetation and with trash removal is hopefully improving areas along the riverbanks. This work will never end.

We hope to keep the area clean and improve the view of the river.

Best to all  
Respectfully Submitted,  
Riverside Cemetery Trustees

## SANDERSON PLACE - SENIOR HOUSING at 120 NORTH MAIN STREET COMMITTEE



I am particularly pleased to write this final report for the 120 North Main Street Committee.

It has been nine years since we took our first town vote in support of affordable senior housing at 120 North Main Street. At Town Meeting 2014, we approved the use of CPA funds to purchase the property at 120 North Main with the hope of seeing affordable senior housing in Sunderland center -- within walking distance of the Sunderland Public Library, the Town Offices, recreation areas, and public transportation.

This year we saw the opening of Sanderson Place -- a vibrant addition to our town center and the welcome addition of 33 units of affordable senior housing that is so very much needed in our town and in our region. We were fortunate to have a great team behind this project: Rural Development, Inc.; Valley Community Development; Austin Design, Berkshire Design Group and Marois Construction.

I want to thank everyone in town who worked toward making this project a reality and particularly the members of the 120 North Main Street Committee for their continuing involvement: Stuart Beckley, Scott Bergeron, L Carl Fiocchi, Leon Markowski, Jeff O'Brien, Pat Patenaude (and also Bruce Bennett early on), most of whom did not expect a nine-year commitment when they signed on to this Committee. It has been worth the wait!

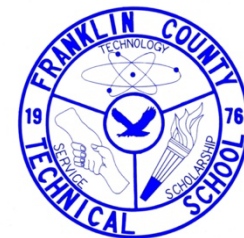
Respectfully Submitted  
Lorin Starr, Chair

## SCHOOLS

### FRANKLIN COUNTY TECHNICAL SCHOOL

82 Industrial Boulevard  
Turners Falls, Massachusetts 01376  
TEL: 413-863-9561 FAX: 413-863-4231  
[www.fcts.us](http://www.fcts.us)

**Richard J. Martin**  
Superintendent



#### FY23 Annual Report to Towns

We submit this annual report for 2022-23 school year on behalf of the Franklin County Technical School District and its administration, faculty, staff and students. As a reminder, the FY24 budget represents October 1, 2022 count, which is always a year behind the state budget process. FCTS has an enrollment submission of 559 students with town breakouts as follows:

Bernardston	25	Erving	28	Montague	93	Sunderland	9
Buckland	17	Gill	15	New Salem	11	Warwick	6
Colrain	21	Greenfield	117	Northfield	40	Wendell	9
Conway	9	Heath	8	Orange	94	Whately	22
Deerfield	25	Leyden	1	Shelburne	9		

Franklin County Technical School awarded 113 diplomas to our seniors in June of 2022. Massachusetts students are required to pass the MCAS in order to receive a high school diploma and once again our students were very successful in meeting this high academic standard. The state has adjusted their measures for evaluating district/school accountability and FCTS maintained the equivalent of a Level 2 accountability status out of a 5-point scale with 1 being the highest and 5 the lowest. Additionally, the district is meeting targets set by the Department of Education for passing rates of students of high risk with disabilities.

FCTS has the advantage of utilizing vocational students and licensed instructors from carpentry, electrical, plumbing and landscaping to provide maintenance and repairs to our school grounds and facility saving member towns tens of thousands of dollars annually. These shop programs also saved member towns an estimated \$100,000 with the bond authorization projects.

Franklin County Technical School students are learning the value of paid work opportunities through a newly revamped Cooperative Education Program (Coop). In 2019 FCTS had approximately 50% of our seniors involved in paid Coop jobs related to their vocational field of study. FCTS offers excellent academic offerings with increased courses in Advanced Placement, Honors, Foreign Language, credit recovery, and special education to provide all students with the opportunity to be prepared for college and career readiness.

Franklin County Technical School continues to experience increased enrollment and popularity within Franklin County, which has translated to new vocational technical programs in the fields of Veterinary Animal Science, Medical Assisting, and a future new Aviation Technician program. These new vibrant programs are the first new vocational programs at FCTS in more than 40 years and bring the total number of Chapter 74 vocational-technical programs to 14 and soon to be 15. Unlike other school districts which may offer a 45-minute course in a trade, FCTS students must follow strict Chapter 74 guidelines where students are in their vocational shop program for 6.5 hours per day for a full week to meet industry standard competency guidelines and in academics the next week.



FCTS is in the final process of completing a new 4800 sq. ft. Veterinary Science Learning Center and Clinic. The new building is located on Industrial Blvd next to FCTS. The facility is planning to open in the fall of 2023 and will be used for our relatively new FCTS Veterinary program and provide students with real world experiences in the veterinary field.

The new Aviation program is slated to start during the 2024-25 school year. This program will provide students with Federal Aviation Administration (FAA) credentials to be certified as an Aviation Maintenance Technician (AMT). FCTS was fortunate to receive a 4.1 million-dollar grant to build a new 12,000 sq. ft. aviation hangar, which will include airplanes, equipment, engine simulators, and tools and materials required by the FAA to start a new program. FCTS is planning to become one of the few high schools in the United States to offer a credentialed FAA program.

FCTS is nearly 50 years old and is one of the few remaining regional vocational schools in Massachusetts without a Massachusetts School Building Authority (MSBA) funded facility. FCTS has been invited into the eligibility stage of the process during the 2022-23 school year and then will move into the Design Phase followed by a Feasibility Study during the next several years. FCTS anticipates going out to towns for a district wide vote for a core building project as part of a Feasibility Study in the next several years.

Franklin County Technical School's technical programs continue to improve and evolve through the use of competitive Skills Capital Grants. FCTS has received more than 6.2 million dollars in grants over the last 6 years without using tax dollars from member communities. These funds have significantly enhanced our Welding, Medical Assisting, Veterinary Science, Machine Technology and Aviation vocational technical programs. FCTS also partners with the Franklin Hampshire Regional Employment Board and Greenfield Community College to offer an evening program for underemployed and displaced workers to obtain a certification in Advanced Precision Machining using our 21<sup>st</sup> Century modernized CNC machines. Through the highly competitive skills grant FCTS also received \$500,000 to build a mobile welding simulator lab to be used to develop technical skills towards certification. FCTS reached out to the Franklin County House of Corrections to utilize the new mobile welding simulator lab as an opportunity to help inmates acquire advanced technical skills which can lead to employment upon release. The welding mobile simulator lab should be ready by the Spring of 2023.

In addition, FCTS applied and received a \$660,000 grant to start adult evening training programs through the Commonwealth's Career Technical Initiative (CTI). During the Fall of 2022, FCTS initiated two adult training courses in Welding and Auto Technology through the CTI grant, and plans to add two more programs for the Spring of 2023. FCTS also started its own Electrical adult program and plans to add more in the near future. To accomplish these goals to meet community needs, FCTS hired a full-time adult coordinator.

Franklin County Tech's Carpentry, Electrical, Plumbing, and Landscaping programs established a foundation in collaboration with the Greenfield Savings Bank to build a new home for the community on an annual basis. FCTS has finished its second new home in Erving and is beginning a new home building project in Greenfield.

FCTS vocational programs consistently reach out to support community needs to save tax payer dollars. Plumbing and Electrical students continues to work on the House Project and recently completed the Conway D.P.W. Electrical students support camera hookups, computer and telecommunication cables, rewiring switches, outlets, changing halogen lighting to LED, laying conduit and pipe for outside service, and retrofitting offices at the Heath Town Hall. Cosmetology is open to the public and provide outreach to the Athol, Poet Seat, Linda Manor Nursing Homes and provide service to the Bernardston Senior Center. Welding students built a water wheel to power a home, building a steel gate for Highland Cemetery, and building steel carts for Judd Wire. Culinary Arts is open to the public for lunch, provide special luncheons for the Western MA. SROs, Franklin County Supt. Award Banquet, and Montague Housing Authority. The Health Technology/Medical Assistant students organized a hygiene drive to donate to the needy and homeless, have public blood pressure clinics and nail care for the Erving Senior Center and volunteer at the Arbors and Regal Care in Greenfield. Landscaping did fall cleanup for the Hill Cemetery in Shelburne, Source to Sea River cleanup in Turners, and the Franklin County Fairgrounds tree planting and fence installation in Greenfield. Landscaping students also provide maintenance to FCTS grounds care, installation of sprinkler system, and provide plants and flowers for events and for the community.

Franklin County Tech is forward thinking as it continues to review labor demand and market analysis to add new programs and skills to support students to obtain competencies and training to make them competitive in the workplace, college, and career.

Our partnerships with our communities are important for our programs, and we thank those which allow our students the opportunity to practice their trades out in the field.

Respectfully,



Mr. Richard J. Kuklewicz  
School Committee Chairman



Mr. Richard J. Martin  
Superintendent-Director

## SUNDERLAND ELEMENTARY SCHOOL

Annual Report for 2021-2022

From the Office of the Superintendent of Schools

### SUNDERLAND SCHOOL REPORT

Gregory Gottschalk, Chair  
Sunderland School Committee  
Sunderland, MA 01375

Dear Mr. Gottschalk:

I respectfully submit the 2022 Annual Report for the Sunderland Elementary School:

### SUNDERLAND SCHOOL COMMITTEE

#### TERM EXPIRES

Gregory Gottschalk, Chair	2023
<i>Jessica Corwin, Vice Chair</i>	2025
Peter Gagarin, Secretary	2024
*Keith McFarland, Member	2023
<i>Meghan Arquin, Member</i>	2024
*Representative to Frontier Regional School Committee	

### ADMINISTRATION

Superintendent of Schools	Darius Modestow
Director of Business Administration	Shelley Poreda
Director of Special Education	Karen Ferrandino
Director of Elementary Education	Lara Ramsey
Director of Early Childhood	Kimberly McCarthy
Director of Instructional Technology	Scott Paul
Director of School Facilities	William Hildreth
Director of Food Services	Geoffrey McDonald
Principal	Benjamin Barshefsky

### SUPPORT STAFF

<i>Executive Assistant to Superintendent</i>	<i>Jennifer Shumway</i>
<i>Administrative Assistant (SPED)</i>	<i>Penny Smiarowski</i>
<i>Administrative Assistant/Facilities</i>	<i>Mary Jane Whitcomb</i>
Receptionist/Early Childhood Assistant	Sarah Butler
Payroll Specialist, FRS/Union #38	Brenda Antes
Accounts Payable/Bookkeeper	Michelle Melnik
Grants Accountant	Stephan Shepherd
Secretary to Principal	Leila Rollins-Cohen

**SUNDERLAND ELEMENTARY SCHOOL****ENROLLMENT - OCTOBER 1, 2022**

Grade	Resident Students	School Choice Students	Tuition-In Students	Total
PK	9	0	18	27
K	18	4	0	22
1	13	5	0	18
2	13	3	0	16
3	18	4	0	22
4	18	5	0	23
5	17	9	0	26
6	19	7	0	26
TOTAL	125	37	18	180

**Union #38 Teacher Salary Schedule****Effective July 1, 2021 to June 30, 2022**

STEP	B	B+15	M	M+15	M+30	CAGS
3	\$45,969	\$47,404	\$48,884	\$50,415	\$51,990	\$53,535
4	\$47,404	\$48,884	\$50,415	\$51,990	\$53,616	\$55,162
5	\$48,884	\$50,415	\$51,990	\$53,616	\$55,291	\$56,837
6	\$50,415	\$51,990	\$53,616	\$55,291	\$57,015	\$58,560
7	\$51,990	\$53,616	\$55,291	\$57,015	\$58,796	\$60,341
8	\$53,616	\$55,291	\$57,015	\$58,796	\$60,635	\$62,181
9	\$55,291	\$57,015	\$58,796	\$60,635	\$62,529	\$64,075
10	\$57,015	\$58,796	\$60,635	\$62,529	\$64,482	\$66,027
11	\$58,796	\$60,635	\$62,529	\$64,482	\$66,496	\$68,042
12	\$60,635	\$62,529	\$64,482	\$66,496	\$68,576	\$70,121
13	\$62,529	\$64,482	\$66,496	\$68,576	\$70,723	\$72,269
14	\$68,447	\$70,515	\$73,056	\$75,253	\$78,233	\$79,793
20	\$70,571	\$72,679	\$75,272	\$77,514	\$80,554	\$82,116

Nature's Classroom Teacher: One hundred dollars (\$100) per day of attendance by a teacher. Workshop Presenters: \$30 per hour of presentation and reimbursement for reasonable expenses. Tutoring Rate: \$33.00 per hour. Head Teachers: \$1,500. Placement on Step 20 occurs when a teacher has completed 19 years as a teacher in Union #38. Mentors: \$500 per each new teacher, \$250 for second-/third-year teacher, \$250 for each additional teacher being mentored, to a maximum of three (3) in any year. The Town of Sunderland currently pays 60% of the health insurance premium contribution, with the eligible employees who elect to participate in the Town offered health insurance paying the remainder 40% of the health insurance premium contribution.

**UNION #38 INSTRUCTIONAL ASSISTANTS' SALARY SCHEDULE**  
**CONWAY, DEERFIELD, SUNDERLAND, WHATELY**

2021-2022	
Step 1	\$14.85
Step 2	\$15.36
Step 3	\$15.87
Step 4	\$16.39
Step 5	\$16.90
Step 6	\$17.41
Step 7	\$17.94
Step 8	\$18.45
Step 9	\$18.97
Step 10	\$19.52

**UNION #38 EDUCATIONAL SUPPORT NURSES, LPN, COTA, SLPA & PTA**

2021-2022	
Step 1	\$24.42
Step 2	\$25.47
Step 3	\$26.51
Step 4	\$27.55
Step 5	\$28.59
Step 6	\$29.63
Step 7	\$30.68
Step 8	\$31.73
Step 9	\$32.79
Step 10	\$33.80

## **SUPERINTENDENT'S REPORT SUNDERLAND ELEMENTARY SCHOOL**

### **District Mission Statement**

*Building dynamic learning communities, one student, one teacher, one family at a time.*

### **District Vision Statement**

*Vibrant, collaborative, engaging, and inclusive learning communities promoting the growth of every student.*

### **Opening Statement:**

This September, after over two years of Covid restrictions, our students, staff and families enjoyed a refreshingly normal start to the school year. Although Covid-19 is still with us, the stress it caused has diminished and we are pleased to have returned to pre-Covid programming in our schools.

I am grateful for the ongoing support of our families and communities during this time. Despite the distractions and inconveniences the pandemic created, our dedicated faculty and staff inspired students to remain focused on learning and students persevered in their academic efforts. The experience of the last three years has confirmed my belief that our schools are strong and get better every year. I look forward to a successful completion of the current year and to continuing to serve our communities and schools.

In Service,  
Darius Modestow,  
Superintendent of Schools

**Enrollment & School Choice:** The October 1, 2022 enrollment for Sunderland Elementary School totaled 180 (PreK-6) students. This is a decrease of 8 students from the October 1, 2021 (PreK-6) enrollment figures of 188 students. Of those 180 (PreK-6) students, 37 were School Choice students. This is a decrease of 5 students from the October 2021 (PreK-6) School Choice enrollment figures of 42 students.

### **Curriculum and Professional Development:**

Members of the Union 38 educational community have participated in professional development and committee work in order to align curriculum materials and classroom instruction with current educational research.

### **English Language Arts (ELA)**

In response to research on the importance of implementing regular screenings for dyslexia and providing explicit, systematic instruction in foundational skills in grades K-3, we have adopted DIBELS 8 as our dyslexia screener and will make a final selection regarding a foundational reading skills program in April. Additionally, research tells us that students with more core knowledge have stronger reading comprehension, so we are in the final stages of selecting language arts curriculum materials that emphasize the acquisition of core knowledge. Ten teachers have participated in LETRS, a

curriculum-agnostic training about the science of reading. We are setting up more LETRS training opportunities for the fall of 2023.

### **Math**

The district is uniting around several projects. This fall, we began implementing a universal screener for number sense in grades K-2, which we will expand to all grades in 2023-24. The district purchased Bridges Intervention materials for K-6 mathematics in all schools. For 6th grade, to align with grades 7 and 8, the district purchased ALEKS, a digital platform for independent math practice that provides acceleration and enrichment at individualized levels and pacing. Finally, the district is in the process of selecting core curriculum materials that are updated and aligned with standards of math practice.

### **Health**

With support from a grant for Comprehensive School Health Services, the district acquired up-to-date curriculum resources for 5th and 6th grade health classes. We are in the process of documenting the scope and sequence of health topics that are taught K-6 by a combination of classroom teachers, PE teachers, counselors, and nurses.

### **Social Studies**

With support from a Civics grant, the district acquired curriculum resources from Cornerstones for Civic Education. This is an engaging curriculum that draws on primary sources and puts students in the position of “thinking like historians”. Teachers are working together to pilot lessons from this program and to create a scope and sequence of lessons for 3rd and 4th grade.

### **Nature’s Classroom**

The district is sending all 6th graders to Nature’s Classroom in Ivoryton, CT for a three day/two night outdoor education experience. In addition to participating in hands-on science and social studies classes, students will explore ecosystems and work through team building challenges; a goal for the experience is to provide positive social and academic connections among members of the class of 2029.

### **Staff:**

We are pleased to announce the addition of Lara Ramsey as Director of Education, Elementary Focus who replaced Kimberly McCarthy. Kimberly McCarthy replaced Aimee Smith-Zeoli as the Director of Early Childhood

**Faculty Retirements:** Suzanne Wells, Grade 1; Diane Judd, Speech/Language Pathologist

**Faculty Resignations:** Kerry McGrath, Grade 4 Teacher; Patricia Nulph, Special Education Teacher; Kate Lorenz, PreSchool Lead Teacher; Ryan Copeland, Grade 6 Teacher; Calena Spearing, Special Education Teacher



**New Faculty:** Kathryn Giard, Special Education Team Leader; Daniel “Josh” Arond, Special Education Teacher; Melissa Revell, Art Teacher; Carolyn Eddy, Special Education Teacher; Meagan Murphy, Preschool Teacher; Katelyn Cousin, Special Education Teacher; Nicole Walsh, Grade 6 Teacher; Kathaleen DiBasio, Grade 4 Teacher; Barbara Fukushima, Grade 1 Teacher; Lauren Schattin, Speech & Language Pathologist

**Special Thanks:** We are pleased to acknowledge the dedication of Sunderland School Committee members Chair Gregory Gottschalk, Vice Chair Jessica Corwin, Secretary Peter Gagarin, and Members Keith McFarland and Meghan Arquin. The members of the Committee work tirelessly on behalf of the children in Sunderland. Together, I look forward to working with this group to continue to strive for the best educational experience for our students.

Respectfully submitted,  
Darius E. Modestow  
Superintendent of Schools

## **FRONTIER REGIONAL SCHOOL FOR 2021-2022 Annual Report From the Office of the Superintendent of Schools**

### **FRONTIER SCHOOL REPORT**

Robert Halla, Chair  
Frontier Regional School District Committee  
South Deerfield, MA 01373

Dear Mr. Halla: I respectfully submit the 2022 Frontier Regional School Annual Report.

### **FRONTIER REGIONAL SCHOOL COMMITTEE**

	<b><u>TERM EXPIRES</u></b>
* Robert Halla, Chair, Whately	2023
William Smith, V. Chair, Whately	2025
Christopher White, Secretary,	2025
Olivia Leone, Member, Deerfield	2024
* Philip Kantor, Member, Conway	2023
* Mary Ramon, Member, Deerfield	2023
* Keith McFarland, Member, Sunderland	2023
Melissa Novak, Member, Deerfield	2023
Lyn Roberts, Member, Sunderland	2023
Damien Fosnot, Member, Deerfield	2025
Jared Campbell, Member, Conway	2025

\*Representing the local Elementary School Committees for a one-year term. Regular meetings held on the second Tuesday of each month, in the Media Center, Frontier Regional School, South Deerfield, Massachusetts at 6:00 p.m.

### **ADMINISTRATION**

Superintendent of Schools	Darius Modestow
Director of Business Administration	Shelley Poreda
Director of Student Services	Karen Ferrandino
Director of Secondary Education	Sarah Mitchell

Director of School Facilities  
 Director of Instructional Technology  
 Director of Food Services

William Hildreth  
 Scott Paul  
 Geoffrey McDonald

#### **SUPPORT STAFF**

Executive Assistant to Superintendent  
 Administrative Assistant (Special Ed.)  
 Administrative Assistant/Facilities  
 Receptionist/Substitute Coordinator  
 Payroll Specialist, FRS/Union #38  
 Accounts Payable/Bookkeeper, FRS  
 Treasurer  
 Grants Accountant  
 SIS Data Specialist  
 Network Administrator  
 Information Technology Specialist

Jennifer Shumway  
 Penny Smiarowski  
 Mary Jane Whitcomb  
 Sarah Butler  
 Brenda Antes  
 Donna Lloyd  
 Michael DeBarge  
 Stephan Shepherd  
 Megan Donovan  
 Stuart Dusenberry  
 Keith VanBuren

#### **FRONTIER REGIONAL SCHOOL**

George Lanides  
 Scott Dredge  
 Roberta Reiter  
 Deb Mason  
 Kelly Blanchette  
 Michelle Russell  
 Mary Lapinski

Principal  
 Assistant Principal  
 Principal's Secretary  
 School Secretary  
 Special Education Secretary  
 Attendance Secretary  
 Guidance Secretary

#### **FRONTIER REGIONAL SCHOOL ENROLLMENT - OCTOBER 1, 2022**

Grade	Conway	Deerfield	Sunderland	Whately	School Choice	Tuitioned In	Total
7	13	33	28	5	35	0	114
8	14	36	12	13	30	1	106
9	9	29	24	6	25	1	94
10	15	38	11	10	27	0	101
11	12	28	14	5	41	0	100
12	8	36	16	6	25	0	91
SP	0	3	2	1	3	1	10
<b>Total</b>	71	203	107	46	186	3	616

#### **FRONTIER REGIONAL - UNIT A SALARY SCHEDULE 2021-2022**

STEP	Bachelors	Masters	M+30	CAGS/DOC
0	\$45,337	\$47,522	\$50,199	\$52,710
1	\$47,6747	\$49,587	\$52,099	\$54,703

2	\$49,652	\$51,706	\$54,064	\$56,767
3	\$50,875	\$55,623	\$56,099	\$58,903
4	\$52,655	\$55,623	\$58,158	\$61,066
5	\$54,035	\$57,446	\$60,342	\$63,359
6	\$56,361	\$59,279	\$62,334	\$65,449
7	\$57,847	\$61,161	\$64,343	\$67,559
8	\$59,379	\$62,702	\$67,248	\$70,608
9	\$62,333	\$66,265	\$70,236	\$73,748
10	\$65,601	\$70,105	\$73,318	\$76,986
11	\$66,690	\$72,689	\$76,702	\$80,537
12	\$69,281	\$75,375	\$79,452	\$83,425
13	\$70,320	\$76,505	\$80,643	\$84,675
*20	\$71,320	\$77,505	\$81,643	\$85,675
**25	\$72,320	\$78,505	\$82,643	\$86,675

**\*Placement on Step 20L occurs when an individual has completed 19 years of service as a Frontier Regional School faculty member.**

**\*\*Placement on Step 25L occurs when an individual has completed 24 years of service as a Frontier Regional School faculty member.**

### **FRONTIER REGIONAL**

#### **UNIT C INSTRUCTIONAL ASSISTANTS SALARY SCHEDULE** **2021-2022**

Step	HOURLY RATES		
	2019-2020	2020-2021	2021-2022
		2%	2%
*2	\$14.57	\$14.87	\$15.16
3	\$15.09	\$15.39	\$15.70
4	\$15.57	\$15.89	\$16.20
5	\$16.10	\$16.42	\$16.75
6	\$16.59	\$16.93	\$17.26
7	\$17.14	\$17.48	\$17.83
8	\$17.61	\$17.97	\$18.33
9	\$18.15	\$18.51	\$18.88
10	\$18.67	\$19.05	\$19.43
11	\$19.20	\$19.58	\$19.98

#### **Unit C Educational Support Nurses**

Step	HOURLY RATES		
	2019-2020	2020-2021	2021-2022
	1%	2%	2%
1	\$23.47	\$23.94	\$24.42
2	\$24.48	\$24.97	\$25.47
3	\$25.48	\$25.99	\$26.51
4	\$26.48	\$27.01	\$27.55

5	\$27.48	\$28.03	\$28.59
6	\$28.48	\$29.05	\$29.63
7	\$29.49	\$30.08	\$30.68
8	\$30.50	\$31.11	\$31.73
9	\$31.51	\$32.14	\$32.79
10	\$32.49	\$33.14	\$33.80

## FRONTIER REGIONAL SCHOOL SUPERINTENDENT'S REPORT

*Building dynamic learning communities, one student, one teacher, one family at a time.*

As Superintendent of the Frontier Regional and Union #38 Schools, I am pleased to submit the 2022 Superintendent's Annual Report on behalf of the dedicated teachers and administrators of the district.

Frontier Regional and Union #38 schools continue to serve our communities by providing excellent

Public education with an ongoing focus on meeting the individual needs of students.

### **Opening Statement:**

This September, after over two years of Covid restrictions, our students, staff and families enjoyed a refreshingly normal start to the school year. Although Covid-19 is still with us, the stress it caused has diminished and we are pleased to have returned to pre-Covid programming in our schools.

I am grateful for the ongoing support of our families and communities during this time. Despite the distractions and inconveniences the pandemic created, our dedicated faculty and staff inspired students to remain focused on learning and students persevered in their academic efforts. The experience of the last three years has confirmed my belief that our schools are strong and get better every year. I look forward to a successful completion of the current year and to continuing to serve our communities and schools.

In Service,  
Darius Modestow,  
Superintendent of Schools

**Overview:** Frontier Regional School opened in 1954 in the town of South Deerfield, Massachusetts. The school includes students in grades 7 through 12 with an enrollment of 616 students. This is an increase of 6 students from the October 1, 2021 enrollment figures of 610 students.

The class of 2022 had 92 graduates; 62% planned to attend a four-year college, 15% a two-year college, 1% plan to attend vocational schools, 0% planned on a post-grad year, 0% will enter military service, 4% will take a gap year, 9% plan to enter the labor market, and 9% plans are unknown. This is different from previous years. There were 98 graduates in the class of 2021: 69% planned to attend a four-year college, 18% a two-year college, 2% vocational schools, 2% military, 1% prep school, 7% planned to enter the labor market and 1% plans were unknown.

## CURRICULUM AND PROFESSIONAL DEVELOPMENT

## **Frontier Regional**

Members of the Frontier Regional school community are involved in a number of initiatives and professional development experiences to expand the support and opportunities available to students.

### **Restorative Practices**

Social emotional well-being and academic success for all students continue to be a focus in the ongoing efforts to recover from the impact of the pandemic. Towards that end faculty and support staff participated in workshops and the implementation of a restorative practice model of student support. Restorative practices is a whole school teaching and learning approach that encourages positive relationships and repair to others and the community when an individual's actions cause harm. The model uses restorative circles to allow students to be seen and heard as a member of a classroom community.

### **Culturally responsive teaching and learning**

Recognizing and valuing all learners in our school community continues to be a focus of professional development. Faculty are working to implement the five pursuits of culturally and historically responsive teaching outlined by Gholdy Muhammad: identity, skills, intellectualism, criticality, and joy. A presentation by Liza Talusan provided faculty with a framework of practical strategies for creating an inclusive classroom community through the model outlined in her book *The Identity-Conscious Educator*.

### **Project Based Learning**

The social studies department engaged in a professional development series to transform the social studies classroom into an environment where students engage in learning projects that allow them to connect with historical content.

### **Innovation Pathways**

Frontier was designated an Innovation Pathways School. Innovation Pathways are programs within Massachusetts high schools that are designed to connect students to industry sectors that are in demand in the regional and state economy. Frontier is partnering with a number of community organizations and businesses to offer students an opportunity to be exposed to careers in the healthcare and social services and advanced manufacturing and engineering industries. Some of our partners include: Baystate Medical, Community Health Care Center, Pelican Industries and hosts of other businesses that are offering our students internship opportunities as well as providing guest speakers for industry related courses that are offered at Frontier. Grant funding support allowed for the implementation of the IP program, with funding available to purchase equipment for the hands on training components of this program.

### **My Career and Academic Plan (MYCAP)**

A development team of faculty and administrators is engaged in the planning process to implement the MYCAP program. *My Career and Academic Plan* prepares students for college, career and civic readiness. The MyCAP process engages students in authentic postsecondary planning through a continuum of learning focused on the individual student's interests, skills and talents. Frontier students will collect representative work samples in a portfolio during their courses at Frontier. The portfolio will allow students to collect important information for later presentation to colleges or employers as they transition from Frontier to post graduation education or work environments.

### **Staff:**

**Retired Faculty:** Lisa Winter, School Nurse; Sandra Spiewak, Speech/Language Pathologist; William Benoit, Technology Education Teacher; Karen Ziomek, Guidance Counselor;

**Faculty Resignations:** Kristin McLaughlin, Science (MS); Carolyn Eddy, Special Education Team Leader; Kelly Wilkerson, Special Education Teacher, Karen Johnston, Physical Therapist

**New Faculty:** Reina Dastous, School Nurse; Daniel Murphy, Woodshop/Fab Lab Teacher; Casey Gavin, Occupational Therapist; Sigal Kadden, Guidance Counselor; Rema Mills, Speech/Language Pathologist; Axel Anderson, English (HS); Danielle Manna, Science/Math; Sarah Crawford, Special Education Team Leader; Kristine Bourque, Special Education Teacher; Grant Bialek, Restorative Practice Coordinator, Sarah Berger, Physical Therapist

### **Special Thanks**

We are pleased to acknowledge the dedication and hard work of Frontier Regional School Committee Members: **Chair Robert Halla, Vice Chair William Smith, Secretary Christopher White, Members Mary Ramon, Lyn Roberts, Philip Kantor, Keith McFarland, Damien Fosnot, Olivia Leone, and Melissa Novak.** I look forward to continuing our work together.

Thank you to the citizens of our four towns for being supportive of public education and our wonderful schools.

Respectfully submitted,  
Darius E. Modestow  
Superintendent of Schools

## **SOUTH COUNTY EMERGENCY MEDICAL SERVICES ([SoCEMS](#))**

South County EMS (SoCEMS) is the premier regional EMS service in the state. As a municipal “third-service” that provides only medical-related services, our budget, infrastructure, training focus, and culture is 100% devoted to providing the best emergency medical care possible. In 2022 our department experienced the busiest year-to-date with an 8% increase over 2021, and we expect the requests for response to continue increasing through 2023. To meet these demands, South County EMS is always considering ways to provide better care more efficiently and solidify itself as a public good our citizens can be proud of.

Our agency provides Paramedic level response to Deerfield, Sunderland, and Whately by staffing one transporting ALS ambulance 24/7 with predominantly full-time staff. For our busiest times we add per diem responders for the anticipated increased demands for service. Last year SoCEMS responded to 1,071 calls for medical emergencies in our primary coverage area and an additional 145 to neighboring communities. Of the patients we treated, 83% required and received Advanced Life Support (ALS) interventions. In addition to the medical related emergencies, SoCEMS also responded to over 95 calls including Fire, Search and Rescue, HAZMAT, and Law Enforcement issues, where we provided both medical support and subject matter expertise. Our full time and per diem staff represent some of the highest and most diversely trained emergency responders in the state.

In 2022, South County hired additional full-time staff to cover our primary ambulance staffing and reduce the dependency on per diem employees who are not always available on account of their full-time positions elsewhere. By adjusting our scheduling and shift coverage, we have been able to increase our ability to adapt and respond to outside forces while also decreasing the likelihood of medical provider burnout which has become all too common in recent years.

Additionally, South County EMS continues to work closely with our Franklin County and Western MA public safety partners. As a well-respected agency in the region, and a golden model of what can be accomplished when multiple towns come together, South County has become the go-to place when other agencies or communities are looking for insight in providing outstanding emergency medical care.

I'd like to thank our talented and compassionate team of providers who work here at South County EMS. Every day they give back to this community in ways that are not always obvious. Through studying and researching so that they can provide better care, by advocating for EMS and patients on the regional, state, and federal level, and by taking time on calls to provide companionship to community members, they truly go above and beyond what is typically expected from our pre-hospital medical providers. The people who wear the South County EMS patch are amongst the finest around.

And as always, I wish to thank the members of our community for your support over the years. Our team of providers were chosen because of their skill, knowledge, compassion, and dedication, and they would not be able to serve the community in the way that they know is right, were it not for the championing many of you do on our behalf. It is your support that has made South County such a rewarding and respected place to serve.

*Thank you.*

### **SOUTH COUNTY EMERGENCY MEDICAL SERVICES - STATISTICS**

Here is the breakdown of the 2022 calendar year stats:

EMS Patient Responses by Type	EMS Patient Responses by Town
Total: 1,216	Deerfield: 600
ALS Transports: 700	Sunderland: 313
BLS Transports: 140	Whately: 158
Paramedic Intercepts: 17	Mutual Aid: 145
Refusals: 264	
Other: 95	

We look forward to continuing to provide high-quality and state-of-the-art emergency medical care to our community and supporting public health and education initiatives in 2023.

More information about our department can be found on our website:  
[www.SoCEMS.org](http://www.SoCEMS.org)

Respectfully,  
Chief Z. Smith, Paramedic  
South County Emergency Medical Services

## **SOUTH COUNTY SENIOR CENTER**

67 N Main St., South Deerfield, MA 01373

413.665.2141 • 413.665.9508

Email: [scsc@town.deerfield.ma.us](mailto:scsc@town.deerfield.ma.us) / Website: <https://www.deerfieldma.us/senior-center>

Jennifer M Remillard, Director  
 Susan Corey, Program Coordinator  
 Chris Goudreau, Outreach Coordinator  
 Tom Fydenkevez, Chair, Board of Oversight (Sunderland)  
 Trevor McDaniel, Board of Oversight (Deerfield)  
 Joyce Palmer-Fortune, Board of Oversight (Whately)

The South County Senior Center provides services to Seniors who reside in Deerfield, Sunderland, and Whately. We also welcome seniors from other communities who find value in our programming. Programs are regularly offered on Mondays, Wednesdays, and Fridays. Since November 2021, Programming has taken place at Holy Family Parish, Pope John Paul II Hall, located at 29 Sugarloaf St., South Deerfield. During 2022, we also moved to 22 Amherst Road, Sunderland. It hosts our Administrative Office for staff, our food pantry (open to anyone), a computer lab, a lending library, an arts center, a television area, a sitting area, and space to host up to 45 people for small programs.

### **Staffing**

In January 2022, the South County Senior Center welcomed its new Director, Jennifer Remillard. In April, we welcomed our new Outreach Coordinator, Chris Goudreau. During 2022, he has been able to provide support to more than 52 seniors with services. Our Director has supported 23 seniors with services.

During 2022, the SCSC has increased membership by 94 members. This brings the total number of members who have attended events or received services from the SCSC to 295 individuals in 2022. In addition to new members, 176 guests age 60+ and 27 guests under 60 have attended the SCSC during 2022. *This is an increase of 63%, 111 people, becoming members from the last full program calendar year of 2019 (pre-COVID).* 18 individuals became members prior to 2022.

### **Programs**

During 2022, the South County Senior Center hosted more than 950 events. These events include Fitness/Exercise Classes, Arts & Crafts programs, Cultural Events, Information Sharing programs, Recreation, Socialization, Congregant Meals, and Food Support.

Our average Daily Attendance for programs during 2022 was 39. Based on information in MySenior Center, our database used to capture statistical data at the Senior Center, the average number of individuals in attendance on a program day has increased from an average of 31, per day, per month (Jan-Aug 2022), to 60 per day per month (Sept-Dec 2022). *This is an increase of 97% in attendance at the SCSC.* The highest daily average of individuals attending program, per day, per month for 2022 (Jan-Nov) was 68 during the month of November. The lowest daily average of individuals attending



program, per day, per month for 2022 (Jan-Nov) was 26 individuals in the month of January.

Through our partnership with LifePath, 65 seniors were able to regularly receive daily Grab n' Go meals (weekdays only), with more than 3,091 meals distributed amongst them.

Our food truck distribution program which occurs on the second Wednesday of each month is one of our most attended days at the Center. We average between 50-75 households who receive support. During 2022, we had more than 185 individuals receive support from our monthly pop-up food truck. This event is through our community partnership with the Franklin Area Survival Center.

In addition to our monthly food truck distribution program, the SCSC partners with The Food Bank of Western Mass to offer the Brown Bag program. This program has approximately 32 recipients each month. It offers a free bag of groceries to those who meet specific income guidelines.

We have also added a food pantry to our Sunderland space where we can store and offer items to our community daily. We will begin offering regular hours each week when the Outreach Coordinator begins his full-time status in February 2023.

During the fall of 2022, the South County Senior Center became partners with the Department of Transitional Assistance (DTA) and UMass to become an application site for SNAP benefits. In doing so, we can reach more individuals in our community who may be experiencing food insecurity.

In August we hosted our first Informational Fair & Cruise night offering connection to more than 15 community partners. More than a 100 people were in attendance.

During the holiday season in 2022, we offered a Friendsgiving in November. 106 individuals attended for the congregant meal. It is also on a date which LifePath has an administrative day where no meals are provided or delivered to the seniors.

With the success of Friendsgiving, we worked with the community to deliver more than 53 meals to seniors who otherwise may not have a meal for Christmas Day. We had a large volume of volunteers come together from the community to prepare, package, and deliver meals across South County. With the success of these events, they will continue annually.

### **Funding**

Our funding comes from the three towns of Deerfield, Sunderland, and Whately. In addition to the funds the Towns provide, we receive funds during FY22/FY23 from the Commonwealth; the Service Incentive Grant and the Formula Fund Grant and private funds; grants through LifePath, and the Fred G. Wells Trust.

We received \$13,135.05 for the Service Incentive Grant. During FY24 this grant will no longer be guaranteed to the current 18 communities who receive it. It will become a competitive grant which we will apply for.

We initially received \$27,252 for the Formula Fund Grant. During 2022, the Commonwealth used the estimated 2020 Census Data provided through UMass, until the Federal Government officially released the Census data. The Commonwealth

provides \$12/per senior age 60+ to each community. Based upon the increase in the population we received an additional \$12,504 for a total of \$39,756. We applied for and received a grant from the Fred G. Wells Trust in the amount of \$4,600. It is being utilized for Tai Chi and Balance classes.

We applied for and received 5 grants from LifePath totaling \$11,720. These funds are used to fund two Title III exercise programs – Enhanced Fitness \$6,000 – Chair Yoga \$3,000 (total of \$9,000) and \$2,720 (Church Street Home Fund) towards 3 other programs (Birding, Telling My Story (Writing Workshop) and Creative Cooking). In addition to the above funds, the Cultural Councils from Deerfield, Sunderland, and Whately provided funding in support of various activities including dance programming and musical performances by a variety of local artists.

There are several areas of priority moving into 2023. They include: continue to expand and build new community partnerships; expand and create programs to attract current and new members; and create a 5-year plan for the South County Senior Center.

Respectfully submitted,  
Jennifer M. Remillard, MBA  
Director, South County Senior Center

## SUNDERLAND TOWN PARK

Website: <http://www.sunderlandfire.com/town-park-svfa>

The Sunderland Town Park is located at the top of Park Road. Built on land donated to the Town by Chester Warner in 1927, the Sunderland Fireman's Association constructed a pavilion on the site shortly after. The Town Park has been the venue for countless community and private events from Town celebrations to weddings and parties. It is also good starting point for outdoor recreation on Mt. Toby. The Sunderland Volunteer Fireman's Association took over management of the Town Park over a decade ago and they have affected many improvements. Most of the work has gone into making the Park a destination for groups and groups will once again enjoy the property in the future. In the short term, a covered barbeque pit provides the perfect location to grill a meal for a family or a solo adventure. Work continues to manage problem trees (replanting new trees is part of the process) and maintain / improve the pavilion structure. The park grounds are open to the public during daylight hours for folks to visit and enjoy the quiet setting.

In 2022 the park was used as a venue for weddings, meetings and picnics by several parties. In addition to these events, the park was the base camp and start / finish line for two trail running races through the fire roads and trails of Mt. Toby. These events drew close to a hundred participants from across the northeast.

I wholeheartedly thank the Sunderland Highway Department for helping to maintain the roads, parking areas and manage brushy vegetation in the Park.

Rental information and all application documents may be downloaded from the Sunderland Fire Department's website: <http://www.sunderlandfire.com/svfa--town-park-rentals.html> . You may check on availability by email at: [townpark@sunderlandfire.com](mailto:townpark@sunderlandfire.com) .

Submitted,

Steven J. Benjamin  
Fire Chief



## SUNDERLAND VILLAGE CENTER COMMITTEE (SVCC)

The SVCC was appointed in 2019 as temporary committee (under the direction of the Selectboard) and charged with the following tasks:

Guide a consultant who will conduct a "Village Center Visioning Process" with the goal of:

- Enhancing the character and amenities of the Village Center
- Reviewing and improving pedestrian access and safety
- Reviewing and improving bicycle access and safety
- Reviewing and improving vehicular access and safety
- Reviewing zoning in the Village Center in order to serve the needs of the Village Center enhancement goals

The SVCC is comprised of seven (7) members as follows: two (2) at large, one business representative, and one (1) each from the Selectboard, Planning Board, Historical Commission and Community Pathways Committee.

The impetus for establishing the SVCC was anticipated changes to the intersection of Routes 116 and 47 and the desire for the Town to take a proactive role in understanding and shaping the impact of any changes to the center of town. The town recently funded a Visioning Study for the Village Center. We are excited to undertake this project beginning, hopefully, in the spring of 2023 and look forward to engaging with townspeople and business owners in the months ahead as we imagine the future of the Village Center.

Respectfully Submitted  
Lorin Starr  
Chair

## TOWN CLERK

Email: [townclerk@townofsunderland.us](mailto:townclerk@townofsunderland.us) / Phone: 413-665-1442

### 2022 Vital Statistics

BIRTHS	
Females	7
Males	10
<b>Total</b>	<b>17</b>

Marriages	
<b>Total</b>	<b>14</b>

DEATHS		Name	Age
<b>Date</b>			
<b>January</b>	<b>9</b>	<b>John Andrew Wysk</b>	<b>70</b>
	<b>6</b>	<b>Robert Richard Balla</b>	<b>76</b>
	<b>19</b>	<b>Kristin Whalen</b>	<b>30</b>
	<b>23</b>	<b>Michael Whelan</b>	<b>69</b>
<b>February</b>	<b>2</b>	<b>Holly L. (Thornton) Duda</b>	<b>63</b>
	<b>9</b>	<b>Clifford V. Bowen, Jr.</b>	<b>81</b>
	<b>15</b>	<b>Marjorie E. Sears</b>	<b>98</b>
	<b>26</b>	<b>Edgar A. Mason, III</b>	<b>83</b>
<b>March</b>	<b>25</b>	<b>Carol J. Griss</b>	<b>75</b>
<b>April</b>	<b>1</b>	<b>Donald Walter Storozuk</b>	<b>75</b>
	<b>19</b>	<b>Daniel Clarence Blake</b>	<b>85</b>
	<b>25</b>	<b>Carla Day Taft</b>	<b>74</b>
	<b>26</b>	<b>Binh Thanh Nguyen</b>	<b>63</b>
	<b>28</b>	<b>Philip J. Rocasah</b>	<b>79</b>
<b>June</b>	<b>5</b>	<b>Helen E. Rodak</b>	<b>103</b>
	<b>6</b>	<b>Robert S. Spring, Jr.</b>	<b>63</b>
	<b>8</b>	<b>Travis Taylor Hayes</b>	<b>39</b>
<b>August</b>	<b>31</b>	<b>Jessie R. Kudukey</b>	<b>104</b>
<b>September</b>	<b>5</b>	<b>Elizabeth M. Foster</b>	<b>75</b>
	<b>17</b>	<b>Justina Kzcowski</b>	<b>97</b>
	<b>30</b>	<b>Barre E. Tozloski</b>	<b>74</b>
<b>October</b>	<b>2</b>	<b>Marlene F. Forget</b>	<b>65</b>
	<b>11</b>	<b>Michael Holloway</b>	<b>63</b>
	<b>26</b>	<b>Alex C. Koblinski</b>	<b>32</b>

<b>Vitals</b>	<b>\$2,090.00</b>
<b>Dogs</b>	<b>\$1,581.85</b>
<b>Government Reg's</b>	<b>\$3,845.00</b>
<b>Total</b>	<b>\$7,516.85</b>

Respectfully submitted,  
Wendy Houle, MMC/CMMC  
Town Clerk

## TOWN MEETING MOTIONS

### 2022 SUNDERLAND ANNUAL TOWN MEETING MOTIONS

COMMONWEALTH OF MASSACHUSETTS

April 29, 2022, 7:00PM

SUNDERLAND ELEMENTARY SCHOOL

FRANKLIN, SS:

\*\*\*\*\*

Registered Voters in Attendance: 66 Total Registered Voters: 2,463

Meeting called to order at 7:07pm by Moderator, Michael Wissemann.

Pledge of Allegiance

Town Clerk, Wendy Houle read the Constables Return.

Town official introductions.

Selectboard acknowledged Dedication of the Annual Report to Scott Bergeron. Scott served on the Selectboard, Finance Committee, Riverside Cemetery Trustee and various other committees.

The Moderator acknowledged the passing of Russell Lane, MD, Stanley Mieczkowski, Edward Mogelinski, Edwin Skribski and Mary Ann Uchneat who contributed to the betterment of the Town of Sunderland.

Motion to dispense of the reading of the motions, 2<sup>nd</sup>, and voted unanimously.

Motion to allow school and town officials that are nonresidents to permission to speak, 2<sup>nd</sup> voted unanimously.

Tellers: Robert Ahearn, Stephen Schneider, Elizabeth Sillin and Lorin Starr were sworn in as tellers.

All articles on this warrant require a simple majority unless otherwise indicated or required by the motion.

ARTICLE 1. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to hear the reports of the Selectboard, the Sunderland School Committee and all other Town Officers, Boards, Committees and Commissions.

#### Majority Vote (no statutory reference)

SUBMITTED BY: Selectboard

SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 2. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, under the provisions of M.G.L. Chapter 41, Section 108, to set the salaries and compensation of all its elected officials connected therewith for Fiscal Year 2023.

Assessors: Chair \$2,994.21 annually Clerk \$2,994.21 annually Member \$ 2,994.21 annually

Board of Health: Chair \$1,500. Member \$1,200. Member \$1,200.

Moderator: \$200.00 annually

Planning Board: Chair \$1,000.00 annually Clerk \$1,000.00 annually; Members each \$550.00 annually

Town Clerk: \$53,928. annually

Selectboard: Chair \$3,275.00 annually Vice Chair \$2,850.00 annually Clerk \$2,850.00 annually

#### Majority Vote - G.L. c.41, §108

SUBMITTED BY: Selectboard

FINANCE COMMITTEE RECOMMENDATION: 3-0

ARTICLE 3. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to raise and appropriate the sum of \$8,776,307, appropriate from Fund-Comcast PEG Access Fund the sum of \$53,000, appropriate from Fund 610-WWTP Sewer Fund the sum of \$400,859, appropriate from Free Cash the sum of \$136,677 and appropriate from Overlay Surplus Account the sum of \$24,000 for the sum total of \$9,390,843 for Town and general municipal purposes connected therewith for the Fiscal

Year 2023, all as set forth in a document entitled "Town of Sunderland FY23 Town Meeting Budget" on file with the Town Clerk, and posted on the Town website at [www.townofsunderland.us](http://www.townofsunderland.us).

**Majority Vote - G.L. c. 40, §5, and G.L. c.71, §16B**

SUBMITTED BY: Selectboard  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

<b>TOWN OF SUNDERLAND TOWN MEETING BUDGET</b>	<b><i>FY 20 Budget FINAL</i></b>	<b><i>FY 21 Budget FINAL</i></b>	<b><i>FY 22 Budget ATM</i></b>	<b><i>FY 23 Budget ATM</i></b>	<b><i>Change from FY 22 FINAL</i></b>	
GENERAL GOVERNMENT						
Personnel Services	<b>185,380</b>	<b>206,011</b>	<b>213,692</b>	<b>223,110</b>		
Elected Officials	<b>65,621</b>	<b>62,296</b>	<b>73,256</b>	<b>76,736</b>		
Expenses	<b>268,765</b>	<b>281,641</b>	<b>295,717</b>	<b>305,204</b>		
<b>TOTAL GENERAL GOVERNMENT</b>	<b>519,766</b>	<b>549,947</b>	<b>582,665</b>	<b>605,050</b>	<b>22,385</b>	<b>3.8%</b>
TOWN BUILDINGS						
Personnel Services	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Expenses	<b>165,601</b>	<b>165,560</b>	<b>170,060</b>	<b>173,717</b>		
<b>TOTAL TOWN BUILDINGS</b>	<b>165,601</b>	<b>165,560</b>	<b>170,060</b>	<b>173,717</b>	<b>3,657</b>	<b>2.2%</b>
POLICE DEPARTMENT						
Personnel Services	<b>448,078</b>	<b>466,737</b>	<b>479,178</b>	<b>534,549</b>		
Expenses	<b>45,609</b>	<b>48,909</b>	<b>50,094</b>	<b>50,094</b>		
<b>TOTAL POLICE DEPARTMENT</b>	<b>493,687</b>	<b>515,646</b>	<b>529,272</b>	<b>584,643</b>	<b>55,371</b>	<b>10.5%</b>
FIRE DEPARTMENT						
Personnel Services	<b>54,027</b>	<b>55,137</b>	<b>62,500</b>	<b>64,401</b>		
Expenses	<b>33,000</b>	<b>30,750</b>	<b>33,000</b>	<b>34,000</b>		
Regional EMS	<b>199,203</b>	<b>182,195</b>	<b>188,056</b>	<b>210,221</b>		
<b>TOTAL FIRE DEPARTMENT</b>	<b>286,230</b>	<b>268,082</b>	<b>283,556</b>	<b>308,622</b>	<b>25,066</b>	<b>8.8%</b>
INSPECTORS & OTHER PROTECTION						
Personnel Services	<b>23,024</b>	<b>23,502</b>	<b>28,440</b>	<b>31,168</b>		
Expenses	<b>17,900</b>	<b>28,182</b>	<b>23,182</b>	<b>25,031</b>		
<b>TOTAL INSPECTORS &amp; OTHER PROTECTION</b>	<b>40,924</b>	<b>51,685</b>	<b>51,622</b>	<b>56,199</b>	<b>4,577</b>	<b>8.9%</b>
HIGHWAY DEPARTMENT						
Personnel Services	<b>178,562</b>	<b>189,545</b>	<b>197,396</b>	<b>205,839</b>		
Expenses	<b>121,252</b>	<b>117,254</b>	<b>144,854</b>	<b>129,854</b>		
<b>TOTAL HIGHWAY</b>	<b>299,814</b>	<b>306,799</b>	<b>342,250</b>	<b>335,693</b>	<b>-6,557</b>	<b>2.0%</b>
HEALTH & SANITATION						
Personnel Services	<b>12,194</b>	<b>12,438</b>	<b>12,687</b>	<b>16,904</b>		
Expenses	<b>11,595</b>	<b>12,588</b>	<b>12,866</b>	<b>13,517</b>		
<b>TOTAL HEALTH &amp; SANITATION</b>	<b>23,789</b>	<b>25,025</b>	<b>25,552</b>	<b>30,421</b>	<b>4,869</b>	<b>19.1%</b>
LIBRARY						
Personnel Services	<b>133,640</b>	<b>147,798</b>	<b>158,375</b>	<b>171,101</b>		
Expenses	<b>26,000</b>	<b>19,921</b>	<b>30,000</b>	<b>30,000</b>		



<b>TOTAL LIBRARY</b>	<b>159,640</b>	<b>167,719</b>	<b>188,375</b>	<b>201,101</b>	<b>12,726</b>	<b>6.8%</b>
<b>TOTAL ELEMENTARY</b>	<b>2,954,946</b>	<b>2,954,946</b>	<b>3,036,322</b>	<b>3,145,467</b>	<b>109,145</b>	<b>3.6%</b>
<b>TOTAL FRANKLIN CTY TECH ASSESSMENT</b>	<b>119,047</b>	<b>199,682</b>	<b>153,939</b>	<b>113,323</b>	<b>-40,616</b>	<b>- 26.4%</b>
<b>TOTAL FRONTIER ASSESSMENT</b>	<b>1,844,940</b>	<b>1,733,188</b>	<b>1,976,069</b>	<b>2,093,458</b>	<b>117,389</b>	<b>5.9%</b>
<b>OUT OF DISTRICT TUITION &amp; TRANSPORT</b>	<b>49,930</b>	<b>49,930</b>	<b>36,400</b>	<b>18,200</b>	<b>-18,200</b>	<b>- 50.0%</b>
BENEFITS & INSURANCE						
Personnel Services	0	0	0	0		
Expenses	887,119	949,254	984,042	1,041,058		
<b>TOTAL BENEFITS &amp; INSURANCE</b>	<b>887,119</b>	<b>949,254</b>	<b>984,042</b>	<b>1,041,058</b>	<b>57,016</b>	<b>5.8%</b>
MISCELLANEOUS & RESERVE FUND						
Personnel Services	9,149	9,149	9,332	9,555		
Expenses	107,546	108,003	115,944	125,113		
<b>TOTAL MISC. &amp; RESERVE FUND</b>	<b>116,695</b>	<b>117,152</b>	<b>125,276</b>	<b>134,668</b>	<b>9,391</b>	<b>7.5%</b>
<b>TOTAL OPERATING BUDGET</b>	<b>7,962,128</b>	<b>8,054,615</b>	<b>8,485,401</b>	<b>8,841,620</b>	<b>356,219</b>	<b>4.2%</b>
WWTP						
Personnel Services						
Expenses	358,118	364,726	384,047	400,859		
Sewer Debt Service	30,374	29,814	0	0		
<b>TOTAL WWTP BUDGET</b>	<b>388,492</b>	<b>394,539</b>	<b>384,047</b>	<b>400,859</b>	<b>16,812</b>	<b>4.4%</b>
DEBT & INTEREST						
Personnel Services	0	0	0	0		
Expenses	214,282	319,324	142,291	148,364		
<b>TOTAL DEBT &amp; INTEREST</b>	<b>214,282</b>	<b>319,324</b>	<b>142,291</b>	<b>148,364</b>	<b>6,073</b>	<b>4.3%</b>
<b>GRAND TOTAL</b>	<b>8,564,902</b>	<b>8,768,479</b>	<b>9,011,739</b>	<b>9,390,843</b>	<b>379,104</b>	<b>4.2%</b>

ARTICLE 4. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to transfer the sum of **\$101,306.48 from the Capital Stabilization Fund** and **\$25,000.00 from the Sewer Reserve Fund** for the fiscal Year 2023 Capital Budget, specifically for the capital equipment, buildings, facilities and other capital projects, including equipping, site preparation and all other related and incidental expenses, as shown on a document entitled, "FY23 CAPITAL BUDGET BY FUNDING SOURCE" on file with the Town Clerk, and posted on the Town website at [www.townofsunderland.us](http://www.townofsunderland.us), and as may be necessary in connection therewith, to authorize one or more lease purchase agreements for terms of up to or in excess of three years.

Priority	Department	Purpose	Amount	CIC Vote	Source
VH	HIGHWAY	Truck Lease/Year 6	\$ 27,206.48	6-0	Cap Stab
VH	HIGHWAY	Milling head	\$ 18,200.00	5-0	Cap Stab



<b>TOTAL HIGHWAY</b>			<b>\$ 45,406.48</b>		
VH	LIBRARY	Children's Room Carpet Replacement	\$ 18,000.00	6-0	Cap Stab
VH	LIBRARY	HVAC	\$ 14,500.00	5-0	Cap Stab
<b>TOTAL LIBRARY</b>			<b>\$ 32,500.00</b>		
VH					
	ELEMENTARY	Gable, Vent, Soffit repairs	\$9,600	5-0	Cap Stab
<b>TOTAL SCHOOL</b>			<b>\$9,600.00</b>		
H	WWTP	Repair concrete and slide gates	\$ 25,000.00	6-0	Sewer Res
<b>TOTAL WWTP</b>			<b>\$ 25,000.00</b>		
<b>TOTAL RECOMMENDED FROM CAPITAL STABILIZATION</b>			<b>\$ 87,506.48</b>		
<b>TOTAL RECOMMENDED FROM SEWER RESERVE FUND</b>			<b>\$ 25,000.00</b>		
<b>TOTAL RECOMMENDED</b>			<b>\$ 112,506.48</b>		

**AMENDMENT:**

Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to remove the Glycol Sprinkler Replacement project from the Capital Budget and reduce the transfer from the Capital Stabilization funds by \$13,800. From \$101,306.48 to \$87,506.48

**\*REQUIRES 2/3 vote transfer from stabilization pursuant to G.L. 40, §5B**

SUBMITTED BY: Selectboard  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0  
 CAPITAL PLANNING COMMITTEE RECOMMENDATION: 5-0

ARTICLE 5. **Upon a motion made and seconded, it was VOTED UNANIMOUSLY, to WITHDRAW this ARTICLE** transfer the sum of ~~\$34,000.00 from Free Cash~~ to fund the accumulated sick and vacation leave buy back for Sunderland Elementary School employees pursuant to the Town By laws and/or collective bargaining agreements.

**Majority Vote - G.L. c. 40, §5**

SUBMITTED BY: Selectboard  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

ARTICLE 6. **Upon a motion made and seconded, it was VOTED UNANIMOUSLY, to WITHDRAW this ARTICLE** to transfer the sum of ~~\$3,750.00 from Free Cash~~ to fund Sunderland's 25% share of Phase II of the Senior Center Needs Assessment.

**Majority Vote-G.L. c.40, §21; G.L. 41, §108C**

SUBMITTED BY: South County Senior Center Board of Oversight  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

ARTICLE 7 **Upon a motion made and seconded, it was VOTED UNANIMOUSLY, to WITHDRAW this ARTICLE to transfer the sum of \$5,000.00 from Free Cash to fund the membership fee for the Pioneer Valley Mosquito Control District.**

**Majority Vote-G.L. c.40, §21; G.L. 41, §108C**

SUBMITTED BY: Selectboard  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

ARTICLE 8. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to transfer the sum of **\$17,414.16 from the Capital Stabilization Fund** to fund Sunderland's share to replace the walk-in cooler for the Frontier Regional School District.

**\*REQUIRES 2/3 vote transfer from stabilization pursuant to G.L. 40, §5B**

SUBMITTED BY: Frontier Capital Improvement Committee  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

ARTICLE 9. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to transfer the sum of **\$103,200.00 from Free Cash to the Capital Stabilization Fund.**

**Majority Vote-G.L. c.40, §21; G.L. 41, §108C**

SUBMITTED BY: Frontier Capital Improvement Committee  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

ARTICLE 10. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to appropriate and transfer the amount of \$166,500 of which, \$136,500 is from the *CPA Undesignated Fund Balance* and \$30,000 is from the *CPA Budgeted Reserve*, as requested by the Town of Sunderland. Monies will be used for the renovation of the restroom building to increase accessibility and replace the recreation storage shed for the purpose of enhancing recreation in the park. Said funds to be expended under the direction of the Community Preservation Committee.

**Majority Vote - G.L. c. 44B, §5**

SUBMITTED BY: Community Preservation Committee  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0  
 CPC RECOMMENDATION: 6-0

ARTICLE 11. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to appropriate and transfer the amount of \$100,000 from the *CPA Budgeted Reserve* to the Town's Conservation Trust for the acquisition of a parcel or parcels of land in the Town of Sunderland and to authorize the Conservation Commission to acquire said interests in land upon such terms and conditions and for such consideration as it deems appropriate and to authorize the Selectboard to grant a permanent restriction on said parcels pursuant to and meeting the requirements of Section 12 of Chapter 44B of the General Laws.

**Majority Vote - G.L. c. 44B, §5**

SUBMITTED BY: Community Preservation Committee

SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0  
 CPC RECOMMENDATION: 6-0

ARTICLE 12. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to appropriate and reserve from the **Community Preservation Fund** annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2023.

**Appropriations:**

From FY 2023 estimated revenues\* for Committee Administrative Expenses **\$6,000**  
 Community Preservation Debt Service **\$24,749.21**

**Reserves:**

FY 2023 estimated revenues for Historic Resources Reserve **\$32,875**  
 FY 2023 estimated revenues for Community Housing Reserve **\$32,875**  
 FY 2023 estimated revenues for Open Space Reserve **\$32,875**  
 FY 2023 estimated revenues for CPA Undesignated Budgeted Reserve **\$118,125**  
 or take any other action thereon.

\* Estimated revenues are based on FY23 CPA Surcharge Estimate of \$125,000 and a 35% State Match (\$43,750), 10% of that total for each reserve fund plus any adjustments from previous years (\$16,000 in each reserve).

**Majority Vote - G.L. c. 44B, §5**

SUBMITTED BY: Community Preservation Committee  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0  
 CPC RECOMMENDATION: 6-0

ARTICLE 13. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, pursuant to the provisions of General Laws c.44, §53E½, as most recently amended, to establish FY2023 fiscal year spending limits for the revolving funds listed in Section 35-6 of the General Bylaws, and to authorize such expenditure limits to remain in place from fiscal year to fiscal year unless revised by Town Meeting prior to July 1 for the ensuing fiscal year, as follows:

Authorized Revolving Funds	Fiscal Year Expenditure Limit
Wiring Inspector	\$ 9,000
Plumbing Inspector	\$ 3,000
Board of Health	\$16,500
Sunderland Public Library Community Room	\$ 5,000
Fire Inspector	\$ 7,000
Highway Shared Equipment	\$23,000

**Majority vote - G.L. c.44, §53E 1/2.**

SUBMITTED BY: Selectboard  
 SELECTBOARD RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

ARTICLE 14. Upon a motion made and seconded, it was **VOTED BY MAJORITY**, to amend §31-19(A) of the Code of Sunderland, Personnel Bylaw, as follows (~~Delete text strikethrough~~ and new text in ***bold italics***):

The following days shall be recognized as legal holidays within the meaning of this chapter, and regular employees will receive these days off with pay:

~~New Year's Day~~  
~~Martin Luther King Day~~  
~~President's Day~~  
~~Patriots Day~~  
~~Memorial Day~~  
~~Independence Day~~  
~~Labor Day~~  
~~Columbus Day~~  
~~Veteran's Day~~  
~~Thanksgiving Day~~  
~~Christmas Day~~

And insert:

***“All holidays enumerated in M.G.L. c. 4, sec. 7, cl. 18 that are applicable to Sunderland shall be recognized as legal holidays within the meaning of this chapter, and regular employees will receive these days off with pay.”***

**Majority Vote-G.L. c.40, §21; G.L. 41, §108C**

SUBMITTED BY: Personnel Committee  
 SELECTBOARD RECOMMENDATION: 2-1  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

### **Articles 15 through 20, inclusive, are so called Consent Articles**

SELECTBOARD RECOMMENDATION to Consent Articles: 3-0  
 FINANCE COMMITTEE RECOMMENDATION to Consent Articles: 3-0

ARTICLE 15. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to authorize the Treasurer/Collector to enter into compensating balance agreements during Fiscal Year 2023, as permitted by G.L. Chapter 44, Section 53F.

**Majority Vote-G.L. c.44, §53F**

SUBMITTED BY: Treasurer/Collector  
 SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 16. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to authorize the Selectboard to apply for, accept and expend any grants or donations from State or Federal governments or private agencies, individuals or institutions.

**Majority Vote (no statutory reference; see G.L. c. 44, §§53, 53A)**

SUBMITTED BY: Selectboard  
 SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 17. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to accept and expend any sum or sums of money which may be available from the State for Chapter 90 work for road improvement and equipment expense.

**Majority Vote (no statutory reference; see G.L. c. 44, §53A and G.L. c.90, §34)**

SUBMITTED BY: Selectboard and Highway Superintendent  
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 18. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, under the provisions of G.L. Chapter 40, Section 4A to authorize the Selectboard to enter into inter-municipal agreements.

**Majority Vote - G.L. c. 40, §4A**

SUBMITTED BY: Selectboard  
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 19. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to authorize the Selectboard to enter contracts for goods and services with duration in excess of three years pursuant to the provisions of G.L. Chapter 30B, Section 12 (b).

**Majority Vote - G.L. c. 30B, §12(b)**

SUBMITTED BY: Selectboard  
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 20. Upon a motion made and seconded, it was **VOTED UNANIMOUSLY**, to authorize the Town Treasurer, with the approval of the Selectboard, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2022 in accordance with the provisions of G.L. Chapter 44, Section 4 and to issue a note or notes therefor, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with G.L. Chapter 44, Section 17.

**Majority Vote - G.L. c.44, §§4 and 17**

SUBMITTED BY: Selectboard/Treasurer  
SELECTBOARD RECOMMENDATION: 3-0

The Town Clerk read the election warrant for the Annual Election on May 7, 2022, 8:00am-2:00pm, at the Sunderland Public Library.

Motion to dissolve the meeting at 8:07pm, seconded and voted unanimously.

Respectfully submitted,  
Wendy Houle, MMC/CMMC

## ANNUAL TOWN ELECTION

Sunderland Public Library  
MAY 7, 2022 - 8:00am-2:00pm

-Registered Voters in the Town of Sunderland: 2,454

<b>MODERATOR</b>		
For One Year	<b>Vote for One,</b>	
<b>David J. Pierce</b>	<i>Caucus Nominee</i>	<b>101</b>
43 Howard Hepburn Drive		
BLANKS		8
WRITE-IN		1
<b>TOTAL</b>		<b>110</b>
<b>SELECTBOARD</b>		
For Three Years	<b>Vote for One,</b>	
<b>Nathaniel G. Waring</b>	<i>Caucus Nominee</i>	<b>88</b>
21 Meadowbrook Drive		
BLANKS		20
WRITE-IN:		2
<b>TOTAL</b>		<b>110</b>
<b>ASSESSOR</b>		
For Three Years	<b>Vote for One</b>	
<b>James Kowaleck</b>	<i>Caucus</i>	<b>103</b>
Nominee		
82 North Silver Lane	<i>Candidate for Re-election</i>	
BLANKS		7
WRITE-IN		0
<b>Total</b>		<b>110</b>
<b>BOARD OF HEALTH</b>		
For Three Years	<b>Vote for One</b>	
<b>Milonda J. Williams</b>	<i>Nomination</i>	<b>100</b>
papers		
210 North Main Street		
BLANKS		9
WRITE-IN		1
<b>TOTAL</b>		<b>110</b>

<b>SUNDERLAND ELEMENTARY SCHOOL COMMITTEE</b>		
For Three Years	<b>Vote for One</b>	
<b>Jessica C. Corwin</b>	Caucus Nominee	<b>101</b>
110 North Silver Lane	Candidate for Re-election	
BLANKS		9
WRITE IN:		0
<b>TOTAL</b>		<b>110</b>
<b>FRONTIER REGIONAL SCHOOL COMMITTEE</b>		
For Three Years	<b>Vote for One</b>	
<b>Christopher William White</b>	Caucus	<b>100</b>
Nominee		
38 School Street		
BLANKS		10
WRITE IN		0
<b>TOTAL</b>		<b>110</b>
<b>TOWN CLERK</b>		
For Three Years	<b>Vote for One</b>	
<b>Wendy M. Houle</b>	Caucus	<b>108</b>
Nominee		
32 Howard Hepburn Drive	Candidate for Re-election	
BLANKS		2
WRITE IN		0
<b>TOTAL</b>		<b>110</b>
<b>PLANNING BOARD</b>		
For Five Years	<b>Vote for One</b>	
<b>David Paul Dean</b>	Caucus Nominee	<b>101</b>
153 Hadley Road		
BLANKS		9
WRITE IN		0
<b>TOTAL</b>		<b>110</b>
<b>RIVERSIDE CEMETERY TRUSTEE</b>		
For Three Years	<b>Vote for One</b>	
<b>Michael A. Wissemann</b>	Caucus	<b>105</b>
Nominee		
63 South Main Street	Candidate for Re-election	
BLANKS		5
WRITE IN		0

<b>TOTAL</b>		<b>110</b>
<b>LIBRARY TRUSTEES</b>		
For Three Years	<b>Vote for Three</b>	
<b>Heidi Bauer-Clapp</b>	Caucus Nominee	<b>96</b>
36 Garage Road		
<b>Justine J. Rosewarne</b>	Caucus Nominee	<b>100</b>
24 Claybrook Road	Candidate for Re-election	
<b>David Michael Wissemann</b>	Caucus Nominee	<b>101</b>
159 Old Amherst Road	Candidate for Re-election	
BLANKS		33
WRITE IN		0
<b>TOTAL</b>		<b>330</b>
<b>LIBRARY TRUSTEE</b>		
For One Year	<b>Vote for One</b>	
<b>Kristyn G. Korpita</b>	Nomination Papers	<b>104</b>
51 South Main Street		
BLANKS		6
WRITE IN		0
<b>TOTAL</b>		<b>110</b>
<b>TOWN PARK TRUSTEE</b>		
For Three Years	<b>Vote for One</b>	
<b>Kenneth L. Kushi</b>	Caucus	<b>104</b>
Nominee		
361 Montague Road	Candidate for Re-election	
BLANKS		6
WRITE IN		0
<b>TOTAL</b>		<b>110</b>

Respectfully submitted,  
Wendy M. Houle, MMC/CMMC  
Town Clerk



**TREASURER/COLLECTOR**Email: [treascollector@townofsunderland.us](mailto:treascollector@townofsunderland.us) / Phone: 413-665-1444**TOWN TREASURER REPORT -BANK ACCOUNTS – FY 22**

<b>BANK</b>	<b>BALANCE <u>7/1/2021</u></b>	<b>BALANCE <u>6/30/2022</u></b>
<b>PEOPLE'S UNITED BANK - GENERAL</b>		
VENDOR CHECKING	126,725.28	150,576.63
SCHOOL CHECKING	\$0.00	\$0.00
PAYROLL CHECKING	\$0.00	\$0.00
FLEX SPENDING	\$0.00	\$0.00
STUDENT ACTIVITY	31,770.53	38,769.19
<b>PEOPLES BANK - GENERAL FUNDS</b>		
VENDOR CHECKING	529,152.96	1,227,623.87
SCHOOL CHECKING	163.96	19,472.72
PAYROLL CHECKING	3,913.18	6,289.68
300TH ANNIVERSARY	2,011.87	2,016.90
ZBA COMP PERMIT	16,437.37	16,462.05
SCHOOL LUNCH	27,223.61	27,405.61
<b>EASTHAMPTON SAVINGS BANK</b>		
STABILIZATION	567,591.15	568,443.12
LIBRARY BUILDING TRUST	15,078.83	15,101.46
LIBRARY ENDOWMENT	37,828.86	37,885.64
COMMUNITY PRESERVATION	888,033.72	1,014,371.72
ARTS LOTTERY - CHECKING	7,171.25	7,174.79
RECREATION REVOLVING FUND	2,238.44	2,239.58
<b>GREENFIELD CO-OPERATIVE BANK</b>		
GENERAL FUND	671,125.81	394,231.83
GENERAL FUND	292,600.34	294,066.73
<b>MMDT</b>		
GENERAL FUND	30,690.96	30,789.45
CONSERVATION	52,803.93	52,973.40
CAPITAL STABILIZATION	133,704.03	52,973.40
CEMETERY	137,251.21	137,691.55
SUGARBUSH	15,367.53	15,416.88
MAIN STREET TREE	29,956.90	30,053.03
VETERANS MEMORIAL	15,152.97	15,201.70
LIBRARY	44,308.16	44,450.46
<b>PEOPLES BANK</b>		
<b>CD</b>	125,199.13	125,309.11
<b>UNIBANK</b>		
GENERAL FUNDS	433,924.96	433,993.09
ONLINE TAX COLLECTIONS	1,039,222.15	1,142,921.04
ONLINE TOWN CLERK	4,628.81	5,514.51
ONLINE SCHOOL	97,466.02	158,790.76

CREDIT/DEBIT	1,152.75	5,486.95
ONLINE INSPECTOR	38,058.84	90,120.80
<b>LPL FINANCIAL - GENERAL FUND</b>	<b>\$76,574.84</b>	<b>\$73,725.62</b>
<b>DEPOSITS IN TRANSIT</b>	<b>1,114.93</b>	<b>3,335.32</b>
<b>CHECKS OUTSTANDING</b>	<b>(\$272,080.10)</b>	<b>(\$157,670.22)</b>
<b>ADJUSTMENTS/TRANFERS</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>BARTHOLOMEW - OPEB</b>	<b>197,553.06</b>	<b>198,056.10</b>
<b>TOTAL FUNDS</b>	<b>\$5,223,565.18</b>	<b>\$6,281,264.47</b>

### MATURING DEBT AND INTEREST - FY 2022

<u>TYPE OF PROJECT</u>	<u>BEGINNING BAL. 07/01/21</u>	<u>PRINCIPAL PAID</u>	<u>INTEREST PAID</u>	<u>PRINCIPAL REMAINING</u>
Affordable Housing	\$171,500.00	\$98,000.00	\$732.96	\$73,500.00
Parks Grant (Temp loan)	\$185,840.00	\$0.00	\$0.00	\$185,840.00
Fire Truck Grant	\$429,494.00	(\$107,374.00)	\$8,804.64	\$322,120.00
TOTALS	\$786,834.00	(\$9,374.00)	\$9,537.60	\$581,460.00

# TAX COLLECTOR REPORT

Year of Tax	Type	<u>BEGINNING</u> Committed & Balanced	<u>MINUS</u> Tax Paid	<u>MINUS</u> Abate/Exempt	<u>PLUS</u> Refunds	<u>MINUS</u> Tax Title	<u>MINUS</u> Sewer & Water Liens	<u>TOTAL</u> Balance Due
2014	Motor Vehicle	4,545.64	1,013.13	0.00	0.00	0.00	0.00	3,532.51
2014	Personal Prop	17.70	0.00	0.00	0.00	0.00	0.00	17.70
2015	Motor Vehicle	5,607.16	1,594.97	207.40	207.40	0.00	0.00	4,012.19
2015	Personal Prop	199.85	0.00	0.00	0.00	0.00	0.00	199.85
2016	Motor Vehicle	9,220.24	5,965.03	0.00	0.00	0.00	0.00	3,255.21
2016	Real Estate	14,320.61	7,883.96	0.00	0.00	6,436.65	0.00	0.00
2016	CPA Liens added to RE	101.98	14.27	0.00	0.00	87.71	0.00	0.00
2016	Personal Prop	1,368.94	0.00	0.00	0.00	1,368.94	0.00	0.00
2016	Motor Vehicle	309.62	271.42	0.00	0.00	0.00	0.00	38.20
2017	Personal Prop	81,953.63	77,868.53	3,252.08	3,147.91	0.00	0.00	3,980.93
2017	Real Estate	522.70	212.46	0.00	0.00	0.00	0.00	310.24
2017	CPA	51,024.27	42,030.22	0.00	0.00	8,994.05	0.00	(0.00)
2017	Sewer Motor Vehicle	747.66	648.42	0.00	0.00	111.28	0.00	(12.04)
2017	Personal Prop	12,047.28	10,519.02	0.00	2,487.50	0.00	4,015.76	0.00
2018	Real Estate	406,679.41	399,695.05	4,924.33	3,396.78	0.00	0.00	5,456.81
2018	CPA	119,859.91	119,564.42	0.00	0.00	0.00	0.00	295.49
2018	Sewer Sewer Liens	5,128,075.22	5,046,510.30	13,124.25	8,589.52	22,146.68	0.00	54,883.51
2018	Motor Vehicle	107,632.52	105,810.95	459.75	0.00	254.44	0.00	1,107.38
2018	Personal Prop	369,404.00	356,247.34	0.00	0.00	0.00	0.00	13,156.66
2018	Real Estate	4,015.76	3,442.08	0.00	0.00	573.68	0.00	0.00
2019	CPA	408,818.68	387,672.30	5,397.78	7,545.76	0.00	0.00	23,294.36
2019	Sewer Motor Vehicle	124,373.25	123,989.48	0.00	0.00	0.00	0.00	383.77
2019	Personal Prop	5,456,867.18	5,362,696.57	16,398.78	557.62	0.00	0.00	78,329.45
2019	Real Estate	116,419.72	114,280.26	555.91	0.00	0.00	0.00	1,583.55
2019	CPA	360,915.29	347,296.07	0.00	0.00	0.00	0.00	13,619.22
2019	Sewer Sewer Liens	12,319.87	6,381.64	0.00	0.00	0.00	0.00	5,938.23
2020	Motor Vehicle	418,814.13	370,504.93	5,795.50	2,081.46	0.00	0.00	44,595.16
2020	Personal Prop	160,484.23	159,344.88	39.54	39.54	0.00	0.00	1,099.81
2020	Real Estate	5,664,531.69	5,480,680.68	26,927.63	3,090.00	0.00	0.00	153,833.38
2020	CPA	122,095.79	119,068.79	0.00	0.00	0.00	0.00	3,027.00
2020	Sewer Sewer Liens	388,503.04	359,903.16	0.00	0.00	0.00	0.00	(359,903.16)
2020	Real Estate	10,812.81	7,419.48	0.00	0.00	0.00	4,002.96	3,393.33

2021	Motor Vehicle	441,346.07	346,459.53	1,799.38	3,367.30	0.00	0.00	96,454.46
2021	Personal Prop	177,620.09	176,799.03	0.00	0.00	0.00	0.00	821.06
2021	Real Estate	5,789,598.48	5,695,264.14	18,180.19	16,899.52	0.00	15,368.00	77,685.67
2021	CPA	125,532.33	123,540.36	440.66	0.00	0.00	0.00	1,551.31
2021	Sewer Sewer	394,545.98	290,291.22	0.00	0.00	0.00	0.00	104,254.76
2021	Liens	15,368.00	15,675.35	0.00	0.00	0.00	0.00	(307.35)
2022	Motor Vehicle	450,710.32	333,181.67	3,803.68	1,672.00	0.00	0.00	115,396.97
2022	Personal Property	199,687.77	200,122.39	560.56	560.56	0.00	0.00	(434.62)
2022	Real Estate	6,249,462.27	6,167,490.81	22,671.27	16,259.77	0.00	0.00	75,559.96
2022	CPA	141,423.43	139,978.46	535.32	510.77	0.00	0.00	1,420.42
2022	Sewer Sewer	384,041.12	375,837.44	0.00	0.00	0.00	0.00	8,203.68
2022	Liens	10,725.12	9,544.20	0.00	0.00	0.00	0.00	1,180.92
	<b>TOTALS</b>	<b>33,942,670.76</b>	<b>32,892,714.41</b>	<b>125,074.01</b>	<b>70,413.41</b>	<b>39,973.43</b>	<b>23,386.72</b>	<b>541,215.98</b>

## TREE WARDEN

Email: [highway@townofsunderland.us](mailto:highway@townofsunderland.us) / Phone 413-665-1460

Tree maintenance is a continuous job that requires year-round monitoring. This year we attended tree warden seminars for the most up to date information on disease and tree care. In 2022 we have continued to maintain the trees along our town way with the help of professional tree crews as we prune and remove dying or dead trees. Approximately 7 trees were planted on North and South Main Street to replace trees removed. We worked closely with Eversource to monitor trees so they would be pruned away from lines before they cause damage. Our elm trees have been treated to prevent Dutch Elm Disease. Several diseased and dying trees throughout the town have been removed and replaced. We have had several wind storms over the year which has increased our tree expense costs affecting our original tree budget.

Respectfully,  
George Emery  
Tree Warden

## ZONING BOARD OF APPEALS

Phone: 413-665-1442

In a departure from my normal routine, I'm going to start my 2022 Zoning Board of Appeals Report with a Memorial Remembrance. On September 30<sup>th</sup>, Barre E. Tozloski passed away after a brief heroic battle with cancer. Barre had been the longest serving member (45+ years) on the ZBA, which included several years as its Chairman. His unexpected departure leaves a gaping hole on the Board. Barre brought community spirit, business knowledge, integrity and common sense to the Zoning Board. His wit, sage wisdom and friendship will be sorely missed.

In business matters, 2022 was the year that the COVID-19 bubble burst on the Zoning Board of Appeals. After many years of few or no applications, the ZBA got buried with eight applications in 2022, seven of which arrived in an eighty-day period of spring and early summer. This case load made for a very busy year for Zoning Board. The Board rendered 8 decisions during the year – one was a simple determination and seven Special Permits were granted. A summary of the ZBA's decisions are as follows:

The first case was a carry-over from an application that was filed in late 2021. The Care Collaborative, a 501(c)3 non-profit organization, desired to operate a small massage business in addition to providing a Nursing Assistant and Home Health Aide training program at its business complex location on Amherst Road. The Board determined that massage business is an allowed business use (Y) in the Commercial-1 District. The Board also found that the proposed training and workshop services qualify for an education use exemption under MGL chapter 40A, Section 3. The ZBA concluded that

that both the massage business and training uses are allowed and that no Special Permit was required.

Next up was an application to build a platform and erect an outdoor cooler for the Millstone Market. The Board determined that the outdoor cooler was considered to be an accessory use to the Millstone Market. The Board found that the Millstone Market is a legal pre-existing nonconforming use, and as such, the proposed cooler requires a Special Permit. The ZBA granted a Special Permit with four stipulations.

Delta Sand and Gravel, Inc. was next with an application to replace two existing storage buildings with one larger storage building that would also house a testing lab. The Zoning Board found this case to be a straight-forward matter and voted to grant a Special Permit with only two stipulations.

In another relatively routine case, Sanderson Place, LLC. – otherwise known as the Senior Affordable Housing Project – filed an application to relocate/erect a sign at its 120 North Main Street location. This project had previously received a Comprehensive Permit from the ZBA in 2019. The approved site plan for the project had placed the sign in an inaccessible spot and it needed to be relocated. The Board granted the Special Permit with one stipulation.

The next case was a first for the town and the Zoning Board of Appeals. Gracious Greens, LLC filed an application to be Sunderland's first Adult-Use Marijuana Retail Establishment. The first step on the path for Gracious Greens to operate a Marijuana Retail store was to execute a Host Community Agreement with the town, which was signed by the Seletboard on January 18<sup>th</sup>. Next, Gracious Greens submitted an application to the ZBA to obtain a Special Permit. The Board conducted two hearings, receiving testimony from traffic engineers on the potential traffic impact of the Marijuana Retail operation and Sunderland Police Chief Demetropolos commenting on traffic and security concerns. On June 2<sup>nd</sup>, the Zoning Board of Appeals granted the Special Permit with six stipulations. The last step before Gracious Greens can start operations is to obtain the approval of the Massachusetts Cannabis Control Commission, which is expected late this year or in early 2023.

Up next was Commonwealth Strength, LLC who was seeking to convert an existing garage space into a Private Members-Only Fitness Center. The property is located off of North Main Street in the Village Center district, along Warner Drive on a complex parcel which has many structures that includes the old Sunderland Fire Station. This change-in-use application requires a Special Permit as an alteration, extension or change to a pre-existing nonconforming structure as a Commercial Recreation use. The ZBA granted a Special Permit for the Fitness Center with three stipulations.

The next case before the ZBA concerned a subject that the Board is very familiar with – Chickens!! A resident on Russell Street filed an application to keep chickens for egg-laying. Since the lot on Russell Street was less than five acres, the use of stabling farm animals, including chickens, requires a Special Permit. A major concern in this case was the containment of the chickens on the applicant's property. After three hearings, the Board granted a Special Permit with nine stipulations, many of which focused on requiring the applicant to completely contain the chickens on their property.

The last case that the Board deliberated in 2022 was an application from Sugarloaf Motors, Inc. to operate an Automotive Repair Facility at the old Sunoco Gas Station on Amherst Road. The ZBA found that the site was appropriate for a repair facility and voted to grant a Special Permit with sixteen stipulations.

In closing, I would like to thank Stuart Beckley, Jim Bernotas, Jim Williams, Jr., Rock Warner, Hollis Graves and Amanda Hanley for their long hours of service on the Zoning Board of Appeals in this extraordinary year of 2022.

Respectfully submitted,  
Steven A. Krol,  
Chairman, Zoning Board of Appeals

## GLOSSARY OF TERMS AND DEFINITIONS

### **ACCOUNTANT**

The Town Accountant maintains custody of all town contracts and keeps a detailed record of the town debt, including the reasons for borrowing, the rate of interest when due, and payment provisions (MGL 41, §57). She/he is bound as well to keep a complete set of municipal books~ including each specific appropriation, the amounts and purpose of each expenditure and the receipts from each source of income. The accountant must inform town officers of unexpended balances in their appropriations (MGL 41, §58). Immediately upon the close of the calendar year, she/he must prepare statements detailing the preceding fiscal year's appropriations and expenditures, appropriations for the current fiscal year, and expenditures incurred during its first six months, as well as estimated expenditures for the second six months and estimates for the ensuing fiscal year. By August 1, the accountant or treasurer must furnish the assessors with a written report of the money received other than from taxes, loans, and trust funds for the preceding fiscal years (MGL 41, §54A). A critical function of the town accountant (MGL 41, §56) relates to the payment of the bills and payrolls, which must be examined for the requisite oaths and approvals. Should any claims be deemed fraudulent, unlawful, or excessive, payment authorization may be withheld. In such instances, a statement must be filed with the town treasurer, outlining the reasons for the refusal. Alternatively, if all is in order, the accountant will draw a warrant upon the treasury for payment.

### **APPROPRIATION**

An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount as to the time when it may be expended. Only a town meeting or the school committee can authorize money appropriated for one purpose to be used for another. Any part of a "general" appropriation not spent or encumbered by June 30 automatically reverts to surplus. A "specific" or "particular" appropriation is carried forward from year to year until spent for the designated purpose or transferred by town meeting vote to another account.

### **ASSESSED VALUATION**

The value placed on a particular property by the local Board of Assessors for the purpose of apportioning the town's tax levy among individual property owners equitably and in accordance with the legal requirement that property be assessed at "full and fair cash value," as certified periodically by the state commissioner of revenue.

### **ASSESSORS**

The Board of Assessors is responsible for the valuation of real and personal property for the purposes of levying the property tax: Generally, the required training, the responsibility for maintaining assessment at full and fair cash value and the required revaluation of property every three years have placed an added burden on assessing offices. As part of their function, the assessors must maintain an extensive database on each parcel of property in town. The assessors are also responsible for establishing a tax rate within the levy limit established by Proposition 2 1/2. They must perform the formal calculation of the tax rate(s) for the town on the "tax rate recapitulation sheet." The role of the assessors is important because they maintain and administer the tax base, a major source of revenue for the town.

### **CHERRY SHEET**

Traditionally printed on cherry-colored paper, this financial statement from the State still retains its nickname in spite of being pink and green. This form fists all the estimated State and County



assessments reduced by any money the State expects to return to the Town. The Assessors must receive this “Cherry Sheet” before the new tax rate can be set.

### **DEPARTMENT HEAD**

Department Heads (either appointed, i.e., Highway Superintendent or elected, i.e., Town Clerk) usually prepare their own budgets. Each departmental budget is prepared within the framework and guidelines set by the financial team. Another significant role is in the capital planning process. In order to monitor spending activity, department heads must have access to and use interim financial reports. The department head identifies capital needs and usually has the best information regarding level of utilization and specifications for the acquisition. Department Heads should meet periodically with the financial team to inform these teammates in the financial management process of major issues facing the department.

### **EXCLUSIONS**

There are two types of exclusions: debt and capital outlay expenditure. These are temporary increases in the levy limit. For debt exclusion, the additional amount for the payment of debt service is added to the levy limit for the life of the debt only. The additional amount for the payment of the capital project cost is added to the levy limit only for the year in which the project is being undertaken.

### **FY - FISCAL YEAR**

July 1st to June 30<sup>th</sup> of the following year. Example: FY2023 starts July 1, 2022 and ends June 30, 2023.

### **FINANCE COMMITTEE**

The Finance Committee is the official fiscal watchdog for the town. Finance Committees was established so that a representative group of taxpayers could conduct a thorough review of any or all municipal questions on behalf of all the citizens. The Finance Committee is primarily responsible for submitting its recommendations on the annual budget to the town meeting. The committee is commonly involved in the preparation process involving the development of the budget forms and, in many communities, the establishment of guidelines for department heads. Their statutory authority is limited to making transfers from the town's reserve fund to other line items in the budget as requested.

### **FREE CASH**

Free cash is a term that generally represents the amount of community funds that are unrestricted and available for appropriation. Free cash is generated when actual revenue collections are more than budgeted and when expenditures are less than appropriations, or both. Once certified, that amount can only be used through 6/30 of the fiscal year. Free Cash must be certified each year.

**LEVY:** The property tax levy is the revenue a community actually raises through real and personal property taxes. The property tax levy is the largest source of revenue for most towns.

### **LEVY CEILING**

The levy ceiling is 2.5% of the total full and fair cash value of all taxable real and personal property in the community. (This is equal to a \$25.00 tax rate.)

### **LEVY LIMIT**

The levy limit is the amount the town can raise. This limit is increased from year to year as long as it remains below the levy ceiling. Permanent increases in the levy limit result from the

following. Automatic 2.5% increase yearly; new growth resulting from new construction and overrides.

### **LOAN INTEREST**

If the Town has to borrow money, we have to pay back the loan plus interest. The amount voted for Treasurer Loan Interest would be a part of these payments.

### **MEDICARE**

Wages of local government employees hired after March 31, 1986, are generally subject to the hospital insurance (Medicare) portion of the social security tax under the Consolidated Omnibus Budget Reconciliation Act, which became effective on April 1, 1986. The tax is equal to 1.45% of the employee's pay. The employer is required to contribute an amount equal to that deducted from the employee's pay (an additional 1.45%).

### **NEW GROWTH**

New growth is generated by a substantial improvement to a property (any new dwelling unit or an addition adding at least 50% to the value of residential property and not less than \$100,000 or 50% for commercial, industrial, and personal property) in a particular year. New growth is calculated by multiplying the allowable new valuation times the prior year's tax rate. It directly increases the levy limit of a community. This is especially important for towns experiencing significant new construction since growth frequently brings with it a need for increased services.

### **OMNIBUS ARTICLE**

A Town Meeting Warrant Article that consolidates budget items for various departments. At the Annual Meeting, the Moderator reads the total budget allowing a "question" to be called if more discussion is wanted on a certain item. A vote will be taken first on the total of items not questioned then each questioned item will be voted separately.

### **OVERLAY**

Overlay is a reserve account that is established by the assessors annually prior to setting the tax rate. The amount established for overlay should reflect the expected amount that will eventually have to be provided to taxpayers as a result of abatements or exemptions for property taxes. The overlay should be reasonable and be based on historical trends.

### **OVERLAY SURPLUS**

Overlay surplus is the balance in the overlay for a particular year that is an excess of the amount remaining to be collected or abated. The Assessors release this excess amount from overlay, to overlay surplus. As a result of new legislation, these funds may be appropriated by town meeting for any purpose for which a town may expend funds. At the close of the fiscal year, any balance in the overlay surplus account becomes part of surplus revenue.

### **OVERRIDE**

A community can permanently increase its levy limit by successfully voting an override. The amount of the override becomes a permanent part of the levy limit base. On a ballot, override questions must be presented in dollar terms and must specify the purpose of the override. Overrides may only be presented at an election and require a majority vote for approval.

### **RESERVE FUND**

The reserve fund is a contingency fund usually created as part of the annual budget appropriations that is used to fund extraordinary and unforeseen expenses. It is disbursed through transfers approved by the finance committee. In general, extraordinary and unforeseen items

such as an increased insurance premium or a new police cruiser are acceptable. Salary increases are generally not an acceptable use of this reserve.

### **RESOLUTION AID**

Resolution aid refers to the amounts allocated to each city, town and regional school district as stated in the Legislative Resolution in March. It includes direct, flexible aid under the Cherry Sheet program headings Chapter 70, Additional Assistance, and any others so designed by the Legislature. Although Resolution Aid represents the bulk of Cherry Sheet Aid, the terms are not synonymous. Cherry Sheet aid represents the total of all programs appearing on the Cherry Sheet, Resolution Aid represents a portion of this aid.

### **REVENUE SHARING**

Federal tax dollars paid to a town to be used for any purpose which is permissible use of its own revenue. Public Hearings are required before the sums may be appropriated to individual accounts at the Annual Town Meeting.

### **SCHOOL DEPARTMENT**

School departments have a special status concerning a municipality's budget. Under state law (MGL71, §34), the legislative body of a town (town meeting) shall establish the total appropriation for the support of the public schools but may not limit the authority of the School Committee to determine expenditures within the total appropriation.

### **SELECTBOARD**

The Selectboard is the closest thing a Town has to a Chief Executive. They have overall responsibility for the general operations of town government. As chief executive body of the town, the Selectboard develop guidelines consistent with policy, at the same time taking into consideration the available financial resources of the town. As the budget is the single most important policy document that a town develops each year, participation by the Selectboard is essential to their maintaining a leadership role in the town. They should review all the budget requests and develop a good understanding of the Finance Committee's position on the budget. The Selectboard should establish policy priorities and provide leadership in the constant debate between the needs of the departments for sufficient resources to deliver public services and what the taxpayer can afford.

### **SOFTWARE SUPPORT FEES (TAX COLLECTOR)**

Money for the purpose of tape conversions (a process which converts the excise tax information at the Registry of Motor Vehicles to the Tax Collector's computer software data structures) and software updates required for the Tax Collector in order to comply with applicable laws of the Commonwealth of Massachusetts.

### **STABILIZATION**

The stabilization fund may be created pursuant to MGL 40, §5B. Any interest earned shall be added to and become a part of the fund. This fund may be appropriated for any lawful purpose. The fund may be appropriated in a town at the annual town meeting or a special town meeting by a 2/3 vote.

### **TAX COLLECTOR**

The Collector is charged with the responsibility for collecting all taxes owed to the municipality. This requires maintaining a good record keeping system and organization to deposit revenue into town accounts as soon as possible. All receipts must be turned over to the treasurer at least once

a week (or more often during heavy collection periods). Another major responsibility of the collector is the processing of motor vehicle excise bills. These bills are generated by the Registry of Motor Vehicles and sent to the town for distribution and collection. Timely action pursuing delinquent accounts dramatically increases the likelihood of eventual collection of the tax or payment due.

### **TAX TITLE FORECLOSURE**

Foreclosures in the Land Court are, generally speaking, the main avenue by which the Treasurer will either be able to force the delinquent taxpayer to redeem the tax title or, if payment is not made, to acquire title to the property for the municipality through foreclosure proceedings.

### **TOWN CLERK**

The Town Clerk certifies town meeting vote, to the treasurer, assessors, and accounting officer, with each appropriation in detail including how each appropriation is to be funded. The Town Clerk certifies all town meeting actions, debt, and overrides to the Department of Revenue. There are several other responsibilities the Town Clerk is required to perform under MGL or services to the community.

### **TREASURER**

The Treasurer is the custodian of all town funds. The position is responsible for the deposit, investment and disbursement of town funds. The Treasurer is empowered by town meeting to issue debt on behalf of the town with the approval of the Selectboard. During the year, the Treasurer must determine the cash needs of the town (i.e., when money will be available to invest and when money will have to be borrowed to meet expenses.) Treasurers should maintain a cash flow budget that is updated and adjusted on a monthly basis. They should review the banking services that are available and competitively seek those that are most cost effective. Investments should be made in accordance with a written investment policy that is reviewed with the selectmen and the Finance Committee. A strong record keeping system is also important to document performance

### **WARRANT**

There are three types:

1. Treasurer's Warrant which is signed by the Selectboard that authorizes the Treasurer to pay a list of bills (MGL41, §56).
2. Assessors Warrant to Collect which authorizes the Collector to collect the amount of tax that has been committed to the Collector (MGL 59, §55)
3. Town Meeting Warrant. All town meetings must be called by a warrant that states the time and place of the meeting and lists all items of business to be acted upon. The warrant must be posted 7 days before the annual town meeting and 14 days prior to a special town meeting (MGL 39, §10).

*Thank you!*