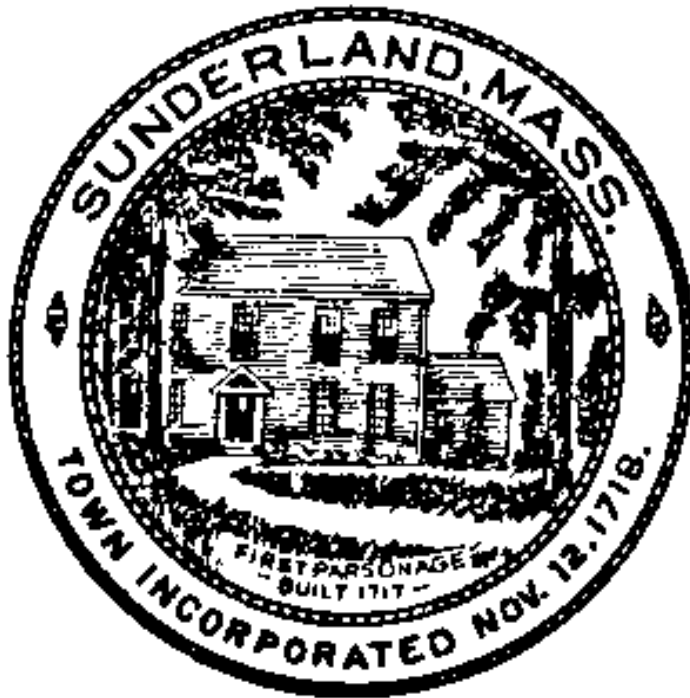


# **ANNUAL REPORT**

## **2011**



### **TOWN OF SUNDERLAND**

# DEDICATION



## **You, Sunderland**

That's right, this year the Annual Town report is dedicated to you.

2011 was quite the year, as you were challenged all year and, with each challenge, you rose above the call. Winter carried well into this early year with near record snow and you kept roads clear, hydrants accessible, and if needed responded to every incident.

In Spring, Hurricane Irene produced record rainfall in the region, and you responded with pumps, trucks, neighbors helping neighbors. You checked in on each other. Basins were cleared, basements were pumped, slides repaired, washouts filled. And yes lots of paperwork was filled out!

In October a terrible "surprise" snow dressed for trick or treat delivered what was surely no treat. Again, you Sunderland rose beyond the call, you work tirelessly.

In that one day, you cleared what you could, opened shelters, and went door to door to check on your neighbors. You closed streets that were impassable; you walked where vehicles could not pass. All this in the dark! In the following days you were without lights, heat, and water in some cases. You continued to care for one another as the slow process of putting yourself in order carried on, and did you carry on! You volunteers, you members of prep teams, you paid professionals, you who may not always agree, you who walked in and asked "What can I do?" you all put it back together. The physical effects of this year will be visible for years to come, but the sense of community was clear this year and also likely for years to come.

So this year with all that has happened this report is for YOU.

**It is quite clear, Sunderland you know who you are!**



# IN MEMORIUM



## **CHRISTINE BEDNARSKI 1923-2011**

Christine was an active Election Worker for many years. She also served on the Town's 200<sup>th</sup> Anniversary Committee and the Executive Secretary Study Committee



## **ADELA BYLNOWSKI 1925-2011**

Alice was an active member of the Council on Aging which serves area seniors as well as the Frontier Senior Center.



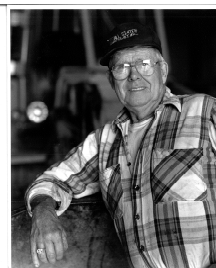
## **BRUCE GORDON 1941 – 2011**

Bruce served on the Finance Committee for 16 years. He served on the Personnel Committee for several years and was also a member of the Public Safety Complex Building Committee. Bruce served as the Assistant Burial Officer and as the Veterans Graves Officer for 10 years. He was also a dedicated member of the Veterans Memorial Committee since the beginning of research and design and subsequently served on the Veterans Memorial Oversight Committee.



## **SHIRLEY GRAVES 1923-2011**

Shirley was an active member of the Library Trustees since 1970 when the Library was originally located in the Graves Memorial Library building. Shirley was also a dedicated member of the Veterans Memorial Committee serving many years through including the planning and completion of the memorial.



## **CHARLES HEPBURN 1927-2011**

itches get clogged, water can't follow its many years. He also was a member of the Sunderland Fire Department.



**FRANCIS HOULE 1928-2011**

Francis was an active member of the Sunderland Fire Department for many years. He also served as Fence Viewer for the Town.



**HAZEL BLAKE-UTTLEY LANE  
1930-2011**

Blake was a member of the Finance Committee and she also served as a Registrar.



**ELEANOR HUBBARD 1921-2011**

Eleanor was an active member of the Frontier School Committee and the Sunderland Grammar School Committee for many years.



**EDWARD WARNER 1921-2011**

Ed was a dedicated member of the Planning Board, serving for 20 years. He was actively involved in the Town's Volume III history book, providing valuable historical information, photographs and research to this ongoing historical documentation project.



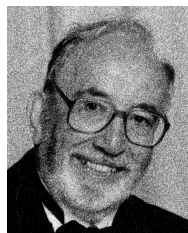
**WILLIAM HUBBARD 1919-2011**

Bill served as Town Moderator for many years. He was very active in the schools, serving on the Frontier Building Committee, Frontier School Board Chairman, and Sunderland Grammar School Committee. He was also a dedicated Library Trustee and served on the Historical Commission as well.



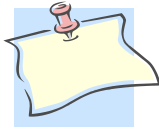
**JACQUELINE M. WARNER 1927-2011**

Jackie was a member of the Executive Secretary Study Committee and was an active Election Worker. She also served on the Town's 200<sup>th</sup> Anniversary Committee.



**JACOB LOUIS YAMINS 1914-2011**

Jake was a member of the Finance Committee for many years.



## **GENERAL INFORMATION**

### **Sunderland Town Offices**

**12 School Street, Sunderland, MA 01375**

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

#### **TOWN OF SUNDERLAND MASSACHUSETTS**

Town Incorporated: November 12, 1718  
Population Federal Census-2000 3,777  
Elevation above Sea Level: 137.121 feet  
Square Miles: 14.78

#### **REPORTS AND ARTICLES FOR ANNUAL TOWN MEETING:**

Reports shall be submitted to the Board of Selectmen by all boards and officials for insertion in the Annual Town Report, and all Articles for the Annual Town Warrant shall be presented to the Board of Selectmen in writing no later than forty-five (45) days prior to the Annual Town Meeting, or upon approval of the Selectmen. The signatures of 10 certified voters and their addresses are needed to put an Article on the Warrant.

#### **ANNUAL TOWN MEETING:**

The 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. The deadline for filing of nomination papers is set by the Town Clerk.

#### **REGISTRATION OF VOTERS:**

Residents may register as voters by the Town Clerk at any time during her 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-laws.

#### **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.)

#### **BUILDING PERMITS:**

The applicant secures permits from the Building Inspector's Office at the Town Offices. Plumbing, Gas and Wiring Permit applications are also available in the Town Office Building.



#### **TELEPHONE NUMBERS**



Town Administrator-Margaret Nartowicz  
665-1441  
email: townadmin@TownOfSunderland.us  
Board of Selectmen 665-1441  
email: selectmen@TownOfSunderland.us  
Selectmen's Office FAX  
665-1086  
Accountant 665-1443  
Assessors 665-1445  
email: assessors@TownOfSunderland.us  
Board of Health - Secretary 665-1441  
email: boardofhealth@TownOfSunderland.us  
Building Inspector ó Erik Wight  
665-1433  
(Cell: 413-695-4095)  
  
email: building@TownOfSunderland.us  
Electrical Inspector ó Jim Tower  
665-0979  
Fax-Town Offices 665-1446  
Fire Department (non-emergency)  
665-2465  
email: fire@TownOfSunderland.us  
Fire & Ambulance (Emergency) 911

Highway Department-Super: George Emery  
665-1460  
(Cell: 413-475-2703)  
email: Highway@TownOfSunderland.us  
Library-Director:  
665-2642  
email: Director@SunderlandPublicLibrary.org  
Plumbing/Gas Inspector-Jeff Hubbard 665-7256  
Police (non-emergency)  
665-7036  
email: sunderlandpolice@comcast.net  
Police (Emergency) 911  
Recreation 665-1439  
Sewer Commissioners 665-1441  
Tax Collector/Treasurer-Herb Sanderson  
665-1444  
email: treascollector@TownOfSunderland.us  
Telecommunications 665-1082  
email: telecomm@TownOfSunderland.us  
Town Clerk ó Wendy Houle 665-1442  
email: townclerk@TownOfSunderland.us  
Wastewater Treatment Plant 665-1447  
Water District, Sunderland  
665-7685  
Water Commissioner: Fred Laurenitis



## LEGISLATIVE INFORMATION

### UNITED STATES SENATORS

Scott P. Brown

John F. Kerry

### REPRESENTATIVE IN CONGRESS

John Olver, 1<sup>st</sup> Congressional District

### GOVERNOR

Duval Patrick

### LT. GOVERNOR

Timothy Murray

### GOVERNOR'S COUNCIL

Thomas F. Merrigan - Greenfield, 8<sup>th</sup> Governor's District

### STATE SENATOR

Stanley Rosenberg-Amherst, Hampshire-Franklin District

Email: Stan.Rosenberg@masenate.gov

- Northampton Office: (413) 584-1649 1 Prince Street, Northampton, MA 01060
- Boston Office: 617-722-1532 - State House Rm. 320, Boston, MA 02133

## STATE REPRESENTATIVE

Stephen Kulik-Worthington, 1<sup>st</sup> Franklin District

Email: Stephen.Kulik@mahouse.gov

- S. Deerfield Office: (413) 665-7200 - 1 Sugarloaf St, South Deerfield, MA 01373
- Boston Office: 617-722-2210 ó State House Rm. 279, Boston, MA 02133

## A BRIEF HISTORY OF THE TOWN OF SUNDERLAND

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 designated 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 sense of what a small New England town should be. In the late 1820s, 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 6 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.



## AGRICULTURAL COMMISSION

<http://www.townofsunderland.us/AgComm.htm>

The Sunderland Agricultural Commission was formed in the fall of 2005. Our purpose is to represent the farming community, encourage the pursuit of agriculture and promote and help preserve agricultural businesses and land. We also serve in an advisory capacity to other town boards and provide guidance in farm/neighbor conflicts. In the last year we:

- Welcomed Curt Griffin who joined the commission replacing Jennifer Unkles as the Conservation Commission's appointee.
- Continued to address problems related to dust blowing off crop land over the 2010-2011 winter. We posted information on our web page about the problem, notified land owners, and discussed the issue informally in the farming community.
- Addressed concerns about the impact of Hurricane Irene flooding on produce from town farm land. We updated our web page with a notice that none of Sunderland's cropland was flooded and a link to authoritative information about the impact of flooding on crops in general.
- Published the annual Farm Guide and distributed it around town.
- Monitored Chapter 61-A land status.
- Worked with landowners to put land into the commonwealth's agricultural preservation restriction (APR) program.
- Provided advice concerning the sewer extension, an update to the backyard livestock and poultry bylaw and zoning lot size changes that could impact agricultural land and agricultural activities.
- Helped organize and promote the Fall Festival and the Cow Plop Bingo game.

Respectfully submitted,  
Robert Williams (chair), Meghan Arquin (clerk), Mike Wissemann (treasurer),  
Curt Griffin, Scott Reed

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## BOARD OF ASSESSORS

### **Recapitulation of Tax Levy**

	<b><u>Fiscal 2012</u></b>	<b><u>Fiscal 2011</u></b>
Total Amount to be Raised	\$ 7,535,195	\$ 7,513,116
Total Estimated Receipts from Non-Tax Sources	- <u>3,031,525</u>	- <u>3,129,738</u>
Tax Levy	\$ 4,503,670	\$ 4,383,378

### **Value of Property by Class**

Real Estate		
Residential	\$ 304,512,998	\$ 304,368,888
Commercial	24,418,723	24,435,972
Industrial	<u>5,503,900</u>	<u>5,225,200</u>
Total Real Estate Valuation	\$ 334,435,621	\$ 334,030,060
Personal Property Valuation	<u>12,801,870</u>	<u>8,421,320</u>
Total Property Valuation	\$ 347,237,491	\$ 342,451,380
 Tax Rate (Levy/Valuation*1000)	 \$12.97	 \$12.80

### **Local Expenditures**

Appropriations	\$ 7,029,047	\$ 7,029,341
Other Amounts to be Raised	<u>506,148</u>	<u>483,775</u>
Total Amount to be Raised	\$ 7,535,195	\$ 7,513,116

### **Estimated Receipts and Available Funds**

Estimated Receipts ó State	\$ 1,475,363	\$ 1,551,889
Estimated Receipts ó Local	592,986	780,802
Free Cash	193,268	173,279
Other Available Funds	<u>769,908</u>	<u>623,768</u>
Total Estimated Receipts	\$ 3,031,525	\$ 3,129,738

### **Abatements & Exemptions Granted**

Real Estate Abatements	N/C	\$ 4,291
Personal Property Abatements	N/C	254
VeteransøExemptions	\$ 5,800	4,800
Blind Exemptions	875	875
Senior Exemptions	<u>N/C</u>	<u>0</u>
Total	N/C	\$ 5,675

Respectfully Submitted,  
James Kowaleck, Chair; Michael Skibiski, Jr.; Mary Ann Kowaleck

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## BOARD OF HEALTH

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

The Board of Health is comprised of three (3) non-compensated elected members. In addition to the three elected members, the Town contracts with Stephen Ball who provides the Town with a variety of inspection services related to soil evaluations, wells, pools, camps and food inspections. Housing Health agent services are contracted with Hillside Environmental for services which includes housing complaints, especially related to rental properties, hoarding concerns, building condemnations, fire or other disaster inspections.

The Board of Health secretary can be reached for scheduling for inspections, services and complaint reporting during regular Board of Health hours, Monday through Wednesday 8am-2:30pm and Thursdays 8am-12pm at 665-1441. The Board of Health meets once a month on Mondays. Check the Town's website calendar for exact date each month at [www.TownOfSunderland.us](http://www.TownOfSunderland.us). The Board of Health Agent has public office hours Monday evenings from 6PM to 8PM in the Town Office Building.

The part-time Health Agent is responsible for a variety of inspection services relating to Title V services, repairs and new system plan reviews, soil evaluations and final inspections for septic systems. The Agent conducts inspections of semi-public pools that are at the Town's Apartment Complexes. The Agent issues town-wide well permits and inspections that may be for drinking or irrigation purposes. The Health Agent is also responsible for developing regulations for the Board of Health, such as Tobacco Regulations that are imposed on the Town's permitted tobacco retailers and all food inspections for the Town's restaurants including seasonal businesses, one-day special events, catering services, local Nursing Home and the elementary school cafeteria. Responsibilities of the Board of Health include illegal dumping and related trash and disposal issues in the Town. Complaints and violations of the Town's littering bylaws can be relayed to the Board of Health secretary or Board of Selectmen's Office for further investigation and remediation.

Scheduling Health Agent services can be made by calling the Board of Health Secretary at 665-1441 or visiting during the Agent's evening public office hours.

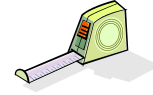
. Board of Health Services and Inspections provided by our agents in 2011:

- |                                       |  |
|---------------------------------------|--|
| • 1 Camp Permit/Inspection            | • 3 Septage (Offal) Hauler's Licenses                      |
| • 3 Catering Permits                  | • 10 Septic Inspections                                    |
| • 10 Disposal Works Permits           | • 1 Temporary Food Permits                                 |
| • 20 Food Establishment Inspections*  | • 15 Title V   |
| • 20 Food Permits                     | • 5 Tobacco Permits  |
| • 17 Housing (Complaint) Inspections* | • 2 Trench Permits   |
| • 9 Installer's Licenses              | • 3 Well Permits   |
| • 7 Perc Test                         | *Services may have required multiple and/or re-inspections |
| • 3 Pool (public/semi-public) Permits |  |

Respectfully submitted,  
Kristy Paciorek, Chair; Caitlyn Rock, Ken Kushi



## **BUILDING COMMISSIONER**



The Building Department oversees all permitted construction activity in the Town of Sunderland ensuring the safety standards of the Massachusetts State Building Code are adhered to as well as providing zoning enforcement for the community.

### **BUILDING PERMITS 2011**

<b><u>Type of Permit</u></b>	<b><u>Number</u></b>
Commercial	9
Barn / Sheds	12
Single Family Houses	4
Duplex	0
Garages	3
Additions	2
Renovations / Repair	18
Decks / Porches	4
Re-Roof	22
Replacement Windows / Siding	11
Chimneys / Solid Fuel Appliances	12
Demolition	4
Pools	4
Signs	3
Solar	5
Insulation	9
Misc.	9
<u>Annual Inspections</u>	<u>6</u>
<b>TOTAL</b>	<b>137</b>

**Fees collected:        \$15,725.63**

**Estimated Building Costs: \$2,139,493.34**

Submitted by,

Erik C. Wight, C.B. O.  
Sunderland Building Inspector

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## COMMUNITY PRESERVATION COMMITTEE (CPC)

At the April 2011 Sunderland Annual Town Meeting voters passed a by-law that created the Community Preservation Committee. The CPC charter is to support the town enactment of the Community Preservation Act (CPA), voted for in the November 2010 election. The CPA creates a fund via a property tax surcharge and matching state funds to support town efforts in historical preservation, affordable housing, open space and recreation.

The CPC was organized and began its duties in July, 2011. Per the by-law, its membership representation is:

Historical Commission- Helen Clark  
Housing Committee- Richard Lopatka, Chair  
Conservation Committee- Jennifer Unkles, Clerk  
Planning Board- Sara Snyder  
Recreation Committee- Jiyanna Vagedes-Baue  
At Large- Mike Wissemann, Treasurer  
At Large- Tom Fydenkevez

Meeting monthly, the CPC has focused in its first year on developing the processes needed to support project creation, application and approval. A two-step application process is in place which allows for an early identification of projects and determination of eligibility (due 1/5/2012) followed by a more complete application with backup information (due 2/23/2012).

The Application process includes a Public Forum (2/29/2012) for plan review and feedback on potential projects. The CPC votes to approve projects for presentation to the Annual Town Meeting where final project resolutions occur. A CPA Application Packet was created describing these steps and can be found on the Town Website or in paper form in the Town Office.

The Sunderland CPC encourages projects that have broad resident benefit, contain forms of cost saving, have positive effects on town budgets and have potential for town revenue.

The CPC welcomes participation and feedback in this process.

Respectfully Submitted,

Richard Lopatka, Chair

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**CONSERVATION COMMISSION**



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 ConCom is to enforce the state Wetlands Protection Act, as well as our town's wetlands bylaw. Wetlands hold and filter water, playing a vital role in preventing buildings from



flooding, protecting groundwater, preventing pollution, and supporting healthy populations of fish and wildlife. The ConCom reviews proposed construction projects located near wetlands to make sure that these important functions will not be lost.

Another major responsibility of the ConCom is protecting open space. Preserving farmland, forest and other open spaces helps Sunderland maintain its rural, small-town feeling. Only through the combined efforts of town residents, town boards, and our town's farmers can we create a balanced land-use base that preserves open space while maintaining stable taxes.

This has been a busy year for the ConCom in our efforts to protect wetlands, farmlands and to provide increased outdoor recreation opportunities for town residents. Highlights of our activities during 2011/12 include:

- Working with Select Board, Agricultural Commission and Town of Hadley in an effort to preserve a 115-acre parcel of farmland on the town's southern border. To date, Sunderland has protected more than 1,000 acres of its wonderfully rich farmland.
- Working to update Town wetlands regulations.
- Assisting other Town boards in the effort to make proposed boat ramp improvements on the Connecticut River a reality.
- Working with other Town boards on a **Don't Slow the Flow** campaign, to help keep the town's drainage ditches clear of yard waste and brush. With changing rainfall patterns, Sunderland's drainage ditches have become more important than ever. They help to prevent flooding and keep basements dry. When the town's ditches get clogged, water can't follow its historic pathways down to the Connecticut River.

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

We meet on the second and fourth Tuesday of each month, beginning at 7:30pm. We welcome your input and questions regarding land protection.

Respectfully submitted, Curt Griffin (Chair), Dan Murphy, Todd Nuerminger, Nancy Pick, Jennifer Unkles

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## **Don't Slow the Flow!**

### **Keep Sunderland's Drainage Ditches Clear.**

### **Please Don't Dump Your Brush or Yard Waste in Them**

With rain and storm patterns changing, Sunderland's drainage ditches are more important than ever. They help to prevent flooding and keep your basement dry.

When the town's ditches get clogged, storm water can't follow its historic pathways down to the Connecticut River.\*

Instead of dumping your brush, please **compost** it, or **burn** it during the approved season (January 15 to May 1, weather permitting.)

For more information on composting, go to:  
<http://www.mass.gov/dep/recycle/reduce/compos01.htm>

To obtain a free open-burning permit, go to:

<http://www.fcburnpermits.com/>

*\*Plus, it's illegal under state law to dump yard waste or brush within 100 feet of a river, stream, wetland or other wet area, including town ditches.*

With thanks from the Sunderland Conservation Commission.

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## CULTURAL COUNCIL



In FY 2011 the Sunderland Cultural Council received \$3,870. from the MCC to fund projects in the arts, humanities and interpretive sciences in our community. With the addition of unspent funds from the previous year, a total of \$4011.00 was available for programming. At the annual voting meeting held on November 1, 2010 at Town Hall, the SCC awarded funded to the following 10 of the 26 applications received:

- South County Senior Center - \$522.00  
Program ó Variety of Musical and Cultural Programs for Seniors Citizens
- Ed Popielarczyk - \$350.00  
Program ó SPL Summer Reading Program óFlea Circusö
- The Country Players - \$300.00  
Program ó Shea Theater óAnything Goesö Musical
- Scott Jameson - \$495.00  
Program ó SPL Summer Reading Kick-Off Magic and Juggling Performance
- John Root - \$422.00  
Program ó Edible Wild Plant Walk at Warner Farms

- David Allen - \$500.00  
Program - Sunderland Historic Map Compilation and Presentation
- Davis Bates - \$250.00  
Program ó Storytelling Workshop At Frontier Regional School
- New England Wild Flower Society/Nasami Farm - \$422.00  
Program - Interpretive Signage for Riverbank Restoration
- John Porcino - \$400.00  
Program ó Songs and Stories at Sunderland Elementary School (PJ) Reading Party
- Sunderland Public Library - \$350  
Program ó Brainstorming with Rory Raven: An Act of Mentalism

The council publicizes available funding from the MCC in late August. Applications are accepted in September up until the October 15<sup>th</sup> deadline. Application forms and information on the local cultural council program can be found at [www.mass-culture.org](http://www.mass-culture.org). Click on "Applicant," then "Sunderland" to get application forms and our full list of local guidelines and contact information.

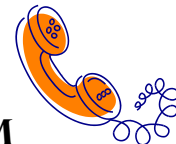
Anyone interested in serving on the council or having questions regarding the application process may contact Barbara Sabol at 413-665-3686 or email at [lobasj@comcast.net](mailto:lobasj@comcast.net).

Respectfully Submitted,

Barbara Howey, Julie Jacque, Peter Lacey, Kathy Ryan, Barbara Sabol, SCC Chairperson

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## EMERGENCY CITIZEN TELEPHONE ALERT SYSTEM



As part of the Town's Emergency Procedure preparations, we continue to be engaged in a Town-wide telephone alert system to communicate with its citizens in a variety of segments all at one time. Thus, in an emergency situation, residents might be informed of an evacuation instruction, a vaccination requirement or other public threat. Since joining the alert system, the Town has been able to test and utilize the vast capabilities of the system to communicate messages such as important meetings, vaccination dispensing opportunities, emergency notification relating to the tornado suffered by the Town, and even road closures due to construction or other situations.

The Town feels this system has been beneficial to the well-being of its citizens and have been provided with positive feedback from our residents that have received our alerts. Our membership to this system has inspired other towns and agencies to join the same type of system for their communities.

Please note that when the system calls you, the identifying number will be **413-665-1441** (the Sunderland Selectmen's Office) regardless of where the call is originating. With this system we have the ability to contact citizens from on-site situations or from our offices. Be sure to check your answering machine or listen to the complete message so that you do not miss important Town information.

If you are not getting the notifications please contact the Selectmen's Office (665-1441) to have your information added or updated.

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## **EMERGENCY MANAGEMENT DIRECTOR *and* SUNDERLAND EMERGENCY PLANNING TEAM (SEPT)**

In 2011 we saw more emergencies that required the coordinated responses of several departments together.

In August we opened the Emergency Operations Center (EOC) at the Public Safety Complex in anticipation of Hurricane Irene. While we received the heavy rains, Sunderland fared well. The only problems that storm produced were closure of access to the Connecticut River and monitoring of the river.

In October there was a devastating snow storm. That storm produces heavy wet snow, which combined with many trees still having leaves on them, resulting in power outages and road closures lasting up to 7 days. Again the EOC was opened up for almost a week for this incident. Thankfully we have great resources employed here in town with Highway, Fire, EMS, Police, Selectboard, and Administration personnel. We all came together to help repair the devastation. During this storm, the Sunderland Emergency Preparedness Team (SEPT) opened a warming shelter for 3-4 days at the Elementary School, and was heavily involved in the door-to-door house checks along with members of the Massachusetts Air National Guard, checking on residents that did not have any power. A big thanks to all that chipped in to help!

These events really drove home the point that we all must be ready to survive on our own for several days before any outside help arrives. Please make sure that you and your family are prepared. Does your family have an emergency kit already prepared *before* an emergency happens? The Town of Sunderland has prepared an "Emergency Planning Guide" to assist our residents to be prepared. This guide is available online at [www.townofsunderland.us](http://www.townofsunderland.us).

Our Reverse-911 system continues to be a valuable tool in notifying residents when there is an emergency in town. If you are not receiving these notifications, you can sign up by calling 665-1441 or going to [www.townofsunderland.us](http://www.townofsunderland.us).

We will continue to work alongside the SEPT, the Franklin County Regional Emergency Planning Committee (REPC), and the Department of Homeland Security (DHS) to make sure that we are prepared in the event of an emergency. Thank you to the Massachusetts and Federal Emergency Management Agencies (MEMA and FEMA) for helping us recover from these unusual events. I would just like to again thank all the members of the Highway Department, Fire Department, Police Department, Emergency Preparedness Team, Selectboard, and Administrative staff for everything you do to keep our town safe.

Respectfully Submitted By,  
Robert T. Ahearn, Emergency Management Director

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# Why prepare for disasters?

History has proven that the better prepared you and your family are BEFORE an emergency, the better you are able to deal with an emergency when it happens. This is not to say that because you are prepared nothing bad is going to happen, but that you now have a plan on how you are going to respond. This guide provides information to help you deal with a variety of emergency situations.

## **Emergency Preparedness is a tool.**

Planning in advance of any emergency helps lessen the impact of the emergency on people, property, and the community we live in. Planning reduces panic.

By planning before an emergency, you will have the best possible answers and choices all ready for you to review and select from.

Town, State, and possibly Federal resources could be initially overwhelmed and you might need to rely on your own emergency plan.

## **What does the “Emergency Preparedness Guide” Do?**

This guide will give some of the basic elements for you to consider, review and implement when developing your own emergency plan for you and your family.

We have looked at the best practices and placed them in a booklet for you and your family.

**READ** this booklet and develop a **Family Emergency Plan of Action**. **KEEP** this book handy and **REVIEW** it with all family members. Keep it **UPDATED** with any new information, whether it be phone numbers, medications, doctors numbers, etc.

Please note Western Massachusetts Electric Company has a Medical Alert System which helps customers who may be dependent upon electrically operated life-support equipment. They will specially code your account and contact you if they become aware of a significant storm that may cause power outages. They can not guarantee uninterrupted service but they can help you better prepare. Please call 800-286-2000. This needs to be done as soon as possible.

# Emergency Preparedness Supply Kit

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In the event of an emergency, you should plan on taking care of yourself and your loved ones until help arrives or until it is safe to travel again. Your **Emergency Preparedness Supply Kit** should include the following items for you and your family. Plan on having enough of each item for a minimum 3 day supply.

Additionally, plan to update your kit every 6 months. As a reminder, use the beginning and ending of Daylight Savings Time (twice a year) to replace the water supply and other perishable food items that will expire in your kit.

## HOME EMERGENCY KIT

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- ☐ Battery powered radio/flashlight-extra batteries, self powered flashlight and radio
- ☐ Bottled water-1 gallon per day per person.
- ☐ Canned food-that does not need refrigeration.
- ☐ A can opener-non electric.
- ☐ Eating utensils/disposable cups and plates.
- ☐ Blankets/hats/gloves.
- ☐ Writing instruments and paper.
- ☐ First Aid Kit with manual.
- ☐ Pocket knife.
- ☐ Fire extinguisher.
- ☐ Cell phone.
- ☐ Small hand tools-hammer/pliers/duct tape.
- ☐ Soap and paper towels.
- ☐ Household bleach.
- ☐ Toilet paper and waterless hand cleaner.
- ☐ Medical information.
- ☐ Personal contact info-phone numbers.
- ☐ Disposable N95 Personal Protection Masks.
- ☐ Prescription drugs.
- ☐ Personal care items-sanitary napkins, etc.
- ☐ Matches-waterproof.

### Additional items you may want:

- ✓ Plastic bags.
- ✓ Paper cups.
- ✓ Needles and thread.
- ✓ Pre-moistened towelettes.
- ✓ Disposable diapers.
- Eye glasses (extra pair).
- Contact lenses and supplies.
- Personal identification.
- Pet supplies.
- Pet: ID/inoculations/carrier.

## CAR EMERGENCY KIT

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- ☐ Booster cables.
- ☐ Maps, shovels, road flares.
- ☐ Tire repair kit and pump.
- ☐ Spare tire.
- ☐ Fire extinguisher (ABC type).(#5 all Purpose)
- ☐ Blankets/hats/gloves.
- ☐ Non-perishable food.
- ☐ First aid kit with manual.
- ☐ Flashlight.
- ☐ Fix-A-Flat.
- ☐ Maps.
- ☐ Comfortable warm clothing.
- ☐ Portable fire extinguisher.
- ☐ First aid kit.
- ☐ Empty gas can.



- ❑ Blanket.
- ❑ White cloth to signal distress.
- ❑ Registration.
- ❑ Proof of insurance.
- ❑ Flares.

**If you need to relocate (leave your residence), be sure to take both your Home Emergency Kit and your Car Emergency Kit with you.**



## ENERGY COMMITTEE

As we look back, 2011 has been a fairly busy year for the Energy Committee. We found ourselves having to work on several projects at once.

**Energy Performance Contracting:** The Town contracted with Siemens, Inc. to perform energy-saving modifications to the Sunderland Elementary School and the Public Safety Complex. At the year's end, work at both facilities was being completed. The Elementary School received a new energy management system and a state-of-the-art "Cooltrol" cooler control unit for the cafeteria. The Public Safety Complex received a new energy management system as well, new drives, and a badly needed HVAC overhaul. The monthly cost for these modifications is required by law to be less than the dollar amount of the resultant energy savings. A win-win situation for Sunderland! Thanks go to Margaret Nartowicz, Scott Bergeron, Lorin Starr, Bob Lesko, and Aaron Falbel for attending countless meetings, compiling energy data, scrutinizing energy audits, and shepherding this project over several years to fruition.

**Green Communities Program:** A substantial portion of our time this past year was taken up with putting together our application for DOER's Green Communities Program. To achieve designation as a Green Community (and the substantial grant funding that comes with it), we needed to draft new bylaws together with the Planning Board, develop a five-year 20 percent energy reduction plan for Sunderland, and explore adopting a more energy-efficient building code. Much inputting of data, by Laura Williams and others, was necessary to establish an energy baseline for the Town. We were assisted in this work by Stacy Metzger of the Franklin Regional Council of Governments. In October, we hosted an information session, together with the Select Board, that featured a presentation by Jim Barry, Green Communities Coordinator for Western Massachusetts. We hope to have all our ducks in a row by the Annual Town Meeting of 2012, at which point it will be up to Sunderland residents to decide whether our Community becomes Green or not..

**Western Mass. Saves:** Throughout 2011, Sunderland participated in *Western Mass. Saves*, a program sponsored by the Western Mass. Electric Co. to encourage participants to save energy. The program was promoted by the marketing firm, SmartPower. Sunderland was chosen, along

with three other towns, to be part of a special challenge: if participants in the program could reduce their electricity consumption by 3 percent, Sunderland would be awarded a 1 kW solar array, which, we decided, would be installed at the Elementary School. At the year's end, the final results of the Western Mass. Saves Challenge were not announced yet, (though Sunderland was in the lead and closing in on 3 percent!).

In April, we hosted an "energy party" presented by Laura Biddulph of the Center for Ecological Technology and held at the Sunderland Public Library. Attendees learned about home energy audits and the type of information they reveal, as well as various low-cost, energy-saving modifications they could make to their dwellings. They also received various "door prizes" such as power strips, caulking material, etc.

At the end of July we enthusiastically welcomed Mike Zeoli to our committee. A seasoned member of the Finance Committee, Mike brought an interest for third-party, large-scale solar installations and explored options for such a "solar farm" here in Sunderland. At the year's end an RFP was put together by the Town Administrator to move this project forward.

We continued our film series in 2011 with two films: *A Farm for the Future*, a film about sustainable farming and permaculture; and *No Impact Man*, a film about one family's attempt to reduce their negative impact on the planet. Lively discussions followed each showing. At Sunderland's Fall Festival, we attempted to brighten up an otherwise cloudy, drizzly day by handing out free compact fluorescent light bulbs, courtesy of Western Mass Saves. We also distributed flyers describing the various projects outlined above.

In November, we reluctantly had to say goodbye to longtime committee member Will Snyder, who moved with his wife and newborn daughter to North Amherst. Will was a founding member of the committee and gave over six years of tireless service to our efforts. We will sorely miss his dedication and sincerity, his enthusiasm and insight, his focus on community and learning, and his years of service as our committee's clerk, in which capacity he produced reams of detailed minutes. We wish him all the best in his future endeavors.

Respectfully submitted,

Laura Williams (Chair), Mike Zeoli (Clerk), and Aaron Falbel



### FALL FESTIVAL COMMITTEE



The 13th Annual Fall Festival was held on Saturday, October 1. Our theme was "Fiddlers, Food and Fun" and there was something for everyone of every age.

The Clover Century Bike Ride began at 7:30 a.m. and over 90 cyclists participated in this event. Pie Contest judging started at 9:00 a.m. and at 10:00 a.m. 20 crafters, vendors and businesses opened their exhibits and displays.

The Flavors of Sunderland tent included the Fall Festival Committee, Bubø Barbecue, the Sunderland Elementary PTO, the Womanø Club and the Menø Club, the Agricultural

Commission, and the Congregational Church. Under the Music tent we were entertained by Rachael Sabol, Red Wine & Lace, Pioneer Consort, Devlin Miles Band and Seven Mile Line closed the show.

This year for the first time those attending the Festival were asked to bring donations for The Food Bank of Western Massachusetts. Flyers went up around town listing the specific

items they needed. By the end of the day their space was filled with donations. They were

grateful for the generosity of our residents and they look forward to coming back next year.

Despite the rain we had a terrific turn out. However, because of the rain the many activities

scheduled for the children and some of the live animal exhibits had to be postponed.

We truly appreciate the support of those who attended and our many Sponsors and Friends. Your efforts keep this Sunderland event a success, and we look forward to your continued support of this important town event.

If you would like to join the Fall Festival Committee or serve as an Advisor, contact any one of our members.

The Sunderland Fall Festival Committee -- Janet Conley, Jim Ewen, Julie Jacque, Susan Rolnick, Joe Rosewarne and Michael Wissemann. Pie Contest Coordinator, Deb Russell and Crafts Advisor, Joyce Soucier.

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## FINANCE COMMITTEE



**MISSION:** The responsibility of the Finance Committee is to make recommendations to Town Meeting on financial matters, including the annual operating and capital budgets that impact the financial health of the community. The Committee has oversight responsibilities over all town financial matters. The Committee is appointed by the Moderator.

### REPORT FOR 2011:

Every year an annual budget is prepared and presented to Town Meeting for their deliberation and approval. That budget is primarily in two parts, estimated revenues and estimated expenditures. Town officials have very little control of the revenue side of the budget. Taxes, which represent about 64% of total revenues are essentially controlled by taxpayers through Proposition 2 1/2 overrides. State Aid in various categories represents 21% of the budget but is controlled by the State Legislature. The remaining revenue, about 15% comes in the form of

fees and miscellaneous charges that the Town is allowed to charge. The amount and purpose for which these charges can be assessed is controlled by State statute. The Town does not have the statutory authority to create new taxes, charges or fees.

Given the lack of control over revenues the Finance Committee spent most of its time reviewing expenditures. Despite individual preferences, the Committee tried not to place a value on the various services provided to the Town, but rather attempted to scrutinize expenditures to assure accountability and to evaluate resources requested by departments. So, for example, the Committee didn't try to determine the value of library services, but rather examined the expenditures of that department to assure that expenditures are appropriate, that funds are used efficiently and that they don't exceed the amounts necessary to maintain services at current levels.

Current service levels have been difficult to establish in the last several years because budgets have had to be reduced. In many cases departments continue to provide the same level of services with fewer resources. In other cases specific programs or services have been eliminated, despite the apparent need or expectation that these services will be provided.

In addition to examining individual departmental budgets, the Finance Committee examined the need for capital expenditures. The Town has millions of dollars invested in property, buildings and equipment necessary to deliver services. In deliberations during Fiscal Year 2011, in preparation for the next fiscal year budget, the Committee made little headway in establishing a plan to fund the capital expenditures necessary to appropriately maintain equipment and facilities. It continues to be a challenge to balance operating needs with capital needs and to retain some resources for a "rainy day" fund.

Finally, the Committee considered reserve balances. There are two types of reserves, an annual account included in the operating budget which closes at the end of the fiscal year and continuing savings accounts allowed for either general purposes or for capital expenditures. The annual reserve account for FY 12 was set at \$15,000, a \$5,000 increase over the prior year. Uncertainty caused by rising fuel costs and reduced budgets caused the Finance Committee to request this increase. If unexpected emergencies or unforeseen events arise, the Finance Committee has the authority to authorize spending from this account. In Fiscal Year 2011 the Committee authorized the following:

Treasurer Expense:	\$2,000
Fire Department Wages:	\$2,500
Legal Expense:	\$4,000

The other savings accounts include Free Cash, which results from revenue in excess of estimates and expenditures less than appropriations in the last fiscal year, the Stabilization Fund and the Capital Stabilization Fund. At the beginning of Town Meeting there was \$297,204 in Free Cash, \$274,238 in the Stabilization Fund and \$10,000 in the Capital Stabilization Fund. Free Cash, often used to balance operating budgets, represented about 4% of the total operating budget.

The Fiscal Year 2012 budget, voted by Town Meeting in April 2011, presented challenges similar to those faced in the two previous years; lower state revenues, a failed override to increase taxes and a smaller savings account to help offset decreased revenue. The Finance Committee supported the original budget that necessitated an override. After the failure of citizens to support an override to increase taxes, the Finance Committee recommended budget cuts to bring spending in line with available revenue. While in the end Town Meeting voted to use \$93,124 of Free Cash to balance the budget rather than make further cuts, the Finance Committee based its recommendation on the fact that Free Cash is a one time source of revenue that can leave subsequent years' budgets further out of balance.

The Finance Committee is one more committee of volunteers who couldn't fulfill their obligations without the knowledge, dedication and commitment of administrative staff who help us along the way. To them, and to all of the departments who have willingly submitted to our scrutiny, we offer our sincere thanks.

Respectfully submitted:

Chair, Nancy Maglione, Vice Chair, Francis Mozea, Clerk, Aleksandra Kajstura, Members: Mike Beeltje, Bruce Bennett, Sean Randall and Mark Zinan



## **FIRE DEPARTMENT**

**[www.sunderlandfire.com](http://www.sunderlandfire.com)**

In 2011, the Sunderland Fire Department responded to 348 emergency calls, down 1% over last year. Of these calls, 257 were for emergency medical service (EMS) and 91 were fire calls. Over the last 10 years our call volume has continued to increase an average of 3% per year. 2011 started out quite busy. We had three major fires between January 23<sup>rd</sup> and February 13<sup>th</sup>. 2011 was also one of the snowiest winters we have seen in some time.

I want to thank all members of the Fire Department for your dedication and the sacrifices you and your families continue to make in order to respond to calls, participation in drills, training, and continuing education. You should be proud because it is harder and harder to find people like yourselves to do this. **THANK YOU!**

We are always looking for new volunteers willing to serve their community and help provide public safety to our town. If there is anyone that is interested in helping out the Fire Department or becoming an EMT, please come and talk to us or call 1-800-FIRE-LINE.

### **Important reminders to citizens:**

- I urge everyone to ***display their house number prominently*** to facilitate quick response time of emergency personnel. We continue to sponsor the house numbering program,

numbers can be ordered through the fire department free of charge for senior citizens and a nominal fee for all others.

- There is ***no parking in fire lanes and in front of all fire hydrants 24-7, including the Elementary School.*** Cars may be ticketed and/or towed for violators.
- Open burning season is from January 15<sup>th</sup> to May 1<sup>st</sup>. Burning permits are available online at [www.sunderlandfire.com](http://www.sunderlandfire.com) or [www.fcburnpermits.com](http://www.fcburnpermits.com). Permits are required to be obtained **BEFORE** burning brush. Open burning is regulated by Massachusetts Department of Environmental Protection and they advise local fire departments if burn permits should be issued on any particular day based on air quality.
- Please check your smoke and carbon monoxide detectors! Early detection gives you the best chance to be alerted to a problem and could save your life. Massachusetts law requires all residences to have smoke detectors. Carbon monoxide alarms are also required in residences with attached garages or have fossil fuel-burning equipment (oil, gas, wood). Please contact us if you have any questions or need assistance with these life saving devices.

I would also like to thank the Sunderland Volunteer Firemen's Association (SVFA) for their continued support of the Fire Department. Thanks to their fundraising activities and memorial donations received, the SVFA was able to purchase and donate the following equipment to the Town:

- Masimo Carbon Monoxide Pulse Oximeter (\$4,500.00)
- Firefighter I/II Skill Drills DVD set (\$500.00)

In closing, I thank the following for their assistance this past year: Police Department, Highway Department, Town Office Administrative Team, Board of Selectmen, Finance Committee, Water District, School Committee, Principal and Superintendent. Please visit our department website at [www.sunderlandfire.com](http://www.sunderlandfire.com) for up to date information on your local Fire Department.

Respectfully Submitted By,  
Robert T. Ahearn, Fire Chief

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## FRANKLIN COUNTY RETIREMENT BOARD

Sandra A. Hanks  
Chair and Treasurer

Herbert L.  
Sanderson, Jr.  
Board Vice  
Chairman

Selectboards,  
Commissioners,  
Superintendents,  
Directors,  
Administrators,

David R. Gendron  
Elected Board  
Member

Mary A. Stokarski  
Elected Board  
Member

re: 2010 Annual Report



In accordance with M.G.L. 32 § 20(5)(i), a full copy of the 2010 annual report of the retirement system is available on the "[Financial Reportsö page](http://www.FRRSMA.com) at our website: [www.FRRSMA.com](http://www.FRRSMA.com). In addition, in the event you would like to include this report in the publication of your town's annual report, a shorter version is there as well. The shorter version contains the most vital pages of the full report, thereby giving the reader the essence of our report without the burden of so many pages.

Sincerely,



Dale Kowacki  
Executive Director

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## **FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT**

[WWW.FRANKLINCOUNTYWASTEDISTRICT.ORG](http://WWW.FRANKLINCOUNTYWASTEDISTRICT.ORG)

Phone: 413-772-2438

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 ö recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to the twenty-two member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

A review of recycling tonnage for 2011 shows an increase from 2010. This is the first time in many years that the regional recycling tonnage has increased. District residents recycled over 1,900 tons of paper and over 1,100 tons of mixed containers. The recyclable material was processed at the Springfield Materials Recycling Facility. Recycling market prices remained high in 2011. District towns received a total of \$131,500 in revenue for their recyclables.

In 2011, the District sponsored spring and fall öClean Sweepö collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Almost 70 tons of material was recycled or disposed of from the two collections. A total of 550 households participated.

We also held our annual household hazardous waste collection in September 2011. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. There were 336 households that participated in this event. 52% of participants were using the collection for the first time.

We continue to work with public schools to improve their recycling programs as well as to implement programs to collect food waste for composting. The District also provides hands-on assistance to businesses and institutions that want to recycle or compost their waste. Recycling and composting assistance was provided to 30 public events. In 2011 we used a state grant to build 20 new recycling/composting stations for the Franklin County Fair. Over 8,000 pounds of material were diverted from disposal. Of this total 2,000 pounds of food waste were collected and composted.

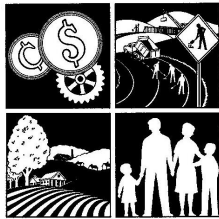
If you have questions about District programs, call us at 772-2438, visit our website at [www.franklincountywastedistrict.org](http://www.franklincountywastedistrict.org) or visit us at 50 Miles Street in Greenfield.

Jan Ameen - *Executive Director*  
Chris Boutwell, Montague - *Vice-Chair*

Jonathan Lagreze, Colrain - *Chair*  
Andrea Donlon, Buckland - *Treasurer*

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## FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS



To: Franklin County Residents  
Subject: Highlights of 2011 Accomplishments for the region

This year, our member towns and the region benefited from access to professional services at the FRCOG, including town accounting, building and health inspection, town nursing, cooperative purchasing and professional land use and emergency planning and advocacy.

The FY 2012 Voluntary Membership Assessment was level funded for the third year in a row and has decreased by 9.3% since 2001, indicating our commitment to serving the municipalities of Franklin County in the best possible way at the lowest possible cost.

With advocacy from the FRCOG, \$20 million of stimulus funding was devoted to safety improvements on Rte. 2 in Orange, making the total investment close to \$70 million since 1995.

The Franklin County Cooperative Inspection Program (FCCIP) launched on-line permitting software in its 15 member towns, which has made permit applications easier for residents, towns and contractors, has improved response time, and has improved the efficiency of the FCCIP.

\$450,000 of new Homeland Security funds was invested in the Franklin County Emergency Communication System (FCECS) to improve emergency communication service in the region.

The FRCOG was active in helping towns recover after Tropical Storm Irene and is working with our legislative delegation to seek financial assistance for towns. The Regional Preparedness staff is also leading a study of regional response to make sure we can all learn from our experience.

The FRCOG has secured another \$200,000 brownfields grant from the federal Environmental Protection Agency (EPA) to assess brownfields contamination in local towns.

The FRCOG's Community Coalition for Teens was awarded a new grant to begin countywide planning for wellness and chronic disease prevention.

The towns of Franklin County will finally have access to a well-maintained kennel and regional dog officer based at the Sheriff's Office. FRCOG staff led the planning effort.

In the spring of 2012, the FRCOG staff will finally move under one roof for the first time in 18 years -- in the Franklin Regional Transit Center.

It is our great pleasure to serve the residents of Franklin County with efficient, effective municipal services at a regional level. We are proud of our professional staff and our ability to advocate effectively for the county at the regional, state and federal level, as well as our ability to leverage outside funds to meet local needs. We are grateful to our leaders, the town representatives and regionally-elected members of the Council from every town in Franklin County. For more information on what we do, please visit us at [www.frcog.org](http://www.frcog.org).



## **FRONTIER CABLE ACCESS TELEVISION (FCAT)**

Frontier Community Access TV, Cable Channel 12 for Conway, Deerfield, Sunderland and Whately still operates from a humble studio and production facility at 8B Elm Street in South Deerfield. While 2010-11 had been a big year for us, we saw even more growth, more new volunteers, additional new equipment, and even more new offerings on our shared education access channel in 2011-12. Here is a little update of some of the bigger happenings at FCAT for the past year, roughly chronologically.

When last we reported in these pages, Kevin Murphy was our station operations manager, but now he has the title Frontier Outreach Director and he focuses primarily on training and recruiting students to produce taped and live broadcasts of school events. The team sports FRS is famous for and the lively arts scene that FRS is increasingly known for are both keeping Kevin and his crews busy. Significant updates to our equipment as well as Kevin's patience and guidance have paid off in the greatly improved quality of the students' work. Look for the polite, well-mannered young folk in maroon tee shirts with the FCAT logo at the next event you attend, and then look for its rebroadcast on Channel 12.

Doug Finn joined our staff about this time last year and took the Operations Manager position, and has focused on the day-to-day running of the station including making our schedule work. Have you noticed a little change in the programming at Channel 12 over the last year? We can thank Doug for much of that. His technical expertise seems to be boundless. He has made all of our technology work at the station - everything from the satellite dish to the video server to our small network of new editing computers. But keeping the equipment running well is only one of side of Doug, in addition he has found all manner of locally and regionally produced shows as well as copyright-free vintage black and white movies to fill our channel 12 with interesting programming 24/7.

In summer 2011, we had our first summer training program thanks to a grant from the Community Foundation of Western Massachusetts (CFWM). Led by Kevin Murphy with help from Jesse Merrick, students of all ages met for four 1-week long courses on using a video camera, editing, studio production and field production. They used their new skills right away in the field. The summer students and teachers did all the summer events tapings ó the concerts in Whately and Deerfield, and some library programs in Whately and Sunderland. CFWM has generously granted us funding for summer of 2012 too, so we will have a summer training program again at FCAT this summer. Stay tuned for details.

Monday night classes are up and running, learn about all aspects of video production at these weekly classes. No fee for classes, but you must become a member (\$25/year).

Some of our programs are now available at FCAT's Video on demand (VOD) service at our website. There you can view any government meetings that were recorded (since about Sept. 2011), as well as arts events like the Watermelon Wednesday concerts and the Deerfield Library's Summer Music concerts. Try it out at [www.fcat12.org](http://www.fcat12.org), look for the Video on Demand button at the top of the page. Enter "Sunderland" in the search box or just scroll down the list of categories on the right hand side. Coming Soon: School events will be moving from Frontier's youtube channel to FCAT's VOD ó one stop for all things FCAT.

Conway became an active member of FCAT in summer of 2011 after successful franchise negotiations with Comcast. Welcome Conway!

We should also acknowledge other organizations that have helped FCAT in the past year, Thanks to Smith College and the 5 colleges for computer donations, Yankee candle for a \$500 grant to support the station, Holiday pizza for in kind donations. (Our hungry student production crews really appreciate that!)

For the coming year, we look forward to expanding our offerings to an additional channel (17) in the 4 towns, continued improvement in the quality of our locally produced programming.

Respectfully submitted,

Joyce Palmer Fortune

Chair, Frontier Community Access Television Board of Directors

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## HIGHWAY DEPARTMENT



To Whom It May Concern:

I would like to thank the Town of Sunderland and its employees for the support they have given to the Highway Department this year. Personally, I would like to extend a heart felt thanks to Ed and Bob Skribiski for their continued hard work and dedication to this department. Delta Sand

and Gravel played an integral part in the clean-up efforts from the October snowstorm; they donated their time to assist the Town of Sunderland. I would like to thank the inmates from the Franklin County House of Correction for their help clearing brush from the snowstorm also. In addition to performing routine maintenance on town roads and infrastructure, we have done numerous projects, which include:

- ~ Re-painted road lines throughout town
- ~ All catch basins were vacuumed and cleaned
- ~ 1.5 miles along Route 47 was paved
- ~ All dirt roads were graded or smoothed
- ~ Roadside mowing throughout town
- ~ All roads were swept
- ~ Repaired drainage on East Plumtree Rd.
- ~ Routine maintenance of all equipment
- ~ Snow removal & plowing
- ~ Repaired several catch basins

Once again, this has been a busy year. We have endured many weather related events, including Tropical Storm Irene, an October snowstorm and a few wind storms. I would like to thank all part-time and seasonal employees for their hard work. This year, the Town of Sunderland became the lead town in the Western Mass Mowing program. The program purchased a new John Deere tractor with an over the rail mower to maintain the brush and grass along the road sides. Presently there are six towns enrolled in the program.

In closing I say, "Thank You", to the Town of Sunderland for its continued support of the Highway Department.

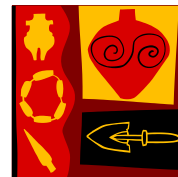
Respectfully,  
George Emery  
Highway Superintendant

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## HISTORICAL COMMISSION

Located at Graves Memorial Library 6 corner of North Main & School Street

(Website: <http://townofsunderland.us/Historical.htm>)



Sunderland Historical Commission activities are focused on preserving, protecting, and developing the historic and archeological assets of Sunderland as well as providing educational material on these assets. We work closely with Swampfield Historical Society, our town's private, non-profit local historical society.

### **Highlights of Sunderland Historical Commission activities during 2011:**

Supported Sunderland Public Library's On-The-Same Page project regarding the book "Mayflower" by Nathaniel Philbrick. The Historical Commission in cooperation with Swampfield Historical Society researched and compiled a report on the Early Days of

Swampfield (landing of the pilgrims through incorporation of the town of Sunderland in 1718). The result of the report was presented to the public at a presentation by Linda Lopatka at Sunderland Public Library in March 2011. This included the founding families ties to the Mayflower, the great migration of 1630, the first attempt to settle a town here in 1673, a mere 53 years after the Pilgrims landed at Plymouth along with answers to questions such as Who were the early settlers? Why did they come here? Did they get along with the native population?

- Participated in the town working group to pursue the adoption of the Community Preservation Act (CPA) in Sunderland. This included developing guidelines for the selection of Historic CPA projects. Historical Commission Clerk, Helen Clark serves as the Commission's representative to the CPA Committee.
- Provided research assistance and information on historical inquiries concerning Sunderland to town residents as well as relatives of early families.

**Highlights of Swampfield Historical Society (as reported by Mike Walunas, President):**

The society held a museum open house in October during the town's fall festival. This is a popular event in Sunderland and many visitors toured the Society's collection.

- In June, this year's Henry J. Wilder award was given to Samantha Nuerminger of Sunderland. The \$200 award is given to a graduating senior from Sunderland with the highest grade in history. Samantha will be attending UMass after graduation.
- In October, the Society received a gift of several artifacts from William and James Hubbard. Artifacts included Native American stone tools all found in Sunderland on what was the Comins/Hubbard family farm. Also donated to the Society is a pistol reputed to have been carried by Caleb Hubbard during the American Revolution. The society thanks the Hubbards for these important artifacts.
- Objects relating to Sunderland's past that you would like to share with the public are always welcome. Donations of artifacts can be permanent or on temporary loan to the Society. All gifts to the Society are tax deductible as allowed by law.
- We look forward to seeing you at our next open house in the spring of 2012. This usually occurs along with the public library plant sale.
- We invite all (residents and non-residents) to become a member in helping Swampfield Historical Society continue its mission -- membership dues are \$10 annually.
- The museum at GML is open by chance or by appointment, call 665-2191 or 548-9361 to arrange entry.

Respectfully submitted:

Linda Lopatka ó Chair, Helen Clark ó Secretary, Cindy Hubbard - Treasurer, Tom Herrick, and Steve Schneider members. Carolyn Herrick ó assoc. member.



## HOUSING COMMITTEE

In 2011, the Sunderland Housing Committee (SHC) continued working toward its three primary goals:



1. Approach the 10% affordable housing requirement as stipulated in MGL Chapter 40B and determined by the DHCD. This means that the units must be both deed-restricted in value and market-restricted to qualified low-income occupants.
2. Increase the number of housing units available for low- and moderate-income ownership.
3. Add housing appropriate for senior citizens, including those with disabilities.

The Town's 2007 Housing Plan called for us to add an average of eight affordable units per year. In 2011 we added two units for a current total of eight, or .47%.

The most immediately achievable way to add to our affordable housing stock is through a Habitat for Humanity-style project. This year we have taken several steps toward bringing such a project to Sunderland.

At this point, the greatest obstacle to any of our housing goals is a lack of viable properties to develop or convert into affordable housing. In 2011 the SHC conducted an inventory of Town-owned land and determined that Sunderland possesses only three parcels that are not currently in use; only one of these has access to water, sewer, and public transportation—important requisites for affordable housing. We are in the process of assessing this site's feasibility for development.

**We encourage Sunderland property owners to consider donating or bequeathing property to the Town for affordable housing.** Such donations would likely provide substantial tax benefits and would be of great benefit to the Town.

The second greatest obstacle to achieving our goals is the technical expertise required to develop affordable housing. To this end we are pleased to have secured a grant of \$7,500 worth of technical assistance from the Mass Housing Partnership, primarily to study the feasibility of converting some of the Town's rental apartments to permanently affordable units. In addition, we were fortunate to receive a Community Development Block Grant (CDBG) of \$10,218.54 from the Franklin County Regional Housing and Redevelopment Authority, primarily to update our Housing Production Plan, which expires in 2012.

The SHC seeks to foster an open process and wishes to hear your input. Please contact members of the Housing Committee if you have any suggestions or concerns regarding housing in Sunderland.

In closing, we offer our thanks to Shawn Bowman, who nobly served as Clerk of this committee for more than a year until he relocated; to Margaret Nartowicz, who has helped us secure funding and navigate bureaucracy; and to Fiona Creed, who has signed on as our newest member.

Respectfully submitted,

Sara Snyder (Chair), Richard Lopatka (Vice-Chair), Scott Bergeron, Stuart Beckley, and Fiona Creed

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## LIBRARY



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

Email: [Director@sunderlandpubliclibrary.org](mailto:Director@sunderlandpubliclibrary.org)

Change is in the air, and, indeed, 2011 brought some significant changes to the Sunderland Public Library.

The Western Massachusetts Regional Library System, known as WMRLS, had been the hub of our regional library network for many years and had been responsible for the delivery of library materials in our area. Now WMRLS has been consolidated and absorbed into a single statewide entity, the Massachusetts Library System, and delivery has been taken over by a private firm, Optima Shipping, located in the eastern part of the state. After a bit of a bumpy start, this service is now running smoothly.

Change is also coming to our circulation and cataloging programs. Early in 2012, we will be switching over to a new, open-source library software system called Evergreen, and members of our staff have been receiving training throughout the latter half of 2011. Patrons will notice a difference in the appearance of the on-line catalog program. The open-source aspect will, in theory, allow us to customize the software to our specific needs more easily. Additionally, the hitherto separate Western and Central Massachusetts regions will be merged in the catalog and will appear as one, giving our patrons an even wider selection of materials at the push of a button or the click of a mouse.

The economic slowdown seems not to have affected our Library's circulation of materials. On the contrary, in 2011, we circulated a record 63,449 items – our highest total ever. For those of you keeping tabs, we circulated 33,588 books (adult, children's, and young adult), 23,210 videos, 3,770 audio books, and 2,558 periodicals (among other materials). And speaking of periodicals, our Adopt-a-Magazine program was successful once again, with 43 out of 53 magazines and newspapers adopted for 2012, thanks to the generosity of many of our patrons.

The Library would be in dire straits indeed, especially during these tough economic times, were it not for our many loyal, dedicated volunteers, who logged a total of over 500 volunteer hours in 2011. It is no exaggeration to say that the Library could not survive without them. Interested in volunteering? Stop by the Library and let us know.

Similar accolades could be voiced for the Friends of the Sunderland Public Library, who sponsor the semi-annual Book/Bake/Plant Sales. Unbeknownst to most Library patrons, the Friends sponsor most of the programs that happen here at the Library, help finance technology purchases, and help out in innumerable other ways. The Friends have also taken the initiative to establish an Annual Book Fund, without which we would not be able to meet our minimum requirement for material purchases. (A special thanks to all who contributed to this fund.) The same can be

said of the Library Trustees, who contribute hundreds of hours to the betterment of the Library in ways I cannot even begin to recount. The Library is incredibly fortunate to have such dedicated groups as these supporting and guiding us. They exemplify the true meaning of public service.

The Library Board of Trustees itself was not immune from the winds of change that swept through here in 2011. Longtime trustees Marilyn Munn and Donna McKemmie stepped down from the Board after 28 and 10 years of service, respectively. We thank them for their enormous commitment to the Library and wish them a well-deserved rest. A farewell ceremony was held in their honor in May. But new blood was on the way: the Trustees welcomed two energetic young women, Natalie Blais and Valerie Voorheis, to the Board at the beginning of July.

Attendance at some 179 library programs held in 2011 numbered 2,805 – our second-highest ever. Our ever-popular Summer Reading Program (“One World, Many Stories” in 2011) boasted 115 participants (87 children and 28 teens) and featured an amazing series of 46 programs, which included a magician, a jester, a model train enthusiast, a flea circus, a comic book artist, a poetry workshop, and (eventually) rain forest animals – all arranged by the indefatigable Kelly Daniels Baker, Head of Youth Services, and Halie Theoharides, our Young Adult Coordinator. Not to be left out of the fun, our popular adult series, “What I Did on My Summer Vacation,” featured presentations from trips taken to Alaska, Tahiti, and Israel. Going somewhere interesting in 2012? We’d love to hear about it.

Early in the year, we participated in “On the Same Page,” a multi-town, community-wide reading program. The book chosen for 2011 was *Mayflower*, by Nathaniel Philbrick. In addition to a discussion of the book itself, led by UMass Professor of History Barry Levy, programs included a well-received presentation by Linda Lopatka of the Swampfield Historical Society titled “Early Settlement of Swampfield/Sunderland,” a cooking demonstration of early American foods by Stockbridge Farm, and author and artist Annie Bissett, reading and speaking about her children’s picture book, *We Are Pilgrims*.

Other programs included “Emily Dickinson’s Poetry 101” by Susan Snively, and “Italian for Beginners,” a class conducted by Victoria Poletto. Trustees Lisa Tripp and Beth Berry organized an impressive lineup of speakers for our Local Author series: Saloma Furlong, James Tate, Lawrence Douglas, Tom Juravich, Elise Tripp, Tom Herrick, and Richard Kells. In December, Halie Theoharides galvanized the young adult set (and more than a few not-so-young adults as well) with a popular program, “Typical Girls: A Brief History of Women in Rock” featuring Ally Einbinder and Meghan Minior, which also garnered significant coverage in the press. Additionally, the Library showed a large number of films on our large-screen TV, too numerous to mention, for young and old alike. As always, *all* of these programs are free of charge and open to the public.

Our beautiful Community Room was utilized 156 times last year for various meetings, programs, and events, many of them organized by outside groups. The space is available for nonprofit and community groups free of charge and to for-profit groups (or to groups that charge admission) for a fee. See our website for details if you’d like to make use of this space for your meeting or event.

The Lane Reading Room was graced by an impressive series of exhibits by local artists, thanks to our intrepid Art Exhibit Committee. Not to be excluded from the limelight, Lee Worthley's second grade class at the Sunderland Elementary School exhibited their art-and-poetry creations in the children's Room during the months of May and June.

On a sadder note, we witnessed the passing of several longtime Sunderland residents in 2011 who had also been dedicated supporters of the Library: Shirley Graves (Library Trustee for 38 years), William and Eleanor Hubbard, Blake Lane, and Jackie Warner. These folks were pillars of our community, and we thank the many family members and friends who generously donated monetary gifts to the Library in their memory. They will be missed by many, as will young Emily Weston, a frequent patron here at the Library, who was killed so tragically in a car crash in Sunderland this past September.

Perhaps the most significant change to happen here in 2011 was the departure of Sheila McCormick, our Library Director since 2009. Sheila left at the end of August to assume the director position at the Clapp Memorial Library in Belchertown. Sheila brought a very high level professionalism and competence to the Sunderland Public Library, possessed outstanding writing skills, and had the amazing ability to keep library services running smoothly through some *very* tough budgetary times. We will miss her steady stewardship and her unflappable disposition. We wish her well in her new position.

Laura Williams and Aaron Falbel stepped in as Acting Directors while the search for a new director was underway. Staff members Vanessa Ryder, Kelly Daniels Baker, Halie Theoharides, and substitutes Wendy Pearson and Molly Chapin, stepped in to work extra hours at the circulation desk, and took on other directorial duties during the transition period. At the end of the year, the Trustees selected Adam Novitt, formerly the director of the Pelham Public Library, to be the next director of the Sunderland Public Library.

The Library's Mission Statement reads as follows:

*The Sunderland Public Library is a welcoming and lively center for lifelong learning, personal enrichment and community interaction. It is dedicated to serving Sunderland as a vital cultural resource and community center, and is cognizant of its role in promoting the value of reading and self-expression to local youth. The Library responds to community needs as they evolve over time and strives to connect its users to ideas, to experiences, and to others in the community and to the world at large.*

Is there something we are not doing to meet your needs? Is there something you'd like to see happen at the Library that is not happening? Are there events, programs, or materials that we are lacking, that you'd like to see? Please stop by and let us know. Your feedback is invaluable and is vital to our doing the best job we possibly can.

Respectfully submitted,

Aaron Falbel, Acting Director (emeritus)

Trustees: Peter Lacey (Chair), Lisa Tripp (Vice Chair), Beth Berry (Secretary), Jay Baudermann, Natalie Blais, Ann Dorr, John Sackrey, Lorin Starr, Valerie Voorheis

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## PERSONNEL COMMITTEE

The Personnel Committee is composed of 5 appointed members, including one member from the Board of Selectmen, one Finance Committee member, an active permanent Town employee, and two Sunderland residents not employed by the Town. The Town Administrator is an appointed non-voting member.

A salary adjustment formula for non-union municipal employees was established by the Committee in FY09. The formula represents the average of the Social Security COLA for the prior year and the regional Consumer Price Index (CPIU) for the prior 12-month period (Decó Nov); however, it doesn't recognize the Town's funding ability. The Committee continues to discuss a revenue-based formula to determine COLA, or flat salary adjustments to keep wages of non-union municipal positions at least equal to minimum median and mean of all comp towns.

The Board of Selectmen adopted the Committee's recommended Sick Leave "Bank" policy on April 19, 2011. The purpose of the bank is to provide additional sick leave to certain employees covered under the Town's Personnel Bylaws who are suffering critical personal illness or injury not qualified for Workers Compensation or Injured on Duty benefits; and where there is a reasonable expectation based on medical documentation, of the employee returning to the position held at the time the illness or injury leave began. Participation in the bank is voluntary.

Review of Personnel bylaws and policies continued in 2011. Recommended amendments to §31-12 Town property, §31-13 Town vehicles, § 31-16 Sick leave, §31-18, Federal Family and Medical Leave Act (FMLA), §31-19 Holidays, §31-21 Benefits and §31-25 Standards of conduct were voted by Town Meeting on April 29, 2011.

The Committee recommended FY12 wage adjustments for certain positions, in order to bring the hourly wages for the positions to, or just above the minimum median wages of comparable towns. The Board of Selectmen supported the recommendations, and the wage lines for these positions were adjusted accordingly in the FY12 operating budget voted by Town Meeting on June 6, 2011.

	<u>FY11 Hourly Rate</u>	<u>PC Recommended FY12 Adjusted Hourly Rate</u>
Admin Secretary BOS/BOH	\$14.41	\$15.03
Police Clerk/Highway Clerk	\$13.53	\$14.31
Adult Services Librarian	\$12.85	\$13.83
Youth Services Librarian	\$12.43	\$13.62
Young Adult Librarian	\$11.50	\$13.62
Circulation Assistant	\$11.11	\$11.65
Circulation Assistant	\$10.65	\$11.65

Personnel Committee members are dedicated to presenting responsible recommendations for a variety of personnel-related matters. Municipal budget constraints will continue to require an involved Committee to try to assure reasonable consistency in providing vital public services.

David Pierce, Chair; Michele Wojtowicz, Clerk; Francis Mozea; Donna McKemmie; George Emery; Margaret Nartowicz (non-voting)

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## **PLANNING BOARD**

Annual Town Meeting, April, 2011, approved several changes proposed by the Planning Board to the Zoning By-Laws. Some changes were aimed at improving the Town's ability for retaining local authority in the event of any future 40B developments. The changes require that affordable housing be a component of any future major residential development.

Town Meeting also approved a change that reduced the density of potential development in the prime agricultural district. Other changes reduced the potential for point source water pollution throughout town and for surface water runoff in the watershed protection district.

After serving 3 terms (15 years) Russell Cranshaw chose not to seek re-election. Russell's civil and thoughtful approach to each matter that came before the board was consistent with the highest expectations that citizens should expect from their representatives. The Planning Board salutes his exemplary service.

Teresa Jones was elected to the Board at the Annual Town Election, May, 2011.

Since joining the Board Teresa has investigated the issues and options relating to large scale Solar PV installations. State and federal policy has made such installations more attractive to developers and the Board recognized the need to propose zoning by-laws addressing this new form of large scale development. Proposed solar development by-laws to be presented at ATM, April, 2012 address the issues related to solar development that have come to the Board's attention.

At Annual Town Meeting, April, 2010, the Town approved expansion and revision of 2 parts of the C1 district, (Rt. 116/Plumtree Road and Rt. 116/ Clark Mountain Road) as part of following the recommendations by the Economic Development Committee. The Economic Development Committee also recommended revisions to the C1 district including the Rt 47 and Rt 116 intersection. The proposed changes the Board has prepared for the April, 2012 Town Meeting are designed to permit commercial and residential use within a new Village Center District while allowing property owners to retain the existing character of their neighborhood.

Guidance and professional assistance was provided to the Board by Peggy Sloan, Director of Planning and Development, and Ryan Clary, Senior GIS Specialist, at the Franklin Regional Council of Governments.

In other business the Board endorsed 2 ANR (Approval Not Required) lot divisions.

Respectfully submitted by Chair Dana Roscoe, Vice Chair Stephen Schneider, Clerk William Sillin, and members Sara Snyder and Teresa Jones

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## **POLICE DEPARTMENT**

I would like to begin by thanking the residents of Sunderland for their continued support of the Police Department. I would like to remind all the residents to please feel free to contact me at the department either by phone and leaving a message, or to stop by during business hours if you have any questions or concerns you would like to discuss. The continued and open communication which is shared by the residents of Sunderland is something I value and respect.

This year the Sunderland PD was not awarded any money from the Community Policing Grant. This money allowed the police department to provide increased patrols in the community as well as radar patrols and child safety identification. We have had to decrease patrols significantly partially due to this loss of grant money. The State of Massachusetts did not award the department with \$4,500 for Highway Safety Enforcement (better known as the Click or Ticket campaign). As of August 2011 the department hired a full time officer. He is Evan Golann, the former Chief here in Sunderland. He has been an asset to the department already in many areas. This department has had to cut back in many areas, including patrol, assistance at the Safety Complex, firearms issues including applications for licenses, copies of reports needed for various reasons, etc. Many of these incidents have also included taking away from investigative time and the officers patrol time. There are times Officers are put in danger by having to confront combative individuals, and having to wait for additional back up to arrive (if it arrives at all) from another department or town. With some creative scheduling of shifts, this department has attempted to keep it a 24/7 PD. That has not been possible at all times, and has left the Town uncovered law enforcement wise. I am continually working on keeping as much coverage as possible. Although Mass State Police will cover whenever possible, doesn't mean automatic coverage from them, or Mutual Aid Towns.

The Police Department is doing everything it can with what it has, to continue to do the job of keeping the Town of Sunderland as safe a community as possible.

As the Chief of Police for the Town of Sunderland, my goals remain the same. Keep the residents of Sunderland safe and for everyone to know the Police department is out there working to keep Sunderland as safe a community as possible. I would once again like to thank all the officers on the Police Department for all the hard work they do, and their jobs they do out in the community. I would also like to thank our Police Clerk Bobbie Gallerani, for another outstanding year, and unbeknownst to the public, all the hard work she does on a daily basis to assist me in keeping this department functioning as well as it does. She remains an invaluable asset to the department.

I would like to take this opportunity to thank all of the Town Departments, Boards and Committees for their continued support of the Police Department.

Respectfully submitted

Jeffrey Gilbert,  
Chief of Police

Statistics- Calendar Year 2011

Sources: Dispatch Center & Department Records

Total calls as logged by Shelburne Control Dispatch Center: 1747

209A Service	14	Assault	6	Car vs Deer	4
Domestic	10	Lines down	21	Paper work service	25
209A Violation	5	Resisting Arrest	3	Disorderly Person	2
EMD level call	65	Lockout	10	Robbery	0
Abandoned 911 Call	25	Articles Recovered	3	Disturbance	28
Transport	5	Medical Emergency	157	Rolling cruiser info	12
911	32	B&E Auto	5	Disabled MV	46
Fights	2	Missing person	4	Safety hazard	47
Abandoned Vehicle	5	B&Eø	11	Shots fired	4
Vehicle Fire	0	Motor Vehicle Accident	78	Suspicious person	21
Alarm Burglar or		B&E Past	8	Suspicious activity	7
Holdup	75	Motor Vehicle Complaint	74	Suspicious vehicle	50
Fireworks	0	Building Check	12	Threats	6
EMS Alarm- Lifeline	3	Motor Vehicle/Stolen	3	Traffic hazards	15
Harassment	5	Burglary	0	Trespass	3
Fire Alarm	32	Motor Vehicle Stops	200	Unwanted person	6
Illegal dumping	3	A&B with D/W	4	Vandalism	14
Animal Complaint	40	Motor Vehicle Violation	72	Serve warrant	10
Investigations	65	Check Welfare	55	O.U.I.	10
Arrest	80	Noise Complaint	85	Narcotic violations	20
Keep the peace	6	CO2 Hazard	8		
Assist Other Agencies	15				
Larceny	12	Officer wanted	71		



## RECREATION DEPARTMENT

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



The Recreation Department provided more than 30 different programs and events to Sunderland residents during this past year. In all, more than 180 youth and 90 adults took part in the various programs. Listed below are just some of these programs:

Country Western Dance classes; Yoga classes; Sunderland Night/Day at UMass Softball and at UMass Soccer; Tennis Lessons for both youth and adults; Adult Volleyball; Youth Volleyball; Youth Field Hockey; Intro programs for pre-school and Pre-K thru Kindergarten in soccer in the fall and whiffle ball in the spring; for grades 1 & 2 in basketball and K-grade 1 in tee-ball; Youth Soccer for Grades 1-6; 12<sup>th</sup> Annual Easter Egg Hunt; Youth Basketball for Grades 3&4, 5&6 and 7& 8; Youth Basketball for Grades 9-12; Adult (college age) Basketball; Basketball Shoot-Out Contest; End-of-Year Basketball Tournament



for Grades 5-8; Berkshire East Ski Program for Youth and Adults; Family Community Ski Program at Mt. Snow; Sunderland Ski Days at Berkshire East and Mt. Snow; Moonlight Snow Shoe hike at Northfield Mtn; 2nd Annual x-Country Ski Fun Day at the Elem. School; Sunderland Ice Skating Days at the Greenfield rink during winter vacation drew good crowds; Tiny Blades (ages 2-6) Ice Skating Lessons at the Greenfield Rink; Family Open Gym Sundays; Summer Volleyball and Basketball; Coaches clinics were held for Soccer, Basketball, Softball and Baseball; Referee/Umpire clinics were held for Soccer, Basketball, as well as, both Softball and Baseball, and more. Also, several Sunderland residents took advantage of Jazz Dance and Pilates classes in conjunction with Deerfield Recreation and pickup basketball in Whately.

We continue to work with organizations such as the 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 Greenfield Girls Softball League (grades 7-12), and both the Franklin County and Amherst Youth Hockey Associations ó coordinating registration of Sunderland youth with their programs.

Once again, Sunderland Rec participated in the 13<sup>th</sup> Annual Fall Festival held in mid-October. This community-wide event was bigger and better than ever with the 5<sup>th</sup> year of planning and leadership by the Fall Festival Comm. in partnership with the Sunderland Agricultural Commission.

The Recreation Department planned another successful Memorial Day Parade and Ceremony. The top Sunderland students at Frontier, female, Samantha Nuerminger and male, Michael Girardi, took part in the ceremonies along with local and state officials. The Frontier Band marched and played and at the ceremonies at the Riverside Cemetery. As usual, the Fireman's Association sponsored the hot dog cook out at the conclusion of the parade.

This past year the Recreation Committee was invited to have representation on the town's Community Preservation Committee. We look forward to participation and providing input to this group's important work to protect open space, preserve historic, provide affordable housing and create/acquire lands for recreation in town.

As always, the Recreation Committee hopes to get more input into the kinds of activities that we offer to everyone in town. In 2012, we plan to survey residents to determine other kinds of programming that we might offer. There are presently three openings for new members on the Committee. We'd like to thank Jim Ewen, Rec Coordinator, for his efforts during the past year. We would be remiss if we did not also say a huge "thank you" to the more than 50 volunteer coaches, scorekeepers, referees and umpires, and others who have helped with recreation programs this past year. If you are interested in assisting or have an idea for a new program, please feel free to contact us.

Respectfully submitted,  
Jiyanna Vagedes-Baue, Chair, Christopher Bourque, Todd Nuerminger

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## **RIVERSIDE CEMETERY**

After the October snow storm, we were fortunate that very few of our Cemetery's trees were impacted, and none drastically. Our thanks go out to Mike Wissemann and crew for cleaning up any fallen limbs & branches. Our thanks also to the Franklin Co. Sheriff's Community Service program for assisting us with November's Fall leaves clean-up.

The Trustees are reviewing the status of our older trees and possible addition of replacement trees, as needed. Also, Trustees received a proposal from Northeast Grave Restorations for repairing and cleaning some of our older monuments.

This summer, Trustees voted to allow "Green Burials" at the Trustees' discretion and only in certain areas of the Cemetery.

The Trustees continue to maintain the Cemetery's trees and roads, as well as manage plot sales, facilitate burials and monument placements.

Thank you,  
Scott Bergeron, Chair & Burial officer  
Janet Bergeron, Clerk  
Donna McKemmie  
Riverside Trustees



## SCHOOLS

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### FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT

We submit this annual report for 2011 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Total enrollment as of October 1, 2011 was 511 students with town breakouts as follows:

Bernardston	11	Erving	19	Montague	75	Sunderland	15
Buckland	16	Gill	14	New Salem	8	Warwick	10
Colrain	8	Greenfield	125	Northfield	24	Wendell	5
Conway	13	Heath	7	Orange	62	Whately	10
Deerfield	21	Leyden	4	Shelburne	14	Non-District	44

Franklin County Technical School awarded 108 diplomas to our seniors in June of 2011. 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 graduates also earned their vocational certificate along with their diploma. 45% of our graduates planned to go on to either a two or four year college, 31% joined the area work force, 2% planned to join the military, 3% went on to a post-secondary trade/technical school, and 19% were unsure as to which of the above options they would pursue. We are proud of the accomplishments of the Class of 2011.

During 2011, the students from various technical programs performed a variety of service projects benefiting many of our member towns and the city of Greenfield. We plan to continue supplying our constituent towns with these services as they offer both the ideal learning laboratories for our students as well as an opportunity to contribute back to the communities that have supported us so well over the years. A small sample of recent projects include construction of a single family home in collaboration with the Habitat for Humanity in Montague, continual service learning work in the Baystate Franklin Medical Center, Buckley-Greenfield Healthcare Center, and the Poet's Seat Health Care Center, wiring and lighting modifications at the Orange Airport, a turf upgrade project for the Swift River School in New Salem, and a transfer station building for Warwick. A number of programs also continue to routinely assist our building maintenance department, supplying services that reduce costs to our member towns.

F.C.T.S. is in the final stages of a complete renovation of our gymnasium. The project began immediately after the end of the school year in June 2011 with the removal of the existing synthetic flooring material by our custodial and maintenance staff. This was the original flooring from 1976 when the school was constructed and it was in extremely poor condition. A Gymnasium Renovation

Committee composed of school committee members, administrators, teachers and coaches along with the athletic director reviewed the various options for replacement flooring. The committee selected an engineered wood product that met or exceeded the six standards for sports flooring recognized world-wide as the best method for evaluating sports floors. The HARO Helsinki 10ö flooring system exhibits outstanding performance in the area of shock absorption, standard deformation, deformation control, ball rebound, friction and rolling load test. This system is a state-of-the-art athletic surface that also provides maximum health and safety protection for our student athletes. The gymnasium was painted by school staff and the HARO flooring was installed completely by F.C.T.S. Carpentry instructors with skilled student assistance, allowing the district to complete this long awaited renovation of the gymnasium facility with no capital request or extra cost to our nineteen member towns.

F.C.T.S., like every other school in the commonwealth, is preparing to transition to the new Common Core state standards. These new standards for academic instruction within our schools were written explicitly to define the knowledge and skills that students must master to be college and career ready by the end of high school. The Common Core standards have been adopted by 43 states and the District of Columbia and full implementation is expected by the 2013-2014 school year. The new standards support improved curriculum and instruction due to their increased focus, clarity, coherence and rigor. We look forward to incorporating these challenging but attainable new standards into the instruction that we provide.

PROJECT LEAD THE WAY (PLTW) is a national non-profit organization that partners with high schools to implement a curriculum that emphasizes hands-on experiences in STEM (science, technology, engineering, and mathematics) and F.C.T.S. introduced the first of four PLTW course offerings in September 2011. Introduction to Engineering Design (IED) was kicked off this school year with sixteen enthusiastic freshmen populating the inaugural class. The major focus of IED is the engineering design process and its application. Through hands-on projects, students apply engineering standards and document their work. Students use industry standard 3D modeling software to help them design solutions to solve proposed problems, document their work using an engineer's notebook, and communicate solutions to peers and members of the professional community. We will continue to phase in components of the program such as Principles of Engineering, Digital Electronics and Engineering Design and Development over the next three years. The course sequence in the PLTW program at F.C.T.S. is specifically designed to prepare students to pursue a post-secondary education and careers in STEM-related fields.

In closing, we will continue to work diligently to ensure that our graduates are an integral part of the economic development for the region and we thank each and every citizen of Franklin County for your continued support.



Mr. Richard J. Kuklewicz  
School Committee Chairman



Mr. Richard K. Lane  
Superintendent

Franklin County Technical School District Committee

Bernardston  
Lloyd J. Szulborski

Buckland  
Laura J. Earl

Colrain  
Nicole Slowinski

Conway  
Stephanie Recore

Deerfield  
Vacancy

Erving  
Robert F. Bitzer

Gill  
Clifford C. Hatch

Greenfield  
Larry D. Geiser    Jeffrey D. Hampton  
Mark M. Maloney    John A. Zon, Jr.

Heath  
Arthur A. Schwenger

Leyden  
Gerald N. Levine

Montague  
Richard J. Kuklewicz, Chairperson  
Dennis L. Grader

New Salem  
Jeff D. Adams

Northfield  
Gail V. Zukowski

Orange  
Clifford J. Fournier, Secretary  
Linda R. Chapman

Shelburne  
Angus Dun

Sunderland  
James Bernotas

Warwick  
A. George Day, Jr., Vice-Chairperson

Wendell  
Richard E. Drohen

Whately  
Donald C. Sluter

**FRONTIER REGIONAL SCHOOL  
ANNUAL REPORT  
FROM THE OFFICE OF THE SUPERINTENDENT**

**FRONTIER SCHOOL REPORT**

Mary Ramon, Chair  
Frontier Regional School District Committee  
South Deerfield, MA 01373  
Dear Ms. Ramon:

I respectfully submit the 2011 Frontier Regional School Annual Report.

**FRONTIER REGIONAL SCHOOL COMMITTEE:**

**TERM EXPIRES**

*Mary Ramon, Chair, Deerfield	2012
Cyndie Ouimette, Vice-Chair, Conway	2013
William Smith, Secretary, Whately	2012
Donna Rowe, Member, Sunderland	2014
Alexis Toy, Member, Deerfield	2012
*Lynn Cook, Member, Sunderland	2012
Robert Decker, III, Member, Deerfield	2014
*Joseph McGranaghan, Member, Conway	2012
*Nathanael Fortune, Member, Whately	2012

\*Representing the local Elementary School Committees for one-year term.

Regular meetings are held on the second Tuesday of each month, in the Media Center, Frontier Regional School, South Deerfield, Massachusetts at 7:00 p.m.

**ADMINISTRATION**

Regina H. Nash, Ed.D.	Superintendent of Schools
Donald M. Scott	Business Manager
Karen Ferrandino	Director of Special Education
Paula Light	Frontier Regional Bookkeeper/Treasurer
Stephan Shepherd	Grants Bookkeeper
Donna Hathaway	Administrative Secretary
Sherie Gervais	Administrative Secretary
Diana Capuano	Special Education Secretary

**FRONTIER REGIONAL SCHOOL**

Martha Barrett	Principal
Darius Modestow	Assistant Principal
Kelly Blanchette	Special Education Secretary
Deborah Coons	Administrative Secretary
Debbie Mason	Attendance Officer

Roberta Reiter                      Administrative Secretary  
 Karen Siwicki   Guidance Secretary

**FRONTIER REGIONAL SCHOOL  
 ENROLLMENT - OCTOBER 1, 2011**

<b>Grade</b>	<b>Conway</b>	<b>Deerfield</b>	<b>Sunderland</b>	<b>Whately</b>	<b>School Choice</b>	<b>Tuitioned In</b>	<b>Total</b>
7	10	48	21	10	16	1	106
8	22	51	23	13	17	2	128
9	6	45	26	10	13	0	100
10	12	36	22	14	16	1	101
11	9	37	15	16	25	3	105
12	11	36	29	14	16	3	109
<b>Total</b>	<b>70</b>	<b>253</b>	<b>136</b>	<b>77</b>	<b>103</b>	<b>10</b>	<b>649</b>

**FRONTIER REGIONAL  
 SALARY SCHEDULE  
 July 1, 2010 – June 30, 2011**

<b>STEP</b>	<b>Bachelors</b>	<b>Masters</b>	<b>M+30</b>	<b>CAGS/Doctorate</b>
0	37,748	39,566	41,796	43,886
1	39,692	41,287	43,377	45,545
2	41,340	43,049	45,013	47,264
3	42,357	44,875	46,707	49,043
4	43,842	46,311	48,422	50,844
5	44,988	47,830	50,240	52,751
6	46,925	49,355	51,899	54,494
7	48,162	50,921	53,570	56,249
8	49,438	52,206	55,989	58,789
9	51,898	55,172	58,479	61,402
10	54,620	58,368	61,044	64,097
11	55,526	60,521	63,862	67,056
12	57,683	62,757	66,151	69,459
*20L	58,183	63,257	66,651	69,959
**25L	58,683	63,757	67,151	70,459

\*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 SCHOOL  
 SUPERINTENDENT REPORT**

I am proud to report that I continue to see a commitment to high standards on the part of students, parents, faculty, and community members. Evidence of this has been apparent in our students, as well as in our students' success on local and state assessments, and in the work that students and teachers accomplish in our school every day.

## **ENROLLMENT AND SCHOOL CHOICE**

The October 1, 2011 enrollment for Frontier Regional School District totaled 654 students. This is a decrease of 33 students from the October 1, 2010 enrollment figures. Of the 654 students, 102 were School Choice, which is a decrease of 24 students from the School Choice enrollment of October 2010.

The Frontier Regional School graduated 99 students in the Class of 2011.

## **STAFF**

Newly hired faculty members at Frontier Regional School this year are: Sally Yazwinski, MS Special Education Teacher; Matthew Guertin, HS Science Teacher; Kristen Herrman, Special Education Teacher in the FTEP Program and David Faytell, Part-time Writing Center Teacher.

Denise Lemay, Special Education Teacher and Delphine Thouin, HS Science Teacher, retired this year.

## **CURRICULUM AND PROFESSIONAL DEVELOPMENT**

This year the state of Massachusetts adopted a new curriculum framework in the academic areas of English language arts and mathematics with literature implications for the areas of science and social studies. The Frontier Regional School faculty began to work with these new Common Core standards in order to modify our current curriculum. In the state of Massachusetts new assessments will be fully aligned with these standards by the 2013/2014 school year. Students at the Frontier Regional School will be prepared for this assessment shift due to the current curriculum changes that are being made.

In addition to modifying the content of the existing curriculum the district has adopted a new system to record and modify the existing curriculum maps. The new system will allow classroom teachers to access an electronic copy of the curriculum including: timelines, standards, assessments and classroom resources. The next phase of this conversion and curriculum update will include public access to key components of the system. This will allow families to look at a course overview for the classes that their children are taking.

The state of Massachusetts requires that all faculty, who are teaching students who use English as a second language, be trained in three different areas of second language instruction. This year the Frontier faculty received training in two out of the three required areas. Our district has a low percentage of English language learners, however the workshops provided techniques and strategies that can assist teachers in reaching many different types of learners.

## **SPECIAL THANKS**

I am pleased to acknowledge the dedication and hard work of Frontier Regional School Committee Members: Chair Mary Ramon, Vice-Chair Cyndie Ouimette, Secretary William Smith, Members Donna Rowe, Alexis Toy, Lynn Cook, Robert Decker, III, Joseph McGranaghan and Nathanael Fortune. I look forward with pleasure to continuing our work together.

I would like to acknowledge all of the faculty and staff members who work tirelessly to create a highly effective and supportive learning environment in the Frontier Regional School. I appreciate their professionalism, their willingness to meet the needs of individual students, and the care and concern they bring to their classrooms every school day.

I am proud of the efforts of our administration, teaching and support staff, students and central office support and administrative staff as they are accountable to the high standards that are so important to the success of today's schools. I am also extremely grateful for the ongoing support of parents; the communities of Conway, Deerfield, Sunderland and Whately; our school councils, town officials and employees. Without this team effort, we could not obtain the educational excellence for which our schools are known and admired.

Respectfully submitted,  
Regina H. Nash, Ed.D.  
Superintendent of Schools

**SUNDERLAND ELEMENTARY SCHOOL**  
**From the**  
**Office of the Superintendent of Schools**

**SUNDERLAND SCHOOL REPORT**

Justine Rosewarne, Chair  
Sunderland School Committee  
Sunderland, MA 01375  
Dear Ms. Rosewarne:

I respectfully submit the 2011 Annual Report for the Sunderland Elementary School.

**SUNDERLAND SCHOOL COMMITTEE**

**TERM EXPIRES**

Justine Rosewarne, Chair	2014
Aimee Smith-Zeoli, Vice Chair	2012
Douglas Fulton, Secretary	2013
Carlos Edwardo Nieto, Member	2014
*Lynn Cook, Member	2012

\*Representative to Frontier Regional School Committee

**ADMINISTRATION**

Superintendent	Regina H. Nash, Ed.D.
Business Manager	Donald M. Scott
Special Education Director	Karen Ferrandino
Administrative Secretary	Donna Hathaway
Administrative Secretary	Sherie Gervais
Special Education Secretary	Diana Capuano
Receptionist	Rhonda Lutenecker
Bookkeeper, Union #38	Brenda Antes
Bookkeeper, Grants	Stephan Shepherd
Principal	Timothy Merritt
Secretary to Principal	Paula Pulaski

**SUNDERLAND ELEMENTARY SCHOOL**  
**ENROLLMENT – OCTOBER 1, 2011**

Grade	Boys	Girls	Tuition-In	School Choice	Total



PreK	0	0	20	0	20
K	13	7	0	7	27
1	12	11	0	2	25
2	8	8	0	2	18
3	8	13	0	5	26
4	7	8	0	2	17
5	13	5	0	3	21
6	7	10	0	1	18
TOTAL	68	62	20	22	172

**UNION #38 TEACHERS' SALARY SCHEDULE**  
**CONWAY, DEERFIELD, SUNDERLAND, WHATELY**  
**July 1, 2010 - June 30, 2011**

<b><u>STEP</u></b>	<b><u>B</u></b>	<b><u>B+15</u></b>	<b><u>M</u></b>	<b><u>M+15</u></b>	<b><u>M+30</u></b>
3	38,463	39,661	40,901	42,180	43,499
4	39,661	40,901	42,180	43,499	44,859
5	40,901	42,180	43,499	44,859	46,260
6	42,180	43,499	44,859	46,260	47,703
7	43,499	44,859	46,260	47,703	49,194
8	44,859	46,260	47,703	49,194	50,731
9	46,260	47,703	49,194	50,731	52,319
10	47,703	49,194	50,731	52,319	53,951
11	49,194	50,731	52,319	53,951	55,637
12	50,731	52,319	53,951	55,637	57,377
13	52,319	53,951	55,637	57,377	59,173
14	55,871	57,559	59,632	61,426	63,859
20	57,605	59,324	61,441	63,270	65,753

Nature's Classroom Teacher: \$275 per teacher unit.

Workshop Presenters: \$30 per hour of presentation and reimbursement for reasonable expenses.

Head Teachers: \$400

Placement on 20 occurs when a teacher has completed 19 years of service as a teacher in the District. 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.

**FINANCIAL REPORT  
TOWN OF SUNDERLAND  
SCHOOL DEPARTMENT**

**SUMMARY OF  
BUDGET RELATED EXPENDITURES  
JULY 1, 2010 - JUNE 30, 2011  
CATEGORY**

School Committee	\$7,797
Central Office	89,905
Principal's Office	119,277
General Instruction	691,951
Kindergarten	81,786
Pre-School	36,031
Art	9,285
Music	27,079
Physical Education	24,578
Special Education	378,204
Library/Media	39,014
Guidance	25,558
Psychologist	38,315
Student Services	-0-
Health	61,469
Cafeteria	-0-
Buildings & Grounds	253,438
Fixed Costs	21,852
Transportation	65,666
Fixed Asset	27,667

Total      \$1,998,872

**SUPERINTENDENT'S REPORT  
SUNDERLAND ELEMENTARY SCHOOL**

**OPENING STATEMENT**

The Sunderland Elementary School continues to offer an outstanding educational experience for students in preschool through grade six. The educational environment provides opportunities for children to grow in an academically rich setting. Dedicated and experienced faculty helps children to find their way in our ever changing world. The educational opportunities available to students are possible because the people of Sunderland continue their commitment to fund their school's budget and to support its faculty and programs.

The community has high expectations for the educational experience that are offered to our students. The Sunderland school community rises to meet those expectations and provide a solid foundation for our future citizens. Sunderland Elementary School students continue to perform well on both local and state assessments.

## **ENROLLMENT AND SCHOOL CHOICE**

The October 1, 2011 enrollment for Sunderland Elementary School totaled 172 (PreK-6) students. This is the same number of students from the October 1, 2010, enrollment figures. Of these 172 (PreK-6) students, 22 are School Choice, which is an increase of 6 students from the School Choice enrollment of October 1, 2010.

## **CURRICULUM AND PROFESSIONAL DEVELOPMENT**

During the 2010/2011 school year Sunderland Elementary School joined the other elementary schools in Union #38 and Frontier Regional School in implementing a clear and coherent plan for addressing bullying. The district plan includes the adoption of specific school and district policies for addressing bullying incidents, clear procedures for administrators and teachers to follow when incidents of bullying occur, and the implementation of research based curriculum that explicitly teaches students effective strategies for recognizing and responding to bullying behaviors. All district staff were trained in the programs and curriculum giving all of our district schools an effective and coherent plan for reducing and effectively addressing issues of bullying.

## **ASSESSMENT**

Sunderland Elementary School teachers continue to expand on strategies for assessing students' academic progress from preschool through grade six. At every grade level students' skills in reading, writing, and mathematics are carefully monitored to ensure that they are making effective progress toward achieving grade level appropriate skills. Teachers analyze samples of student writing and mathematical problem solving and compare those samples to students work from across the district. Students' oral reading fluency and comprehension of silent reading is assessed through individually administered benchmark reading assessments. The ability to accurately perform basic arithmetic operations of adding, subtracting, multiplying and dividing, as well as solve more complex mathematical problems are measured through timed assessments. Students in grades three through six participate in computer based reading and mathematical assessments that measure the growth of their skills, compared to grade level peers and their growth is tracked over the course of several years. Access to a variety of assessments enables Sunderland teachers to obtain a clear picture of each student's academic strengths and rate of growth. This information is used to help teachers design effective and targeted instruction to support each student in their academic development.

## **STAFF**

As of September 1, 2011, the newly hired faculty members joining the Sunderland Elementary School are as follows: Sarah Burstein, Early Childhood Teacher; Jeannie Johnson, School Nurse; and Carolyn Burns, Speech/Language Pathologist.

There were no retirees this year.

## **SPECIAL THANKS**

I am pleased to acknowledge the dedication of Sunderland School Committee members Chair Justine Rosewarne, Aimee Smith-Zeoli, Lynn Cook, Douglas Fulton and Carlos Eduardo Nieto. This group of individuals works hard on behalf of the Sunderland community and the many citizens who are part of the educational experience. I look forward with pleasure to continuing our work together as we strive for excellence.

My sincere thanks to the Sunderland School Council and PTO. Their efforts at Sunderland Elementary School enhance the many opportunities available to our students and staff. I want to thank all those town departments that help us keep our students and staff safe. I especially wish to recognize the Police, Fire, and Highway Departments for their dedication and vigilance.

Finally, I would like to extend my appreciation to the citizens of Sunderland for their support. All members of the community are welcome to visit our school and encouraged to participate in the wide range of school activities and programs that are available to them.

Respectfully submitted,  
Regina H. Nash, Ed.D.  
Superintendent of Schools

**SUNDERLAND ELEMENTARY SCHOOL**  
**Faculty/Staff Roster – 2011-2012**

**ADMINISTRATION**

Timothy Merritt	Interim Principal
Paula H. Pulaski	Administrative Secretary

**FACULTY**

Sarah Burstein	Preschool
Lucille Antes	Kindergarten
Susan Breines	Kindergarten
Peggy Bolte	Grade 4 Teacher
Sandra Eaton	Grade 3 Teacher
Phyllis Jordan	Special Ed (PK-3)
Helen Kittredge	Grade 5 Teacher
Kimberly Salditt-Poulin	Special Ed (4-6)
Ellen Von Flatern	Grade 6 Teacher
Suzanne Wells	Grade 1 Teacher
Lee Worthley	Grade 2 Teacher
Lisa Zadworny	Grade 3 Teacher

**SUPPORT STAFF**

**Instructional Assistants**

Carol Burke	Grade PK
Donna Carmody	SPED 4-6
Michelle Cialek	Grade 2
Flora Cox	Kindergarten~Breines
Chelsey Grogan	Grade 1
Suzanne Herzig	Grade 4/6
Kate Lorenz	Grade 1
Cynthia Nowak	SPED K-3
Carlie Roy	Kindergarten~Antes
Courtney Schumacher	1:1 Grade 2

Aleshia Sumner	General
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**Specialists**

Carolyn Burns	Speech-Language Path .10
Karen Copeland	Speech-Language Pathologist
Lee Easton	Reading Specialist
Karen England	Occupational Therapist
Heidi Gebo	Physical Education Teacher
Edward Hines	Music Teacher
Matthew Howell	ELL Coordinator
Rachel Kidder	Library/Media Specialist
Anne Kring	Physical Therapist
Cathy Lee	ART Teacher
Victoria Palmer	School Psychologist /Guidance
Sharon Weinberger	Math Specialist (retire 12/31/11)

**Cafeteria**

Debbie Zimnowski	Manager
Sharon Barton	Assistant
Liz Olanyk	Assistant
Jeanne Sullivan	Assistant

**Custodians**

David Grace	Custodian
William Paul	Custodian

**Nursing Staff**

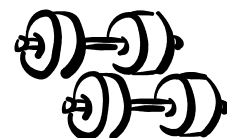
Jeannie Johnson, R.N.	School Nurse
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**Before/After School Program**

Deb Lane	Director
Carlie Roy	Onsite Coordinator



**SOUTH COUNTY SENIOR CENTER**



Located at: 67 North Main Street, South Deerfield, MA

Phone: 413-665-2141

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

South County Senior Center membership grew considerably during 2011. Towards the end of the year on any given day you could expect to see generally 40 or more elders at the senior center, occasionally hitting 50 or more. This meant that often the limited space seemed crowded necessitating some strategizing around offsite space and expanded hours. For instance, the church next door allowed us to use Rohrø Hall for the *Martial Arts & Yoga for Health* class on Friday mornings. And, though the regular hours of operation were on Mondays, Wednesdays and Fridays from 9 a.m. to 1 p.m., activities requiring a quieter environment like classes and movies took place in the afternoons and on other days of the week. Many people have, for instance, benefitted from *My Life, My Health* and *A Matter of Balance*, classes presented by Franklin County Home Care Corporation staff and volunteers once or twice per week for several weeks at a time. Trainings for staff and volunteers on CPR, First Aid, and Elder Protective Services also took place outside the set hours of operation. Events held outside the regular hours generally required pre-registration.

We began using a new tracking system at the senior center on July 1<sup>st</sup> to help keep more accurate statistics. It is actually easier to use than signing your name. We found that people were more likely to sign in with the touch screen than they were before. With the new system members received membership cards with a bar code that they could scan, much like cards used in supermarkets or pharmacies. Since July 1<sup>st</sup> over 150 people have become active, card carrying members of the senior center. It is simple to join but, if you prefer, you can easily sign in as a guest. And, when people forgot their cards, they could easily sign in as well.

Something else that is new at the senior center is a television show titled *From the Center*. It airs on FCAT channel 12 on Mondays at 5 p.m. and 10:30 p.m. Several past episodes of the show are also available online at [www.fact12.org](http://www.fact12.org). Produced by the senior center with help from Doug Finn at FCAT and some Frontier Regional High School students and their teacher, Kevin Murphy, there have been shows on a variety of subjects of interest to seniors in the community as well as some coverage of events here at the senior center. This made it possible for people who came here to see themselves on TV and for people who could not come to the senior center to become informed about topics of interest to in the comfort of their own homes. Included on the website are shows about RSVP (Retired Senior Volunteer Program), SHINE (Serving Health Insurance Needs of Elders), Benefits Counseling, Elder Law issues, smoking cessation, Adult Family Care, and coverage of Rep. Steve Kulik who spoke at the senior center, as well as coverage of a performance by Eddy C., the one-man harmonica polka band. The wonderful collaboration of high school students, FCAT, and the senior center resulted in a very worthwhile community service which helped keep elders, caregivers and other residents informed about important subjects.

A survey of people over the age of fifty in the towns of Deerfield, Whately and Sunderland was conducted for the senior center in August by Randall Stokes, Lisa White and Meghan Lemay. The survey was jointly supported and funded by all three towns. The survey covered a lot of issues important to people as they age. There was an excellent return rate of 40%, much larger than is usually the case with surveys. Given the large amount of data collected it took some time for it to be tabulated and compiled in a report. The report was provided to the senior center and a meeting will be held with the center's Board of Oversight in early 2012 for further explanation. Lisa White has also agreed to appear on our television show, *From the Center* to explain the results of the survey.

An event held here at the senior center in November speaks volumes regarding how much longer people are living while *aging in place*. For our monthly birthday celebration two people had

turned 90 during the month and one person turned 92. All three are active, live in their own homes and attend the senior center on a regular basis. National statistics indicated that the number of people over the age of ninety has reached nearly 2 million and is expected to reach over 9 million by 2050. These expected dramatic increases in the population of the very old among us, especially those choosing to remain in their own homes, make it all the more important for there to be well staffed senior centers.

In addition to receiving funding from the towns of Deerfield, Sunderland and Whately, the senior center also received funding from the Executive Office of Elder Affairs and Franklin County Home Care Corporation. All three local cultural councils provided funding for the South County Elder Arts Project which paid local artists to present performances here at the senior center. The senior center also received cash donations as well as donations that we distributed to elders including food, clothing, books, and other items. We are very grateful to local farmers, school students, businesses and others who donate and we admire the very generous spirit of people in the area. In these hard economic times such donations are especially welcome.



Some senior center members enjoy themselves while waiting for the holiday dinner on 12/21/11.



## TELECOMMUNICATIONS COMMITTEE

*"And you are now live on CH15"* has been repeated over and over again this past year. We are pleased to announce that once again every scheduled Select board and Elementary School Committee meetings were broadcast live and recorded for playback throughout the week. Along with a variety of public hearings, forums and other requested events it has once again been an active year.

Sunderland Telecommunications has been very please with the progress being made by FCAT. Through our continued support along with Whately, Conway and Deerfield, FCAT has made great progress in provided live programs of events at the Regional School. Our joint investment has also made possible a service they provide of Video on Demand. We are utilizing this service to archive all of our past meetings along with numerous specialty programs that our Senior Technician Tom Zimnowski has produced for use on Ch 15. If you have not yet checked out Ch 12 please do so along with visiting the web site for the ever expanding services that they provide.

We on the Telecommunications Committee look forward to another year of providing service to the Comcast Subscribers and to support the efforts of the Frontier Community Access Television (FCAT). We are also looking for people to volunteer your time to assist in either sitting on the committee and or assisting us in televising meetings and events within our community

Respectfully Submitted,

Bruce Weston, Chair; Richard Wheeler, Junior Technician; James Tower, Secretary; Thomas Zimnowski, Senior Technician



## TOWN ACCOUNTANT

### Town of Sunderland FY11 Special Revenue Funds June 30, 2011

	Opening Balance	YTD Revenue	YTD Expense	Ending Balance
<b>Highway Funds</b>				
Mass Highway	(14,270.63)	194,094.91	(189,407.28)	(9,583.00)
<b>Revolving Funds</b>				
Wetlands Protection Fund	5,323.71	142.50	(40.00)	5,426.21
Fall Festival Revolving	4,223.24	1,345.00	(501.95)	5,066.29
Ambulance Intercepts Revolving	0.00	15,900.00	(15,900.00)	0.00
Recreation Revolving	3,445.70	10,222.00	(10,437.31)	3,230.39
Library Rentals Revolving Fund	817.58	200.00	(36.99)	980.59
Plumbing Inspec Revolving Fund	(255.00)	2,720.00	(2,720.00)	(255.00)
Wiring Inspec Revolving Fund	230.00	6,349.00	(6,349.00)	230.00
Bd of Health Revolving Fund	6,300.71	10,722.50	(4,000.00)	13,023.21
ZBA-Sugarbush	4,522.45	13.82	0.00	4,536.27
<b>Receipts Reserved for Appropriation</b>				
Ambulance Reserve	80,231.30	66,915.08	(31,331.00)	115,815.38
Insurance Recovery	5,426.51	0.00	0.00	5,426.51
<b>Other Special Revenue Funds</b>				
Library Gift Fund	10,974.81	9,407.44	(6,780.55)	13,601.70
Historical Comm Match	126.88	0.00	0.00	126.88
Solid Waste	78.38	0.00	0.00	78.38
Gift Fund	901.25	0.00	0.00	901.25



Memorial Fund	241.63	0.00	0.00	241.63
Anniversary Celebration Fund	1,657.56	0.00	0.00	1,657.56
Graves Sign Donations	100.00	0.00	0.00	100.00
Kestral Conservation Trust	200.00	0.00	0.00	200.00
Dare Gift	354.00	0.00	0.00	354.00
Veterans Memorial Fund	0.00	0.00	0.00	0.00
Telecommunications Gift Fund	17.55	0.00	0.00	17.55
Brush Truck Gift	0.00	0.00	0.00	0.00
Agricultural Comm Fund	320.82	0.00	(15.00)	305.82
Fall Festival Fund	3,638.97	0.00	(1,275.00)	2,363.97
Comprehensive Sugarbush Fund	0.00	0.00	0.00	0.00
Matuszko Police Scholarship	1,065.00	0.00	0.00	1,065.00
PEG Access Fund	111,681.00	47,836.50	(59,583.28)	99,934.22
MIIA Loss Control Grant	0.00	0.00	0.00	0.00
Library Antitrust Settlement	0.86	0.00	0.00	0.86
MAPHO Mini-grant	0.00	0.00	0.00	0.00
Sr Ctr Transportation Fund	162.50	70.00	(190.00)	42.50
Town History Vol III Donations	1,429.56	500.00	0.00	1,929.56
Memorial Day Donations	100.00	100.00	0.00	200.00

#### State & Federal Grants

Quinn Bill-State share	(10,120.85)	962.81	(1,791.35)	(10,949.39)
Comm Policing Grant	175.45	0.00	(30.36)	145.09
Bulletproof Vest Grant	(368.06)	2,112.50	0.00	1,744.44
DVIP Reimbursement	165.00	0.00	0.00	165.00
Gov Highway Safety Grant	815.88	3,437.71	(3,323.73)	929.86
Homeland Security Grant	0.00	0.00	0.00	0.00
Drug Forfeiture Account	2,860.00	0.00	(2,000.00)	860.00
FEMA Snow Emergency Funds	0.00	0.00	0.00	0.00
FEMA Storm Emergency Funds	51,882.99	520.00	(13,680.00)	38,722.99
Council on Aging Grant	122.59	3,500.00	(3,500.00)	122.59
Library State Aid	4,440.63	8,000.30	(9,308.69)	3,132.24
Cultural Council	2,653.57	3,877.05	(3,353.04)	3,177.58
Mass Humanities Grant	0.00	0.00	0.00	0.00
Title V	96,732.68	0.00	(50,797.00)	45,935.68
Fire Dept SAFE Grant	3,022.62	0.00	0.00	3,022.62
Fire Dept Safety Equip Grant	805.63	0.00	0.00	805.63
Assistance to Firefighters	0.00	0.00	0.00	0.00
Fire Dept NIMS Grant	0.00	0.00	0.00	0.00
Library Same Page Grant	0.00	0.00	0.00	0.00
Mass DEP PAYT Grant	0.00	0.00	0.00	0.00
EDS Grant	384.62	0.00	0.00	384.62
Peer to Peer Grant	0.00	0.00	0.00	0.00
Vol Fire Assistance Grant	6.41	1,857.91	(1,857.91)	6.41
Emerg Prepared Grant 2010	2,116.00	4,794.00	0.00	6,910.00
Clean Energy Choices Grant	255.00	0.00	0.00	255.00
EECBG Energy Grant	0.00	48,500.00	0.00	48,500.00
Election Extended Polling Hour	0.00	456.00	(375.48)	80.52

#### School Funds

School Lunch Fund	4,517.32	51,997.35	(44,292.09)	12,222.58
School Choice	223,714.09	102,353.00	(142,675.40)	183,391.69
REAP Grant	6,458.37	12,964.50	(15,178.90)	4,243.97
Early Literacy Grant - ELI	0.00	0.00	0.00	0.00



SPED Assist	0.00	2,000.00	(2,000.00)	0.00
CCLC Grant	0.00	0.00	0.00	0.00
Grant Funded Teacher Stipends	0.00	600.00	(600.00)	0.00
Circuit Breaker Grant	(18,779.43)	69,046.00	(32,423.63)	17,842.94
Title I Grant	0.00	20,763.00	(20,763.00)	0.00
Afterschool Program	39,965.12	65,467.62	(51,797.21)	53,635.53
School Building Use Fund	7,138.01	1,450.00	(480.00)	8,108.01
School Storage Bldg Fund	0.00	0.00	0.00	0.00
SPED Revolving	2,581.88	22,802.50	(20,150.00)	5,234.38
Elementary School Donation	60.45	0.00	0.00	60.45
Walmart School Grant	2,008.23	0.00	0.00	2,008.23
Student Activity Fund	3,782.83	23,259.96	(17,780.23)	9,262.56
Mass Agriculture Grant	0.00	0.00	0.00	0.00
Nonresident Tuition Fund	0.00	0.00	0.00	0.00
MCC School Bus Grant	0.00	200.00	0.00	200.00
School ARRA Stimulus Grant 09	0.00	0.00	0.00	0.00
SES Gift Fund	9,878.66	(338.01)	(9,357.89)	182.76
Title I Stimul Prog Grnt FY 10	0.00	0.00	0.00	0.00
ARRA State Stabil Grant FY11	0.00	4,415.00	(4,415.00)	0.00

#### **WWTP**

WWTP	549,110.71	316,423.88	(253,325.05)	612,209.54
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#### **Capital Projects**

Landfill Capping	0.00	0.00	0.00	0.00
Public Safety Complex	753.14	0.00	0.00	753.14
Fire Truck	(0.20)	0.00	0.00	(0.20)
School Addition	0.50	0.00	0.00	0.50
Police Video System	0.00	0.00	0.00	0.00
Sewer Reline Project	0.00	325,000.00	(234,353.89)	90,646.11
Siemens Energy Perf Project	0.00	0.00	(2,100.00)	(2,100.00)

#### **Trust Funds**

Main Street Tree Fund	12,434.53	1,298.52	0.00	13,733.05
Cemetery Perp Care Fund	118,952.20	3,368.44	(4,445.00)	117,875.64
Veterans Mem Care	17,773.36	1,094.04	(1,925.00)	16,942.40
Conservation Trust	42,187.68	106.75	(6,000.00)	36,294.43
Library Trust	41,016.85	125.28	0.00	41,142.13
Graves Library Building Trust	28,613.12	144.13	0.00	28,757.25
Graves Library Endowment	37,007.85	186.42	0.00	37,194.27
Stabilization Fund	444,273.91	51,713.10	(176,323.00)	319,664.01
Capital Stabilization Fund	0.00	10,063.85	0.00	10,063.85

#### **Agency Funds**

Due to Water District	(8,343.52)	153,717.33	(154,935.55)	(9,561.74)
Off Duty Police Detail	(2,477.40)	9,708.50	(9,572.00)	(2,340.90)
Firearm ID Cards	0.00	3,087.50	(3,087.50)	0.00
Due to Deputy Collector	1,621.00	6,617.00	(6,637.00)	1,601.00
Grybko Cross Rd Escrow	3,000.00	0.00	0.00	3,000.00
Brown Cross Rd Escrow	7,000.00	0.00	0.00	7,000.00
Fish & Wildlife Fees	0.00	0.00	0.00	0.00

**Town of Sunderland FY11 Budget Expense Report**  
**June 30, 2011**

	<b>Balance Forward</b>	<b>Original Budget</b>	<b>Budget Revisions</b>	<b>Total Budget</b>	<b>Year to Date Expenditures</b>	<b>Balance</b>	<b>% Exp</b>
Moderator	0.00	200.00	0.00	200.00	200.00	0.00	100.00%
Selectboard Salary	0.00	8,550.00	0.00	8,550.00	8,550.00	0.00	100.00%
Selectboard Secretary	0.00	19,200.00	1.33	19,201.33	19,201.33	0.00	100.00%
Selectboard Expense	0.00	2,700.00	0.00	2,700.00	2,676.30	23.70	99.12%
Town Administrator	0.00	51,580.00	0.10	51,580.10	51,580.10	0.00	100.00%
Town Administrator Expense	0.00	1,475.00	0.00	1,475.00	1,475.00	0.00	100.00%
Finance Committee Expense	0.00	100.00	0.00	100.00	0.00	100.00	0.00%
Reserve Fund	0.00	10,000.00	(8,500.00)	1,500.00	0.00	1,500.00	0.00%
Accountant Expense	0.00	6,874.00	0.00	6,874.00	6,737.40	136.60	98.01%
Contracted Accountant	0.00	21,779.00	0.00	21,779.00	21,779.00	0.00	100.00%
Town Audit	0.00	13,000.00	0.00	13,000.00	0.00	13,000.00	0.00%
Accounting Software	3,613.48	0.00	3,613.48	3,613.48	0.00	3,613.48	0.00%
Assessor's Salary	0.00	8,100.00	0.00	8,100.00	6,896.32	1,203.68	85.14%
Assessor's Clerical	0.00	12,273.00	0.00	12,273.00	12,130.52	142.48	98.84%
Assessor's Expense	0.00	2,000.00	0.00	2,000.00	998.19	1,001.81	49.91%
Assessor's Computer Support	0.00	4,900.00	0.00	4,900.00	4,900.00	0.00	100.00%
Updating Tax Maps	0.00	1,575.00	0.00	1,575.00	1,500.00	75.00	95.24%
Assessor's Data Proc/Reval	0.00	12,600.00	0.00	12,600.00	10,710.00	1,890.00	85.00%
Enc Assessor's Data							
Proc/Reval	1,890.00	0.00	1,890.00	1,890.00	1,890.00	0.00	100.00%
Assessor's Recertification	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Coll/Treasurer Salary	0.00	45,086.00	0.00	45,086.00	45,086.00	0.00	100.00%
Coll/Treasurer Sec 108P	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00	100.00%
Coll/Treasurer Expense	0.00	11,530.00	1,200.00	12,730.00	12,507.24	222.76	98.25%
Enc Coll/Treasurer Expense	25.00	0.00	25.00	25.00	25.00	0.00	100.00%
Treasurer/GASB45 Software	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Enc Treasurer/GASB45							
Software	450.00	0.00	450.00	450.00	385.00	65.00	85.56%
Town Counsel	0.00	15,000.00	9,900.00	24,900.00	22,777.97	2,122.03	91.48%
Legal Exp-Sugarbush project	0.00	15,000.00	(3,871.00)	11,129.00	10,287.50	841.50	92.44%
Telcomm Salary	0.00	5,427.00	0.24	5,427.24	5,427.24	0.00	100.00%
Telcomm Comm Expense	0.00	3,568.00	0.00	3,568.00	1,982.90	1,585.10	55.57%
Technology	0.00	1,500.00	0.00	1,500.00	1,432.52	67.48	95.50%
Enc Technology	255.00	0.00	255.00	255.00	170.00	85.00	66.67%
MASS GIS		0.00	2,400.00	2,400.00	0.00	2,400.00	0.00%
Tax Title Expenses	0.00	3,100.00	0.00	3,100.00	413.76	2,686.24	13.35%
Advertising	0.00	500.00	0.00	500.00	359.78	140.22	71.96%
Grant Writing/Consultant Exp	0.00	5,850.00	0.00	5,850.00	5,750.00	100.00	98.29%
Professional Development	0.00	1,250.00	0.00	1,250.00	1,211.44	38.56	96.92%
Town Postage	0.00	9,600.00	0.00	9,600.00	9,599.21	0.79	99.99%
Medicaid Recovery	0.00	1.00	0.00	1.00	0.00	1.00	0.00%

Town Clerk Salary	0.00	37,050.00	0.00	37,050.00	37,050.00	0.00	100.00%
Town Clerk Sec 19K	0.00	835.00	0.00	835.00	835.00	0.00	100.00%
Asst. Town Clerk	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Town Clerk Expense	0.00	2,000.00	0.00	2,000.00	1,570.81	429.19	78.54%
Town Clerk Archival	0.00	1,055.00	0.00	1,055.00	1,055.00	0.00	100.00%
Town Code Update	0.00	1,500.00	0.00	1,500.00	1,340.86	159.14	89.39%
Elections/Reg Wages	0.00	3,700.00	0.00	3,700.00	3,700.00	0.00	100.00%
Elections/Reg Expense	0.00	5,718.00	0.00	5,718.00	5,717.20	0.80	99.99%
Conservation Commission	0.00	2,500.00	0.00	2,500.00	1,459.95	1,040.05	58.40%
Planning Board Salary	0.00	2,400.00	0.00	2,400.00	940.00	1,460.00	39.17%
Planning Board Expense	0.00	1,219.00	0.00	1,219.00	1,138.66	80.34	93.41%
Enc Planning Board Expense	1,029.84	0.00	1,029.84	1,029.84	0.00	1,029.84	0.00%
Zoning Board Expense	0.00	400.00	0.00	400.00	149.90	250.10	37.48%
Enc Zoning Board Expense	175.96	0.00	175.96	175.96	175.90	0.06	99.97%
APR Purchases		0.00	0.00	0.00	0.00	0.00	#DIV/0!
Public Safety Complex	0.00	6,500.00	0.00	6,500.00	6,154.15	345.85	94.68%
Public Safety Comp Energy	0.00	34,200.00	0.00	34,200.00	32,290.91	1,909.09	94.42%
Town Office Operation	0.00	5,660.00	0.00	5,660.00	5,660.00	0.00	100.00%
Town Office Supplies	0.00	1,750.00	0.00	1,750.00	1,750.00	0.00	100.00%
Town Telephone Expense	0.00	4,000.00	0.00	4,000.00	3,995.75	4.25	99.89%
Town Office Energy	0.00	14,400.00	0.00	14,400.00	14,400.00	0.00	100.00%
Town Building Maintenance	0.00	12,000.00	0.00	12,000.00	10,535.75	1,464.25	87.80%
Building Maint Contingency	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Energy Contingency	0.00	7,000.00	0.00	7,000.00	1,412.46	5,587.54	20.18%
Lib Town Office Generator							
Equi	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00%
Municipal Computers	0.00	3,000.00	0.00	3,000.00	3,000.00	0.00	100.00%
New Library Bldg Operating	0.00	14,131.00	(1,000.00)	13,131.00	10,732.20	2,398.80	81.73%
Enc New Library Bldg							
Operating	170.00	0.00	170.00	170.00	0.00	170.00	0.00%
Graves Library Building	0.00	3,636.00	0.00	3,636.00	3,059.65	576.35	84.15%
New Library Energy	0.00	20,000.00	0.00	20,000.00	17,779.14	2,220.86	88.90%
Highway Garage	0.00	1,250.00	75.00	1,325.00	1,320.93	4.07	99.69%
Highway Garage Energy	0.00	10,100.00	(75.00)	10,025.00	8,558.17	1,466.83	85.37%
Town Reports	0.00	200.00	0.00	200.00	0.00	200.00	0.00%
Prior Year Bills	0.00	0.00	3,907.03	3,907.03	3,907.03	0.00	100.00%
Old Fire Station	0.00	1.00	0.00	1.00	0.00	1.00	0.00%
Police Chief Wages	0.00	59,894.00	0.12	59,894.12	59,894.12	0.00	100.00%
Full time Officer Wages	0.00	172,607.00	(237.04)	172,369.96	138,113.27	34,256.69	80.13%
Full time Officer/Quinn Bonus	0.00	10,943.00	0.00	10,943.00	10,872.37	70.63	99.35%
Police Dept Overtime	0.00	13,000.00	134.72	13,134.72	13,134.72	0.00	100.00%
Part time Police Wages	0.00	19,693.00	102.32	19,795.32	19,795.30	0.02	100.00%
Police Clerk Wages	0.00	16,613.00	0.00	16,613.00	16,597.03	15.97	99.90%
Police Dept Expense	0.00	22,500.00	2,000.00	24,500.00	23,812.58	687.42	97.19%
Police Dept-Vests 2010	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Police Dept Fuel	0.00	11,500.00	(2,000.00)	9,500.00	6,073.64	3,426.36	63.93%
Police Cruiser	0.00	29,000.00	0.00	29,000.00	28,983.00	17.00	99.94%
Police Dept Weapons	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Fire Chief Wages	0.00	11,076.00	0.00	11,076.00	11,076.00	0.00	100.00%
Full time Firemen Wages	0.00	35,684.00	0.00	35,684.00	35,683.92	0.08	100.00%

Deputies Wages	0.00	5,174.00	0.00	5,174.00	5,174.00	0.00	100.00%
Fire Dept Wages	0.00	11,076.00	6,500.00	17,576.00	16,331.73	1,244.27	92.92%
Fire Dept Expense	0.00	10,700.00	(36.03)	10,663.97	8,995.85	1,668.12	84.36%
Fire Dept Replacement Equip	0.00	2,218.00	0.00	2,218.00	1,857.91	360.09	83.77%
Fire Dept Thermal Imag							
Camera	0.00	9,000.00	0.00	9,000.00	9,000.00	0.00	100.00%
Fire Dept Hoses and Nozzles	0.00	10,000.00	0.00	10,000.00	10,000.00	0.00	100.00%
Ambulance Wages	0.00	27,000.00	(2,000.00)	25,000.00	22,782.03	2,217.97	91.13%
Ambulance Expense	0.00	14,000.00	2,000.00	16,000.00	15,731.67	268.33	98.32%
Ambulance Equipment	5,500.00	0.00	5,500.00	5,500.00	0.00	5,500.00	0.00%
Ambulance Directors	0.00	2,215.00	0.00	2,215.00	2,215.00	0.00	100.00%
Building Inspector Salary	0.00	21,773.00	0.00	21,773.00	21,772.92	0.08	100.00%
Building inspector Alternate	0.00	625.00	0.00	625.00	0.00	625.00	0.00%
Building Inspector Expense	0.00	750.00	0.00	750.00	312.07	437.93	41.61%
Animal Inspector	0.00	100.00	0.00	100.00	0.00	100.00	0.00%
Civil Defense	0.00	4,250.00	0.00	4,250.00	4,250.00	0.00	100.00%
Radio Sys Svce Fee							
Police/Fire	0.00	5,310.00	0.00	5,310.00	5,309.82	0.18	100.00%
July08 Storm Emergency	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Animal Control	0.00	4,500.00	0.00	4,500.00	4,329.56	170.44	96.21%
Crossing Guard	0.00	1.00	0.00	1.00	0.00	1.00	0.00%
Tree Warden Expense	0.00	7,500.00	0.00	7,500.00	7,277.58	222.42	97.03%
Elementary School	0.00	1,939,165.00	0.00	1,939,165.00	1,747,814.27	191,350.73	90.13%
Enc Elementary School 210	213,074.15	0.00	213,074.15	213,074.15	205,654.32	7,419.83	96.52%
School Transportation	0.00	83,120.00	0.00	83,120.00	58,353.29	24,766.71	70.20%
Elem School Telephone							
System	0.00	12,000.00	0.00	12,000.00	12,000.00	0.00	100.00%
Elem School Chimney Repairs	3,500.00	0.00	3,500.00	3,500.00	0.00	3,500.00	0.00%
Frontier Regional School	0.00	1,542,147.00	0.00	1,542,147.00	1,542,147.00	0.00	100.00%
Transportation	0.00	46,273.00	0.00	46,273.00	46,273.00	0.00	100.00%
Central Office Repairs	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Franklin County Tech							
Assessmnt	0.00	223,051.00	0.00	223,051.00	223,051.27	(0.27)	100.00%
County Fee for Highway Svcs	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Highway Super Wages	0.00	48,181.00	0.00	48,181.00	48,122.65	58.35	99.88%
Highway Secretarial Help	0.00	2,828.00	0.00	2,828.00	2,827.78	0.22	99.99%
Highway Laborer Wages	0.00	65,326.00	1,152.62	66,478.62	66,478.62	0.00	100.00%
Highway Seasonal Wages	0.00	3,631.00	0.00	3,631.00	3,628.56	2.44	99.93%
Highway Labor Overtime	0.00	1,500.00	(1,152.62)	347.38	181.11	166.27	52.14%
Road Machinery	0.00	16,000.00	0.00	16,000.00	15,952.45	47.55	99.70%
Highway Fuel Exp	0.00	8,000.00	0.00	8,000.00	5,039.50	2,960.50	62.99%
Highway Maint Expense	0.00	46,000.00	0.00	46,000.00	34,368.49	11,631.51	74.71%
Enc Highway Maint Expense	11,169.12	0.00	11,169.12	11,169.12	10,218.41	950.71	91.49%
Bucket Loader Tires	0.00	10,000.00	0.00	10,000.00	10,000.00	0.00	100.00%
Dump Truck WPlowSander	0.00	50,000.00	0.00	50,000.00	40,589.50	9,410.50	81.18%
Enc Highway Maint Expense	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Highway Snow/Ice Wages	0.00	9,000.00	5,373.34	14,373.34	14,373.34	0.00	100.00%
Highway Snow/Ice Expense	0.00	31,750.00	0.00	31,750.00	31,494.56	255.44	99.20%
Street Lights	0.00	10,570.00	0.00	10,570.00	8,725.95	1,844.05	82.55%
Salt Shed Siding	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Garage Ventilation Sys	2,000.00	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00%
Drainage Ditches	0.00	1.00	0.00	1.00	0.00	1.00	0.00%

Sidewalks	0.00	1.00	0.00	1.00	0.00	1.00	0.00%
Fr County Solid Waste Dist	0.00	4,150.00	0.00	4,150.00	4,150.00	0.00	100.00%
Trash Pickup	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Recycling	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Bulky Item Days	0.00	1.00	0.00	1.00	0.00	1.00	0.00%
Hazardous Waste Days	0.00	1.00	0.00	1.00	0.00	1.00	0.00%
Landfill Monitoring	0.00	5,500.00	0.00	5,500.00	3,272.00	2,228.00	59.49%
Landfill Monitoring Well	0.00	4,000.00	0.00	4,000.00	4,000.00	0.00	100.00%
Landfill Acquisition		0.00	100.00	100.00	87.75	12.25	87.75%
Riverside Cemetery	0.00	2,000.00	0.00	2,000.00	550.00	1,450.00	27.50%
Care of Veterans Graves	0.00	200.00	0.00	200.00	172.50	27.50	86.25%
Veterans Mem Gounds Maint	0.00	400.00	0.00	400.00	385.78	14.22	96.45%
Lawn Mowing	0.00	10,300.00	0.00	10,300.00	7,628.58	2,671.42	74.06%
Board of Health Clerk/Agent	0.00	11,861.00	(1.95)	11,859.05	11,853.92	5.13	99.96%
Board of Health Expense	0.00	4,500.00	0.00	4,500.00	4,314.00	186.00	95.87%
Council on Aging	0.00	100.00	0.00	100.00	95.00	5.00	95.00%
Frontier Senior Center	0.00	8,644.00	0.00	8,644.00	8,644.00	0.00	100.00%
District Veterans Assessment	0.00	6,176.00	0.00	6,176.00	6,176.00	0.00	100.00%
Soldiers & Vets Benefits	0.00	24,343.00	0.00	24,343.00	14,377.40	9,965.60	59.06%
Library Director Wages	0.00	42,865.00	0.00	42,865.00	42,864.90	0.10	100.00%
Library Support Wages	0.00	42,881.00	0.00	42,881.00	41,742.89	1,138.11	97.35%
Library Expense	0.00	15,503.00	1,000.00	16,503.00	15,501.17	1,001.83	93.93%
Recreation Coordinator	0.00	9,507.00	0.16	9,507.16	9,507.16	0.00	100.00%
Recreation Expense	0.00	300.00	0.00	300.00	193.54	106.46	64.51%
Town Park	0.00	1,000.00	0.00	1,000.00	861.14	138.86	86.11%
Historical Commission	0.00	200.00	0.00	200.00	123.32	76.68	61.66%
Town History Vol III	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00%
Memorial Day	0.00	960.00	0.00	960.00	865.24	94.76	90.13%
Frontier Renovation Loan	0.00	105,223.00	0.00	105,223.00	105,223.00	0.00	100.00%
Library Principal	0.00	65,000.00	0.00	65,000.00	65,000.00	0.00	100.00%
PSC Principal	0.00	95,000.00	0.00	95,000.00	95,000.00	0.00	100.00%
Elem Sch Renovation-Principal	0.00	240,000.00	0.00	240,000.00	240,000.00	0.00	100.00%
Elem Sch Renovation-Supp Prin	0.00	45,903.00	0.00	45,903.00	45,903.00	0.00	100.00%
Title V Loan Repayment	0.00	5,155.00	0.00	5,155.00	5,155.00	0.00	100.00%
Elem Sch Non-excl Debt Pmt	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Library Interest	0.00	30,258.00	0.00	30,258.00	30,257.50	0.50	100.00%
PSC Interest	0.00	44,223.00	0.00	44,223.00	44,222.50	0.50	100.00%
Elem Sch Renovation-Int	0.00	120,670.00	0.00	120,670.00	120,670.00	0.00	100.00%
Elem Sch Renovation-Supp Int	0.00	3,843.00	0.00	3,843.00	3,842.46	0.54	99.99%
Short Term Interest	0.00	7,500.00	0.00	7,500.00	1,764.38	5,735.62	23.53%
Air Pollution District	0.00	887.00	0.00	887.00	887.00	0.00	100.00%

RMV Marking Surchg	0.00	4,320.00	0.00	4,320.00	2,740.00	1,580.00	63.43%
PVTA Assessment	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Reg Transit Authority	0.00	107,691.00	0.00	107,691.00	107,691.00	0.00	100.00%
Charter School Assessment	0.00	25,004.00	0.00	25,004.00	20,328.00	4,676.00	81.30%
School Choice Assessment	0.00	159,364.00	0.00	159,364.00	117,328.00	42,036.00	73.62%
FRCOG Assessment	0.00	23,579.00	0.00	23,579.00	23,579.00	0.00	100.00%
County Retirement							
Assessment	0.00	172,949.00	0.00	172,949.00	172,949.00	0.00	100.00%
Worker's compensation	0.00	13,600.00	0.00	13,600.00	10,439.00	3,161.00	76.76%
Chap. 720 Unemployment	0.00	30,000.00	0.00	30,000.00	20,523.44	9,476.56	68.41%
Enc Chap. 720 Unemployment	7,633.15	0.00	7,633.15	7,633.15	7,514.92	118.23	98.45%
Town Employees Medical	0.00	175,000.00	0.00	175,000.00	161,722.89	13,277.11	92.41%
Medicare	0.00	38,000.00	0.00	38,000.00	31,440.07	6,559.93	82.74%
Flex Spending	0.00	720.00	0.00	720.00	570.00	150.00	79.17%
Town Insurance	0.00	65,000.00	(8,400.00)	56,600.00	52,524.00	4,076.00	92.80%
Transfer to Special Revenue	0.00	0.00	14,270.63	14,270.63	14,270.63	0.00	100.00%
Transfer to Stabilization	0.00	0.00	45,000.00	45,000.00	45,000.00	0.00	100.00%
Transfer to Cap Stabilization	0.00	10,001.00	0.00	10,001.00	10,001.00	0.00	100.00%
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TOTALS:	250,485.70	6,969,551.00	318,329.67	7,287,880.67	6,809,911.38	477,969.29	93.44%

**Town of Sunderland FY11 Budget Revenue Report  
June 30, 2011**

Account Name	2011 Budget	2011 YTD revenue	Over/(Under)
Personal Property Taxes	107,792.90	114,679.63	6,886.73
Real Estate Taxes	4,255,819.10	4,280,857.22	25,038.12
Tax Liens Redeemed	0.00	0.00	0.00
Motor Vehicle Excise	286,579.00	305,378.25	18,799.25
Farm Animal Excise	0.00	0.00	0.00
Meals Tax	26,000.00	47,469.71	21,469.71
Pen & Int on Prop Taxes	20,234.00	14,269.04	(5,964.96)
Pen & Int on Excise Taxes	0.00	2,068.62	2,068.62
Pen & Int on Tax Titles	0.00	0.00	0.00
Pmts In Lieu of Taxes	1,500.00	1,817.00	317.00
Other Taxes	0.00	2,284.62	2,284.62
Abated MV Taxes Recovered	0.00	748.33	748.33
<b>Total Taxes</b>	<b>4,697,925.00</b>	<b>4,769,572.42</b>	<b>71,647.42</b>
Fees-Selectboard	66.00	50.00	(16.00)
Fees-Assessors	222.00	196.00	(26.00)
Fees-Treasurer	0.00	0.00	0.00
Fees-Collector	14,676.00	16,045.00	1,369.00
Fees-Registry Markings	2,456.00	2,960.00	504.00
Comcast Subscriber Fees	603.00	670.00	67.00
Fees-Town Clerk	4,469.00	3,535.20	(933.80)
Fees-Conservation Comm	68.00	200.00	132.00

Fees-Planning Board	0.00	60.00	60.00
Fees-Zoning Board	0.00	330.00	330.00
Fees-Police	2,570.00	865.30	(1,704.70)
Fees-Fire Dept	693.00	445.00	(248.00)
Fees-Highway Dept	0.00	0.00	0.00
Fees-Highway Dept	91.00	100.00	9.00
Fees-Transfer Station Stickers	0.00	0.00	0.00
Fees-Bulky Items	0.00	0.00	0.00
Fees-Transfer Station Bags	0.00	946.00	946.00
Fees-Bd of Health	0.00	0.00	0.00
Fees-Library Copier	1,688.00	1,630.63	(57.37)

<b>Total Fees</b>	<b>27,602.00</b>	<b>28,033.13</b>	<b>431.13</b>
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Rentals	1,688.00	1,525.00	(163.00)
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<b>Total Rentals</b>	<b>1,688.00</b>	<b>1,525.00</b>	<b>(163.00)</b>
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I&E Delinquent Charges	0.00	0.00	0.00
Other Charges for Service	0.00	0.00	0.00

<b>Total Other Charges</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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Licenses-Liquor	10,924.00	12,100.00	1,176.00
Licenses-Dogs	3,438.00	5,875.00	2,437.00
Licenses-Other	2,022.00	2,140.00	118.00
Permits-Police Dept	419.00	1,212.50	793.50
Permits-Fire Dept	1,872.00	3,405.00	1,533.00
Permits-Building Insp	10,504.00	12,242.88	1,738.88
Permits-Plumbing Insp	665.00	1,020.00	355.00
Permits-Wiring Insp	824.00	975.00	151.00

<b>Total Licenses &amp; Permits</b>	<b>30,668.00</b>	<b>38,970.38</b>	<b>8,302.38</b>
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Medicaid Reimbursement	0.00	25,777.70	25,777.70
Reimb for Loss of Taxes	107,830.00	107,830.00	0.00
Veterans Abatements	0.00	2,525.00	2,525.00
Surv Spouse Abatements	0.00	0.00	0.00
Elderly Abatements	4,200.00	6,352.00	2,152.00
School Aid Chapter 70	822,488.00	822,488.00	0.00
School Transportation	0.00	0.00	0.00
School Construction	0.00	0.00	0.00
Charter School Reimb.	19,351.00	15,184.00	(4,167.00)
Unrestricted General Gov Aid	427,516.00	427,516.00	0.00
Lottery Aid	0.00	0.00	0.00
Police Career Incentive	893.00	0.00	(893.00)
Veterans Benefits	5,968.00	7,433.00	1,465.00
PVTA Reimbursement	90,000.00	101,906.00	11,906.00
Foundation Reserve	0.00	0.00	0.00



<b>Total State Revenue</b>	<b>1,478,246.00</b>	<b>1,517,011.70</b>	<b>38,765.70</b>
Fines - RMV	9,800.00	5,300.00	(4,500.00)
Fines - District Court	1,866.00	665.00	(1,201.00)
<b>Total Fines</b>	<b>11,666.00</b>	<b>5,965.00</b>	<b>(5,701.00)</b>
Sale of Fixed Assets	0.00	0.00	0.00
Earnings on Investments	5,713.00	6,543.12	830.12
Miscellaneous Revenue	10,152.00	2,277.53	(7,874.47)
Tr Fr Special Revenue	93,610.00	93,610.00	0.00
Tr Fr Capital Projects	0.00	0.00	0.00
Tr Fr Stabilization	176,323.00	176,323.00	0.00
<b>Total Other Revenue</b>	<b>285,798.00</b>	<b>278,753.65</b>	<b>(7,044.35)</b>
<b>Total Revenue</b>	<b>6,533,593.00</b>	<b>6,639,831.28</b>	<b>106,238.28</b>

**Town of Sunderland**  
**FY11 Special Revenue Funds**  
**June 30, 2011**

	<b>Opening Balance</b>	<b>YTD Revenue</b>	<b>YTD Expense</b>	<b>Ending Balance</b>
<b>Highway Funds</b>				
Mass Highway	(14,270.63)	194,094.91	(189,407.28)	(9,583.00)
<b>Revolving Funds</b>				
Wetlands Protection Fund	5,323.71	142.50	(40.00)	5,426.21
Fall Festival Revolving	4,223.24	1,345.00	(501.95)	5,066.29
Ambulance Intercepts				
Revolving	0.00	15,900.00	(15,900.00)	0.00
Recreation Revolving	3,445.70	10,222.00	(10,437.31)	3,230.39
Library Rentals Revolving				
Fund	817.58	200.00	(36.99)	980.59
Plumbing Inspec Revolving				
Fund	(255.00)	2,720.00	(2,720.00)	(255.00)
Wiring Inspec Revolving Fund	230.00	6,349.00	(6,349.00)	230.00
Bd of Health Revolving Fund	6,300.71	10,722.50	(4,000.00)	13,023.21
ZBA-Sugarbush	4,522.45	13.82	0.00	4,536.27
<b>Receipts Reserved for Appropriation</b>				
Ambulance Reserve	80,231.30	66,915.08	(31,331.00)	115,815.38
Insurance Recovery	5,426.51	0.00	0.00	5,426.51
<b>Other Special Revenue Funds</b>				
Library Gift Fund	10,974.81	9,407.44	(6,780.55)	13,601.70
Historical Comm Match	126.88	0.00	0.00	126.88
Solid Waste	78.38	0.00	0.00	78.38
Gift Fund	901.25	0.00	0.00	901.25
Memorial Fund	241.63	0.00	0.00	241.63
Anniversary Celebration Fund	1,657.56	0.00	0.00	1,657.56
Graves Sign Donations	100.00	0.00	0.00	100.00
Kestral Conservation Trust	200.00	0.00	0.00	200.00
Dare Gift	354.00	0.00	0.00	354.00
Veterans Memorial Fund	0.00	0.00	0.00	0.00
Telecommunications Gift Fund	17.55	0.00	0.00	17.55
Brush Truck Gift	0.00	0.00	0.00	0.00
Agricultural Comm Fund	320.82	0.00	(15.00)	305.82
Fall Festival Fund	3,638.97	0.00	(1,275.00)	2,363.97
Comprehensive Sugarbush				
Fund	0.00	0.00	0.00	0.00
Matuszko Police Scholarship	1,065.00	0.00	0.00	1,065.00
PEG Access Fund	111,681.00	47,836.50	(59,583.28)	99,934.22
MIIA Loss Control Grant	0.00	0.00	0.00	0.00
Library Antitrust Settlement	0.86	0.00	0.00	0.86
MAPHO Mini-grant	0.00	0.00	0.00	0.00
Sr Ctr Transportation Fund	162.50	70.00	(190.00)	42.50
Town History Vol III				
Donations	1,429.56	500.00	0.00	1,929.56
Memorial Day Donations	100.00	100.00	0.00	200.00
<b>State &amp; Federal Grants</b>				
Quinn Bill-State share	(10,120.85)	962.81	(1,791.35)	(10,949.39)
Comm Policing Grant	175.45	0.00	(30.36)	145.09
Bulletproof Vest Grant	(368.06)	2,112.50	0.00	1,744.44

DVIP Reimbursement	165.00	0.00	0.00	165.00
Gov Highway Safety Grant	815.88	3,437.71	(3,323.73)	929.86
Homeland Security Grant	0.00	0.00	0.00	0.00
Drug Forfeiture Account	2,860.00	0.00	(2,000.00)	860.00
FEMA Snow Emergency Funds	0.00	0.00	0.00	0.00
FEMA Storm Emergency Funds	51,882.99	520.00	(13,680.00)	38,722.99
Council on Aging Grant	122.59	3,500.00	(3,500.00)	122.59
Library State Aid	4,440.63	8,000.30	(9,308.69)	3,132.24
Cultural Council	2,653.57	3,877.05	(3,353.04)	3,177.58
Mass Humanities Grant	0.00	0.00	0.00	0.00
Title V	96,732.68	0.00	(50,797.00)	45,935.68
Fire Dept SAFE Grant	3,022.62	0.00	0.00	3,022.62
Fire Dept Safety Equip Grant	805.63	0.00	0.00	805.63
Assistance to Firefighters	0.00	0.00	0.00	0.00
Fire Dept NIMS Grant	0.00	0.00	0.00	0.00
Library Same Page Grant	0.00	0.00	0.00	0.00
Mass DEP PAYT Grant	0.00	0.00	0.00	0.00
EDS Grant	384.62	0.00	0.00	384.62
Peer to Peer Grant	0.00	0.00	0.00	0.00
Vol Fire Assistance Grant	6.41	1,857.91	(1,857.91)	6.41
Emerg Prepared Grant 2010	2,116.00	4,794.00	0.00	6,910.00
Clean Energy Choices Grant	255.00	0.00	0.00	255.00
EECBG Energy Grant	0.00	48,500.00	0.00	48,500.00
Election Extended Polling Hour	0.00	456.00	(375.48)	80.52

**School Funds**

School Lunch Fund	4,517.32	51,997.35	(44,292.09)	12,222.58
School Choice	223,714.09	102,353.00	(142,675.40)	183,391.69
REAP Grant	6,458.37	12,964.50	(15,178.90)	4,243.97
Early Literacy Grant - ELI	0.00	0.00	0.00	0.00
SPED Assist	0.00	2,000.00	(2,000.00)	0.00
CCLC Grant	0.00	0.00	0.00	0.00
Grant Funded Teacher Stipends	0.00	600.00	(600.00)	0.00
Circuit Breaker Grant	(18,779.43)	69,046.00	(32,423.63)	17,842.94
Title I Grant	0.00	20,763.00	(20,763.00)	0.00
Afterschool Program	39,965.12	65,467.62	(51,797.21)	53,635.53
School Building Use Fund	7,138.01	1,450.00	(480.00)	8,108.01
School Storage Bldg Fund	0.00	0.00	0.00	0.00
SPED Revolving	2,581.88	22,802.50	(20,150.00)	5,234.38
Elementary School Donation	60.45	0.00	0.00	60.45
Walmart School Grant	2,008.23	0.00	0.00	2,008.23
Student Activity Fund	3,782.83	23,259.96	(17,780.23)	9,262.56
Mass Agriculture Grant	0.00	0.00	0.00	0.00
Nonresident Tuition Fund	0.00	0.00	0.00	0.00
MCC School Bus Grant	0.00	200.00	0.00	200.00
School ARRA Stimulus Grant 09	0.00	0.00	0.00	0.00
SES Gift Fund	9,878.66	(338.01)	(9,357.89)	182.76
Title I Stimul Prog Grnt FY 10	0.00	0.00	0.00	0.00
ARRA State Stabil Grant FY11	0.00	4,415.00	(4,415.00)	0.00

**WWTP**

WWTP	549,110.71	316,423.88	(253,325.05)	612,209.54
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**Capital Projects**

Landfill Capping	0.00	0.00	0.00	0.00
Public Safety Complex	753.14	0.00	0.00	753.14
Fire Truck	(0.20)	0.00	0.00	(0.20)
School Addition	0.50	0.00	0.00	0.50
Police Video System	0.00	0.00	0.00	0.00
Sewer Reline Project	0.00	325,000.00	(234,353.89)	90,646.11
Siemens Energy Perf Project	0.00	0.00	(2,100.00)	(2,100.00)

**Trust Funds**

Main Street Tree Fund	12,434.53	1,298.52	0.00	13,733.05
Cemetery Perp Care Fund	118,952.20	3,368.44	(4,445.00)	117,875.64
Veterans Mem Care	17,773.36	1,094.04	(1,925.00)	16,942.40
Conservation Trust	42,187.68	106.75	(6,000.00)	36,294.43
Library Trust	41,016.85	125.28	0.00	41,142.13
Graves Library Building Trust	28,613.12	144.13	0.00	28,757.25
Graves Library Endowment	37,007.85	186.42	0.00	37,194.27
Stabilization Fund	444,273.91	51,713.10	(176,323.00)	319,664.01
Capital Stabilization Fund	0.00	10,063.85	0.00	10,063.85

**Agency Funds**

Due to Water District	(8,343.52)	153,717.33	(154,935.55)	(9,561.74)
Off Duty Police Detail	(2,477.40)	9,708.50	(9,572.00)	(2,340.90)
Firearm ID Cards	0.00	3,087.50	(3,087.50)	0.00
Due to Deputy Collector	1,621.00	6,617.00	(6,637.00)	1,601.00
Grybko Cross Rd Escrow	3,000.00	0.00	0.00	3,000.00
Brown Cross Rd Escrow	7,000.00	0.00	0.00	7,000.00
Fish & Wildlife Fees	0.00	0.00	0.00	0.00

# TOWN CLERK



## 2011 Vital Statistics

### Births

Females 19  
Males 20  
Total 30

### Marriages

Total: 15

### Deaths

Date	Name	Age
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2011

#### January

15	Frances V. Moro	98
21	Malania M. Petraitis	84

#### February

13	Ruth Merritt Whitney	98
14	Bruce Robert Gordon	69
15	Christine A. Bednarski	87
18	Elizabeth S. Barfitt	94

#### March

### Deaths

Date	Name	Age
------	------	-----

15	Dorothy Scott	87
20	Bernyce K. Bushee	91
29	Raevin F. Petersen	3months
29	William L. Hubbard	91

#### April

7	Harriet Crutch	99
19	Harold Klare	99

#### May

10	Hazel Blake-Uttley Lane	81
15	Roger Burleson	67
16	Ruth Davis	87

#### June

## 2011 Fish and Game Report - Licenses Sold

F1	Res. Citizen Fishing	10
F4	Res. Fishing (over 70 yrs.)	3
H1	Resident Hunting	1
S1	Resident Sporting	17
S2	Resident Sporting (65-69 yrs)	3
S3	Res. Sporting (age over 70 yrs.)	7
DS	Duplicate Sporting	1
M1	Archery Stamp	6

12	Maurice Guy Brosky	72
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Date	Name	Age
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#### June

23	Francis A. Houle	83
23	Shirley K. Graves	87
30	George R. Ruehle	78

#### July

12	Cynthia J. Green	64
13	Barbara S. Dailey	96

#### August

7	Adela Bynowski	85
13	Charles Clark Hepburn	84
30	Helen S. Marynuk	91

#### September

9	Susan H. Webb	103
15	John S. Klinsenbauer	91
25	Judith R. Demerath	76

#### October

22	Jacob Louis Yamins	97
30	Leslie J. Johnston	90
31	Eleanor S. Hubbard	90

#### November

1	Edward C. Warner	90
7	Sue K. Erwin	81
27	Jacqueline M. Warner	84

#### December - NONE

M2	Waterfowl Stamp	1
M3	Primitive Arms Stamp	2
LS	Land Stamp	31

Total number of licenses/stamps sold: 92  
Total paid to Division of Fisheries and  
Wildlife: \$1,241.80

Vitals \$2,080.00

Dogs	\$5,220.00
Fish and Game	\$48.65
Govt. Regs./Misc.	\$3,160.15
Total Paid to Treasurer	\$10,508.80

Respectfully submitted,  
Wendy Houle, MMC/CMMC  
Town Clerk



## 2011 ANNUAL TOWN WARRANT

April 29, 2011

### COMMONWEALTH OF MASSACHUSETTS

Meeting called to order by Robert T. Duby at 7:03pm.

Moderator Robert T. Duby led the Pledge of Allegiance.

Moderator introduced town officials.

Bruce Gordon was acknowledged as the dedication for the 2010 Annual Town Report.

With sadness we note the passing of Sharon Dickinson, Peter Korpita, Chester Sidur, and Albert Zera in 2010.

Tellers Richard Bennett, Elizabeth Sillin, Lorin Starr, and Michael Wissemann, were sworn in by Wendy Houle, Town Clerk.

122 registered voters attended.

The Constables Return was read by Wendy Houle, Town Clerk.

**Moderator declared that given written motions were available, town meeting would dispense of the reading of the articles, if no objections. No objections were brought forward.**

ARTICLE 1: Move that the Town vote to hear the reports of the Selectmen, the Sunderland School Committee and all other Town Officers, Boards, Committees and Commissions.

**Majority Vote (no statutory reference)**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

ARTICLE 2: Move that the Town vote, 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 2012, contingent upon approval by the voters of the Town of a Proposition 2 ½ override question pursuant to the provisions of G.L. c.59, §21C(g).

Assessors: Chairman \$2,700.00 annually Clerk \$2,700.00 annually Member \$2,700.00 annually

Moderator: \$200.00 annually

Planning Board: Chairman \$630.00 annually Clerk \$630.00 annually Members each \$380.00 annually

Town Clerk: \$37,791.00 annually

Selectmen: Chairman \$3,150.00 annually Vice Chairman \$2,700.00 annually Clerk \$2,700.00 annually

**Majority Vote-G.L. c.41, §108**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 3:** Move that the Town vote to raise and appropriate \$6,326,291, appropriate from Ambulance Reserve the sum of \$40,000, appropriate from Town Fund 318-Comcast PEG Access Fund the sum of \$13,025, appropriate from School Building Assistance Funds the sum of \$212,000, appropriate from School Building Assistance Investment Income the sum of \$40,000, appropriate from Fund 610-WWTP Sewer Fund the sum of \$322,782, appropriate from Town Fund 419-Title V the sum of \$5,155, for the **sum total of \$6,959,253** for town and general municipal purposes connected therewith for Fiscal Year 2012 as set forth in the handout entitled, öTown of Sunderland FY2012 Budgetö, contingent upon approval by the voters of the Town of a Proposition 2 ½ override question pursuant to the provisions of G.L. c.59, §21C(g).

**Majority Vote -G.L. c. 40, §5, G.L. c.59, §21C, and G.L. c.71, §16B (Note: unless borrowing is contemplated as a funding source, in which case a 2/3 vote will be required and reference should be made to G.L. c. 44, §7 and/or transfer from stabilization is contemplated, then 2/3 vote-G.L. 40, §5B)**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Majority**

(Voted April 29, 2011)

**ARTICLE 4:** Move that the Town vote to accept MGL c. 59, §57C for the purpose of establishing a semi-annual preliminary tax payment system to be effective beginning Fiscal Year 2012.

**Majority Vote -G.L. c. 59 § 57C**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 2-1

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 5:** Move that the Town vote to amend the Code of Sunderland by inserting a new bylaw entitled öCommunity Preservation Committee Bylawö to provide as follows:

**Community Preservation Committee By-law**

1. Membership of the Committee.

There is hereby established a Community Preservation Committee, consisting of seven (7) voting members pursuant to the provisions of M.G.L. c.44B, §5. The composition of the committee, the appointing authority and the term of office for the committee members shall be as follows:

One member of the Conservation Commission as designated by said Commission;

One member of the Historical Commission as designated by said Commission;

One member of the Planning Board as designated by said Board;

One member of the Recreation Committee as designated by the Committee;

One member of the Housing Committee as designated by the Committee;

Two residents to be appointed by the Board of Selectmen.

The initial term for the first appointed and designated Community Preservation Committee members by the Conservation Commission, the Historical Commission and the Planning Board shall be for a period of one year and for three year terms thereafter. The term for the first appointed and designated members by the Recreation Committee and Housing Committee shall be for an initial term of two years and for three years thereafter. The initial term of members first appointed and designated by the Board of Selectmen shall be for a period of three years and for three year terms thereafter.

Should any of the officers and commissions, boards, or committees who have appointing authority under this by law be no longer in existence for whatever reason, the Board of Selectmen shall appoint a suitable person to serve in their place.

2. Duties:

The community preservation committee shall study the needs, possibilities and resources of the town regarding community preservation. The committee shall consult with existing municipal boards, including the conservation commission, the historical commission, the planning board, the board of park commissioners and the housing authority, or persons acting in those capacities or performing like duties, in conducting such studies. As part of its study, the committee shall hold one or more public informational hearings on the needs, possibilities and resources of the town regarding community preservation possibilities and resources, notice of which shall be posted publicly and published for each of two weeks preceding a hearing in a newspaper of general circulation in the city or town.

3. Recommendations to the Town

The community preservation committee shall make recommendations to the Annual or Special Town Meeting for the acquisition, creation and preservation of open space; for the acquisition, preservation, rehabilitation and restoration of historic resources; for the acquisition, creation and preservation of land for recreational use; for the acquisition, creation, preservation and support of community housing; and for the rehabilitation or restoration of open space, land for recreational use and community housing that is acquired or created as provided in this section. With respect to community housing, the community preservation committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.

4. Set Aside Recommendations

The community preservation committee may include in its recommendation to the Town Meeting a recommendation to set aside for later spending funds for specific purposes that are consistent with community preservation but for which sufficient revenues are not then available in the Community Preservation Fund to accomplish that specific purpose or to set aside for later spending funds for general purposes that are consistent with community preservation.

5. Annual revenues; open space, historic resources and community housing

In every fiscal year, the community preservation committee must recommend either that the Town Meeting spend, or set aside for later spending, not less than 10 % of the annual revenues in the Community Preservation Fund for open space (not including land for recreational use), not less than 10 % of the annual revenues in the Community Preservation Fund for historic resources; and not less than 10 % of the annual revenues in the Community Preservation Fund for community housing.

6. Requirement for a quorum and cost estimates

The community preservation committee shall not meet or conduct business without the presence of a quorum. A majority of the members of the community preservation committee shall constitute a quorum. The community preservation committee shall approve its actions by majority vote. Recommendations to the Town Meeting shall include their anticipated costs.

7. Amendments.



The Community Preservation Committee shall, from time to time, review the administration of this by-law, making recommendations, as needed, for changes in the by-law and in administrative practice to improve the operations of the Community Preservation Committee. The first review shall be completed no later than January 1, 2012 and subsequent reviews shall be completed in no more than five-year intervals.

This by-law may be amended from time to time by a majority vote of the Town Meeting, consistent with the provisions of G.L. c.44B.

8. Severability.

In case any section, paragraph or part of this by-law is for any reason declared invalid or unconstitutional by any court, every other section, paragraph or part shall continue in full force and effect.

9. Effective Date

This Bylaw shall take effect upon approval by the Attorney General of the Commonwealth and after all requirements of MGL c.40, §32 have been met. Each appointing authority shall have thirty (30) days after the effective date to make its appointments.

**Majority Vote -G.L. c. 40, §21; G.L. c. 44B, §5**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 6:** Move that the Town vote to *transfer from Free Cash* the sum of \$3,300 to purchase and install tax collection software to comply with the Community Preservation Act.

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 7:** Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 125, Zoning By-Laws, by deleting certain underlined text and inserting *italicized* text, as set forth in the handout entitled "Amendments to Chapter 125 of the Code of Sunderland, Zoning By-law, Spring 2011ö.

**2/3 Vote - G.L. c. 40A, § 5**

SUBMITTED BY: Planning Board

SELECTMEN RECOMMENDATION: 3-0

Dana Roscoe, Chairman of the Planning Board, gave an oral report.

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 8:** Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 31, Personnel Bylaws, by deleting certain text in ~~striketrough~~ and inserting *italicized* text, as set forth in the handout entitled "Amendments to Chapter 31 of the Code of Sunderland, Personnel By-law, Spring 2011ö.

**Majority Vote -G.L. c. 40, §21**

SUBMITTED BY: Board of Selectmen

PERSONNEL COMMITTEE RECOMMENDATION: 5-0

SELECTMEN RECOMMENDATION: 3-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 9:** Move that the Town vote to amend the Frontier Regional School District Agreement as follows:

**Amendments to the Frontier Regional School District Agreement**

Amend Section 1 of the Frontier Regional School District Agreement by deleting Section 1 A. ó D.; replacing those paragraphs with the following paragraphs A. ó C.; re-lettering paragraphs E to D, F to E, G to F and H to G: adding to the newly re-lettered paragraph D "The Selectboards of Deerfield and Sunderland shall appoint one member each to serve until the annual town elections next following the Amendment to the Regional School District Agreement." and deleting paragraph H and replacing it with the following paragraph G.

**Section I**

The Regional District School Committee shall consist of eleven members: two each from Conway and Whatley, three members from Sunderland and four members from Deerfield.

**Composition**

The Regional District School Committee, hereinafter referred to as the Committee, shall consist of eleven members: four from the Town of Deerfield, three from the Town of Sunderland, two from the Town of Whatley and two from the Town of Conway. As hereinafter provided, four of the eleven members shall be appointed by the local school committees and seven shall be elected by the annual town elections.

**Appointed Members**

Immediately after each annual town election, the local school committee of each member town shall appoint from its own membership one member to serve on the Committee for a term of one year.

An appointed member's vote shall count as one vote cast on any issue.

**Elected Members**

Of the seven elected members, there shall be three from the Town of Deerfield, two from the Town of Sunderland and one from each of the Towns of Conway and Whatley. At the annual town elections next following the Amendment to the Regional School District Agreement, the Town of Deerfield shall elect one additional member to serve on the Committee for a term of one year; and the Town of Sunderland shall elect one additional member to serve for a term of one year. Thereafter, at every succeeding annual town election when a member town is required to elect a member, each such town shall elect such member to serve for a term of three years.

An elected member's vote shall be weighted so that each member's vote represents the town's population as a percentage of the population of the whole district divided by the number of elected members from that Town.

The calculations for weighted votes shall be based on the United States census and recalculated when new census figures are reported.

**Delete paragraph D. Interim Committee**

**Change E to D. Vacancies and add final sentence**

If a vacancy occurs among the appointed members, the local school committee of the member town involved shall appoint a member from its own membership to serve for the remainder of the unexpired term. If a vacancy occurs among the elected members, the selectmen of the member town involved shall appoint a member to serve until the next annual town election, at which election a successor shall be elected to serve for the remainder of the unexpired term, if any. The Selectboards of Deerfield and Sunderland shall appoint one member each to serve until the annual town elections next following the Amendment to the Regional School District Agreement.

**Change F. Organization to E. Organization**

**Change G. Powers and Duties to F. Powers and Duties**

**Change H. Quorum to G. Quorum and replace with the following:**

**G. Quorum**

A quorum for the transaction of business shall be a majority of the committee and greater than 50% of the weighted vote membership, but a number less than a majority may adjourn any meeting. Passage of any measure shall require a majority of the committee and greater than 50% of the weighted vote as counted.

**Majority Vote – G.L. c.71, §14B - Frontier Regional School District Agreement**

SUBMITTED BY: Frontier Regional School Committee

SELECTMEN RECOMMENDATION: 3-0

**Seconded**

**At the request of the Superintendent of Schools-**

**Motion to Withdraw                      Passed                      Unanimously**

(Voted April 29, 2011)

ARTICLE 10: Move that the Town vote to transfer from Ambulance Reserve **the sum of \$22,464** to implement an Emergency Medical Technician call stipend program for the Sunderland Fire Department's ambulance service in Fiscal Year 2012

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Ambulance Director

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

ARTICLE 11: Move that the Town vote to transfer from Free Cash **the sum of \$10,000** for Fiscal Year 2012 legal and consultant expenses associated with the Sugarbush Meadows 40B project.

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 3-0-1

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

ARTICLE 12: Move that the Town vote to transfer from Fund 610-WWTP Sewer Fund **the sum of \$5,000 to replace original valves, and the sum of \$30,000 to sand blast and repaint the clarifiers at the Wastewater Treatment Plant, for the sum total of \$35,000.**

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

ARTICLE 13: Move that the Town vote to transfer from Free Cash **the sum of \$3,000 for replacement of municipal computers and associated software, and the sum of \$1,000 for replacement of a library computer and associated software, for the sum total of \$4,000, or take any vote or votes in relation thereto.**

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen/Library Trustees

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 14:** Move that the Town vote to transfer from the Stabilization Fund the sum of \$20,000.00 to purchase and install hot water pumps and drives at the Sunderland Elementary School.

**Two-thirds Vote -G.L. c. 40, §5B**

SUBMITTED BY: Sunderland Elementary School Committee

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 15:** Move that the Town vote to transfer from the Stabilization Fund the sum of \$20,000 for the replacement or repair of storm drains.

**Two-thirds Vote -G.L. c. 40, §5B**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 16:** Move that the Town vote to transfer from Free Cash the sum of \$1,000 to purchase two self-contained breathing apparatus cylinders and the sum of \$10,000 to purchase turnout gear for the Sunderland Fire Department, for the sum total of \$11,000.

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Fire Chief

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

Articles 17 through 23 (7 articles), inclusive, are so called Consent Articles

SELECTMEN RECOMMENDATION to Consent Articles: 3-0

FINANCE COMMITTEE RECOMMENDATION to Consent Articles: 4-0

**ARTICLE 17:** Move that the Town vote to authorize the Treasurer/Collector to enter into compensating balance agreements during Fiscal Year 2012, as permitted by M.G.L. Chapter 44 Section 53F.

**Majority Vote -G.L. c.44, §53F**

SUBMITTED BY: Treasurer/Collector

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

**ARTICLE 18:** Move that the Town vote to re-authorize the establishment of the following revolving funds pursuant to the provisions of Massachusetts General Laws Chapter 44, section 53E ½, in order to allow fees and/or fines to be spent without further appropriation for services rendered by:

Wiring Inspector

Fees for services rendered shall be credited to the fund and shall be used to support inspection services.

Expenditures from this fund shall not exceed \$5,500.

Plumbing Inspector

Fees for services rendered shall be credited to the fund and shall be used to support inspection services. Expenditures from this fund shall not exceed \$3,000.

**Board of Health**

Fees and fines for services rendered shall be credited to the fund and shall be used to support provision of Board of Health services. Expenditures from this fund shall not exceed \$6,000.

**Ambulance Intercepts**

Fees for services rendered shall be credited to the fund and shall be used to support ambulance services. Expenditures from this fund shall not exceed \$20,000.

**Fall Festival Committee**

Receipts from the Annual Fall Festival shall be credited to the fund and shall be used for operating the Annual Fall Festival and related expenses. Expenditures from this fund shall not exceed \$4,000.

**Sunderland Public Library Community Room (Library Trustees)**

Receipts from the rental of the Sunderland Public Library Community Room shall be credited to the fund and shall be used for maintenance of the Library Community Room and related expenses.

Expenditures from this fund shall not exceed \$5,000.

**Majority Vote-G.L. c. 44, §53E ½**

SUBMITTED BY: Board of Selectmen

<b>Seconded</b>	<b>Passed</b>	<b>Unanimously</b>
(Voted April 29, 2011)		

**ARTICLE 19:** Move that the Town authorize the Board of Selectmen 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, §53A)**

SUBMITTED BY: Board of Selectmen

<b>Seconded</b>	<b>Passed</b>	<b>Unanimously</b>
(Voted April 29, 2011)		

**ARTICLE 20:** Move that the Town vote 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)**

SUBMITTED BY: Board of Selectmen and Highway Superintendent

<b>Seconded</b>	<b>Passed</b>	<b>Unanimously</b>
(Voted April 29, 2011)		

**ARTICLE 21:** Move that the Town vote under the provisions of M.G.L. Chapter 40, Section 4A to authorize the Board of Selectmen to enter into inter-municipal agreements.

**Majority Vote-G.L. c. 40, §4A** SUBMITTED BY: Board of Selectmen

<b>Seconded</b>	<b>Passed</b>	<b>Unanimously</b>
(Voted April 29, 2011)		

**ARTICLE 22:** Move that the Town vote to authorize the Board of Selectmen to enter into contracts for goods and services with duration in excess of three years under the provisions of M.G.L. Chapter 30B, Section 12, paragraph (b).

**Majority Vote (no statutory reference; see G.L. c. 30B, §12)**

SUBMITTED BY: Board of Selectmen

<b>Seconded</b>	<b>Passed</b>	<b>Unanimously</b>
(Voted April 29, 2011)		

ARTICLE 23: Move that the Town vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2011 in accordance with the provisions of M.G.L. Chapter 44, Section 4 and to issue a note or notes therefore, 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 M.G.L. Chapter 44, Section 17.

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

SUBMITTED BY: Treasurer/Collector

SELECTMEN RECOMMENDATION:

FINANCE COMMITTEE RECOMMENDATION:

**Seconded**

**Passed**

**Unanimously**

(Voted April 29, 2011)

Motion to dissolve at 9:37pm, seconded passed unanimously.

Respectfully submitted,  
Wendy Houle, MMC/CMMC

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**2011 SPECIAL TOWN MEETING  
APRIL 29, 2011  
COMMONWEALTH OF MASSACHUSETTS**

Meeting called to order by Moderator, Robert T. Duby at 6:35pm

Town Clerk, Wendy Houle, read the Constables Return.

Motions were made and seconded by the Board of Selectmen.

There were 72 voters in attendance.

ARTICLE 1: Move that the Town vote to transfer from line item 220-5400 Fire Department Expense, **the sum of \$36.03** to Cowan Auto, and from line item 151-5410 Legal Exp-Sugarbush Project, **the sum of \$3,871.00** to Blatman, Bobrowski & Mead, PC; for the **sum total of \$3,907.03** for prior fiscal years' unpaid bills.

**\*REQUIRES 9/10th VOTE MGL c.44, §64**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded**

**Passed**

**Unanimously**

ARTICLE 2: Move that the Town vote to transfer from Free Cash, **the sum of \$14,270.63** to Fund 210-Mass Highway Fund.

**Majority Vote-G.L. c. 40, § 5 (Unless transfer from stabilization is contemplated, then 2/3 vote-G.L. 40, § 5B)**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0  
FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded Passed Unanimously**

ARTICLE 3: Move that the Town vote to transfer from Free Cash, **the sum of \$5,373.34** to line item 423-5110 Snow/Ice Wages.

**Majority Vote-G.L. c. 40, § 5 (Unless transfer from stabilization is contemplated, then 2/3 vote-G.L. 40, § 5B)**

SUBMITTED BY: Board of Selectmen  
SELECTMEN RECOMMENDATION: 3-0  
FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded Passed Unanimously**

ARTICLE 4: Move that the Town vote to transfer from line item 945-5400 Town Insurance, **the sum of \$6,000.00** to line item 151-5400, Town Counsel.

**Majority Vote-G.L. c. 40, § 5 (Unless transfer from stabilization is contemplated, then 2/3 vote-G.L. 40, § 5B)**

SUBMITTED BY: Board of Selectmen  
SELECTMEN RECOMMENDATION: 3-0  
FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded Passed Unanimously**

ARTICLE 5: Move that the Town vote to transfer from Free Cash, **the sum of \$45,000.00** to the Stabilization Fund.

**2/3 vote required-G.L. 40, §5B**

SUBMITTED BY: Board of Selectmen  
SELECTMEN RECOMMENDATION: 3-0  
FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded Passed Unanimously**

ARTICLE 6: Move that the Town vote to transfer from line item 945-5400 Town Insurance, **the sum of \$2,400.00** for Mass GIS text and data conversion.

**Majority Vote-G.L. c. 40, § 5 (Unless transfer from stabilization is contemplated, then 2/3 vote-G.L. 40, § 5B)**

SUBMITTED BY: Board of Assessors/Board of Selectmen  
SELECTMEN RECOMMENDATION: 3-0  
FINANCE COMMITTEE RECOMMENDATION: 4-0

**Seconded Passed Unanimously**

Motion to dissolve at 6:50pm, seconded and passed unanimously.

Respectfully submitted,

Wendy Houle, MMC/CMMC

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**SPECIAL TOWN MEETING  
JUNE 6, 2011  
COMMONWEALTH OF MASSACHUSETTS  
MOTIONS**

Meeting called to order at 7:09pm by Moderator, Robert T. Duby.

Wendy Houle, Town Clerk, read the Constable's Return, and swore in Tellers; Rick Bennett, Jeff Hubbard, Liz Sillin, and Lorin Starr.

There were 89 Sunderland voters in attendance.

Motion were moved and seconded by the Board of Selectmen.

ARTICLE 1: Move that the Town vote to transfer from line item 146-5400 Collector/Treasurer Expense, the sum of \$800.00, transfer from Free Cash the sum of \$3,200.00; for the sum total of \$4,000.00 to line item 220-5140 Fire Department Wages for Fiscal Year 2011.

Majority Vote-G.L. c. 40, § 5

SUBMITTED BY: Fire Chief/Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 6-0

**Seconded**

**Passed**

**Unanimous**

ARTICLE 2: Move to WITHDRAW.

Majority Vote-G.L. c. 40, § 5

SUBMITTED BY: Town Clerk/Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

**Seconded**

**Passed**

**Unanimous**

ARTICLE 3: Move that the Town vote, 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 2012.

Assessors: Chairman \$2,700.00 annually Clerk \$2,700.00 annually Member \$2,700.00 annually

Moderator: \$200.00 annually

Planning Board: Chairman \$630.00 annually Clerk \$630.00 annually Members each \$380.00 annually

Town Clerk: \$37,791.00 annually

Selectmen: Chairman \$3,150.00 annually Vice Chairman \$2,700.00 annually Clerk \$2,700.00 annually

Majority Vote-G.L. c.41, §108

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 6-0



**Seconded**

**Passed**

**Unanimous**

ARTICLE 4: Move that the Town vote to raise and appropriate \$6,065,871, appropriate from Ambulance Reserve the sum of \$67,482, appropriate from Town Fund 318-Comcast PEG Access Fund the sum of \$13,025, appropriate from School Building Assistance Funds the sum of \$212,000, appropriate from School Building Assistance Investment Income the sum of \$40,000, appropriate from Fund 610-WWTP Sewer Fund the sum of \$322,782, appropriate from Town Fund 419-Title V the sum of \$5,155, appropriate from Assessors Overlay Surplus the sum of \$12,000, appropriate from Free Cash the sum of \$93,124, for the sum total of \$6,831,439 for town and general municipal purposes connected therewith for Fiscal Year 2012 as set forth in the handout entitled, "Town of Sunderland REVISED FY2012 Budget.

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

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 2-1

FINANCE COMMITTEE RECOMMENDATION: 1-5

**Seconded**

**Passed**

**Majority**

ARTICLE 5: Move that the Town will vote to transfer from Free Cash the sum of \$4,000 to purchase one self-contained breathing apparatus pack for the Sunderland Fire Department for Fiscal Year 2012, or take any vote or votes in relation thereto.

Majority Vote -G.L. c. 40, §5

SUBMITTED BY: Fire Chief/Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 6-0

**Seconded**

**Passed**

**Majority**

Motion to dissolve at 7:50pm, seconded, and passed unanimously.

Respectfully submitted,

Wendy Houle, MMC/CMMC

Town Clerk

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## FY12 FINAL BUDGET



FY12 BUDGET	FY09 Budget FINAL	FY10 Budget FINAL	FY11 Budget FINAL	FY12 Budget Recommended	Change from FY11 FINAL	
<b>1. SELECTBOARD</b>						
Moderator	200	200	200	200	0	0.0%
Selectboard Salary	9,500	8,550	8,550	8,550	0	0.0%
Selectboard Secretary	22,476	17,710	19,200	20,022	822	4.3%
Advertising	1,250	500	500	500	0	0.0%
Selectboard Expense	3,900	2,700	2,700	2,700	0	0.0%
Grant Writing/Consultant Exp	7,800	5,850	5,850	5,850	0	0.0%
Professional Development	3,000	1,250	1,250	1,250	0	0.0%

Town Administrator	54,570	49,534	51,580	52,612	1,032	2.0%
Town Administrator Expense	1,950	1,475	1,475	1,475	0	0.0%
Town Audit	13,000	13,000	13,000	13,000	0	0.0%
Lawn Mowing	10,300	10,300	10,300	8,700	-1,600	-15.5%
Veterans Memorial Grounds Maint	1,600	400	400	400	0	0.0%
AA Stipend & Expense			0	0	0	0.0%
Technology	1,500	1,500	1,500	1,500	0	0.0%
Town Counsel	15,000	12,600	15,000	15,000	0	0.0%
Town Reports	2,100	200	200	200	0	0.0%
Medicaid Recovery	500	500	1	1	0	0.0%
<b>TOTAL SELECTBOARD</b>	<b>148,646</b>	<b>126,269</b>	<b>131,706</b>	<b>131,960</b>	<b>254</b>	<b>0.2%</b>
<b>2. ACCOUNTANT</b>						
Contracted Accounting Expense	26,690	22,939	21,779	21,709	-70	-0.3%
Accountant Expense	6,863	6,500	6,874	7,271	397	5.8%
<b>TOTAL ACCOUNTANT</b>	<b>33,553</b>	<b>29,439</b>	<b>28,653</b>	<b>28,980</b>	<b>327</b>	<b>1.1%</b>
<b>3. ASSESSORS</b>						
Assessor's Salary	9,807	8,100	8,100	8,100	0	0.0%
Assessor's Clerical	19,675	10,566	12,273	12,506	233	1.9%
Assessor's Expense	3,120	1,620	2,000	1,620	-380	-19.0%
Assessor's Computer Support	4,675	4,900	4,900	4,900	0	0.0%
Updating Tax Maps	1,575	1,500	1,575	1,500	-75	-4.8%
Assessor's Data Proc/Reval	13,500	12,600	12,600	12,250	-350	-2.8%
<b>TOTAL ASSESSORS</b>	<b>52,351</b>	<b>39,285</b>	<b>41,448</b>	<b>40,876</b>	<b>-572</b>	<b>-1.4%</b>
<b>4. TAX COLLECTOR/TREASURER</b>						
Coll/Treasurer Salary	45,627	44,424	45,086	45,987	901	2.0%
Coll/Treasurer Sec 108P	1,000	1,000	1,000	1,000	0	0.0%
Coll/Treasurer Expense	12,500	11,153	11,530	13,980	2,450	21.2%
Gov't Accting Standards Board (GASB)	0	1,200	0	0	0	
Town Postage	11,200	9,600	9,600	9,200	-400	-4.2%
<b>TOTAL TC/TREASURER</b>	<b>70,327</b>	<b>67,377</b>	<b>67,216</b>	<b>70,167</b>	<b>2,951</b>	<b>4.4%</b>
<b>5. TOWN CLERK</b>						
Town Clerk Salary	39,930	36,050	37,050	37,791	741	2.0%
Town Clerk Sec 19K	1,000	835	835	1,000	165	19.8%
Asst. Town Clerk	200	1	0	0	0	
Town Clerk Expense	2,047	1,500	2,000	2,000	0	0.0%
Town Clerk Archival	1,555	555	1,055	890	-165	-15.6%
Town Code Update	2,500	1,250	1,500	1,500	0	0.0%
<b>TOTAL TOWN CLERK</b>	<b>47,232</b>	<b>40,191</b>	<b>42,440</b>	<b>43,181</b>	<b>741</b>	<b>1.7%</b>
<b>6. ELECTIONS &amp; REGISTRAR</b>						
Elections/Reg Wages	4,000	2,250	3,700	2,700	-1,000	-27.0%
Elections/Reg Expense	7,800	4,100	5,718	4,700	-1,018	-17.8%
<b>TOTAL ELECT.&amp;REGISTRATION</b>	<b>11,800</b>	<b>6,350</b>	<b>9,418</b>	<b>7,400</b>	<b>-2,018</b>	<b>-21.4%</b>
<b>7. COMMITTEES &amp; BOARDS</b>						
Conservation Commission	4,300	2,150	2,500	2,250	-250	-10.0%
Historical Commission	400	200	200	200	0	0.0%
Zoning Board Expense	500	400	400	400	0	0.0%

Planning Board Salary	3,000	2,400	2,400	2,400	0	0.0%
Planning Board Expense	2,437	1,219	1,219	1,219	0	0.0%
Finance Committee Expense	200	100	100	100	0	0.0%
Telcomm Salary	5,427	5,427	5,427	5,536	109	2.0%
Telcomm Comm Expense	3,568	3,568	3,568	3,671	103	2.9%
<b>TOTAL COMMITTEES &amp; BOARDS</b>	<b>19,832</b>	<b>15,464</b>	<b>15,814</b>	<b>15,776</b>	<b>-38</b>	<b>-0.2%</b>
<b>8. TOWN BUILDINGS</b>						
Town Office Operation	5,130	5,400	5,660	5,760	100	1.8%
Town Office Supplies	2,477	1,750	1,750	1,750	0	0.0%
Town Office Energy	15,500	14,670	14,400	14,650	250	1.7%
Town Telephone Expense	6,000	4,000	4,000	3,650	-350	-8.8%
Graves Library Building	4,840	4,040	3,636	3,636	0	0.0%
Old Fire Station	1	1	1	1	0	0.0%
Highway Garage	1,750	1,250	1,250	1,250	0	0.0%
Highway Garage Energy	10,700	10,100	10,100	10,100	0	0.0%
New Library Bldg Operating	16,471	14,131	14,131	14,131	0	0.0%
Sunderland Public Library Energy	20,000	20,000	20,000	16,000	-4,000	-20.0%
Public Safety Complex	5,300	6,500	6,500	6,500	0	0.0%
Public Safety Complex Energy	36,000	34,200	34,200	31,070	-3,130	-9.2%
Town Building Maintenance	25,070	13,507	12,000	11,500	-500	-4.2%
Energy Contingency	10,000	3,500	7,000	9,000	2,000	28.6%
<b>TOTAL TOWN BUILDINGS</b>	<b>159,239</b>	<b>133,049</b>	<b>134,628</b>	<b>128,998</b>	<b>-5,630</b>	<b>-4.2%</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>542,980</b>	<b>457,424</b>	<b>471,323</b>	<b>467,338</b>	<b>-3,985</b>	<b>-0.8%</b>
<b>9. POLICE DEPARTMENT</b>						
Police Chief Wages	59,894	59,894	59,894	61,094	1,200	2.0%
Police Chief/Quinn Bonus			0	0	0	
Full time Officer Wages	156,857	168,397	172,607	179,234	6,627	3.8%
Full time Officer/Quinn Bonus	10,275	10,691	10,943	15,943	5,000	45.7%
Police Dept Overtime	18,000	13,000	13,000	9,700	-3,300	-25.4%
Part time Police Wages	48,654	19,693	19,693	14,500	-5,193	-26.4%
Police Clerk Wages	21,100	15,330	16,613	17,566	953	5.7%
Police Dept Expense	32,890	22,500	22,500	17,850	-4,650	-20.7%
Police Dept Fuel Expense	20,000	11,500	11,500	11,000	-500	-4.3%
<b>TOTAL POLICE DEPARTMENT</b>	<b>367,669</b>	<b>321,005</b>	<b>326,750</b>	<b>326,887</b>	<b>137</b>	<b>0.0%</b>
<b>10. FIRE DEPARTMENT</b>						
Fire Chief Wages	11,076	9,776	11,076	11,298	222	2.0%
Full time Firemen/EMT Wages	35,544	35,544	35,684	36,398	714	2.0%
Deputies Wages	5,174	5,174	5,174	5,174	0	0.0%
EMT Directors	2,215	2,215	2,215	2,215	0	0.0%
Ambulance Wages	27,000	27,000	27,000	27,000	0	0.0%
Ambulance Expense	14,000	14,000	14,000	14,000	0	0.0%
Fire Dept Wages	11,076	11,076	11,076	11,076	0	0.0%
Fire Dept Expense	9,000	10,700	10,700	10,700	0	0.0%
Fire Dept Replacement Equip	7,575	2,218	2,218	2,218	0	0.0%
<b>TOTAL FIRE DEPARTMENT</b>	<b>122,660</b>	<b>117,703</b>	<b>119,143</b>	<b>120,079</b>	<b>936</b>	<b>0.8%</b>
<b>11. TOWN INSPECTORS</b>						
Building Inspector Salary	27,772	21,669	21,773	22,208	435	2.0%

Building inspector Alternate	1,250	625	625	625	0	0.0%
Building Inspector Expense	1,755	600	750	750	0	0.0%
Animal Inspector	100	100	100	100	0	0.0%
<b>TOTAL TOWN INSPECTORS</b>	<b>30,877</b>	<b>22,994</b>	<b>23,248</b>	<b>23,683</b>	<b>435</b>	<b>1.9%</b>
<b>12. OTHER PROTECTION</b>						
Civil Defense	4,500	4,250	4,250	4,350	100	2.4%
Radio Sys Svce Fee Police/Fire	5,095	5,310	5,310	5,310	0	0.0%
Animal Control	7,500	4,500	4,500	4,680	180	4.0%
Crossing Guard	1	1	1	1	0	0.0%
Street Lights	12,628	10,300	10,570	10,570	0	0.0%
<b>TOTAL OTHER PROTECTION</b>	<b>29,724</b>	<b>24,361</b>	<b>24,631</b>	<b>24,911</b>	<b>280</b>	<b>1.1%</b>
<b>TOTAL PROTECTION</b>	<b>550,930</b>	<b>486,063</b>	<b>493,772</b>	<b>495,560</b>	<b>1,788</b>	<b>0.4%</b>
<b>13. HIGHWAY</b>						
Highway Super Wages	51,234	42,076	48,181	49,145	964	2.0%
Highway Laborer Wages	69,321	61,281	65,326	66,632	1,306	2.0%
Highway Seasonal Wages	11,631	3,631	3,631	3,631	0	0.0%
Highway Labor Overtime	3,000	1,500	1,500	1,500	0	0.0%
Highway Snow/Ice Wages	9,000	9,000	9,000	9,000	0	0.0%
Highway Maint Expense	47,800	46,000	46,000	42,500	-3,500	-7.6%
Highway Snow/Ice Materials	21,750	21,750	31,750	31,750	0	0.0%
Highway Secretarial Help	2,803	2,598	2,828	2,990	162	5.7%
Road Machinery	19,000	16,000	16,000	16,000	0	0.0%
County Fee for Highway Svcs	2,200	0	0	0	0	
Highway Fuel Exp	12,000	8,000	8,000	9,500	1,500	18.8%
Drainage Ditches	1	1	1	1	0	0.0%
Sidewalks	1	1	1	1	0	0.0%
Tree Warden Expense	10,000	7,500	7,500	7,500	0	0.0%
<b>TOTAL HIGHWAY</b>	<b>259,741</b>	<b>219,338</b>	<b>239,718</b>	<b>240,150</b>	<b>432</b>	<b>0.2%</b>
<b>14. HEALTH &amp; SANITATION</b>						
Fr County Solid Waste Dist	4,141	4,083	4,150	4,020	-130	-3.1%
Recycling	52,054	9,200	0	0	0	
Trash Pickup	116,579	16,700	0	0	0	
Bulky Item Days	6,000	1	1	1	0	0.0%
Hazardous Waste Days	1	1	1	1	0	0.0%
Landfill Monitoring (new line FY11)			5,500	5,500	0	0.0%
Riverside Cemetery	6,484	1	2,000	2,000	0	0.0%
Care of Veterans Graves	200	200	200	200	0	0.0%
Board of Health Clerk/Agent	5,704	11,854	11,861	12,133	272	2.3%
Board of Health Expense	4,000	5,500	4,500	2,500	-2,000	-44.4%
<b>TOTAL HEALTH &amp; SANITATION</b>	<b>195,163</b>	<b>47,540</b>	<b>28,213</b>	<b>26,355</b>	<b>-1,858</b>	<b>-6.6%</b>
<b>15. LIBRARY</b>						
Library Director Wages	42,865	42,865	42,865	43,722	857	2.0%
Library Support Wages	42,881	42,881	42,881	46,024	3,143	7.3%
Library Expense	28,675	6,821	15,503	15,503	0	0.0%
<b>TOTAL LIBRARY</b>	<b>114,421</b>	<b>92,567</b>	<b>101,249</b>	<b>105,249</b>	<b>4,000</b>	<b>4.0%</b>
<b>16. SCHOOLS</b>						

Elementary School	2,169,938	1,888,990	1,939,165	1,960,997	21,832	1.1%
School Transportation	128,030	94,432	83,120	84,920	1,800	2.2%
<b>Total Elementary</b>	<b>2,297,968</b>	<b>1,983,422</b>	<b>2,022,285</b>	<b>2,045,917</b>	<b>23,632</b>	<b>1.2%</b>
Smith Vocational Assessment	0				0	
Franklin County Tech Assessmnt	129,916	270,898	223,051	247,173	24,122	10.8%
FCT Capital Assessment					0	
d. Out of District Tech School					0	
Frontier Regional School	1,401,556	1,490,253	1,542,147	1,555,742	13,595	0.9%
Transportation (FRS)	8,637	19,803	46,273	35,944	-10,329	-22.3%
<b>TOTAL SCHOOLS</b>	<b>3,838,076</b>	<b>3,764,376</b>	<b>3,833,756</b>	<b>3,884,776</b>	<b>51,020</b>	<b>1.3%</b>
<b>17. BENEFITS &amp; INSURANCE</b>						
County Retirement Assessment	188,900	205,259	172,949	173,341	392	0.2%
Worker's compensation	20,300	13,600	13,600	13,600	0	0.0%
Chap. 720 Unemployment	6,000	8,000	30,000	26,000	-4,000	-13.3%
Town Employees Medical	185,000	175,755	175,000	180,000	5,000	2.9%
Flex Spending	1,000	720	720	720	0	0.0%
Medicare	38,000	40,000	38,000	38,000	0	0.0%
Town Insurance	77,779	66,400	65,000	63,050	-1,950	-3.0%
<b>TOTAL BENEFITS &amp; INSURANCE</b>	<b>516,979</b>	<b>509,734</b>	<b>495,269</b>	<b>494,711</b>	<b>-558</b>	<b>-0.1%</b>
<b>18. MISCELLANEOUS &amp; RESERVE</b>						
Recreation Expense	500	300	300	0	-300	-100.0%
Recreation Coordinator	14,261	9,507	9,507	8,083	-1,424	-15.0%
Town Park	1,500	1,000	1,000	1,000	0	0.0%
FRCOG Assessment	25,856	24,866	23,579	23,265	-314	-1.3%
Memorial Day	1,200	960	960	960	0	0.0%
Council on Aging	100	100	100	100	0	0.0%
Frontier Senior Center	4,500	4,500	8,644	8,744	100	1.2%
District Vet. Assessment	5,985	6,176	6,176	4,831	-1,345	-21.8%
Soldiers & Vets Benefits	2,500	3,500	24,343	12,000	-12,343	-50.7%
Reserve Fund	15,000	10,000	10,000	15,000	5,000	50.0%
Capital Stabilization	1	1	1	1	0	0.0%
<b>TOTAL MISC. &amp; RESERVE FUND</b>	<b>71,403</b>	<b>60,910</b>	<b>84,610</b>	<b>73,984</b>	<b>-10,626</b>	<b>-12.6%</b>
<b>TOTAL OPERATING BUDGET</b>	<b>6,089,694</b>	<b>5,637,952</b>	<b>5,747,910</b>	<b>5,788,123</b>	<b>40,213</b>	<b>0.7%</b>
<b>19. WASTE WATER TREAT.PLANT</b>						
WWTP Expense (Sewer Users)	49,000	49,000	49,000	49,000	0	0.0%
WWTP Purchased Serv.	149,525	149,525	150,365	153,924	3,559	2.4%
WWTP Equip. Evaluation	10,000	10,000	10,000	10,000	0	0.0%
WWTP Sludge Removal	43,622	43,622	46,464	47,858	1,394	3.0%
Sewer Maintenance	20,000	20,000	20,000	20,000	0	0.0%
<b>TOTAL WWTP BUDGET</b>	<b>272,147</b>	<b>272,147</b>	<b>275,829</b>	<b>280,782</b>	<b>4,953</b>	<b>1.8%</b>
<b>20. DEBT &amp; INTEREST</b>						
Interest on short term debt		7,500	7,500	1	-7,499	-100.0%
Frontier Renovation Loan	119,777	142,931	105,223	86,194	-19,029	-18.1%
Library Principal	67,000	68,000	65,000	65,000	0	0.0%
Library Interest	35,153	32,808	30,258	27,658	-2,600	-8.6%
PSC Principal	98,000	97,000	95,000	95,000	0	0.0%
PSC Interest	51,290	47,860	44,223	40,423	-3,800	-8.6%

Elem Sch Renovation Principal	240,000	240,000	240,000	240,000	0	0.0%
Elem School Renovation Int	133,270	127,270	120,670	112,870	-7,800	-6.5%
Elem Sch Reno-Supplemental Pri	45,903	45,903	45,903	45,900	-3	0.0%
Elem Sch Reno-Supplemental Int	20,984	9,127	3,843	2,333	-1,510	-39.3%
Title V Loan Repayment	5,120	5,120	5,155	5,155	0	0.0%
Sewer Relining Principal - NEW FY12				35,000	35,000	
Sewer Relining Interest - NEW FY12				7,000	7,000	
<b>TOTAL DEBT &amp; INTEREST</b>	<b>816,497</b>	<b>823,519</b>	<b>762,775</b>	<b>762,534</b>	<b>-241</b>	<b>0.0%</b>
<b>GRAND TOTAL</b>	<b>7,178,338</b>	<b>6,733,618</b>	<b>6,786,514</b>	<b>6,831,439</b>	<b>44,925</b>	<b>0.7%</b>

BUDGET/REVENUE GAP - ATM 4-29.11 **281,655**

BUDGET REDUCTIONS **-127,814**

**Additional Revenues**

Ambulance Reserve	27,482
Assessors Overlay Surplus	12,000
State Aid - Education	4,095
State Aid - Gen'l Govt	17,140
<b>Use of Free Cash</b>	<b>93,124</b>
Shortfall	0



## TREASURER / COLLECTOR

### RIVERSIDE CEMETERY FUND

Balance, July 1, 2010	\$ 120,272.20
Receipts	\$ 3,000.00
Interest	\$ 368.44
Expenses, Transfers, & Adjustments	\$ (3,325.00)
Balance, June 30, 2011	<u>\$ 120,315.64</u>

Non-Expendable	\$ 74,550.00
Expendable	\$ 45,765.64
	<u>\$ 120,315.64</u>

### MAIN STREET TREE FUND

Balance, July 1, 2010	\$ 12,434.53
Receipts	\$ 1,260.00
Interest	\$ 38.52
Expenses, Transfers, & Adjustments	
Balance, June 30, 2011	<u>\$ 13,733.05</u>

Nonexpendable	\$ 5,000.00
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Expendable	\$ 8,733.05
	<u>\$ 13,733.05</u>

### STUDENT ACTIVITY FUND

Balance, July 1, 2010	\$ 6,881.36
Receipts	\$ 22,707.47
Interest	\$ 25.45
Expenses, Transfers, & Adjustments	\$ (18,789.37)
Balance, June 30, 2011	<u>\$ 10,824.91</u>

### LIBRARY BUILDING TRUST

Balance, July 1, 2010	\$ 28,613.12
Receipts	\$ -
Interest	\$ 144.13
Expenses, Transfers, & Adjustments	
Balance, June 30, 2011	<u>\$ 28,757.25</u>

### GRAVES LIBRARY ENDOWMENT

Balance, July 1, 2010	\$ 37,007.85
Receipts	\$ -

Interest	\$ 186.42
Expenses, Transfers, & Adjustments	.
Balance, June 30, 2011	<u>\$ 37,194.27</u>

<b>TOTAL CASH GENERAL &amp; SPECIAL REVENUE</b>	\$ 2,158,728.80
<b>TRUST AND ESCROW FUNDS</b>	<u>\$ 3,638,576.95</u>
<b>GRAND TOTAL</b>	<u><u>\$ 5,797,305.75</u></u>

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#### ALLOCATION OF CASH BY BANK

JUNE 30, 2011

PEOPLES UNITED BANK	\$ 796,267.66
TD BANKNORTH	\$ 116,107.19

UNIBANK	\$ 130,771.70
GREENFIELD COOPERATIVE	\$ 1,125,803.59
MASSACHUSETTS MUNICIPAL DEPOSITORY TRUST	\$ 659,281.28
LPL FINANCIAL SERVICES	<u>\$ 2,969,074.33</u>
	<u><u>\$ 5,797,305.75</u></u>

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Respectfully  
Submitted,  
Herbert L.  
Sanderson, Jr.

Treasurer/Collector



## TREE WARDEN

I would like to start by saying thank you to Delta Sand and Gravel for their generous help they gave during the clean up of the October snow storm.

Thank you to the Franklin County House of Correction for the crew they sent to help chip brush for a whole week following the storm.

I would also like to thank the Sunderland Fire and Police Departments for their assistance during this time.

Tree maintenance has continued throughout the town.

This year was challenging due to the October snow storm that took down an over whelming amount of trees. With the help of several agencies we were able to have most of the debris cleaned up in a month's time.

We will continue to maintain and treat Elm trees to prevent Dutch Elm disease. The removal of diseased and dying trees will be the main priority in the up coming season.

Respectfully,

George Emery, Tree Warden





## **VETERANS MEMORIAL OVERSIGHT COMMITTEE (VMOC)**

The year 2011 began on a sad note in February with the sudden death of our friend and fellow committee member Bruce Gordon. As a member of the original Veteransø Memorial Committee, Bruce had worked for many years to help the Town of Sunderland design and build what is today a wonderful memorial to our veterans, and a focal point of the community. Bruce was also a charter member of the follow-on Veteransø Memorial Oversight Committee, and was just as dedicated to helping maintain the Memorial Wall and Park as he had been in helping construct it. We continue to miss his dedication, hard work, and support.

The VMOC spent the spring and summer verifying family requests for corrections or additions to the names on the Memorial Wall, and obtaining cost estimates and quotes for the needed work. The committee is in the process of drafting specifications so a contract can be awarded in the spring of 2012.

The severe weather we all experienced in 2011 also took its toll on the Memorial Park. All of the severe weather kept VMOC member Mickey Ahearn and grandson Jeremiah busy planting new grass in the spring, and cleaning the park throughout the summer. We should also mention that Mr. Albin Koblinski did a tremendous job helping us maintain the park this past summer. Working as part of the Senior Tax Work-Off Program, Albin provided 62 ½ hours of service at the Memorial Park (thanks Albin!). In addition, the Valley Education Associates helped (and continue to help) with park maintenance throughout the year (thanks VEA!). While the Memorial Park survived the severe summer weather with only minor damage, the premature snow storm in October damaged the parkø trees so badly that they all had to be removed. Replacement plantings are currently being investigated.

In August, Janet Conley was appointed to the VMOC to fill the vacant position, bringing the committee back to a full strength of 3-members.

For the past 3-years, on November 10th, the Sunderland Elementary School has conducted an annual Veteransø Day observation ceremony at the Memorial Park and Wall. Military units from Westover have always offered overwhelming support. This year, virtually all students from the Sunderland Elementary School, several of their teachers, town residents, and military veterans of Sunderland attended the ceremony.

In addition, the following active duty and reserve soldiers, seamen, marines, and airmen from Westover Air Reserve Base in Chicopee traveled to Sunderland to participate in the ceremony. All did an absolutely superior job representing their individual military units, Westover Air Base, and the United States Armed Forces:

Master Sergeant Chris Overmann, United States Army  
Sergeant First Class Nathan Buckley, United States Army  
Sergeant Edward Price, United States Army  
Technical Sergeant Richard Byrd, United States Air Force  
Technical Sergeant Dana Granteed, United States Air Force  
Technical Sergeant Matt Swindlehurst, United States Air Force  
Sergeant Filipe Carvalho, United States Marine Corps



Lance Corporal Kevin Lee, United States Marine Corps  
HM2 Angela Cattaneo, USN, Military Entrance Processing Station

The guest speaker for the ceremony was Technical Sergeant Doris Portillo, from the United States Air Force ROTC unit at the University of Massachusetts in Amherst. In addition to Technical Sergeant Portillo's comments, the ceremony included a brief demonstration of the drill-and-ceremony involved when our national flag is lowered while accompanied by the playing of military taps. Finally, a formal flag folding demonstration was presented on the Memorial Lawn by the Westover Air Base Honor Guard.

Following the ceremony, at the invitation of Mr. Timothy Merritt, Principal of the Sunderland Elementary School, Master Sergeant Overmann, Sergeant First Class Buckley, and Lance Corporal Lee visited the school to participate in classroom discussions. Afterwards, they had lunch with the students in the school cafeteria before returning to their units at Westover.

Although organizing this event is difficult, it is work that the VMOC, and the leadership of the Sunderland Elementary School look forward to. We are hopeful that it will continue to be an annual event for many years to come.

Respectfully Submitted,

Danny E. Van Dalsen, Chair, Mickey Ahearn, Janet Conley

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**DEPARTMENT OF VETERANS SERVICES**



The Central Franklin County District was formed in 1940 and provides Veterans Services for twenty three towns within Franklin County. Currently we are providing support for 76 veterans who reside in your district

The mission of the Department of Veterans' Services (DVS) is to be the chief advocate for the nearly half-million veterans of the Commonwealth and their families.

Under Chapter 115 of Massachusetts General Laws (M.G.L. c. 115), the Commonwealth provides a uniform program of financial and medical assistance for income eligible veterans and their dependents. Qualifying veterans and their dependents receive financial assistance for food, shelter, clothing, housing supplies, and medical care in accordance with a formula which takes into account the number of dependants and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as they would were the veteran still living.

The District office is located at 190 Millers Falls Road, Turners falls, Mass.01376. Our offices are open four days a week from 8:00 AM until 4:00 PM (413-863-3205), and Friday by appointment. Leo parent is the Director of Veterans Services, Mark Fitzpatrick is your Veterans Services Officer, and Donna Bezio is our Administrative Assistant.

Many Veterans have been calling looking for the VA Web Sites here are a few for you:

Educational Benefits: [www.gibill.va.gov](http://www.gibill.va.gov) Home Loan Guaranty: [www.homeloans.va.gov](http://www.homeloans.va.gov)

Federal Jobs: [www.usajobs.opm.gov](http://www.usajobs.opm.gov) Returning Veterans: [www.seamlesstransition.va.gov](http://www.seamlesstransition.va.gov)

VA Home Page: [www.va.gov](http://www.va.gov) Government Jobs: [www.usajobs.gov/opm](http://www.usajobs.gov/opm)

Mass Housing's Home for the Brave loan program provides affordable, no down payment mortgages for veterans of the U.S. Armed Services living in Massachusetts. : [www.masshousing.com/veteran](http://www.masshousing.com/veteran) / 888-672-7562

Submitted by,

Leo J. Parent, VSO

Mark Fitzpatrick, VSO

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### **VOLUME III HISTORY OF SUNDERLAND**

The Town History Volume III committee met regularly during the year. Committee members reviewed the document to identify current needs in regard to updating material, photographs, and accuracy of data. The genealogy section was updated through phone calls, newspaper, and town records. Then participants were requested to verify the information with the computerized copy in the Town Clerk's Office.

It is anticipated the History Volume III will be printed in 2012.

Again the committee thanks the many contributors who have given countless hours to this endeavor this year.

Respectfully submitted,

Helen Clark, Clerk; Dan Fleming; Wendy Houle, Chair; Cindy Hubbard; Mary Ann Kowaleck; Helen Pomeroy; Jim Williams, Sr.

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### **ZONING BOARD OF APPEALS**

A weak economy and slow real estate market in Western Massachusetts resulted in another down year in the number of applications that were submitted to the Zoning Board of Appeals. For the third straight year only three applications were filed, and of those three, only one made it before the ZBA for its consideration in 2011.

The first application filed in 2011 was for an appeal of the Sunderland Building Inspector's decision to allow two HAM Amateur Radio towers on Russell Street; however, since the formal appeal was not filed within the required 30 day period after the Building Inspector's decision was made, the appeal was ruled invalid and the application had to be rejected.

The second application was from Warner Brothers, LLC for a Special Permit to allow the installation of a sign on their asphalt plant on Route 116. This sign would serve to publicize a new, more eco-friendly product being offered by Delta Sand & Gravel and was unanimously approved by the ZBA.

The last Zoning Board application that was filed in 2011 was for a Variance to build a garden shed on North Main Street that would be constructed within the required rear setback. This application was withdrawn by the applicant without prejudice before a hearing date was scheduled.

Now it is time to give the yearly update on the ongoing Sugarbush Meadow Chapter 40B Comprehensive Permit matter. In my 2010 annual report, I noted that the Housing Appeals Committee (HAC) had overturned the Zoning Board's original 2008 denial of the Comprehensive Permit and that the Town of Sunderland had appealed the HAC ruling to the Massachusetts Superior Court. On July 28<sup>th</sup>, the Massachusetts Superior Court ruled primarily against the ZBA. The Superior Court overturned the HAC on some issues and expressed concern about other elements of the HAC's reasoning but, in the end, re-affirmed the HAC decision. Subsequently, the town filed an appeal of the Superior Court denial to the Massachusetts Appeals Court on July 28<sup>th</sup>. Later on November 11<sup>th</sup>, our Chapter 40B counsel filed a petition to ask the Massachusetts Supreme Judicial Court to consider the appeal, thereby bypassing the Massachusetts Appeals Court altogether. Our petition was granted on November 21<sup>st</sup> and that is where this case stands as the year comes to a close.

In addition, the town conducted a Sugarbush Parcel Public Forum on July 20<sup>th</sup> to brief town residents on the status of the Chapter 40B legal proceedings and to provide an overview of the negotiations with the project's developer. The Board of Selectmen conducted the forum, with most town boards and committees and our Chapter 40B counsel, Jay Talerman, in attendance. Feedback from the community reaffirmed town's decision to fight the Sugarbush development project, pursue negotiations to acquire part or all of the land, and to find some open-space preserving, revenue-generating uses for the parcel.

For those residents who are interested in viewing documents related to the Sugarbush Meadows Chapter 40B Development and legal filings, some of the relevant documents will be posted on the Zoning Board of Appeals page of the [www.townofsunderland.us](http://www.townofsunderland.us) website. Be on the lookout for this information sometime this year.

Lastly, I want to thank all of the members of the Sunderland Zoning Board of Appeals - Barre Tozloski, Tom Herrick, Jim Bernotas, Jim Williams Jr., Stephen Schneider, Stuart Beckley and Todd Nuerminger - for their service to the town in 2011. In addition, I would like to acknowledge the efforts of our Chapter 40B legal counsel, Jason Talerman. Jay has been instrumental in navigating the town and the ZBA through these complicated legal proceedings. His expertise and guidance in these matters are truly appreciated.

Respectfully submitted,

Steven A. Krol, Chairman, Zoning Board of Appeals; Thom Herrick, Clerk; Barre Tozloski; Jim Williams Jr., Jim Bernotas; Stuart Beckley, Associate Member; Todd Nuerminger, Associate Member, Stephen Schneider, Planning Board rep.



## 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 (41:57). She/he is bound as well to keep a complete set of municipal book~ 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 (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 (41: 54A). A critical function of the town accountant (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.

**ASSESSOR:** 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 lists 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 major 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: FY2010 starts July 1, 2009 and ends June 30, 2010.

**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 (generally, 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 (71:34), 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.

#### **SELECTMEN**

The Board of Selectmen 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 selectmen 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 selectmen 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 Board of Selectmen 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 40: SB. 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.

**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 Board of Selectmen. 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 Board of Selectmen that authorizes the Treasurer to pay a list of bills (41:56).
2. Assessors Warrant to Collect which authorizes the Collector to collect the amount of tax that has been committed to the Collector (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 (39:10).