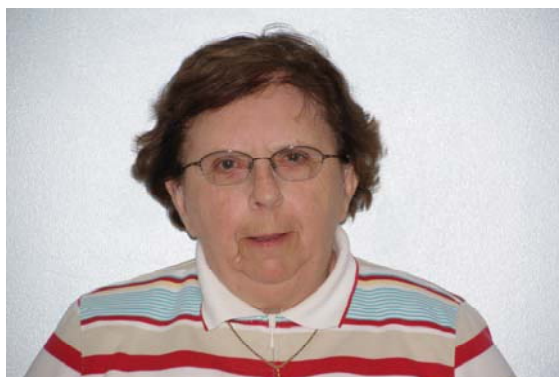


ANNUAL REPORT 2012



TOWN OF SUNDERLAND

DEDICATION



MARION MARKWELL

This year's Annual Town Report is proudly dedicated to Marion (Moore) Markwell who has been active in the Sunderland community since becoming a resident here in 1967. Marion has not only volunteered countless hours to our civic and religious community, she has dedicated most of her years in Sunderland serving the Town as a volunteer in various capacities. After serving on the Council on Aging (COA) for many years, Marion took a brief two-year hiatus in 2009 before returning to the Council. She is presently Chair of the COA, ensuring that its charge of coordinating programs to meet the needs of Sunderland's seniors is carried out to the best of the Town's ability.

In addition to serving on the Council on Aging, Marion is an Election Worker, and in prior years volunteered on the Finance Committee and the Agricultural Committee.

Marion Markwell and dedicated, selfless citizens like her make Sunderland the community we're proud to be part of – the community we call home.

SPIRIT OF SUNDERLAND



TOM ZIMNOWSKI

We recognize Tom Zimnowski with the Spirit of Sunderland distinction this year!!! Tom epitomizes the word “spirit” in every sense. The variety of committees or activities Tom has been involved in over many years is extensive. It is hard to believe only one individual participated in so much: Sunderland’s 275th Committee, Permanent Building Committee, Historical Commission, Recreation Committee, Public Weigher, Town Park Trustee, Town Center Committee and Open Space Committee. He also served as Co-Chair for the Bicentennial Committee which was an extremely successful event in Sunderland’s history. Over the past 15+ years, Tom has really focused on the town’s telecommunication direction. He has served on the Telecommunication’s Committee in many capacities, including as a Frontier Cable Advisory Television member. As a Telecommunication Committee member, he has been instrumental in helping guide the town in to the technological age. This now allows us to watch Sunderland live many days a week for Board and Committee meetings or to view a special event such as a winning sports game, Polka time or other community events, all of which are enjoyed by many. Tom is the face behind the camera every where one goes. His diligence in documenting the town’s activities digitally so that the town’s essence can be enjoyed and remembered for many years into the future is immeasurable. He is always willing to video special events or meetings and many times, takes it upon himself to capture the true small town democracies that we have all come to rely on and enjoy.

When Tom is seen at an event, we know another great Sunderland production is in the making!!!!

Thank you Tom for all of your work, commitment and spirit!

IN MEMORIUM

LYLE TOMLINSON

1928 – 2012

Lyle served as a member of the Council on Aging for many years in addition to being an active attendee at what is now known as the South County Senior Center.

MARION WYSOCKI

1920 – 2012

Marion was active in the community having served on the Board of Health, Planning Board, Permanent Building Committee, Police Advisory Board over the years.

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GENERAL INFORMATION

Sunderland Town Offices, 12 School Street, Sunderland, MA 01375

TOWN WEB SITE: www.TownOfSunderland.us

TOWN OF SUNDERLAND MASSACHUSETTS

Town Incorporated: November 12, 1718
Population Federal Census-2010 3,684
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.)

TELEPHONE NUMBERS – Town Offices

- | | |
|---|---|
| <ul style="list-style-type: none"> • 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 – Erik Wight 665-1433
email: building@TownOfSunderland.us • Electrical Inspector – Jim Tower 413-530-0718 • Fax-Town Offices 665-1446 • Fire Department (non-emergency) 665-2465
email: fire@TownOfSunderland.us • Fire & Ambulance (Emergency) 911 • Highway Department: Super:GeorgeEmery665-1460
Cell: 413-475-2703 | <ul style="list-style-type: none"> 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 – 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, 1st Congressional District

GOVERNOR

Duval Patrick

LT. GOVERNOR

Timothy Murray

GOVERNOR'S COUNCIL

Thomas F. Merrigan - Greenfield, 8th 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, 1st 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 – State House Rm. 279, Boston, MA 02133

TOWN OF SUNDERLAND - A BRIEF HISTORY

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

Sunderland was incorporated as a town in 1718. Before being incorporated, Sunderland was known as Swampfield, so named by its first settlers because of the swampland within the town. Settlement of the town originated on what is now North and South Main Streets, with forty 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 1820's, maple trees were planted on each side of the street, which has added to Sunderland's beauty, especially as leaves change color, or after a snowfall. The houses are a pleasing mix of sizes and styles; in fact, Sunderland's main street has examples of most of the architectural styles of the 18th, 19th and 20th 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 19th century. Introduction of commercial tobacco expanded settlement to the Meadows (southern side of Sunderland) in the early 19th century. Although farming was the main occupation, there were supporting industries throughout Sunderland's history, such as tobacco shops and farm machinery supplies, as well as sawmills, stores, gravel operations, and blacksmiths. Today there is a large gravel operation, a rest home, garages and convenience stores, insurance and real estate operations, as well as vegetable farming.

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

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

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

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

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

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

ELECTED AND APPOINTED OFFICIALS

ELECTED OFFICIALS

APPOINTMENT TERM

ASSESSORS

KOWALECK, MARY ANN	3 YR/2014
KOWALECK, JAMES, CHAIR	3 YR/2013
SKIBISKI, MICHAEL	3 YR/2015

BOARD OF HEALTH

KUSHI, KENNETH	3 YR/2015
PACIOREK, KRISTY	3 YR/2014
ROCK, CAITLYN	3 YR/2013

ELEMENTARY SCHOOL COMMITTEE

FULTON, DOUGLAS	3 YR/2013
NIETO, CAROLOS EDUARDO	3 YR/2014
ROSEWARNE, JUSTINE, Chair	3 YR/2014
SAKREY, TRACI	3 YR/2015
SMITH-ZEOLI, AIMEE	3 YR/2015

FRONTIER REGIONAL SCHOOL COMMITTEE

COOK, LYNN	1 YR/2013
ROSEWARNE, JUSTIN (SES Rep)	1 YR/2013
ROWE, DONNA (res. 12/2013)	1 YR/2013

LIBRARY TRUSTEES

BAUDERMAN, JAY (res. 2012)	3 YR/2013
BERRY, ELIZABETH	3 YR/2013
BLAIS, NATALIE	3 YR/2014
KROL, EILEEN-Appointed till next election	
LACEY, PETER	3 YR/2014
SACKREY, JOHN, Chair	3 YR/2015
STARR, LORIN	3 YR/2015
TRIPP, ELISE	3 YR/2013
VOORHEIS, VALERIE	3 YR/2014

PLANNING BOARD

JONES, THERESA	5 YR/2016
MURPHY, DAN-Appointed till next election	
ROSCOE, DANA, CHAIR	5 YR/2013
SCHNEIDER, STEPHEN	5 YR/2013
SILLIN, WILLIAM (res. 5/2013)	5 YR/2013
SNYDER, SARAH	5 YR/2013

RIVERSIDE CEMETERY TRUSTEES

BERGERON, JANET	3 YR/2015
BERGERON, SCOTT, Chair	3 YR/2014
MCKEMMIE, DONNA	3 YR/2013

SELECTMEN

BERGERON, SCOTT A., Chair	3 YR/2015
FYDENKEVEZ, THOMAS D.	3 YR/2014
PIERCE, DAVID J.	3 YR/2013

SEWER COMMISSIONERS

BERGERON, SCOTT A.	3 YR/2015
FYDENKEVEZ, THOMAS D.	3 YR/2014
PIERCE, DAVID J.	3 YR/2013

TOWN CLERK

HOULE, WENDY	3 YR/2013
Assistant Town Clerk-appointed by Town Clerk	
NARTOWICZ, MARGARET	1 YR/2013

TOWN MODERATOR

DUBY, ROBERT	1 YR/2013
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TOWN PARK TRUSTEES

MERRITT, TIMOTHY	WILL DICTATES
KUSHI, KENNETH	3 YR/2013
ROSEWARNE, JUSTINE	1 YR/2013

SELECTMEN'S APPOINTMENTS

APPOINTMENT TERM

TOWN ADMINISTRATOR/

ADA COORDINATOR

NARTOWICZ, MARGARET	contract
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ACCOUNTANT

MORTON, BRIAN	1 YR/2013
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ADMINISTRATIVE ASSISTANT

BENNETT, CYNTHIA	1 YR/2013
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AGRICULTURAL COMMISSION

ARQUIN, MEGAN	3 YR/2014
WISSEMAN, MICHAEL	3 YR/2014
WILLIAMS, ROBERT	3 YR/2014
REED, SCOTT	3 YR/2015
GRIFFIN, CURT (Con Com Rep)	1 YR/2015

ANIMAL CONTROL OFFICER

POTYRALA, DANIEL	1 YR/2013
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ANIMAL INSPECTOR

(Appointed by Mass Dept. of Agriculture Resources)

POTYRALA, DANIEL	1 YR/2013
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ASSESSOR'S OFFICE – ADMIN ASSISTANT

WHITCOMB, NATALIE	1 YR/2013
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BOARD OF HEALTH AGENT

BALL, STEPHEN	1 YR/2013
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HOUSING HEALTH AGENT

HILLSIDE ENVIRONMENTAL	1 YR/2013
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BUILDING COMMISSIONER

WIGHT, ERIK	1 YR/2013
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Assistant Building Inspector

NEYHART, TIMOTHY	1 YR/2013
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FYDENKEVEZ, JOSEPH	1 YR/2013
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BURIAL OFFICER

Vacant

Assistant Burial Officer

Vacant

VETERANS GRAVES

Vacant

CENTRAL FRANKLIN DISTRICT VETERANS COMMITTEE

Vacant

COLLECTOR/TREASURER

SANDERSON, JR, HERBERT	1 YR/2013
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Assistant Collector/Treasurer

BRACCIA, ELIZABETH (res. 7/2012)	1 YR/2013
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Payroll Clerk

ROBERTSON, EMILY (res. 6/2012)	1 YR/2013
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THOMAS, CATHRYN (eff. 6/2012)	1 YR/2013
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COMMUNITY ECONOMIC DEVELOPMENT

STRATEGY COMMITTEE

NARTOWICZ, MARGARET -	contract
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COMMUNITY PRESERVATION COMMITTEE

CLARK, HELEN – Historical comm.	1 YR/2013
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FYDENKEVEZ, TOM – Selectmen	1 YR/2013
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LOPATKA, RICHARD-Housg. Chair	1 YR/2013
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SNYDER, SARA – Planning Board 1 YR/2013
 UNKLES, JENNIFER – Conserv Comm 1 YR/2013
 WISSEMANN, MIKE – Citizen 1 YR/2013
 vacant - Recreation rep 1 YR/2013

CONSERVATION COMMISSION

UNKLES, JENNIFER 3 YR/2015
 GRIFFIN, CURT, Chair 3 YR/2014
 PICK, NANCY 3 YR/2013
 MURPHY, DAN, 3 YR/2013
 NUERMINGER, TODD 3 YR/2013

CONSTABLES

FLEMING, DAN 1 YR/2013
 LAURENITIS, FREDERICK 1 YR/2013
 RICHARDS, ALLAN 1 YR/2013
 WOZNIAKEWICZ, MICHAEL 1 YR/2013
 ZUMBRUSKI, VICTOR 1 YR/2013

COUNCIL ON AGING

BARITZ, PHYLLIS 3 YR/2014
 GUNN, EDNA 3 YR/2013
 HOWE, JOAN, 3 YR/2014
 MARKWELL, MARION, Chair 3 YR/2013
 O'BRIEN, MAUREEN 3 YR/2013
 BUCZYNSKI, SOPHIE 3 YR/2013
 2 VACANCIES

CULTURAL COUNCIL

GORMAN, MARY 3 YR/2014
 HOWEY, BARBARA 3 YR/2015
 JACQUE, JULIE 3 YR/2015
 LACEY, PETER 3 YR/2013
 RYAN, KATHY 3 YR/2014
 SABOL, BARBARA, Chair 3 YR/2014

ECONOMIC DEVELOPMENT PLAN

REPRESENTATIVE

EWEN, JAMES 1 YR/2013

ECONOMIC DEVELOPMENT COMMITTEE

BERNOTAS, JIM (ZBA REP) 1 YR/2013
 PIERCE, DAVID (SELECT), Chair 1 YR/2013
 KAJSTURA, ALEKS (FINCOM) 1 YR/2013
 LAURENITIS, FRED 1 YR/2013
 MURPHY, DAN (CON COM) 1 YR/2013
 SILLIN, WILL (PLNG BRD REP) 1 YR/2013
 TOZLOSKI, BARRE 1 YR/2013
 WARNER, JR., ROBERT 1 YR/2013
 WERME, SCOTT (AG COMM REP) 1 YR/2013

ELECTION OFFICERS

BENNETT, DEBRA 1 YR/2013
 CRANSHAW, RUSSELL 1 YR/2013
 FLEMING, DANIEL 1 YR/2013
 GATELY, EDWARD 1 YR/2013
 GUNDERSEN, MARY 1 YR/2013
 HOWEY, BARBARA 1 YR/2013
 HOWEY, RONALD 1 YR/2013
 KORENEWSKY, PAMELA 1 YR/2013
 KUSHI, CAROL 1 YR/2013
 LANE, RUSSELL 1 YR/2013
 MARKWELL, MARION 1 YR/2013
 PARSON, PAM 1 YR/2013
 RICHARDS, ALLAN 1 YR/2013
 SCHULZE, BARBARA 1 YR/2013

SILLIN, WILLIAM 1 YR/2013
 TRIPP, ELISE 1 YR/2013
 TRIPP, GORDON 1 YR/2013
 WHITE, ROBERT 1 YR/2013

EMERGENCY MGMT COORDINATOR

AHEARN, ROBERT 1 YR/2013

EMERGENCY PREPAREDNESS TEAM

AHEARN, MARY ELLEN 1 YR/2013
 AHEARN, ROBERT, Chair 1 YR/2013
 BALL, STEPHEN 1 YR/2013
 BERGERON, SCOTT 1 YR/2013
 FYDENKEVEZ, THOMAS 1 YR/2013
 MERRITT, TIMOTHY 1 YR/2013
 GILBERT, JEFFREY 1 YR/2013
 EMERY, GEORGE 1 YR/2013
 HOULE, WENDY 1 YR/2013
 LAURENITIS, FRED 1 YR/2013
 PACIOREK, KRITY 1 YR/2013
 NARTOWICZ, MARGARET 1 YR/2013
 PIERCE, DAVID 1 YR/2013
 TREMBLAY, MARC 1 YR/2013

ENERGY COMMITTEE

FALBEL, AARON 1 YR/2013
 WILLIAMS, LAURA, Chair 1 YR/2013
 ZEOLI, MIKE (res. 11/2012) 1 YR/2013

ETHICS MUNICIPAL LIASON

NARTOWICZ, MARGARET 1 YR/2013

FALL FESTIVAL COMMITTEE

BARKER, AMY 1 YR/2013
 BOURQUE, CHRIS 1 YR/2013
 CONLEY, JANET, Chair 1 YR/2013
 EWEN, JAMES 1 YR/2013
 ROLNICK, SUSAN 1 YR/2013
 ROSEWARNE, JOE 1 YR/2013
 WISSEMANN, MICHAEL 1 YR/2013

FENCE VIEWER

EMERY, GEORGE 1 YR/2013

FINANCE COMMITTEE – (Moderator Appointed)

BEELTJE, MICHAEL (res. 2013) 3 YR/2012
 BENNETT, BRUCE 3 YR/2014
 KAJSTURA, ALEKSANDRA 3 YR/2013
 MAGLIONE, NANCY, Chair 3 YR/2013
 MOZEA, FRANCIS 3 YR/2014
 RANDALL, SEAN 3 YR/2015
 ZINAN, MARK 3 YR/2015
 3 vacancies

FIRE DEPARTMENT

Fire Chief

AHEARN, ROBERT 3/YR/2013

Ambulance Director

AHEARN, ROBERT 1 YR/2013

911 Liason

HUBBARD, JEFFREY 1 YR/2013

Officers – Fire Chief Appointments

BENJAMIN, STEVEN, Captain
 BIELUNIS, JAMES, Lieutenant
 DICKINSON, RICHARD, Sergeant
 HUBBARD, JEFFREY, Deputy Chief/EMT
 KUDRIKOW, JAMES, Deputy Chief

MATTSON, CHRISTOPHER, Lieutenant
TOWER, JAMES S., Lieutenant/EMT
ZEOLI, MICHAEL, Lieutenant

Firefighter/EMTs – Fire Chief Appointments

AHEARN, MEAGHAN
KELLEY, LOUISE
KENNEDY, RANDY
MCKEMMIE, CALVIN
WANCZYK, CAROLYN

Firefighters – Fire Chief Appointment

AHEARN, ERIN
GREEN, TASMYN
JONES, CODY
SMITH, SCOTT

EMTs – Fire Chief Appointment

AHEARN, MARY ELLEN
BROEKHUYSEN, VERA
CARAKER, ELIZABETH
GEMMELL, CAMERON
HERBERT, MICHAEL
HOULBERG, EDWARD
KIBBLER, EMILY
RUSSELL, NIKI
TREMBLAY, MARC
VALLE, THOMAS

CIVIL DEFENSE DIRECTOR – FIRE

AHEARN, ROBERT 1 YR/2013

FRANKLIN COUNTY BIKEWAY COMMITTEE

HERRICK, CAROLYN 1 YR/2013
HERRICK, THOMAS 1 YR/2013

FRANKLIN COUNTY ETA

Vacant 1 YR/2010

FRANLIN COUNTY SOLID WASTE

REPRESENTATIVE

BERGERON, SCOTT 1 YR/2013

FCSW - Alternate

MURPHY, DAN 1 YR/2013

FRCOG REP

FYDENKEVEZ, THOMAS 1 YR/2013

**FRANKLIN COUNTY REGIONAL PLANNING
BOARD**

ROSCOE, DANA 1 YR/2013

**FRONTIER REGIONAL UNION NEGOTIATIONS
COMM**

FYDENKEVEZ, THOMAS
Designation

HARASSMENT COORDINATOR

SILLIN, ELIZABETH 1 YR/2013

HAZARDOUS WASTE COORDINATOR

AHEARN, ROBERT 1 YR/2013

HIGHWAY DEPARTMENT

Superintendent

EMERY, GEORGE 1 YR/2013

Clerk

GALLERANI, ROBERTA 1 YR/2013

Laborers

SKRIBISKI, ED 1 YR/2013
SKRIBISKI, ROBERT 1 YR/2013

Temporary Highway Laborers

JENKS, DUANE 1 YR/2013
LAURENITIS, FRED 1 YR/2013
MARKOWSKI, TYLER 1 YR/2013
SAVISKI, JOSEPH G. JR 1 YR/2013
SKRIBISKI, JOHN 1 YR/2013
SULLIVAN, DAN 1 YR/2013
GALLERANI, NICHOLAS 1 YR/2013
GREEN, TASMYN 1 YR/2013

HISTORICAL COMMISSION

CLARK, HELEN, Clerk 3 YR/2015
HERRICK, THOMAS 3 YR/2014
HUBBARD, CINDY 3 YR/2013
LOPATKA, LINDA, Chair 3 YR/2013
SCHNEIDER, STEPHEN 3 YR/2014

HOUSING COMMITTEE

BECKLEY, STUART 1 YR/2013
CREED, FIONA (eff. 2.27.12) 1 YR/2013
LOPATKA, RICHARD 1 YR/2013
BERGERON, SCOTT 1 YR/2013
SNYDER, SARA 1 YR/2013

LIBRARY DIRECTOR

NOVITT, ADAM Contract

LOCAL EMERGENCY MANAGEMENT

COORDINATOR

AHEARN, ROBERT 1 YR/2013

MOTH SUPERINTENDENT

EMERY, GEORGE 1 YR/2013

MUNICIPAL LIASON

NARTOWICZ, MARGARET Contract

NETWORK & ELECTRONIC RESOURCES

AGENTS

BALL, STEPHEN 1 YR/2013
NARTOWICZ, MARGARET 1 YR/2013

PARKING CLERK

HOULE, WENDY 1 YR/2013

PERMANENT BUILDING COMMITTEE

BERGERON, SCOTT, Chair 1 YR/2013

SELECTMEN

KOWALECK, MARY ANN 1 YR/2013

ASSESSOR

ROSCOE, DANA 1 YR/2013

PLANNING BOARD

ROWE, DONNA 1 YR/2013

SCHOOL COMMITTEE

STARR, LORIN (Moderator Apptmt) 1 YR/2013

CITIZEN

WILLIAMS, JAMES JR. 1 YR/2013

BEELTJE, MICHAEL 1 YR/2013

FINANCE COMM

3 Vacancies– (Moderator Appointments)

PERSONNEL COMMITTEE

MCKEMMIE, DONNA 2 YR/2013

CITIZEN

NARTOWICZ, MARGARET 2 YR/2013

TOWN ADM

MOZEA, FRANCIS 2 YR/2013

FINANCE

PIERCE, DAVID 2 YR/2013

SELECTMEN

WOJTOWICZ, MICHELE 2 YR/2013
CITIZEN
EMERGY, GEORGE 2 YR/2013
EMPLOYEE

PLUMBING/GAS INSPECTOR

HUBBARD, JEFFREY 1 YR/2013
Assistant Plumbing Inspector

BARANOWSKI, STEVEN 1 YR/2013

POLICE DEPARTMENT

Police Chief

GILBERT, JEFFREY 3 YR/2013

Police Clerk

GALLERANI, BOBBIE 1 YR/2013

Full Time Officers

GOLANN, EVAN 1 YR/2013

LYONS, BRENDAN 1 YR/2013

SCOBLE, PETER 1 YR/2013

TOZLOSKI, BRENDA 1 YR/2013

Part Time Officers

GONZALEZ, PATRICK (res. 8/2012) 1 YR/2013

MELNIK, DEVIN 1 YR/2013

SIBILIA, GARY 1 YR/2013

SMITH, ZACHARY 1 YR/2013

WALL, JUSTIN (res. 4/2012) 1 YR/2012

POLICE / FIRE CIVIL DEFENSE DIR

AHEARN, ROBERT 1 YR/2013

GILBERT, JEFFREY 1 YR/2013

Alcohol Control Agent

GILBERT, JEFFREY, Police Chief 1 YR/2013

Alcohol Enforcement Agents

GILBERT, JEFFREY 3 YR/2013

GOLANN, EVAN 1 YR/2013

GONZALES, PATRICK (res. 8/2012) 1 YR/2013

LYONS, BRENDAN 1 YR/2013

SCOBLE, PETER 1 YR/2013

SIBILIA, GARY 1 YR/2013

TOZLOSKI, BRENDA 1 YR/2013

MELNIK, DEVIN 1 YR/2013

SMITH, ZACHARY 1 YR/2013

WALL, JUSTIN (res. 4/2012) 1 YR/2013

Chaplain

RIDDLE, PASTOR LARRY 1 YR/2013

PROCUREMENT OFFICER

NARTOWICZ, MARGARET 1 YR/2013

PVTA REPRESENTATIVE

NARTOWICZ, MARGARET 1 YR/2013

RECREATION COMMITTEE

BOURQUE, CHRIS 1 YR/2013

BOURQUE, KRISTINE 1 YR/2013

CHEVALIER, JEFFREY 1 YR/2013

VAGEDES-BAUE, JIYANNA 1 YR/2013

RECREATION COORDINATOR

EWEN, JAMES 1 YR/2013

SCHOOL STREET PAVILION PLANNING

WORKING GROUP CHARGE & COMPOSITION

CONLEY, JANET (Fall Festival Comm) 1 YR/2013

BOURQUE, CHRIS (Recreation Comm) 1 YR/2013

SACKREY, JOHN (Library) 1 YR/2013

ROSEWARNE, JOE (Youth Baseball) 1 YR/2013

TOWER, JAMES (VFA) 1 YR/2013
BERGERON, SCOTT (Selectmen) 1 YR/2013

SOUTH COUNTY SENIOR CENTER

OVERSIGHT

FYDENKEVEZ, THOMAS

REGISTRARS

RICHARDS, JUDITH 3 YR/2013

KELLEY, EDWARD, JR. 3 YR/2013

PATTERSON, DONALD 3 YR/2013

STEERING COMM VOL III

HOULE, WENDY, Chair 1 YR/2013

CLARK, HELEN 1 YR/2013

HUBBARD, CINDY 1 YR/2013

TROUSDELL, RICHARD 1 YR/2013

FLEMMING, DAN 1 YR/2013

POMEROY, HELEN 1 YR/2013

KOWALECK, MARY ANN 1 YR/2013

WILLIAMS, SR., JAMES 1 YR/2013

SUNDERLAND EMERGENCY PREPAREDNESS

TEAM (SEPT)

AHEARN, MARYELLEN 1 YR/2013

AHEARN, ROBERT 1 YR/2013

BALL, STEPHEN 1 YR/2013

BERGERON, SCOTT 1 YR/2013

EMERY, GEORGE 1 YR/2013

FYDENKEVEZ, TOM 1 YR/2013

GILBERT, JEFF 1 YR/2013

HOULE, WENDY 1 YR/2013

LAURENITIS, FRED 1 YR/2013

MERRITT, TIM 1 YR/2013

NARTOWICZ, MARGARET 1 YR/2013

PACIOREK, KRISTY 1 YR/2013

PIERCE, DAVID 1 YR/2013

TREMBLAY, MARC 1 YR/2013

TELECOMMUNICATIONS

TOWER, JAMES S 1 YR/2013

WESTON, BRUCE 1 YR/2013

WHEELER, RICHIE 1 YR/2013

ZIMNOWSKI, THOMAS 1 YR/2013

Technician, Part-Time

ZIMNOWSKI, THOMAS 1 YR/2013

TOWN COUNSEL

KOPELMAN AND PAIGE 1 YR/2013

TREE WARDEN

EMERY, GEORGE 1 YR/2013

VETERANS AGENT

Vacant

COMMISSIONER OF VETERANS SERVICES

Vacant

VETERANS MEMORIAL OVERSIGHT

COMMITTEE

AHEARN, MICHAEL 1 YR/2013

CONLEY, JANET 2 YR/2014

VANDALSEN, DAN 3 YR/2015

VOLUME III HISTORY COMMITTEE

CLARK, HELEN 1 YR/2013

FLEMMING, DANIEL 1 YR/2013

HOULE, WENDY 1 YR/2013

HUBBARD, CINDY 1 YR/2013
 KOWALECK, MARY ANN 1 YR/2013
 POMEROY, HELEN 1 YR/2013
 TROUSDELL, RICHARD 1 YR/2013
 WILLIAMS, JR, JAMES 1 YR/2013

WIRING INSPECTOR

TOWER, JAMES 1 YR/2013

Assistant

MURPHY, PETER 1 YR/2013

ZONING BOARD OF APPEALS

KROL, STEVEN, Chair 3 YR/2013
 BECKLEY, STUART 1 YR/2013
 TOZLOSKI, BARRE 3 YR/2013
 BERNOTAS, JAMES 3 YR/2014
 WILLIAMS, JR JAMES 3 YR/2014

Associate Members

NUERMINGER, TODD 1 YR/2013
 HERRICK, THOMAS 3 YR/2015
 SCHNEIDER, STEPHEN 1 YR/2013

(Rep. from Planning Board)

PUBLIC WEIGHERS – Delta Sand & Gravel

Appointed 4.1.12 – through 3.31.13

CONROY, TJ, JR.
 KUCENSKI, JANE
 MARTIN, RACHEL
 SLONGWHITE, ROBERT
 WARNER, CRAIG

PUBLIC WEIGHERS – ALL STATES ASPHALT

Appointed 4.1.12 – through 3.31.13

AHEARN, MICHAEL
 ALLARD, JOSEPH
 BAJ, TIMOTHY
 BAKER, DENIS
 BONNETT, DAVID
 CAMERON, DUNCAN
 CHMYZINSKI, PETER
 ESPISITO, MICHELE
 FOUNTAIN, RONALD
 GOSCENSKI, JEFFERY
 HOLMBERG, ALLAN
 HOWE, RANDALL
 HOUSE, HAROLD

ISLES, JOSHUA
 KELLEY, THOMAS
 KIE, WINTHROP
 KORENEWSKY, FREDERICK
 KORPITA, EDWARD
 LACKARD, ALAN
 LASHWAY, JOHN
 LASHWAY, ROBERT
 LEONARD, WAYNE
 MAILLET, RONALD
 MASSEY, JASON
 METCALF, WILLIAM
 MORIARTY, MICHAEL
 MURPHY, MICHAEL
 OLANYK, PETER
 PAINE, RICHARD
 PARKER, HOMER
 PASKO, JOEL
 PORTER, KEITH
 PUCHALSKI, RONALD
 ROGALSKI, MARK
 SADLOWSKI, MARK
 SHEARER, RANDY
 STOCKWELL, NORMAN
 TAYLOR, ROBERT
 THURLOW, DANIEL
 UZDAVINIS, TODD
 WHITE, DAVID
 ZEMAN, RUDY

PUBLIC WEIGHERS – Warner Bros LLC

Appointed 4.01.12 – through 3.31.13

CHICOINE, LEO
 DENNO, NICHOLAS
 JARVIS, TODD
 BIELUNIS, WALTER

AGRICULTURAL COMMISSION



The Agricultural Commission does not have any activity to report.

BOARD OF ASSESSORS

Tax Recapitulation of Tax Levy

	<u>Fiscal 2013</u>	<u>Fiscal 2012</u>
Total Amount to be Raised	\$7,960,056	\$7,535,195
Total Estimated Receipts from Non-Tax Sources	<u>3,325,268</u>	<u>3,031,525</u>
Tax Levy	\$4,634,788	\$4,503,670
Value of Real Estate by Class		
Real Estate Property Valuation		
Residential	\$303,797,073	\$304,512,998
Commercial	24,289,069	24,418,723
Industrial	<u>5,501,900</u>	<u>5,503,900</u>
Total Real Estate Valuation	\$333,588,042	\$334,435,621
Personal Property Valuation	<u>11,519,030</u>	<u>12,801,870</u>
Total Property Valuation	\$345,107,072	\$347,237,491
Tax Rate (Levy/Valuation*1000)	\$13.42	\$12.97
Local Expenditures		
Appropriations	\$7,522,915	\$7,029,047
Other Amounts to be Raised	<u>437,141</u>	<u>506,148</u>
Total Amount to be Raised	\$7,960,056	\$7,535,195
Estimated Receipts and Available Funds		
Estimated Receipts - State	\$1,544,955	\$1,475,363
Estimated Receipts - Local	498,978	592,986
Free Cash	294,204	193,268
Other Available Funds	<u>826,821</u>	<u>769,908</u>
Total Estimated Receipts	\$3,164,958	\$3,031,525
(FY2013 application period not yet closed when report was submitted)		
Real Estate Abatements	1,196	\$7,217
Personal Property Abatements	0	3
Veteran's Exemptions	4,800	6,000
Blind Exemptions	438	875
Seniors' Exemptions	0	500
Senior Work-Off Program	<u>1,754</u>	<u>2,527</u>
TOTAL	\$8,188	\$17,122
Respectfully Submitted,		
James Kowaleck, Chair, Michael Skibiski, Mary Ann Kowaleck		

BOARD OF HEALTH

email: boardofhealth@townofsunderland.us Telephone: 413-665-1441

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 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. 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 on Mondays from 6PM – 8PM.

. Board of Health Services and Inspections provided by our agents in 2012:

- | | |
|---------------------------------------|---|
| • 1 Camp Permit/Inspection | • 3 Septage (Offal) Hauler's Licenses |
| • 3 Catering Permits | • 1 Temporary Food Permit |
| • 35 Disposal Works Permits, Percs, | • 20 Title V Inspections |
| Soil | • 5 Tobacco Permit |
| Evaluations & Inspections: New | • 1 Trench Permit |
| & Repairs | • 0 Well Permits |
| • 20 Food Establishment Inspections* | • 0 Hoarding* |
| • 20 Food Permits | • 7 Roadside property trash complaints |
| • 12 Housing (Complaint) Inspections* | *Services may have required multiple and/or |
| • 9 Installer's Licenses | re-inspections |
| • 7 Perc Test | |
| • 2 Pool (public/semi-public) Permits | |

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

BOARD OF SELECTMEN

All members of the Board of Selectmen would like to extend a sincere thank you to every full and part-time Town employee, department head, volunteer, and member of the various boards and committees, who have continued to provide services and have worked tirelessly to make Sunderland one of the finest places to call home.

This year the Town has had an exciting year spent paving a path for our future. We had a joint meeting with the Board of Selectman from Hadley, our neighboring Town to the south, at which we discussed possible ways to work with various state and local groups to preserve the large tobacco farm. After the meeting, the land owner and the various groups appear to have come together and the parcel of land should soon be in the APR program. Sunderland's \$131,500.00 contribution will be paid with federal Scenic Byways grant funds. This is major land preservation in both Sunderland and Hadley and will preserve for all time this large tract of prime agricultural land.

Sunderland has also earned the designation of a Massachusetts Green Community. With the Green Community designation, we now have available Green Community Grants that can be used on qualified projects around Town. This year alone we were awarded \$146,450.00 which we used on energy conservation projects around Town as well as a survey of our present facilities that will identify energy conservation projects that will save the Town on our energy costs. The designation that Sunderland has earned as a Green community only occurred through the hard work of many; the Energy Committee, the Planning Board, the Town Administrator, the Franklin Regional Council of Governments, the BOS and many residents of the Town. It could not and would not have happened without everyone working together- nice job by all.

The Town has also taken a step forward on Solar Energy production. The Town had formed a committee to study the concept of offering Town owned land for the placement of a solar farm. The Committee worked with a consultant to identify five (5) Town parcels that could be utilized for this purpose. With the consultant's guidance, the committee created a Request for Proposal (RFP) that asked companies to review the packet and put their best proposals forward. The committee then reviewed four submitted proposals and interviewed the companies that had presented plans in conformance with the guidelines set forth in the RFP. After the interviews, the proposal from Broadway Electrical was judged the best and the Board of Selectmen called a Special Town Meeting to discuss the proposal and to ask residents to support a 20-year lease of Town owned property at the Sunderland Elementary School and between the Public Safety Complex and the WWTP. Residents attending the Special Town Meeting voted to support the proposal and the BOS is now in negotiations with Broadway to create a contract that will reflect the concerns of our residents.

The October, 2011 winter storm that caused so much damage, was particularly hard on the Elm trees located in the Veterans' Memorial. In fact, the trees were so damaged that they needed to be removed and replaced. Again, a common theme which resonates with many of our Town's projects resonated with this project as well. Volunteers removed the severely damaged trees. The Veterans' Memorial Oversight Committee then contacted a resident of the Town who has extensive background with trees and the Memorial's original designers to discuss the pros and cons of various replacement tree species and planting schedules. In the end, the committee decided to replant a different species of Elm trees which were individually selected at a nursery in Keene NH. To save even more money, a local Town farmer volunteered his truck and time to pick up the trees in Keene saving in excess of \$850.00. This is another project that could not have been completed without the help and talents of our citizens who step up and volunteer.

At last year's Town Meeting our residents voted to have a feasibility study performed on the expansion of the public sewer system to areas of the Town that are not presently serviced by the

sewer system. While the results of that study may appear to be too costly to construct at this particular moment in time; the study has created a plan for us to utilize in the future if grants or subsidies become available.

There were also two Town-wide functions that continue to grow with time - the Sunderland Fall Festival was again very well attended by a diverse cross section of residents from our community and the Pioneer Valley. In addition, the Sunderland Volunteer Fireman's Association had another chicken barbeque at the Town Park that brought together many members of our community. Needless to say, both of these events could not be successful without the many volunteers that step forward to help.

The Towns of Sunderland, Deerfield and Whatley have been working extraordinarily hard on an issue of critical importance to our Towns' residents. It has become increasingly evident to the operators of the local ambulance service that a change is necessary in the way the service is provided. Through a regional grant, the three Towns, with assistance from the Franklin Council of Governments, were able to contract with a consultant for a study into the workings of the ambulance services in the three Towns. A recommendation has been forwarded that a Regional Ambulance Service be established. The ambulance would be staffed 24 hours a day/7 days a week by certified full time paramedics. This would be a huge step forward but it does come at a cost. The three Towns' Administrators and Emergency Medical Service Directors are working through all of the numbers now and will have specific budgetary numbers soon. The BOS will schedule public hearings in the near future to discuss this change and it is vitally important that our citizenry participate so that we can all make an informed decision as we move forward during the coming year.

The Sugarbush Meadows project moved into another phase this year. After 3 years of negotiating, a fantastic coalition was formed. The Town and its partners got as far as having a draft purchase and sale agreement presented, but timing was not in our favor. The owner sold the land to a new group. The Town is currently working with the new owners to find a way to retain the parcel for the Town and our neighbors.

It has been a pleasure working with all of you during the past year and many of our most important contributions would not have occurred without the help of all of you. In a few short years Sunderland will be looking to celebrate the Town's 300th year of incorporation which means that Sunderland was around before founding of the United States of America. We will be forming a committee to help celebrate this occasion and hopefully many of you will be able to assist with the planning of this event.

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 2012

<u>Type of Permit</u>	<u>Number</u>
Commercial	9
Barn / Sheds	1
Single Family Houses	4
Duplex	0
Garages	3
Additions	11
Renovations / Repair	8
Decks / Porches	5
Re-Roof	20
Replacement Windows & doors/ Siding	10
Chimneys / Solid Fuel Appliances	11
Demolition	3
Pools	0
Signs	2
Solar	5
Insulation	5
Misc.	7
Annual Inspections	<u>6</u>
TOTAL	110

Fees collected: \$17,399.49

Estimated Building Costs: \$2,337,268.

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

COMMUNITY PRESERVATION COMMITTEE (CPC)

The CPC supports 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 (currently at 3%) 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. Its membership representation is:

Historical Commission, Helen Clark
Housing Committee, Richard Lopatka, chair
Conservation Committee, Jennifer Unkles, clerk
Planning Board, Sara Snyder
Recreation Committee, vacant
At Large, Mike Wissemann, Treasurer
At Large, Tom Feydenkevez

In its first year of operation the town received a 100% state match (\$89,806) based on its FY2012 surcharge.

At the April 27, 2012 Annual Town Meeting the town voted to fund four applications:

Preserve Vital Public Records: \$7,500

Restore Historic Books: \$350

Affordable Housing Plans and Feasibility Studies: \$9,000

Sunderland Conservation Trust for APR: \$30,000

In its second year and meeting monthly, the CPC has continued to use a two-step application process which allows for an early identification of projects and determination of eligibility followed by a more complete application with backup information.

The Application process includes a Public Forum 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 can be found on the Town Website or in paper form in the Town Office.

The Sunderland CPC encourages projects that have board resident benefit, contain forms of cost sharing, have positive affects on town budgets and have potential for town revenue.

The CPC hopes to engage residents in future initiatives linking together preservation within the town's historic district, expanding recreational and educational aspects of the town land around the Sunderland Elementary School and expanded use of the recreational land off School Street and with Connecticut River access. Plans and timing in line with the celebration and dedications at Sunderland's Tercentennial in 2018 may bring additional opportunity for CPA.

Special thanks to Jiyanna Vagedes-Baue for her efforts in rekindling our resolve to adopt CPA at the ballot box and her commitments as a member of this CPC.

Respectfully Submitted, Richard Lopatka

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 all proposed construction projects located near wetlands and water bodies, to protect and maintain these important resources.

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 2012/13 include:

- Working with Select Board and Agricultural Commission to preserve 111 acres of prime

farmland on Route 47, near the town's southern border. The development rights were purchased using \$131,500 of Franklin Region Scenic Byway funds, without requiring town money.

- Protecting 15.8 acres of prime farmland on Reservoir Road, through the Agricultural Preservation Restriction (APR) program. The purchase of development rights was made with input from the Agricultural Commission and approval by the Select Board. To date, Sunderland has preserved more than 1,000 acres of its wonderfully rich farmland.
- Updating the town's Open Space and Recreation Plan. The plan will include a detailed listing of all the land parcels in the town that have a conservation restriction. In addition to being a useful guide for next seven years, an updated plan is required before the town can be eligible for certain grants.
- Providing wetlands oversight concerning the Garage Road triangle, the water main replacement on North Silver Lane, and the Hadley Road culvert replacement. Also, performing numerous site reviews.
- Working toward an update of the town wetlands regulations.

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 first and third 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

CULTURAL COUNCIL

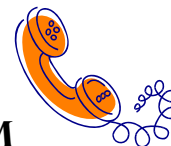
The Sunderland Cultural Council receives an annual allotment from the Massachusetts Cultural Council to fund programs in the arts, humanities, and sciences in our community. The FY 2012 allocation was \$3,780.00. At a voting meeting held on November 14, 2011, 14 of the 24 grant proposals received were awarded funding.

- Henry Lappen – Juggling Performance
- United Arc – “For the Birds” Tom Ricardi Birds of Prey Presentation
- Sunderland PTO – Circus Smirkus In School Residency Program
- Museum of Our Industrial Heritage – Summer Sundays Exhibits
- Sunderland Public Library – Keith Michael Johnson's Bubbleology: The Secret World of Bubbles
- Craig Harris – “Dream Big “ SPL Reading Program
- South County Senior Center – Variety of Cultural Programs for Seniors Coordinated by Mary Wheelan

- Kathy Chapman – Coop Summer Concert Series at Energy Park, Greenfield
- Kim Audette – Kid on the Block Puppetry Promoting Special Needs Awareness and Education
- Rachel Roberts – Surprising Salmon ! Educational Program at Cronin National Salmon Station
- Memorial Hall Association – Metropolitan Opera’s Hansel and Gretel” on the Big Screen
- John Root – Musical Program At Cozy Corner Nursing Home
- Sunderland PTO – “Food Play” Nutrition Education
- Leo Hwang-Carlos – Rethinking the Creative Economy: Art Show

Available MCC funding is publicized in late August. Applications are accepted September through the October 15h dead line. Application forms and additional local cultural council program information are available online at www.mass-culture.org. or call Barb Sabol at 665-3686.

Council Members: Barbara Sabol – Chair, Barbara Howey – Treasurer, Peter Lacey – Secretary, Mary Gorman, Julie Jacques, Kathy Ryan



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.

EMERGENCY MANAGEMENT DIRECTOR & SUNDERLAND EMERGENCY PREPAREDNESS TEAM (SEPT)

In 2012 we didn't have any big emergencies. We continue to plan, drill, and prepare for the next emergency, whatever it may be.

Events from previous years 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.

We will continue to work alongside the SEPT, the Franklin County Regional Emergency Planning Committee (REPC), Massachusetts and Federal Emergency Management Agencies (MEMA and FEMA), and the Department of Homeland Security (DHS) to make sure that we are prepared in the event of an emergency. These meetings and training classes provide us with the tools and resources we need to help mitigate these larger events that can overwhelm our local agencies.

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.

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

Emergency Preparedness Supply Kit

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

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



Car Emergency Kit

- ☐ 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.



TOWN OF SUNDERLAND EMERGENCY PLANNING GUIDE

6

ENERGY COMMITTEE

Despite our committee's small size, 2012 was a year of sizable achievements:

On Earth Day, April 22, 2012, we were informed by the Western Massachusetts Electric Company that Sunderland won the Western Mass Saves Challenge! Sunderland came closest to a three percent reduction in electricity consumption as compared with participating households in Amherst, Easthampton, and Ludlow. A plaque was presented to the Town, and a 1 kW solar array will be installed at the Sunderland Elementary School to power the lighted sign at the corner of Old Amherst Road and Swampfield Drive.

After years of hard work, Sunderland was officially designated as a Green Community in July of 2012 by the Massachusetts Department of Energy Resources. There was a ceremony at the State House in Boston and another regional one in Amherst. The designation not only recognizes Sunderland as a leader in energy conservation and sustainability, but it also made the Town eligible for up to \$146,450 in grant funding for energy conservation projects. Some of this funding will be

used for fine-grained, detailed energy audits to help the Town prioritize energy projects so as to make use of this funding in the best way possible. Aside from the Energy Committee, Town Administrator Margaret Nartowicz and Planning Board member Teresa Jones worked hard to make this goal a reality. Jim Barry, the Green Communities Coordinator for western Massachusetts, was an enormous help as well. Sunderland residents should be duly proud of this achievement.

Part of the protocol for Green Community designation involved passing various bylaws and policies. At Town Meeting in April, the Town voted to incorporate the Massachusetts Stretch Energy Code that will enhance the energy performance of new residential and commercial buildings and residential renovations. A bylaw governing large-scale solar arrays was passed as well, which put the Town in a more secure position when negotiating with solar contractors later this year. A Fuel-Efficient Vehicle Replacement policy was adopted by the Select Board, as was a 20-percent Energy Reduction Plan, the latter being the heart of the Green Community application.

Toward the end of the year, a working group was formed to evaluate project proposals for a large-scale solar photovoltaic array to be sited in Sunderland. Committee member Mike Zeoli participated in this working group along with members of the Select Board, the Finance Committee, the Planning Board, and the Town Administrator. A Request for Proposals was issued, a potential vendor was selected, and two public forums were held to inform Sunderland residents about the nature of this project, which would generate all the electricity needs of Sunderland's municipal buildings.

Both at the beginning of the year and at the end, Laura Williams worked with Laura Biddulph of the Center for EcoTechnology to hold workshops for home owners to build window inserts or "winserts," as they are called. These inexpensive, double-paned plastic inserts greatly increase the R-value of conventional windows for a fraction of the cost of purchasing replacement windows. This program will likely be offered again, and we strongly urge Sunderland residents to take advantage of this affordable, energy-saving opportunity.

\Our film series continued this year with two films, *Crude Awakening*, a film about peak oil, and *Gasland*, a film about the environmental effects of hydraulic fracturing, or "fracking," a controversial method of natural gas extraction. Our committee also cosponsored a talk by author James Howard Kunstler, who spoke at the Sunderland Public Library about his recent book, *Too Much Magic*.

At the year's end, Committee member Mike Zeoli regretfully informed us that increasing responsibilities at his place of work required him to step down from the Energy Committee. After losing Will Snyder to emigration last year, this was a heavy blow. Mike has been a valuable member of our Committee, a faithful clerk, and active participant in the Solar Project mentioned above. We will sorely miss his enthusiasm and dedication and thank him for his efforts on behalf of our committee. *This means that there are only two of us left!* **This committee does important work for the Town and we need your help.** If energy issues matter to you, as well they should, then we invite you to attend our meetings and to consider joining us in helping guide Sunderland toward a more secure, green, clean energy future.

Respectfully submitted,
Laura Williams (chair), Mike Zeoli (clerk), Aaron Falbel

FALL FESTIVAL COMMITTEE



The 14th Annual Fall Festival was held on September 29 from 10 am. to 6 p.m. on the School Street Recreation Field. Our theme was “Fiddlers, Food and Fun” and there was something for everyone of every age and for the first time in a long time we had wonderful weather.

The Clover Century Bike Ride began at 7:30 a.m. Forty six cyclists participated in this event.

The Pie Contest judging started at 9:00 a.m. At noon adult pie prizes were awarded to Emily Russell, First Place, Lorin Starr, Second Place and Nora Zinan and Emily Russell tied for Third Place. Youth pie prizes were awarded to Nora Roscoe, First Place, and Zoe Barker won Second Place.

At 10:00 a.m. crafters, vendors and organizations opened their exhibits and displays. This year we featured spray paint artist Brian O’Mearlaigh who impressed young and old with his talent.

At 10:30 kids games and activities took place by the batting cage followed by a soccer game. At 12:30 “Magic by Jonas” performed a magic show and then did amazing balloon sculpturing. From 1:00 to 2:00 there were kid races for Grades K-3. A sack race, a potato race, a shuttle race and an izzy dizzy bat race were held on the baseball field.

The Music Tent opened at 10:30 with Rachael Sabol and there was music all day from Red Wine & Lace, Pioneer Consort, LeFever, Seven Mile Line and The Art Steele Band closed the show.

The Flavors of Sunderland opened under the tent at 11:00. The Fall Festival Committee sold burgers, hot dogs and soft drinks, the Sunderland Woman’s Club had their famous baked potatoes, the Men’s Club sold lots and lots of french fries, and Bub’s Barbeque was there was their with their usual wonderful fare. The PTO sold several flavors of Chili and had a bake sale, and the Congregational Church sold Whoopie Pies. For the first time this year we sold beer in back of the food tent.

Also for the first time this year we held The Sunderland Fall Festival Dog show. This was free to anyone who wanted to enter their dog. The categories were Clever K-9 Tricks, A Pooch Who Can Smooch, the Best Dressed, Best Smile, Fastest Tail Wagger, Best Dancing Dog, the Fluffiest and Best in Show! It was wonderful to see so many children proudly showing their dogs.

We truly appreciate the support of those who attended and our many Sponsors and Friends. Thanks too to all who bought ads for our Program Book.

Special thanks to Margaret Nartowitz and Cindy Bennett for their support. To Norm Flye of Flye Cycles, Deb Russell for managing the Pie Contest and to Tom Zimnowski for the Dog Show Sound System and the wonderful video of the event that he produced.

We welcome new committee members. Contact a member or the Town Clerk if you are interested in joining the Fall Festival Committee.

Respectfully submitted, Janet Conley, Committee Chair.

Members Amy Barker, Chris Bourque, Jim Ewen, Susan Rolnick, Joe Rosewarne and Michael Wissemann.

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 2012: 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 continues to spent most of its time reviewing expenditures. 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 2012, in preparation for the next fiscal year budget, the Committee, working with the Select Board, made a little headway in establishing a plan to fund the capital expenditures necessary to appropriately maintain equipment and facilities. While a Capital Stabilization Fund was established a few years ago by Town Meeting vote, tight operating budgets precluded funds being put into this Fund to pay for capital expenditures. At the end of Fiscal Year 2012, there was only \$10,074 in this Fund.

In Fiscal Year 2012, however, some guidelines were established for the use of Free Cash. Free Cash is calculated and certified by the State at the end of each fiscal year. It is the balance of revenue collected in excess of estimates made when the budget was adopted at the beginning of the fiscal year plus unexpended balances in budgeted expenditure accounts. In most years a significant amount of this certified Free Cash has been used to support the next year's operating budget. But the new agreed upon guidelines recommend that up to 30% be put into the Capital Stabilization Fund. This amount was approximately \$120,000 for use in Fiscal Year 2013, a still woefully inadequate amount to replace equipment and maintain public buildings, when requests for the same period were nearly a million dollars.

These guidelines were established in an attempt to find spending balance between operating and capital needs. This allocation of Free Cash in no way satisfies the Town's needs. In addition to allocating Free Cash to the Fund that supports capital spending, the guidelines provide that 30% of

Free Cash be used to support operating budgets in the current year, 20% goes into the Stabilization Fund (rainy day fund for emergencies) and 20% stays in Free Cash. It is important to note that Free Cash varies from year to year and is not a reliable source of continuing revenue, and, that these are only guidelines that help in the budgeting process. They could vary in any given year based on need and the wishes of Town Meeting.

Finally, throughout the year the Committee reviewed expenditures to ensure compliance with budgetary appropriations. When unexpected emergencies or unforeseen events arise, the Finance Committee has the authority to authorize spending from a reserve account that is set by Town Meeting as part of the budgetary process. The amount of reserve established for Fiscal Year 2012 was \$15,000 the same as the previous year. The Committee authorized the following spending from this account:

\$6,282 for emergency repair of a heating coil at the Public Safety Complex
 \$700 to the Board of Health for an emergency public health situation
 \$4,000 for ambulance EMT wages
 \$3,000 for ambulance expenses

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



Website: www.sunderlandfire.com

Telephone: nonemergency: 413-665-2465 Emergency ONLY: 911

In 2012 the Sunderland Fire Department responded to 358 emergency calls, up 3% over last year. Of these calls, 255 were for emergency medical service (EMS) and 103 were fire calls. Over the last 10 years our call volume has continued to increase an average of 3% per year.

During the last two years, and continuing into 2013, the three towns of Sunderland, Deerfield, and Whately have been working together to join our ambulance services into one entity. This new proposed venture would have a paramedic level service that will fulltime, 24/7 staff. The current system of on-call service has increasingly become difficult to staff. Times are changing, calls are taking longer to complete, and evidently people are not inclined to taking all this time into account for something that used to be a good community service to be able to give back. There are still EMTs on the roster and calls are being made, but I really believe this is best for the town.

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. Missed meals, interrupted family events, holidays, middle of the night. You

should be proud because it is harder and harder to find people like yourselves to do this. Without you this would not be a functional department. 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 15th to May 1st. Burning permits are available online at www.sunderlandfire.com or 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. If your smoke detectors are more than 10 years old, or your CO detectors are more than 7 years old, they should be replaced with new ones.

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:

- Rescue Manikin (\$1,300.00)
- Ongoing project to equip our recently purchased utility terrain vehicle (UTV)

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 for up to date information on your local Fire Department.

Respectfully Submitted By,
Robert T. Ahearn, Fire Chief

FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT

WEBSITE: WWW.FRANKLINCOUNTYWASTEDISTRICT.ORG

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

A review of recycling tonnage for 2012 shows a slight decrease from 2011. 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. Market prices for recyclables were low from June through December. Despite the low market prices, District towns received a total of \$94,500 in revenue for their recyclables.

In 2012, the District sponsored spring and fall “Clean Sweep” collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Almost 60 tons of material was recycled or disposed of from the two collections. A total of 512 households participated in these collection events.

We also held our annual household hazardous waste collection in September 2012. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 324 households participated in this event. 50% of participants were using the collection for the first time.

We continue to work with public schools to improve their recycling programs and 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. In 2012 we used a state grant to supply twenty-seven wheeled carts for bottles/cans recycling to area schools. We also helped member towns implement \$23,000 worth of small scale initiative grants from the MA Department of Environmental Protection.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at www.franklincountywastedistrict.org or visit us at 50 Miles Street in Greenfield.

Jan Ameen - *Executive Director*

Jonathan Lagreze, Colrain - *Chair*

Chris Boutwell, Montague - *Vice-Chair*

Andrea Donlon, Buckland - *Treasurer*



Franklin Regional Council of Governments 2012 Annual Report

Calendar year 2012 was a significant year for the FRCOG. In April we moved to offices at the John W. Olver Transit Center. This marks the first time in 18 years that FRCOG staff have been housed under one roof, and the benefits of this were immediately noticeable from better collaboration between FRCOG programs to reduced administrative costs. On July 1, the FRCOG celebrated its 15th anniversary. We believe that the Charter Commission that created the FRCOG would agree that the FRCOG is meeting its mission and serving the region of Franklin County and its towns well. Provided below are highlights from each of our programs.

Administration and Special Regional Projects. In 2012 special projects included organizing the fourth annual statewide Regionalization Conference with Lt. Governor Tim Murray’s office. This conference highlights the FRCOG and the towns of Franklin County for its regionalization efforts and has identified the FRCOG as the leading regionalization organization in Massachusetts.

Cooperative Public Health Service. This program was created in 2012 by combining the Regional Health and Regional Nurse Programs. The program provided public health and nursing to eight towns and will expand to 10 towns in 2013. In 2012 the program conducted: 95 food inspections, 40 septic plan reviews, 90 Title 5 inspections, 12 camp inspections, 7 pool inspections, 10 hotel/motel

inspections, 40 perc tests, and administered more than 1,000 vaccines at flu clinics throughout the county.

Cooperative Purchasing Program. The Cooperative Purchasing Program provided bidding and contracting services for more than 20 highway products and services to 23 towns; fuel bidding services to 19 towns and non-profits; dog tags and licenses for 45 towns in 5 counties; and elevator maintenance services to 3 school districts and 11 towns.

Economic Development. Using a U.S. Environmental Protection Agency (EPA) grant, over \$53,000 worth of environmental site assessment work was conducted on six properties in four Franklin County towns that were potentially contaminated brownfields sites. As the 1,300-mile MassBroadband middle mile network neared completion, the FRCOG engaged in a municipal broadband adoption project that included a municipal survey of each town's existing voice and data contracts and a Request for Information to all last mile service providers so that towns can compare options, services and pricing.

Emergency Preparedness. Emergency Preparedness staff assisted several municipal public health and public safety groups in Franklin County including the Mohawk Area Public Health Coalition (MAPHCO), the Franklin County Regional Emergency Planning Committee (REPC), the Citizen Emergency Response Team (CERT), the Medical Reserve Corps (MRC) and the Disaster Animal Response Team (DART). For each of these groups, FRCOG staff organized workshops, trainings, and exercises, analyzed past response efforts, and worked to plan a coordinated emergency response before Franklin County's next regional, emergency event.

Franklin County Cooperative Inspection Program (FCCIP). The FCCIP provides building, plumbing and wiring inspection services to 16 Franklin County towns. The highlight of 2012 was implementation of a revised assessment formula that reduces town assessments and makes the assessments more predictable over time.

Homeland Security Fiduciary. The FRCOG has served as fiduciary for the Western Region Homeland Security Advisory Council (WHRSAC) since 2004. Franklin County 2012 projects included: improvements to the Route 202 corridor coverage of the Franklin County Emergency Communications System; a new emergency sheltering equipment trailer housed in Buckland; the development of a Technical Rescue Team for the Western Mass Fire Chiefs Association; and video downlink equipment, housed at the Greenfield Fire Department, which allows incident commanders to view aerial video taken by the Massachusetts State Police.

Land Use Planning. Based on socio-economic analysis, Franklin County needs to accommodate 3,500 new houses and adapt to and provide services for an aging population over the next 25 years. The FRCOG received a 3-year Sustainable Communities Regional Planning Grant from the U.S. Department of Housing and Urban Development (HUD) Sustainable Communities Initiative to address this. The goal of the project is to create a plan that identifies where and how new housing, including senior housing, should be built to have the least impact on prime farmland and forestland and centralize development in community service areas by using undeveloped and under-utilized parcels and buildings.

Natural Resources Planning. The FRCOG spent the last part of 2012 focusing on the upcoming Federal Energy Regulatory Commission (FERC) relicensing of five hydroelectric facilities on the Connecticut River, two of which are located in Franklin County. The new licenses will be in effect for 30-50 years, so the FRCOG recognizes the importance of ensuring that the river, the farmland along the river, and the associated recreation facilities important to Franklin County are protected and maintained by the licenses.

Town Accounting Program. The Town Accounting Program now provides accounting services and software to 14 towns. The focus of 2012 was to provide and improve the quality of service to all participating communities.

Transportation Planning. The FRCOG, along with MassDOT and three other regional planning agencies, have been working to launch a marketing campaign for the seven designated Scenic Byways in Western Massachusetts. In Franklin County this includes Route 122, Route 2, Route 116, Route 47 and 63/10, and Route 122. The goal of the project is to brand and promote these Scenic Byways as local and regional travel destinations. To date the project has produced a family of logos and graphics for the byways, and is well underway with website development, the production of maps and brochures, and identification of a wayfinding sign system.

For additional details about FRCOG programs, we encourage residents to read the FRCOG Annual Report, which will be posted on our web site, www.frcog.org, or you can receive a copy by calling 413-774-3167.



FRONTIER CABLE ACCESS TELEVISION (FCAT)

8B Elm Street ~ South Deerfield, MA 01373

Website: www.fcat.tv ~ mail@fcat.tv Telephone: 4136-665-0012

2012: An Exciting Year for Local Cable TV!

As provider of cable-access television for Conway, Deerfield, Sunderland and Whately, Frontier Community Access Television has made significant progress in 2012. FCAT has improved its level of service to the community, increased the quality and commitment to coverage of local government, and furthered its mission by continuing to encourage the use of cable television as a means for individual expression and community dialogue.

FCAT implemented a new, computer-based broadcast in November of 2011. This new server currently hosts more than 2000 individual programs, and ‘serves’ three separate channels:

- Channel 12 (for educational content, and programs from Frontier Regional School),
- Channel 23 (for community presentations, lectures, concerts, and entertainment), and
- Channel 15 (government programming, seen in Deerfield).

A fourth channel is reserved for the use of Conway and Whately, and will host government programs and other community-specific content. We hope to have Channel 15 for Conway and Whately online soon.

Other technology improvements during 2012 include

- A complete “studio in a box”, custom designed and built for Frontier Regional School, enabling easy coverage of sporting events, concerts, and other presentations;
- A rebuild of FCAT’s main studio, integrated higher-quality camera cabling, and full digital recording capability;
- Upgrade of front-office furniture and editing capability;
- Construction of new sets for the main studio;
- Purchase of lightweight, easy-to-use video equipment, enabling basic ‘on-location’ shoots.

FCAT's website (www.fcat.tv), serves as a portal to our online Video On Demand service. All government meetings recorded by FCAT are available through this service, which may be accessed by any Internet browser, on any home or portable device.

FCAT has increased staff production of local content. We continued the perennial "Monday Night Music" and "Watermelon Wednesdays" summer concert series, and coverage of Frontier Regional Sports is ongoing. In addition, FCAT supports local producers, including

- Mary Wheelan, who is host and producer of "The Song." Mary's weekly show is seen in seven states, and boasts an international guest list, with performers from as far away as the UK and British Columbia.
- Fr. Randy Calvo, who continues weekly production of "Mass from Holy Name of Jesus Church"
- Joe Leonard, as he continues regular coverage of local MMA tournaments; Joe's programs are on Video On Demand, and are viewed nationwide.

Other programs produced by local residents this year include a documentary on Chesterfield's 250th anniversary, a documentary on the Deerfield Craft Fair, and coverage of the Deerfield Veterans Street-sign project.

FCAT's Summer Program for Youth was a success, with several local students working collaboratively on projects designed to encourage creativity and teach media production skills. Additionally, our regular production classes introduce video production skills to many local residents, who then volunteer on FCAT productions, or produce their own local content.

FCAT completed its fiscal year on June 30th of 2012, with a modest surplus, which was applied toward FY2013 expenses. We continue to seek out efficiencies in all areas, and have been able to maintain or improve the quality of our services without a corresponding increase in cost.

FCAT's goals for 2013 include:

- Adding high-definition recording capability to all field production.
- Increasing and promoting FCAT's training classes, as well as FCAT's ongoing programs and activities
- Launching a campaign to promote FCAT as a means to encourage community development
- Publish quarterly reports, including inventory, operations and fiscal status, beginning 1 July 2013.
- Support our member towns through the cable-franchise agreement renewal process.



HIGHWAY DEPARTMENT

Email: Highway@townofsunderland.us Telephone: 413-665-1460

I would like to thank the Town of Sunderland and its employees for the support they have given the Highway Department this year. Thank You to Ed and Bob Skribiski for another great year of hard work and dedication to this department.

This year we were tasked with replacing the large culvert on Hadley Road. By doing this project in house, with the help of Morawski Excavating, we were able to complete the project for \$28,351.25

instead of the \$140,000 that was estimated, saving the taxpayers, \$111,648.75. Working with the DEP all engineering and permit fees were waived as well.

In addition to performing routine maintenance on town roads and infrastructure we have completed numerous projects, some of which include:

- *** Re-painted lines through-out the town
- *** Paved Bull Hill RD 1.2 miles
- *** Road side mowing throughout town
- *** All roads were swept
- *** Catch Basins were vacuumed and cleaned
- *** All dirt roads were graded and smoothed
- *** Repaired several catch basins
- *** Replaced Hadley Rd culvert
- *** Shim work on Hadley Rd

Respectfully submitted,
George Emery, Highway Superintendent



HISTORICAL COMMISSION

Located at Graves Memorial Library – 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 2012:

- Participated and supported the Community Preservation Committee in determining which Historical CPA projects to bring forward for town approval. Historical Commission member, Helen Clark serves as the Commission's representative to the CPA Committee.
- Provided historical appearance impact to the town of Sunderland regarding Environmental Corporation of America's request to replace parts on the cell tower located on Clark Mountain Road.
- With the generous help of Mr. Tom Zimnowski "obsolete" VHS tapes on the "Paddy Farms" and "Historical Look at Main Street" videos were converted to DVD format for historic archiving.
- Participated on and provided historical input regarding the Connecticut River Farm By-Way to the Western Massachusetts Scenic By-Way Marketing Advisory Committee. This marketing effort is charged with creating signage, websites and related visitor information to increase overall awareness and tourist visits to the By-Ways and surrounding towns. This marketing effort is the result of a grant and is under the guidance of the Franklin Regional Council of Governments.

- Provided assistance and information on historical inquiries concerning Sunderland to the University of Massachusetts (regarding Mt Toby) and to Museum of Industrial Heritage in Greenfield (regarding transportation, industry and technology).

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

- In 2012 a museum open house was held in May and was well attended. The museum was also opened in September during the town's Fall Festival.
- Several private tours were also given with visitors coming from as far as South Carolina and New Brunswick Canada. We also gave a tour to a local Cub Scout troop in early fall.
- In June, the 2012 Henry J. Wilder award was given to Ha Lee of Sunderland. The \$200 award is given to a graduating senior from Sunderland with the highest grade in history.
- Ongoing repairs to GML building included fixing the "buckled" basement hardwood floor (a big thanks to Mike Walunas) and removal of a tree growing out of the chimney.
- The Society's collection of artifacts continues to grow. Several town residents have donated items related to Sunderland's past. We are always looking to expand our collection and welcome all types of artifacts. **If you have any photos of recent or past weather related occurrences please consider sharing them with the society.** 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 2013. 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, by appointment, or for special occasions please call 665-2191 or contact Mike Walunas at 548-9361 to arrange entry.

Respectfully submitted:

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

LIBRARY



Website: www.sunderlandpubliclibrary.org Telephone: 413-665-2642

STAFFING

In October, we hired our new young adult librarian, Katherine Bowers, a recent graduate of the Simmons Masters of Library Science program at Mount Holyoke College. Katherine fills the long-vacant YA librarian position and is charged with developing young adult programming and collection development.

PROGRAMMING

During 2012 a total of 2,202 persons of all ages visited the library to attend programs.

The children's programs included the spring and fall Preschool Storytimes as well as a highly active Summer Reading Program. This year's summer standout program had to be Jedi Knight training. With over 90 people attending, the program needed to be moved outdoors! Dozens of would-be Anakin Skywalkers honed their light saber skills that evening. Bubbleology, a program about the science of bubbles, also proved very popular. The Summer Reading Program wrapped up with its traditional ice cream party.

Lego Club debuted in 2012. Children are encouraged to build Lego creations based on a theme. Using donated Legos, we've built an enthusiastic following of builders and friends. The level of creativity and cooperation displayed at Lego Club makes it a joy to watch.

The library applied for and received a \$1000 grant from the Xeric Foundation for two multicultural dance programs. We hosted programs about Native American Dance and Afro-Caribbean dance. These programs encouraged attendees to join in and try out these styles of dance themselves.

Adult programs included a patron-led workshop of both Bonsai trees and fly casting. Not surprisingly, the instructors for both these workshops came from our own Coffee Friday group that meets every Friday at 10 am. This group proves that the art of conversation is alive and well--in Sunderland at least.

The fall speaker series drew large crowds to hear local authors on "Big Idea" topics. These topics included the decline of war world-wide, the contested meaning of nature, the Columbian Exchange, and peak oil. All of these talks included ample time for questions, answers and conversation. Our sincere thanks to speakers Joshua Goldstein, Jan Dizard, Charles Mann and James Kunstler.

Town residents and library patrons Christy Anderson and Scott Bergeron continued the "What I Did on My Summer Vacation" series with presentations on exploring the coastline of Croatia and climbing the highest peak in the Andes, respectively. Note that many of our most popular presentations were given by local presenters.

TECHNOLOGY

During 2012 the library, as part of a region-wide move, migrated to a new ILS. This is the software that runs the library. Though it presented challenges, the move was completed with little drama and good cheer by staff and patrons alike. Since the library uses this software every hour of every day, the migration was a major move for us.

During the year, we also received a donation of 18 computers from Amherst College, allowing us to upgrade all of our patron computers at one time. Though these computers are not new, they did represent a serious upgrade to the systems we did have. Having a single type and configuration of computer allows for greatly simplified IT service and a better experience for many patrons who use the internet here at the library.

THE FRIENDS

The mission of the Friends of the Sunderland Public Library is to promote awareness of library services and to support the Board of Trustees and the Library Director. In 2012 they did this by continuing to plan and sponsor fundraisers, such as the semi-annual Book Sale, and by providing support for library services and programs. They helped fund youth and young adult programming as well as the printing and mailing of the *SunderLender*. They also maintained the library's landscaping and provided holiday decorations. The Friends continue to play a key role in the library's activities.

THANKS

This year I would like to thank the following friends for their kindness and support -- to the Millstone Farm Market for generously providing coffee for our "Coffee Friday" program; to all of the library's volunteers for the countless hours spent helping the library run smoothly; to Sugarloaf Frostie for their continued support of the Summer Reading Ice Cream Party and the program in general, to Lucy Alman for her help with keeping the books; and to everyone who visited the library to attend a program or to check out materials. A heartfelt ThankYou.

Adam Novitt, Library Director; John Sackrey, Chair, Board of Trustees; Beth Berry, Vice-Chair
Valerie Voorheis, Secretary; Natalie Blais, Eileen Krol, Peter Lacey, Richard Lopatka, Lorin Starr,
Lisa Tripp

PERSONNEL COMMITTEE

The Sunderland Personnel Committee is charged by bylaw with the following duties:

- (a) Assist in administering the Town Personnel Bylaws and submit recommendations to the Board of Selectmen for approval.
- (b) Review various personnel requests from Town departments, including but not limited to new or revised position descriptions and classifications, promotional and special salary increases, leaves of absence, interpretations of the Town's Personnel Code, policy revisions, salary and benefit surveys and improvements and other personnel matters.
- (c) Hear employees' complaints and submit recommended resolutions to the Board of Selectmen.
- (d) Participate in all screening committees for new applicants; member(s) to be designated by the 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) percent change for the prior 12 months (Dec–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.

Review of Personnel bylaws, policies and job descriptions continued into 2012, and the Committee voted to recommend amendments to §31-15 Vacations and §31-19 Holidays, which were voted by Town Meeting on April 27, 2012.

The Personnel Committee is committed to presenting responsible recommendations on a variety of personnel-related matters. Municipal revenue limitations and budget constraints will continue to require an involved Committee to assure reasonable consistency in the Town's ability to provide vital public services.

Members: David Pierce, Chair/Board of Selectmen; Michele Wojtowicz, Clerk/Resident; Francis Mozea, Finance Committee; Donna McKemie, Resident; George Emery, Town Employee; Margaret Nartowicz, Town Administrator (non-voting)

PLANNING BOARD



Annual Town Meeting on April 27, 2012 approved two bylaw changes proposed by the Planning Board. The first revision created a new Village Center District (VC) allowing most uses in the existing Commercial-1 (C-1) District with the Village Residential (VR) Dimensional Schedule. The intent of the revision was to support development of a walking-friendly mixed-use district in the center of town. This change affected town bylaw sections 125-3, 125-4, 125-5, 125.5.1 and 125-17 and revised the town's zoning map.

Town Meeting also approved a new bylaw created to guide installation of large-scale, ground-mounted solar photovoltaic (PV) systems. The bylaw allows ground-mounted systems of 1,000 square feet or less and roof-mounted systems by right. Systems larger than 1,000 square feet require a special permit from the Planning Board and must undergo Site Plan Review. The only exception is in the Commercial-2 (C-2) District where PV systems up to four acres in size are allowed with Site Plan Review. Systems in the C-2 District occupying more than four acres of land require special permit from the Planning Board. The C-2 by-right zoning met one of the five criteria required for Sunderland to become a Green Community and thereby be eligible for state grants related to energy efficiency. Addition of the solar bylaw (125-16.2) also required revision of 125.2, 125.4, 125.5E and 125.17B.

In development of both bylaws, the Planning Board appreciates the guidance and professional assistance provided by Peggy Sloan, Director of Planning and Development at the Franklin County Council of Governments.

The Planning Board signed seven 'Approval Not Required' (ANR) applications in 2012. These are changes to lot lines that are not subject to subdivision bylaws.

After serving nearly nine years, Will Sillin stepped down from the board in April, 2012. His long-term perspective of the town, commitment, good humor and service are deeply appreciated by the board.

Dan Murphy was nominated and unanimously appointed to the board at a joint meeting of the Planning Board and Board of Selectmen July 9, 2012. His term extends until town elections in May, 2013.

The Town of Sunderland initiated a municipal solar PV project, exploring the potential benefits of third-party ownership of a large PV installation on municipal land. The Planning Board supported this process by attending public meetings and providing a representative (Jones) to serve on the team that evaluated proposals and selected a company.

Respectfully submitted,

Planning Board members (Jan, 2012-May, 2012): Dana Roscoe (Chair), Steve Schneider (Vice Chair), Will Sillin (Clerk), Sara Snyder, Teresa Jones.

Members (Sept.-Dec., 2012): Dana Roscoe (Chair), Steve Schneider (Vice Chair), Teresa Jones (Clerk), Sara Snyder, Dan Murphy.



POLICE DEPARTMENT

Email: sunderlandpolice@townofsunderland.us Telephone: 413-665-7036

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 once again 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). 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 continues to attempt 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. I am working with the Town and Finance Committee to hopefully endorse a feasible plan for the department to ensure more coverage and Public Safety for all residents of Sunderland.

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 2012
Sources: Dispatch Center & Department Records
Total calls as logged by Shelburne Control Dispatch Center: 1428

209A Service	6	Keep the peace	8
209A Violation	4	Larceny	19
911	37	Lines down	13
A&B with D/W	4	Lockout	9
Abandoned 911 Call	10	Medical Emergency	138
Abandoned Vehicle	1	Missing person	2
Alarm Burglar or Holdup	80	Motor Vehicle Accident	66
Animal Complaint	54	Motor Vehicle Complaint	80
Arrest	55	Motor Vehicle Stops	98
Articles Recovered	3	Motor Vehicle Violation	65
Assault	6	Motor Vehicle/Stolen	2
Assist Other Agencies	16	Narcotic violations	20
B&E Auto	2	Noise Complaint	94
B&E Past	8	O.U.I.	10
B&E'	11	Officer wanted	71
Building Check	5	Paper work service	41
Burglary	0	Resisting Arrest	3
Car vs. Deer	15	Robbery	0
Check Welfare	47	Rolling cruiser info	10
CO2 Hazard	4	Safety hazard	21
Disabled MV	48	Serve warrant	5
Disorderly Person	2	Shots fired	2
Disturbance	32	Suspicious activity	16
Domestic	10	Suspicious person	12
EMD level call	65	Suspicious vehicle	30
EMS Alarm- Lifeline	5	Threats	3
Fights	1	Traffic hazards	8
Fire Alarm	37	Transport	5
Fireworks	3	Trespass	2
Harassment	5	Unwanted person	10
Illegal dumping	6	Vandalism	11
Investigations	65	Vehicle Fire	2



RECREATION DEPARTMENT

Telephone: 413-665-1439

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 85 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; 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; 13th 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; 2nd Annual x-Country Ski & Snow Shoe Fun Day at the Elem. School(special thanks to Bill Paul); 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 and Yoga classes in conjunction with Deerfield Recreation and pickup adult basketball in Whately. New this year were sponsorship of the Music Together for Pioneer Valley Families program,, girls basketball clinics on Saturday mornings with the Frontier Girls varsity and Jv coaches, girls softball pitching and catching clinics with the Frontier Girls varsity, JV and MS coaches, and Sunderland Rec Nights at the Springfield Armor and Springifled Falcons games.

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 – coordinating registration of Sunderland youth with their programs.

Once again, Sunderland Rec participated in the 14th Annual Fall Festival held in mid-October. This community-wide event was bigger and better than ever – thanks to one and all who helped out!!!.

The Recreation Department planned another successful Memorial Day Parade and Ceremony. The top Sunderland students at Frontier, female, Caylee Chunga and male, Ha Lee, 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 very popular and tasty hot dog "cook out" at the conclusion of the parade.

This past year the Recreation Committee provided representation on the Town's Community Preservation Committee and gave input on the town's latest Open Space Plan.

As always, the Recreation Committee hopes to get more input into the kinds of activities that we offer to everyone in town. 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 60 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, Christopher Bourque (ckbourque@comcast.net)
 Kristine Bourque (ckbourque@comcast.net)

RIVERSIDE CEMETERY TRUSTEES
Telephone: 413-665-1442 for information



In April 2012, the Trustees had to replace the Cemetery sign at the interior entrance due to damage from tree work. Trustees also reviewed a proposal from Northeast Grave Restorations for repairing and cleaning some of our older monuments. One large monument, the Tablet stone, was worked on by Northeast this past summer to clean and restore it. We also worked to upright several older stones.

Fortunately, after Hurricane Sandy in October 2012, there was no significant damage to any trees. Trustees have worked to have any dying trees removed and will review possible replacement trees, as needed. The Trustees continue to maintain the Cemetery's trees and roads, as well as manage plot sales, facilitate burials and new monument placements.

In 2013, the Trustees hope to repair the Cemetery's shed doors and itemize the sections in need of stone repair to present to the Town's CPA.

The Trustees wish to thank Donna McKemmie for her recent service as a Cemetery Trustee. She is stepping down in April 2013 and after our May Town election, we will welcome a new Trustee to the Board.

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



FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT

We submit this annual report for 2012 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Total enrollment as of October 1, 2012 was 517 students with town breakouts as follows:

Bernardston	14	Deerfield	21	Heath	2	Northfield	28	Warwick	10
Buckland	14	Erving	19	Leyden	8	Orange	79	Wendell	8
Colrain	20	Gill	12	Montague	73	Shelburne	13	Whately	9
Conway	9	Greenfield	109	New Salem	9	Sunderland	13	Non-District	47

Franklin County Technical School awarded 117 diplomas to our seniors in June of 2012. 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. 56% of our graduates planned to go on to either a two or four year college, 30% joined the area work force, 1% planned to join the military, 1% went on to a post-secondary trade/technical school, and 12% were unsure as to which of the above options they would pursue. We are proud of the accomplishments of the Class of 2012.

During 2012, the students from various technical programs performed a variety of service-learning projects that directly benefit many of our member towns, their schools, and the city of Greenfield. We plan to continue supplying our constituent towns with these services for two main reasons: 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 38 years. A small sample of recent projects include completion of a single family home in collaboration with the Habitat for Humanity in Montague, continual service learning work in the Baystate Franklin Medical Center and Charlene Manor Extended Care, Colrain Town Hall wiring upgrades, an electrical service upgrade at Greenfield's Camp Avery, further energy-efficiency lighting modifications at the Orange Airport, and the completion of a transfer station building for Warwick. A number of programs also continue to assist our own building maintenance department, supplying services that significantly reduce costs to our member towns.

FCTS, like every other school in the Commonwealth and along with 45 other states, is continuing a transition to the new Common Core academic state standards. Franklin County Technical School's MCAS scores have remained steady over the last four years with modest growth, which is not sufficient to obtain adequate gains for student progress. In consultation with the Massachusetts Pioneer Valley DSAC (District & School Assistance Centers), we have begun to take immediate action to implement a continuity of math instruction at the outset of 2013.

Franklin County Tech is implementing a 10-point comprehensive school improvement plan called Math 180. This plan is designed to significantly bring up our overall math MCAS scores by utilizing an adaptive math software program during 9th and 10th grade shop weeks. Students will now be exposed to math instruction on a weekly basis as opposed to every other week.

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.

Respectfully,

Mr. Richard J. Kuklewicz
School Committee Chairman

Mr. James M. Laverty
Superintendent-Director

Franklin County Technical School District Committee

<u>Bernardston</u> Lloyd J. Szulborski	<u>Buckland</u> Laura J. Earl	<u>Colrain</u> Nicole Slowinski	<u>Conway</u> Stephanie Recore	<u>Deerfield</u> Vernon Harrington	<u>Erving</u> Robert F. Bitzer	<u>Gill</u> Clifford C. Hatch
<u>Greenfield</u> Mark M. Maloney, Christopher L. Joseph, Larry D. Geiser, Jeffrey D. Hampton				<u>Heath</u> Arthur A. Schwenger		<u>Levyden</u> Gerald N. Levine

Montague

Richard J. Kuklewicz, Chairperson; Dennis L. Grader

New Salem

Jeff D. Adams

Northfield

Scott Milton

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

**From the Office of the Superintendent of Schools
Frontier Regional School For 2012**

FRONTIER SCHOOL REPORT

Cyndie Ouimette, Chair

Frontier Regional School District Committee

South Deerfield, MA 01373

Dear Ms. Ouimette:

I respectfully submit the 2012 Frontier Regional School Annual Report.

FRONTIER REGIONAL SCHOOL COMMITTEE

	<u>TERM EXPIRES</u>
Cyndie Ouimette, Chair, Conway	2013
*Mary Ramon, Vice-Chair, Deerfield	2013
William Smith, Secretary, Whately	2015
Donna Rowe, Member, Sunderland	2014
Alexis Toy, Member, Deerfield	2015
Lynn Cook, Member, Sunderland	2013
Robert Decker, III, Member, Deerfield	2014
*Joseph McGranaghan, Member, Conway	2013
*Nathanael Fortune, Member, Whately	2013
*Justine Rosewarne, Member, Sunderland	2013
Alan Lipp, Member, Deerfield	2013

*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
Patricia Cavanaugh	Business Manager
Karen Ferrandino	Director of Special Education
Paula Light	Frontier Regional Bookkeeper/Treasurer
Stephan Shepherd	Grants Bookkeeper
Donna Hathaway	Administrative Secretary
Mary Jane Whitcomb	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, 2012**

Grade	Conway	Deerfield	Sunderland	Whately	School Choice	Tuitioned In	Total
7	15	42	17	6	26	0	106
8	10	45	20	12	15	0	102
9	17	36	22	9	22	2	108
10	10	46	24	9	17	0	106
11	12	34	20	14	19	0	99
12	8	35	15	13	25	1	97
Total	72	238	118	63	124	3	618

FRONTIER REGIONAL**SALARY SCHEDULE**

July 1, 2011 - June 30, 2012

STEP	Bachelors	Masters	M+30	CAGS/Doctorate
0	37,748	39,566	41,796	43,499
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
13	58,548	63,698	67,143	70,501
*20L	59,048	64,198	67,643	71,001
**25L	59,548	64,698	68,143	71,501

*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 feel privileged to work among the students, parents, faculty, and community members which make up the Frontier Regional School District. The commitment to education evident by both the school community and the four towns continues to enable our students to receive high quality academic, instructional, and arts programs that will both inspire them to continue to learn and enable them to be successful in college and careers.

ENROLLMENT AND SCHOOL CHOICE

The October 1, 2012 enrollment for Frontier Regional School District totaled 618 students. This is a decrease of 31 students from the October 1, 2011 enrollment figures. Of the 618 students, 124 were School Choice, which is an increase of 22 students from the School Choice enrollment of October 2011.

The Frontier Regional School graduated 112 students in the Class of 2012.

STAFF

Newly hired faculty members at Frontier Regional School this year are: Jennifer Zabek, Physical Education and Elizabeth Walton, Physical Therapist; Nelson Russell, Math; and Carolyn Eddy, SPED Team Leader.

Matthew Howell, ESL Teacher, moved to Sunderland Elementary School.

R. Brian Trainor, Chemistry/Physics; Christine Miller, Math; Kathleen Scott, Special Education, and Anne Kring, Physical Therapist, retired this year. Sally Yazwinski, Special Education, Joanne Valle, Drama/English, and Keri Schneider, Physical Education, resigned this year. We wish them the very best in their future endeavors.

CURRICULUM AND PROFESSIONAL DEVELOPMENT

Last 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 continued 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 or have been made. English language arts and mathematics courses began using the new standards to guide instruction during the fall of 2012.

The social studies and science departments began updating their curriculum to incorporate the new Massachusetts State Writing Standards. In addition to personal narrative writing, that has always been a part of the state standards, students will now formally learn argument, explanatory and literary writing. These writing components have always been a part of the Frontier Regional School writing program but will be more explicitly outlined in the curriculum maps.

In response to the increased demand for writing in the new standards Frontier faculty have received professional development in how to increase the quantity and quality of student writing in their courses. Several workshops have assisted faculty with the concept of writing across the curriculum. The emphasis on writing will better prepare students for their post-graduation experiences.

Next year the Frontier Regional School Districts will be required by the Department of Elementary and Secondary Education to implement a new evaluation system. This year administrators and faculty have prepared for this shift by participating in workshops and orientation activities related to the new system. The new system will help to align district, school and faculty goals around student outcomes.

SPECIAL THANKS

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

I congratulate the faculty and staff members of Frontier Regional School for collaboratively creating a school environment that promotes high achievement and provides opportunities for students to learn, practice, and demonstrate their accomplishments in athletics, arts, and academics. The daily commitment that Frontier teachers make to meet the learning needs of each of their students is something that I am proud of and appreciate.

The dedicated efforts of our administrators, teachers and support staff and central office personnel are only part of the reason for the success of our schools. It is the ongoing support of parents; the communities of Conway, Deerfield, Sunderland and Whately; our school councils, town officials and employees which has created a school where students achieve. I am grateful for the opportunity to lead the Frontier Regional School District.

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

**Office of the Superintendent of Schools
Sunderland Elementary School
SUNDERLAND SCHOOL REPORT**

Justine Rosewarne, Chair
Sunderland School Committee
Sunderland, MA 01375

Dear Ms. Rosewarne:

I respectfully submit the 2012 Annual Report for the Sunderland Elementary School.

SUNDERLAND SCHOOL COMMITTEE

	<u>TERM EXPIRES</u>
*Justine Rosewarne, Chair	2014
Aimee Smith-Zeoli, Vice Chair	2015
Douglas Fulton, Secretary	2013
Carlos Eduardo Nieto, Member	2014
Traci Sackrey, Member	2015

*Representative to Frontier Regional School Committee

ADMINISTRATION

Superintendent	Regina H. Nash, Ed.D.
Business Manager	Patricia Cavanaugh
Special Education Director	Karen Ferrandino
Administrative Secretary	Donna Hathaway
Administrative Secretary	Mary Jane Whitcomb
Special Education Secretary	Diana Capuano
Receptionist	Rhonda Lutenege
Bookkeeper, Union #38	Brenda Antes
Bookkeeper, Grants	Stephan Shepherd
Principal	Timothy Merritt
Secretary to Principal	Erika Grundstrom

SUNDERLAND ELEMENTARY SCHOOL

ENROLLMENT – OCTOBER 1, 2012

Grade	Boys	Girls	Tuition-In	School Choice	Total
PreK	9	6	0	2	17
K	9	6	0	3	18
1	16	7	0	8	31
2	13	12	0	6	31
3	8	9	0	3	20
4	8	14	0	5	27
5	7	7	0	2	16
6	15	4	0	4	23
TOTAL	85	65	0	33	183

UNION #38 TEACHERS' SALARY SCHEDULE

CONWAY, DEERFIELD, SUNDERLAND, WHATELY

July 1, 2011 - June 30, 2012

<u>STEP</u>	<u>B</u>	<u>B+15</u>	<u>M</u>	<u>M+15</u>	<u>M+30</u>
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.

SUNDERLAND ELEMENTARY FACULTY / STAFF ROSTER

Timothy Merritt	Principal	Lisa Zadworny	Grade 3
Erika Grundstrom	Admin Asst.	<u>SUPPORT STAFF</u>	
<u>FACULTY</u>		Jeannie Johnson	School Nurse
Lucille Antes	Kindergarten	<u>INSTRUCTIONAL ASSISTANTS</u>	
Peggy Bolte	Grade 4	Carol Burke	Instructional Assistant
Carolyn Burns	Speech/Language	Donna Carmody	Instructional Assistant
Sarah Burstein	Grade 1	Michelle Cialek	Instructional Assistant
Karen Copeland	Speech Pathologist	Flora Cox	Instructional Assistant
Sandra Eaton	Grade 3	Jodie Fraser	Instructional Assistant
Karen England	Occupational Therapist	<u>INSTRUCTIONAL ASSISTANTS</u>	
Heidi Gebo	Physical Education	Jason Goebel	Instructional Assistant
Edward Hines	Vocal/Music	Chelsey Grogan	Instructional Assistant
Matt Howell	ESL Teacher	Suzanne Herzig	Instructional Assistant
Phyllis Jordan	Special Education	Kate Lorenz	Instructional Assistant
Rachel Kidder	Library/Media Specialist	Cynthia Nowak	Instructional Assistant
Helen Kittredge	Grade 5	Tammy Pease	Instructional Assistant
Catherine Ann Lee	Art Teacher	Courtney Schumacher	Instructional Assistant
Susan Lemeshow	Reading Specialist	Britney Skiff	Instructional Assistant
Victoria Palmer	School Psychologist/	<u>CUSTODIANS</u>	
Aleshia Reid (Sumner)	Early Childhood	David Grace	Custodian (Daytime)
Jackie Romaska	Band Teacher	William Paul	Part-Time Custodian
Kimberly Salditt-Poulin	Special Education	<u>CAFETERIA</u>	
Ellen Von Flatern	Grade 6	Sharon Barton	Cafeteria Assistant
Elizabeth Walton	Physical Therapist	Elizabeth Olanyk	Cafeteria Assistant
Suzanne Wells	Grade 1	Debra Zimnowski	Cafeteria Manager
Leslie Wickline	Math Specialist		
Lee Worthley	Grade 2		

**FINANCIAL REPORT
TOWN OF SUNDERLAND SCHOOL DEPARTMENT**

**SUMMARY OF
BUDGET RELATED EXPENDITURES**

JULY 1, 2011 - JUNE 30, 2012

<u>CATEGORY</u>	
School Committee	\$4,979
Central Office	82,117
Principal's Office	165,261
General Instruction	656,134
Kindergarten	79,888
Pre-School	29,522
Art	9,685
Music	26,221
Physical Education	23,762
Special Education	453,293
Library/Media	42,343
Guidance	24,817
Psychologist	40,081
Student Services	400
Health	69,153
Cafeteria	-
Technology	15,989
Buildings & Grounds	200,452
Fixed Costs	21,761
Transportation	62,707
Fixed Asset	29,000
Total	\$2,037,565

**SUPERINTENDENT'S REPORT
SUNDERLAND ELEMENTARY SCHOOL**

OPENING STATEMENT

I am honored to serve as Superintendent of the Frontier Regional and Union #38 School Districts. Faculty and staff at Sunderland Elementary School work tirelessly to encourage and inspire and to provide meaningful and engaging learning experiences for their students each day. We appreciate the ongoing support the Sunderland community offers the school as we educate students and prepare them for successful citizenship in the 21st century.

ENROLLMENT AND SCHOOL CHOICE

The October 1, 2012 enrollment for Sunderland Elementary School totaled 183 (PreK-6) students. This is an increase of 11 students from the October 1, 2011, enrollment figures. Of these 183 (PreK-6) students, 33 are School Choice, which is an increase of 11 students from the School Choice enrollment of October 1, 2011.

CURRICULUM AND PROFESSIONAL DEVELOPMENT

Massachusetts has published new curriculum frameworks specifying academic skills that students are expected to develop in English language arts and mathematics. These new frameworks are based on

national Common Core standards that have been developed to prepare students for college and careers in the 21st century. The new standards increase academic rigor requiring students to develop the ability to think mathematically, acquire proficiency in writing in a variety of genres, and build strong skills in reading, understanding, and analyzing complex texts in various subjects including the sciences and social studies. In Massachusetts new state assessments will measure student progress in the common core skills in math and English language arts by the 2013/2014 school year.

The Sunderland Elementary School teachers have worked with colleagues in the three other elementary schools in Union #38 in an ongoing process of examining and developing curriculum and assessments to align with these new Common Core standards. Curriculum has been developed using an online format which facilitates collaboration and the sharing of ideas and resources among teachers across the schools.

Next year all public schools districts in Massachusetts will be required by the Department of Elementary and Secondary Education to implement a newly developed Massachusetts Educator Evaluation system. This year, administrators and faculty in all of our district schools have prepared for this shift by participating in workshops and orientation activities related to the new system which will help to us align district, school and faculty goals around student achievement.

ASSESSMENT

The Sunderland teachers' ongoing modification of our own curriculum and assessments is preparing them for the more rigorous academic Common Core assessments that are being developed for implementation in 2014. Students at all grade levels are learning to write personal narratives, express opinions about what they read, and write clear and well organized informative or explanatory pieces about science and social studies topics. This emphasis on writing across the curriculum and in a variety of genres will help prepare students for learning throughout their academic careers.

STAFF

As of September 1, 2012, the newly hired faculty members joining the Sunderland Elementary School are as follows: Susan Lemeshow, Reading Specialist; Aleshia Sumner, Early Childhood; Jackie Romaska, Instrumental Music/Band; and Elizabeth Walton, Physical Therapist.

Leslie Wickline transferred from Instructional Aide position to Math Specialist.

The following faculty personnel retired this year: Sharon Weinberger, Math Specialist; Lee Easton, Reading Specialist; Sue Breines, Kindergarten and Anne Kring, Physical Therapist. Terrance Ezold, Instrumental Music/Band, resigned this year. We wish them the very best in their future endeavors.

SPECIAL THANKS

I am pleased to acknowledge the dedication of Sunderland School Committee members Chair Justine Rosewarne, Aimee Smith-Zeoli, Douglas Fulton, Carlos Eduardo Nieto and Traci Sackrey. 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.

I would like to acknowledge the talented and dedicated faculty and staff members in Sunderland Elementary School. I appreciate the knowledge, skills, and energy that our teachers bring to their classrooms and their ongoing commitment to the success of every student in their care.

I am proud of the work of our district administrators, teaching and school support staff, and central office support staff. Their collective efforts account for our schools' success. As always, we are grateful for the ongoing support of parents; the Sunderland community; our school council, town officials and employees. With this collaborative effort, we continue to provide an educational experience that will prepare our students to be engaged and successful citizens in the 21st century.

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



SOUTH COUNTY SENIOR CENTER



The senior center continues to provide elders in the area with activities and services in a safe and comfortable environment. It does not do so in a vacuum. With the help of other town departments, agencies, businesses, volunteers and other individuals we have been able to surpass expectations and to achieve much more than we would have thought possible. An example of how well members of the community and senior center staff and volunteers worked together for the benefit of older residents was the Summer Solstice Senior Prom held at the Polish Club in June. This wonderful event went over very well and many people would like it to be an annual event. It could not, however, been such a success without the help of many members of the community. There were, for instance, over 50 door prizes that were donated by area businesses. Also, donated were cut flowers that were used by volunteers to make corsages and boutonnieres for anyone who wanted them. Students from the high school volunteered their time to decorate the hall. And, many seniors helped by approaching businesses to request donations. The community really pulled together to make this event a great success!

During the year the South County Senior Center held classes supportive of family caregivers. One was a series of three workshops called Essential Skills. Presented in partnership with the Alzheimer's Association this series was very informative and helpful to area residents caring for a relative who has dementia. Another six session series called Powerful Tools was presented here at the senior center in partnership with Franklin County Home Care Corporation. The class was geared towards helping people who are caregivers to older family members with any chronic medical condition. Supported by a grant from the Executive Office of Elder Affairs the senior center was able to pay for training a facilitator and do extensive publicity for these events resulting in excellent attendance including a good number of people who had never been here before.

Another health class was a six week series on Falls Prevention taught by physical therapists from Cooley Dickinson Hospital. This series of classes had a follow up session three months later to compare results from earlier tests.

Near the end of September there was a flu shot clinic held at the senior center where over 100 seniors received vaccinations. Lisa White, the Deerfield Town Nurse also was available to seniors and other adults weekly on Wednesdays for flu shots and other health concerns. On a monthly basis podiatrist, Dr. Sandberg, is available for appointments with elders which are scheduled through the senior center. A new service called The Tooth Fairy provides dental services on a monthly basis. Other health related activities include fitness groups like: martial arts, osteoporosis exercises, and a peer led

low impact exercise group. There have also been many informative health presentations both at the senior center and on the center's TV show, From the Center. The martial arts & yoga class was supported in part by a grant from Franklin County Home Care Corporation.

A new event that will continue on an annual basis was the Paper Shredding Fundraiser organized by the local Knights of Columbus and Valley Green Shredding for the benefit of the senior center. The event held on a bright and sunny Saturday morning in May raised money to help the center provide some healthy alternatives to the very delicious but not so nutritious treats brought in by members to go with morning coffee. For a donation of any amount people were able to get paper shredded. By shredding their paper people were able to help the environment, protect themselves against identity theft, and benefit the senior center as well.

Among the many accomplishments of senior center members one that really stands out is the fact that the South County Senior Center team raised over \$1,200, more money than any other senior center for the Meals on Wheels Walk that took place in May. The team raised money via individual donations, a bake sale, and soliciting donations at Foster's Market in Greenfield. Also, for this event former director, Mary Wheelan, wrote a song and did a voice over for a public service announcement that aired on radio stations. Someone volunteered to make a music video for the song and it was posted online.

A first for the senior center was a Wills Workshop presented in November by the Franklin Bar Association. Those who attended the workshop were able to fill out forms and follow up with an appointment with a lawyer at a discounted rate. This was also a first for the Franklin Bar Association which will do more such workshops at other senior centers.

On a monthly basis, Jason Dorval of the Whately and Deerfield Fire Departments educates seniors about safety issues and concerns. From operating a fire extinguisher to falls and fire prevention Jason has covered many topics of interest to seniors and does so in a way that our members really enjoy. Jason, in partnership with the senior center, also applied for and secured funding for 10 year smoke detectors. Any elder in need of smoke detectors can contact the senior center at 665-9508 to apply. There are no income requirements to be eligible and they will be installed by your local fire department (Deerfield, Sunderland or Whately).

In November, Senior Center Director Mary Wheelan resigned to take a position closer to home. The Board of Oversight and the South County Senior Center community wish her well at her new job. She will be dearly missed. The Board of Oversight will seek to hire a candidate that will continue the enhancements and wide selection of programs that have been added at the Center under Mary's tenure. At the time that this report was written, the hiring process for a new Director was still being conducted.

A variety of activities and services have taken place here at the South County Senior Center. Whether it be regular activities like meals, martial arts, cards and games or special events like the trip to the Bridge of Flowers there is something here for everyone. And, if you want something new make a suggestion. You can discover a world of possibilities at the South County Senior Center.



TELECOMMUNICATIONS COMMITTEE

IPad, I Phone, I Pod, Android, Smart Phones, web streaming media, VOD, Cloud storage, high speed fiber internet, OMG, imagine, about ten years ago when the Town of Sunderland joined forces with Deerfield and Whately to negotiate our present contract, we could not have even dreamt of those devices and or the technology. VHS tape playback, and how to integrate DVD's into our systems were the biggest concern in media distribution. Community Access with HD technology in the hands of consumers, no way, too expensive. As we approach the next contract period, we have to wonder what format will media take and how will that be distributed to the citizens of Sunderland and our neighbors?

Our vision of a community access station/studio has been realized with FCAT, the ever growing community access facility located on Elm St. in South Deerfield. FCAT has increased their programming and now occupies three channels in the Comcast channel lineup. The vision and leadership that Doug Finn has brought to the station continues to impress us. The monthly updates and at times assistance in educating and training with the constantly changing digital media has provided us and the community with a true community access station. I encourage anyone and any age to get involved.

The Telecommunications Committee has available several open positions on our committee for interested town residents to participate and share their knowledge in shaping the future of telecommunications in our town. We also welcome anyone who is interested in volunteering to broadcast and or give technical support for the broadcast and or distribution of our weekly meetings and special events. We look forward to another productive year and the challenges that the ever changing technology will bring to us.

Respectfully Submitted,

Bruce Weston. Chair; James Tower, Secretary; Thomas Zimnowski, Telecommunications Coordinator & committee member; Richard Wheeler, FCAT Representative and Technical Assistant & committee member.



SPECIAL TOWN MEETING **MOTIONS - APRIL 27, 2012**

Place: Sunderland Elementary School

Robert T. Duby called meeting to order at 6:35pm

Wendy Houle Town Clerk read Constables Return

Motions read and seconded by the Board of Selectmen

ARTICLE 1: Move that the Town vote to transfer from line item 945-5400 Town Insurance, the sum of \$2,400.00 to Cartographic Associates, Inc., transfer from line item 210-5400 Police Dept Expense, the sum of \$44.11 to Peter Scoble, and transfer from Sewer Reserve, the sum of \$12,700.00 to Warner Bros., LLC; for the sum total of \$15,144.11 for prior fiscal years' unpaid bills.

SECONDED

PASSED

UNANAMOUS

ARTICLE 2: Move that the Town vote to appropriate from FY12 Supplemental Local Aid, the sum of \$9,513.35, and the sum of \$1,443.00 from line item 210-5120 Full time Officer Wages; for the sum total of \$10,956.35 to Fund 403 – Quinn Bill-State share.

SECONDED PASSED UNANAMOUS

ARTICLE 3: Move that the Town vote to appropriate from FY12 Supplemental Local Aid, the sum of \$768.33 to line item 423-5110, Snow/Ice Wages, and the sum of \$2,300.00 to line item 422-5420, Highway Fuel Exp.

SECONDED PASSED UNANAMOUS

ARTICLE 4: Move that the Town vote to appropriate from Fund 411 – FEMA Storm Emergency Funds, the sum of \$4,000.00 to line item 220-5140, Fire Dept Wages.

SECONDED PASSED UNANAMOUS

ARTICLE 5: Move that the Town vote to appropriate from FY12 Supplemental Local Aid, the sum of \$10,000.00 to line item 560-5400 Soldiers & Vets Benefits.

SECONDED PASSED UNANAMOUS

ARTICLE 6: Move that the Town vote to appropriate from FY12 Supplemental Local Aid, the sum of \$6,000.00 to line item 913-5400 Unemployment.

SECONDED PASSED UNANAMOUS

ARTICLE 7: Move that the Town vote to transfer from line item 610-5110 Library Director Wages, the sum of \$4,000.00 to line item 610-5400 Library Expense.

SECONDED PASSED UNANAMOUS

Motion moved and seconded to dissolve meeting at 6:55pm

SECONDED PASSED UNANAMOUS

Respectfully Submitted,
Wendy Houle, MMC/CMMC

ANNUAL TOWN MEETING

MOTIONS - APRIL 27, 2012

Sunderland Elementary School

Robert T. Duby Moderator called meeting to order at 7:04pm

Pledge of Allegiance

The Moderator acknowledged 2011 Annual Report dedication to the residents of Sunderland. The Moderator also acknowledged residents that passed away in 2011 that served the Town of Sunderland, Christine Bednarski, Adela “Alice” Bynowski, Bruce Gordon, Shirley Graves, Charles Hepburn, Francis Houle, Eleanor Hubbard, William Hubbard, Hazel Blake-Uttley Lane, Edward Warner, Jaqueline M. Warner, and Jacob Louis Yamins.

Motion made and seconded by the Board of Selectmen

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)

SECONDED PASSED UNANAMOUS

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 2013.

Assessors: Chairman \$2,740.50 annually Clerk \$2,740.50 annually Member \$2,740.50 annually

Moderator: \$200.00 annually

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

Town Clerk: \$38,358.00 annually

		FY09 Budget FINAL	FY10 Budget FINAL	FY11 Budget FINAL	FY12 Budget FINAL	FY13 Recommended Budget	Change from FY12 FINAL	
GENERAL GOVERNMENT								
	Personnel Services	156,775	134,746	142,101	144,363	146,626		
	Elected Officials	62,437	55,300	56,300	57,041	57,730		
	Expenses	164,530	134,330	138,294	136,936	146,042		
TOTAL GENERAL GOVERNMENT		383,741	324,375	336,695	338,340	350,398	12,058	3.6%
TOWN BUILDINGS								
	Personnel Services	0	0	0	0	0		
	Expenses	159,239	133,049	134,628	128,998	124,423		
TOTAL TOWN BUILDINGS		159,239	133,049	134,628	128,998	124,423	-4,575	-3.5%
POLICE DEPARTMENT								
	Personnel Services	314,779	287,005	292,750	298,037	309,501		
	Expenses	52,890	34,000	34,000	28,850	32,350		
TOTAL POLICE DEPARTMENT		367,669	321,005	326,750	326,887	341,851	14,964	4.6%
FIRE DEPARTMENT								
	Personnel Services	92,085	90,785	92,225	93,161	122,377		
	Expenses	30,575	26,918	26,918	26,918	50,000		
TOTAL FIRE DEPARTMENT		122,660	117,703	119,143	120,079	172,377	52,298	43.6%
INSPECTORS & OTHER PROTECTION								
	Personnel Services	31,723	24,995	25,099	25,534	25,868		
	Expenses	28,878	22,360	22,780	23,060	23,400		
TOTAL INSPECTORS & OTHER PROTECTION		60,601	47,355	47,879	48,594	49,268	674	1.4%
HIGHWAY DEPARTMENT								
	Personnel Services	146,989	120,086	130,466	132,898	134,736		
	Expenses	112,752	99,252	109,252	107,252	107,252		
TOTAL HIGHWAY		259,741	219,338	239,718	240,150	241,988	1,838	0.8%
HEALTH & SANITATION								
	Personnel Services	5,704	11,854	11,861	12,133	12,315		
	Expenses	189,459	35,686	16,352	14,222	16,954		
TOTAL HEALTH & SANITATION		195,163	47,540	28,213	26,355	29,269	2,914	11.1%
BENEFITS & INSURANCE								
	Personnel Services	0	0	0	0	0		
	Expenses	213,736	509,734	495,269	494,711	507,862		
TOTAL BENEFITS & INSURANCE		516,979	509,734	495,269	494,711	507,862	13,151	2.7%
MISCELLANEOUS & RESERVE FUND								
	Personnel Services	14,261	9,507	9,507	8,083	8,205		
	Expenses	57,142	58,830	75,103	65,901	79,605		
TOTAL MISC. & RESERVE FUND		71,403	60,910	84,610	73,984	87,810	13,826	18.7%
LIBRARY								
	Personnel Services	85,746	85,746	85,746	89,746	91,894		
	Expenses	28,675	6,821	15,503	15,503	20,503		
TOTAL LIBRARY		114,421	92,567	101,249	105,249	112,397	7,148	6.8%
TOTAL ELEMENTARY SCHOOL		2,297,968	1,983,422	2,022,285	2,045,917	2,051,286	5,369	0.3%
TOTAL FRANKLIN COUNTY TECH ASSESSMENT		129,916	270,898	223,051	247,173	219,934	-27,239	-11.0%
TOTAL FRONTIER REGIONAL ASSESSMENT		1,410,192	1,510,056	1,588,420	1,591,686	1,651,336	59,650	3.7%
TOTAL OPERATING BUDGET		6,089,694	5,637,952	5,747,910	5,788,123	5,940,199	152,076	2.6%
WASTEWATER TREATMENT PLANT								
	Personnel Services	0	0	0	0	0		
	Expenses	272,147	272,147	275,829	280,782	286,314		
TOTAL WWTP BUDGET		272,147	272,147	275,829	280,782	286,314	5,532	2.0%
DEBT & INTEREST								

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

Majority Vote-G.L. c.41, §108

SECONDED

PASSED

UNANAMOUS

ARTICLE 3: Move that the Town vote to raise and appropriate \$6,241,580, appropriate from Ambulance Reserve the sum of \$67,693, appropriate from Town Fund 318-Comcast PEG Access Fund the sum of \$13,941, appropriate from School Building Assistance Funds the sum of \$212,000, appropriate from Fund 610-WWTP Sewer Fund the sum of \$318,082, appropriate from Town Fund 419-Title V the sum of \$5,155, appropriate from Town Fund 304-Solid Waste the sum of \$78, appropriate from Town Fund 433-Election Extended Polling Hours the sum of \$81, and appropriate from Free Cash the sum of \$121,204, for the sum total of \$6,979,814 for town and general municipal purposes connected therewith for Fiscal Year 2013 as set forth in the handout entitled, "Town of Sunderland FY13 Town Meeting Budget".

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)

SECONDED

PASSED

UNANAMOUS

ARTICLE 4: Move that the Town vote to transfer from Free Cash, **the sum of \$16,093** to the Stabilization Fund.

2/3 Vote -G.L. c. 40, §5B

SECONDED

PASSED

UNANAMOUS

ARTICLE 5: Move that the Town vote to transfer from Free Cash, **the sum of \$151,907** to the Capital Stabilization Fund.

2/3 Vote -G.L. c. 40, §5B

SECONDED

PASSED

UNANAMOUS

ARTICLE 6: Move that the Town vote to accept MGL c. 54, §16A Election Vacancies; appointments by city or town clerk to fill, which provides that if the warden, clerk or inspector, or the deputy of any such officer, if any, is not present at the opening of the polls on election day, the town clerk may appoint a person to fill such vacancy who shall be an enrolled voter of the same political party as the absent officer, if any competent person enrolled in such party is present and willing to serve.

Majority Vote -G.L. c. 54 § 16A

SECONDED

PASSED

UNANAMOUS

ARTICLE 7: Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 31, Personnel Bylaws, by deleting certain text in ~~strike through~~ and inserting *italicized* text, as set forth in the document entitled "Amendments to Chapter 31 of the Code of Sunderland, Personnel By-law, Spring 2012" on file with the Town Clerk. Personnel Bylaws with proposed amendments include: §31-15 Vacations; §31-19 Holidays.

Majority Vote -G.L. c. 40, §21

SECONDED

PASSED

UNANAMOUS

ARTICLE 8: Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 89, Peace and Good Order, by adding a new section 89-6, Gatherings on Private Property, as set forth in the document entitled "Amendments to Chapter 89 of the Code of Sunderland, Peace and Good Order, Spring 2012".

Majority Vote -G.L. c. 40, §21

SECONDED

PASSED

MAJORITY

ARTICLE 9: Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 89 Peace and Good Order, §89-4. Violations and penalties, by deleting certain text in ~~strike through~~ and inserting *italicized* text, as set forth in the document entitled "Amendments to Chapter 89 of the Code of Sunderland, Peace and Good Order, Spring 2012".

Majority Vote -G.L. c. 40, §21

SECONDED

PASSED

MAJORITY

ARTICLE 10: Move that the Town vote to amend the Code of the Town of Sunderland, by adding new Chapter 56 Emergency Response and Access, and new sections §56-1 Key Boxes, and §56-2 Reimbursement for costs associated with release of hazardous material, oil, or gasoline.

§56-1. Key Boxes

§56-2. Reimbursement for costs associated with release of hazardous material, oil, or gasoline.

§56-3. Penalties and Enforcement.

§56-1. Key Boxes.

- A. When access to or within a structure or an area is unduly difficult because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the Chief may require the owner, lessee, tenant, or other party in control of said structure or area to install a key box in an accessible location approved by the Fire Chief.
- B. Said key box shall be of a design approved by the Fire Chief and shall contain all keys which the Fire Chief deems necessary to gain the required access to the structure or area. Two keys for said key box shall be supplied to the Fire Chief. It shall be the responsibility of the owner, lessee, tenant, or other party in control of a structure or area to:
 - 1. Assume all costs involved in the installation of the key box and supplying of keys to the Fire Chief;
 - 2. Keep said key box in good repair; and
 - 3. Ensure that all keys contained therein are those currently in use in the structure or area; and
 - 4. Provide the Fire Chief with new keys in the event the key box is replaced.

§56-2. Reimbursement for costs associated with release of hazardous material, oil, or gasoline.

A. Any person or entity who causes or is legally responsible for a release or threat of release of hazardous material, oil or gasoline shall be liable, without regard to fault, for all costs of assessment, containment, and removal incurred by the Town of Sunderland in connection with such release or threat of release.

B. Costs of assessment, containment, and removal activities, shall include, but not be limited to:

- 1. Actual payroll costs for all Town personnel involved;
- 2. All costs for disposable materials used;
- 3. All costs for repair/replacement of equipment or materials damaged;
- 4. Any other costs incurred by the Town such as replacement personnel, rental of equipment, etc.

C. For purposes of this section, "hazardous material" shall be defined in accordance with Chapter 21E of the General Laws.

§56-3. Penalties and Enforcement.

This chapter shall be enforced by the Fire Chief or his designee. The penalty for violations of this chapter shall be three hundred dollars (\$300) for each day a violation continues to exist, and shall be enforced through any lawful means, including, but not limited to, enforcement by noncriminal disposition pursuant to MGL c. 40, §21D.

Majority Vote -G.L. c. 40, §21

SECONDED

PASSED

UNANAMOUS

ARTICLE 11: Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 95 Recycling, by deleting the chapter in its entirety.

Majority Vote -G.L. c. 40, §21

SECONDED

PASSED

UNANAMOUS

ARTICLE 12: Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 164 Landfill, by deleting the chapter in its entirety.

Majority Vote -G.L. c. 40, §21

SECONDED

PASSED

UNANAMOUS

ARTICLE 13: 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. – D.; replacing those paragraphs with the following paragraphs A. – 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 1

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

A. 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 Whately 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.

B. 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.

C. 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 Whately. 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 that will stagger the terms of the elected members; and the Town of Sunderland shall elect one additional member to serve for a term that will stagger the terms of the elected members. 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

D. 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.

E. Change F. Organization to E. Organization

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

G. 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
SECONDED PASSED UNANAMOUS

ARTICLE 14: 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 document entitled "Amendments to Chapter 125 of the Code of Sunderland, Zoning By-law, Spring 2012 – VC Village Center" on file with the Town Clerk. The proposed zoning revisions include: proposed amendment(s) to the Sunderland Zoning Bylaws/Zoning Map regarding additions/deletions to the C1 Commercial, C2 Commercial, VR Village Residential, and RR Rural Residential Districts. The following sections to be amended are: 125-3, 125-4, 125-5, 125-5.1, 125-17.

2/3 Vote - G.L. c. 40A, § 5
SECONDED PASSED UNANAMOUS

ARTICLE 15: Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 125, Zoning By-Laws, by adding new section 125-16.2: Large-Scale Ground-Mounted Solar Electric Installations, and by amending sections 125-2, 125-4, 125-5, and 125-17, as set forth in the document entitled "Amendments to Chapter 125 of the Code of Sunderland, Zoning By-law, Spring 2012 - Large-Scale Ground-Mounted Solar Electric Installations" on file with the Town Clerk.

2/3 Vote - G.L. c. 40A, § 5
SECONDED PASSED UNANAMOUS

ARTICLE 16: Move that the Town vote to adopt the "Stretch Energy Code" set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA) as it may be amended from time to time and amend the Code of the Town of Sunderland, by adding new Chapter 46 Stretch Energy Code, for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code," including future editions, amendments or modifications thereto, a copy of which is on file with the Town Clerk, as follows.

§ 46-1 Definitions	§ 46-4 Authority
§ 46-2 Purpose	§ 46-5 Stretch Code
§ 46-3 Applicability	§ 46-6 Start Date

§46-1 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three year cycle. Since July 1, 2010, the baseline energy conservation requirements of the MA State Building Code defaulted to the latest published edition, currently the IECC 2009, with Massachusetts amendments as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the 8th edition Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

§ 46-2 Purpose

The purpose of the Stretch Code 780 CMR 115.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

§ 46-3 Applicability

The Stretch Code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 561, or 93, as applicable.

§ 46-4 Authority

A municipality seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix.

780 CMR 115.AA may be adopted or rescinded by any municipality in the Commonwealth in the manner prescribed by law.

§ 46-5 Stretch Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Town of Sunderland General Bylaws, Chapter 46.

The Stretch Code shall be enforced by the inspector of buildings or building commissioner.

§46-6 Start Date

The Stretch Code shall be applicable beginning January 1, 2013.

Or take any vote or votes in relation thereto.

Majority Vote -G.L. c. 40, §21

Motion to move the question

Seconded Passed Majority

MAIN MOTION PASSED MAJORITY

ARTICLE 17: Move that the Town vote under the Community Preservation Program to appropriate \$7,500 from the Community Preservation Fund Historic Resources Reserve to fund Phase I of the Sunderland Town Clerk Historic Records Preservation Project; said funds to be expended under the direction of the Town Clerk and the Community Preservation Committee.

Majority vote-G.L. c.44B, §5

SECONDED PASSED UNANAMOUS

ARTICLE 18: Move that the Town vote under the Community Preservation Program to appropriate \$350 from the Community Preservation Fund Historic Resources Reserve to fund the preservation, including repair and binding, of historic books and documents in the Sunderland Public Library (SPL); said funds to be expended under the direction of the SPL and the Community Preservation Committee.

Majority vote-G.L. c.44B, §5

SECONDED PASSED UNANAMOUS

ARTICLE 19: Move that the Town vote under the Community Preservation Program to appropriate \$9,000 from the Community Preservation Fund Community Housing Reserve for planning, site feasibility studies and other preliminary steps to support the development of and/or create community housing; said funds to be expended under the direction of the Town's Housing Committee with the approval of the Board of Selectmen.

Majority vote-G.L. c.44B, §5

SECONDED PASSED MAJORITY

ARTICLE 20: Move that the Town vote under the Community Preservation Program to appropriate \$9,000 from the Open Space Reserve and \$21,000 from the CPA Undesignated Budgeted Reserve for a total appropriation of \$30,000 to be transferred to the Town's Conservation Trust for the acquisition of an Agricultural Preservation Restriction (APR) on a parcel or parcels of land in the Town of Sunderland, and to authorize the Board of Selectmen or Conservation Commission to acquire said interests in land upon such terms and conditions and for such consideration as it deems appropriate and to execute any documents needed to effectuate the purpose of this vote.

Majority vote-G.L. c.44B, §5

SECONDED PASSED UNANAMOUS

ARTICLE 21: Move that the Town vote to appropriate or reserve from the Community Preservation Fund FY 2013 estimated annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2013.

Appropriations:

From FY 2013 estimated annual revenues for Committee Administrative Expenses \$ **5,000**

Reserves:

FY 2013 estimated annual revenues for Historic Resources Reserve	\$ 12,000
FY 2013 estimated annual revenues for Community Housing Reserve	\$ 12,000
FY 2013 estimated annual revenues for Open Space Reserve	\$ 12,000
FY 2013 estimated annual revenues for CPA Undesignated Budgeted Reserve	\$ 72,460

Majority vote-G.L. c.44B, §§5, 6

SECONDED

PASSED

UNANAMOUS

ARTICLE 22: Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 144, Sewers, by inserting *italicized* text as follows:

§ 144-5. Installation *and repair* of building sewer.

- A. The property owner *shall* construct the *particular* building sewer from the *street line* to the building drain. *The property owner shall also construct the particular sewer from the common sewer to the boundary of the way.* This construction shall be in accordance with the requirements of the Board of Selectmen and as herein noted. No portion of this construction shall be backfilled or otherwise covered until inspected by an authorized agent of the Board of Selectmen and written approval given thereof.
- B. For work being carried out within the public right-of-way *for laying, altering or repairing of a particular sewer, a permit from the Board of Selectmen is required pursuant to Section 8 of Chapter 83 of the General Laws and the* Board of Selectmen or its authorized agent shall have the right to specify the methods and materials used for backfilling this construction and the methods and materials used for final surface paving, where required, *and a fee may be charged to cover the Town's costs of permitting and inspecting the work.*
- C. All costs and expenses for the installation *or repair* of the building sewer shall be borne by the applicant or property owner. The town shall be indemnified from any loss or damage that may be directly or indirectly occasioned by the installation *or repair* of the building sewer. The owner's contractor shall be required to carry proper and efficient insurance coverage, as determined by the Board of Selectmen, to cover any and all claims incurred by the contractor when carrying out this work within a public right-of-way.

Majority Vote -G.L. c. 40, §21

SECONDED

PASSED

UNANAMOUS

ARTICLE 23: Move that the Town vote to amend the Code of the Town of Sunderland, Chapter 130 Dog Control, §§130-2 A through C and §130-5, by deleting certain text in ~~strike through~~ and inserting *italicized* text as follows:

§ 130-2. License requirements; fees.

- A. The registering, numbering, description and licensing, pursuant to the provisions of Chapter 140 of the Massachusetts General Laws of all dogs and all kennels in the Town of Sunderland shall be conducted in the office of the Town Clerk. ~~between March 1 and April 30 of each year.~~
- B. The fees for the prescribed services in Subsection A shall be as prescribed in Chapter 140 of the Massachusetts General Laws, except that the annual fee for the licenses shall be reviewed and set by the Selectmen. ~~annually.~~ [Amended 4-28-1995 ATM, Art. 31]
- C. ~~A p of twenty five dollars (\$25.) for the first offense, forty dollars (\$40.) for the second offense~~ *Fines for violation of this bylaw shall be set by the Board of Selectmen and charged to every owner/keeper of a dog six (6) months or older who fails to license said dog by June 1 of each year.*

§ 130-5. Violations and penalties.

Penalties for violation of any section of this chapter shall be twenty-five dollars (\$25.) for the first offense and forty dollars (\$40.) for each subsequent offense in the calendar year. *Each day a violation exists shall constitute a separate violation. This bylaw may be enforced through any means available in law or in equity, including non-criminal disposition in accordance with G.L. c.40, §21D and Section 1-1 of the Code of the Town of Sunderland.*

§130-7. Dog bylaw policies and violation fees.

- A. ~~To enforce and adhere to all local and state regulations related to dogs.~~
- B. ~~All dogs picked up and kenneled in Sunderland.~~

C. ~~Dogs are let into adoption to first suitable home and require licensing within 7 days.~~

D. ~~Fees for offenses other than those listed below are determined by the Animal Control Officer and in accordance with Mass. General Laws.~~EN

E. ~~Fees are reviewed annually.~~

The Board of Selectmen is hereby authorized to adopt policies, rules or regulations concerning the keeping and conduct of dogs, including the imposition of fines for violations thereof, which fines shall be determined by the Board of Selectmen annually, and shall be kept on file in the office of the Town Clerk.

Majority Vote -G.L. c. 40, §21

SECONDED PASSED UNANAMOUS

ARTICLE 24: Move that the Town vote to appropriate from the Capital Stabilization Fund **the sum of \$15,000** for Fire, EMS and Police radio system upgrades.

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

SECONDED PASSED UNANAMOUS

ARTICLE 25: Move that the Town vote to appropriate from the Capital Stabilization Fund **the sum of \$15,000** to purchase and equip a Utility Terrain Vehicle for the Fire Department.

Majority Vote -G.L. c. 40, §5 (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)

SECONDED PASSED UNANAMOUS

ARTICLE 26: Move that the Town vote to appropriate from the Capital Stabilization Fund **the sum of \$3,500** to repair the Public Safety Complex roof, including all costs incidental and related thereto.

Majority Vote -G.L. c. 40, §5 (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)

SECONDED PASSED UNANAMOUS

ARTICLE 27: Move that the Town vote to appropriate from the Capital Stabilization Fund **the sum of \$12,000** to correct HVAC and building deficiencies at the Public Safety Complex, including all costs incidental and related thereto.

Majority Vote -G.L. c. 40, §5 (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)

SECONDED PASSED UNANAMOUS

ARTICLE 28: Move that the Town vote to appropriate from the Capital Stabilization Fund **the sum of \$3,717.50** to replace the Town Park pavilion roof, including all costs incidental and related thereto.

Majority Vote -G.L. c. 40, §5 (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)

SECONDED PASSED UNANAMOUS

ARTICLE 29: Move that the Town vote to appropriate from the Capital Stabilization Fund **the sum of \$36,902** to purchase and equip a new four wheel drive police cruiser to replace the existing four wheel drive cruiser.

Majority Vote -G.L. c. 40, §5 (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)

SECONDED PASSED UNANAMOUS

ARTICLE 30: Move that the Town vote to transfer from Article 22 of the April 30, 2010 Annual Town Meeting **the sum of \$9,410.50**, and appropriate from the Capital Stabilization Fund **the sum of \$15,589.50**, for the sum total of **\$25,000** to repair the transmission on the Highway Department bucket loader, including all costs incidental and related thereto.

Majority Vote -G.L. c. 40, §5 (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)

SECONDED PASSED UNANAMOUS

ARTICLE 31: Move that the Town vote to appropriate **the sum of \$140,000** to reconstruct the Hadley Road culvert, including all costs incidental and related thereto; that to meet said appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen to borrow said sum of money under and pursuant to Chapter 44, Section 7 of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore; and further, to the extent that any State, Federal or other funds are or become available for the purposes set forth above, the Board of Selectmen is authorized to apply for, accept and expend such funds.

Two-thirds Vote - G.L. c. 44, §7

Motion to move the question

Seconded Passed Majority

SECONDED PASSED UNANAMOUS

ARTICLE 32: Move that the Town vote to appropriate from the Capital Stabilization Fund **the sum of \$14,000** for North Main Street reconstruction project notification submittals and pre-engineering work, including all costs incidental and related thereto.

Majority Vote -G.L. c. 40, §5 (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)

SECONDED PASSED UNANAMOUS

ARTICLE 33: Move that the Town vote to appropriate from the Capital Stabilization Fund **the sum of \$7,200** to purchase and install a copier for the Sunderland Public Library, including all costs incidental and related thereto.

Majority Vote -G.L. c. 40, §5 (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)

SECONDED PASSED UNANAMOUS

ARTICLE 34: Move that the Town vote to transfer from the Sewer Reserve Fund **the sum of \$6,000** to purchase and install an effluent flow meter, **the sum of \$4,600** to purchase a spare aerator motor and fabricate a spare motor coupling for aerator, and **the sum of \$1,500** to power tool/clean/paint wet and dry well doors at the Wastewater Treatment Plant, for **the sum total of \$12,100**, including all costs incidental and related thereto.

Majority Vote -G.L. c. 40, §5

SECONDED PASSED UNANAMOUS

ARTICLE 35: Move that the Town vote to transfer from the Sewer Reserve Fund **the sum of \$29,500** for a municipal sewer collection system expansion engineering study, including all costs incidental and related thereto.

Majority Vote -G.L. c. 40, §5

SECONDED PASSED UNANAMOUS

ARTICLE 36: Move that the Town vote to transfer from Free Cash **the sum of \$5,000** for Fiscal Year 2013 legal and consultant expenses associated with the Sugarbush Meadows 40B project.

Majority Vote -G.L. c. 40, §5

SECONDED PASSED UNANAMOUS

ARTICLE 37: Move that the Town vote to rescind by \$1,350 the amount of authorized borrowing for the Sunderland Public Library construction as voted under Article 5 of the September 24, 2001 Special Town meeting, thereby reducing the borrowing authorization from \$2,265,622 to \$2,264,272.

Majority Vote -G.L. c. 40, §21

SECONDED PASSED UNANAMOUS

Articles 38 through 44 (7 articles), inclusive, are so called Consent Articles

SELECTMEN RECOMMENDATION to Consent Articles: 3-0

FINANCE COMMITTEE RECOMMENDATION to Consent Articles: 6-0

ARTICLE 38: Move that the Town vote to authorize the Treasurer/Collector to enter into compensating balance agreements during Fiscal Year 2013, as permitted by M.G.L. Chapter 44 Section 53F.

Majority Vote-G.L. c.44, §53F

SECONDED PASSED UNANAMOUS**ARTICLE 39:** 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 will 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 will 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 \$7,000.

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

SECONDED PASSED UNANAMOUS**ARTICLE 40:** 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)

SECONDED PASSED UNANAMOUS**ARTICLE 41:** 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, §34(2)(a))

SECONDED PASSED UNANAMOUS**ARTICLE 42:** 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

SECONDED PASSED UNANAMOUS**ARTICLE 43:** 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)

SECONDED PASSED UNANAMOUS

ARTICLE 44: 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, 2012 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

SECONDED PASSED UNANAMOUS

Motion made and seconded to dissolve meeting at 10:53pm

Respectfully submitted,

Wendy Houle, MMC/CMMC



TOWN ACCOUNTANT

FY12 Special Revenue Funds 6/30/2012

	Opening Balance	YTD Revenue	YTD Expense	Ending Balance
Highway Funds				
210 Mass Highway	-9,583.00	147,179.15	135,643.15	1,953.00
Revolving Funds				
231 Wetlands Protection Fund	5,426.21	462.50	0.00	5,888.71
232 Fall Festival Revolving	5,066.29	4,628.50	-4,489.65	5205.14
234 Ambulance Intercepts Revolving	0.00	15,050.00	-15,050.00	0
235 Recreation Revolving	3,230.39	9,910.00	-10,124.86	3,015.53
236 Library Rentals Revolving Fund	980.59	250.00	0.00	1230.59
237 Plumbing Inspec Revolving Fund	-255.00	2,890.00	-2,890.00	-255
238 Wiring Inspec Revolving Fund	230.00	6,480.00	-6,470.00	240
239 Bd of Health Revolving Fund	13,023.21	14,297.25	-6,000.00	21320.46
241 ZBA-Sugarbush	4,536.27	12.50	0.00	4,548.77
Receipts Reserved for Appropriation				
240 Ambulance Reserve	115,815.38	105,467.92	-90,098.40	131,184.90
280 Insurance Recovery	5,426.51	0.00	0.00	5,426.51
Other Special Revenue Funds				
302 Library Gift Fund	13,601.70	11,268.42	-521.49	24,348.63
303 Historical Comm Match	126.88	0.00	0.00	126.88
304 Solid Waste	78.38	0.00	0.00	78.38
305 Gift Fund	901.25	0.00	0.00	901.25
306 Memorial Fund	241.63	0.00	0.00	241.63
307 Anniversary Celebration Fund	1,657.56	0.00	0.00	1657.56
308 Graves Sign Donations	100.00	0.00	0.00	100.00
309 Kestral Conservation Trust	200.00	0.00	0.00	200
310 Dare Gift	354.00	0.00	0.00	354.00
311 Veterans Memorial Fund	0.00	0.00	0.00	0.00
312 Telecommunications Gift Fund	17.55	0.00	0.00	17.55
313 Brush Truck Gift	0.00	0.00	0.00	0.00

314	Agricultural Comm Fund	305.82	594.00	0.00	899.82
315	Fall Festival Fund	2,363.97	0.00	0.00	2363.97
316	Comprehensive Sugarbush Fund	0.00	0.00	0.00	0
317	Matuszko Police Scholarship	1,065.00	0.00	0.00	1065
318	PEG Access Fund	99,934.22	48,866.76	-45,283.76	103517.22
320	MIIA Loss Control Grant	0.00	0.00	0.00	0
321	Library Antitrust Settlement	0.86	0.00	0.00	0.86
322	MAPHO Mini-grant	0.00	0.00	0.00	0
323	Sr Ctr Transportation Fund	42.50	100.00	-95.50	47
324	Town History Vol III Donations	1,929.56	40.00	0.00	1969.56
325	Memorial Day Donations	200.00	0.00	0.00	200
326	Roadside Mower	0.00	0.00	2,598.86	2598.86
327	Boat Ramp	0.00	7,200.00	-7,200.00	0
380	Community Preservation Act	0.00	89,247.79	0.00	89247.79
State & Federal Grants					
403	Quinn Bill-State share	-10,949.39	10,956.35	-6.96	0.00
404	Comm Policing Grant	145.09	0.00	0.00	145.09
405	Bulletproof Vest Grant	1,744.44	0.00	0.00	1744.44
406	DVIP Reimbursement	165.00	0.00	0.00	165.00
407	Gov Highway Safety Grant	929.86	1,231.53	-467.68	1,693.71
408	Homeland Security Grant	0.00	0.00	0.00	0
409	Drug Forfeiture Account	860.00	0.00	0.00	860.00
410	FEMA Snow Emergency Funds	0.00	0.00	0.00	0.00
411	FEMA Storm Emergency Funds	38,722.99	0.00	-9,325.00	29,397.99
412	Council on Aging Grant	122.59	3,500.00	-3,500.00	122.59
414	Library State Aid	3,132.24	7,319.18	-5,121.34	5,330.08
415	Cultural Council	3,177.58	3,878.76	-3,576.00	3,480.34
416	Mass Humanities Grant	0.00	0.00	0.00	0.00
419	Title V	45,935.68	0.00	-5,155.00	40,780.68
420	Fire Dept SAFE Grant	3,022.62	0.00	-460.21	2,562.41
422	Fire Dept Safety Equip Grant	805.63	0.00	0.00	805.63
423	Assistance to Firefighters	0.00	0.00	0.00	0
424	Fire Dept NIMS Grant	0.00	0.00	0.00	0
425	Library Same Page Grant	0.00	0.00	0.00	0.00
426	Mass DEP PAYT Grant	0.00	0.00	0.00	0.00
427	EDS Grant	384.62	0.00	-384.62	0.00
428	Peer to Peer Grant	0.00	0.00	0.00	0.00
429	Vol Fire Assistance Grant	6.41	653.08	-653.08	6.41
430	Emerg Prepared Grant 2010	6,910.00	0.00	-6,910.00	0
431	Clean Energy Choices Grant	255.00	0.00	-255.00	0.00
432	EECBG Energy Grant	48,500.00	48,500.00	-97,000.00	0.00
433	Election Extended Polling Hour	80.52	306.00	0.00	386.52
434	FEMA 2011 Storm Funds	0.00	1,112.78	-1,112.78	0.00
435	CDBG Old Housing Rehab	0.00	10,218.54	0.00	10,218.54
School Funds					
501	School Lunch Fund	12,222.58	48,972.31	-61,418.48	-223.59
502	School Choice	183,391.69	135,696.00	-95,066.38	224021.31
503	REAP Grant	4,243.97	31,047.77	-34,448.47	843.27
504	Early Literacy Grant - ELI	0.00	0.00	0.00	0.00
505	SPED Assist	0.00	2,000.00	-2,000.00	0.00

506	CCLC Grant	0.00	0.00	0.00	0.00
507	Grant Funded Teacher Stipends	0.00	1,109.96	-1,109.96	0.00
508	Circuit Breaker Grant	17,842.94	85,486.00	-19,600.00	83,728.94
509	Title I Grant	0.00	14,913.00	-14,913.00	0.00
510	Afterschool Program	53,635.53	62,202.32	-49,056.35	66,781.5
511	School Building Use Fund	8,108.01	1,275.00	-7,690.00	1,693.01
512	School Storage Bldg Fund	0.00	0.00	0.00	0
513	SPED Revolving	5,234.38	27,552.00	-20,400.00	12,386.38
514	Elementary School Donation	60.45	0.00	0.00	60.45
515	Walmart School Grant	2,008.23	0.00	0.00	2,008.23
516	Student Activity Fund	9,262.56	13,047.09	-11,685.57	10,624.08
517	Mass Agriculture Grant	0.00	0.00	0.00	0.00
518	Nonresident Tuition Fund	0.00	0.00	0.00	0
519	MCC School Bus Grant	200.00	200.00	-200.00	200
520	School ARRA Stimulus Grant 09	0.00	0.00	0.00	0.00
521	SES Gift Fund	182.76	726.65	0.00	909.41
522	Title I Stimul Prog Grnt FY 10	0.00	0.00	0.00	0.00
525	ARRA State Stabil Grant FY11	0.00	0.00	0.00	0.00
526	Ed Jobs Grant FY12	0.00	51,539.00	-51,539.00	0.00
527	SPED Program Improvement	0.00	4,413.60	-4,634.28	-220.68

WWTP

610	WWTP	612,209.54	323,506.11	279,601.42	656,114.23
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Capital Projects

1,566,320.54

710	Landfill Capping	0.00	0.00	0.00	0.00
711	Public Safety Complex	753.14	0.00	-753.14	0.00
712	Fire Truck	-0.20	0.00	0.00	-0.20
713	School Addition	0.50	0.00	0.00	0.50
714	Police Video System	0.00	0.00	0.00	0.00

715	Sewer Reline Project	90,646.11	263,000.00	315,973.51	37,672.60
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717	Siemens Energy Perf Project	-2,100.00	286,000.00	258,607.90	25,292.10
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62,965.00

Trust Funds

810	Main Street Tree Fund	13,733.05	538.63	0.00	14,271.68
811	Cemetery Perp Care Fund	117,875.64	2,576.89	-4,969.00	115,483.53
812	Veterans Mem Care	16,942.40	5,724.66	35.00	22,702.06
813	Conservation Trust	36,294.43	1,084.82	-13,691.00	23,688.25
814	Library Trust	41,142.13	113.31	-285.10	40,970.34
815	Library Building Trust	28,757.25	139.40	-354.19	28,542.46
816	Graves Library Endowment	37,194.27	181.18	0.00	37,375.45
821	Stabilization Fund	319,664.01	17,779.19	-40,000.00	297,443.20

822	Capital Stabilization Fund	10,063.85	151,934.73	122,909.00	39,089.58
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619,566.55

Agency Funds

890	Due to Water District	-9,561.74	145,413.73	142,997.63	-7,145.64
891	Off Duty Police Detail	-2,340.90	20,295.90	-19,908.00	-1,953.00
892	Firearm ID Cards	0.00	3,287.50	-3,512.50	-225.00
893	Due to Deputy Collector	1,601.00	7,775.00	-7,738.00	1,638.00
894	Grybko Cross Rd Escrow	3,000.00	0.00	0.00	3,000.00

895	Brown Cross Rd Escrow	7,000.00	0.00	0.00	7,000.00
896	Fish & Wildlife Fees	0.00	0.00	0.00	0.00
897	Payroll Refund Agency	0.00	792.00	-792.00	0.00

2,314.36

TOWN CLERKEmail: townclerk@townofsunderland.us

Telephone: 413-665-1442

2012 Vital Statistics**BIRTHS**

Females 08

Males 11

Total 19

MARRIAGES: Total 16

DEATHSDATE NAME AGEJanuary

16 Jean T. Hoang 69

19 Ruth Ann Eastman 79

20 Stella Cybulski 97

21 Donald R. Goodyear 84

February

09 Leo E. Lashway 83

10 Marjorie Eldridge 96

15 Joseph E. Mauger 81

19 Olga F. Skibiski 93

March

02 Edna Alice Roberge 88

13 Charles F. Hartman 89

14 Anna S. Kisloski 94

April

26 Dorothy Crowell 84

27 David A. Wiener 65

May

22 David Marcus 24

DATE NAME AGEJuly

10 Marion Wysocki 92

13 Edward J. Singley 84

14 Margaret J. Farley 80

September

15 Lewis Preston Goodwin 86

15 Kevin F. McQuillen 70

October

01 Valerian Plotnikov 69

06 Lyle Tomlinson 84

16 Helen V. Greene 94

17 Virginia Strauss Braconier 93

22 James Nieskoski 55

28 Mary D. Rogers 57

November

01 Joseph M. Cochrane III 88

December

04 Ernestine Wallace 83

24 Helen F. Molongoski 88

26 Anthony Fonsh 90

30 Norma Marie Carulli 90

Vitals \$1,797.00

Dogs \$4,127.00

Gov't. Regs./Misc. \$2,400.00

Total Paid to Treasurer \$8,324.00

Respectfully submitted,
 Wendy Houle, MMC/CMMC
 Town Clerk

2012

TREASURER/COLLECTOR'S REPORT			
CASH BALANCE GENERAL AND SPECIAL REVENUES JULY 1, 2011		\$ 2,158,728.80	
DEPARTMENTAL RECEIPTS			
Agricultural Commission	\$ 594.00	Motor vehicles, 2012	\$ 297,737.49
Ambulance receipts	\$ 114,702.19	Motor vehicles, 2011	\$ 59,314.71
Assessors fees	\$ 317.00	Motor vehicles, 2010	\$ 1,818.15
Building Inspector fees, permits	\$ 17,399.48	Motor vehicle - Prior Years	\$ 2,261.05
Bulky Items	\$ -	Subtotal: TAX COLLECTOR	\$ 5,171,642.27
Court Fines	\$ 1,260.00		
Fire reports, fee, fines, permits	\$ 2,490.00	RECEIPTS -- County, State, Federal	
Highway Dept - Driveway Permits	\$ 75.00	School aid - Chapter 70	\$ 567,594.00
Historical Commission	\$ 49.00	Charter School Reimbursement	\$ 5,860.00
Insurance - COBRA & MTRB	\$ 42,088.08	State owned land	\$ 111,687.00
Insurance - Health - Medicare Part D	\$ 968.85	Lottery /Unrestricted	\$ 427,516.00
Insurance - Reimb Title I & SPED	\$ 7,853.28	Registry of Motor Vehicles	\$ 4,177.50
Library--General Receipts	\$ 1,349.00	Veterans Services	\$ 13,423.00
--Gift Fund	\$ 11,268.42	Meals Tax 0.75%	\$ 46,703.05
Lieu of Taxes - US Fish and Wildlife	\$ -	Medicaid Reimbursement	\$ 21,330.85
Miscellaneous	\$ 12,356.72	School Lunch Reimbursements	\$ 20,020.71
Pay As You Throw - Bag Sales	\$ -	After School Program Snack Reimbursement	\$ 544.11
Police reports, fees, licenses, fines	\$ 7,331.90	School Choice Tuition	\$ 135,686.00
Police - Drug Forfeiture	\$ -	DOR - Exempts, Elderly, Blind Reimbursements	\$ 4,577.00
Selectmen - Miscellaneous	\$ 38,323.09		
Selectmen--Recycling	\$ 6.00	GRANTS:	
Selectmen--licenses	\$ 14,079.99	Arts lottery - Cultural Council	\$ 4,070.00
Water District - Old Fire Station Rent	\$ 1,500.00	EECBG Grant	\$ 48,500.00
Tax Title - Interest	\$ 6,039.76	Council on Aging	\$ 3,500.00
Tax Title - Principal	\$ 15,588.09	Bullet Proof Vests - Police	\$ -
Telecommunication - Filing Fees	\$ 857.50	MA - Executive Office of Public Safety - Quinn Bill	\$ -
--PEG ACCESS	\$ 48,866.78	Conservation & Recreation - Fire Dept Grant	\$ 653.08
Town Clerk	\$ 8,243.10	FEMA - Snowstorm	\$ 10,868.78
UMASS - PVTA Reimbursement	\$ 104,865.00	Governor's Hwy Safety - Click It or Ticket - Police	\$ 1,231.53
Water District Collection Service	\$ 3,490.00	Highway - Chapter 90	\$ 147,179.15
WWTP - Sewer hook-up	\$ -	Library LIG/MEG grant/non resident	\$ 7,319.18
WWTP--Sewage fees	\$ 8,677.50	Non-Recurring Grants	\$ 7,230.00
Subtotal: DEPARTMENTAL RECEIPTS	\$ 468,805.73	Secretary of State - Extended Polling Hours	\$ 306.00
		School - REAP Grant	\$ 31,047.77
TAX COLLECTORS RECEIPTS		School - Misc. Non Recurring Grants	\$ 277.50
Real estate taxes, 2012	\$ 4,257,258.02	School - Ed Jobs Grant	\$ 46,460.00
Real estate taxes, 2011	\$ 37,049.78	SPED - Circuit Breaker	\$ 88,286.00
Real estate taxes, Prior Years	\$ 4,139.93	SPED Grant - 94-142	\$ 11,492.60
Rollback Taxes	\$ -	Teacher Payroll Suspend Grant	\$ 1,109.98
Personal Property taxes, 2012	\$ 166,136.09	Title I	\$ 14,913.00
Personal Property taxes, 2011	\$ 65.60	Subtotal: COUNTY, STATE, FEDERAL RECEIPTS	\$ 1,783,443.77
Personal Property taxes, Prior Years	\$ -		
Interest, Penalties, Lien Certificates, Etc.	\$ 29,361.99	BANK INTEREST - General Fund	\$ 6,354.90
Sewer users fees, 2012	\$ 312,180.00		
Sewer users fees, Prior Years	\$ 900.00	LOAN PROCEEDS	
Sewer liens added to tax, 2012	\$ 3,421.45	School Repair Note	\$ 183,423.00
Sewer liens added to tax, 2011	\$ -	Sewer Relining Note	\$ 263,000.00
Water Liens added to tax 2012	\$ -	Energy Performance	\$ 286,000.00
Water Liens added to tax 2011	\$ -	Subtotal: LOAN PROCEEDS	\$ 732,423.00
Forest Products Cut	\$ -		
		OTHER SPECIAL REVENUE & REVOLVING ACCOUNTS	
		School Building Use	\$ 1,275.00
		Police Details	\$ 18,559.80
		Plumbing and Gas Inspector	\$ 3,775.00
		Electrical Inspector	\$ 7,500.00
		Recreation	\$ 9,910.00
		Library Community Room Fees	\$ 260.00
		Community Preservation	\$ 88,971.08

2012

OTHER SPECIAL REVENUE & REVOLVING ACCOUNTS (Cont.)				RIVERSIDE CEMETERY FUND	
Roadside Mower	\$	29,549.72		Balance, July 1, 2011	\$ 120,315.84
School Lunch	\$	29,272.45		Receipts	\$ 2,250.00
After School Program	\$	61,337.36		Interest	\$ 328.89
Early Childhood Tuition	\$	27,552.00		Expenses, Transfers, & Adjustments	\$ (7,409.00)
Board of Health	\$	14,397.25		Balance, June 30, 2012	\$ 115,483.53
Deputy Collector fees	\$	7,775.00		Non-Expendable	\$ 76,800.00
School SES Gift Fund	\$	726.65		Expendable	\$ 38,683.53
Fall Festival Committee	\$	4,828.50			\$ 115,483.53
Conservation Wetland Fees	\$	547.50			
Subtotal:	\$	306,027.31		MAIN STREET TREE FUND	
BALANCE JULY 1, 2011	\$	2,273,004.53		Balance, July 1, 2011	\$ 13,733.05
TOTAL RECEIPTS FY 2012	\$	8,468,500.98		Receipts	\$ 500.00
TOTAL EXPENSES & ADJUSTMENTS FY 12	\$	8,410,827.93		Interest	\$ 38.63
BALANCE: JUNE 30, 2012	\$	\$2,330,677.58		Expenses, Transfers, & Adjustments	
				Balance, June 30, 2012	\$ 14,271.68
TRUST & ESCROW FUNDS				Nonexpendable	\$ 5,000.00
				Expendable	\$ 9,271.68
					\$ 14,271.68
CONSERVATION FUND				STUDENT ACTIVITY FUND	
Balance, July 1, 2011	\$	30,344.43		Balance, July 1, 2011	\$ 10,824.91
Interest	\$	84.82		Receipts	\$ 13,027.12
Transfers In	\$	1,000.00		Interest	\$ 18.97
Expenses, Transfers, & Adjustments	\$	(7,741.00)		Expenses, Transfers, & Adjustments	\$ (11,937.62)
Balance, June 30, 2012	\$	23,688.25		Balance, June 30, 2012	\$ 11,934.38
STABILIZATION				LIBRARY BUILDING TRUST	
Balance, July 1, 2011	\$	368,891.86		Balance, July 1, 2011	\$ 28,757.25
Interest	\$	1,713.92		Receipts	\$ -
Transfers In				Interest	\$ 139.40
Expenses, Transfers, & Adjustments	\$	(79,165.00)		Expenses, Transfers, & Adjustments	\$ (354.19)
Balance, June 30, 2012	\$	291,440.78		Balance, June 30, 2012	\$ 28,542.46
SUNDERLAND PUBLIC LIBRARY				GRAVES LIBRARY ENDOWMENT	
Balance July 1, 2011	\$	41,142.13		Balance, July 1, 2011	\$ 37,194.27
Interest	\$	113.31		Receipts	\$ -
Expenses, Transfers, & Adjustments	\$	(285.10)		Interest	\$ 181.18
Balance, June 30, 2012	\$	40,970.34		Expenses, Transfers, & Adjustments	
Non-Expendable	\$	9,218.86		Balance, June 30, 2012	\$ 37,375.45
Expendable	\$	31,751.48			
	\$	40,970.34			
VETERANS MEMORIAL TRUST				TOTAL CASH	
Balance July 1, 2011	\$	\$18,299.08		GENERAL & SPECIAL REVENUE	\$ 2,330,677.58
Interest	\$	54.66		TRUST AND ESCROW FUNDS	\$ 3,682,928.25
Receipts	\$	5,705.00		GRAND TOTAL	\$ 5,993,605.83
Transfers In	\$	-			A
Expenses, Transfers, & Adjustments	\$	(4,421.68)		ALLOCATION OF CASH BY BANK	
Balance, June 30, 2012	\$	\$19,637.06		JUNE 30, 2011	
Non-Expendable	\$	5,000.00		PEOPLES UNITED BANK	\$ 976,663.30
Expendable	\$	14,637.06		TD BANKNORTH	\$ 116,353.08
	\$	19,637.06		UNIBANK	\$ 669,218.83
				GREENFIELD COOPERATIVE	\$ 1,602,212.81
SBA INVESTMENT				MASSACHUSETTS MUNICIPAL DEPOSITORY TRUST	\$ 723,347.16
Balance July 1, 2011	\$	2,669,074.33		LPL FINANCIAL SERVICES	\$ 1,905,810.67
Investment Income	\$	110,509.99			\$ 5,993,605.83
Expenses, Transfers, & Adjustments					A
Balance June 30, 2012	\$	3,079,584.32			
					Respectfully Submitted,
					Herbert L. Sanderson, Jr.
					Treasurer/Collector



TREE WARDEN

Telephone: 413-665-1460

Over the last year we have continued to prune, remove and replace diseased trees along our town way. We work with professional tree crews to help prune and remove the dead or dying trees.

Tree maintenance is always an ongoing task. Maintaining and treating elm trees to prevent Dutch Elm disease has also be completed. The removal of diseased and dying trees will be the main priority in the upcoming season.

Respectfully,

George Emery
Tree Warden



VETERANS MEMORIAL OVERSIGHT COMMITTEE

This past year was relatively busy for the VMOC and the Sunderland residents and military members from Westover Air Reserve Base who helped us succeed. Chronologically, the highlights of our year went like this:

In April the VMOC finished reviewing requests for corrections and additions to the Veterans' Memorial Wall, and began obtaining quotes for the needed work.

In May, VMOC members Mickey Ahearn and Dan Van Dalsen, along with Sunderland resident Lenny Blajda donned their old military uniforms, marched in the Sunderland Memorial Day Parade, and participated in the flag raising and lowering ceremony at the Riverside Cemetery.

In August the Memorial Wall engraving work was awarded to Athol Granite Works, Inc., of Athol, MA.

In September the VMOC arranged for the purchase of 9 Liberty Elm trees from The Elm Research Institute of Keene, NH to replace the original Veterans' Memorial Park trees. The original trees were all removed due to the heavy damage they received during the October 2011 snowstorm.

In October, Athol Granite Works added 6 new names to the Veterans' Memorial Wall, and corrected the names or service information of 5 others. The names added to the Wall were: Robert L. Burt, James F. Houle, Phillip J. Kocinski, Patrick D. Mulvaney, Sean M. Radowicz and Spencer O. Richter.

Also in October, Amherst Nurseries planted 10 new Liberty Elm trees; nine trees were planted at the Veterans' Memorial Park and one was planted at the Sunderland Elementary School.

In November, due to anticipated inclement weather, the 2012 Veteran's Day observation ceremony was conducted at the Sunderland Elementary School instead of its normal location at the Veterans' Memorial Park. This year's participants from Westover Air Reserve Base included the following:

- Lieutenant Commander James Keene, United States Navy
- Captain Wendy Wilder, United States Army

- Second Lieutenant Andrew Abbott, United States Army
- Master Sergeant Richard Byrd, United States Air Force
- Master Sergeant Chris Overmann, United States Army
- First Sergeant Geoffrey David, United States Army
- Technical Sergeant (retired) Leonard Blajda
- Technical Sergeant Anthony Racco, United States Air Force
- Technical Sergeant Michelle Moore, United States Air Force
- Staff Sergeant Patrick Bond, United States Air Force
- Sergeant Yessenia Reyes, United States Marine Corps
- Sergeant Mallone Kleynowski, United States Marine Corps
- Lance Corporal Kevin Lee, United States Marine Corps
- Senior Airman Abdul Addy, United States Air Force

The guest speaker for the ceremony was Staff Sergeant Patrick Bond of the 439th Security Forces Squadron at Westover Air Reserve Base. In addition to Staff Sergeant Bond's comments, the ceremony included the playing of taps, a flag folding demonstration by the Westover Air Reserve Base Honor Guard, and a 1,000 feet above ground level flyover by a United States Air Force C5 aircraft, also from Westover Air Reserve Base.

Following the ceremony, the military members all spent some time visiting with Sunderland Elementary School students in their classrooms, and had lunch with the students in the school cafeteria before returning to their units at Westover.

As mentioned at the introduction, the VMOC received a lot of help this year. At the risk of forgetting someone (there were so many), we would like to recognize the following people:

- Sunderland resident Albie Koblinski for his outstanding maintenance work at the Veteran's Memorial Park. This saved the town the expense of hiring a gardener! Our thanks to Albie!
- Sunderland resident Brian Kane for traveling to Keene, NH, and using his expertise as an arborist to pick out 10 healthy trees (9 for the Memorial Park, and 1 for the Sunderland Elementary School). This helped ensure a successful future for the Memorial Park. Our thanks to Brian!
- Sunderland resident Don Patterson for traveling to Keene, NH to pick up the new elm trees for the Memorial Park, and bringing them to Sunderland. This saved the town the expense of having the trees shipped from Keene to Sunderland. Our thanks to Don!
- Sunderland resident Lenny Blajda for donning his Air Force uniform in May, and again in November to participate in Sunderland's 2012 Memorial Day and Veteran's Day Ceremonies. Our thanks to Lenny!

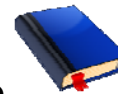
In addition, we would like to thank the Elm Research Institute for donating a Liberty Tree Memorial to the Sunderland Elementary School. Their donation included one American Liberty Elm Tree; a commemorative bronze tablet recounting the dramatic events that made the Liberty Tree one of America's first symbols of freedom; a framed print of an American Elm Etching along with Thomas Paine's "Liberty Tree" poem; a framed certificate of school membership in the Liberty Tree Society; a copy of the Proclamation by the Governor of Massachusetts establishing August 14th as Liberty Tree Day in the Commonwealth; 100 copies of the Liberty Tree Society brochure; and 2 copies of

“Whatever happened to America’s Liberty Tree?” book and Teacher’s Guide for elementary school students. Our thanks to the Elm Research Institute!

We would also like to thank John Kinchla of Amherst Nurseries in Amherst, MA for carefully planting our new elm trees, and the original designers of the Memorial Park, Dean Cardasis and Elizabeth Thompson of Cave Hill Landscape Architects in Leverett, MA for their help in placing the new trees. Our thanks to John, Dean, and Elizabeth!

Again, Janet Conley, Mickey Ahearn, and I (your VMOC!) would like to express our sincere thanks and appreciation to everyone who helped us this year!

Respectfully submitted,
 Danny E. Van Dalsen
 Chair, VMOC



VOLUME III HISTORY OF SUNDERLAND

The committee has no new Information to report – look for Volume III History in the near future.

ZONING BOARD OF APPEALS

There was a significant uptick in activity for the Sunderland Zoning Board Appeals in 2012. After receiving only three applications each for the previous three years, the ZBA received double that amount in 2012. Of those applications, the Zoning Board acted on five of those cases.

The first application was to allow mixed sales business and service uses at the former Ben’s Service Station site on Bridge Street. The Board voted unanimously to grant a Special Permit to allow the new mixed business uses with five stipulations.

The second case was for a Special Permit application to allow the cooping of 4 to 6 chickens at a Falls Road residence. The ZBA voted unanimously to grant the Special Permit.

The next case for the ZBA was a Special Permit application from Maple Ridge Church on Rt-116. The church was seeking to use outdoor space for community gatherings and events such as a farmer’s market and a fall festival. The Board found that the church’s proposed outdoor gatherings and community events are considered to be allowed accessory uses and that a Special Permit or Variance from the Zoning Board was not required.

Case number four was an appeal of the Building Inspector’s determination that a lot on Russell Street was unbuildable due to inadequate frontage. This case was complicated by a last minute zoning bylaw change and an erroneous ANR approval. After a long and careful deliberation, the ZBA voted 4-1 to overturn the Building Inspector’s decision.

The last ZBA case in 2012 was another appeal of a Building Inspector’s decision, but the appeal was withdrawn by the petitioner prior to the Zoning Board hearing the case.

In regards to the Sugarbush Meadow Chapter 40B Comprehensive Permit matter, 2012 was a relatively quiet and uneventful year. At the end of 2011, you will remember that the Massachusetts Supreme Judicial Court had agreed to hear Sunderland’s appeal of the Housing Appeals Committee reversal of the Zoning Board’s denial of the Comprehensive Permit. In April, an Appellant’s Reply Brief was filed with the court and on September 5th, our Chapter 40B counsel, Jason Talerman, argued the town’s case before the Mass SJC panel. The year came to a close without a decision being rendered, leaving the final chapter of this multi-year saga to be concluded in 2013.

In closing, I would like to salute my Zoning Board of Appeals team – Barre Tozloski, Tom Herrick, Jim Bernotas, Jim Williams Jr., Stuart Beckley, Stephen Schneider and Todd Nuerminger – for their dedication and service to the ZBA and the town this year. I would also like to acknowledge the actions of long-time ZBA Clerk, Tom Herrick, who accepted an Associate Member position in 2012 to allow Stuart Beckley to assume Tom's position as Clerk. Finally, I would like to thank Jay Talerman for his advice and leadership in representing the town in the Chapter 40B Comprehensive Permit legal proceedings. Jay's service to the town and ZBA is truly appreciated.

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

Glossary of Terms and Definitions

ACCOUNTANT: The Town Accountant maintains custody of all town contracts and keeps a detailed record of the town debt, including the reasons for borrowing, the rate of interest when due, and payment provisions (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 30th 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).