

# **ANNUAL REPORT 2015**



## **TOWN OF SUNDERLAND**

# DEDICATION



This year's Annual Town Report is dedicated to **Steve Krol**.

Steve has served the Town for many years. As a member of the Zoning Board of Appeals since 1988, Steve has participated in and led many efforts to ensure compliance with our bylaws. Where an exception is placed before the ZBA, a thoughtful, well reviewed outcome seems to be the norm under Steve's leadership. The most recent is the decade long review and changes to a major apartment development off of Plumtree Road. This is but one example of the kinds of the steady and evenhanded approach Steve and the Zoning

Board of Appeals take. The attention to detail Steve provides is invaluable to the decisions that can affect our community for years to come.

As a quiet, thoughtful person, Steve has given to the Town of Sunderland many, many hours of service. And for his dedication we owe a debt of gratitude.

Thanks for all you have done Steve from the Town of Sunderland!



## **IN MEMORIAM**



### **EDMUND ADAMSKI 1924 - 2015**

“Mooney” served as a member of the Sunderland Fire Department for many years.



### **GEORGE BOULDEN 1927 - 2015**

George served on the Historical Commission, Zoning Board of Appeals and the Finance Committee. He was also a Field Driver, Election Officer, Constable and served on the Sunderland Fire Department for several years. He was also an elected member of the Sunderland and Frontier Regional School Committees.



### **SPENCER CONLEY 1934 - 2015**

“Spence” served on the Conservation Commission and was an elected member of the Riverside Cemetery Trustees.



### **CAROLYN HERRICK 1929 - 2015**

Carolyn was an elected member of the Planning Board and also served on the Zoning Board of Appeals as an Associate Member appointment of the Planning Board. She served on the Conservation Commission Historical Commission, Franklin County Bikeway Committee, Strategic Planning Committee, the Town’s 275<sup>th</sup> Committee, the Personnel Committee, Franklin Regional Planning Board, and Recreation Committee.



**ALEXANDER KULESSA 1941 - 2015**

"Alec" was the Fire Chief and a member of the Sunderland Fire Department for many years. He served as a Civil Defense Director, a Public Weigher, and as Hazardous Waste Coordinator. He was also a member of the Aquatic, Recreation and Relaxation Committee and the Public Safety Complex Building Committee.



**JAMES TOWER 1939 - 2015**

Jim served on the Veterans Memorial Committee for the design and construction of the Memorial and Park. He also was the Town's Wiring Inspector for many years.



**ROBERT WHITE 1931- 2015**

Bob was a long time member of the Telecommunications Committee, the Frontier Cable Access Committee (FCAT) and also was an Election Officer. He was also an elected member of the Frontier Regional and Elementary School Committees.

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## GENERAL INFORMATION

Sunderland Town Offices: 12 School Street, Sunderland, MA 01375  
**TOWN WEB SITE:** [www.TownOfSunderland.us](http://www.TownOfSunderland.us)  
 Town Building Hours: Mon-Wed. 8am-4pm, Thurs 8am-12pm, Closed Fridays  
 (office hours may vary – check with individual office directly)

Town Incorporated: November 12, 1718  
 Elevation above Sea Level: 137.121 feet

Population Federal Census-2010: 3,684  
 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. All Articles for 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. 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 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.)

**PERMITS:** Applicants must secure permits from the appropriate department for Board of Health services, the Building Inspector for all construction work, Plumbing and Gas for plumbing and gas services and Wiring Permits for all electrical work. Permit applications are available in the Town Office Building.



## TELEPHONE NUMBERS

• Town Administrator-Sherry Patch	665-1441	• Telecommunications	665-1082
Email: <a href="mailto:townadmin@TownOfSunderland.us">townadmin@TownOfSunderland.us</a>		Email: <a href="mailto:telecomm@TownOfSunderland.us">telecomm@TownOfSunderland.us</a>	
• Board of Selectmen's Office	665-1441	• Town Clerk – Wendy Houle	665-1442
Email: <a href="mailto:selectmen@TownOfSunderland.us">selectmen@TownOfSunderland.us</a> / FAX 665-1446		Email: <a href="mailto:townclerk@TownOfSunderland.us">townclerk@TownOfSunderland.us</a>	
• Accountant	665-1443	• Wastewater Treatment Plant	665-1447
• Assessors: Assessor Asst.-	665-1445	• Water District, Sunderland	665-7685
Email: <a href="mailto:assessors@TownOfSunderland.us">assessors@TownOfSunderland.us</a>		Water Commissioner: Fred Laurenitis	
• Board of Health - Secretary	665-1074		
Email: <a href="mailto:boardofhealth@TownOfSunderland.us">boardofhealth@TownOfSunderland.us</a>			
• Building Inspector – Joe Fydenkevez	665-1433		
(Home: 413-665-4773) Email: <a href="mailto:building@TownOfSunderland.us">building@TownOfSunderland.us</a>			
• Electrical Inspector – Peter Murphy	413-768-9168		
• Fax-Town Offices	665-1446		
• Fire Department (non-emergency)	665-2465		
Email: <a href="mailto:fire@TownOfSunderland.us">fire@TownOfSunderland.us</a>			
• Fire & Ambulance (Emergency)	911		
• Highway Department-Sup. George Emery	665-1460		
Email: <a href="mailto:Highway@TownOfSunderland.us">Highway@TownOfSunderland.us</a>			
• Library-Director: Katherine Hand	665-2642		
Email: <a href="mailto:Director@SunderlandPublicLibrary.org">Director@SunderlandPublicLibrary.org</a>			
• Plumbing/Gas Inspector-Jeff Hubbard	413-246-1914		
• Police (non-emergency)	665-7036		
Email: <a href="mailto:police@townofsunderland.us">police@townofsunderland.us</a>			
• Police (Emergency)	911		
• Recreation	665-1439		
Email: <a href="mailto:recreation@townofsunderland.us">recreation@townofsunderland.us</a>			
• Sewer Commissioners	665-1441		
Email: <a href="mailto:selectmen@TownOfSunderland.us">selectmen@TownOfSunderland.us</a>			
• Tax Collector/Treasurer	665-1444		
Email: <a href="mailto:treascollector@TownOfSunderland.us">treascollector@TownOfSunderland.us</a>			



## **LEGISLATIVE INFORMATION**

### US SENATE

**Elizabeth Warren**, Democrat; 1550 Main Street, Suite 406, Springfield, MA 01103; phone: 202-224-4543 or Russell Senate Office Bldg., 2 Russell Courtyard, Washington, DC 20510  
**Ed Markey**, Republican; 1550 Main Street, 4th Flr, Springfield, MA 01101, phone: 413-785-4610 or 218 Russell Senate Office Bldg., Washington, D.C. 20510, phone: 202-224-2742

### US CONGRESS, 2<sup>ND</sup> CONGRESSIONAL DISTRICT

**James P. (Jim) McGovern**, Democrat, 438 Cannon HOB  
 Washington, DC 20515, phone: 202-225-6101 or 94 Pleasant Street, Northampton, MA 01060,  
 phone: 413-341-8700

### GOVERNOR

**Duval Patrick Governor**, State House, Rm 360, Boston, MA 02133, phone: (617) 725-4000  
 e-mail: [goffice@state.ma.us](mailto:goffice@state.ma.us)

### REPRESENTATIVE TO GOVERNOR'S COUNCIL

**Thomas F. Merrigan** - Greenfield, 8<sup>th</sup> Governor's District, 23 Plum Tree Lane, Greenfield, MA 01301, phone: 413-774-5300, email: [merrigan@valinet.com](mailto:merrigan@valinet.com)

### SENATOR IN GENERAL COURT

**Stanley C. Rosenberg**-Amherst, Hampshire-Franklin-Worcester District  
 Email: [Stan.Rosenberg@masenate.gov](mailto:Stan.Rosenberg@masenate.gov)  
 Northampton Office: (413) 584-1649 1 Prince Street, Northampton, MA 01060, phone: 413-584-1649  
 Boston Office: State House Rm. 320, Boston, MA 02133, phone: 617-722-1532

### REPRESENTATIVE IN GENERAL COURT

**Stephen Kulik**-Worthington, 1<sup>st</sup> Franklin District  
 S. Deerfield Office: 1 Sugarloaf St, South Deerfield, MA 01373, phone: 413-665-4-7200  
 Boston Office: State House Rm. 279, Boston, MA 02133, phone: 617-722-2210; Email:  
[Stephen.Kulik@mahouse.gov](mailto:Stephen.Kulik@mahouse.gov)

## 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 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> centuries.

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

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

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

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

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

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

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

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

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

**ELECTED OFFICIALS****APPOINTMENT      TERM****ASSESSORS**

KOWALECK, MARY ANN      3 YR/2017  
 KOWALECK, JAMES, CHAIR      3 YR/2016  
 SKIBISKI, MICHAEL      3 YR/2018

**BOARD OF HEALTH**

KUSHI, KENNETH      3 YR/2018  
 PACIOREK, KRISTY      3 YR/2017  
 ROCK, CAITLYN      3 YR/2016

**ELEMENTARY SCHOOL COMMITTEE**

FULTON, DOUGLAS      3 YR/2016  
 MCFARLAND, KEITH      3 YR/2017  
 GOTTSCHALK      3 YR/2017  
 SHAW MAISE      3 YR/2018  
 TOMLINSON, MICHELLE      1 YR/2016

**FRONTIER REGIONAL SCHOOL COMMITTEE**

MCFARLAND, KEITH (SES Rep)      1 YR/2018  
 PIERCE, JUDITH      1 YR/2016  
 ROBERTS, LYN      1 YR/2017

**LIBRARY TRUSTEES**

BERRY, ELIZABETH      3 YR/2016  
 BRIDWELL, GERALD      3 YR/2017  
 BLAIS, NATALIE      3 YR/2017  
 KROL, EILEEN      3 YR/2016  
 LOPATKA, RICHARD      3 YR/2018  
 SACKREY, JOHN      3 YR/2018  
 STARR, LORIN      3 YR/2018  
 WISSEMANN, DAVID      3 YR/2016  
 VOORHEIS, VALERIE      3 YR/2017

**PLANNING BOARD**

JONES, TERESA      5 YR/2016  
 MURPHY, DAN      5 YR/2019  
 ROSCOE, DANA, CHAIR      5 YR/2020  
 SCHNEIDER, STEPHEN      5 YR/2017  
 SNYDER, SARAH      5 YR/2018

**RIVERSIDE CEMETERY TRUSTEES**

BERGERON, JANET      3 YR/2017  
 BERGERON, SCOTT, Chair      3 YR/2018  
 WISSEMANN, MICHAEL      3 YR/2016

**SELECTMEN**

BERGERON, SCOTT A.      3 YR/2018  
 FYDENKEVEZ, THOMAS D.      3 YR/2017  
 PIERCE, DAVID J.      3 YR/2016

**SEWER COMMISSIONERS**

BERGERON, SCOTT A.      3 YR/2018  
 FYDENKEVEZ, THOMAS D.      3 YR/2017  
 PIERCE, DAVID J.      3 YR/2016

**TOWN CLERK**

HOULE, WENDY      3 YR/2016  
 Assistant Town Clerk-appointed by Town Clerk  
 NARTOWICZ, MARGARET      Res 5/2015  
 PATCH, SHERRY      Eff 10/2015

**TOWN MODERATOR**

DUBY, ROBERT      1 YR/2016

**TOWN PARK TRUSTEES**

BARSHESKY, BEN      WILL DICTATES  
 KUSHI, KENNETH      3 YR/2016  
 SCHOOL COMMITTEE REP      1 YR/2016

**SELECTMEN'S APPOINTMENTS****APPOINTMENT      TERM****TOWN ADMINISTRATOR/ADA COORDINATOR**

NARTOWICZ, MARGARET      Res 5/2015  
 PATCH, SHERRY      Eff 10/2015

**ACCCOUNTANT**

MORTON, BRIAN      1 YR/2016

**ADMINISTRATIVE ASSISTANT -Selectmen's Office**

BENNETT, CYNTHIA      1 YR/2016

**AGRICULTURAL COMMISSION**

ARQUIN, MEGAN      3 YR/2018  
 WISSEMANN, MICHAEL      3 YR/2017  
 WILLIAMS, ROBERT      3 YR/2017  
 REED, SCOTT      3 YR/2018  
 GRIFFIN, CURT (Con Com Rep)      1 YR/2016

**ANIMAL CONTROL OFFICER**

POTYRALA, DANIEL      1 YR/2016

**ANIMAL INSPECTOR**

(Appointed by Mass Dept. of Agriculture Resources)

POTYRALA, DANIEL      1 YR/2016

**ANTI-HARASSMENT OFFICER**

SILLIN, ELIZABETH      1 YR/2016

**ASSESSOR'S OFFICE**

Administrative Assistant

FOSTER, TERESA      1 YR/2016

**BOARD OF HEALTH AGENT**

BALL, STEPHEN      1 YR/2016

**HOUSING HEALTH AGENT**

HILLSIDE ENVIRONMENTAL      1 YR/2016

**BUILDING COMMISSIONER**

FYDENKEVEZ, JOSEPH      1 YR/2016

Assistant Building Inspector

RENO, STEVEN      1 YR/2016

**BURIAL OFFICER**

Vacant

Assistant Burial Officer

Vacant

**VETERANS GRAVES**

CONLEY, JANET      1 YR/2016

**CENTRAL FRANKLIN DISTRICT VETERANS****COMMITTEE**

Vacant

**COLLECTOR/TREASURER**

WARRINER, SUSAN      1 YR/2016

Temporary/Assistant Collector/Treasurer

NARTOWICZ, MARGARET      Res 5/2015

Payroll Clerk

THOMAS, CATHRYN      1 YR/2016

**COMMUNITY ECONOMIC DEVELOPMENT****STRATEGY COMMITTEE (CEDS)**

NARTOWICZ, MARGARET      Res 5/2015

**COMMUNITY PRESERVATION COMMITTEE**

CLARK, HELEN-Historical      1 YR/2016

FYDENKEVEZ, TOM - Citizen      1 YR/2016

LOPATKA, RICHARD-Housing      1 YR/2016

SNYDER, SARA-Planning      1 YR/2016

UNKLES, JENNIFER-Cons Comm Rep      1 YR/2016

WISSEMANN, MIKE - Citizen      1 YR/2016

DEANE SHAUNA - Recreation      1 YR/2016

**CONSERVATION COMMISSION**

GRIFFIN, CURT	3 YR/2016
MURPHY, DAN	3 YR/2016
NEURMINGER, TODD	3 YR/2016
PICK, NANCY	3 YR/2017
UNKLES, JENNIFER	3 YR/2016

**CONSTABLES**

DEVINE, THOMAS	1 YR/2016
FLEMING, DANIEL	1 YR/2016
LAURENITIS, FRED	1 YR/2016
RICHARDS, ALLAN	1 YR/2016
WOZNAKEWICZ, MICHAEL	1 YR/2016
ZUMBRUSKI, VICTOR	1 YR/2016

**COUNCIL ON AGING****VACANCIES****CULTURAL COUNCIL**

THOMPSON, TAMMY	2 YR/2017
GORMAN, MARY	3 YR/2016
HOWEY, BARBARA	3 YR/2016
JACQUE, JULIE	3 YR/2016
LACEY, PETER	3 YR/2016
RUSSELL, DEBBIE	3 YR/2017

**ECONOMIC DEVELOPMENT COMMITTEE**

BERNOTAS, JIM	1 YR/2016
KAJSTURA, ALEKS	1 YR/2016
LAURENITIS, FRED	1 YR/2016
MURPHY, DAN	1 YR/2016
PIERCE, DAVID	1 YR/2016
TOZLOSKI, BARRE	1 YR/2016
WARNER, JR. ROCK	1 YR/2016

**ELECTION OFFICERS**

DRAKE, CHRISTINE – D	1 YR/2016
GUNDERSEN, MARY – D	1 YR/2016
HOWEY, BARBARA – D	1 YR/2016
HOWEY, RONALD – D	1 YR/2016
RICHARDS, ALLAN – D	1 YR/2016
TRIOLO, SUSAN – D	1 YR/2016
BENNETT, DEBRA – R	1 YR/2016
GATELY, EDWARD – R	1 YR/2016
LANE, RUSSELL – R	1 YR/2016
PARSON, PAM – R	1 YR/2016
SCHULZE, BARBARA – R	1 YR/2016
SILLIN, WILLIAM – R	1 YR/2016
KUSHI, CAROL – U	1 YR/2016
MCENANEY, JEAN – U	1 YR/2016
SNOVER, CHRISTINA – U	1 YR/2016

**EMERGENCY MANAGEMENT DIRECTOR**

AHEARN, ROBERT	1 YR/2016
TREMBLAY, MARC	1 YR/2016

**ENERGY COMMITTEE**

WILLIAMS, LAURA, Chair	1 YR/2016
FALBEL, AARON	1 YR/2016
REED, SCOTT	1 YR/2016

**ETHICS MUNICIPAL LIASON**

NARTOWICZ, MARGARET	Res 5/2015
PATCH, SHERRY	Eff 10/2015

**FENCE VIEWER**

EMERY, GEORGE	1 YR/2016
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**FINANCE COMMITTEE – (Moderator Appointments)**

BENNETT, BRUCE	3 YR/2016
KAJSTURA, ALEKSANDRA	3 YR/2016
MOZEA, FRANCIS	3 YR/2018
RANDALL, SEAN	3 YR/2016

ZINAN, MARK

Res7/2015

3 vacancies

**FIRE DEPARTMENT****Fire Chief**

AHEARN, ROBERT	3/YR/2017
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**Officers – Fire Chief Appointments**

BENJAMIN, STEVEN, Assistant Chief
BIELUNIS, JAMES, Lieutenant
DICKINSON, RICHARD, Sergeant
ZEOLI, MICHAEL, Lieutenant

**Firefighters – Fire Chief Appointment**

AHEARN, MEAGHAN

D'URSO, MARC

FADUS, RICK

GALLO, RICH

HUBBARD, JEFFREY

JONES, CODY

KELLY, LOUISE

KUDRIKOW, JAMES

MCKEMMIE, CALVIN

MILLER, JACOB

OLMSTEAD, HEIDI

SCHAEFER, JAMES

SMITH, SCOTT

SULLIVAN, JOHN

WHITE, MCCLELAN

**FRANKLIN COUNTY BIKEWAY COMMITTEE**

HERRICK, THOMAS	1 YR/2016
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**FRANKLIN COUNTY ETA**

Vacant	1 YR/2010
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**FRANKLIN COUNTY SOLID WASTE REPRESENTATIVE**

MURPHY, DAN	1 YR/2016
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**FRCOG REP**

FYDENKEVEZ, THOMAS	1 YR/2016
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**FRANKLIN COUNTY REGIONAL PLANNING BOARD**

ROSCOE, DANA	1 YR/2016
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**HAZARDOUS WASTE COORDINATOR**

AHEARN, ROBERT	1 YR/2016
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**HIGHWAY DEPARTMENT****Superintendent**

EMERY, GEORGE	1 YR/2016
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**Clerk**

GALLERANI, ROBERTA	Res 12/2016
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DUGUAY, MICHELLE	EFF 12/2016
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**Laborers**

SKRIBISKI, ED	1 YR/2016
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SKRIBISKI, ROBERT	1 YR/2016
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**Temporary Highway Laborers**

JENKS, DUANE	1 YR/2016
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LAURENITIS, FRED	1 YR/2016
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OLLARI, JOHN	1 YR/2016
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SKRIBISKI, JOHN	1 YR/2017
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**HISTORICAL COMMISSION**

CLARK, HELEN, Clerk	3 YR/2016
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FIOCCHI, CARL	3 YR/2016
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HUBBARD, CINDY	3 YR/2016
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LOPATKA, LINDA, Chair	3 YR/2016
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SCHNEIDER, STEPHEN	3 YR/2016
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**HOUSING COMMITTEE**

BECKLEY, STUART	1 YR/2016
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CHEVALIER, FIONA	1 YR/2016
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LOPATKA, RICHARD	1 YR/2016
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BERGERON, SCOTT 1 YR/2016  
SNYDER, SARA 1 YR/2016

**LIBRARY DIRECTOR**

NOVITT, ADAM Res. 8/2015  
HAND, KATHERINE Eff. 9/2015

**MOTH SUPERINTENDENT**

EMERY, GEORGE 1 YR/2016

**MUNICIPAL LIASON**

NARTOWICZ, MARGARET Res 5/2015  
PATCH, SHERRY Eff 10/2015

**NETWORK & ELECTRONIC RESOURCES AGENTS**

BALL, STEPHEN 1 YR/2016  
NARTOWICZ, MARGARET Res. 5/2015  
PATCH, SHERRY Eff. 10/2015

**PARKING CLERK**

HOULE, WENDY 1 YR/2016

**PERSONNEL COMMITTEE**

CRANSHAW, RUSS 2 YR/2016  
CITIZEN

NARTOWICZ, MARGARET-Non-Voting Res 5/2015  
PATCH, SHERRY Eff 10/2015

**TOWN ADM**

MOZEA, FRANCIS 2 YR/2016

**FINANCE**

PIERCE, DAVID 2 YR/2016

**SELECTMEN**

EMERY, GEORGE 2 YR/2016

**EMPLOYEE**

LACEY, PETER 2 YR/2016  
CITIZEN

**PLUMBING/GAS INSPECTOR**

HUBBARD, JEFFREY 1 YR/2016

**Assistant Plumbing Inspector**

BARANOWSKI, STEVEN 1 YR/2016

**POLICE DEPARTMENT**

**Police Chief**

GILBERT, JEFFREY 3 YR/2016

**Police Clerk**

GALLERANI, BOBBIE Res. 12/2016

DUGUAY, MICHELLE Eff. 12/2016

**Full Time Officers**

BRODEUR, JOHN Eff. 3/2016

GOLANN, EVAN 1 YR/2016

SCOBLE, PETER 1 YR/2016

TOZLOSKI, BRENDA 1 YR/2016

**Sergeant**

LYONS, BRENDAN 1 YR/2016

**Part Time Officers**

DELEO, STANLEY 1 YR/2016

GRANITSAS (eff 6.2.14) 1 YR/2016

LEMAY, JOSHUA 1 YR/2016

MELNIK, DEVIN 1 YR/2016

SMITH, ZACHARY 1 YR/2016

VALENCIK, CHAD (eff 6.2.14) 1 YR/2016

**POLICE / FIRE CIVIL DEFENSE DIRECTOR**

AHEARN, ROBERT 1 YR/2016

GILBERT, JEFFREY 1 YR/2016

**Alcohol Control Agent**

GILBERT, JEFFREY, Police Chief 1 YR/2016

**Alcohol Enforcement Agents**

DELEO, STANLEY 1 YR/2016

GILBERT, JEFFREY 3 YR/2016

GOLANN, EVAN 1 YR/2016

GRANITSAS (eff 6.2.14) 1 YR/2016

LEMAY, JOSHUA 1 YR/2016

LYONS, BRENDAN 1 YR/2016

SCOBLE, PETER 1 YR/2016

TOZLOSKI, BRENDA 1 YR/2016

GRANITSAS 1 YR/2016

MELNIK, DEVIN 1 YR/2016

SMITH, ZACHARY 1 YR/2016

VALENCIK, CHAD 1 YR/2016

**Chaplain**

VACANT

**PROCUREMENT OFFICER**

NARTOWICZ, MARGARET Res 5/2015

PATCH, SHERRY Eff 10/2015

**PVTA REPRESENTATIVE**

NARTOWICZ, MARGARET Res 5/2015

PATCH, SHERRY Eff 10/2015

**RECREATION COMMITTEE**

SANTOS, MARYA Eff 6/2016

SANTOS, RAFAEL Eff 6/2016

DEANE, SHAUNA 1 YR/2016

**Recreation Coordinator**

EWEN, JAMES 1 YR/2016

**SOUTH COUNTY SENIOR CENTER (SCSC)**

**OVERSIGHT**

FYDENKEVEZ, THOMAS 1 YR/2016

**REGISTRARS**

RICHARDS, JUDITH 3 YR/2016

KELLEY, EDWARD, JR. 3 YR/2016

PATTERSON, DONALD 3 YR/2016

**SUNDERLAND EMERGENCY PREPAREDNESS TEAM**

**(SEPT)**

AHEARN, MARYELLEN 1 YR/2016

AHEARN, ROBERT 1 YR/2016

BALL, STEPHEN 1 YR/2016

BERGERON, SCOTT 1 YR/2016

EMERY, GEORGE 1 YR/2016

FYDENKEVEZ, TOM 1 YR/2016

GILBERT, JEFF 1 YR/2016

HOULE, WENDY 1 YR/2016

LAURENITIS, FRED 1 YR/2016

BARSHIEFSKY, BEN 1 YR/2016

NARTOWICZ, MARGARET Res 5/2015

PATCH, SHERRY Eff 10/2015

ROCK, CAITLYN 1 YR/2016

PIERCE, DAVID 1 YR/2016

TREMBLAY, MARC 1 YR/2016

**TELECOMMUNICATIONS**

WESTON, BRUCE 1 YR/2016

**Technician, Part-Time**

ZIMNOWSKI, THOMAS 1 YR/2016

**TOWN COUNSEL**

KOPELMAN AND PAIGE 1 YR/2016

**TREE WARDEN**

EMERY, GEORGE 1 YR/2016

**VETERANS AGENT**

**Vacant**

**VETERANS MEMORIAL OVERSIGHT COMMITTEE**

AHEARN, MICHAEL 1 YR/2016

CONLEY, JANET 2 YR/2016

VANDALSEN, DAN 3 YR/2016

**WIRING INSPECTOR**

TOWER, JAMES to 8/2016  
MUPHY, PETER – Interim Eff 8/2016  
Assistant

MURPHY, PETER to 8/2016  
ERMAN, BILL Eff 10/2016

**ZONING BOARD OF APPEALS**

KROL, STEVEN, Chair 3 YR/2016  
BECKLEY, STUART 3 YR/2016  
TOZLOSKI, BARRE 3 YR/2016  
BERNOTAS, JAMES 3 YR/2016  
WILLIAMS, JR JAMES 3 YR/2016

Associate Members

NUERMINGER, TODD 1 YR/2016  
WILLIAMS, JONATHAN 1 YR/2016  
SCHNEIDER, STEPHEN 1 YR/2016  
(Rep. from Planning Board)

**PUBLIC WEIGHERS – Delta Sand & Gravel**

Appointed 4.1.14 – through 3.31.15

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

**PUBLIC WEIGHERS – ALL STATES ASPHALT**

Appointed 4.1.14 – through 3.31.15

ALLARD, JOSEPH  
BAJ, TIMOTHY  
BAKER, DENIS  
BONNETT, DAVID  
CAMERON, DUNCAN  
CHMYZINSKI, PETER  
CLONINGER, DEAN  
FOUNTAIN, RONALD  
GIARD, CHAD  
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  
MINOR, SEAN,  
MINOR, SEAY  
MORIARTY, MICHAEL  
MURPHY, MICHAEL  
OLANYK, PETER  
PAINE, RICHARD  
PARKER, HOMER  
PASKO, JOEL  
PORTER, KEITH  
POWERS, MATT  
PUCHALSKI, RONALD

ROGALSKI, MARK  
SADLOWSKI, MARK  
SHEARER, RANDY  
STOCKWELL, NORMAN  
SMITH, TIM  
THURLOW, DANIEL  
UZDAVINIS, TODD

**PUBLIC WEIGHERS – Warner Bros LLC**

Appointed 04.01.14-03.31.15

CHICOINE, LEO  
DENNO, NICHOLAS  
GREENE, ROBERT  
JARVIS, TODD

# BOARD OF ASSESSORS

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

## Tax Recapitulation of Tax Levy

	<u>Fiscal 2015</u>	<u>Fiscal 2014</u>
Total Amount to be Raised	8,112,771	10,413,624
Total Estimated Receipts from Non-Tax Sources	<u>3,274,912</u>	<u>5,633,610</u>
Tax Levy	4,837,859	4,780,014

## Value of Real Estate by Class

Real Estate Property Valuation		
Residential	302,386,617	301,463,617
Commercial	23,342,799	23,642,436
Industrial	<u>5,267,200</u>	<u>5,267,200</u>
Total Real Estate Valuation	330,996,616	330,373,253
Personal Property Valuation	<u>7,078,798</u>	<u>11,544,783</u>
Total Property Valuation	338,075,414	341,918,036
Tax Rate (Levy/Valuation*1000)	\$14.31	\$13.98

## Local Expenditures

Appropriations	7,549,640	9,936,029
Other Amounts to be Raised	563,131	477,595
Total Amount to be Raised	8,112,771	10,413,624

## Estimated Receipts and Available Funds

Estimated Receipts - State	1,730,479	1,610,604
Estimated Receipts - Local	497,537	587,428
Free Cash	291,520	305,920
Other Available Funds	499,299	3,129,658
Total Estimated Receipts	3,274,912	5,633,610

Abatements & Exemptions Granted (FY2014 application period not yet closed when report was submitted)

Real Estate Abatements	80	793
Personal Property Abatements	55	0
Veteran's Exemptions	5,600	5,600
Blind Exemptions	438	438
Seniors' Exemptions	77	500
Senior Work-Off Program (est.)	1688	1,800
Total	\$6,173	\$9,130

Respectfully Submitted,  
James Kowaleck, Chair  
Michael Skibiski  
Mary Ann Kowaleck

## BOARD OF HEALTH

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

Telephone: 413-665-1074

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 of services related to soil evaluations, wells, pools, camps and food inspections. We contract with Hillside Environmental for housing services which includes housing complaints, which can be related to sanitary conditions at rental properties, hoarding concerns, building condemnations, fire or other disaster inspections.

The Board of Health meets once a month on Mondays. Check the Town's website calendar for exact date each month at [www.TownOfSunderland.us](http://www.TownOfSunderland.us). The Board of Health Agent has public office hours Monday evenings from 6PM to 8PM in the Town Office Building, 2<sup>nd</sup> Floor Office.

Our part-time Health Agent is responsible for a variety of inspection services relating to Title V services, repairs and new septic system plan reviews, soil evaluations and final inspections for septic systems. The Health Agent conducts inspections of semi-public pools at the Town's Apartment Complexes; and also issues town-wide well permits and inspections for drinking or irrigation purposes. The Health Agent is also responsible for developing regulations for the Board of Health, such as Well Regulations and Tobacco Regulations that are imposed on the Town's permitted tobacco retailers. 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 are conducted semi-annually by the Health Agent. Additional 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 reported to the Board of Health secretary or Board of Selectmen's Office for further investigation and remediation.

Housing Health Agent services are by appointment only. All other non-Housing Health Agent services may be addressed by calling the Board of Health Secretary or during public office hours Monday evenings, 6PM-8PM. The Board of Health secretary can be reached for inspection service scheduling and other Health related issues *during regular Board of Health hours, Monday through Wednesday 8am-4:00pm and Thursdays 8am-12pm at 665-1441.*

### **Board of Health Services and Inspections provided by our agents in 2014:**

1 Camp Permit/Inspection	3 Septage (Offal) Hauler's Licenses
3 Catering Permits	12 1-day Food Inspections
22 Disposal Works Permits/Soil Eval/Inspections	15 Title 5 Inspections
22 Food Establishment Inspections *	5 tobacco permits
17 Food Permits	0 Trench Permits
21 Housing (complaint) Inspections *	0 Well Permits
5 Installer's Licenses	4 Roadside property trash complaints
22 Perc Tests	
2 Pool (public/semi-public) Permits *	*services may have required multiple and/or re-inspection

Respectfully submitted,

Caitlyn Rock, Chair; Kristy Paciorek, Vice Chair, Ken Kushi, Member

## **BOARD OF SELECTMEN**

**Email: [selectmen@townofsunderland.us](mailto:selectmen@townofsunderland.us)**

**Phone: 413-665-1441**

Sunderland 2015 was a year of change, progress, and reflection. Together we experienced turnover in key positions, and resolution on a long standing project. All that and the Town of Sunderland moves forward on the strength of its residents, volunteers, and the support staff we elect and appoint.

We learned in late spring about the departure of Margaret Nartowicz, our Town Administrator for just over 9 years. Margaret extended the trajectory of prior administrators, with a firm rework of many Town policies. A fine working relationship with residents and a look to the future with all her dealings. We wish Margaret the best in her future endeavors.

We also had the retirement of Chief Bob Ahearn from the Sunderland Fire Department, Bob has had (and continues to have) a significant impact on the Town through his steady hand in guiding. The Fire department, SCEMS, and the Towns Emergency Preparedness Team. Over the years he developed a robust team, managed the Public Safety Complex. The Town is not only safer, but better for all his work, his affable and sensible approach keeps us calm.

That news was followed by the retirement of Chief Gilbert from the Sunderland Police Department late in the year, Chief Gilbert another long standing member of our community. His work in the community from school programs to his fine work developing and establishing a strong Police Department leaves a lasting legacy.

So while all these departures create challenges for the town, they also represent a time for all of us to reflect on what we have, and what we look forward to. Thanks to each of these professionals for their service and contributions to our greater good.

In late summer we welcome Sherry Patch to the town as our new Town Administrator. Sherry comes from the town of Hardwick and brings over 2 decades of municipal administrative experience. She has worked closely with our Boards, Committees, and Departments providing a smooth transition for the Town. We wish Sherry the best in her time here. Steve Benjamin was appointed Interim Fire Chief, we look forward to his continued work with the Department.

The Sugarbush Meadows project was approved with conditions and will move to its next development phase. This phase ends over a decade of honest resistance to this project. The Towns continued efforts to develop a modest solar power generation platform continues to meet with frankly, resistance from the local power company Eversource. This represents yet another year of opportunity lost through the utilities obstinance.

We have several initiatives that continue. The 120 North Main st. property was explored for affordable housing and found to be able to support a modest development to meet the Towns housing needs. The Town Housing plan was re-certified this year. This lays out the Towns needs and goals for the next decade.

A rambunctious group of rabble-rousers continues with excellent work on recreational, access, mobility issues in our Town. Thanks to those on the Community Pathways Team for your energy and efforts. The North Main Street reconstruction engineering work moves forward. There were several public meetings and comments by residents. This input is valuable, and will make for a better project.

The Town marches toward its 300<sup>th</sup> anniversary in 2018. To that end a group of eager residents formed the committee that will oversee the planning and implementation of our celebration. I know it is a few years away but really closer than we all think!

Sunderland continues to express itself through the Community Preservation Committees work. Now with a few years under our collective belts. A series of initiatives and projects demonstrate the real benefits of this program. The real work is by the motivated Community Preservation Committee. Thanks for all they do.

With all that is going on let's pause and reflect on the year. So many people contribute to our collective success. To those involved and those interested, we owe a measure of thanks. The Town continues to have challenges, the strength of the Town is in its participants, that should give us all some measure of pride.

The town has lost residents who have made a lasting impact on all of us, this includes Mr. Paul Korpita. The Selectmen's report would be incomplete without mention of Mr. Korpita's contribution to the Town over his lifetime and tenure as a Selectmen.

The Town of Sunderland is as much concept as it is reality, to those who work hard, participate. Thank you.

As with all years, some tension, some celebration, and a lot of hard work represent the best of your Town, Sunderland is a force and a wonderful community.

Respectfully submitted,

Scott A. Bergeron, Chair, Thomas D. Fydenkevez, Vice Chair, David J. Pierce, Clerk

### **BUILDING COMMISSIONER**

Email: [building@townofsunderland.com](mailto:building@townofsunderland.com)

Phone: 413-665-1433

In calendar year 2015, there were 164 building permits issued. Estimated construction costs were \$3,831,122.00, fees collected totaled \$59,896.45. Two new homes were constructed, the remainder of permits were for windows, siding, roofs, garages, additions, kitchen and bath remodels, etc. A detailed list of permits is available at my office upon request. I look forward to serving the town in the coming year.

Respectfully submitted,

Joseph Fydenkevez, Jr.

Building Commissioner and Zoning Enforcement

### **COMMUNITY PATHWAYS COMMITTEE**

The Sunderland Community Pathways Committee has been active since 2012 and was formally established as a town committee in 2015.

During its three years of activity, the Committee has focused on ways to improve Sunderland's active-transportation infrastructure and access to community resources. Sidewalk, pathway, and access improvements would offer a better experience for those walking, wheeling, jogging, pushing strollers, biking, dog-walking, canoeing, and kayaking in our beautiful environs. In its work the Pathways Committee has been actively collaborating with the Franklin Regional Council of Governments, Sunderland's Town Administrator, our Selectmen, Planning Board and Conservation Commission.

During the past year, the Pathways Committee has been actively engaged in these key areas:

- Improving pedestrian safety at the Rte. 116/ Rte. 47 intersection in the center of town

- Advising on the design for planned improvements to North Main Street, to enhance walking and cycling while maintaining the community character of the roadway
- Resolving ownership issues along School Street to enhance public access to the boat launch and the Connecticut River
- Engaging the Massachusetts Department of Fish and Game to plan improvements to the Sunderland boat launch
- Assessing opportunities for a riverside trail to allow public access along Sunderland's scenic waterway
- Engaging MassDOT's Safe Routes to Schools program to address pedestrian and bicycle access to Sunderland Elementary School
- Exploring outside funding resources to stretch limited community dollars for proposed projects.

Respectfully Submitted,

Gary Briere, Dan Murphy, Nancy Pick, Rock Warner, Linda Lopatka, Clerk, Sara Snyder, Chair

### **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, community housing, open space and recreation.

In its first four years of operation the town has received 100% state matches (\$89,806, \$92,977, \$95,458 and 97,823) based on its FY2012, FY2013, FY2014 and FY2015 surcharges. 12 projects have been funded to date.

The CPC was organized and began its duties in July, 2011. Its current membership representation is:

- Historical Commission, Helen Clark
- Housing Committee, Richard Lopatka, chair
- Conservation Committee, Jennifer Unkles, clerk, treasurer
- Planning Board, Sara Snyder
- Recreation Committee, Shana Deane
- At-Large member, Mike Wissemann
- At-Large member, Tom Fydenkevez

The CPC votes to approve projects for presentation to Town Meetings, where final project resolutions occur. A CPA Application Packet can be found on the Town Website or in paper form in the Town Office.

At the end of FY2015 on June 30, 2015 the fund had a balance of \$457,810.02 with \$279,355.98 in undesignated funds.

At a September 19, 2014 Special Town Meeting the town voted to authorize the Board of Selectmen to use future Community Preservation Funds of \$265,000 for the purchase of property at 120 North Main Street of 2.82 acres to be used for CPA purposes.

At the April 24, 2015 Annual Town Meeting, the town authorized the use of \$25,774 of CPA funds for the first year of debt service related to the property purchase of 120 North Main Street.

As allowed by CPA, an administrative assistant position was created and has been filled to support efforts of the CPC. This assistance is in finances, research, communications and project applicant preparations. We welcome Nika Tomasic who was selected for this position.

The Sunderland CPC encourages projects that have broad resident benefit, contain significant cost sharing, have positive effects on town budgets and have potential for town economic impact. CPA qualified proposals in line with town celebrations and historically focused on Sunderland's tercentennial in 2018 are being prepared.

This year special thanks and appreciation go to the highly committed CPC members, project leaders and numerous volunteers and donators who went beyond expectations in making projects successful.

Respectfully Submitted, Richard Lopatka

### **CONSERVATION COMMISSION**

EMAIL: [concom@townofsunderland.us](mailto:concom@townofsunderland.us)

The Conservation Commission is Sunderland's local environmental agency, responsible for protecting the town's land, water, biodiversity and other natural resources. A primary job of the Commission is to enforce the state Wetlands Protection Act, in addition to our town's own wetlands bylaw. Wetlands hold and filter water. They also play a vital role in preventing buildings from flooding, protecting groundwater, preventing pollution, and supporting healthy populations of fish and wildlife. The Commission reviews all proposed construction projects located near wetlands and water bodies, to protect and maintain these important resources.

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

This has been a busy year for the Commission in our efforts to protect wetlands, farmlands and to provide increased outdoor recreation opportunities for town residents. Highlights of our activities during 2015 include:

- **Town Boat Ramp Improvements.** The Commission has been working to make improvements to the Town boat ramp, located off School Street. The ramp and its access road have been in poor condition for many years. Before any improvements can be made, however, the Town must first obtain proper title to the entire boat ramp property. (Ownership has been unclear for many decades due to changes in bridge footings over the years.)

Once the land is officially in Town hands, the Massachusetts Department of Fish & Game will be able to pave the access road and construct a simple concrete boat ramp at the water's edge. The State would also take responsibility for maintaining the ramp in the future.

Sunderland's stretch of the Connecticut River is ideal for paddlers and small fishing boats, making this project a top priority for the Commission.

- **Mapping Mt. Toby Trails.** The Commission has also been coordinating efforts to complete GIS mapping of the Mt. Toby Trails. Last spring, undergraduate students at UMass Amherst created a GIS base layer map showing the main trail, in a class taught by Prof. Bethany Bradley of Sunderland. This fall, students of Prof. Charlie Schweik added more trails to the GIS map and made recommendations for improving hikers' use of the mountain.

Ultimately, the Commission hopes that a new and more accurate trail map will be created—possibly

with GPS coordinates for smart phones—and that all trail blazes will be upgraded.

- **Wetland Site Reviews.** The Commission provided oversight of several construction projects in town located near water resources. In addition, members have performed numerous site reviews.
- Lastly, we would like to Todd Nuerminger for his years of service on the Conservation Commission.

We are truly blessed to have so many outstanding natural resources in town. We enjoy the purest water from our aquifers under Mt. Toby, the most productive farmland in New England, abundant fish and wildlife resources, and some of the most beautiful views in the 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 7:30 pm. We welcome your input and questions regarding our role in protecting Sunderland's water and wetlands resources.

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

### CULTURAL COUNCIL

The Sunderland Cultural Council is your town's chapter of the Local Cultural Council Program funded by the Massachusetts Cultural Council. Sunderland's is one of 351 town and city local councils in the Commonwealth, making up the largest grassroots cultural program in the nation. The Sunderland Cultural Council's mission is to reallocate money received annually from the MCC to fund local programs in the arts, humanities, and sciences. Additionally, we strive to identify the cultural interests and needs of our community through Community Input Meetings, surveys, and conversations with town residents.

For the 2015 grant year, the Sunderland Cultural Council had \$4,608.00 from the MCC available to grant. At a voting meeting held in November 2014, the SCC awarded funding to 17 of the 22 grant proposals received. They are as follows:

- Songwriting in the Prime of Life – Musical program at the South County Senior Center
- Gangster's in Love – A theatrical performance at the South County Senior Center
- Halloween Harvest—A musical program at the South County Senior Center
- Exploring our Ancestors' Lands and Villages—A historical program held at the South County Senior Center
- Franklin County Tech School Drama Program—Support for a performance given in Turner's Falls by Franklin Tech students
- Historical Perspectives with Ben Franklin—Dramatic history presentation for Sunderland Elementary School students
- Pioneer Valley Symphony performance—Support for music program available to all valley residents, held in Greenfield
- Heroes Puppet Show—Children's programming held at the Sunderland Public Library
- Children's Music Time—Series of musical events held at the Sunderland Public Library
- "Wolf Talk"—Educational science program held at the Sunderland Public Library
- Every Hero Has a Story—Theatrical performance for young people held at the Sunderland Public Library
- International Family Celebration—Cultural program held at the Sunderland Elementary School
- Hilltown Families Website—Support for website that provides information for area family services and programs
- Tim Van Egmond Independence Day Cookout and Performance—Held at South County Senior Center
- John Porcino "To Life!" Program—Music and storytelling held at South County Senior Center
- Jay Mankita concert—(Granted but postponed until spring of 2016) to be performed at Sunderland Elementary

School

- John Root Songbirds Presentation—Educational presentation given at Sunderland Public Library

MCC funding is publicized in late August. Applications are accepted September through the October 15th deadline. Application forms, instructions and guidelines are available online at [www.mass-culture.org/Sunderland](http://www.mass-culture.org/Sunderland). Please contact Peter Lacey at 665-3198 with further questions or if you have interest in serving on the council. It's a fun way to contribute to our community!

Council Members: Julie Jacque—Co-Chair, Peter Lacey—Co-Chair, Mary Gorman— Secretary, Barbara Howey, Debbie Russell, Tammy Thompson

## **ECONOMIC DEVELOPMENT**

The Selectmen reactivated the Economic Development Committee (EDC) in 2014 and instructed the committee to perform two tasks:

1. Create a business guide to Sunderland comprising two parts: one part giving Sunderland's virtues as a town favorable as a site for one locating a business, the other part giving an "everything one needs to know" summary of Sunderland's business regulations (e.g., zoning).
2. Propose changes that could be made to Sunderland regulations were Sunderland desirous of becoming more "business friendly".

The EDC completed task one by March 2015 and completed task two in September 2015. A final report comprising the task two suggested changes was sent to both the Planning Board and the Selectmen in September, and the EDC stood down.

Respectfully submitted,

James Bernotas, Aleks Kajstura, Fred Laurenitis, Dan Murphy, David Pierce, Barre Tozloski, Robert H. Warner Jr., Michael Wissemann

## **EMERGENCY COMMUNICATION ALERT SYSTEM**

Our “Reverse-911” system, BlackBoard Connect 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 go to the link at [www.townofsunderland.us](http://www.townofsunderland.us).



## **EMERGENCY PREPAREDNESS SUPPLY KIT**

### **Home Emergency Kit**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>○ Radio/flashlight, battery powered; extra batteries or self-powered flashlight &amp; radio</li> <li>○ Bottled water – 1 gallon per day, per person</li> <li>○ Canned food – not needing refrigeration</li> <li>○ Can Opener: non-electric</li> <li>○ Eating utensils/disposable cups &amp; plates</li> <li>○ Plastic bags-zipper/re-sealable type &amp; trash bags</li> <li>○ Blankets/hats/gloves/warm clothing</li> <li>○ Prescription drugs</li> <li>○ Medical information</li> <li>○ Personal contact information, including phone numbers</li> </ul> | <ul style="list-style-type: none"> <li>○ Personal care items-sanitary napkins, disposal diapers, etc.</li> <li>○ Waterproof matches</li> <li>○ Writing instruments &amp; paper</li> <li>○ First Aid Kit with manual</li> <li>○ Pocket Knife</li> <li>○ Fire Extinguisher</li> <li>○ Cell phone &amp; cord/adapters</li> <li>○ Small hand tools, i.e. hammer, pliers, duct tape</li> <li>○ Soap &amp; paper towels</li> <li>○ Household bleach</li> <li>○ Toilet paper &amp; waterless hand cleaner/sanitizer</li> <li>○ Disposable N95 Personal Protection Masks</li> </ul> |
|---|---|

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

- Needles & thread
- Pre-moistened towelettes
- Eye classes-extra pair / Contact lenses & supplies
- Pet supplies-leash, collar, food, ID, inoculations, carrier
  - Cards / books

### **Car Emergency Kit**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>▪ Booster cables</li> <li>▪ Maps, shovels, road flares</li> <li>▪ Tire repair kit &amp; pump</li> <li>▪ Spare tire</li> <li>▪ Fire Extinguisher (ABC type-#5 All Purpose)</li> <li>▪ Blankets/hats/gloves/warm clothing</li> <li>▪ Non-perishable food</li> </ul> | <ul style="list-style-type: none"> <li>▪ First aid kit with manual</li> <li>▪ Flashlight</li> <li>▪ Fix-A-Flat</li> <li>▪ Empty gas can</li> <li>▪ White cloth to signal distress</li> <li>▪ Vehicle Registration</li> <li>▪ Proof of Insurance</li> </ul> |
|--|--|

## ENERGY COMMITTEE

The bulk of 2015 was taken up with continuing our door-to-door canvassing project, encouraging Sunderland residents to make use of the free energy audits and low- or no-cost weatherization measures offered by Mass Save and Community Action. By using a small portion of our Green Community funding, we were able to hire two very competent canvassers, Stephanie Vignone and Jared Koester, who were able to knock a second time on all those doors where no one was home when we first visited them last year. Members of the Energy Committee volunteered their time to help complete this task. All told, since the start of the project in September 2014, we knocked on 1,281 doors, had 636 conversations with people about saving energy, booked 136 Mass Save audits, referred 64 households to Community Action and 100 to Mass Save. We were most fortunate, once again, to have the expert guidance of Ellie Kastanopolous, who spearheaded a similar project in Greenfield, without whom our efforts would not have been as successful as they were.

Observing that low-income residents who qualified for Community Action weatherization funding were often put on a long waiting list before work could be done, we met with Peter Wingate, Energy Director of Community Action, to see what could be done to expedite matters. He explained to us the intricate funding bottleneck that prevented him from moving through his list of weatherization projects as quickly as he would like. (An average of \$4,500 is spent on weatherization measures for each home, at no cost to income-eligible home owners.) We are currently exploring ways to help Community Action find the funds to move through their waiting list in a more timely fashion. It is a priority for our Committee to help low-income families in Sunderland save fuel and money by improving the energy efficiency of their homes (and increasing their comfort level as well).

The next stage of this project was to reach out to landlords, since about half of Sunderland's population is made up of renters. We sent out a mailing to landlords owning rental properties consisting of four units or less. We received some positive responses from landlords interested in exploring increasing the energy efficiency of their properties, though not as many as we had hoped. We will pursue this further and explore ways to incentivize this option for landlords.

The Energy Committee participated in the ad hoc group that evaluated the proposals for Sunderland's Solar Project, to be located in the fields adjacent to the elementary school and the highway department. In June, the group, assisted by Beth Greenblatt of Beacon Integrated Solutions, recommended Kearsarge Energy of Watertown, MA to the Board of Selectmen, who approved this recommendation. As of this writing, the project is unfortunately held up by a delay in the permitting process by Eversource Energy, our electricity supplier.

After introducing a Resolution in Opposition to the Tennessee Gas Pipeline Project at Town Meeting, which passed, we felt that a more thorough discussion of this topic was in order. In December, in cooperation with the Sunderland Public Library, we invited members from the neighboring towns of Deerfield, Conway, Ashfield, and Northfield — all towns along the pipeline's proposed path — to air their concerns and answer questions or challenges from the public about the pipeline project. Though attendance was not large that night, the low turnout was more than made up for by the quality of the discussion, which was extremely high. These were folks who had clearly done their homework.

Members of our Committee continued to attend regional energy committee meetings hosted by FRCOG, as well as the Massachusetts Municipal Energy Conference sponsored by UMass Clean Energy Extension. At the latter meeting, we connected with Dr. Dwayne Breger, director of UMass Clean Energy Extension, who may be able to help us work through our funding bottleneck for low-income weatherization projects. Stay tuned...

Respectfully submitted,  
 Laura Williams (chair), Scott Reed (clerk), Aaron Falbel

## **FINANCE COMMITTEE**

Email: [Finance@TownOfSunderland.us](mailto:Finance@TownOfSunderland.us)

**Mission:** The prime responsibility of the Finance Committee is to make recommendations at town meeting on financial matters, including the annual budget. The Committee has oversight responsibilities for town financial matters. The moderator appoints its members.

**Annual Budget:** At the Annual Town Meeting on April 24, 2015, voters approved a budget of \$7,104,260 for fiscal year 2016, an increase of 1.6% from the previous budget. As has been the case in recent years, the budget was again thoroughly examined for any expense savings.

**Revenues:** For FY16, the town saw slight increase in both State revenues and local receipts. But revenues from the state continue to be woefully inadequate.

**Risks:** As we plan the FY17 budget we continue to be distressed by the unbalanced status of state aid versus expenses. Although we expect another modest increase in state aid, again in FY17, the Town's revenues continue to be well below pre-crash levels. Painful measures have been taken to not only control increases in expenses but to reduce existing expenses in all areas. The financial crisis in America and Massachusetts has had an enormous effect on aid we expect to receive from the state. We are fortunate in Sunderland to have such dedicated people looking after the town's workings and keeping the budget fiscally sound, but the drop in aid over the past few years will continue to have a lasting negative effect on Sunderland.

While we continue to run the town's operations at the leanest of levels, we are not being fiscally sound in planning for the future. While it might seem reasonable to sneak by year after year on the town budget, we are not being responsible in planning for the capital needs of the town. The capital request sheet continues to grow, as year after year the needs are not met and new ones arise. This money is needed for things such as replacing Police cruisers, replacing needed Fire equipment, repairing and maintaining buildings, and planning for the inevitable wearing out of the towns' equipment and other resources.

**Thanks:** In preparing the FY17 Budget, we would like to thank everyone who is always involved in the process and everyone who got involved this year. Many thanks go out to the Town Administrator's office, the Town Clerk's office, the Accountant's office, the Board of Selectmen, the Elementary and Frontier school administrations and School Committees as well as all the other town employees and boards that have helped form our budget. The amazing dedication from everyone involved makes Sunderland a great place to live.

**Respectfully Submitted,** Chair: Sean Randall, Vice Chair: Francis Mozea, Clerk: Dan Murphy  
Members: Aleks Kajstura and Bruce Bennett

## **FIRE DEPARTMENT**

Email: [fire@TownOfSunderland.us](mailto:fire@TownOfSunderland.us)

EMERGENCY: 9-1-1

NON-EMERGENCY CALLS: 413-665-2465

In 2015 the Sunderland Fire Department responded to 110 fire calls. This is a 25% increase in activity over the prior year. Over the last ten years our call volume has increased steadily at a rate of at least 3% per year. It is important to recognize and thank the members of the Fire Department and their families for their dedication and sacrifice. These traits are necessary to maintain the routine of responding to calls, participating in weekly drills, training and continuing education. Missed meals, nights without sleep, interrupted family events and holidays are all taken in stride by the men and women of our Fire Department while they perform their duty eagerly and professionally. Your community thanks you. It is increasingly challenging to find people who will do this service for the community. Being a volunteer firefighter is a rewarding and fulfilling experience. We are always looking for people to help us serve our neighbors. If there is anyone interested in helping the Fire Department in any capacity please call 1-800-FIR-LINE, talk to any member of the Department or call / stop by the Fire Station.

### **IMPORTANT REMINDERS TO CITIZENS**

- Display house numbers prominently so they can be seen from the street by first responders. We continue to sponsor a house number program. Senior Citizens can order house numbers free of charge from the Fire Department. Numbers are available to all others at a nominal fee.
- There is no parking in fire lanes in front of all fire hydrants 24/7, including the Elementary School. Violating cars can be ticketed or towed.
- Open burning season runs from 15 January to 1 May annually. Burning permits are available online at [www.fcburnpermits.com](http://www.fcburnpermits.com). Permits are necessary to be obtained BEFORE burning brush. Open burning is regulated by the Massachusetts Department of Environmental Protection. The DEP advises local fire departments if burn permits should be issued on any given day based on air quality.
- Please check your smoke and carbon monoxide detectors on a regular basis. Early detection of smoke and carbon monoxide is critical to survival. If your smoke detectors are over 10 years old or your carbon monoxide detectors are more than 7 years old they should be replaced with new units.

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

Fire Chief Robert Ahearn retired from commanding the Fire Department on the 1<sup>st</sup> of January, 2016. Bobby served the Town as Fire Chief for 18 years and has been a member of the Fire Department for a total of 36 years. His steadfast leadership and the concern he demonstrates for his firefighters and the community has left a lasting mark on the Town of Sunderland. We are fortunate that he plans to remain active on the Fire Department and will continue to serve our Town. The Fire Department also thanks retired Police Chief Jeffrey Gilbert for the many years of assistance he has provided to the residents of Sunderland and to the Fire Department.

In closing, the following town departments deserve our thanks for assisting us this past year: Police Department, Highway Department, Town Office Administrative Team, Board of Selectmen, Finance Committee, Water District, Health Department, School Committee, Principal and Superintendent. We also thank every resident of Sunderland for your support throughout the year.

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

Respectfully submitted,  
Steven J. Benjamin, Fire Chief

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

WEBSITE: [www.franklincountywastedistrict.org](http://www.franklincountywastedistrict.org)

Phone: 413-772-2438

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – 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 2015 shows almost an identical amount compared to 2014. District residents recycled over 1,700 tons of paper and over 1,100 tons of mixed containers, which were processed at the Springfield Materials Recycling Facility. Although market prices for recyclables remained low all year, District towns received a total of \$40,000 in revenue for their recyclables.

In 2015, 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. Over 66 tons of material was recycled or disposed of from the two collections. A total of 590 households participated in these collection events.

We held our annual household hazardous waste collection in October 2015. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 347 households participated in this event. 48% of participants were using the collection for the first time.

We received a \$20,000 grant from the State to set up food waste diversion programs in area schools. We also helped member towns implement \$12,000 worth of small-scale initiative grants from the Massachusetts Department of Environmental Protection.

We baled over 10 tons of wood pellet bags and agricultural plastic in our first year of this new recycling program. We continue to manage the recycling and composting program at the Franklin County Fair and to assist other events with waste reduction efforts. We continue to work in each school system helping with waste management bids and with fostering sustainable waste reduction programs.

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

Jan Ameen - *Executive Director*

Chris Boutwell, Montague - *Vice-Chair*

Jonathan Lagreze, Colrain - *Chair*

MA Swedlund, Deerfield - *Treasurer*

## **FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS (FRCOG)**

### **Services to Sunderland**

The FRCOG is a governmental body that serves and assists the municipalities of Franklin County as effectively and efficiently as possible. We provide regional and municipal services to our member towns using a diversity of funding sources and strategies. To learn about the FRCOG and the projects, products and services that we provide to the greater Franklin County region, please go to our web site, [www.frcog.org](http://www.frcog.org), or refer to our Annual Report which can be found on the Publications page of our website. Over the course of the year we also provide specific services to every town. In 2015, the FRCOG provided the following individualized services to your town:

#### **Administration and Special Projects**

- Individual members of several town energy committees and other interested local officials met together informally on a bi-monthly basis to share news from their respective towns and to learn from each other and from invited guests about energy-related topics of mutual interest. FRCOG staff provided assistance facilitating meetings, presenting information, and conducting follow-up communication.
- FRCOG grant funds paid for a town-requested 2015 analysis of the benefits and costs of a merged Police Department for the towns of Sunderland, Whately, and Deerfield. Staff met with all three select boards and the consultant to review the findings, which indicated potential significant benefits to cross-jurisdictional sharing in policing.
- Town staff participated in preliminary discussions for a new multi-town project to share professional human resource services. Grant funds will be used in 2016 to move the project toward implementation.

#### **Cooperative Bidding & Purchasing Program**

- Sunderland contracted with the FRCOG to receive cooperative bid pricing for up to 24 different Highway Products and Services. Total estimated highway contracts for FY16 are \$552,383.
- Sunderland Elementary School is part of the cooperative contract for Fire Alarm Testing.
- Staff attended the monthly Franklin County School Business Managers working group.
- The Town is eligible to participate in the Rental Equipment contracts and to purchase Hose and Testing Services as part of the Fire Service cooperative bids.

#### **Cooperative Public Health Service Health District**

Sunderland is not a member of the health district, but residents received benefits from the activities of the Public Health Nurse in 2015.

- Staff coordinated vaccine and supplies for flu clinics at which 919 area residents, including 39 Sunderland residents served at Deerfield sites, were vaccinated with the support of community volunteers, staff and GCC nursing program staff and students.

#### **Partnership for Youth**

- Staff conducted a Teen Health Survey to assess teen attitudes and behavior among middle and high school students. Staff reported to Frontier Regional School administrators on results from 226 Frontier students, representing 77% of the 8th, 10th, and 12th grade classes. Survey data meets federal No Child Left Behind requirements for the school, enables the school to receive Safe and Drug Free Schools funding, and is valuable for grant-writing and program planning.
- One staff member from Frontier Regional High School/Middle School attends a LifeSkills program quarterly implementation meeting and is currently incorporating the program into the school curriculum.

- Staff coordinated and conducted Alcohol Purchase Surveys of all open package stores in Sunderland on 3 occasions. These surveys, proven to reduce alcohol use among youth, involve sending young-looking off-age undercover shoppers to check the stores' compliance with underage drinking laws. Over the course of 2015, an average of 89% of sellers checked for identification.
- Staff also worked with the Sunderland Police Department to complete 1 round of alcohol compliance checks at all open licensed establishments, a strategy proven to be effective at reducing youth substance abuse. 100% of establishments were in compliance.
- Employees of on-premise alcohol licensed establishments were invited to participate in the Training for Intervention Procedures (TIPS® Training) for servers, while employees of off-premise alcohol licensed establishments were invited to participate in the Mass Package Store Association (MassPack) Beverage Alcohol Training. Both trainings were offered at a discount to Sunderland establishments.

#### **Planning and Development Department**

- Staff assisted the FRTA in conducting a *Comprehensive Service Analysis* for its fixed route buses.
- Staff provided comments on the draft Sunderland Business Guide.
- Staff continued to work to advance projects to protect additional land along the Connecticut River Scenic Byway with funding that was awarded from the National Scenic Byway Program.
- Staff coordinated the installation of the tri-state Connecticut River Scenic Byway bicycling wayfinding signs.
- Staff completed a Western Massachusetts Scenic Byway Marketing campaign that included the placement of advertising throughout the target area, launching of a website, and installation of a wayfinding sign system.
- Staff continued to participate in activities related to the North Main Street reconstruction project which is included in the Franklin County Transportation Improvement Program.
- Staff conducted 3 traffic counts.
- Staff conducted traffic turning movement counts at the intersection of Route 116 and Route 47.
- Staff provided follow-up and support for implementing improvements identified in the Complete Streets Report examination of the Route 116 and Route 47 intersection in Sunderland Center as part of that plan.
- Staff worked with the Sunderland Housing Committee to complete an update to the Town's Housing Plan, which was submitted to DHCD in December 2015 for approval as a Housing Production Plan.
- Staff worked to update the *Connecticut River Scenic Byway Corridor Management Plan*.

#### **Regional Preparedness Program**

- Staff conducted a review of the *Frontier Emergency Dispensing Site Plan* and ran quarterly contact drills and a site notification drill to test the Plan.
- The Sunderland health agent attended the Mohawk Area Public Health Coalition's annual meeting.
- Through a state Community Innovation Challenge grant, FRCOG provided the fire department with a mobile data terminal to improve data collection during fire responses.

#### **Town Accounting Program**

- Staff produced biweekly vendor warrants, and provided monthly budget reports to all officials and department heads.
- At year end, Staff completed Free Cash certification, and Schedule A was submitted. In addition, Staff provided assistance in completing the Recap for tax rate submission.
- Staff-customized reports for committees and departments were developed and distributed.
- Staff assisted with the annual audit.

- All accounting data was accessible over a secure internet connection to a server at the FRCOG office. Backups were completed daily and there was no unscheduled down time.
- Staff worked with a grant-funded consultant toward creation of operating policies and procedures for the Town Accounting Program. Written policies and procedures will assist with training new staff and will be a resource for existing staff to meet our goal of operating as efficiently as possible to keep program costs as low as possible.

### **Workshops & Training**

The following list represents the FRCOG workshops and training sessions Sunderland public officials, staff, and residents attended and the number in attendance.

#### **Western Regional Homeland Security Advisory Council**

- Crime Scene Preservation for First Responders — 3

#### **Emergency Preparedness**

- Citizen Corps Volunteers Exercise Series — 2
- Medical Reserve Corps 101 — 1
- Citizen Corps All Members Meeting Series — 5
- Western MA Community Organizations Active in Disasters Summit — 1

#### **Partnership for Youth**

- Tips Training (service training for bars and restaurants) — 1
- MassPack Server Training (for package stores) — 4
- **Local Food Procurement Training for K-12 Food Service Directors —1**

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

LOCATED AT 8B Elm Street, South Deerfield, MA 01373 Phone: 413-665-0012 Email: mail@fcats.tv

As the public-access television provider for Conway, Deerfield, Sunderland and Whately Frontier Community Access Television is pleased to present its 2015 annual report. The year 2015 was one of transition for Frontier Community Access Television. After a seven month search, a new General Manager was hired in July, and I couldn't be prouder to lead this particular organization. A good amount of progress was made during the last year on a number of fronts, including,

- Negotiation on a new ten-year cable contract for Deerfield, Sunderland and Whately, which should be signed in early 2016.
  - Continued comprehensive coverage of local government, including production of annual town meetings and budget hearings, as well as anchoring live coverage of Senator Stan Rosenberg's Spring Municipal Conference.
  - Ongoing production of anchor shows "The Song," "Talking Art," "Watermelon Wednesdays," "Monday Night Music," and "Mass from Holy Name," among others
  - Promotion of Lacey Arnold and Jon Prosperi to the positions of Executive and Senior Producers, respectively.
  - Streamlined and updated certain operating rules, particularly those which pertain to the use of station equipment--Expanded outreach to Frontier Regional School and expansion of our sports coverage, with the addition of commentary, both on our own and in collaboration with local radio stations
  - Hired new production assistants Ben Tillona and Matt Carlson, and the continued valuable contributions from Joe Menko, Marina Korpita and others.
- As successful as 2015 was, there is still plenty to tackle in 2016. Goals identified thus far,
- Final approval of our new ten-year cable contract with Comcast, which includes a provision allowing us to have more ability to assist with and monitor cable channel 15 in Deerfield, Sunderland and Whately.
  - Purchase of a new, state-of-the art Castus broadcast server, which will greatly enhance our production capabilities, and allow us to better serve our communities
  - Expand our range and reach of productions to move beyond government coverage and into exploring more of the untold community stories of the South County
  - Expand our outreach to various town community groups (libraries, churches, senior center) to become more of an organic information resource
  - Establish a community news service, and incorporate as an organic part of FCAT's programming
  - Pursue new revenue sources through underwriting from local businesses

- Continue to pursue moving to a new temporary home base of operations, while pursuing a larger project to relocate to a more permanent home, possibly in a town-owned building
- Creation of a new capital account for said move
- Perfecting the art of “point-to-point” video streaming, which will allow us to go live virtually from anywhere where Internet is available.

That’s just a sampling of what we hope to accomplish in 2016. Please do not hesitate to contact us if you have any suggestions or comments regarding our programming. We look forward to continue serving your community in the months and years ahead.

Respectfully submitted,  
Christopher S. Collins, General Manager  
Frontier Community Television  
Email: [chris@fcats.tv](mailto:chris@fcats.tv)

## HIGHWAY DEPARTMENT

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. Thank you to all my winter employees for a tough long winter, Fred Laurenitis, Duane Jenks and John Skribiski.

This year we were tasked with repairing several basins in town. With the help of Morawski Excavating. Paving was done on a portion of Russell St for the preparation of oil and stone in the spring. Warner Brothers did overlays on Brown Cross, Grybko Cross, Burek Cross, Country Lane and Kulesa Cross. Clay Brook Road had a total full depth reclamation done from top to bottom and repaved.

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

- \*\*\* Rebuilt Clay Brook Road
- \*\*\* Repair shoulders throughout town
- \*\*\* American Flags put up for 4<sup>th</sup> of July
- \*\*\* Re-painted lines throughout the town
- \*\*\* Repaved several Rd thought out town
- \*\*\* 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
- \*\*\* Fixed guard rails thought out town
- \*\*\* Repair and replace cab shield on FL 80 and repainted

Respectfully,  
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 2015:**

- Continued to support the town's Community Preservation Committee in determining appropriate CPA projects to bring forward for town approval. Historical Commission member, Helen Clark serves as the Commission's representative to the CPA Committee. In addition, Historical Commission member, Carl Fiocchi is serving on the Housing Project Committee in support of the "120 North Main Street" Senior/Low income housing project.
- Provided input regarding design efforts for the North Main Street Reconstruction Project. Our review centered on how this project might impact the overall character of our Historic Main Street Linear Common as well as the overall impact to the town's street trees especially the Historic Button Ball tree. It is our hope that the final design will not adversely impact the Historic character of our town.
- Our Commission and Swampfield Historical worked with UMASS & the Massachusetts Historical Commission as they conducted an archaeological reconnaissance survey on the old farm house located at 81 Reservation Road (trail head for MT Toby hiking trails). The house has now been cleared for demolition. A fence has been put up surrounding the property in preparation for demolition. After the demolition another archaeological reconnaissance will be conducted within the cellar hole. To date no notable artifacts have been found.
- In preparation for the town's 300<sup>th</sup> celebration in 2018 we are reviewing potential projects that could enhance the overall historic appearance of our town. Potential projects include: Update Historic Home plaques along Main Street and other historic houses throughout town. Update the Sunderland Street Tree inventory & Master Plan (last done in 1994 by UMass). Cindy Benjamin will be the Historical Commissions rep to the 300<sup>th</sup> anniversary celebration committee.

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

- In 2015 the society remained active with its usual spring open house. This popular event happened on the same day as the Library plant sale held outside on the Graves Memorial Building lawn. We will be open at the same event during the Library's Book and Plant sale in May of 2016.
- Of the many gifts received by the society this year was the "ferry pole" from Whitmore's ferry in north Sunderland.
- *Swampfield invites all to become a member in helping Swampfield Historical Society continue its mission -- membership dues are \$10 annually.*
- Donations of artifacts to the Society are always welcome. Please contact Mike Walunas at 413-548-9361.

- Currently the museum at GML is open by chance, however. many visitors have come for a private tour of our collection, which can be arraigned at a time that is most convenient for all. for an appointment, special occasion or private tour please contact Mike Walunas at 413-548-9361 to make arrangements.

*Respectfully submitted:*

*Linda Lopatka – Chair, Helen Clark – Secretary, Cindy Benjamin - Treasurer, Carl Fiocchi, and Steve Schneider members.*



## **SUNDERLAND PUBLIC LIBRARY**

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

Phone: 413-665-2642

2015 has been a wonderful year for the Sunderland Public Library. In this year we welcomed 49,295 people into our building, circulated 60,911 items, and had 4,906 people attend our 319 programs. We are looking forward to continuing to host innovative programs for people of all ages in 2016, and to maintaining our tradition of providing a welcoming environment for everyone.

This year we welcomed two new staff members to the Sunderland Public Library. Megan Russell was hired as the new Head of Young Adult Services in March, and Katherine Hand was hired as the new Library Director in September. We would like to thank Carol Baldwin for serving as the Interim Director between May and September, and to the members of our Director Search Committee, Natalie Blais, Russell Lane, Aaron Falbel, Cindy Bennett, and Donna McKemmie for helping us find our new Director. Long time staff member, Aaron Falbel, was promoted to Senior Librarian in June. Kelly Daniels-Baker remains the Head of Youth Services, and Laura Williams remains the Head of Adult Services.

The library took on a reorganization project in order to make our library easier for our patrons to navigate. We created new Cooking/Gardening, Knitting/Crocheting, and Biography/Memoir sections. We also added eye-catching signage throughout the library to help our patrons find what they need. We would like to thank Lorin Starr for her efforts in making the purchase of the signage possible, and the Friends of the Library for their generous donation towards the purchase of these signs.

Highlights from this year's programs include our Summer Outdoor Concert Series, a Super Hero Training program, and a visit from Farmer Minor and Daisy the Reading Pig. The library has a wonderful group of weekly events, including free Qigong classes, Friday morning Coffee and Conversation, and the Knitting Circle. The library continues to collaborate with Sunderland's Recreation Department to host weekly yoga classes and the Music Together program.

This year the library also completed our Serving Teens and Tweens grant, funded by the Library Services and Technology Act. In this two year grant, the library saw visits to our Young Adult Room

increase by 36% and circulation of our Young Adult materials increase by 34%. The library was also able to host 94 events for teens, including a Coding Class, Fencing Demonstration, RAD Self-Defense Course, and Drone Flying. Our most popular event for teens has been our monthly Laser Tag in the Library program. Through this grant the library was able to develop a Junior Teen Advisory Board and a Senior Teen Advisory Board, who help the library plan events for teens, promote reading and library use to other teens, and help us develop a vision of how the library can best serve Sunderland's young adults. The library is looking forward to continuing to create a space that Sunderland's teens can take ownership of, and more importantly, have fun doing so.

None of the library's accomplishments could have been made without our dedicated staff, Board of Trustees, volunteers, and Friends of the Library. Our sincerest gratitude goes towards our volunteers Peter Atkins, Emma Burke, Anna Jean Dindal, Dan Dindal, Judy Gatland, Chris Johnson, Charlie Johnson, Kathy Keroack, Grace Lucas, Kathy Moss, Teagan Perkins, Amanda Pizzollo, Kathy Ryan, Faith White, and the students of Frontier Regional High School's Life Skills Department for their tireless work. We could not keep this library running without the help of our volunteers. We would also like to thank the staff of Bergeron Electrical Services for donating their services to keep our library shining bright, the Millstone Market for providing coffee for our weekly Coffee and Conversation, and the Sunderland Corner Store for donating refreshments for our Summer Concert Series. Lastly, we would like to thank all of our patrons for their support.

Katherine Hand, Library Director

Board of Trustees: Beth Berry, Chair, Natalie Blais, Vice Chair, Valerie Voorheis, Secretary, Gerry Bridwell, Eileen Krol, Richard Lopatka, John Sackrey, Lorin Starr, and David Wissemann.

## **PLANNING BOARD**

The Board reviewed and endorsed five ANR applications during 2015.

The Board had regular and extensive conversations about the proposed North Main Street road improvement project which is being designed by CHA Engineering (hired as consultants by the Board of Selectmen). The Planning Board submitted specific feedback to the engineers based on review of the conceptual design and comments from other boards. The Board felt strongly that "Complete streets" could be met more creatively and holistically, with high priority given to bicyclist and pedestrian safety and access. In addition, consideration of future South Main street renovation needs to be an integral part of the North Main Street design process, as the linear common and town character are strongly linked to the symmetrical nature of North and South Main Streets. The Community Pathways Committee is working with multiple boards, the Selectmen, and the consultant to provide ongoing input. The Board wholeheartedly supports the central goals of the Community Pathways committee, which include traffic calming, increased access to the river and people-powered circulation.

The Board identified a need for greater public participation into the North Main Street design process before the 25 percent design stage. The Board requested that design documents be posted on the Town web site for easier public access and facilitated a public forum with CHA engineers (January, 2016).

Alongside North Main Street design discussions, the Board was involved in the Road Safety Audit and provided detailed suggestions to the Board of Selectmen, particularly about the 116/47 intersection. The Board would like the Town to reconsider the feasibility of a roundabout for that intersection and consider adding that project to the N. Main Street design. The Board received support of the BOS to pursue this inquiry, acknowledging that adding that component to the project could extend timeline by a year. Specific recommendations from the Board were submitted to the BOS for inclusion in the transportation master plan.

The Board reviewed a draft document by Economic Development Committee of proposed measures to make Sunderland more business friendly. The Board did not object to any of the recommendations which were submitted to BOS. Many of the proposals involve zoning revisions that would fall under the Board's purview. The Board did not specifically endorse any particular proposal; more discussion will be needed to prioritize the recommendations and identify strategies to implement them. The Board will be engaged in further discussions after BOS review and approval of the EDC document.

This year, the Town made a second attempt to install two ground-mounted solar photovoltaic arrays at the Public Safety Complex and Elementary School to provide renewable electricity for municipal use. The project followed the same design as the 2013 project, which was abandoned after the company under contract went bankrupt. Roscoe served on selection committee that awarded the contract to Kearsarge Energy. The Planning Board held a public hearing for the special permit in August, which was granted to Kearsarge for both parcels (two applications). Four members of the public attended and gave input at the public hearing. The project was planned for installation and commissioning before the end of December, 2015, but stalled in the Intertie process with Eversource (electric utility) and is currently on hold. As of this writing, Kearsarge had not filed the Notice of special permit with the Registry of Deeds. At this point, the Town could consider consolidating its application with other municipalities to expedite review by Eversource, or remain as an individual applicant. Consultant to the Town, Beth Goldblatt, can be contacted for updates.

Also related to solar installations, the Board met with a landowner considering a ground-mounted solar array that spans the town line with Amherst. The Board agreed that such an array would not require the mandatory setbacks along the town line if the property extended across at that point. Setbacks would apply on other boundaries, unless they could be reduced without threat to public safety, health or welfare through the special permit process.

In November, the Board hosted a public meeting for the FRCOG to present the draft of the Housing Production Plan (HPP), the housing chapter of the master plan. The FRCOG worked with the housing committee to update the 2007 plan. Sunderland had achieved most of the goals from its 2007 plan except for affordable housing targets. If the Sugarbush 40B project is completed, it would create 150 rental units that would count toward the affordable housing goal. This would leave the town needing 14 more to reach the 10 percent requirement that would bring relief from Chapter 40B. The underlying goals for the housing plan were (1) increase affordable housing without straining resources, (2) protect natural, scenic and historic resources and (3) engage citizens early in the process. The executive summary and the full Housing Production Plan can be found on the town's web site and includes many interesting demographic, geographic and financial details about the town. For example, according to the HPP, 42 percent of land in Sunderland is permanently protected, and an additional 21 percent is protected

through Chapter 61A. The Board would like to use the MDAR map of protected lands to overlay with our zoning map to see if the two are well correlated. The Board voted unanimously to approve the Housing Production Plan in December, 2015.

At the end of the year, the Board revisited the Prime Ag designation in the bylaws to examine whether it is accomplishing its goal of encouraging farmland preservation. Roscoe met with the Agricultural Commission and discussion of this question will continue in 2016.

The Planning Board agreed to reinstate a prior practice of meeting once annually with all the town boards at a joint meeting to share priorities and improve collaboration.

### **POLICE DEPARTMENT**

105 River Road, Sunderland, MA

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

Phone: *Non-Emergency:* 413-665-7036

*Emergency:* 9-1-1

The Sunderland Police Department is dedicated to serving the community at the highest level. We will continue to foster communication and strong relationships with our residents, schools and businesses. The Town of Sunderland is an exceptional place to be and we are dedicated to being an exceptional police department. Our Officers participate in numerous hours of training and seek out additional training specific to the needs of the community. On any given shift Officers will conduct traffic/speed enforcement, check in with our local businesses, visit the school, work with school staff to implement safety plans, patrol problem areas, respond to motor vehicle accidents, conduct investigations, attend court for hearings, respond to medical emergencies and patrol our residential neighborhoods.

We established our Facebook page in March of 2014. Social media plays a huge part in information sharing and public relations. Officer Brenda Tozloski heads up our social media department and posts regularly to our page. It is a great source of information for the public as we post information on traffic advisories, road closures, safety tips, current events and much more. We urge you to like us on Facebook!

If you are planning on applying for your license to carry please contact us to go over the process and what is required. Call the police department at 413-665-7036 and dial extension 13 for Officer Brenda Tozloski or extension 10 for Police Clerk Michelle Duguay to set up an appointment. We have the required forms in our lobby or you can go to our website, [www.townofsunderland.us](http://www.townofsunderland.us), under Police Department then Firearms Licensing to find everything you need.

In January Officer Evan Golann retired from the Sunderland Police Department. After a lengthy interview process John Brodeur was selected to fill the open position and began March 2015. In December, our long time Police Clerk Bobbie Gallerani resigned. That same month Michelle Duguay was hired to fill the Police Clerk Position.

We want to remind everyone that we can't do our job without your help! Your concerns, tips and observations help us tremendously in solving crimes and catching criminals. We ask that if you see something out of the ordinary please don't be afraid to call us right away. Your timely information will allow for a quicker response and could make the difference between a crime committed and a criminal being caught in the act. As always if you have an emergency call 911. If you would like to get in touch with an officer immediately in regards to concerns or anything out of the ordinary please call our 24 hour dispatch at 413-625-8200. If you would like to speak to an officer or the clerk for a non-emergency question or concern please call 413-665-7036. Most of all the Sunderland Police Department would like to thank the community for their continued support and look forward to another great year.

### Statistics – Calendar Year 2015

Sources: Dispatch Center & Department Records

Total calls as logged by Shelburne Control Dispatch Center: 1454

Total number of calls and type of calls do not reflect the numerous calls handled through this department without  
Computer Activated Dispatch with Shelburne Control Dispatch Center

209A Service	9	Be on the lookout	4
Domestic	5	Motor Vehicle Accident	66
209A Violation	1	Motor Vehicle Complaint	79
EMD level call	65	Motor Vehicle Stolen	3
Abandoned 911 Call	15	Motor Vehicle Stop	100
Transport	2	Motor Vehicle Violation	86
911	34	Building Check	3
Fights	1	Burglary	0
Abandoned Vehicle	5	A&B w/ D/W	0
Vehicle Fire	2	Check Welfare	55
Alarm Burglar or Holdup	87	Noise Complaint	46
Fireworks	1	CO2 Hazard	4
EMS Alarm-Lifeline	3	Officer wanted	90
Harassment	5	Car vs Deer	9
Fire Alarm	26	Paperwork Service	16
Illegal dumping	2	Disorderly Person	0
Animal Complaint	38	Disturbance	42
Investigations	61	Rolling cruiser info	9
Arrests	48	Disabled MV	32
Keep the Peace	7	Safety Hazard	15
Assist other Agencies	16	Shots Fired	11
Larceny	14	Suspicious Person	20
Assault	3	Suspicious Activity	23
Lines Down	10	Suspicious Vehicle	39
Resisting Arrest	0	Threats	7
Lockout	6	Traffic Hazards	10
Articles Recovered	3	Trespass	4
Medical Emergency	121	Unwanted Person	11
B&E Auto	1	Vandalism	16
Missing Person	4	Serve Warrant	19
B&E	2	OUI	5
B&E Past	11	Narcotic Violations	3

## RECREATION DEPARTMENT

The Recreation Department provided approximately 30 different programs and events to Sunderland residents during this past year. In all, more than 185 youth and close to 100 adults took part in the various programs as participants and/or volunteers. Listed below are just some of these programs:

Country Western Line Dance classes; Yoga classes; Sunderland Night/Day at UMass Softball and at UMass Hockey; 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; 14<sup>th</sup> Annual Easter Egg Hunt; Youth Basketball for Grades 3&4, 5&6 and “open gym” for Grades 7-9; Basketball Shoot-Out Contest; End-of-Year Basketball Tournament for Grades 5-8; Berkshire East Ski Program for Youth and families; Family Community Ski Program at Mt. Snow; Sunderland Ski Days at Berkshire East and Mt. Sunapee; 3rd 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; 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, Weight Training, Pilates and Yoga classes in conjunction with Deerfield Recreation and pickup adult basketball in Whately. The Music Together for Pioneer Valley Families program, which had one session last year, expanded to four sessions, 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 both a Springfield Armor and Springfield Falcons game.

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 15<sup>th</sup> Annual Fall Festival held in early-October. This community-wide event seems to get bigger and better each year – 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, Victoria Whitney and male, Paul Decker, 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. New this year was a Patriotic Home Decorating contest along the parade route. Special thanks to Chris & Kristine Bourque and John & Traci Sackrey for their help this year!!!

This past year the Recreation Committee was again represented on the town’s Community Preservation Committee and gave additional input for the town’s latest Open Space Plan. The Rec Committee also provide support for projects to provide a skating rink, the upgrading of the softball field at the Elem

School (to be named Merritt Field in memory of Tim Merritt) and for upgrades to the Play Grounds at the Elem School.

As always, the Recreation Committee hopes to get more input into the activities that we offer to the town's residents. There are presently two openings on the Committee. We'd like to thank Jim Ewen, Rec Coordinator, for his efforts this 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 contact us.

Respectfully submitted,

Christopher Bourque ([ckbourque@comcast.net](mailto:ckbourque@comcast.net)), Kristine Bourque ([ckbourque@comcast.net](mailto:ckbourque@comcast.net)), Shana Deane ([sdeane@techtargget.com](mailto:sdeane@techtargget.com) )

### RIVERSIDE CEMETERY TRUSTEES

In 2015, the Trustees continued to maintain the Cemetery and manage the plot sales, facilitate burials and confirm monument placements. The year was busy with plot sales of 11 lots and 7 burials.

The Trustees have reviewed and compiled estimates from vendors in order to submit a proposal to the Town's CPC before their March 2016 meeting.

If approved at the Annual Town Meeting, the CPA grant would be used to repair and clean gravestones, possible interior road repair and for the purchase of trees and specific trimming & cabling. The grant is one element of a 3-part funding plan for these restorations and improvements. The Trustees have developed a multi-year plan to sustain the cemetery as a venerable place for the Town.

Thank you,  
Scott Bergeron, Chair & Burial officer  
Janet Bergeron, Clerk  
Michael Wissemann  
Riverside Trustees

## SCHOOLS

### FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT

We submit this annual report for 2015 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Total enrollment as of October 1, 2015 was 507 students with town breakouts as follows:

Bernardston	20	Erving	32	Montague	56	Sunderland	6
Buckland	10	Gill	10	New Salem	3	Warwick	4
Colrain	24	Greenfield	115	Northfield	42	Wendell	9
Conway	8	Heath	11	Orange	74	Whately	7
Deerfield	14	Leyden	9	Shelburne	7	Non-District	46

Franklin County Technical School awarded 117 diplomas to our seniors in June of 2015. 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. FCTS has maintained Level 2 Accountability status for the last three years. Our overall Progress and Performance Index (PPI) moved from 17% in 2012 (Level III) to 21% in 2013 (Level II), 31% in 2014 and 30% in 2015 (Level II). Additionally, the district met the goals set by the Department of Education for passing rates of students at risk and with disabilities.

Having earned their vocational certificate, 38% of our graduates plan to go on to either a two or four year college, 37% joined the regional work force, 5% planned to join the military, 9% went on to a post-secondary trade/technical school, and 11% were unsure as to which of the above options they would pursue. We are proud of the accomplishments of the Class of 2015.

Franklin County Technical School's technical programs have been busy with community-based projects that are used as learning opportunities. This year, as in the past, students embrace the authentic work that is done in the communities and truly engage in building their skills while out on work sites. As learning activities, these projects are not treated as production work that would be done by commercial entities. Project work is treated as an immersive activity, with guidance and professional direction by instructors. Alternating weeks of shop time increase the duration of a project but costs associated with a project are less than those conducted by a commercial company; this service-learning work is coupled with a benefit to our towns. Within the walls of FCTS, students from Electrical, Plumbing, Carpentry, Landscaping/Horticulture, Auto Technology, Welding and Collision Repair are involved in repair and upgrading activities that save the school costs associated with hiring contractors.

What follows are some examples of the ways in which we serve our communities: Electrical students and instructors have been involved in the Shelburne Trolley Museum's car barn; the retrofitting of LED units throughout the Greenfield Community College campus; rewiring of the South Deerfield Town Common; work on the library in the Town of Bernardston; continued work on the Hawlemont School barn; on-going work at the Colrain Fire Department; and work on the Warwick Police Department. Landscaping students and instructors have helped with the reconstruction of Greenfield's Minor League fields; grading and sod installation at the Veteran's Memorial field; trimming and pruning of plants and trees on the South Deerfield Common; prepping of the baseball fields at Pratt Field in Bernardston for the upcoming year; construction of raised beds along the Nature Trail in Charlemont; tree and brush chipping for the Hawlemont school; and involvement is underway in the Town of Montague's tree planting program. Carpentry instructors and students will be involved in the building of a new cabin at Camp Keewanee in the spring, as well as the planned building of the Greenfield High School Field House; construction of the South Deerfield Town Common structure; installation of a roof over the handicap ramp at the Bernardston Veterans building; construction of a new addition to the Athol regional animal shelter with ground pipes installed by the Plumbing department. Our Health Technology program has been involved in clinical work throughout the county and Cosmetology students have provided personal care to elders throughout the area, as well. The Culinary Arts program continues to host the annual Chamber of Commerce breakfast; donates food and labor to community non-profit organizations, and hosts nursing homes and senior groups from throughout Franklin County. The Franklin County Technical School's Pre-Employment Program continues to contribute pet supplies and money to area animal shelters, as well as contributions to the Ronald McDonald House. The FCTS drum line members and chaperones volunteer their time to participate in many parades throughout the county. School-wide faculty, staff and student involvement have resulted in the collection of food and winter clothing for area needs; fundraising for cancer awareness; set-up and serving of meals at the annual Triad dinner put on by the Franklin County Sheriff's

Department; and participation in a 24 hour relay to raise money for the food pantry. The school continues to provide its track, facilities and personnel support of the annual Franklin County Home Care Meals on Wheels Walk-a-Thon.

There are numerous pending projects in many communities that are in discussion or in a queue for scheduling. FCTS programs consider projects based on their curriculum alignment, timing and appropriateness for students. Our partnerships with our communities are important for our programs, and we thank those who allow our students the opportunity to practice their trades out in the field.

On June 23, 2015 Franklin County Technical School held a district wide election to allow FCTS the authority to borrow monies to upgrade our infrastructure for three distinct facility projects. FCTS received approval for a \$2.1 million project from the Massachusetts School Building Authority (MSBA) for new exterior windows and doors at a reimbursement rate of 73.89%. This project is on schedule to begin in the spring of 2016 and conclude in the summer. Our second project for a new roof coating system was approved for \$975,000. We are on schedule to begin this project late spring into early summer of 2016. The final facilities project approved for \$925,000 is for new paving of our parking lot and track areas, which are original to the school in 1976. We are in the process of receiving bids and setting up a construction schedule to start this project in the summer of 2016.

Respectfully,



Mr. Richard J. Kuklewicz  
School Committee Chairman



Mr. Richard J. Martin  
Superintendent-Director

**Franklin County Technical School District Committee 2015-2016**

Bernardston-Lloyd J. Szulborski; Buckland-Laura J. Earl; Colrain-Nicole Slowinski; Conway-Brian Kuzmeskus; Deerfield-Katherine James; Erving-Robert F. Bitzer; Gill-Clifford C. Hatch; Greenfield-Paul R. Doran, Christopher L. Joseph, Mark Leonard, Mark M. Maloney; Heath-Arthur A. Schwenger; Leyden-Gerald N. Levine; Montague-Richard J. Kuklewicz, Chairperson; Dennis L. Grader; New Salem-Angela Fournier; Northfield-Scott Milton; Orange-Clifford J. Fournier, Secretary; Linda R. Chapman; Shelburne-Angus Dun, Vice-Chairperson; Sunderland-James Bernotas; Warwick-A. George Day, Jr.; Wendell-Richard E. Drohen; Whately-Donald C. Sluter

**FRONTIER REGIONAL SCHOOL**  
**SUPERINTENDENT REPORT**

I have been extremely grateful for the privilege of working with the communities that make up the Frontier Regional School District. The quality of education that our students are afforded prepares them well for college, the military and the workforce. We are proud of the job that we do. I know with the team we have in place we will continue to see exciting advances in the future.

**ENROLLMENT AND SCHOOL CHOICE**

The October 1, 2015 enrollment for Frontier Regional School District totaled 611 students. This is an increase of 11 students from the October 1, 2014 enrollment figures of 600 students. Of the 611 students, 121 were School Choice, which is a decrease of 3 students from the School Choice enrollment of October 2014 of 124 School Choice students.

The Frontier Regional School graduated 94 students in the Class of 2015.

**STAFF**

Newly hired faculty members at Frontier Regional School this year are: Kate Johnson, Mathematics; Kristin Dolcimascolo, Science; Amy Wells, Science, Max Sherrill, Band/Music.

Retired faculty this year were Carol Pike, Mathematics; Bill Canaday, Science; Louanne Krebs, Adjustment Counselor; Kathy Sheehan, Science; Karen Atherton, Band/Music. We wish them the very best in their future endeavors.

## **CURRICULUM**

This year a new middle school schedule was implemented to allow greater continuity for students in their core content area courses. In addition the new schedule will help the school adapt to both increasing and declining enrollment in particular grades by using faculty resources more seamlessly across grade levels. Faculty report that they are ahead in their content delivery as compared to previous years due to the frequency and predictability of classes.

There are a number of new course offerings this year in order to provide students with options for upper level studies. The English department added integrated honors courses for students in grades 9 and 10. The social studies department added a new integrated honors option in grade 10 for students taking U.S. History. The science department added two new AP courses in Physics and Biology. These courses will be offered every other year opposite the current AP Chemistry and AP Environmental Science offerings. The math department has modified when math courses will be taken so that students will have the opportunity to take a math class in each of their four years at Frontier.

## **PROFESSIONAL DEVELOPMENT**

This year a change to the school calendar increased the amount of professional development and collaboration time for faculty. Early Release Fridays allow teachers to: participate in relevant, and focused professional development; collaborate with their peers to address the specific needs of their students and develop or revise curriculum and assessment. This new calendar allows teachers to remain in their classrooms during peak instructional time instead of attending curriculum development meetings. In addition, the new schedule reduces the amount of funding required for substitute coverage. The time that is provided to faculty through the new schedule results in continued growth and on-going improvement to instruction in the Frontier Regional and Union #38 schools.

## **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 Robert Decker, III, Alan Lipp, Lyn Roberts, Judy Pierce, Philip Kantor, Keith McFarland, Robert Halla and William Marrapese.** I look forward with pleasure to continuing our work together.

The members of the Committee work tirelessly on behalf of the children in Conway, Deerfield, Sunderland and Whately. This year in particular required more of their time by serving on multiple committees, including negotiations, policy subcommittee and superintendent search. I would like to acknowledge those individuals who gave up so much of their time.

I would also like to recognize and thank all of the dedicated faculty and staff of the Frontier Regional School. It is because of their efforts every single day that we have achieved the success that we have. It has been an honor and a privilege to serve this district for twenty three years. Thank you for the opportunity to serve the children of this district.

As we continue to prepare our students for success in the 21<sup>st</sup> century it is important to acknowledge that it takes the collective support of everyone in the community to make this happen. This includes the parents and other community members as well as all town officials and employees.

Respectfully submitted,  
Martha H. Barrett  
Superintendent of Schools

**Annual Report  
From the  
Office of the Superintendent of Schools  
Frontier Regional School  
For 2014-2015**

**FRONTIER SCHOOL REPORT**

Cyndie Ouimette, Chair  
Frontier Regional School District Committee  
South Deerfield, MA 01373

Dear Ms. Ouimette:

I respectfully submit the 2015 Frontier Regional School Annual Report.

**FRONTIER REGIONAL SCHOOL COMMITTEE**

	<u>TERM EXPIRES</u>
Cyndie Ouimette, Chair, Conway	2016
*Mary Ramon, Vice-Chair, Deerfield	2016
William Smith, Secretary, Whately	2018
Robert Decker, III, Member, Deerfield	2017
*Robert Halla, Whately	2016
Alan Lipp, Member, Deerfield	2016
Judy Pierce, Member, Sunderland	2016
*Philip Kantor, Member, Conway	2016
Lynn Roberts, Member, Sunderland	2017
*Keith McFarland, Sunderland	2016

\*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

Martha H. Barrett	Superintendent of Schools
Patricia Cavanaugh	Director of Business Services
Karen Ferrandino	Director of Special Education
Paula Light	Frontier Regional Bookkeeper/Treasurer
Donna Lloyd	Frontier Regional Bookkeeper
Stephan Shepherd	Grants Bookkeeper
Donna Hathaway	Executive Assistant
Mary Jane Whitcomb	District Data Coordinator
Diana Capuano	Special Education Secretary

## FRONTIER REGIONAL SCHOOL

Darius Modestow	Principal
Scott Dredge	Assistant Principal
Deborah Coons	Data Administrator
Roberta Reiter	Principal's Secretary
Kelly Blanchette	Special Education Secretary
Michelle Russell	Attendance Secretary
Karen Siwicki	Guidance Secretary

## FRONTIER REGIONAL SCHOOL ENROLLMENT - OCTOBER 1, 2015

Grade	Conway	Deerfield	Sunderland	Whately	School Choice	Tuitioned In	Total
7	15	48	25	7	19	1	115
8	14	46	16	19	23	1	119
9	11	34	20	7	22	1	95
10	14	30	10	6	27	0	87
11	7	44	16	8	15	0	90
12	17	36	26	8	15	3	105
Total	78	238	113	55	121	6	611

**FRONTIER REGIONAL**  
**SALARY SCHEDULE**

**July 1, 2014 – June 30, 2015**

<b>STEP</b>	<b>Bachelors</b>	<b>Masters</b>	<b>M+30</b>	<b>CAGS/Doctorate</b>
0	39,861	41,783	44,137	46,344
1	41,916	43,599	45,807	48,097
2	43,655	45,461	47,535	49,912
3	44,731	47,389	49,324	51,790
4	46,297	48,905	51,135	53,692
5	47,509	50,509	53,055	55,707
6	49,554	52,120	54,807	57,546
7	50,861	53,775	56,572	59,400
8	52,208	55,130	59,126	62,082
9	54,806	58,263	61,754	64,842
10	57,679	61,639	64,463	67,688
11	58,636	63,911	67,440	70,812
12	60,915	66,273	69,857	73,350
13	61,828	67,266	70,905	74,450
*20L	62,328	67,766	71,405	74,950
**25L	62,828	68,266	71,905	75,450

\*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.

**2013-2016 SALARY SCHEDULES**

**Unit C Instructional Assistants**

Step	HOURLY RATES		
	2013-2014	2014-2015	2015-2016
1	\$12.27	\$12.52	\$12.77
2	\$12.74	\$12.99	\$13.25
3	\$13.20	\$13.46	\$13.73
4	\$13.67	\$13.94	\$14.22
5	\$14.11	\$14.39	\$14.68
6	\$14.58	\$14.87	\$15.17
7	\$15.03	\$15.33	\$15.64
8	\$15.52	\$15.83	\$16.15
9	\$15.95	\$16.27	\$16.60
10	\$16.43	\$16.76	\$17.10

### Unit C Educational Support Nurses

Step	HOURLY RATES		
	2013-2014	2014-2015	2015-2016
1	\$21.05	\$21.47	\$21.90
2	\$21.95	\$22.39	\$22.84
3	\$22.85	\$23.31	\$23.78
4	\$23.75	\$24.23	\$24.71
5	\$24.65	\$25.14	\$25.64
6	\$25.55	\$26.06	\$26.58
7	\$26.45	\$26.98	\$27.52
8	\$27.35	\$27.90	\$28.46
9	\$28.25	\$28.82	\$29.40
10	\$29.15	\$29.73	\$30.32

**NOTE:** Schedule reflects following agreement:

FY 2014: Step movement for eligible employees and a 1.75% increase to Schedule.

FY 2015: Step movement for eligible employees and a 2% increase to Schedule.

FY 2016: Step movement for eligible employees and a 2% increase to Schedule.

## SUNDERLAND ELEMENTARY SCHOOL 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 21<sup>st</sup> century.

### ENROLLMENT AND SCHOOL CHOICE

The October 1, 2015 enrollment for Sunderland Elementary School totaled 233 (PreK-6) students. This is an increase of 28 students from the October 1, 2014 enrollment figures of 205 students. Of these 233 (PreK-6) students, 43 are School Choice students, which is an increase of 5 students from the (PreK-6) School Choice enrollment of October 1, 2014 of 38 School Choice students.

### CURRICULUM

Over the last year Sunderland teachers worked with colleagues from the other Union #38 elementary schools analyzing student work in mathematics and writing. Beginning in the fall teachers in the district used new math instructional resources selected by teachers to strengthen students' mathematical thinking and develop strategies for solving problems. Through participating in activities in the *Contexts for Mathematics* series students develop effective approaches to solving challenging mathematical problems that are presented in a story format. Students at all grade levels are using mathematical

models such as number lines, arrays, and beads on math racks to develop number sense. Teachers worked together during the summer months developing consistent grade level calendars for math instruction and assessments.

Students in Sunderland Elementary School are developing their writing skills through their participation in a research based curriculum developed by national literacy expert Lucy Calkins and her colleagues at Teachers' College in New York City. Teachers are using a workshop model to deliver instruction based on this work. Students in every grade level are taught to read and write in a wide variety of genres including informational writing, opinion, poetry, academic argument, and personal narratives. Students use ever increasing quality digital resources and websites along with books and other print media to conduct research. They are regularly producing impressively clear, detailed, and well organized pieces of writing. Through the use of the workshop approach to literacy instruction teachers are confident that they will continue to see their students develop their critical reading skills and their voices as writers.

#### PROFESSIONAL DEVELOPMENT

This year a change to the school calendar increased the amount of professional development and collaboration time for faculty. Early Release Fridays enable teachers to participate in relevant, and focused professional development; collaborate with peers to address the specific needs of their students and to develop or revise curriculum and assessment. In addition, the new schedule reduces the amount of funding required for substitute coverage as teachers now remain in their classrooms during peak instructional time instead of being asked to attend curriculum development or collaborative planning meetings. The time that is provided to faculty through this new schedule results in continued growth and on-going improvement to instruction in the Frontier Regional and Union #38 schools.

#### STAFF

As of August 26, 2015, the newly hired faculty members joining the Sunderland Elementary School are as follows: Susan Matsui, Music; Sarah Underwood, Kindergarten; Megan Carr, Band Teacher; Judith Shilling, Reading Specialist and Andrea Luther, Strings Teacher.

Debra Lane, Director of the Out-of-School Time Program and River Valley Day Camp has retired this year. She is replaced by Janet Seredejko. The following faculty personnel retired this year: Edward Hines, Vocal/Music. Resigning faculty are Jackie Romaska, Instrumental/Music Band; Susan Lemeshow, Reading Recovery Specialist and Thomas Pritchard, Strings.

#### SPECIAL THANKS

I am pleased to acknowledge the dedication of Sunderland School Committee members Chair Douglas Fulton, Vice Chair Gregory Gottschalk, Secretary Maisie Shaw and Members Keith McFarland and Michelle Tomlinson. The members of the Committee work tirelessly on behalf of the children in Sunderland. Together, I look forward to working with this group to continue to strive for the best educational experience for our students.

I would like to recognize and thank all of the dedicated faculty and staff of the Sunderland Elementary School. It is because of their efforts every single day that we have achieved the success that we have.

As we continue to prepare our students for success in the 21<sup>st</sup> century it is important to acknowledge that it takes the collective support of everyone in the community to make this happen. This includes the parents and other community members as well as all town officials and employees.

Respectfully submitted,  
Martha H. Barrett  
Superintendent of Schools

**Annual Report  
From the  
Office of the Superintendent of Schools  
Sunderland Elementary School  
for 2014-2015**

**SUNDERLAND SCHOOL REPORT**

Douglas Fulton, Chair  
Sunderland School Committee  
Sunderland, MA 01375

Dear Mr. Fulton:

I respectfully submit the 2015 Annual Report for the Sunderland Elementary School.  
SUNDERLAND SCHOOL COMMITTEE

**TERM EXPIRES**

Douglas Fulton, Chair	2016
Gregory Gottschalk, Vice Chair	2017
Maisie Shaw, Secretary	2018
* Keith McFarland, Member	2017
Michelle Tomlinson, Member	2016
*Representative to Frontier Regional School Committee	

**ADMINISTRATION**

Superintendent	Martha H. Barrett
Director of Business Services	Patricia Cavanaugh
Special Education Director	Karen Ferrandino
Executive Assistant	Donna Hathaway
District Data Coordinator	Mary Jane Whitcomb
Special Education Secretary	Diana Capuano
Receptionist	Rhonda Lutenegger
Bookkeeper, Union #38	Brenda Antes
Bookkeeper, Union #38	Donna Lloyd
Bookkeeper, Grants	Stephan Shepherd
Principal	Benjamin Barshefsky
Secretary to Principal	Erika Grundstrom

**SUNDERLAND ELEMENTARY SCHOOL**  
**ENROLLMENT – OCTOBER 1, 2015**

Grade	Boys	Girls	Tuition-In	School Choice	Total
PreK	11	11	0	0	22
K	18	13	0	9	40
1	7	7	0	4	18
2	20	14	0	5	39
3	12	7	0	2	21
4	16	6	0	7	29
5	16	12	0	11	39
6	9	11	0	5	25
<b>TOTAL</b>	<b>109</b>	<b>81</b>	<b>0</b>	<b>43</b>	<b>233</b>

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

**July 1, 2014 - June 30, 2015**

<b><u>STEP</u></b>	<b><u>B</u></b>	<b><u>B+15</u></b>	<b><u>M</u></b>	<b><u>M+15</u></b>	<b><u>M+30</u></b>
3	40,417	41,677	42,980	44,324	45,710
4	41,677	42,980	44,324	45,710	47,140
5	42,980	44,324	45,710	47,140	48,612
6	44,324	45,710	47,140	48,612	50,127
7	45,710	47,140	48,612	50,127	51,694
8	47,140	48,612	50,127	51,694	53,310
9	48,612	50,127	51,694	53,310	54,977
10	50,127	51,694	53,310	54,977	56,693
11	51,694	53,310	54,977	56,693	58,464
12	53,310	54,977	56,693	58,464	60,294
13	54,977	56,693	58,464	60,294	62,181
14	59,590	61,390	63,602	65,516	68,110
20	61,440	63,275	65,532	67,483	70,131

Nature's Classroom Teacher: \$100 per day of attendance by a teacher.

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.

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

**July 1, 2014 - June 30, 2015**

<b>2014-2015</b>	
Step 1	12.38
Step 2	12.84
Step 3	13.31
Step 4	13.77
Step 5	14.23
Step 6	14.70
Step 7	15.16
Step 8	15.62
Step 9	16.09
Step 10	16.32
Step 11	16.58

Salary increase of 2% and steps for those who are eligible.

**FINANCIAL REPORT**  
**TOWN OF SUNDERLAND**  
**SCHOOL DEPARTMENT**

**SUMMARY OF**  
**BUDGET RELATED EXPENDITURES**  
**JULY 1, 2014 - JUNE 30, 2015**

<u>CATEGORY</u>	
School Committee	\$4,935
Central Office	179,195
Principal's Office	103,449
General Instruction	788,374
Kindergarten	90,538
Pre-School	14,578
Art	37,687
Music	28,487
Physical Education	21,853
Special Education	316,674
Library/Media	47,140
Guidance	26,945
Psychologist	40,610
Student Services	350
Health	63,507
Cafeteria	18,824
Technology	39,350
Buildings & Grounds	219,439
Fixed Costs	-
Transportation	62,065
Fixed Asset	-
Total	\$2,104,000

## SUNDERLAND ELEMENTARY FACULTY & STAFF ROSTER

LAST NAME	FIRST NAME	POSITION
Antes	Lucille	Kindergarten Teacher
Antes	Brenda	Bookkeeper
Ballou	Vinnie	Custodian - PM
Barrett	Martha	Superintendent
Barshefsky	Benjamin	Principal
Beeltje	Maureen	Educational Technologist
Berg	Amanda	Instructional Assistant
Bolte	Margaret	Grade 4 Teacher
Bremner	Molly	Life Skills Teacher
Burns	Carolyn	SLP
Capuano	Diana	Special Education Secretary
Carmody	Donna	Grade 4 Teacher
Carr	Megan	Band Teacher
Cavanaugh	Patricia	Business Manager
Chenette	Jennifer	Instructional Assistant
Cialek	Michelle	Instructional Assistant
Coombs	Carol	Cafeteria Assistant
Cox	Flora	Instructional Assistant
Crochier	Alison	Cafeteria Assistant
Dalzell	Sarah	Instructional Assistant
Dowd	Courtney	Instructional Assistant Horizons
Drew	Kelly	Instructional Assistant (SPED)
Dusenberry	Stuart	Computer Technician
England	Karen	Occupational Therapy
Etman	Elizabeth	Instructional Assistant
Ferrandino	Karen	Director of Special Education
Fraser	Jodie	Grade 5 Teacher
Freihofer	Esmay	Speech & Language Pathologist Assistant
Gebo	Heidi	Physical Education
Goodwin	Elizabeth	Instructional Assistant
Grace	David	Custodian
Green	Karen	Community Partnership Coordinator
Grogan	Chelsey	Grade 2 (LTS)
Grundstrom	Erika	Administrative Secretary
Hargraves	Adam	Instructional Assistant
Hathaway	Donna	Administrative Secretary
Herzig	Suzanne	Instructional Assistant
Howell	Matthew	ELL Coordinator
Huttlinger	Claire	Spanish Teacher
Jaffe	Roberta	Occupational Therapist
Johnson	Jeannie	Nurse
Kelly	Brittany	Instructional Assistant
Kidder	Rachel	Librarian/Media Specialist
Law	Louise	Director of Elementary Education

Lloyd	Donna	Bookkeeper
Lorenz	Katherine	PK Teacher
Lutenegger	Rhonda	Receptionist
Luther	Andrea	String Teacher
Markham	Chelsea	Instructional Assistant
Matsui	Susan	Music Teacher
McCarthy	Kimberly	Early Childhood Coordinator
Mullen	Barbara	SPED Teacher
Nowak	Cynthia	Instructional Assistant
O'Brien	Joan	Instructional Assistant
Palmer	Victoria	School Psychologist
Paul	Scott	Director of Instructional Technology
Penza	Michelle	Instructional Assistant 1:1
Phillips	Savannah	Grade 5 Teacher
Pichette	Laurie	Instructional Assistant
Reid	Aleshia	Grade 1 Teacher
Richotte	Catherine	Art Teacher
Ricke	Lauren	Teacher Student
Romaker	Josh	Student Teacher
Salditt-Poulin	Kimberly	Special Education Teacher
Schumacher	Courtney	Instructional Assistant Sped 1:1
Scuderi	Melanie	Instructional Assistant
Seredejko	Janet	Out of School Time Director
Shepherd	Stephan	Bookkeeper-Grants
Shilling	Judith	Reading Specialist
Sullivan	Jean	Cafeteria Assistant
Trinque	Amie	Instructional Assistant
Underwood	Sarah	Kindergarten Teacher
Von Flatern	Ellen	Grade 6 Teacher
Walton	Elizabeth	Physical Therapist
Wells	Suzanne	Grade 1 Teacher
Wells	Jeremy	Out of School Time Program Site Coordinator
Wenger	Alexander	Instructional Assistant 1:1
Whitcomb	Mary Jane	Administrative Assistant
White	David	Instructional Assistant (SPED)
Wickline	Molly	Instructional Assistant
Wickline	Leslie	Teacher Math Specialist
Wing	Deborah	Physical Therapy Assistant
Worthley	Lee	Grade 2 Teacher
Zadworny	Lisa	Grade 3 Teacher
Zimnowski	Debra	Cafeteria Manager

## SOUTH COUNTY EMERGENCY MEDICAL SERVICES



South County EMS (SoCEMS) is extremely proud of the service we have been providing and the growth we continue to enjoy. As we continue to refine and streamline our service, we look back at the incredible strides taken to advance the care our community receives. We have learned a great deal about what works and what doesn't work here in southern Franklin County, and all despite being fewer than two years in operation. In the 2015 calendar year SoCEMS responded to 802 emergency calls for service, and nearly three quarters of the 593 patients we transported to the hospital required, and received, Advanced Life Support (ALS) interventions from our very own cadre of Paramedics. This is remarkable in that these life-saving interventions were not at our immediate disposal before the creation of South County EMS.

We know that this advanced level of care is vitally important because thirteen of our responders have recently been nominated to receive awards from Western Mass EMS for their efforts in "saving a human life." These responders, along with members of the local Police and Fire departments, were instrumental in saving the lives of three people last year who suffered cardiac arrests. These community members were brought back to life through the direct efforts of our EMTs and Paramedics and we believe they would not be back with their families today were it not for the increased level of expert service our department is now able to provide. I have made sure to include the names of these 13 South County EMS responders at the end of this report.



An EMT checks out an ALS Cardiac Monitor

Our 911 responses cover a variety of emergencies, including individuals with medical concerns, missing person searches, support for fire ground operations, and other inter-departmental cooperation. Beyond 911 responses, our staff are heavily involved in community outreach and education initiatives. In the past year our department has participated in a variety of programs such as Operation Lifesaver with Amtrak and the railroad, first aid and safety outreach for school-age children, EMS education and training our local fire and police responders, participating in the Deerfield Elementary School playground build, and a host of other events and activities.

Looking forward to the next year and beyond, two immediate challenges we face are how to continue providing the most effective staffing coverage and where to establish a permanent home for our service. And we are committed to finding solutions that will continue to offer the service at a fraction of what it would cost each town to do it alone. Every month that goes by we learn

more about our unique department, both operationally and fiscally, and we are confident we can continue to refine our extremely young department into the perfect EMS agency for our community.

### Staffing

South County EMS is able to regularly provide ambulance coverage through the use of two ambulances, with a third free to provide First Aid duties for local school sports, community special events, and as a backup when needed. The first ambulance, currently based out of the South Deerfield Fire Department, is crewed 24 hours a day, 7 days a week, by our full time staff of Paramedics and EMTs. This staff works a rotating schedule of days and nights which includes at least two Saturdays, two Fridays, and one Sunday every month. This schedule allows for larger durations of time off for the staff in between shifts, and makes our department competitive with fire-based EMS services. This schedule also allows for our staff to take on additional duties and responsibilities within the department, including community outreach initiatives. When our full time staff members are off at training, on vacation, or out sick, their shifts are covered through the use of over time or by our per diem staff, which is comprised of experienced providers from our own community or neighboring departments. Based on many factors this primary ambulance is able to cover approximately 700-750 of our total calls each year.



A SoCEMS ambulance on scene of a car accident on Interstate 91



Two SoCEMS ambulance crews find themselves parked next to each other at the hospital late one night

coverage. Though there aren't as many local EMTs available as we would like, we are still typically able to cover the remaining calls we receive through a traditional "call staff" response model. On the rare occasions when we receive more calls at one time than we are able to cover ourselves, we request "mutual aid" from a neighboring jurisdiction to come and provide care. This is common practice across all emergency service disciplines, and something we provide back to our neighboring communities when they find themselves in similar situations.

Our second line ambulance, sometimes referred to as our "ready-reserve" ambulance, is designed to be staffed by local EMTs who live or work in town and stop what they are doing to provide care when the first ambulance is already on a call. These EMTs sign up to cover a block of time each day for \$8/hr, and then are paid their full rate, typically \$13/hr, when they are activated. Finding local EMTs able to staff the second ambulance has proven difficult, though this has not come as a surprise. This staffing problem existed prior to SoCEMS, and was a major factor in the initial decision to regionalize and add full time paramedic

As we close out our second year of operation, we have been looking closely at ways South County EMS may be able to provide more consistent staffing for our second ambulance and more reliable backup staffing for our first. As a result, South County EMS is in the process of adding an additional full time paramedic to cover staffing gaps on our primary ambulance when existing

staff is committed to other duties. We are also adjusting the way that our “ready reserve” ambulance is staffed, by creating an additional per diem shift during our busiest hours. This additional “impact shift” staffing will not only provide the extra coverage we sometimes need, but also allow us to expand our community initiatives and give an opportunity for our local EMTs to stay engaged and fresh when it comes to their emergency medical expertise. It is worth noting that these improvements in staffing models can occur within our existing budget, and will not represent an increase of expense to our member towns.

With the addition of the full time positions in our EMS system, we recognize that our existing local call staff may have fewer opportunities to respond than they once did. As a department, we have been developing ways to maintain the group of local EMTs and Paramedics that we’ve relied on in our towns for so many years, and continue to call on regularly. Last year our department entered into an agreement with Community911 Training in Greenfield to offer regular training, free of charge to our full list of EMTs. This type of resource is invaluable when it comes to maintaining a healthy and robust roster of EMTs and Paramedics, and we continue to look for ways to keep our providers educated and trained so that they can continue to provide outstanding care to our citizens. It is vitally important to us that we continue to encourage our local cadre of emergency responders as well as recruit and foster new EMTs as they become available to our community. Responders are the backbone of any EMS system, and South County is no exception.

### Housing

The second challenge South County EMS is currently facing is that of finding a permanent home that can fully accommodate our service. The South Deerfield Fire Department has been a gracious and accommodating host for our agency for the last year and a half, and has committed to doing so into the future. We are thankful to know we are welcome, but unfortunately the South Deerfield Fire Department is unable to provide the amount of space needed to operate South County EMS.

Currently at the South Deerfield Fire Department our eight full time staff and large number of per diem staff share a 12’x18’ office, which serves triple duty as work space, a break room, and sleeping quarters. Additionally, we are only able to house one of our ambulances at the station, with the other two each garaged remotely at the Sunderland and Whately fire stations respectively. Finally, the EMS Director’s office is at a fourth location, a makeshift space at the Deerfield Town Hall, far removed from the operations of the department.

From the beginning of the service, it was understood by all parties that this arrangement was temporary and work had to be done to find a more appropriate home. Not only does the current arrangement prevent efficient operation, there are security concerns with the unmanned stations that have prevented us from deploying some equipment on the second and third ambulances. Furthermore, the physical distance creates situations where a South County EMS ambulance may take twice as long to reach a patient than it otherwise could because it is outside of our primary geographic response area.

Our response time for the whole department is approximately 7 minutes, which represents the average time it takes for any of the three ambulances to arrive at a patient side after we are dispatched. Our primary ambulance response times are actually nearly a minute faster on average, with our second and third ambulances taking longer than 7 minutes. This disparity is a result of both the geographic separation and operational inefficiencies associated with our current arrangement. This, coupled with increasing rent costs, management difficulties, and insufficient space, are the motivating factors for finding a suitable permanent home.

The Board of Oversight has considered many different locations for us to consolidate our operations. Existing structures, buildings in need of renovations, properties already owned by a town or private individual, even new construction... all have been considered in one way or another. Nearly a dozen different locations have been considered for our home since 2014.

The current focus of the Board of Oversight has been the new Whately Municipal Building, formally the Western Mass Regional Library Service building, on Sandy Lane in Whately, which lies along the Whately / Deerfield town line. This building offers many advantages over all other locations considered to date. Not only does this existing structure provide enough space to consolidate all of our operations to one building, its location near Rt116 at the south end of Deerfield provides our EMS crews ready access to the areas where we receive the majority of our calls. From this location we can better and more efficiently access all areas in South Deerfield, Sunderland, and Whately, without the response concerns we currently have. Multiple traffic lights, a 4-way stop, Yankee Candle visitors, commuter and interstate traffic, and Elementary and High School traffic and pedestrians are all things we normally must contend with when we respond from the South Deerfield Fire Department, and would be removed from the equation if responding from Sandy Lane. Though we estimate that the location of 8% of our calls (such as those in northern Deerfield, Conway and Greenfield) would be farther from the primary ambulance were it moved to the Sandy Lane location, consolidation of the department to Sandy Lane would actually mean an improvement in response times overall. By having all three ambulances co-located in a more central and efficient space, our department will be able to respond more quickly, and would have a shorter distance to travel to the majority of our calls, specifically those in South Deerfield, Sunderland, and north Whately.

Though nothing is finalized and negotiations have not occurred, it is also the Board of Oversight's understanding that the department would see a significant cost savings in rent alone, perhaps as much as \$30,000 by moving our operations to the Sandy Lane location, not to mention the general cost savings related to increased overall efficiency.

Considering the complex requirements to operate an efficient emergency services department, it is remarkable to find a location that not only serves our communities more impressively, both in response times and in level of service, but can do so at a significant cost savings.

Part of our department's mission is not just emergency EMS response and transport, but also to serve as a pillar of medical care and services in our community. South County EMS, though a very young department, is already looking to add Community Paramedic services to the area. Considered the future of EMS, Community Paramedicine brings back the medical "house call" that was once so prevalent in our country and bridges the gap between expensive and time consuming ER visits and difficult to manage and schedule Doctor Office trips. Our goal with this initiative would be to increase the health and wellness of our citizens, all the while reducing the costs associated with medical care. All of us at South County EMS are eager to take on this expanded level of service in our community when it becomes an option in the Commonwealth.

South County EMS is extremely proud of how quickly we've brought such an outstanding improvement of care to our community, and we are excited to continue doing so well into the future. Our staff is committed to finding ways to expand the scope of service the department offers, both before and after someone ever needs to call 911. We should all be proud of what our dedication and teamwork as a larger community has accomplished, and all for a fraction of the price it would otherwise cost an individual town to go it alone. We encourage any of you to drop in or say "hello" if you see us out-and-about, and if you have any questions regarding the

department, or are interested in becoming an EMT, please reach out or attend one of our monthly Board of Oversight meetings. Our service is made great by the involvement and interest of our community members, and it is the partnership we have with the community that represents the fundamental backbone of our mission.

I want to personally and publically thank all of the South County EMS staff members. It was your service and dedication this past year that made a positive difference in the lives of countless others. It is not just the patients that you have thanklessly helped, but every single one of their family and friends who had their concerns relieved because you responded to help their loved one.

In addition, it has been the support of all of our neighbors that has assured our quick success. Without the community, our responders could not do their job.

Lastly, I want to mention by name the thirteen South County EMS responders who are slated to receive Save Awards for this past year. These awards acknowledge those responders who revived patients in cardiac arrest, saving a life against the odds. The greater EMS community presents these awards annually and if we fail to make that recognition public, we fail to appreciate the wonderful and touching story each represents.

Each award speaks to not only the dramatic differences that the individual made, but also the greater impact of all our responders. For each Save Award we acknowledge, there are many more people who made equally significant, yet less dramatic differences in someone's life. The outstanding work of these recipients embodies to the overall quality of responders who have chosen to serve our in community.

Those individuals receiving Save Awards are:

*Kathy Belanger  
Joshua Clemons  
Erik Drumgool  
Timothy Drumgool  
John Hannum*

*William Kimball  
Alia Kusmaul  
Michael Mahar  
Matthew Marchand  
Anthony Muszynski*

*Zachary Smith  
McLellan White  
David Zamojski*

Thank you.  
 Respectfully,  
 Chief Zachary Smith, Paramedic  
 EMS Director  
 South County Emergency Medical Services

South County EMS Emergency Response Statistics :: 1/1/2015 - 12/31/15

Call Locations	Calls	Avg Response Time	Transports	(ALS)	(BLS)	Refusals	Other
Deerfield	427	6:08	308	230	78	79	40
Sunderland	221	8:19	164	110	54	49	8
Whately	118	7:45	94	69	25	16	8
Mutual Aid	36	11:02	27	18	9	2	7
Totals:	802		593	427	166	146	63

**SOUTH COUNTY SENIOR CENTER**

67 North Main Street, South Deerfield, MA 01373

413-665-2141, 413-665-9508

EMAIL: [scsc@town.deerfield.ma.us](mailto:scsc@town.deerfield.ma.us) Website: [www.deerfieldma.us](http://www.deerfieldma.us)

The South County Senior Center serves the Towns of Deerfield, Whately, and Sunderland in addition to welcoming seniors from all over the area. We are currently open three days/ fifteen hours per week with many programs and services including a congregate meal site offered during this time.

Membership and participation level continue to grow as the number of seniors have increased within the 3 towns. During this past year we have felt positive effects of this growth as we fit more people and events into the first floor of our 125 year old school building. The year 2015 brought many positive changes; first and foremost we have welcomed 35 new participants (8 participants from Sunderland, 6 participants from Whately, 13 participants from S. Deerfield, 6 participants from Greenfield, 1 participant from Miller Falls and 1 from Conway). Second we welcomed on-board a new Senior Center Director, Marlene Johnson from the town of West Springfield. Marlene brings over 10 years' experience working with seniors.

We continue to be proud recipients of a Service Incentive Grant from MA Executive Office of Elder Affairs for our "Outreach Coordinator" staff member and for our continued Tai Chi program; as well as, funding from the town of Deerfield, Sunderland and Whately Cultural Council.

During this past year many significant events took place including: 10 cultural arts grants programs, 23 health education programs offered by area professionals, 6 legal/Consumer Protection issues presentations, a six week Fall Prevention educational series, 3 Fire and Life Safety seminars, 9 Educational Series Presentations, Regional TRIAD Annual

Spaghetti dinner, our first Pot Luck Town Picnic at Tri-Town Beach, Murder Mystery luncheon and a Volunteer Recognition Luncheon was held , all paid for with donations from area businesses.

Highlights of this ~~fiscal year~~ also include: many aesthetic improvements of the exterior of the senior center by re-surfacing the back stairwell leading into the kitchen, a day with Mass Impact/Franklin County Inmates who brought needed landscaping to the front and side of the senior center and (interior) updating light switches in the bathrooms.

Two new programs were added in November which includes an added new book club, and creative arts program. Other highlights were a 45% increase in monthly newsletter subscriptions, and the opening of the center on Tuesday's and Thursdays by appointment only to provide tours, hand out information and share what the senior center can offer.

**Our goals for next year include:**

- 1) Increase or maintain senior center personnel with assistance from EOEI Service Incentive Grant funding;
- 2) Expand outreach to senior citizens who require assistance with information and resources in the area and also to those who haven't been in to the senior center by sending out invitation letters to special events and welcome back notes;
- 3) Continue high quality of programs.
- 4) Increase number of activities with the assistance from Sue Corey (Program Assistant).

Respectfully submitted,  
Marlene Johnson, Director

## TELECOMMUNICATIONS COMMITTEE

### Final Report

The time has come for the Telecommunications Committee to finally pull the plug! Throughout the many years that the committee has been together, more than I can remember....we have reached the stage that we can feel confident in passing the remote control over to the leadership and employees of FCAT. It has taken a while to fulfill our mission to the Town for a state of the art broadcast and production facility that is dedicated to the citizens of Sunderland, Whatley, Conway and Deerfield.

Who would have thought that within these past years that the towns would have the capability of HD video production! Live televised town meetings via cable and streamed simultaneously on the web! Video on demand! Who would have thought that we would have a trained team of dedicated staff to make all this happen..... **WE DID!** From that first meeting with the Sunderland Selectboard to discuss the possibility of joining forces with the other towns to band together and negotiate a new cable contract. It has been a long road with twists and turns, ups and downs for sure. At the end it is working.

Our mission has been accomplished. And now we move forward with the leadership of FCAT.

I personally would like to thank and pay respect to all of those who have volunteered and or have been appointed to the Telecommunications Committee throughout these many years. The dedication and commitment to what we have now is a true legacy of their vision and hard work.

We thank you the Town of Sunderland for your past trust and support to make this a reality.

Respectfully Submitted  
Tom Zimnowski

## TOWN ACCOUNTANT

### Town of Sunderland FY15 Revenue Budget Report June 30 2015

		2013 YTD		
Account Name		2013 Budget	revenue	Over/(Under)
Taxes				
001-001-4110-000-000-0	Personal Property Taxes	101,297.60	101,798.78	501.18
001-001-4120-000-000-0	Real Estate Taxes	4,715,576.02	4,716,362.90	786.88
001-001-4142-000-000-0	Tax Liens Redeemed	0.00	3,002.64	3,002.64
001-001-4150-000-000-0	Motor Vehicle Excise	279,214.00	384,643.15	105,429.15
001-001-4160-000-000-0	Farm Animal Excise	0.00	0.00	0.00
001-001-4165-000-000-0	Meals Tax	41,138.00	47,827.94	6,689.94
001-001-4170-000-000-0	Pen & Int on Prop Taxes	16,032.00	16,184.14	152.14
001-001-4171-000-000-0	Pen & Int on Excise Taxes	0.00	2,613.57	2,613.57
001-001-4173-000-000-0	Pen & Int on Tax Titles	0.00	897.36	897.36
001-001-4180-000-000-0	Pmts In Lieu of Taxes	1,559.00	3,754.00	2,195.00
001-001-4190-000-000-0	Other Taxes	0.00	3,122.43	3,122.43
001-001-4195-000-000-0	Abated MV Taxes Recovered	0.00	191.25	191.25
Total Taxes		5,154,816.62	5,280,398.16	125,581.54
Fees				
001-122-4320-000-000-0	Fees-Selectboard	0.00	42.00	42.00
001-141-4320-000-000-0	Fees-Assessors	24.00	67.00	43.00
001-145-4320-000-000-0	Fees-Treasurer	0.00	0.00	0.00
001-146-4320-000-000-0	Fees-Collector	14,200.00	12,288.00	-1,912.00
001-149-4320-000-000-0	Fees-Registry Markings	3,500.00	3,260.00	-240.00
001-155-4320-000-000-0	Comcast Subscriber Fees	600.00	0.00	-600.00
001-161-4320-000-000-0	Fees-Town Clerk	2,000.00	3,293.00	1,293.00
001-171-4320-000-000-0	Fees-Conservation Comm	150.00	50.00	-100.00
001-175-4320-000-000-0	Fees-Planning Board	1,000.00	540.00	-460.00
001-176-4320-000-000-0	Fees-Zoning Board	650.00	615.00	-35.00
001-210-4320-000-000-0	Fees-Police	1,225.00	1,871.00	646.00
001-220-4320-000-000-0	Fees-Fire Dept	600.00	681.10	81.10
001-292-4320-000-000-0	Fees-Fire Dept	0.00	0.00	0.00
001-422-4320-000-000-0	Fees-Highway Dept	45.00	25.00	-20.00
001-431-4320-000-000-0	Fees-Transfer Station Stickers	0.00	0.00	0.00
001-433-4240-000-000-0	Fees-Bulky Items	0.00	0.00	0.00
001-433-4320-000-000-0	Fees-Transfer Station Bags	0.00	0.00	0.00
001-512-4320-000-000-0	Fees-Bd of Health	0.00	0.00	0.00
001-610-4320-000-000-0	Fees-Library Copier	2,467.00	190.40	-2,276.60
001-691-4320-000-000-0	Historical Commission Rev	0.00	20.00	20.00
Total Fees		26,461.00	22,942.50	-3,518.50
Rentals				
001-001-4360-000-000-0	Rentals	0.00	25.00	25.00
001-001-4365-000-000-0	PSC Rental	0.00	6,876.50	6,876.50
001-001-4350-000-000-0	Energy Rebates	0.00	0.00	0.00
Total Rentals		0.00	6,901.50	6,901.50

**Other Charges**

001-001-4370-000-000-0	I&E Delinquent Charges	0.00	0.00	0.00
001-001-4380-000-000-0	Other Charges for Service	0.00	0.00	0.00

**Total Other Charges**

**0.00                      0.00                      0.00**

**Licenses & Permits**

001-122-4410-000-000-0	Licenses-Liquor	11,000.00	12,015.00	1,015.00
001-122-4415-000-000-0	Licenses-Dogs	3,500.00	4,051.00	551.00
001-122-4420-000-000-0	Licenses-Other	1,000.00	1,530.00	530.00
001-122-4430-000-000-0	Permit-Filming	0.00	0.00	0.00
001-210-4450-000-000-0	Permits-Police Dept	750.00	732.50	-17.50
001-220-4450-000-000-0	Permits-Fire Dept	750.00	1,199.90	449.90
001-241-4450-000-000-0	Permits-Building Insp	14,500.00	20,329.93	5,829.93
001-242-4450-000-000-0	Permits-Plumbing Insp	500.00	840.00	340.00
001-245-4450-000-000-0	Permits-Wiring Insp	1,649.00	1,285.00	-364.00

**Total Licenses & Permits**

**33,649.00                      41,983.33                      8,334.33**

**State Revenue**

001-001-4580-000-000-0	Medicaid Reimbursement	0.00	15,665.17	15,665.17
001-001-4610-000-000-0	Reimb for Loss of Taxes	128,743.00	128,743.00	0.00
001-001-4613-000-000-0	Veterans Abatements	0.00	0.00	0.00
001-001-4614-000-000-0	Surv Spouse Abatements	0.00	0.00	0.00
001-001-4616-000-000-0	Elderly Abatements	4,265.00	10,646.00	6,381.00
001-001-4620-000-000-0	School Aid Chapter 70	841,288.00	841,288.00	0.00
001-001-4621-000-000-0	School Transportation	0.00	0.00	0.00
001-001-4622-000-000-0	School Construction	0.00	0.00	0.00
001-001-4623-000-000-0	Charter School Reimb.	33,546.00	11,756.00	-21,790.00
001-001-4660-000-000-0	Unrestricted General Gov Aid	449,758.00	449,758.00	0.00
001-001-4661-000-000-0	Lottery Aid	0.00	0.00	0.00
001-001-4662-000-000-0	Police Career Incentive	0.00	0.00	0.00
001-001-4665-000-000-0	Veterans Benefits	25,370.00	25,104.00	-266.00
001-001-4680-000-000-0	PVTA Reimbursement	92,109.00	209,557.00	117,448.00
001-001-4681-000-000-0	Foundation Reserve	0.00	0.00	0.00

**Total State Revenue**

**1,575,079.00                      1,692,517.17                      117,438.17**

**Fines**

001-001-4685-000-000-0	Fines - RMV	2,687.50	3,040.00	352.50
001-001-4771-000-000-0	Fines - District Court	2,687.50	2,100.00	-587.50

**Total Fines**

**5,375.00                      5,140.00                      -235.00**

**Other Revenue**

001-001-4815-000-000-0	Sale of Fixed Assets	0.00	5,000.00	5,000.00
001-001-4820-000-000-0	Earnings on Investments	2,000.00	4,166.82	2,166.82
001-001-4840-000-000-0	Miscellaneous Revenue	0.00	6,510.35	6,510.35
001-001-4971-000-000-0	Tr Fr Special Revenue	107,430.00	107,430.00	0.00
001-001-4973-000-000-0	Tr Fr Capital Projects	0.00	0.00	0.00
001-001-4974-000-000-0	Tr Fr Stabilization	0.00	0.00	0.00

001-001-4975-000-000-0	Txfr Fr Capital Stabilization	116,036.00	116,036.00	0.00
	<b>Total Other Revenue</b>	<b>225,466.00</b>	<b>239,143.17</b>	<b>13,677.17</b>
	<b>Total Revenue</b>	<b>7,020,846.62</b>	<b>7,289,025.83</b>	<b>268,179.21</b>

# TOWN CLERK

## 2015 Vital Statistics Births

Females 6  
Males 17  
Total 23

Marriages  
Total 16

## Deaths

Date	Name	Age
January		
19	James Everett Cosgrove	92
25	Robert C. White	83
31	Francis J. Nicpon	100
February		
04	Janet Bauer Schneider	94
March		
09	Margaret I. Miller	97
09	Gladys E. Hatt	74
10	Carolyn P. Herrick	85
13	Eleanor Louise Dubay	87
28	Edmund Adamski	90
April		
01	Theodasia P. Benjamin	84
16	George Boulden	88
20	Ruth Pekkala	82
May		
02	Clyde Upton Phillips	78
07	Marguerita L. Jackman	93
11	Mary Catherine Kennedy	82
13	Margaret R. Boyden	95
28	Christine C. Decker	61
29	Gene M. Koehler	90
June		
06	Thomas M. Duda	63
08	Irene Forrest	86
24	Spencer Conley	81
August		
02	Joyce Marion Saginario	79
14	Alec Kulesa	73

## September

15	Dolores Sutton	87
17	Antonia Zimnoch	95
20	Lillian Julia LaMountain	82

## October

08	Harold I. Ewen	93
11	Theresa M. Bagdon	95
26	Walter F. Magelinski	88

## November

01	Walter S. Aldrich, Jr.	91
26	Daniela M. Zinn	45

Vitals	\$2,695.00
Dogs	\$3,745.00
Gov't. Regs./Misc.	\$2,200.00
Total Paid to Treasurer	<b>\$8,640.00</b>

Respectfully submitted,  
 Wendy Houle, MMC/CMMC  
 Town Clerk

**2015 ANNUAL TOWN WARRANT  
COMMONWEALTH OF MASSACHUSETTS  
April 24, 2015  
MOTIONS**

Robert T. Duby, Moderator, called the meeting to order at 7:11pm  
Wendy Houle, Town Clerk, read the Constable's Return and swore in tellers Sherri Ellsworth, Vincent Grandonico, Mary Ann Gundersen, and Dana Roscoe. Mr. Duby recognized town report dedication for 2014 to Mary Warner and "In Memoriam" Edna Ahearn, Walter Bielunis, and Paul Korpita for their contributions to the Town over the years.

Motion was made and seconded to dispense of the reading of the articles. The motion passed unanimously.

67 Registered voters attended the meeting. 2,221 registered voters in the Town of Sunderland.

Motions were made and seconded by the Board of Selectmen unless otherwise noted.

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

**Majority Vote (no statutory reference)**

SUBMITTED BY: Board of Selectmen		
<b>SECONDED</b>	<b>PASSED</b>	<b>UNANIMOUS</b>

ARTICLE 2: Move that the Town vote to transfer from Free Cash **the sum of \$2,688.30** to the Town of Sunderland for FY2013 and FY2014 Public Safety Complex sewer charges, and **the sum of \$339.92** to 001-199-5400 Prior Year Bills for FY2014 part-time police officer wages, for **the sum total \$3,028.22**.

**\*REQUIRES 4/5ths VOTE MGL c.44, §64**

SUBMITTED BY: Board of Selectmen		
SELECTMEN RECOMMENDATION: 3-0		
FINANCE COMMITTEE RECOMMENDATION: 3-0		
<b>SECONDED</b>	<b>PASSED</b>	<b>UNANIMOUS</b>

ARTICLE 3: Move that the Town vote to transfer from Free Cash **the sum of \$12,802.66** to FY2015 line item 423-5110, Highway Snow/Ice Wages, and **the sum of \$29,572.80** to FY2015 line item 423-5400, Highway Snow/Ice Expense, for **the sum total \$42,375.46**.

**Majority Vote-G.L. c. 40, §5**

SUBMITTED BY: Highway Superintendent		
SELECTMEN RECOMMENDATION: 3-0		
FINANCE COMMITTEE RECOMMENDATION: 3-0		
<b>SECONDED</b>	<b>PASSED</b>	<b>UNANIMOUS</b>

ARTICLE 4: 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 2016.

Assessors: Chairman \$2,850.00 annually      Clerk \$2,850.00 annually      Member \$2,850.00 annually

Moderator: \$200.00 annually

Planning Board: Chairman \$660.00 annually Clerk \$660.00 annually Members each \$410.00 annually

Town Clerk: \$40,415.00 annually

Selectmen: Chairman \$3,275.00 annually      Vice Chairman \$2,850.00 annually      Clerk \$2,850.00 annually

**Majority Vote-G.L. c.41, §108**

SUBMITTED BY: Board of Selectmen  
**SECONDED** **PASSED** **UNANIMOUS**

ARTICLE 5: Move that the Town vote to rescind by **\$347,625**, the amount of authorized borrowing for a Sewer Relining Project as voted under Article 10 of the April 30, 2010 Annual Town meeting, thereby reducing the borrowing authorization from \$672,625 to \$325,000.

**Majority Vote - G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen  
SELECTMEN RECOMMENDATION: 3-0  
FINANCE COMMITTEE RECOMMENDATION: 3-0  
**SECONDED PASSED UNANIMOUS**

ARTICLE 6: Move that the Town vote to rescind by **\$84,000**, the amount of authorized borrowing for an Energy Savings Performance Contract as voted under Article 6 of the November 12, 2010 Special Town meeting, thereby reducing the borrowing authorization from \$370,000 to \$286,000.

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen  
 SELECTMEN RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0  
**SECONDED PASSED UNANIMOUS**

**ARTICLE 7:** Move that the Town vote to **raise and appropriate the sum of \$6,540,541,** appropriate from **Ambulance Reserve the sum of \$64,021,** appropriate from **Fund 318-Comcast PEG Access Fund the sum of \$11,811,** appropriate from **Fund 610-WWTP Sewer Fund the sum of \$352,696,** appropriate from **Town Fund 419-Title V the sum of \$5,063,** transfer from the **Community Preservation Fund the sum of \$25,774 as voted under Article 14 for payment of debt service,** and appropriate from **Free Cash the sum of \$104,354,** for the sum total of **\$7,104,260** for town and general municipal purposes connected therewith for Fiscal Year 2016 as set forth in the handout entitled, Town of Sunderland FY16 Town Meeting Budget in the column entitled “FY16 Recommended Budget”.

**Majority Vote -G.L. c. 40, §5, G.L. c.44B, §5 (Note: unless transfer from stabilization is contemplated, then 2/3 vote-G.L. 40, §5B)**

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

TOWN OF SUNDERLAND FY16 TOWN MEETING BUDGET	FY14 Budget FINAL	FY15 Budget FINAL	FY16 Presented Budget	Change from FY15 FINAL	FY16 Recommended Budget	Change from FY15 FINAL
GENERAL GOVERNMENT						
Personnel Services	150,927	154,695	161,220		161,220	
Elected Officials	58,662	59,712	60,690		60,690	
Expenses	151,141	166,635	172,701		172,701	
<b>TOTAL GENERAL GOVERNMENT</b>	<b>360,730</b>	<b>381,042</b>	<b>394,611</b>	<b>13,569</b>	<b>394,611</b>	<b>13,569 3.6%</b>
TOWN BUILDINGS						
Personnel Services	0	0	0		0	
Expenses	124,888	128,601	139,932		139,932	
<b>TOTAL TOWN BUILDINGS</b>	<b>124,888</b>	<b>128,601</b>	<b>139,932</b>	<b>11,331</b>	<b>139,932</b>	<b>11,331 8.8%</b>
POLICE DEPARTMENT						
Personnel Services	317,854	331,478	352,477		352,477	
Expenses	34,400	37,000	37,500		37,500	
<b>TOTAL POLICE DEPARTMENT</b>	<b>352,254</b>	<b>368,478</b>	<b>389,977</b>	<b>21,499</b>	<b>389,977</b>	<b>21,499 5.8%</b>
FIRE DEPARTMENT						
Personnel Services	85,791	47,679	48,158		48,158	
Expenses	41,500	33,000	33,000		33,000	
Regional EMS	155,367	235,948	235,972		235,972	
<b>TOTAL FIRE DEPARTMENT</b>	<b>282,658</b>	<b>316,627</b>	<b>317,130</b>	<b>503</b>	<b>317,130</b>	<b>503 0.2%</b>
INSPECTORS & OTHER PROTECTION						
Personnel Services	26,319	23,221	23,418		23,418	
Expenses	23,800	22,434	25,020		25,020	
<b>TOTAL INSPECTORS &amp; OTHER PROTECTION</b>	<b>50,119</b>	<b>45,655</b>	<b>48,438</b>	<b>2,783</b>	<b>48,438</b>	<b>2,783 6.1%</b>
HIGHWAY DEPARTMENT						
Personnel Services	138,803	140,304	149,252		149,252	
Expenses	109,252	109,752	110,252		110,252	
<b>TOTAL HIGHWAY</b>	<b>248,055</b>	<b>250,056</b>	<b>259,504</b>	<b>9,448</b>	<b>259,504</b>	<b>9,448 3.8%</b>
HEALTH & SANITATION						
Personnel Services	12,561	12,687	12,743		12,743	
Expenses	10,922	11,164	11,535		11,535	
<b>TOTAL HEALTH &amp; SANITATION</b>	<b>23,483</b>	<b>23,851</b>	<b>24,278</b>	<b>427</b>	<b>24,278</b>	<b>427 1.8%</b>
LIBRARY						
Personnel Services	93,732	95,169	98,121		98,121	
Expenses	24,173	24,278	24,885		24,885	
<b>TOTAL LIBRARY</b>	<b>117,905</b>	<b>119,447</b>	<b>123,006</b>	<b>3,559</b>	<b>123,006</b>	<b>3,559 3.0%</b>
<b>TOTAL ELEMENTARY</b>	<b>2,085,732</b>	<b>2,104,000</b>	<b>2,156,600</b>	<b>52,600</b>	<b>2,156,600</b>	<b>52,600 2.5%</b>
<b>TOTAL FRANKLIN CTY TECH ASSESSMENT</b>	<b>158,446</b>	<b>136,045</b>	<b>158,406</b>	<b>22,361</b>	<b>158,406</b>	<b>22,361 16.4%</b>
<b>TOTAL FRONTIER ASSESSMENT</b>	<b>1,666,469</b>	<b>1,811,006</b>	<b>1,772,970 *</b>	<b>-38,036</b>	<b>1,723,452</b>	<b>-87,554 -4.8%</b>
BENEFITS & INSURANCE						
Personnel Services	0	0	0		0	
Expenses	533,107	533,091	582,149		582,149	
<b>TOTAL BENEFITS &amp; INSURANCE</b>	<b>533,107</b>	<b>533,091</b>	<b>582,149</b>	<b>49,058</b>	<b>582,149</b>	<b>49,058 9.2%</b>
MISCELLANEOUS & RESERVE FUND						
Personnel Services	8,369	8,453	8,537		8,537	
Expenses	88,662	103,135	105,163		105,163	
<b>TOTAL MISC. &amp; RESERVE FUND</b>	<b>97,031</b>	<b>111,588</b>	<b>113,700</b>	<b>2,112</b>	<b>113,700</b>	<b>2,112 1.9%</b>
<b>TOTAL OPERATING BUDGET</b>	<b>6,140,878</b>	<b>6,329,487</b>	<b>6,480,701</b>	<b>151,214</b>	<b>6,431,183</b>	<b>101,636 1.6%</b>
WWTP						
Personnel Services	0	0	0		0	
Expenses	328,824	311,448	316,790		316,790	
Sewer Debt Service	30,412	30,538	30,063		30,063	
<b>TOTAL WWTP BUDGET</b>	<b>359,236</b>	<b>341,986</b>	<b>346,853</b>	<b>4,867</b>	<b>346,853</b>	<b>4,867 1.4%</b>
DEBT & INTEREST						
Personnel Services	0	0	0		0	
Expenses	683,831	322,645	300,450		300,450	
<b>TOTAL DEBT &amp; INTEREST</b>	<b>683,831</b>	<b>322,645</b>	<b>326,224</b>	<b>3,579</b>	<b>326,224</b>	<b>3,579 1.1%</b>
<b>GRAND TOTAL</b>	<b>7,183,945</b>	<b>6,994,118</b>	<b>7,153,778</b>	<b>159,660</b>	<b>7,104,260</b>	<b>110,142 1.6%</b>

\* Assessment voted by Frontier Regional School Committee on March 10, 2015 under Regional School Agreement

Annual Town Meeting April 24, 2015

Article 7

SECONDED

PASSED

UNANIMOUS

ARTICLE 8: Move that the Town vote to transfer from Free Cash **the sum of \$80,121** to the Capital Stabilization Fund.

**2/3 Vote -G.L. c. 40, §5B**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUS**

ARTICLE 9: Move that the Town vote to appropriate from Capital Stabilization **the sum of \$130,645.00** in Fiscal Year 2016 for the capital equipment, buildings, facilities and other capital projects as shown on a document entitled, "FY16 CAPITAL BUDGET BY FUNDING SOURCE" on file with the Town Clerk.

**2/3 vote-G.L. 40, §5B**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 3-0

PERMANENT BUILDING COMMITTEE RECOMMENDATION:

**SECONDED**

**PASSED**

**UNANIMOUS**

## **FY16 CAPITAL BUDGET BY FUNDING SOURCE**

	<b>Project Budget</b>	<b>Balance</b>
<b>Capital Stabilization</b>		
Replace 2004 Police Cruiser	35,782	
Replace 1985 Holder Tractor	27,111	
Install Generator at Public Safety Complex & Highway Garage	20,938	
Replace 2008 Town Server	14,000	
Unanticipated Building Capital	7,000	
Shared Bucket Truck - Intermunicipal Agreement	7,000	
<b>Total Capital Stabilization</b>	<b>111,831</b>	

<b>Sewer Reserve</b>		
Energy Retrofits/Dissolved Oxygen Sensors	18,814	

**TOTAL CAPITAL BUDGET 130,645**

ARTICLE 10: Move that the Town vote to adopt the following resolution:

TOWN OF SUNDERLAND RESOLUTION IN OPPOSITION TO THE NORTHEAST  
EXPANSION OF THE TENNESSEE GAS PIPELINE IN MASSACHUSETTS

WHEREAS, the so-called Northeast Expansion of the Tennessee Gas Pipeline is a high- pressure natural gas pipeline (hereafter “the Pipeline”) proposed by Tennessee Gas Pipeline Company, a subsidiary of Kinder Morgan, Inc. that would run through many communities in Western Massachusetts; and

WHEREAS, the Town of Sunderland has a regional interest in protecting the environment in the Pioneer Valley and in the United States, and the public health generally; and

WHEREAS, the Pipeline would transport natural gas obtained through hydraulic fracturing, a drilling method well known for its potential for ground water contamination, impact on air quality, and the harmful health effects of its chemical byproducts, among others; and

WHEREAS, pipelines of this kind carry inherent risks such as leaks and ruptures, and, as conveyors of flammable gas, can cause accidents such as the 2010 explosion in a residential neighborhood in San Bruno, California that resulted in the death of eight people and the destruction of 38 homes; and

WHEREAS, the Pipeline may pass through environmentally sensitive areas in our region such as forests and wetlands, as well as beneath the Connecticut River; and

WHEREAS, taxpayer money would pay for evacuations and emergency response in the event of explosions, fires or other accidents; and

WHEREAS, our energy challenges are better addressed through investments in green and renewable energy solutions.

NOW THEREFORE BE IT RESOLVED THAT the Town of Sunderland, Massachusetts

1. Stands in opposition to the Northeast Expansion of the Tennessee Gas Pipeline and all similar projects that may be later proposed.
2. Stands in solidarity with nearby communities working to disallow the Pipeline within their borders.
3. Affirms the need for public policy at the local, state and federal levels to encourage renewable energy and combat climate change, and supports legislation to ban or impose a long-term moratorium on hydraulic fracturing as well as storage, treatment or disposal of hydraulic fracturing fluid or byproducts within the Commonwealth.

AND BE IT FURTHER RESOLVED that copies of this resolution be sent to the Federal Energy Regulatory Commission; U.S. Senators Markey and Warren; Attorney General Maura Healey; Governor Charlie Baker; Congressman Jim McGovern; State Senator Stan Rosenberg; State Representative Steven Kulik; and our Selectboard. We urge these officials to take such actions as are necessary to prevent the construction of the Pipeline within the borders of the Commonwealth of Massachusetts. Or take any vote or votes in relation thereto.

**Majority Vote (no reference – non-binding resolution/sense of the meeting)**

SUBMITTED BY: Citizen Petition

**SECONDED****PASSED****MAJORITY**

ARTICLE 11: Move that the Town vote to transfer from FY15 line item 001-830-5400 Franklin Regional Council of Governments, **the sum of \$5,300.00** to the OPEB Trust Fund established by Town Meeting vote on April 26, 2013.

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 3-0

**SECONDED****PASSED****UNANIMOUS**

ARTICLE 12: Move that the Town vote to accept G.L. c.40, §13D to establish a reserve fund for future payment of accrued liabilities for compensated absences due employee or officer of town upon termination of employment.

**Majority Vote-G.L. c. 40, §13D**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 3-0

**SECONDED****PASSED****UNANIMOUS**

ARTICLE 13: Move that the Town vote to transfer from Free Cash **the sum of \$3,000.00** as its proportionate share of a community-based, long-range planning study for the sharing/redistribution/consolidation of school spaced with the Union #38 and Frontier Regional school district serving the towns of Conway, Deerfield, Sunderland and Whately, as described in a handout entitled "FRONTIER LONG RANGE PLANNING COMMITTEE SCHOOL PLANNING PROPOSAL SUMMARY" on file with the Town Clerk.

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 3-0

**SECONDED****PASSED****UNANIMOUS**

ARTICLE 14: Move that the Town vote to appropriate or reserve from the Community Preservation Fund annual revenues or other available Community Preservation Fund monies in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2016.

**Appropriations:**

From FY 2016 estimated revenues for Committee Administration Expenses	\$ 6,000
From FY 2016 estimated revenues for Community Preservation Debt Service	\$25,774*

**Reserves:**

FY 2016 estimated revenues for Historical Resources Reserves	\$20,000
FY 2016 estimated revenues for Open Space Reserves	\$20,000
FY 2016 estimated revenues for Community Housing Reserves	\$0
FY 2016 estimated revenues for CPA Undesignated Budgeted Reserves	\$100,997

*\*For FY16 debt service on borrowing for the acquisition of the 120 North Main Street property for general Community Preservation purposes, and assuming a 10-year borrowing term.*

**Majority Vote-G.L. c. 44B, §5**

SUBMITTED BY: Community Preservation Committee  
 COMMUNITY PRESERVATION COMMITTEE RECOMMENDATION: 7-0  
 SELECTMEN RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

**(Moderator moved order of Article 14, to after Article 6)**

**SECONDED**

**PASSED**

**UNANIMOUS**

ARTICLE 15: Move that the Town vote to appropriate **the sum of \$25,774** from the Stabilization Fund to fund the FY2016 120 North Main Street acquisition debt service.

**2/3 Vote -G.L. c. 40, §5B**

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

**MOTION TO PASS OVER**

**SECONDED**

**UNANIMOUS**

ARTICLE 16: Move that the Town vote to transfer from Free Cash **the sum of \$5,000.00** for Fiscal Years 2015 and 2016 legal and consultant expenses associated with the Sugarbush Meadows 40B project.

**Majority Vote -G.L. c. 40, §5**

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

**SECONDED**

**PASSED**

**UNANIMOUS**

ARTICLE 17: Move that the Town vote to transfer from Free Cash **the sum of \$3,008.00** to the South County Senior Center for Sunderland's proportionate share of an FY2015 budget shortfall.

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: South County Senior Center/Town of Deerfield  
 SELECTMEN RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUS**

ARTICLE 18: Move that the Town vote to transfer from Free Cash **the sum of \$2,000.00** to the Anniversary Celebration Fund for the Town of Sunderland's 2018 Tri-centennial celebration.

**Majority Vote -G.L. c. 40, §5**

SUBMITTED BY: Board of Selectmen  
 SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 3-0  
**SECONDED PASSED UNANIMOUS**

ARTICLE 19: Move that the Town vote to approve an Agreement for Payment of Taxes pursuant to the provisions of M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, or any other enabling authority, for term of up to 20 years, between the Town and the owner of a solar photovoltaic energy facility to be installed on Town-owned land located at 76 Swampfield Road and Old Amherst Road and shown on Assessors' Map 6 as Parcels 30, 99, and 197, and on Town-owned land located at 105, 111 and 113 River Road and shown on Assessors' Map 10 as Parcel 3, for real and personal property relating to said facility.

**Majority Vote -G.L. c. 59, §38H(b) and c. 164, §1**

SUBMITTED BY: Board of Selectmen  
 SELECTMEN RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0  
**SECONDED PASSED MAJORITY**

ARTICLE 20: Move that the Town vote to amend ARTICLE I of the Code of Sunderland by deleting Permanent Building Committee and replacing it with Capital Improvements Planning Committee, as shown on a handout entitled "Changes to ARTICLE I of the Code of Sunderland".

**Majority Vote-G.L. c. 44B, §5**

SUBMITTED BY: Board of Selectmen  
 SELECTMEN RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 3-0  
**SECONDED PASSED UNANIMOUS**

Voted April 24, 2015

ARTICLE 21: Move that the Town vote to amend §31-5, §31-23 and §31-25 of the Code of Sunderland, Personnel Bylaw, as shown on a handout entitled "Changes to §31 of the Code of Sunderland".

**Majority Vote-G.L. c. 44B, §5**

SUBMITTED BY: Personnel Committee  
 SELECTMEN RECOMMENDATION: 3-0  
**SECONDED PASSED UNANIMOUS**

ARTICLE 22: Move that the Town vote to amend its General Bylaws, Chapter 130, Dogs, and in particular, Section 130-5(f), applicable to complaints of violations of the Town's Animal Control bylaws, to make a ministerial correction to the section in the General Laws defining a "Nuisance Dog" or a "Dangerous Dog", by deleting, after the words "as those terms are defined in M.G.L. Chapter 140," the words "Section 157" and inserting in place thereof the words "Section 136".

**Majority Vote-G.L. c. 44B, §5**

SUBMITTED BY: Town Clerk  
 SELECTMEN RECOMMENDATION: 3-0  
**SECONDED PASSED UNANIMOUS**  
 Voted April 24, 2015

Articles 23 through 29, inclusive, are so called Consent Articles

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

ARTICLE 23: Move that the Town vote to authorize the Treasurer/Collector to enter into compensating balance agreements during Fiscal Year 2016, as permitted by G.L. Chapter 44, Section 53F.

**Majority Vote-G.L. c.44, §53F**

SUBMITTED BY: Treasurer/Collector  
**SECONDED PASSED UNANIMOUS**

ARTICLE 24: Move that the Town vote to 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, §53)**

SUBMITTED BY: Board of Selectmen  
**SECONDED PASSED UNANIMOUS**

ARTICLE 25: 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)**

SUBMITTED BY: Board of Selectmen and Highway Superintendent  
**SECONDED PASSED UNANIMOUS**

ARTICLE 26: Move that the Town vote under the provisions of G.L. Chapter 40, Section 4A to authorize the Board of Selectmen to enter into inter-municipal agreements.

**Majority Vote-G.L. c. 40, §4A**

SUBMITTED BY: Board of Selectmen  
**SECONDED PASSED UNANIMOUS**

ARTICLE 27: 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 G.L. Chapter 30B, Section 12, paragraph (b).

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

SUBMITTED BY: Board of Selectmen  
**SECONDED PASSED UNANIMOUS**

ARTICLE 28: 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, 2015 in accordance with the provisions of G.L. Chapter 44, Section 4 and to issue a note or notes therefor, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with G.L. Chapter 44, Section 17.

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

SUBMITTED BY: Board of Selectmen/Treasurer  
**SECONDED PASSED UNANIMOUS**

ARTICLE 29: 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 \$9,000.

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 \$12,000.

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 \$4,700.

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.

Fire Inspector

Fees for inspection services rendered shall be credited to the fund and shall be used to support Fire Department inspection services, all under the direction of the Fire Chief. Expenditures from this fund shall not exceed \$7,000.

**Majority Vote-G.L. c. 44, §53E ½**

SUBMITTED BY: Board of Selectmen  
**SECONDED PASSED UNANIMOUS**

Election Warrant read by Town Clerk.

Motion to dissolve at 9:46pm, Seconded, passed unanimously.

Respectfully submitted,  
 Wendy Houle, MMC/CMMC  
 Town Clerk

**TREASURER / COLLECTOR****TOWN TREASURER'S REPORT  
BANK ACCOUNTS**

<b><u>BANK</u></b>	<b><u>BALANCE</u> 7/1/2014</b>	<b><u>BALANCE</u> 6/30/2015</b>
<b>PEOPLE'S UNITED BANK - GENERAL</b>		
VENDOR CHECKING	\$1,240,519.43	\$746,774.27
SCHOOL CHECKING	\$36,743.88	\$34,532.01
PAYROLL CHECKING	\$23,543.64	\$135,037.07
FLEX SPENDING	\$711.29	\$711.64
STUDENT ACTIVITY	\$13,628.24	\$16,794.77
<b>EASTHAMPTON SAVINGS BANK</b>		
STABILIZATION	\$339,223.44	\$292,115.05
LIBRARY BUILDING TRUST	\$28,714.07	\$28,789.28
LIBRARY ENDOWMENT	\$37,600.17	\$37,698.68
COMMUNITY PRESERVATION	\$314,678.46	\$457,562.49
ARTS LOTTERY - CHECKING	\$0.00	\$3,245.05
RECREATION REVOLVING FUND		\$2,925.98
<b>GREENFIELD CO-OPERATIVE BANK</b>		
GENERAL FUND	\$271,788.56	\$299,031.23
GENERAL FUND	\$562,323.40	\$333,427.89
<b>MMDT</b>		
GENERAL FUND	\$19,720.28	\$64,725.09
CONSERVATION	\$53,883.17	\$53,991.09
CAPITAL STABILIZATION	\$50,738.45	\$83,738.21
CEMETERY	\$121,270.00	\$124,012.74
SUGARBUSH	\$4,566.98	\$4,575.99
MAIN STREET TREE	\$15,332.74	\$19,365.89
VETERANS MEMORIAL	\$14,578.67	\$15,142.82
LIBRARY	\$41,137.45	\$41,219.60
<b>BANK NORTH</b>		
MONEY MARKET	\$116,780.96	\$116,956.25

**UNIBANK**

GENERAL FUNDS	\$86,576.36	\$225,556.85
ONLINE TAX COLLECTIONS	\$467,036.27	\$1,123,869.35
ONLINE TOWN CLERK	\$1,166.38	\$1,347.60
 LPL FINANCIAL - GENERAL FUND	 \$71,533.02	 \$71,540.87
DEPOSITS IN TRANSIT	\$0.00	\$321.74
CHECKS OUTSTANDING	(\$127,938.16)	(\$90,468.08)
ADJUSTMENTS/TRANFERS	<u>\$9,164.14</u>	<u>\$0.00</u>
 TOTAL FUNDS	 \$3,815,021.29	 \$4,244,541.42

**MATURING DEBT AND INTEREST - FY 2015**

TYPE OF PROJECT	BEGINNING BAL. 07/01/14	PRINCIPAL PAID	INTEREST PAID	PRINCIPAL REMAINING
Library Construction	\$455,000.00	(\$65,000.00)	\$19,858.00	\$390,000.00
Public Safety Complex	\$665,000.00	(\$95,000.00)	\$29,022.00	\$570,000.00
Sewer	\$204,554.00	(\$29,233.00)	\$1,019.93	\$175,321.00
WPAT Title V	\$30,470.00	(\$5,155.00)	\$0.00	\$25,315.00
School Building	\$91,623.00	(\$45,811.50)	\$502.53	\$45,811.50
Energy Savings	\$228,800.00	(\$28,600.00)	\$1,232.09	\$200,200.00
Affordable Housing**	\$0.00	\$0.00	\$0.00	\$245,000.00
TOTALS	\$1,675,447.00	(\$268,799.50)	\$51,634.55	\$1,406,647.50

\*\* new loan in 2015

**TAX COLLECTOR**

## TAX COLLECTOR - June 2015

<u>Year of Tax</u>	<u>Type</u>	<u>Committed &amp; Balanced</u>	<u>Tax Paid</u>	<u>Abate/Exempt</u>	<u>Refunds</u>	<u>Tax Title</u>	<u>Sewer/Water</u>	<u>Balance Due</u>
							Liens	
2006	Motor Vehicle	2,162.29	0.00	2,162.29	0.00	0.00	0.00	0.00
2007	Motor Vehicle	2,894.60	10.00	3,001.16	0.00	0.00	0.00	(116.56)
2008	Motor Vehicle	3,193.98	57.50	0.00	0.00	0.00	0.00	3,136.48
2009	Motor Vehicle	2,595.43	52.50	0.00	0.00	0.00	0.00	2,542.93
2010	Motor Vehicle	1,765.19	16.46	0.00	0.00	0.00	0.00	1,748.73
2011	Motor Vehicle	2,198.03	606.25	0.00	336.15	0.00	0.00	1,927.93
2011	Real Estate	419.84	0.00	0.00	0.00	0.00	0.00	419.84
2012	Motor Vehicle	3,517.45	688.06	0.00	0.00	0.00	0.00	2,829.39
2012	Real Estate	6,935.33	6,893.39	0.00	0.00	0.00	0.00	41.94
2012	CPA	(173.28)	78.60	0.00	0.00	0.00	0.00	(251.88)
2013	Motor Vehicle	7,874.34	3,748.91	0.00	0.00	0.00	0.00	4,125.43
2013	Personal Prop	881.28	0.00	0.00	0.00	0.00	0.00	881.28
2013	Real Estate	18,340.64	11,848.59	0.00	0.00	0.00	0.00	6,492.05
2013	CPA	116.07	182.39	0.00	0.00	0.00	0.00	(66.32)
2013	Sewer	10,148.54	2,141.41	0.00	0.00	0.00	6,742.13	1,265.00
2014	Motor Vehicle	72,101.24	59,426.48	4,752.29	2,248.94	0.00	0.00	10,171.41
2014	Personal Prop	(80.54)	0.00	0.00	0.00	0.00	0.00	(80.54)
2014	Real Estate	60,825.17	45,250.61	79.69	81.99	0.00	0.00	15,576.86
2014	CPA	880.89	771.21	2.30	0.00	0.00	0.00	107.38
2014	Sewer	8,539.80	1,992.62	0.00	0.00	0.00	0.00	6,547.18
2015	Motor Vehicle	358,029.19	325,024.37	6,237.15	2,402.29	0.00	0.00	29,169.96
2015	Personal Prop	101,297.63	134,239.84	180.28	33,322.34	0.00	0.00	199.85
2015	Real Estate	4,736,399.08	4,664,638.92	14,550.55	12,186.62	3,315.63	0.00	66,080.60
2015	CPA	98,413.47	97,004.33	408.32	77.72	44.17	0.00	1,034.37
	Liens added to							
2015	RE	9,093.49	8,746.84	0.00	0.00	0.00	0.00	346.65
2015	Supplement RE	9,713.91	3,122.43	0.00	0.00	0.00	0.00	6,591.48
2015	Sewer	341,989.38	333,227.38	0.00	180.67	0.00	0.00	8,942.67
	<b>TOTALS</b>	<b>5,860,072.44</b>	<b>5,699,769.09</b>	<b>31,374.03</b>	<b>50,836.72</b>	<b>3,359.80</b>	<b>6,742.13</b>	<b>169,664.11</b>

## TREE WARDEN

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. We work closely with Eversource to keep dead trees cut back from the wires to prevent damage. Tree maintenance is an ongoing task. Maintaining and treating elm trees to prevent Dutch Elm disease has also be completed. We are in the process of purchasing a shared bucket truck with the towns of Deerfield and Whately. The removal of diseased and dying trees will be the main priority in the upcoming season.

Respectfully,  
George Emery  
Tree Warden

### SUNDERLAND VETERAN'S MEMORIAL OVERSIGHT COMMITTEE (VMOC)

The Veteran's Day observation ceremony this year took place on Tuesday, November 10, 2015. We had more uniformed military, and more female military members in attendance this year than in any previous year! In addition, we enjoyed truly outstanding guest speaker comments by United States Air Force Major Frances Dixon from Westover Air Reserve Base in Chicopee, MA. Other ceremony participants included:

**From the Sunderland Elementary School:**

Mr. Ben Barshefsky, Sunderland Elementary School Principal, Master of Ceremonies and event coordinator.

Ms. Susan Matsui, Sunderland Elementary School Music Teacher and event coordinator.

**From the Veteran's Memorial Oversight Committee:**

Ms. Janet Conley, Sunderland Veteran's Memorial Committee, event coordinator

Mr. Dan Van Dalsen, Sunderland Veteran's Memorial Committee, event coordinator

**From the Military Entrance Processing Station, Westover Air Reserve Base, Chicopee, MA:**

Captain Denise Macias, United States Army

Chief Petty Officer Stephen Luxon, United States Navy

Chief Petty Officer Juden Ramos, United States Navy

Staff Sergeant Denise Cleveland, United States Air Force

Hospital Man Second Class Tristan Reeb, United States Navy

**From the 302nd Maneuver Enhancement Brigade, Westover Air Reserve Base, Chicopee, MA:**

Captain Matthew Bain, United States Army

Staff Sergeant Elizabeth Stever, United States Army

Sergeant First Class Misbah Bailey, United States Army

Sergeant Joseph Rinaldi, United States Army

Sergeant First Class Steven Recupero, United States Army

Specialist Zachary Rec, United States Army

Master Sergeant Brandon Quartermann, United States Army

Private Jillian Zanevski, United States Army

Staff Sergeant Diana Jones, United States Army

**From the Marine Corps Site Support Element, Westover Air Reserve Base, Chicopee, MA:**

Staff Sergeant Gregory Bogaczyk, United States Marine Corps  
 Staff Sergeant Kristopher Rivers, United States Marine Corps  
 Corporal Lawrence Odiom, United States Marine Corps  
 Corporal Jamarcus Winbush, United States Marine Corps

**From the 439 Airlift Wing, Westover Air Reserve Base, Chicopee, MA:**

Major Frances Dixon, United States Air Force  
 Staff Sergeant Janet Izguierdo, United States Air Force  
 Staff Sergeant Mathieu Toczek, United States Air Force  
 Staff Sergeant Sharon Mekal, United States Air Force  
 Senior Airman Drew Balderston, United States Air Force  
 Senior Airman Jonathon Teixeira, United States Air Force

**From Detachment 360, United States Air Force ROTC, University of Massachusetts at Amherst:**

Captain Alan Fairey, United States Air Force  
 Staff Sergeant Nickolas Williams, United States Air Force  
 Mr. Jonathon Ready, ROTC Cadet  
 Mr. Patrick Wiggers, ROTC Cadet  
 Mr. Christopher Parsons, ROTC Cadet

This year's ceremony included guest speaker comments, the playing of taps, a flag folding demonstration by the Westover Air Force Base Honor Guard, letters and poems read by Sunderland Elementary school students, songs sung by students and led by Ms Susan Matsui, and a letter to students written by Major Chris Conley and read by his mother, Ms. Janet Conley.

Following the formal ceremony at the Town's Veteran Memorial Wall and Park, the military members and cadets from Westover Air Reserve Base and the University of Massachusetts spent several minutes in each of the grades 1 – 6 classrooms at the Sunderland Elementary School answering student questions about their individual uniforms and life in the United States Armed Forces. Afterwards, they ate lunch with the students in the school cafeteria before returning to Westover ARB and the University of Massachusetts.

In addition to the November Veteran's Day ceremony, the VMOC oversaw the addition of six new names to the Veterans Memorial Wall. The names newly added to the Wall include:

Nathan Ellsworth  
 Richard Ellsworth  
 Kyle Jacobs  
 Nicholas Mulvaney  
 Patrick Mulvaney  
 Christopher Parsons

Our year would not have gone nearly as well as it did without the support provided by our Selectmen, the Sunderland community, including the Sunderland Elementary School staff and students, and the military men and women of our local armed forces personnel from Westover Air Reserve Base in Chicopee and the University of Massachusetts at Amherst.

Many thanks to everyone who helped us or who provided support to the Veteran's Memorial Oversight Committee during 2015. We are grateful for your help and guidance, and we salute you!

Respectfully,

Danny E. Van Dalsen

Chair, VMOC

## **ZONING BOARD OF APPEALS**

This was the second slow year in a row for the Zoning Board of Appeals with only three applications being received in all of 2015. That number was quickly reduced to two when the first application was withdrawn by the applicant before consideration by the Board. During the calendar year, the ZBA deliberated and issued decisions on only three cases.

The first case was an application that was carried over from 2014. The applicant proposed a Mini Self-Storage Facility on Route-116 in the Commercial-1 District across from the Sugarloaf Softie. In an unusual situation, the Zoning Board issued two separate decisions on the same case. The ZBA voted to grant a Special Permit to construct the Mini Self-Storage Facility, but denied a Variance to reduce the side yard setback requirement from 40 feet to 20 feet.

The second case before the Zoning Board in 2015 was an appeal of the Building Inspector's determination that a 1.00 acre lot on Russell Street was unbuildable. In a unanimous decision, the ZBA voted to deny the appeal and to uphold the Building Inspector's ruling. In the last case of 2015, The Zoning Board granted a Special Permit to raise a small flock of chickens and stable a lamb to a Plumtree Road resident.

In 2015, there was some activity regarding the Sugarbush Meadows Comprehensive Permit project off of Plumtree Road. In my last report on this subject, I noted that this 150-unit project had received a Comprehensive Permit from the Housing Appeals Committee back in 2013. On January 16, 2015, a revised site plan and a "Notice of Insubstantial Changes" was submitted to Zoning Board by the developers of the Sugarbush Meadows Apartment Project. On February 4, the Zoning Board met to review the proposed modifications to the site and building plans and voted 4-1 that the changes were indeed substantial, which triggered a formal hearing on the topic. A series of hearings was held starting on March 4 and on May 28, the Zoning Board issued a decision that approved the changes with conditions. Sugarbush Meadows appealed the Zoning Board's decision and conditions to the Housing Appeals Committee on June 17. After the appeal was filed, the Zoning Board and Sugarbush Meadows engaged in extensive negotiations to try to resolve the outstanding issues between the parties. As this year comes to an end, the negotiations are continuing towards a hopeful settlement agreement early in 2016.

In closing, I would like salute my Zoning Board of Appeals team – Barre Tozloski, Stuart Beckley, Jim Bernotas, Jim Williams Jr., Stephen Schneider, Jonathan Williams and Todd Nuerminger – for their dedication and service to the ZBA and the town this year.

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 30<sup>th</sup> of the following year. Example: FY2010 starts July 1, 2009 and ends June 30, 2010.

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

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

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

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

### **LEVY LIMIT**

The levy limit is the amount the town can raise. This limit is increased from year to year as long as it remains below the levy ceiling. Permanent increases in the levy limit result from the following. Automatic 2.5% increase yearly; new growth resulting from new construction and overrides.

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

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

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

### **OMNIBUS ARTICLE:**

A Town Meeting Warrant Article that consolidates budget items for various departments. At the Annual

Meeting the Moderator reads the total budget allowing a "question" to be called if more discussion is wanted on a certain item. A vote will be taken first on the total of items not questioned then each questioned item will be voted separately.

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

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

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

**RESERVE FUND:** The reserve fund is a contingency fund usually created as part of the annual budget appropriations that is used to fund extraordinary and unforeseen expenses. It is disbursed through transfers approved by the finance committee. In general, extraordinary and unforeseen items such as an increased insurance premium or a new police cruiser are acceptable. Salary increases are generally not an acceptable use of this reserve.

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

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

### **SCHOOL DEPARTMENT**

School departments have a special status concerning a municipality's budget. Under state law (71:34), the legislative body of a town (town meeting) shall establish the total appropriation for the support of the public schools, but may not limit the authority of the School Committee to determine expenditures within the total appropriation.

### **SELECTMEN**

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

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

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

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

**TAX COLLECTOR:** The Collector is charged with the responsibility for collecting all taxes owed to the municipality. This requires maintaining a good record keeping system and organization to deposit revenue into town accounts as soon as possible. All receipts must be turned over to the treasurer at least once a week (or more often during heavy collection periods). Another major responsibility of the collector is the processing of motor vehicle excise bills. These bills are generated by the Registry of Motor Vehicles and sent to the town for distribution and collection. Timely action pursuing delinquent accounts dramatically increases the likelihood of eventual collection of the tax or payment due.

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

**TOWN CLERK:** The Town Clerk certifies town meeting vote, to the treasurer, assessors and accounting officer, with each appropriation in detail including how each appropriation is to be funded. The Town Clerk certifies all town meeting actions, debt, and overrides to the Department of Revenue.

**TREASURER:** The Treasurer is the custodian of all town funds. The position is responsible for the deposit, investment and disbursement of town funds. The Treasurer is empowered by town meeting to issue debt on behalf of the town with the approval of the Board of Selectmen. During the year, the Treasurer must determine the cash needs of the town (i.e., when money will be available to invest and when money will have to be borrowed to meet expenses.)

Treasurers should maintain a cash flow budget that is updated and adjusted on a monthly basis. They should review the banking services that are available and competitively seek those that are most cost effective. Investments should be made in accordance with a written investment policy that is reviewed with the selectmen and the Finance Committee. A strong record keeping system is also important to document performance

**WARRANT:** There are three types:

1. Treasurer's Warrant which is signed by the Board of Selectmen that authorizes the Treasurer to pay a list of bills (41:56).
2. Assessors Warrant to Collect which authorizes the Collector to collect the amount of tax that has been committed to the Collector (59:55)
3. Town Meeting Warrant. All town meetings must be called by a warrant that states the time and place of the meeting and lists all items of business to be acted upon. The warrant must be posted 7 days before the annual town meeting and 14 days prior to a special town meeting (39:10).