

# ANNUAL REPORT

## 2016



## Town of Sunderland

## DEDICATION



We would like to dedicate this year's Annual Town Report to **Dana Roscoe**.

Dana has served the town in many capacities over the years. He served as Selectmen for six years, was a member of the Historical Commission and the Strategic Planning Committee. He also was an Associate member of the Zoning

Board of Appeals. As a member of the Board of Selectmen, members participate on many other committees as a Board representative, all of which Dana willingly served on as well. Dana's longest term of service is as an elected Planning Board member which he's held since 1999. Several of those years he has been the Chair, leading the Planning Board through a variety of challenges all with the intent of the betterment of Sunderland. Dana continues to serve as

Chair of the Planning Board working with his board to plan and review proposed changes for our community's future. Dana brings vast professional experience to his Planning Board role and Sunderland is fortunate to have dedicated and experienced individuals helping to shape Sunderland's future.

Thank you for your service!

## IN MEMORIAM



**SOPHIE BUCZYNSKI**  
1923 - 2016

Sophie enjoyed participating in a variety of activities in the town. She was the Secretary for the 250<sup>th</sup> Anniversary Celebration Committee and a longtime member of the Council on Aging, a group which also reported and worked with what is now known as the South County Senior Center. Sophie was also a citizen's Advisory Board member to the Franklin County Regional Housing Authority.



**ALBERT RUBEN DRAKE, II**  
1939 - 2016

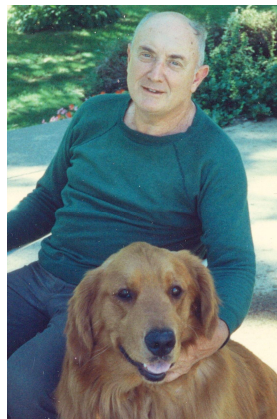
Al or Ruben as many called him, was a long time and dedicated member of the Sunderland Fire Department where he served as Deputy Chief and was an EMT. He was also an elected member of the Planning Board and served as the town's Electrical Inspector. Al was very active with the construction of the Public Safety Complex as a Committee member. He also served on the Permanent Building Committee and years ago, served as a Field Driver.

Continued →



**ANATOLI KUDRIKOW**  
1937 - 2016

Anatoli served for many years as a Field Driver. Many years ago, Field Drivers were appointed by the Board of Selectmen and their role was to view and inspect fences in town.



**ROBERT KOWALECK**  
1930 - 2016

Bob enjoyed participating in town activities an active member of the Recreation Committee for many years. In addition to the Recreation Committee, he continued to serve the town as an elected member of the Board of Assessors for 36 years until his retirement.

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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 ó 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 to Remember

- |  |  |
|--|--|
| • Town Administrator-Sherry Patchí í í í í í í .665-1441<br>Email: <a href="mailto:townadmin@TownOfSunderland.us">townadmin@TownOfSunderland.us</a>                      | • Police (Emergency)í í í í í í í í í í í í .. 911   |
| • Board of Selectmen's Office í í í í í í í í .665-1441<br>Email: <a href="mailto:selectmen@TownOfSunderland.us">selectmen@TownOfSunderland.us</a>                       | • Recreationí í í í í í í í í í í í í í ..665-1439<br>Email: <a href="mailto:recreation@townofsunderland.us">recreation@townofsunderland.us</a>              |
| • Accountant í í í í í í í í í í í í ...665-1443   | • Sewer Commissioners í í í í í í í í í í í ..665-1441<br>Email: <a href="mailto:selectmen@TownOfSunderland.us">selectmen@TownOfSunderland.us</a>            |
| • Assessors: Assessor Assistant í í í í í í í ...665-1445<br>Email: <a href="mailto:assessors@TownOfSunderland.us">assessors@TownOfSunderland.us</a>                     | • Tax Collector/Treasurerí í í í í í í í í í í 665-1444<br>Email: <a href="mailto:treascollector@TownOfSunderland.us">treascollector@TownOfSunderland.us</a> |
| • Board of Health ó Secretary í í í í í í í í ..665-1074<br>Email: <a href="mailto:boardofhealth@TownOfSunderland.us">boardofhealth@TownOfSunderland.us</a>              | • Town Clerk ó Wendy Houleí í í í í í í í í í .665-1442<br>Email: <a href="mailto:townclerk@TownOfSunderland.us">townclerk@TownOfSunderland.us</a>           |
| • Building Inspector ó Joe Fydenkevez í í í í í í 665-1433<br>(Home: 413-665-4773) Email: <a href="mailto:building@TownOfSunderland.us">building@TownOfSunderland.us</a> | • Wastewater Treatment Plantí í í í í í í í í 665-14447  |
| • Electrical Inspector ó Peter Murphyí í í í í 413-768-9168  | • Water District, Sunderlandí í í í í í í í í .665-7685<br>Water Commissioner: Fred Laurentis  |
| • Fax-Town Offices í í í í í í í í í í í ..665-1446  |  |
| • Fire Department (non-emergency) í í í í í í í .665-2465<br>Email: <a href="mailto:fire@TownOfSunderland.us">fire@TownOfSunderland.us</a>                               |  |
| • Fire & Ambulance (Emergency)í í í í í í í í 911  |  |
| • Highway Department-Sup. George Emeryí í í í 665-1460<br>Email: <a href="mailto:Highway@TownOfSunderland.us">Highway@TownOfSunderland.us</a>                            |  |
| • Library-Director: Katherine Hand í í í í í í í ..665-2642<br>Email: <a href="mailto:Director@SunderlandPublicLibrary.org">Director@SunderlandPublicLibrary.org</a>     |  |
| • Plumbing/Gas Inspector-Steve Baranoskií í í .413-775-3968  |  |
| • Police (non-emergency)í í í í í í í í í í ...665-7036<br>Email: <a href="mailto:police@townofsunderland.us">police@townofsunderland.us</a>                             |  |



## LEGISLATIVE INFORMATION

### US SENATE

**Elizabeth Warren**, Democrat; 1550 Main Street, Suite 406, Springfield, MA 01103; telephone: 202-224-4543  
or Russell Senate Office Bldg., 2 Russell Courtyard, Washington, DC 20510

**Ed Markey**, Republican; 1550 Main Street, 4th Floor, Springfield, MA 01101, telephone: 413-785-4610 or 218  
Russell Senate Office Bldg., Washington, D.C. 20510, telephone: 202-224-2742

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

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

### GOVERNOR

**Charlie Baker**, State House, Rm 360, Boston, MA 02133, telephone: (617) 725-4000  
E-mail: [goffice@state.ma.us](mailto:goffice@state.ma.us)

### REPRESENTATIVE TO GOVERNOR'S COUNCIL

**Mary E. Hurley** - Greenfield, 8<sup>th</sup> Governor's District, 15 Fields Drive, East Longmeadow, MA 01028,  
Telephone: 13-735-8007, email: [mhurley2cooleys@air.com](mailto:mhurley2cooleys@air.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: telephone: (413) 584-1649 1 Prince Street, Northampton, MA 01060,  
Telephone: 413-584-1649  
Boston Office: 24 Beacon St., State House Rm. 332, Boston, MA 02133, phone: telephone: 617-722-1500

### REPRESENTATIVE IN GENERAL COURT

**Stephen Kulik**-Worthington, 1<sup>st</sup> Franklin District  
Local Office: The James Building Room 305, Williamsburg, MA 01096, telephone: 413-977-3580  
Boston Office: State House 24 Beacon St., Rm. 238, Boston, MA 02133, telephone: 617-722-2380;  
Email: [Stephen.Kulik@mahouse.gov](mailto:Stephen.Kulik@mahouse.gov)

## HISTORY OF SUNDERLAND 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 1820s, maple trees were planted on each side of the street, which has added to Sunderland's beauty, especially as leaves change color, or after a snowfall. The houses are a pleasing mix of sizes and styles; in fact, Sunderland's main street has examples of most of the architectural styles of the 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> centuries.

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

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

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

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

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

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

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

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

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



## ELECTED AND APPOINTED OFFICIALS

### ELECTED OFFICIALS

BOARD/COMMITTEE/COMMISSION	Last Name	First Name	Expiration	Term
BOARD OF ASSESSORS	KOWALECK	MARY ANN	2017	3
BOARD OF ASSESSORS	KOWALECK	JAMES	2019	3
BOARD OF ASSESSORS	SKIBISKI	MICHAEL	2018	3
BOARD OF HEALTH	KUSHI	KENNETH	2018	3
BOARD OF HEALTH	PACIOREK	KRISTY	2017	3
BOARD OF HEALTH	ROCK	CAITLYN	2019	3
ELEMENTARY SCHOOL COMMITTEE	FULTON	DOUGLAS	2019	3
ELEMENTARY SCHOOL COMMITTEE	MCFARLAND	KEITH	2017	3
ELEMENTARY SCHOOL COMMITTEE	GOTSCHALK	GREGORY	2017	3
ELEMENTARY SCHOOL COMMITTEE	TOMLINSON	MICHELLE	2018	1
ELEMENTARY SCHOOL COMMITTEE	SHAW	MAISE	2018	3
FRONTIER REGIONAL SCHOOL COMMITTEE	MCFARLAND	KEITH (SES Rep)	2017	1
FRONTIER REGIONAL SCHOOL COMMITTEE	PIERCE	JUDITH	2019	3
FRONTIER REGIONAL SCHOOL COMMITTEE	ROBERTS	LYN	2017	3
LIBRARY TRUSTEES	BERRY	ELIZABETH	2019	3
LIBRARY TRUSTEES	BRIDWELL	GERALD	2017	3
LIBRARY TRUSTEES	BLAIS	NATALIE	2017	3
LIBRARY TRUSTEES	ROSEWARNE	JUSTINE	2019	3
LIBRARY TRUSTEES	LOPTAKA	RICHARD	2018	3
LIBRARY TRUSTEES	SACKREY	JOHN	2018	3
LIBRARY TRUSTEES	STARR	LORIN	2018	3
LIBRARY TRUSTEES	WISSEMAN	DAVID	2019	3
LIBRARY TRUSTEES	VOORHEIS	VALERIE	2017	3
PLANNING BOARD	WISSEMAN	JESSICA	2021	5
PLANNING BOARD	MURPHY	DAN	2019	5
PLANNING BOARD	ROSCOE	DANA	2020	5
PLANNING BOARD	SCHNEIDER	STEPHEN	2017	5
PLANNING BOARD	SNYDER	SARA	2018	5
RIVERSIDE CEMETERY TRUSTEES	BERGERON	JANET	2017	3
RIVERSIDE CEMETERY TRUSTEES	BERGERON	SCOTT	2018	3
RIVERSIDE CEMETERY TRUSTEES	WISSEMAN	MICHAEL	2019	3
SELECTMEN	BERGERON	SCOTT	2018	3
SELECTMEN	FYEDENKEVEZ	THOMAS	2017	3
SELECTMEN	PIERCE	DAVID	2019	3

SEWER COMMISSIONERS	BERGERON	SCOTT	2018	3
SEWER COMMISSIONERS	FYDENKEVEZ	THOMAS	2017	3
SEWER COMMISSIONERS	PIERCE	DAVID	2019	3
TOWN CLERK	HOULE	WENDY	2019	3
TOWN MODERATOR	DUBY	ROBERT	2017	1
TOWN PARK TRUSTEE	BARSHEFSKY	BEN	WILL	
TOWN PARK TRUSTEE	KUSHI	KEN	DICTATES	
TOWN PARK TRUSTEE	SCHOOL COMMITTEE	DESIGNEE	2019	3

### APPOINTED EMPLOYEES

EMPLOYEES	FIRST	LAST
Accountant/Contracted	FRCOG	Brian Morton
Administrative Assistant	Cynthia	Bennett
Animal Control Officer/Animal Inspector	Daniel	Potyrala
Assessor's Office- Admin. Asst.	Teresa	Foster
Board of Health Agent/Contracted	Stephen	Ball
Housing Health Agent/Contracted	Hillside	Environmental
Building Commissioner	Joseph	Fydenkevez
Asst. Bldg. Inspector	Steven	Reno
Asst. Bldg. Inspector	Thomas	Quinlan, Jr.
Collector/Treasurer	Susan	Warriner
Asst. Collector/Treasurer	Sherry	Patch
Town Administrator	Sherry	Patch
Fire Chief	Steven	Benjamin
<u>FIRE DEPT.-OFFICERS- APPT. BY FIRE CHIEF</u>		
Captain	Mike	Zeoli
Lieutenant	Cody	Jones
Lieutenant	Jim	Bielunis
Lieutenant	Heidi	Olmstead
Sergeant	Robert	Ahearn
Sergeant	Richard	Dickinson
Firefighter	Marc	D'Urso
Firefighter	John	Sullivan
Firefighter	McLellan	White
Firefighter	Ricky	Fadus
Firefighter	Meaghan	Ahearn
Firefighter	Vincente	Cabriotti
Firefighter	Richard	Gallo
Firefighter	Keith	McFarland

Firefighter	Calvin	McKemmie
Firefighter	Jake	Miller
Firefighter	Laurie	Smith
Firefighter	Ben	Snyder
Firefighter	Marc	Tremblay
Fire Prevention Officer (Inspections)	Cody	Jones
Fire Prevention Officer (Inspections)-Alt.	Heidi	Olmstead
Fire Prevention Officer (Inspections)-Alt.	Robert	Ahearn
Highway Department Supt.	George	Emery
Highway Dept. Clerk	Michelle	Duguay
Highway Dept. Laborer	Robert	Skribiski
Highway Dept. Laborer	Bradley	Wallace
Highway Dept. Temp. Laborer	Duane	Jenks
Highway Dept. Temp. Laborer	Fred	Laurenitis
Highway Dept. Temp. Laborer	John	Skribiski
Highway Dept. Temp. Laborer	Nicholas	York
Plumbing & Gas Inspector	Steven	Baronoski
Plumbing & Gas Inspector-Alt.	Jason	Wallace
Police Chief	Erik	Demetropoulos
Police Department-Clerk	Michelle	Duguay
Police Dept.-FT Officer	Benjamin	Peters
Police Dept.-FT Officer	Peter	Scoble
Police Dept.-FT Officer	Brenda	Tozloski
Police Dept.-FT Sgt.	Brendan	Lyons
Police Dept.-PT Officer	Jose	Cabrera
Police Dept.-PT Officer	Devin	Melnik
Police Dept.-PT Officer	Bryn	Rabtor
Police Dept.-PT Officer	Zachary	Smith
Police Dept.-PT Officer	Jordan	Zukowski
Police Dept.-PT Officer	Cody	Wells
Recreation Coordinator	James	Ewen
Telecom Technician-PT	Thomas	Zimnowski
Wiring Inspector	Peter	Murphy
Wiring Inspector-Alt.	Bill	Erman
300th Anniversary Committee	Cindy	Benjamin
300th Anniversary Committee	Merricka	Breuer
300th Anniversary Committee	Shelly	Cialek

300th Anniversary Committee	Janet	Conley
300th Anniversary Committee	Gayle	Drake-Thompson
300th Anniversary Committee	Tom	Fydenkevez
300th Anniversary Committee	Julie	Jacque
300th Anniversary Committee	Una	Miller
300th Anniversary Committee	Vincent	Grandonico
300th Anniversary Committee	Jennifer	Unkles
300th Anniversary Committee	Jess	Wissemann
300th Anniversary Committee	David	Wissemann
300th Anniversary Committee	Brenda	Wozniakewicz
300th Anniversary Committee	Mike	Wozniakewicz
300th Anniversary Committee	Tom	Zimnowski
120 North Main Street Committee	Stuart	Beckley
120 North Main Street Committee	Scott	Bergeron
120 North Main Street Committee	Carl	Fiocchi
120 North Main Street Committee-Alt.	Tom	Fydenkevez
120 North Main Street Committee	Leon	Markoswski
120 North Main Street Committee	Jeff	O'Brien
120 North Main Street Committee	Patricia	Patenaude
120 North Main Street Committee	Lorin	Starr
Agricultural Commission	Megan	Arquin
Agricultural Commission	Scott	Reed
Agricultural Commission	Michael	Wissemann
Agricultural Commission	Robert	Williams
Agricultural Commission-Conservation Rep.	Curt	Griffin
Anti-Harrassment Officer	Elizabeth	Sillin
<u>Burial Agent-Appointment by Board of Health</u>		
Burial Agent	Wendy	Houle
Capital Improvement Planning Committee	Scott	Bergeron
Capital Improvement Planning Committee	Gerald	Bridwell
Capital Improvement Planning Committee	James	Kowaleck
Capital Improvement Planning Committee	Dan	Murphy
Capital Improvement Planning Committee	Dana	Roscoe
Capital Improvement Planning Committee	Rock	Warner
Civil Defense-Police Chief	Vacant	
Civil Defense-Fire Chief	Steve	Benjamin
Community Pathways Committee	Gary	Briere
Community Pathways Committee	Linda	Lopatka

Community Pathways Committee	Dan	Murphy
Community Pathways Committee	Nancy	Pick
Community Pathways Committee	Sara	Snyder
Community Pathways Committee	Rock	Warner
Community Preservation Committee-Recreation	Shana	Deane
Community Preservation Committee-Housing Rep.	Richard	Lopatka
Community Preservation Committee-Historical Rep.	Helen	Clark
Community Preservation Committee-Planning Rep.	Sara	Snyder
Community Preservation Committee- Con. Com.	Jennifer	Unkles
Community Preservation Committee-Citizen	Tom	Fydenkevez
Community Preservation Committee-Citizen	Mike	Wissemann
Conservation Commission	Dan	Murphy
Conservation Commission	Curt	Griffin
Conservation Commission	Jennifer	Unkles
Conservation Commission	Nancy	Pick
Constables	Thomas	Devine
Constables	Fred	Laurenitis
Constables	Allan	Richards
Constables	Michael	Wozniakewicz
Council On Aging		
Cultural Council	Mary	Gorman
Cultural Council	Barbara	Howey
Cultural Council	Julie	Jacque
Cultural Council	Peter	Lacey
Cultural Council	Debbie	Russell
Cultural Council	Tammy	Thompson
Economic Development Committee	Jim	Bernotas
Economic Development Committee	Aleks	Kajstura
Economic Development Committee	Fred	Laurenitis
Economic Development Committee	Dan	Murphy
Economic Development Committee	David	Pierce
Economic Development Committee	Barre	Tozloski
Economic Development Committee	Rock	Warner, Jr.
Election Officers/Republicans	Debra	Bennett
Election Officers/Democrats	Christine	Drake
Election Officers/Republicans	Edward	Gately
Election Officers/Democrats	Mary Ann	Gundersen
Election Officers/Democrats	Barbara	Howey
Election Officers/Democrats	Ronald	Howey
Election Officers/Republicans	Donna	McKemmie
Election Officers/Republicans	Pam	Parsons

Election Officers/Democrats	Allan	Richards
Election Officers/Republicans	Barbara	Schulze
Election Officers/Republicans	William	Sillin
Election Officers/Democrats	Susan	Triolo
Election Officers/Democrats	Stasia	Wheeler
Election Officers/Democrats	Carol	Ahearn
Election Officers/Unenrolled	Carol	Kushi
Election Officers/Unenrolled	Jean	McEnaney
Election Officers/Unenrolled	Christina	Snover
Emergency Management Director	Robert	Ahearn
Energy Committee	Aaron	Falbel
Energy Committee	Scott	Reed
Energy Committee	Laura	Williams
<u>Finance Committee-Appointment by Moderator</u>		
Finance Committee	Bruce	Bennett
Finance Committee	Elliot	Crowe
Finance Committee	Sean	Randall
Finance Committee	Dan	Murphy
Finance Committee	Aleks	Kajstura
Finance Committee	Francis	Mozea
Franklin County Bikeway Committee	Thomas	Herrick
Franklin County Solid Waste Rep	Dan	Murphy
Franklin County Regional Planning Board	Dana	Roscoe
<u>Franklin Technical School Com. Rep.-Appointment by Moderator</u>		
Franklin Technical School Com. Rep	James	Bernotas
Hazardous Waste Coordinator	Robert	Ahearn
Historical Commission	Linda	Lopatka
Historical Commission	Cindy	Benjamin
Historical Commission	Helen	Clark
Historical Commission	Carl	Fiocchi
Historical Commission	Stephen	Schneider
Housing Committee	Stuart	Beckley
Housing Committee	Scott	Bergeron
Housing Committee	Richard	Lopatka
Housing Committee	Sara	Snyder

Parking Clerk	Wendy	Houle
Personnel Committee	George	Emery
Personnel Committee	Peter	Lacey
Personnel Committee	Francis	Mozea
Personnel Committee	David	Pierce
Public Weighers-All States Asphalt	Dave	Bonnett
Public Weighers-All States Asphalt	Peter	Chmyzinski
Public Weighers-All States Asphalt	Dean	Cloninger
Public Weighers-All States Asphalt	T.J.	Conroy, Jr.
Public Weighers-All States Asphalt	Ronald	Fountain
Public Weighers-All States Asphalt	Harold	House
Public Weighers-All States Asphalt	Thomas	Kelly
Public Weighers-All States Asphalt	Alan	Lackard
Public Weighers-All States Asphalt	Ronald	Maillet
Public Weighers-All States Asphalt	Jason	Massey
Public Weighers-All States Asphalt	Sean	Minor
Public Weighers-All States Asphalt	Michael	Moriarty
Public Weighers-All States Asphalt	Richard	Paine
Public Weighers-All States Asphalt	Homer	Parker
Public Weighers-All States Asphalt	Matt	Powers
Public Weighers-All States Asphalt	Tim	Smith
Public Weighers-All States Asphalt	Daniel	Thurlow
Public Weighers-All States Asphalt	Todd	Uzadavinis
Public Weighers-Delta Sand & Gravel	Jane	Kucenski
Public Weighers-Delta Sand & Gravel	Rachel	Martin
Public Weighers-Delta Sand & Gravel	Craig	Warner
Recreation Committee	Shauna	Deane
Registrars	Donald	Patterson
Registrars	Edward	Kelley
Registrars	Judith	Richards
<u>Selectmen Committees</u>		
Housing Committee	Scott	Bergeron
120 North Main Street	Scott	Bergeron
Capital Improvement Planning Committee	Scott	Bergeron
SEPT	Scott	Bergeron
120 North Main Street-Alt.	Tom	Fydenkevez
South County EMS Board of Oversight	Tom	Fydenkevez
Community Preservation Committee	Tom	Fydenkevez
FRCOG Rep.	Tom	Fydenkevez
South County Senior Center	Tom	Fydenkevez

SEPT	Tom	Fydenkevez
Economic Development Committee	David	Pierce
Personnel Committee	David	Pierce
SEPT	David	Pierce
Teacher Union 38 & Instructional Assistants Rep.	David	Pierce

South Country EMS Board of Oversight	Robert	Ahearn
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Sunderland Emergency Preparedness Team	Maryellen	Ahearn
Sunderland Emergency Preparedness Team	Robert	Ahearn
Sunderland Emergency Preparedness Team	Stephen	Ball
Sunderland Emergency Preparedness Team	Ben	Barshefsky
Sunderland Emergency Preparedness Team	Scott	Bergeron
Sunderland Emergency Preparedness Team	George	Emery
Sunderland Emergency Preparedness Team	Tom	Fydenkevez
Sunderland Emergency Preparedness Team	Wendy	Houle
Sunderland Emergency Preparedness Team	Fred	Laurenitis
Sunderland Emergency Preparedness Team	Sherry	Patch
Sunderland Emergency Preparedness Team	David	Pierce
Sunderland Emergency Preparedness Team	Caitlyn	Rock
Sunderland Emergency Preparedness Team	Marc	Tremblay

Town Administrator Committees-Advisory/Non-Voting

Network & Electronic Resources Agent	Sherry	Patch
Procurement Officer	Sherry	Patch
ADA Coordinator	Sherry	Patch
PVTA Representative	Sherry	Patch
Ethics Municipal Liaison	Sherry	Patch
Community Economic Development Strategy (CEDS)	Sherry	Patch
Super RAO	Sherry	Patch
Town Counsel	KP Law	

Upper Pioneer Valley Veteran's Services District Rep.	Dan	Vandalsen
Veterans Graves Officer	Janet	Conley
Veterans Memorial Oversight Committee	Dan	Vandalsen
Veterans Memorial Oversight Committee	Michael	Ahearn
Veterans Memorial Oversight Committee	Janet	Conley

ZBA	Steven	Krol
ZBA	Barre	Tozloski
ZBA	Stuart	Beckley
ZBA	James	Bernotas
ZBA	James	Williams, Jr.
ZBA-Associate Member-PB Rep.	Stephen	Schneider
ZBA-Associate Member	Rock	Warner





### **300<sup>TH</sup> ANNIVERSARY COMMITTEE REPORT**

The countdown has begun for our 300<sup>th</sup> Celebration. The kick off parade is set for June 16<sup>th</sup>, 2018 at 1:00pm. With that said I have to mention the dedication of our committee members that are in the process of making our upcoming celebration a truly unique and community focused celebration worthy of our town's 300 years of history!

From the first gathering that took place in the Sunderland Public Library back in 2015 our direction and focus was made clear. Honor and recognize the farms, the natural resources that surround and make up our town. Pay tribute to the founding families and the people that served this country. Remember our past and plan for a future for the people that make up our community.

It's a large task for sure. The committee members along with numerous volunteers are trying our best to pull together the resources and funding to make this happen. We look forward to what we can do as a community to remember our past and to celebrate our future. We look for the community's support in volunteering, monetary donations and appropriating town funds to support our efforts.

Respectfully Submitted  
 Tom Zimnowski, Chair  
 Cindy Benjamin, Vice Chair  
 Sunderland 300<sup>th</sup> Anniversary Committee

# **BOARD OF ASSESSORS**

## **Tax Recapitulation of Tax Levy**

**Fiscal 2016**
**Fiscal 2015**

Total Amount to be Raised	8,238,361	8,112,771
Total Estimated Receipts from Non-Tax Sources	<u>3,263,978</u>	<u>3,274,912</u>
Tax Levy	4,974,383	4,837,859

### **Value of Real Estate by Class**

Real Estate Property Valuation		
Residential	303,633,617	302,386,617
Commercial	23,307,366	23,342,799
Industrial	<u>5,267,600</u>	<u>5,267,200</u>
Total Real Estate Valuation	332,208,583	330,996,616
Personal Property Valuation	<u>7,106,768</u>	<u>7,078,798</u>
Total Property Valuation	339,315,351	338,075,414

Tax Rate (Levy/Valuation*1000)	\$14.66	\$14.34
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### **Local Expenditures**

Appropriations	7,551,509	7,549,640
Other Amounts to be Raised	686,852	563,131
Total Amount to be Raised	8,238,361	8,112,771

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

Estimated Receipts - State	1,791,718	1,730,479
Estimated Receipts - Local	634,083	497,537
Free Cash	242,887	291,520
Other Available Funds	595,310	499,299
Total Estimated Receipts	3,263,998	3,274,912

### **Abatements & Exemptions Granted (FY2016 application period not yet closed when report was submitted)**

Real Estate Abatements	0	80
Personal Property Abatements	0	55
Veteran's Exemptions	6,000	5,600
Blind Exemptions(est)	438	438
Seniors' Exemptions (est)	77	77
Senior Work-Off Program (est.)	1800	1688
Total	\$8,315	\$7,938

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

## **BOARD OF HEALTH**

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

Telephone: 413-665-1071

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 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 2016:

1 Camp Permit/Inspection	5 Septage (Offal) Hauler's Licenses
3 Catering Permits	7 1-day Food Inspections / Permits
11 Disposal Works Permits/Soil Eval/Inspections	20 Title 5 Inspections
33 Food Establishment Inspections *	5 tobacco permits
22 Food Permits	1 Trench Permits
35 Housing (complaint) Inspections *	0 Well Permits
11 Installer's Licenses	0 Roadside property trash complaints
13 Perc Tests	2 Tobacco Violations
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**

The members of the Sunderland Board of Selectman would like to express our sincerest thanks to the residents of our Town for the support that you give to our Town each and every day. Many of you volunteer unknown hours to make our Town a better place for all of us.

The past year has been another busy year for us, our latest annual Town meeting saw a number of votes taken to finally put the Town in position to receive a State grant to but in a new boat ramp with handicapped parking to make the Connecticut River and all of its beauty available to all of our residents and friends. Boating, canoeing, kayaking float tubing, fishing and bird and animal watching are a few recreational past times will be significantly enhanced by the new boat ramp. The pathways committee, worked tirelessly on this project to bring it to fruition and without their hard work and determination this project would have no chance of completion before our upcoming 300<sup>th</sup> celebration.

The Town's attempt to bring Senior Housing to Town has also moved forward and we are much closer today to making this project a reality. In response to the committee's RFP, a proposal to build and manage a 34 unit senior housing project has been received and is now going to be brought before various Town Boards and Committees to insure compliance with various applicable codes and regulations. Sunderland is finally laying the ground work to provide an affordable way for our seniors to stay in their Town and to remain a vital part of our vibrant community.

During the year we have also had a few changes in a few of our Town Departments. Police Chief Jeff Gilbert has retired. Jeff started with the department as a patrol officer and progressed through the ranks until he was named Chief. Chief we would like to thank you for all of your years on the force and for the positive contributions you have made to Sunderland. We wish you a happy and well deserved retirement.

During our search for a new Chief, SGT. Brendan Lyons was given the reins and did an amazing job. Brendan, the Board and the residents would like to thank you for the job that you performed between Chief Gilbert's retirement and the naming of the Town's new Chief. Brendan's work was exemplary and the Town is very fortunate to have an officer of his capabilities and dedication. The Board selected the Town's new chief after interviewing 3 candidates forwarded to the BOS. Erik Demetropoulos comes to the Town of Sunderland after serving as the Town of Barre, MA Police Chief for almost 10 years. We as a board feel that the Town is very lucky to attract a candidate with Erik's qualifications and look forward to his leadership of the Sunderland Police Department. Erik is getting settled into his new job and is looking forward to meeting our residents. Please do not hesitate to introduce yourself to the Chief at the public safety complex or out and about the Town.

We also had two members of our highway department retire. Eddie Skribiski and Bobby Skribiski after many years of service, decided that they wanted to see the snow plows go by their homes at three in the morning instead of riding in the trucks past their homes at three in the morning. Eddie and Bobbie we wish the both of you happy, fun filled, sunny (no snow) retirements. We were very fortunate to have you both work for the Town's highway department.

Sunderland has joined with Deerfield and Whatley to provide an Advanced Life Support (ALS) paramedic ambulance service the last 2 years. The service that is being provided is some of the best service to be found in the area and our average response time has consistently averaged 7 minutes and 7 seconds from the time that the call is received to the arrival of the ambulance on site. We are working with our neighboring partners to finalize plans for the unification of the service into one home and while this process may appear rocky at times, the end result will provide unparalleled ALS coverage.

Another project that has appeared to be on the horizon for a long time has also finally been completed and is now in operation. The Town started many years ago on a project to bring a solar power producing facility to Town-owned land to help offset the cost of electricity to our public buildings and to spotlight our Town's commitment to renewable green electricity production. Finally after a few stutter steps, we now have a facility located between the elementary school and Route 116 up and generating 315kw of renewable green power. In addition to helping our Town's budget and our environment, the company Kearsarge LLC, will install a kiosk in the elementary school so that our students can see our Town's commitment.

While our Town continued to bring projects to fruition our Town Administrator Sherry Patch and many Town volunteers have continued to look forward towards the future and are working towards that reality. A 300<sup>th</sup> celebration committee has been formed and they are actively planning a yearlong celebration that starts very soon; the pathways committee is continuing to look at making the Town more walkable; we are heavily involved with a project that will see North Main Street rebuilt making it safer for pedestrians, bicyclists and vehicular traffic. If you would like to help or if you see a way to help our community improve, please contact the Board of Selectmen or the Town Administrator. We believe that when we all work together we are capable of wonderful things. Please join in.

Respectfully Submitted to the residents of Sunderland,

Tom Fydenkevez, Chair; Scott Bergeron, Vice Chair and David Pierce, Clerk

## **BUILDING COMMISSIONER**

In calendar year 2016, there was a 171 building permits issued. Estimated construction costs were \$3,424,325.00 and fees collected totaled \$28,532.00. Three (3) 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 & Zoning Enforcement

## **COMMUNITY PATHWAYS COMMITTEE**

The Sunderland Community Pathways Committee has had an active year helping the Town advance multiple projects to improve safe access to Sunderland streets, resources, and facilities for residents and visitors. Our work has been a collaboration with the Franklin Regional Council of Governments as well as Sunderland's Town Administrator, Select Board, Planning Board, and Conservation Commission.

The Pathways Committee has focused on three key areas this year:

### **Enhancing Our Access to the Connecticut River**

- Facilitated the Town's acquisition of three parcels of riverfront land near the end of School Street, securing public access to the boat ramp and a riverfront walking trail
- Cleared this riverfront pathway from the boat ramp to the north end of the playing fields behind the Town Offices
- Facilitated an agreement between the Town of Sunderland and the Massachusetts Department of Fish and Game, ensuring that the state agency will reconstruct the boat ramp, improve the roadway access area, and provide long-term capital maintenance.

### **Planning for the Next Generation of Youth and Families**

- Held a public forum to gather community input on potential improvements to the athletic fields and open space behind the Town Offices on School Street
- Engaged a professional landscape architect to produce a master plan for this 9.5-acre public area and lead the plan's development
- Attended training and took preparatory steps to apply for a state PARC grant to provide initial design and construction funding for the first phase of improvements

### **Ensuring Safe Streets for Vehicles, Bicycles and Pedestrians**

- Contributed to the development of a Town-wide "Complete Streets" plan to move towards making our streets multimodal and safer for pedestrians and bicyclists of all ages.
- Contributed to the design for planned improvements to North Main Street, to provide safer walking and cycling for all users
- Helped write a grant application to develop the Town's branding and wayfinding system

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.

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, Mike Wissemann  
 At Large, 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 FY2016 the fund had a balance of \$624,565.17 with \$326,485.19 in undesignated funds.

Over 5 years the State has matched the Sunderland surcharge at 100 % and totaling \$476,820.

Fifteen CPA projects have been approved in Sunderland.

Three new projects were approved at the Annual Town Meeting:

Riverfront Reservation Area \$36,631  
     Restoration of Riverside Cemetery \$52,000  
     Restoration of 1925 Fire Truck     \$50,000

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 worked.

This year special thanks and appreciation go to our committed CPC members, project leaders and the growing number of volunteers who got beyond expectations in making CPC projects successful.

Respectfully Submitted,  
 Richard Lopatka

## CONSERVATION COMMISSION

The Conservation Commission (ConCom) is Sunderland's local environmental agency, responsible for protecting the town's land, water, biodiversity, and other natural resources. A primary job of the 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 Conservation 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 Conservation Commission has been working toward improving the town boat ramp, located off School Street. The ramp and its access road have been in poor condition for many years. Prior to making any improvements, a triangle of land under unclear ownership had to be formally obtained by the town. Town Meeting approved the transaction in April, and the triangle parcel was officially obtained by the town in June.

In October, the Massachusetts Department of Fish & Game signed an agreement with the town to formally take over responsibility for upgrading and maintaining the boat ramp as a fisherman's access. It is hoped that the state will complete upgrades to the ramp and access road before the town's tricentennial in 2018.

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

- **Federal Lawsuit Award.** In May, the Commission received an \$18,000 contribution to its Conservation Trust, to be used for the purchase of conservation land. The \$18,000 contribution was part of a settlement agreement in a federal pollution lawsuit. The Connecticut River Watershed Council had sued Chang & Sons farms of Whately over the discharge of untreated water into the Connecticut River.
- **New Riverside Pathway.** The Conservation Commission has been working with the Sunderland Pathways Committee to create a new walking trail along the Connecticut River off of School Street. The pathway runs along a ridge above the river, connecting the boat-ramp access road to the town's playing fields. Town Meeting approved a property exchange with the owners of the riverfront pathway parcel, who in return received a parcel of town land to enlarge their front yard. The town expects to formally take possession of the pathway land in February, 2017.
- **Wetland Site Reviews.** The Conservation Commission provided oversight of several construction projects in town located near water resources. In addition, members have performed numerous site reviews.



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 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 2017 grant year, the Sunderland Cultural Council had \$4,930.00 available to grant. A new online application system seems to have produced a large number of applications— we received a total of 29, a significant increase over the previous year. At a voting meeting held in November 2016, the SCC awarded funding to 14 of those applications. They are as follows:

- Davis Bates — A Celtic Celebration for Seniors
- Ed the Wizard — Reading is Magic
- The FCTS Drama Club — Spring Play
- John Root — Edible Wild Plants of the Northeast
- Sunderland Public Library — Short Story series
- Sunderland Public Library — Circus Minimus
- Nancy Howell — Watercolor painting workshop
- July Stepanek — Learn Ukulele with Julie
- Gregory Maichack — Pastel Paint the \$45 Million Flower
- Sunderland Public Library — Pastel Painting for Teens
- Sunderland Public Library — Dazzle Dogs
- Sara Snyder — Joy of Song Senior Sings
- John Root — Hummingbirds of the World
- Victoria Palmer/Sunderland Elementary — International Night Celebration

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 COMMITTEE ó no report**

### **EMERGENCY COMMUNICATION ALERT SYSTEM**

Our óReverse-911ö 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**

- |   |  |
|---|--|
| ○ Radio/flashlight, battery powered; extra batteries or self-powered flashlight & radio | ○ Personal care items-sanitary napkins, disposal diapers, etc. |
| ○ Bottled water – 1 gallon per day, per person  | ○ Waterproof matches   |
| ○ Canned food – not needing refrigeration   | ○ Writing instruments & paper                                  |
| ○ Can Opener: non-electric  | ○ First Aid Kit with manual                                    |
| ○ Eating utensils/disposable cups & plates  | ○ Pocket Knife   |
| ○ Plastic bags-zipper/re-sealable type & trash bags                                     | ○ Fire Extinguisher  |
| ○ Blankets/hats/gloves/warm clothing  | ○ Cell phone & cord/adapters                                   |
| ○ Prescription drugs  | ○ Small hand tools, i.e. hammer, pliers, duct tape             |
| ○ Medical information   | ○ Soap & paper towels  |
| ○ Personal contact information, including phone numbers                                 | ○ Household bleach   |
|   | ○ Toilet paper & waterless hand cleaner/sanitizer              |
|   | ○ Disposable N95 Personal Protection Masks                     |

#### **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**

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

## **ENERGY COMMITTEE**

The year 2016 started out with one of our most successful programs to date. Amidst uncertainty in the state legislature about the cap on net metering and the future of solar renewable energy credits, especially for municipal and community-shared solar energy projects, we invited Representative Steve Kulik (D-Worthington) to come to Sunderland to inform us about the future of renewable energy in Massachusetts. Over 80 people crammed into the community room at the Sunderland Public Library on February 27 to hear Rep. Kulik's perspective on these matters. Many of the attendees were municipal leaders from other towns in Kulik's district, as well as leaders in the solar energy industry. Many also had come because of their concerns about the proposed Northeast Energy Direct gas pipeline proposed by Kinder Morgan.

Representative Kulik did not disappoint his audience. He discussed various initiatives in the legislature, some of the obstacles that stand in the way of these initiatives, and strategized ways of getting around them. He showed that he was as eager to listen to and learn from the expertise represented in his audience as they were to hear from him. In the end, he walked away with a few new ideas to take to the legislature. All in all, it was a very illuminating and successful event.

The remainder of the year was taken up in using the remaining funds in our Green Communities designation grant to improve the energy efficiency of various Town buildings. Weatherization measures and control systems were installed at the Public Safety Complex, the Town Offices Building, the Wastewater Treatment Plant, and the Sunderland Public Library. Robert Gabry, manager of the WWTP, was very pleased with the energy-saving modifications made and stated that the plant has never run as well as it does now. Both Bales Energy Associates and Guardian Energy Management Solutions contracted with the Town to bring these projects to fruition. We were assisted as well by Alyssa LaRose, a consultant at FRCOG, funded through a Green Communities Municipal Energy Technical Assistance Grant awarded to Sunderland earlier in 2016.

We could not have accomplished any of these projects without the assistance and steadfast dedication of our Town Administrator, Sherry Patch. Sherry has been meeting with our committee regularly almost since she was hired and has lent her considerable knowledge, experience, and expertise to our efforts to make Sunderland a greener, more energy-efficient community.

At the very end of the year, we saw the solar field adjacent to Sunderland Elementary School finish construction and come online – a project long in the making. Though the field adjacent to the Public Safety Complex was denied an interconnection permit by Eversource Energy, the solar array at the School will still generate a significant portion of the Town's municipal energy needs. And as 2016 drew to a close, plans were underway for yet another series of "Window Insert" workshops – an extremely low-cost way to help Sunderland residents save money and energy this winter, as well as make their homes more comfortable.

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

## **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 29, 2016, voters approved a budget of \$ 7,227,241 for fiscal year 2017, an increase of 1.7% from the previous budget. As has been the case in recent years, the budget was again thoroughly examined for any expense savings.

**Revenues:** For FY17, 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 FY18 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 FY18, 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. 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.

As we all know a budget is essentially made up of two parts, estimated revenues and estimated expenditures. Because taxes are controlled through Proposition 2-1/2 overrides, state aid is controlled by the governor and legislature and any locally charged fees and charges are controlled by statute, there is little that the Finance Committee can review, or do, about the revenue side of the budget.

Many years ago we instituted some guidelines for use of Free Cash and we have diligently stuck to them. It is very tempting to use all of that money to restore some funding to budgets badly stressed. But we can't rely on that amount being there next year. So the guidelines supported by the Finance Committee would use up to 30% of certified free cash to support operating budgets. 20% would go into the existing Stabilization Fund to provide a "rainy day" fund for the purpose of stabilizing operating budgets, protecting them from one time expenditures that would require reductions in other budgets. The third use of free cash would be the allocation of 30% to the Capital Stabilization Fund for the purpose of meeting the Town's capital needs. The remaining 20% would remain in free cash. We believe these guidelines give us some structure to stabilize and manage spending now and in future years.

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 town's 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 ó Sean Randall; Vice Chair - Francis Mozea; Clerk ó Dan Murphy; Members: Aleks Kajstura and Bruce Bennett

**FIRE DEPARTMENT**

Email: fire@TownOfSunderland.us

In 2016 the Sunderland Fire Department responded to 169 fire calls. This is a 65% increase in activity over the number of dispatches in 2015. While the annual increases are not always this dramatic our call volume has increased steadily each year for well over a decade. 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. It is increasingly challenging to find people who will do this service for the community however the Sunderland Fire Department enjoys a roster of 23 capable people. Being a volunteer firefighter is a rewarding and fulfilling experience. We are always looking for people to help us serve our neighbors. If there is anyone interested in helping the Fire Department in any capacity please talk to any member of the Department or call / 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 front of all fire hydrants 24/7. Violating cars can be ticketed or towed.
- There is no parking in the fire lanes of the Elementary School 24/7. Violating cars can be ticketed or towed.
- Open burning season runs from 15 January to 1 May annually. Burning permits are available online at [www.fcburnpermits.com](http://www.fcburnpermits.com). Permits 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 Firemanø Association (SVFA) continues to support 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.

Through cooperation with the Massachusetts Department of Conservation and Recreation and the Federal Excess Property Program of the United States Government, the Sunderland Fire Department has been loaned a surplus 1986 military HUMVEE for use as a utility vehicle. There is no cost to the Town except for routine maintenance. This vehicle lets us move equipment and people without occupying a fire truck.

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, Board of Health, School Committee, Principal and Superintendent. Thank you also to the local businesses who allow employees who are firefighters to leave work for the purpose of responding to fire calls.

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 (FCSWMD)

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 ó 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 2016 shows almost an identical amount of recycling tonnage since 2014. District residents recycled almost 1,700 tons of paper and just over 1,100 tons of mixed containers, which were processed at the Springfield Materials Recycling Facility.

In 2016, the District sponsored spring and fall òClean Sweepö collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Over 62 tons of material were recycled or disposed of from the two collections. A total of 550 households participated in these collection events.

We held our annual household hazardous waste collection in October 2016. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 313 households participated in this event. 50% of participants were using the collection for the first time.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$88,350 for District towns. Some grant funding relates to the town's successful waste management infrastructure. Other grants include equipment to make a town's transfer station more efficient.

We continued to bale wood pellet bags and agricultural plastic in our second year of this recycling program. We manage the recycling and composting program at the Franklin County Fair and assist other events with waste reduction efforts. We 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)

Franklin Regional Council of Governments

John W. Olver Transit Center

12 Olive Street, Suite 2

Greenfield, MA 01301-3351

Phone: 413-774-3167 ext. 103

Fax: 413-774-3169

Web: [www.frcog.org](http://www.frcog.org) / 

The Franklin Regional Council of Governments provides a variety of services and programming to the municipalities of Franklin County and to the greater Franklin County region. The FRCOG's 2016 Annual Report, which will be available in April of 2017 and on [www.frcog.org](http://www.frcog.org) shortly thereafter, will highlight our work over the past year. Specific services to the Town of Sunderland in 2016 included:

### Administration and Special Projects

- Sunderland participated in regional sign-making program, sharing equipment with 10 towns.
- Staff worked with the Capital Improvement Committee and the Town Administrator on a long-range capital plan as part of the Baker-Polito Community Compact Program.
- Individual members of several Town energy committees met together informally on a bi-monthly basis to share news and to learn from invited guests. FRCOG staff provided assistance in facilitating meetings, presented information, and conducted follow-up communication.
- Town staff participated in on-going discussions for a new multi-town project to share professional human resource services. Grant funds will be used in 2017 for consulting help to move the project toward completion.

### Collective 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 needs for FY17 is \$725,241.
- The Chief Procurement Officer issued a bid for a heavy duty truck.

### 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 258 Frontier students, representing 83% of the 8th, 10th, and 12th grade classes. Survey data meets federal requirements for the school and is valuable for grant-writing and planning.
- PFY and Planning staff worked with Sunderland staff and residents to develop a wayfinding campaign for the town center.

### Planning and Development Department

- Staff finalized the *2016 Town of Sunderland Housing Plan*, which was approved by the Department of Housing and Community Development in February, 2016.



- Staff assisted with developing and administering a Request for Proposals for the development of affordable senior housing on Town-owned land.
- Staff assisted the Town Administrator with preparing and submitting an annual report for the Green Communities program.
- Staff revised the schedules, brochures, and maps of the FRTA's Fixed Routes.
- Staff updated the Community Development Strategy for the Town's CDBG application.
- Staff compiled Complete Streets assessments on Old Amherst Road and Hadley Road.
- Staff provided information on and assistance with the Massachusetts Complete Streets Program and compiled a Complete Streets Prioritization Plan.
- Staff worked to permanently protect prime farmland on the Connecticut River Scenic Byway with funding from the Scenic Byway Land Protection Project.
- Staff updated the Walk Franklin County map for Sunderland.
- Staff assisted the Planning Board with comprehensive revisions to the town's Zoning Bylaws.
- Staff continued to work with the Town and MassDOT to advance the North Main Street reconstruction project through the Franklin County Transportation Improvement Program.
- Staff discussed the possibility of reconstructing the intersection of Routes 116 and 47 as a roundabout, with Town officials and MassDOT.

#### **Regional Preparedness Program**

- Staff conducted quarterly contact drills and a site notification drill to test the *Frontier Emergency Dispensing Site Plan*.
- Sunderland entered into a Memorandum of Understanding with the FRCOG to recognize the Multi-Agency Coordination Center as the official organization to assist them with emergency management needs.

#### **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.
- 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. Staff completed backups daily and there was no unscheduled down time.

#### **Workshops & Training**

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

##### **Municipal Official Continuing Education Series**

- The Shifting Marijuana Landscape — 1
- Municipal Law — 4
- Municipal Farmland Leasing and Protection — 1

**Planning, Conservation, and Development**

Complete Streets 101 — 2

**Regional Emergency Preparedness**

- Multiple Casualty Incident Exercise — 4
- Hazardous Materials Exercise — 4
- Hazardous Materials Awareness — 1
- Orienteering — 2

**Western Regional Homeland Security Advisory Council**

- Active Shooter Symposium — 2
- Pediatric Psychological First Aid — 1
- Medical Preparedness & Response to Bombing Incidents — 2

Respectfully submitted,

Linda Dunlavy, Executive Director

**FRONTIER COMMUNITY ACCESS TELEVISIONAT (FCAT)**

Fiscal year 2017 was one of both change and growth for Frontier Community Access Television. In mid-summer, we lost two key staff members, Lacey Arnold and Jon Prosperi, which forced a bit of a re-shuffling of the deck in terms of certain duties and responsibilities. Our main focus continues to be chronicling government and cultural activities in Conway, Deerfield, Sunderland and Whately, and we are having great success in that area.

The two biggest developments of the year were the signing of new ten-year cable contracts in the towns of Deerfield, Sunderland and Whately, and the purchase of a new, state-of-the-art Castus broadcast server. The town of Deerfield executed an upgrade of their DCTV facility, which included a complete conversion to high definition quality, and we greatly expanded our coverage of activities at Frontier Regional School, mainly in the realm of sports and the performing arts, and are in the process of finalizing negotiations to move from our current location to approximately 1,400 square feet of available space at Sunderland Town Office Building.

On behalf of our organization, I would like to personally thank FCAT's member towns for their continued support of our efforts, and we look forward to making more great television in the year ahead.

Christopher S. Collins  
General Manager-Executive Producer  
Frontier Community Access Television

## HIGHWAY DEPARTMENT

To whom it my concern:

I would like to thank the Town of Sunderland and its employees for the support they have given the Highway Department this year. I would like to thank Ed and Bob Skribiski for their hard work and dedication to this department over the years. Ed retired in June of 2016 and Bob retired in December of 2016. Lastly, thank you to all my winter employees Fred Laurenitis, Duane Jenks and John Skribiski for a job well done.

This year, with the help of Morawski Excavating, we were tasked with repairing several basins in town. We chip sealed Plumtree Road, Russell Street, Clark Mountain, Grybko Cross Road, Olanyk Drive and Cemetery Road. All municipal parking lots had their lines repainted. The Franklin County Technical School helped with the installation of a new generator for the Police and Fire Department. The salt shed had new siding installed. The town purchased new radios for our trucks and equipment which allow us to better communicate.

The town purchased a new single axel dump truck which is expected to be delivered by April 2017.

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

- \*\*\* 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
- \*\*\* Installed new regulatory signage
- \*\*\* Catch Basins were vacuumed and cleaned
- \*\*\* All dirt roads were graded and smoothed
- \*\*\* Repaired several catch basins
- \*\*\* Fixed guard rails thought out town

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 2016:**

- Supported 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.
- Many thanks to Historical Commission member, Carl Fiocchi for his hard work in support of the 120 North Main Street Senior/Low income housing project.
- In preparation for the town's 300<sup>th</sup> celebration in 2018 we are reviewing potential projects to enhance the overall historic appearance of our town. Cindy Benjamin is the Historical Commission's rep to the 300<sup>th</sup> committee. Potential Historic Commission projects are being reviewed. Currently Cindy is working with Swampfield Historical Society to determine how to replace damaged Historic Home plaques along Main Street (these plaques were created and installed for the Town's 250<sup>th</sup> anniversary).
- An historic Panorama photo of Sunderland (c. 1910) was reproduced and is now on loan and hanging in the Sunderland Post Office. Additional historic postcards will be reproduced and displayed at other venues in town in honor of the town's 300<sup>th</sup>.
- Provided input to local researchers regarding the history of Mount Toby and slaves known to have lived and worked in Sunderland. Also, provided support to several local residents in maintaining the historical character of their Main Street homes.

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

- In 2016 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 2017.
- This year saw the removal of the 1960 blue canister lights that have been hanging in the main sitting area. An historically accurate chandelier was obtained and has been installed to replace these lights. All labor and material for this project was donated to the society. This chandelier is a compliment to Sunderland's most beautiful public building.
- As we approach Sunderland's 300<sup>th</sup> celebration, Swampfield invites all to become a member in helping Swampfield Historical Society continue its

mission -- membership dues are \$10 annually. Please contact Mike Walunas or Cindy Benjamin for membership information.

- Donations of artifacts to the Society are always welcome and are tax-deductible, as allowed by law. 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 arranged 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 ó Chair, Helen Clark ó Secretary, Cindy Benjamin - Treasurer, Carl Fiocchi, and Steve Schneider members.

### **PLANNING BOARD**

[www.townofsunderland.us/planning-board](http://www.townofsunderland.us/planning-board)

Annual Town Meeting in April, 2014 approved revisions of the solar bylaw (125-16.2) and related sections of Site Plan Review (125-17B). The Planning Board submitted these in response to the experience in granting a Special Permit and Site Plan Review for a large ground-mounted solar PV array during the fall of 2013. The original bylaw had been written with substantial setback requirements for all yards (75 feet) with the understanding it could reduce these requirements when public safety, health and welfare would not be adversely affected. Language in the bylaw did not grant this flexibility as intended and will be amended to do so with legal counsel approval. Additionally, the Site Plan Review process was deemed to be largely irrelevant for installations that are not buildings, and the rigorous requirements of the solar bylaw and special permit process already address all areas of concerns. The revisions removed the requirement for Site Plan Review except for by-right installations in the C-2 District, and granted the Board greater leeway in reducing setback requirements for ground-mounted solar installations.

The Planning Board assisted the Board of Selectmen in writing a bylaw revision based on citizenø petition to reduce side-and-rear-yard setbacks in the RR District. These changes were submitted to the Dimensional Schedule and addition of a new footnote (j). The revision was approved at ATM in 2014.

The Planning Board held ongoing discussions about the master planning process and areas needing review. Sara Snyder, also serving on the Community Pathways Committee, led the initiative to get technical assistance from the Franklin County Council of Governments (FRCOG) to update the transportation chapter of the master plan. A road audit and DOT safety study were conducted as part of this process, and input from the Planning Board was well represented in the final report. The need for an updated traffic study is noted, and the Board will consider long-term growth trends in the University of

Massachusetts that will further increase traffic flow on Rte. 116. A high priority for the Planning Board will continue to be strategies for creating a more pedestrian friendly downtown area.

On behalf of the Planning Board, Steve Schneider, with input from the Board, participated in the revisions to the town's web site for improved usability and public access to Board documents and meetings.

The Planning Board signed five ANRø in 2014.

Planning Board members continue to serve on other town committees: Snyder (Community Preservation Committee; Community Pathways committee); Murphy (Conservation Committee, Economic Development Committee); Schneider (Zoning Board of Appeals; Historical Commission); Roscoe (Permanent Building Committee; Franklin County Planning Board); Jones (ad-hoc solar committee).

Respectfully submitted,

Planning Board members: Dana Roscoe (Chair), Steve Schneider (Vice Chair), Teresa Jones (Clerk), Sara Snyder, Dan Murphy.



## **POLICE DEPARTMENT**

105 River Road Sunderland, MA 01375

413-665-7036

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

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.

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

We have had several staff changes with the department this year. In February Chief Jeffrey Gilbert retired from the Sunderland Police Department after 12 years of service as the Chief of Police. I would like to thank him for his years of service and wish him well in retirement. Officer John Brodeur accepted a full time position with another department in his home town and left in March. Officer Benjamin Peters, a part time officer with the department, was interviewed and subsequently offered a full time position with our department. Officer Peters began the full time police academy in November. The department also added some very much needed part time officers; Jose

Cabrera, Bryn Rabor and Cody Wells. After an extensive interview process Erik J. Demetropoulos, formally the Chief in Barre, was appointed Chief of Police in August of 2016.

Social media plays a huge part in information sharing and public relations. As many of you might know we established our Facebook page in March of 2014 and we have now added a Twitter page as well! Both are a great source of information for the public as we post information on traffic advisories, road closures, safety tips, current events and much more. We urge you to follow us on Twitter and like us on Facebook!

If you are applying for or renewing your license to carry please contact Officer Brenda Tozloski at 413-665-7036 extension 13 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.

We want to remind everyone that we can't do our job without your help! Your concerns, tips and observations help us tremendously in solving crimes and catching criminals. We ask that if you see something out of the ordinary please don't be afraid to call us right away. "If you see something, Say something." Your timely 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 Center at 413-625-8200. If you would like to speak to an officer or the clerk for a non-emergency question or concern please call our station at 413-665-7036.

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

I THANK YOU.

Erik J. Demetropoulos  
Chief of Police

#### Statistics ó Calendar Year 2016

Sources: Dispatch Center & Department Records

Total calls as logged by Shelburne Control Dispatch Center:

Total number of calls and type of calls do not reflect the numerous calls handled through this department and only reflect the Computer Activated Dispatch with Shelburne Control Dispatch Center. In 2015 Dispatch received 1,454 calls vs 2016 receiving 1,921 calls for Sunderland.

209A Service	9	Be on the lookout	6
Domestic	15	Motor Vehicle Accident	89
209A Violation	1	Motor Vehicle Complaint	83
Citations Issued (All)	655	Motor Vehicle Stolen	2
Abandoned 911 Call	10	Motor Vehicle Stop	236
Transport	2	Motor Vehicle Violation	244
911	38	Building Check	11
Fights	3	Burglary	2
Abandoned Vehicle	2	A&B w/ D/W	3
Vehicle Fire	1	Check Welfare	69
Alarm Burglar or Holdup	124	Noise Complaint	50
Fireworks	4	CO Hazard	5
EMS Alarm-Lifeline	10	Officer wanted	80
Harassment	5	Car vs Deer	7
Fire Alarm	9	Paperwork Service	24
Illegal dumping	7	Disorderly Person	0
Animal Complaint	63	Disturbance	42
Investigations	70	Rolling cruiser info	5
Arrests	108	Disabled MV	43



Keep the Peace	4	Safety Hazard	16
Assist other Agencies	17	Shots Fired	5
Larceny	10	Suspicious Person	21
Assault	3	Suspicious Activity	15
Lines Down	7	Suspicious Vehicle	26
Sex Offenses	2	Threats	4
Lockout	10	Traffic Hazards	16
Articles Recovered	4	Trespass	6
Medical Emergency	197	Unwanted Person	5
B&E Auto	2	Vandalism	9
Missing Person	1	Serve Warrants	26
B&E	2	OUI	9
B&E Past	7	Narcotic Violations	3

## RECREATION DEPARTMENT

The Recreation Department provided more than 30 different programs and events to Sunderland residents during this past year. In all, more than 160 youth and more than a 110 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, UMass Football, UMass Basketball and at UMass Hockey; Sunderland Rec Night at a Springfield Falcons game; Adult Volleyball; Youth Volleyball; Intro programs for pre-school and Pre-K thru Kindergarten in soccer in the fall, whiffle ball in the spring, for grades 1 & 2 in basketball and K-grade 1 in tee-ball; Youth Soccer for Grades 1-6; 17<sup>th</sup> Annual Easter Egg Hunt; Youth Basketball for Grades 3&4, 5&6 and 7-9; Open Gym Basketball for Grades 9-13; Basketball Shoot-Out Contest in March; End-of-Year Basketball Tournament for Grades 3-9 in March; Berkshire East Ski Program for Youth and families; Sunderland Ski Days at Berkshire East and Mt. Snow; 6th Annual X-Country Ski & Snow Shoe Fun Day at the Elem. School and Sunderland Ice Skating Days at the Greenfield rink during winter vacation; Tiny Blades (ages 2-6) Ice Skating Lessons at the Greenfield Rink; Girls Softball for Grades 2-9 (new this year was a team for girls in grades 7-9 participating in the Quabbin Valley League), and Adult Softball in the spring/summer; 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. The Music Together for Valley Families program. Girls Softball pitching and catching clinics with the Frontier Girls varsity, JV and MS coaches, Soccer Clinics with the Frontier Girls Varsity coaches and players, Basketball Clinics with the Frontier Boys Varsity coaches and players. Baseball Clinic with the Frontier Boys Varsity coaches and players. Several Sunderland residents participated in the following programs offered through our cooperative efforts with other towns: Adult pick-up Basketball and Yoga in Whately; Jazz Dance, Weight Training, Pilates and Youth Field Hockey in Deerfield.

We continue to work with the Sunderland & Frontier Youth Baseball League (grades 2-6), the Frontier Suburban Football program (grades 4-8), Frontier Suburban Basketball program (grades 5-8), Frontier Suburban Softball program (grades 5-9), the Franklin County Babe Ruth Baseball League (grades 7-12), the Greenfield Girls Softball League (grades 7-12), the Frontier

United Soccer program (grades 1-6), and the Franklin County and Amherst Youth Hockey Associations ó coordinating participation and registrations for Sunderland youth.

The town's Annual Fall Festival was not held again for a second year in a row ó unfortunately a rainy weekend canceled plans for the Sunderland Rec Dept. and the Sunderland PTO's co-sponsored 2<sup>nd</sup> Annual Family fun Day. We hope for better weather this coming year and will try to do it again ó as it was such a great, fun time a year ago. Plans are also underway to participate in the various activities planned for Sunderland's 350<sup>th</sup> Anniversary Celebration beginning in the Fall of 2017 and continuing into 2018.

Another successful Memorial Day Parade and Ceremony was planned by the Rec Dept on May, 27<sup>th</sup>. The top Sunderland female (Meghan-Grace Slocumb) and male (Alex Smiarowski) students at Frontier, took part in the ceremonies along with local and state officials. The Frontier Band provided Taps for the ceremony. As usual, the Fireman's Association sponsored the refreshments at the conclusion of the parade. Patriotic Home decorating contest along the parade route saw more homes decorated. Thanks to John & Traci Sackrey for their help again this year!!!

The Recreation Committee was again represented on the town's Community Preservation Committee. The newly completed Merritt Field softball facility at the Elementary School saw a very busy second season of use. And plans are being discussed to upgrade other Recreation fields and facilities in the future.

As always, the Recreation Committee desires your input into the activities that we offer to the town's residents. There are presently three 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 70 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,

Shana Deane ([sdeane@techtargget.com](mailto:sdeane@techtargget.com)), Chairperson

## **RIVERSIDE CEMETERY TRUSTEES**

Throughout 2016, the Trustees continued to maintain the Cemetery and manage the plot sales, facilitate burials and confirm monument placements. The past year included 4 plot sales and 6 internments.

The Trustees met with our CPC in January 2016 in advance of our Town meeting to review a 3-year plan for the cemetery's upgrade, including road, monument & tree maintenance.

In May, the entrance road to the cemetery was paved, and tree work had begun. Trustees met on-site with a landscape architect and reviewed estimates for stone repairs for the upcoming year.

For these planned improvements, we are hoping to have most of them completed in time for the Town's 300<sup>th</sup> celebration in 2018.

Thank you,

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

# SCHOOLS

## FRANKLIN COUNTY TECHNICAL SCHOOL

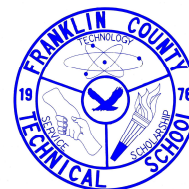
82 Industrial Boulevard

Turners Falls, Massachusetts 01376

TEL: 413-863-9561

FAX: 413-863-2816

**Richard J. Martin**  
Superintendent



### 2016 Annual Report to Towns

We submit this annual report for 2016 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Total enrollment as of October 1, 2016 was 437 students with town breakouts as follows:

Bernardston	21	Erving	33	Montague	59	Sunderland	6
Buckland	9	Gill	10	New Salem	3	Warwick	9
Colrain	21	Greenfield	109	Northfield	35	Wendell	7
Conway	7	Heath	12	Orange	61	Whately	9
Deerfield	16	Leyden	7	Shelburne	3		

Franklin County Technical School awarded 117 diplomas to our seniors in June of 2016. 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 four years. Our overall Progress and Performance Index (PPI) moved from 17% in 2012 (Level III) to 31% in 2014 (Level II) and have maintained Level II status ever since, with nearly 30% growth each year. Additionally, the district met the goals set by the Department of Education for passing rates of students of high risk with disabilities.

98.3% of FCTS students receive a high school diploma and vocational certificate with 69% planning to join the regional workforce, while others plan to join the military or attend post-secondary or trade/technical schools. FCTS dropout rate is also significantly below the state and regional average. We are proud of the accomplishments of the Class of 2016.

On June 23, 2015 Franklin County Technical School District was fortunate to have received approval from all nineteen member towns to participate in a bond authorization which allowed FCTS to fund the MSBA 73.89% reimbursed Window and Door Replacement Project, as well as afford FCTS the opportunity to repair its twenty year-old roof and ensure paving upgrades of its forty year old driveway, track, parking lot and associated areas, which were original to the school in 1976. Payment for the bond will not impact member towns until FY19. FCTS now has state-of-the-art exterior energy efficient doors and windows, new parking lot paving and lights, track, basketball courts and a new silicone roof coating. In addition, FCTS will be adding new interior doors and handles to bring us into ADA compliance. FCTS students were instrumental with landscaping associated with the projects, digging conduits to lay wire for lighting, and supporting installation of parking lot lights to save the district tens of thousands of dollars.

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. Project work is treated as an immersive activity, with guidance and professional direction by instructors. Due to the instructional nature of the work, duration of a project may increase, but costs associated with a project to our cities and towns are significantly decreased. 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 FCTS money as compared to associated costs with hiring contractors. What follows are some examples of the ways in which we serve our communities: FCTS faculty, staff and students donate to food drives for needy families and organizations throughout Franklin County. Our Culinary Arts program donates to the Franklin County Sheriff's Office Regional

Dog Shelter and FCTS instructors and students within specific shop areas visit veterans at the Veterans Hospital on Veterans Day. Our Pre-Employment or (PEP) program provides specialized instruction and training for students with disabilities, donates to the Dakin Animal Shelter and Ronald McDonald House. In Bernardston, Electrical instructors and students provided electrical maintenance work at the Bernardston Library, while Carpentry instructors and students completed the roof over a handicap ramp at the Bernardston Veterans Clubhouse. Electrical instructors and students wired/retrofitted the Colrain Fire Station for a network; as well as having provided work on the Colrain Fire Station's emergency generator. In Conway, Programming & Web Design instructors and students planned to create a website on Field Memorial Library; and in Deerfield, Carpentry and Electrical instructors and students worked on a new electric service enclosure on Deerfield's Town Common. Culinary Arts instructors and students help with the Schuetzen Verein Senior Expo and Senior Center functions in Gill/Montague.

In Greenfield our Health Technology instructors and students are involved in community service learning sites at: Community Action Parent/Child Development Center; Poet's Seat Healthcare Facility; GVNA Adult Day Health; Arbors Assisted Living Facility; NELCWIT/GVNA; Recovery Project; Buckley Nursing Facility. Electrical instructors and students retrofitted LED lighting at Greenfield Community College. Cosmetology instructors and students have been involved with the Girl's Day Out at the YMCA; and have provided beautician services at local nursing homes. Culinary Arts instructors and students have also been involved in Girl's Day Out at the YMCA; provide cookie donation to the GCC's golf tournament; and the Soups & Game Night at Hope & Olive. Machine Technology students help set up for the Relay for Life at the Greenfield Fair Grounds. Carpentry students installed 50 new window boxes at Greenfield Housing Authority's Elm Terrace; and frame enclosed a new athletic storage building at Greenfield High School. In Montague, Health Technology instructors and students are involved in community service learning at Community Action Parent/Child Development Center. FCTS Automotive Technology and Collision and Repair programs painted brackets for Judd Wire, repaired a trailer for the Turners Falls Police Department, and completed pin and bushing repair for the Turners Falls Police Department.

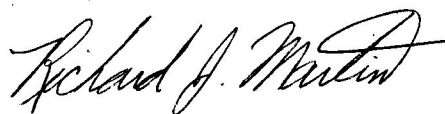
Electrical students worked on the Shelburne Trolley Museum's car barn and also have work pending on the Sunderland Library. Additionally, they have been involved with an LED lighting retrofit for the Warwick DPW; and have worked on the Warwick Police & Fire Department's emergency generator. Plumbing and Heating students installed a multi-head heat pump Mini-Split system for the Warwick Police Department, and Electrical students completed work on that system, as well. The Town of Whately invited our Collision shop and Repair and Refinishing shop to restore a Chevy Silverado for the Whately Fire Department; and our Electrical students have finished wiring the Wendell town kitchen.

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.

Respectfully,



Mr. Richard J. Kuklewicz  
School Committee Chairman



Mr. Richard J. Martin  
Superintendent-Director

**Franklin County Technical School District Committee 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 SCHOOL REPORT**

**From the Office of the Superintendent of Schools  
Frontier Regional School  
For 2015-2016**

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

Dear Ms. Ouimette:

I respectfully submit the 2016 Frontier Regional School Annual Report.

### **FRONTIER REGIONAL SCHOOL COMMITTEE**

	<b><u>TERM EXPIRES</u></b>
Cyndie Ouimette, Chair, Conway	2019
William Marrapese, Vice Chair, Deerfield	2018
* Robert Halla, Secretary, Whately	2017
* Mary Ramon, Member, Deerfield	2017
William Smith, Member, Whately	2018
Robert Decker, Member, Deerfield	2017
Lyn Roberts, Member, Sunderland	2017
Judy Pierce, Member, Sunderland	2019
* Philip Kantor, Member, Conway	2017
* Keith McFarland, Member, Sunderland	2017
Damien Fosnot, Member, Deerfield	2019

\*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 6:00 p.m.

### **ADMINISTRATION**

Lynn M. Carey, Ed.D.	Superintendent of Schools
Patricia Cavanaugh	Director of Business Services
Sarah Mitchell	Director of Secondary Education
Karen Ferrandino	Director of Special Education
Scott Paul	Director of Technology
Paula Light	Frontier Regional Bookkeeper/Treasurer
Donna Lloyd	Frontier Regional Bookkeeper
Stephan Shepherd	Grants Bookkeeper
Deborah Coons	Student Information Systems Data
Specialist	

Stuart Dusenberry	Network Administrator
Donna Hathaway	Executive Assistant
Diana Capuano	Administrative Assistant (SPED)
Mary Jane Whitcomb	Administrative Assistant

**FRONTIER REGIONAL SCHOOL**

Darius Modestow	Principal
Scott Dredge	Assistant Principal
Roberta Reiter	Principal's Secretary
Kelly Blanchette	Special Education Secretary
Michelle Russell	Attendance Secretary
Mary Lapinski	Guidance Secretary

**FRONTIER REGIONAL SCHOOL**  
**ENROLLMENT - OCTOBER 1, 2016**

Grade	Conway	Deerfield	Sunderland	Whately	School Choice	Tuitioned In	Total
7	17	33	21	8	27	0	106
8	17	46	28	7	27	2	127
9	15	41	14	10	22	1	103
10	11	32	19	9	24	1	96
11	12	29	12	6	27	0	86
12	6	41	14	9	19	1	93
Total	79	224	108	49	146	5	611

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

July 1, 2015 to June 30, 2016

STEP	Bachelors	Masters	M+30	CAGS/Doctorate
0	40,659	42,619	45,020	47,271
1	42,755	44,471	46,724	49,059
2	44,529	46,371	48,486	50,911
3	45,626	48,337	50,311	52,826
4	47,223	49,884	52,158	54,766
5	48,460	51,520	54,117	56,822
6	50,546	53,163	55,904	58,697
7	51,879	54,851	57,704	60,588
8	53,253	56,233	60,309	63,324
9	55,903	59,429	62,990	66,139
10	58,833	62,872	65,753	69,042
11	59,809	65,190	68,789	72,229
12	62,134	67,599	71,255	74,817
13	63,065	68,612	72,324	75,939
*20L	63,565	69,112	72,824	76,439
**25L	64,065	69,612	73,324	76,939

\*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**

	HOURLY RATES		
Step	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**

	HOURLY RATES		
Step	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.



## **FRONTIER REGIONAL SCHOOL SUPERINTENDENT REPORT**

I am proud to be the new superintendent of the Frontier Regional and Union #38 School Districts, working with the students, families and staff of such a well-respected and accomplished school district. Our district schools are dedicated to our mission to educate and guide students in developing skills that will enable them to participate actively and successfully in our globally connected world. We focus on teaching students to think critically, communicate effectively, work collaboratively, and to become creative innovators so that they may engage productively with the challenges and opportunities they will experience in their lives.

Frontier Regional School is an exemplary learning organization. Our school leaders set high standards and our teachers and staff work to continually strengthen their own knowledge and skills. We are able to offer our students an outstanding education thanks to the support of our community members. We are grateful for the ongoing support that each of our towns provide us in our work. We thank our parents, taxpayers, and community members for being active partners in our public schools.

### **ENROLLMENT AND SCHOOL CHOICE**

The October 1, 2016 enrollment for Frontier Regional School District totaled 610 students. This is a decrease of 1 student from the October 1, 2015 enrollment figures of 611 students. Of the 610 students, 147 were School Choice, which is an increase of 26 students from the School Choice enrollment of October 2015 of 121 School Choice students.

The Frontier Regional School graduated 98 students in the Class of 2016.

### **STAFF**

Superintendent Martha Barrett retired in June 2016. Taking over as the Frontier Regional and Union #38 superintendent is Dr. Lynn Carey.

As of September 6, 2016, newly hired faculty members at the Frontier Regional School are: Sarah Winston, Life Skills (MS); Martha Pomputius, School Psychologist; Amy Gallanter, Guidance Counselor; Matthew Venditti, Social Studies; Zoe Keenan, Library Media Specialist; Sarah Lyon, Science (HS) and Karen Johnston, Physical Therapist.

Retired faculty are: Claudia Beldengreen, School Psychologist; Cynthia Mandile, Guidance Counselor; Thomas Prew, Social Studies; Niki Russell, Technology/Health/PE; Robert Smith, English and Margaret Doyle, Special Education.

Resigned faculty are William Girardi, Science Teacher; Nancy Stenberg, Library/Media Specialist and Elizabeth Walton, Physical Therapist.

## **CURRICULUM AND ASSESSMENT**

New science standards were adopted by the Massachusetts Department of Elementary and Secondary Education this year. Faculty have started working with the new standards and planning for their implementation following the state's guidelines. Overall, students who participated in the new science and technology course that was introduced last year received high marks on the MCAS science examination.

A new resource was adopted in middle school mathematics. Faculty have introduced students to concepts in pre-algebra and algebra using the Engage NY series. The resource is being supplemented with other materials and resources in order to provide students with a comprehensive mathematics instructional program.

An assessment group has started to examine grading and assessment practices at Frontier. The committee is studying a variety of software programs that may assist with assessment as well as studying research on past practices. The committee will present findings to the full faculty with a plan for increased professional development in this area.

The scheduling committee has begun looking at the current high school schedule configuration and options for expanding choices for students. The current middle school schedule, that was modified two years ago, is working well and will be relatively unaffected if the high school schedule is modified.

## **PROFESSIONAL DEVELOPMENT**

The early release schedule continued this year for faculty and staff at Frontier. One main focus of professional development this year is differentiating instruction to meet the needs of all learners. Mike Anderson, a national level presenter and consultant, worked with Pk-12 faculty to teach and facilitate our growth as educators. The concept of student choice and teacher to teacher coaching was introduced and practiced on a regular basis. Department specific professional development was also provided during the fall and will continue into next spring:

Middle school faculty from the math and special education departments participated in focused workshops in mathematics. Marcie Abramson provided faculty with coaching and ongoing support in order to strengthen math instruction.

The Social Studies and English departments worked throughout the fall to coordinate writing instruction in the 7-12 classroom. Writing has been a focus at Frontier for the last 7 years. Faculty promote student writing in all disciplines with a heavy emphasis on argument writing in social studies and the three different writing types required by the Common Core emphasized in English.

In addition, all faculty participated in workshops in innovative educational technology applications for student use. Cross course collaboration and coordination continues to be discussed during early release days.

### **SPECIAL THANKS**

I am pleased to acknowledge the dedication and hard work of Frontier Regional School Committee Members: **Chair Cyndie Ouimette, Vice Chair William Marrapese, Secretary Robert Halla, Members Robert Decker, III, Mary Ramon, William Smith, Lyn Roberts, Judy Pierce, Philip Kantor, Keith McFarland and Damien Fosnot.** 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. I would like to acknowledge the support given to the central office staff, especially by the Central Office Relocation subcommittee, as we made the move to the Frontier Regional School building. The move over the holiday break was very successful due to the advanced planning and hard work of everyone involved.

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. Thank you for allowing all of us 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,  
Lynn M. Carey, Ed.D.  
Superintendent of Schools

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## **SUNDERLAND SCHOOL REPORT**

Annual Report From the  
Office of the Superintendent of Schools  
Sunderland Elementary School for 2015-2016

Douglas Fulton, Chair  
Sunderland School Committee  
Sunderland, MA 01375

Dear Mr. Fulton:

I respectfully submit the 2016 Annual Report for the Sunderland Elementary School.

**SUNDERLAND SCHOOL COMMITTEE**

Douglas Fulton, Chair

**TERM EXPIRES**

2019

Gregory Gottschalk, Vice Chair	2017
Maisie Shaw, Secretary	2018
Keith McFarland, Member	2017
Michelle Tomlinson, Member	2018

\*Representative to Frontier Regional School Committee

### **ADMINISTRATION**

Superintendent	Lynn M. Carey, Ed.D.
Director of Business Services	Patricia Cavanaugh
Director of Elementary Education	Louise Law
Special Education Director	Karen Ferrandino
Executive Assistant	Donna Hathaway
Administrative Assistant (SPED)	Diana Capuano
<b>Administrative Assistant</b>	Mary Jane Whitcomb
Receptionist	Rhonda Lutenecker
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, 2016**

Grade	Boys	Girls	School Choice	Tuition-In	Total
PreK	16	10	0	0	26
K	21	12	6	0	39
1	14	12	10	0	36
2	6	12	4	0	22
3	20	12	7	0	39
4	13	7	5	0	25
5	19	6	6	0	31
6	17	15	8	0	40
<b>TOTAL</b>	<b>126</b>	<b>86</b>	<b>46</b>	<b>0</b>	<b>258</b>

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

July 1, 2015 - June 30, 2016

<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	41,226	42,511	43,840	45,211	46,624
4	42,511	43,840	45,211	46,624	48,083
5	43,840	45,211	46,624	48,083	49,585
6	45,211	46,624	48,083	49,585	51,130
7	46,624	48,083	49,585	51,130	52,728

8	48,083	49,585	51,130	52,728	54,377
9	49,585	51,130	52,728	54,377	56,077
10	51,130	52,728	54,377	56,077	57,827
11	52,728	54,377	56,077	57,827	59,634
12	54,377	56,077	57,827	59,634	61,500
13	56,077	57,827	59,634	61,500	63,425
14	60,782	62,618	64,874	66,826	69,472
20	62,669	64,540	66,843	68,833	71,533

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, 2015 - June 30, 2016**

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

<b>2015-2016</b>	
Step 1	12.63
Step 2	13.10
Step 3	13.58
Step 4	14.05
Step 5	14.51
Step 6	14.99
Step 7	15.46
Step 8	15.93
Step 9	16.41
Step 10	16.65
Step 11	16.91

Faculty/Staff Name	Position
Antes, Lucille Annette	Teacher -Kindergarten
Barshefsky, Benjamin	Principal
Berg, Amanda	Instructional Assistant
Beymer, Darrel	Instructional Assistant
Bremner, Molly	Teacher
Budziszewski, Elise	Instructional Assistant
Burns, Carolyn	Speech & Language Pathologist
Capuano, Timothy	Instructional Assistant
Carmody, Donna	Teacher - 4th Grade
Carr, Megan	Band Teacher
Champoux, Cydney	Instructional Assistant
Chenette, Jennifer	Instructional Assistant
Cialek, Michelle	Instructional Assistant
Cook, Lorna	Instructional Assistant
Copeland, Ryan	Teacher - 6th Grade
Cox, Flora	Instructional Assistant
Crochier, Alison	Cafeteria
Fluet, Kelsy	Teacher - PK
Fraser, Jodie	Teacher - 5th Grade
Gebo, Heidi	Teacher - PE
Grace, David	Custodian
Grundstrom,	Administrative Assistant
Hargraves, Adam	Instructional Assistant
Hawkins, Susan	Instructional Assistant
Herzig, Suzanne	Instructional Assistant
Howell, Matthew	Teacher - ELL
Hutkoski, Angie	Cafeteria
Huttlinger, Claire	Teacher - Spanish
Jaffe, Roberta	Occupational Assistant
Johnson, Jeannie	Nurse
Johnston, Karen	Physical Therapy
Kidder, Rachel	Librarian
Lorenz, Katherine	Teacher - PK
Markham, Chelsea	Instructional Assistant
Marsh, Samantha	Teacher - 3rd Grade
Matsui, Susan	Teacher - Music
Mullen, Barbara	Teacher - Special Ed
Nowak, Cynthia	Instructional Assistant
O'Brien, Joan	Instructional Assistant
Palmer, Victoria	Psychologist
Peesapati, Radha	Instructional Assistant
Pelak, Melissa	Instructional Assistant
Penza, Michelle	Instructional Assistant
Phillips, Savannah	Teacher - 5th Grade
Pichette, Laurie	Instructional Assistant

Reid, Aleshia	Teacher - 1st Grade
Richotte, Catherine	Teacher - Art
Rivera, Albert	Instructional Assistant
Robert, Rebecca	Instructional Assistant
Salditt-Poulin, Kimberly	Teacher - Special Ed
Schmith, Kevin	Custodian PM
Schumacher, Courtney	Instructional Assistant
Sherrill, Marijo	Teacher - Strings
Shilling, Judith	Reading Specialist
Toyoda, Kaoru	Instructional Assistant
Trinque, Amie	Instructional Assistant
Underwood, Sarah	Teacher - K
VonFlatern, Ellen	Teacher - 6th Grade
Walton, Elizabeth C	Physical Therapy
Wells, Jeremy	Out of School Time Prog. Director
Wells, Suzanne	Teacher - 1st Grade
White, David	Instructional Assistant
Wickline, Leslie	Math Specialist
Wickline, Molly	Instructional Assistant
Worthley, Lee Anne	Teacher - 2nd Grade
Zadworny, Lisa	Teacher - 3rd Grade

**FINANCIAL REPORT**

**TOWN OF SUNDERLAND**  
**SCHOOL DEPARTMENT**

**SUMMARY OF**  
**BUDGET RELATED EXPENDITURES**

**JULY 1, 2015 - JUNE 30, 2016**

**CATEGORY**

School Committee	\$7,367
Central Office	121,052
Principal's Office	125,148
General Instruction	780,328
Kindergarten	93,425
Pre-School	25,711
Art	14,787
Music	39,030
Physical Education	32,237
Special Education	332,458
Library/Media	54,935
Guidance	28,189
Psychologist	43,908
Student Services	2,000
Health	65,428
Cafeteria	-
Technology	69,322
Buildings & Grounds	229,757
Fixed Costs	23,667
Transportation	67,851
Fixed Asset	-
Total	\$2,156,600



## **SOUTH COUNTY EMERGENCY MEDICAL SERVICES**

South County EMS (SoCEMS) continues to provide high-quality medical care and rise to the challenge every day. With a staffing model of full time, per diem, and local EMTs who respond on a call-by-call basis, the department handled more than 1,000 calls for service in 2016, marking a 20% increase from 2015.

Utilizing our fleet of three ambulances, our department ultimately cared for 876 patients with our full-time On Duty staff, and our local EMTs and Per Diem staff cared for another 85, totaling 961 patients assessed and treated by our department in 2016. We attribute this increase to both better community awareness of our services, as well as a full complement of full time staff allowing for increased efficiency and decreased reliance on mutual-aid.

With our increasing efficiency and experience, our department also expanded our revenue generating programs this past year. Using pre-scheduled staff and local responders, we began providing stand-by services at private events and paramedic intercepts for neighboring communities.

A full 80% of the patients we treated last year required and received Advanced Life Support (ALS) medical interventions from our cadre of Paramedics. The ability of our staff to provide this level of care means that our patients can receive the same life-saving interventions they would at the hospital, right in their own home. Our staff can even diagnose heart attacks in the field, and transport patients directly to the Cardiac Catheterization lab at Baystate Medical Center in Springfield, shaving hours off the time that person would otherwise have to wait for such treatment.

These success stories would not be possible were it not for the outstanding medical providers we have on the department. Every one of our staff represents the very best in emergency medicine, and each brings their own unique experience and perspective to serving the community. We regularly get feedback from our patients, their families, and other emergency service agencies regarding the significant professionalism and knowledge our department consistently delivers. Representative of the group of providers we have, our very own Gary Ponce, a full-time Paramedic with South County EMS, was recently named a recipient of the American Red Cross Hometown Hero Award for his contributions and dedication to pre-hospital emergency medicine and the people he serves.

Looking forward, South County EMS is hopeful that we will have a permanent home established soon. Currently our agency staff and equipment is still divided between four separate locations across the three member towns of Deerfield, Sunderland, and Whately. A single, centralized location would help relieve our current operational inefficiency, personnel space, and equipment security concerns.

For anyone interested in finding out more about South County EMS, including what types of medical interventions we can provide, I encourage you to tune into the Frontier

Community Access Television (FCAT) series produced about our agency. Along with this "Getting to know SCEMS" series, you can also view our public meetings and information sessions. Videos can be found on the internet at [YouTube.com/FCATmedia](https://www.youtube.com/FCATmedia).

Finally, I would like to extend a very sincere "thank you" to everyone in the community who has supported our mission this past year in one form or another. It has been our pleasure to serve the citizens of the three towns, and we look forward to be at your service well into the future.

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

### **SOUTH COUNTY SENIOR CENTER**

67 North Main Street, South Deerfield, MA 01373  
413-665-2141, 413-665-9508, [scsc@town.deerfield.ma.us](mailto:scsc@town.deerfield.ma.us),  
[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 2016 brought many positive changes; first and foremost we have welcomed 47 new participants; 10 from Sunderland, 3 from Whately, 33 from S. Deerfield, 3 from Greenfield, and 1 from Turners Falls.

We continue to be proud recipients of a Service Incentive Grant from MA Executive Office of Elder Affairs for the Outreach Coordinator Position which will be filled by Annette Fortier McNamara starting on January 8<sup>th</sup>, 2017. She will work closely with the South County TRIAD program and the senior center.

During this past year many events and programs took place including: 52 Community Education programs, 112 cultural events, 92 fitness programs, 20 Health Screenings, 9 information sharing from local pharmacies and Franklin County DA services, and 191 recreation and social events.

This fiscal year the senior center has had some upgrades; the main area floor was replaced, energy efficient thermostats were added, along with new lighting fixtures in both bathrooms and a newly designed raised garden area built by Home Depot in Greenfield. Three new programs were also added in 2016; which include a (Water Color

Class, Sewing Class and Balance in Motion Exercise Class) all which were funded by cultural council grants from the Town of Whately, Sunderland, and Deerfield and by donations.

**Our goals for next year include:**

- 1) Increase or maintain senior center Grant funding.
- 2) Expand services to our senior population with assistance from the Outreach Coordinator.
- 3) Increase number of activities with the assistance from Sue Corey (Program Coordinator).

Marlene Johnson, Director

Sue Corey, Program Coordinator

Jonathan Edwards, Board of Oversight Chair (Whately)

Tom Fydenkevez Board of Oversight (Sunderland)

Trevor McDaniel (Deerfield)

Respectfully submitted by Marlene Johnson



**SUNDERLAND PUBLIC LIBRARY**

**20 School Street, Sunderland, MA 01375**

**(413)665-2642**

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

[www.facebook.com/sunderlandpubliclibrary](https://www.facebook.com/sunderlandpubliclibrary)

The year 2016 was a record breaking year for the Sunderland Public Library. We had the most visitors ever with 51,083 people walking through our doors. We broke another record with 6,399 people attending the 496 programs the library offered (the most in both categories). Our patrons also borrowed 65,063 items, making 2016 the year with the third highest circulation.

None of the library's accomplishments this year would have been possible without our dedicated staff. Kelly Daniels-Baker remains our Head of Youth Services, Megan Russell remains our Head of Young Adult Services, Vanessa Ryder remains our Circulation Assistant, and our Director, Katherine Hand, celebrated her one year anniversary at the library in September. Laura Williams, Head of Adult Services, retired in October after nearly 30 years of service to our library. Though we all miss working with Laura deeply, her legacy at our library lives on through our "Library at Your Door" program, which delivers books to the homebound, the Knitting Circle, which continues to meet every Monday from 10:00 am to 12:00 pm in the Lane Family Reading Room, and our incredible adult fiction collection which she curated for so many years. Upon Laura Williams' retirement, Aaron Falbel (former Senior Librarian), was promoted to the Head of Adult Services. Aaron began his tenure as Head of Adult Services by creating the

“Sunderland Short Stories Series,” where local actors perform dramatic readings of short stories. Aaron describes this popular program as “story time for adults,” and looks forward to offering many more installments of the series in 2017. We were also thrilled to add Marko Packard, Eileen Krol, and Moira Cranshaw to our staff as Substitute Circulation Assistants.

In October of 2016 the library was awarded a Library Services and Technology (LSTA) Grant from the Institute of Museum and Library Services and administered by the Massachusetts Board of Library Commissioners. This grant, entitled *Customer Experience in the Digital Age*, provides the library with funding to improve the customer services and technology-based services our library provides. Much of this funding will go toward providing our staff with training in customer service and the use of technology. In 2017 our staff will begin offering new services and programs aimed at improving how our patrons interact with technology and the overall library experience.

This year the library has enjoyed collaborating on several projects with local organizations. We have enjoyed our relationship with the South County Senior Center, assisting with their Senior Tea program. We also began working with New England Health Center to offer a “pop-up library,” where we bring a selection of our materials to their facility for their residents to browse and borrow. We have continued to work with the Sunderland Recreation Department to offer Yoga classes in our community, and with North Star Learning Center for Teens to provide them with a larger space for their community events.

In 2016 two of our long-time members of the Board of Library Trustees stepped down from their positions. All of us at the library would like to thank Eileen Krol and Richard Lopatka for all of their years of service to our library and town. The Board of Library Trustees welcomed two new members, Justine Rosewarne and Hollis Graves.

We would like to extend special thanks to all our volunteers, who have worked tirelessly to keep our library beautiful and organized. Thanks to Kayla Benjamin, Emma Burke, Judy Gatland, Chris Johnson, Kaylen Joyce, Mat Kirby, Grace Lucas, Teagan Perkins, Amanda Pizzollo, Kathy Ryan, Danielle VerPlanck, Stephanie Vignone, Faith White, and the students of the Frontier Regional High School Life Skills Department. We would also like to thank the Friends of the Sunderland Public Library for their ongoing support of our collection, programs, and services.

Katherine Hand, Library Director

Board of Trustees: Beth Berry, Chair, Natalie Blais, Vice Chair, David Wissemann, Secretary, Gerry Bridwell, Hollis Graves, Justine Rosewarne, John Sackrey, Lorin Starr, and Valerie Voorheis.

**Library Hours**

Monday 10:00 am ó 8:00 pm

Tuesday 1:00 pm ó 8:00 pm

Wednesday 1:00 pm ó 8:00 pm

Friday 10:00 am ó 7:00 pm

Saturday 10:00 am ó 5:00 pm

Closed on Thursday and Sunday

# TOWN ACCOUNTANT

## Town of Sunderland FY16 Budget Report June 30, 2016

		Balance Forward	Original Budget	Budget Revisions	Total Budget	Year to Date Expenditures	Balance
001-114-5100-000-000-0	Moderator	0.00	200.00	0.00	200.00	0.00	200.00
001-122-5100-000-000-0	Selectboard Salary	0.00	8,975.00	0.00	8,975.00	8,975.00	0.00
001-122-5110-000-000-0	Selectboard Secretary	0.00	23,130.00	7.91	23,137.91	23,137.91	0.00
001-122-5400-000-*0	Selectboard Expense	0.00	68,256.00	0.00	68,256.00	60,728.88	7,527.12
001-122-5400-215-000-0	Enc Selectboard Exp215	0.00	0.00	958.50	958.50	958.50	0.00
001-123-5110-000-000-0	Town Administrator	0.00	62,978.00	0.00	62,978.00	48,912.00	14,066.00
001-131-5400-000-000-0	Finance Committee Exp	0.00	155.00	0.00	155.00	155.00	0.00
001-132-5400-000-000-0	Reserve Fund	0.00	17,000.00	-4,569.91	12,430.09	0.00	12,430.09
001-135-5400-000-*0	Accountant Expense	0.00	8,168.00	0.00	8,168.00	7,999.09	168.91
001-135-5410-000-000-0	Contracted Accountant		29,609.00	0.00	29,609.00	29,609.00	0.00
001-135-5800-208-000-0	Accounting Software	0.00	0.00	1,426.16	1,426.16	0.00	1,426.16
001-141-5100-000-000-0	Assessor's Salary	0.00	8,550.00	0.00	8,550.00	8,550.00	0.00
001-141-5110-000-000-0	Assessor's Clerical	0.00	13,196.00	0.00	13,196.00	13,067.15	128.85
001-141-5400-000-*0	Assessor's Expense	0.00	1,500.00	0.00	1,500.00	1,494.33	5.67
	Assessor's Computer						
001-141-5410-000-000-0	Support	0.00	7,500.00	0.00	7,500.00	5,897.00	1,603.00
001-141-5420-000-000-0	Updating Tax Maps	0.00	2,100.00	0.00	2,100.00	2,100.00	0.00
001-142-5400-000-000-0	Assessor's Data Proc/Reval	0.00	10,850.00	0.00	10,850.00	10,850.00	0.00
001-146-5110-000-000-0	Coll/Treasurer Salary	0.00	50,663.00	0.00	50,663.00	50,663.00	0.00
001-146-5120-000-000-0	Coll/Treasurer Sec 108P	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00
	Coll/Trea Payroll Office						
001-146-5130-000-000-0	Assis		4,126.00	0.00	4,126.00	3,339.97	786.03
001-146-5400-000-*.*	Coll/Treasurer Expense	0.00	27,327.00	72.00	27,399.00	27,398.04	0.96
001-146-5400-213-000-0	Enc Coll/Treasurer Exp 213	0.00	0.00	0.00	0.00	0.00	0.00
	Legal Exp-Sugarbush						
001-151-5410-000-000-0	project	0.00	0.00	5,794.00	5,794.00	5,794.00	0.00
001-155-5110-000-000-0	Telcomm Salary	0.00	2,527.00	0.00	2,527.00	2,129.28	397.72
001-155-5400-000-000-*	Telcomm Comm Expense	0.00	4,183.00	0.00	4,183.00	1,165.83	3,017.17
	Enc Telcomm Comm						
001-155-5400-215-000-0	Expense 215	0.00	0.00	3,196.52	3,196.52	0.00	3,196.52
001-155-5421-214-000-0	GIS Project Setup 214	0.00	0.00	0.00	0.00	0.00	0.00
	GIS Year 1 Internet App						
001-155-5422-214-000-0	Servic	0.00	0.00	0.00	0.00	0.00	0.00
	Muni Tech Audit Grnt						
001-155-5430-214-000-0	Suppl 214	0.00	0.00	0.00	0.00	0.00	0.00
001-158-5400-000-000-0	Tax Title Expenses	0.00	0.00	8,651.58	8,651.58	710.35	7,941.23
001-161-5110-000-000-0	Town Clerk Salary	0.00	40,415.00	0.00	40,415.00	40,415.00	0.00
001-161-5120-000-000-0	Town Clerk Sec 19K	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00
001-161-5400-000-*0	Town Clerk Expense	0.00	4,245.00	0.00	4,245.00	3,677.26	567.74
	Enc Town Clerk Expense						
001-161-5400-214-000-0	214	0.00	0.00	0.00	0.00	0.00	0.00
001-162-5110-000-000-0	Elections/Reg Wages	0.00	2,600.00	0.00	2,600.00	2,600.00	0.00
001-162-5400-000-000-0	Elections/Reg Expense	0.00	3,858.00	0.00	3,858.00	3,858.00	0.00
001-171-5400-000-000-0	Conservation Commission	0.00	2,250.00	0.00	2,250.00	2,250.00	0.00
	Enc Conserv Commission						
001-171-5400-215-000-0	215	0.00	0.00	286.50	286.50	286.50	0.00
001-175-5110-000-000-0	Planning Board Salary	0.00	2,550.00	0.00	2,550.00	2,550.00	0.00
001-175-5400-000-000-0	Planning Board Expense	0.00	2,000.00	0.00	2,000.00	114.72	1,885.28
	Enc Planning Board						
001-175-5400-212-000-0	Expense 212	0.00	0.00	0.00	0.00	0.00	0.00
001-176-5400-000-000-0	Zoning Board Expense	0.00	500.00	0.00	500.00	344.18	155.82
001-176-5400-212-000-0	Enc Zoning Board Expense	0.00	0.00	0.00	0.00	0.00	0.00

	212						
001-191-5400-000-*0	Public Safety Complex	0.00	36,375.00	0.00	36,375.00	33,351.46	3,023.54
	Enc Public Safety Complex						
001-191-5400-215-000-0	215	0.00	0.00	0.00	0.00	0.00	0.00
001-191-5800-213-000-0	PSC Roof Repair	0.00	0.00	0.00	0.00	0.00	0.00
	PSC HVAC/Build Defic						
001-191-5810-213-000-0	Repairs	0.00	0.00	11,615.00	11,615.00	2,750.00	8,865.00
	Public Safety Air Handler						
001-191-5815-215-000-0	215	0.00	0.00	47,000.00	47,000.00	47,000.00	0.00
001-191-5820-216-000-0	PSC/ Hway Gar Generator	0.00	20,938.00	0.00	20,938.00	4,639.67	16,298.33
001-192-5400-000-*0	Town Office Operation	0.00	53,964.00	0.00	53,964.00	42,861.55	11,102.45
	Enc Town Office Operation						
001-192-5400-215-000-0	215	0.00	0.00	102.85	102.85	102.85	0.00
	Lib Town Office Generator						
001-192-5820-211-000-0	Equi	0.00	0.00	3,121.66	3,121.66	1,600.00	1,521.66
001-192-5825-216-000-0	Town Server	0.00	14,000.00	0.00	14,000.00	7,313.49	6,686.51
001-192-5830-212-000-0	Municipal Computers	0.00	0.00	0.00	0.00	0.00	0.00
	Unanticipated Building						
001-192-5835-216-000-0	Capital	0.00	7,000.00	0.00	7,000.00	0.00	7,000.00
	New Library Bldg						
001-193-5400-000-*0	Operating	0.00	34,206.00	0.00	34,206.00	28,187.59	6,018.41
	Enc New Library Bldg Oper						
001-193-5400-215-000-0	215	0.00	0.00	1,500.00	1,500.00	0.00	1,500.00
001-193-5410-000-000-0	Graves Library Building	0.00	3,636.00	0.00	3,636.00	2,575.18	1,060.82
001-194-5400-000-*0	Highway Garage	0.00	11,750.00	0.00	11,750.00	11,674.25	75.75
001-194-5400-215-000-0	Enc Highway Garage 215	0.00	0.00	113.23	113.23	0.00	113.23
001-199-5400-000-000-0	Prior Year Bills	0.00	0.00	1,468.50	1,468.50	1,468.50	0.00
001-199-5450-000-000-0	Old Fire Station	0.00	1.00	0.00	1.00	0.00	1.00
001-210-5110-000-000-0	Police Chief Wages	0.00	63,005.00	-5,000.00	58,005.00	56,060.22	1,944.78
001-210-5120-000-*0	Full time Officer Wages	0.00	210,846.00	0.00	210,846.00	210,846.00	0.00
	Full time Officer/Quinn						
001-210-5130-000-000-0	Bonus	0.00	0.00	0.00	0.00	0.00	0.00
001-210-5140-000-000-0	Police Dept Overtime	0.00	15,500.00	0.00	15,500.00	15,500.00	0.00
001-210-5150-000-000-0	Part time Police Wages	0.00	39,373.00	0.00	39,373.00	39,373.00	0.00
001-210-5160-000-000-0	Police Clerk Wages	0.00	23,753.00	0.00	23,753.00	23,635.82	117.18
001-210-5400-000-*0	Police Dept Expense	0.00	37,500.00	5,000.00	42,500.00	42,465.72	34.28
	Enc Police Dept Expense						
001-210-5400-215-000-0	215	0.00	0.00	241.29	241.29	241.29	0.00
001-210-5810-214-000-0	Mobile Data Terminals	0.00	0.00	1,777.08	1,777.08	1,777.08	0.00
001-210-5815-216-000-0	Police Cruiser 216	0.00	35,782.00	0.00	35,782.00	35,767.30	14.70
001-220-5110-000-000-0	Fire Chief Wages	0.00	8,699.00	0.00	8,699.00	8,699.00	0.00
001-220-5120-000-000-0	Full time Firemen Wages	0.00	0.00	0.00	0.00	0.00	0.00
001-220-5130-000-000-0	Deputies Wages	0.00	8,699.00	0.00	8,699.00	8,699.00	0.00
001-220-5140-000-000-0	Fire Dept Wages	0.00	17,689.00	7,000.00	24,689.00	23,946.44	742.56
001-220-5150-000-000-0	Fire Dept Part Time Wages	0.00	13,071.00	-3,000.00	10,071.00	9,831.33	239.67
001-220-5400-000-*0	Fire Dept Expense	0.00	33,000.00	0.00	33,000.00	32,235.04	764.96
001-220-5400-215-000-0	Enc Fire Dept Expense 215	0.00	0.00	2,559.99	2,559.99	1,877.91	682.08
001-220-5830-212-000-0	Fire SCBA/Turnout Gear	0.00	0.00	0.00	0.00	0.00	0.00
001-220-5840-213-000-0	Utility Terrain Vehicle	0.00	0.00	0.00	0.00	0.00	0.00
001-231-5110-000-000-0	Ambulance Wages	0.00	0.00	0.00	0.00	0.00	0.00
	Ambulance Wage Call						
001-231-5120-000-000-0	Stipends	0.00	0.00	0.00	0.00	0.00	0.00
001-231-5400-000-000-0	Ambulance Expense	0.00	0.00	0.00	0.00	0.00	0.00
001-231-5810-210-000-0	Ambulance Equipment	0.00	0.00	0.00	0.00	0.00	0.00
	Regional Emergency Med						
001-231-5450-000-000-0	Svc.	0.00	235,972.00	1.00	235,973.00	235,973.00	0.00
001-232-5110-000-000-0	Ambulance Directors	0.00	0.00	0.00	0.00	0.00	0.00
001-241-5110-000-000-0	Building Inspector Salary	0.00	19,892.00	0.00	19,892.00	19,701.92	190.08
001-241-5120-000-000-0	Building inspector Alternate	0.00	825.00	0.00	825.00	557.54	267.46
001-241-5400-000-000-0	Building Inspector Expense	0.00	650.00	0.00	650.00	571.05	78.95
001-249-5400-000-000-0	Animal Inspector	0.00	100.00	0.00	100.00	100.00	0.00
001-291-5400-000-000-*	Civil Defense	0.00	4,500.00	0.00	4,500.00	4,400.00	100.00

001-291-5420-000-000-0	Radio Sys Svce Fee						
	Police/Fire	0.00	5,000.00	0.00	5,000.00	4,999.46	0.54
001-291-5800-213-000-0	Pol/Fire/EMS Radio						
	Upgrade	0.00	0.00	0.00	0.00	0.00	0.00
001-292-5400-000-000-*	Animal Control	0.00	4,680.00	0.00	4,680.00	3,754.79	925.21
001-293-5450-000-000-0	Crossing Guard	0.00	1.00	0.00	1.00	0.00	1.00
001-294-5400-000-000-0	Tree Warden Expense	0.00	7,500.00	0.00	7,500.00	7,492.49	7.51
	Enc Tree Warden Expense						
001-294-5400-213-000-0	213	0.00	0.00	0.00	0.00	0.00	0.00
001-300-5400-000-000-*	Elementary School	0.00	2,088,749.00	0.00	2,088,749.00	1,893,956.93	194,792.07
001-300-5400-215-000-0	Enc Elementary School 215	0.00	0.00	205,735.53	205,735.53	199,823.42	5,912.11
	Enc Elementary School PR						
001-300-5400-215-000-1	215	0.00	0.00	0.00	0.00	0.00	0.00
001-300-5410-000-000-0	School Transportation	0.00	67,851.00	0.00	67,851.00	61,958.83	5,892.17
	Enc School Transportation						
001-300-5410-214-000-0	214	0.00	0.00	0.00	0.00	0.00	0.00
	Elem School Chimney						
001-300-5810-209-000-0	Repairs	0.00	0.00	0.00	0.00	0.00	0.00
001-310-5400-000-000-0	Frontier Regional School	0.00	1,698,508.00	23.00	1,698,531.00	1,698,531.00	0.00
001-310-5410-000-*-0	Transportation	0.00	24,944.00	0.00	24,944.00	24,944.00	0.00
	Out of District Tuition						
001-310-5420-000-000-0	Transp	0.00	0.00	28,266.00	28,266.00	28,206.50	59.50
	Frontier Capital Projects						
001-310-5800-214-000-0	214	0.00	0.00	0.00	0.00	0.00	0.00
	Franklin County Tech						
001-320-5400-000-000-0	Assessmt	0.00	158,406.00	0.00	158,406.00	158,406.00	0.00
	Frontier Long Range Plan						
001-310-5805-216-000-0	216	0.00	0.00	3,000.00	3,000.00	0.00	3,000.00
001-421-5110-000-000-0	Highway Super Wages	0.00	56,110.00	0.00	56,110.00	56,110.00	0.00
001-421-5120-000-000-0	Highway Secretarial Help	0.00	3,168.00	0.00	3,168.00	2,899.92	268.08
001-422-5110-000-000-0	Highway Laborer Wages	0.00	75,373.00	0.00	75,373.00	72,330.54	3,042.46
001-422-5120-000-000-0	Highway Seasonal Wages	0.00	4,040.00	0.00	4,040.00	4,040.00	0.00
001-422-5140-000-000-0	Highway Labor Overtime	0.00	1,561.00	0.00	1,561.00	684.63	876.37
001-422-5400-000-*-0	Highway Dept Expense	0.00	71,002.00	0.00	71,002.00	67,858.71	3,143.29
	Enc Highway Dept						
001-422-5400-215-000-0	Expense215	0.00	0.00	167.42	167.42	151.80	15.62
001-422-5805-215-000-0	Highway Radios 215	0.00	0.00	3,500.00	3,500.00	1,247.85	2,252.15
001-422-5815-214-000-0	Small Dump Truck 214	0.00	0.00	364.00	364.00	0.00	364.00
001-422-5825-216-000-0	Holder Tractor	0.00	27,111.00	0.00	27,111.00	27,111.00	0.00
	Storm Drain Repair/Replace						
001-422-5835-215-000-0	215	0.00	0.00	15,000.00	15,000.00	6,514.72	8,485.28
001-422-5840-213-000-0	Loader Transmission Repair	0.00	0.00	0.00	0.00	0.00	0.00
001-422-5845-216-000-0	Shared Bucket Truck	0.00	7,000.00	0.00	7,000.00	0.00	7,000.00
	Pre-Project Work N Main						
001-422-5850-213-000-0	St	0.00	0.00	14,000.00	14,000.00	0.00	14,000.00
	Pre Engineering No Main						
001-422-5851-214-000-0	St	0.00	0.00	30,000.00	30,000.00	28,069.76	1,930.24
001-422-5852-215-000-0	No Main Street 25% Design	0.00	0.00	50,536.00	50,536.00	50,474.86	61.14
001-423-5110-000-000-0	Highway Snow/Ice Wages	0.00	9,000.00	0.00	9,000.00	7,293.71	1,706.29
001-423-5400-000-000-0	Highway Snow/Ice Expense	0.00	31,750.00	0.00	31,750.00	31,714.63	35.37
001-424-5400-000-000-0	Street Lights	0.00	12,790.00	0.00	12,790.00	12,118.20	671.80
001-429-5400-214-000-0	Salt Shed Siding	0.00	0.00	7,500.00	7,500.00	0.00	7,500.00
001-429-5410-209-000-0	Garage Ventilation Sys	0.00	0.00	0.00	0.00	0.00	0.00
001-431-5400-000-*-0	Solid Waste	0.00	7,785.00	0.00	7,785.00	4,150.58	3,634.42
001-433-5810-211-000-0	Landfill Monitoring Well	0.00	0.00	0.00	0.00	0.00	0.00
001-433-5820-211-000-0	Landfill Acquisition		0.00	0.00	0.00	0.00	0.00
001-491-5400-000-000-0	Riverside Cemetery	0.00	3,000.00	0.00	3,000.00	1,450.00	1,550.00
	Enc Riverside Cemetery						
001-491-5400-212-000-0	212	0.00	0.00	0.00	0.00	0.00	0.00
001-491-5410-000-000-0	Care of Veterans Graves	0.00	200.00	0.00	200.00	172.97	27.03
	Board of Health						
001-512-5110-000-000-0	Clerk/Agent	0.00	12,743.00	0.00	12,743.00	12,743.00	0.00
001-512-5400-000-000-0	Board of Health Expense	0.00	550.00	0.00	550.00	516.71	33.29
001-541-5400-000-*-0	Council on Aging	0.00	13,372.00	538.00	13,910.00	13,910.00	0.00



	District Vets						
001-543-5400-000-*-0	Assess/Benefits	0.00	49,261.00	0.00	49,261.00	49,073.45	187.55
001-610-5110-000-000-0	Library Director Wages	0.00	46,175.00	0.00	46,175.00	42,918.08	3,256.92
001-610-5120-000-000-0	Library Support Wages	0.00	51,946.00	0.00	51,946.00	51,019.93	926.07
001-610-5400-000-000-0	Library Expense	0.00	24,885.00	0.00	24,885.00	24,885.00	0.00
001-610-5810-213-000-0	Library Copier	0.00	0.00	0.00	0.00	0.00	0.00
001-610-5815-214-000-0	Library Parking Lot Fence	0.00	0.00	0.00	0.00	0.00	0.00
001-630-5110-000-000-0	Recreation Coordinator	0.00	8,537.00	0.00	8,537.00	8,537.00	0.00
001-630-5400-000-000-0	Recreation Expense	0.00	0.00	0.00	0.00	0.00	0.00
001-650-5400-000-000-0	Town Park	0.00	1,750.00	0.00	1,750.00	1,405.87	344.13
001-650-5800-213-000-0	Town Park Pavillion Roof	0.00	0.00	0.00	0.00	0.00	0.00
001-691-5400-000-000-0	Historical Commission	0.00	200.00	0.00	200.00	200.00	0.00
001-691-5800-211-000-0	Town History Vol III	0.00	0.00	0.00	0.00	0.00	0.00
001-692-5400-000-000-0	Memorial Day Tricentennial Celebration	0.00	960.00	0.00	960.00	906.00	54.00
001-692-5420-217-000-0	217	0.00	0.00	5,000.00	5,000.00	0.00	5,000.00
001-710-5900-000-000-0	Frontier Renovation Loan	0.00	15,195.00	0.00	15,195.00	15,195.00	0.00
001-710-5910-000-000-0	Library Principal	0.00	65,000.00	0.00	65,000.00	65,000.00	0.00
001-710-5920-000-000-0	PSC Principal	0.00	95,000.00	0.00	95,000.00	95,000.00	0.00
001-710-5930-000-000-0	Elem Sch Renovation- Principal	0.00	0.00	0.00	0.00	0.00	0.00
001-710-5940-000-000-0	Elem Sch Renovation-Supp Prin	0.00	45,812.00	0.00	45,812.00	45,811.50	0.50
001-710-5950-000-000-0	Title V Loan Repayment Elem Sch Non-excl Debt	0.00	5,063.00	0.00	5,063.00	5,063.00	0.00
001-710-5960-000-000-0	Pmt	0.00	0.00	0.00	0.00	0.00	0.00
001-710-5970-000-000-0	Sewer Reline Principal	0.00	29,223.00	0.00	29,223.00	29,223.00	0.00
001-710-5980-000-000-0	Energy Performance Principal	0.00	28,600.00	0.00	28,600.00	28,600.00	0.00
001-710-5990-000-000-0	120 No Main Acquisition PR	0.00	24,500.00	0.00	24,500.00	24,500.00	0.00
001-750-5910-000-000-0	Library Interest	0.00	17,258.00	0.00	17,258.00	17,257.50	0.50
001-750-5920-000-000-0	PSC Interest	0.00	25,223.00	0.00	25,223.00	25,222.50	0.50
001-750-5930-000-000-0	Elem Sch Renovation-Int	0.00	0.00	0.00	0.00	0.00	0.00
001-750-5931-000-000-0	Elem Schl Reno Payoff Call Fee	0.00	0.00	0.00	0.00	0.00	0.00
001-750-5940-000-000-0	Elem Sch Renovation-Supp Int	0.00	300.00	0.00	300.00	235.57	64.43
001-750-5950-000-000-0	Short Term Interest	0.00	2,000.00	-72.00	1,928.00	0.00	1,928.00
001-750-5970-000-000-0	Sewer Reline Interest	0.00	840.00	0.00	840.00	839.20	0.80
001-750-5980-000-000-0	Energy Performance Interest	0.00	999.00	0.00	999.00	998.22	0.78
001-750-5990-000-000-0	120 No Main Acquisition Int	0.00	1,274.00	0.00	1,274.00	1,274.00	0.00
001-820-5640-000-000-0	Air Pollution District	0.00	972.00	0.00	972.00	972.00	0.00
001-820-5646-000-000-0	RMV Marking Surchg	0.00	4,480.00	0.00	4,480.00	4,480.00	0.00
001-820-5650-000-000-0	PVTA Assessment	0.00	0.00	0.00	0.00	0.00	0.00
001-820-5663-000-000-0	Reg Transit Authority	0.00	123,628.00	0.00	123,628.00	123,628.00	0.00
001-820-5690-000-000-0	Charter School Assessment	0.00	65,903.00	0.00	65,903.00	0.00	65,903.00
001-820-5691-000-000-0	School Choice Assessment	0.00	93,953.00	0.00	93,953.00	40,000.00	53,953.00
001-830-5400-000-000-0	FRCOG Assessment	0.00	22,819.00	0.00	22,819.00	22,819.00	0.00
001-910-5400-000-000-0	Teacher Retirement Payout 2014	0.00	0.00	10,262.91	10,262.91	0.00	10,262.91
001-911-5400-000-000-0	County Retirement Assessment	0.00	216,523.00	0.00	216,523.00	215,097.04	1,425.96
001-912-5400-000-000-0	Worker's compensation	0.00	0.00	0.00	0.00	0.00	0.00
001-913-5400-000-000-0	Chap. 720 Unemployment Enc Chap.720 Unemploymt	0.00	25,000.00	-5,000.00	20,000.00	8,128.35	11,871.65
001-913-5400-213-000-0	213	0.00	0.00	0.00	0.00	0.00	0.00
001-914-5400-000-000-0	Town Employees Medical	0.00	186,600.00	0.00	186,600.00	173,616.30	12,983.70
001-914-5400-214-000-0	EncTown Employees Medical 214	0.00	0.00	0.00	0.00	0.00	0.00
001-916-5400-000-000-0	Medicare	0.00	42,251.00	5,000.00	47,251.00	44,532.05	2,718.95

001-919-5400-000-000-0	Flex Spending	0.00	0.00	0.00	0.00	0.00	0.00
001-945-5400-000-000-0	Town Insurance	0.00	87,542.00	0.00	87,542.00	84,657.99	2,884.01
001-992-5400-000-000-0	Transfer to Special Revenue	0.00	0.00	0.00	0.00	0.00	0.00
001-994-5400-000-000-0	Transfer to Stabilization	0.00	0.00	103,752.00	103,752.00	103,752.00	0.00
	Transfer to Cap						
001-994-5410-000-000-0	Stabilization	0.00	102,501.00	0.00	102,501.00	102,501.00	0.00
001-995-5400-000-000-0	Transfer to OPEB Trust	0.00	24,233.00	0.00	24,233.00	24,233.00	0.00
<b>TOTALS:</b>		<b>0.00</b>	<b>7,290,737.00</b>	<b>566,896.72</b>	<b>7,857,633.72</b>	<b>7,292,731.75</b>	<b>564,901.97</b>

**Town of Sunderland FY16 Revenue Budget Report**  
**June 30 2016**

	<u>Account Name</u>	<u>2016 Budget</u>	<u>2016 YTD revenue</u>	<u>Over/(Under)</u>
<b><u>Taxes</u></b>				
001-001-4110-000-000-0	Personal Property Taxes	104,185.22	104,046.46	-138.76
001-001-4120-000-000-0	Real Estate Taxes	4,848,499.14	4,845,114.46	-3,384.68
001-001-4142-000-000-0	Tax Liens Redeemed	0.00	3,558.04	3,558.04
001-001-4150-000-000-0	Motor Vehicle Excise	250,070.00	395,684.04	145,614.04
001-001-4160-000-000-0	Farm Animal Excise	0.00	0.00	0.00
001-001-4165-000-000-0	Meals Tax	41,115.00	49,296.25	8,181.25
001-001-4170-000-000-0	Pen & Int on Prop Taxes	11,708.00	12,275.84	567.84
001-001-4171-000-000-0	Pen & Int on Excise Taxes	0.00	2,853.97	2,853.97
001-001-4173-000-000-0	Pen & Int on Tax Titles	0.00	934.61	934.61
001-001-4180-000-000-0	Pmts In Lieu of Taxes	0.00	1,908.00	1,908.00
001-001-4190-000-000-0	Other Taxes	0.00	6,591.48	6,591.48
001-001-4195-000-000-0	Abated MV Taxes Recovered	0.00	267.93	267.93
	<u>Total Taxes</u>	<u>5,255,577.36</u>	<u>5,422,531.08</u>	<u>166,953.72</u>
<b><u>Fees</u></b>				
001-122-4320-000-000-0	Fees-Selectboard	40.00	0.00	-40.00
001-141-4320-000-000-0	Fees-Assessors	50.00	37.00	-13.00
001-145-4320-000-000-0	Fees-Treasurer	0.00	0.00	0.00
001-146-4320-000-000-0	Fees-Collector	10,000.00	13,655.00	3,655.00
001-149-4320-000-000-0	Fees-Registry Markings	2,600.00	4,340.00	1,740.00
001-155-4320-000-000-0	Comcast Subscriber Fees	600.00	0.00	-600.00
001-161-4320-000-000-0	Fees-Town Clerk	1,247.00	2,715.00	1,468.00
001-171-4320-000-000-0	Fees-Conservation Comm	150.00	225.00	75.00
001-175-4320-000-000-0	Fees-Planning Board	963.00	1,320.00	357.00
001-176-4320-000-000-0	Fees-Zoning Board	650.00	450.00	-200.00
001-210-4320-000-000-0	Fees-Police	1,850.00	2,224.75	374.75
001-220-4320-000-000-0	Fees-Fire Dept	680.00	3,056.70	2,376.70
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	2,217.00	982.85	-1,234.15
001-691-4320-000-000-0	Historical Commission Rev	0.00	0.00	0.00
	<u>Total Fees</u>	<u>21,092.00</u>	<u>29,031.30</u>	<u>7,939.30</u>
<b><u>Rentals</u></b>				
001-001-4360-000-000-0	Rentals	0.00	5,483.40	5,483.40

001-001-4365-000-000-0	PSC Rental	0.00	5,408.50	5,408.50
001-001-4350-000-000-0	Energy Rebates	0.00	0.00	0.00
	<u>Total Rentals</u>	<u>0.00</u>	<u>10,891.90</u>	<u>10,891.90</u>
<b><u>Other Charges</u></b>				
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
	<u>Total Other Charges</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b><u>Licenses &amp; Permits</u></b>				
001-122-4410-000-000-0	Licenses-Liquor	11,000.00	11,400.00	400.00
001-122-4415-000-000-0	Licenses-Dogs	3,500.00	4,822.00	1,322.00
001-122-4420-000-000-0	Licenses-Other	1,100.00	2,350.00	1,250.00
001-122-4430-000-000-0	Permit-Filming	0.00	0.00	0.00
001-210-4450-000-000-0	Permits-Police Dept	548.00	1,080.00	532.00
001-220-4450-000-000-0	Permits-Fire Dept	900.00	182.30	-717.70
001-241-4450-000-000-0	Permits-Building Insp	15,000.00	22,291.07	7,291.07
001-242-4450-000-000-0	Permits-Plumbing Insp	800.00	750.00	-50.00
001-245-4450-000-000-0	Permits-Wiring Insp	1,000.00	1,155.00	155.00
	<u>Total Licenses &amp; Permits</u>	<u>33,848.00</u>	<u>44,030.37</u>	<u>10,182.37</u>
<b><u>State Revenue</u></b>				
001-001-4580-000-000-0	Medicaid Reimbursement	0.00	15,748.46	15,748.46
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	10,646.00	12,228.00	1,582.00
001-001-4620-000-000-0	School Aid Chapter 70	845,663.00	845,663.00	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.	25,858.00	-8.00	-25,866.00
001-001-4660-000-000-0	Unrestricted General Gov Aid	465,949.00	465,949.00	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	43,921.00	36,773.00	-7,148.00
001-001-4680-000-000-0	PVTA Reimbursement	95,751.00	123,628.00	27,877.00
001-001-4681-000-000-0	Foundation Reserve	0.00	0.00	0.00
	<u>Total State Revenue</u>	<u>1,616,531.00</u>	<u>1,628,724.46</u>	<u>12,193.46</u>
<b><u>Fines</u></b>				
001-001-4685-000-000-0	Fines - RMV	2,805.50	3,972.50	1,167.00
001-001-4771-000-000-0	Fines - District Court	2,805.50	435.00	-2,370.50
	<u>Total Fines</u>	<u>5,611.00</u>	<u>4,407.50</u>	<u>-1,203.50</u>
<b><u>Other Revenue</u></b>				
001-001-4815-000-000-0	Sale of Fixed Assets	0.00	0.00	0.00
001-001-4820-000-000-0	Earnings on Investments	2,117.00	5,240.51	3,123.51
001-001-4840-000-000-0	Miscellaneous Revenue	0.00	66,918.16	66,918.16
001-001-4971-000-000-0	Tr Fr Special Revenue	110,958.00	110,958.00	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	111,831.00	111,831.00	0.00
001-001-4976-000-000-0	Txfr Fr CPA	25,774.00	25,774.00	0.00
	<u>Total Other Revenue</u>	<u>250,680.00</u>	<u>320,721.67</u>	<u>70,041.67</u>
	<b><u>Total Revenue</u></b>	<b><u>7,183,339.36</u></b>	<b><u>7,460,338.28</u></b>	<b><u>276,998.92</u></b>

**Town of Sunderland FY16 Revenue Budget Report**  
**June 30 2016**

	<u>Account Name</u>	<u>2016 Budget</u>	<u>2016 YTD Revenue</u>	<u>Over/(Under)</u>
<b><u>Taxes</u></b>				
001-001-4110-000-000-0	Personal Property Taxes	104,185.22	104,046.46	-138.76
001-001-4120-000-000-0	Real Estate Taxes	4,848,499.14	4,845,114.46	-3,384.68
001-001-4142-000-000-0	Tax Liens Redeemed	0.00	3,558.04	3,558.04
001-001-4150-000-000-0	Motor Vehicle Excise	250,070.00	395,684.04	145,614.04
001-001-4160-000-000-0	Farm Animal Excise	0.00	0.00	0.00
001-001-4165-000-000-0	Meals Tax	41,115.00	49,296.25	8,181.25
001-001-4170-000-000-0	Pen & Int on Prop Taxes	11,708.00	12,275.84	567.84
001-001-4171-000-000-0	Pen & Int on Excise Taxes	0.00	2,853.97	2,853.97
001-001-4173-000-000-0	Pen & Int on Tax Titles	0.00	934.61	934.61
001-001-4180-000-000-0	Pmts In Lieu of Taxes	0.00	1,908.00	1,908.00
001-001-4190-000-000-0	Other Taxes	0.00	6,591.48	6,591.48
001-001-4195-000-000-0	Abated MV Taxes Recovered	0.00	267.93	267.93
	<u>Total Taxes</u>	<u>5,255,577.36</u>	<u>5,422,531.08</u>	<u>166,953.72</u>
<b><u>Fees</u></b>				
001-122-4320-000-000-0	Fees-Selectboard	40.00	0.00	-40.00
001-141-4320-000-000-0	Fees-Assessors	50.00	37.00	-13.00
001-145-4320-000-000-0	Fees-Treasurer	0.00	0.00	0.00
001-146-4320-000-000-0	Fees-Collector	10,000.00	13,655.00	3,655.00
001-149-4320-000-000-0	Fees-Registry Markings	2,600.00	4,340.00	1,740.00
001-155-4320-000-000-0	Comcast Subscriber Fees	600.00	0.00	-600.00
001-161-4320-000-000-0	Fees-Town Clerk	1,247.00	2,715.00	1,468.00
001-171-4320-000-000-0	Fees-Conservation Comm	150.00	225.00	75.00
001-175-4320-000-000-0	Fees-Planning Board	963.00	1,320.00	357.00
001-176-4320-000-000-0	Fees-Zoning Board	650.00	450.00	-200.00
001-210-4320-000-000-0	Fees-Police	1,850.00	2,224.75	374.75
001-220-4320-000-000-0	Fees-Fire Dept	680.00	3,056.70	2,376.70

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	2,217.00	982.85	-1,234.15
001-691-4320-000-000-0	Historical Commission Rev	0.00	0.00	0.00
	<u>Total Fees</u>	<u>21,092.00</u>	<u>29,031.30</u>	<u>7,939.30</u>
<b><u>Rentals</u></b>				
001-001-4360-000-000-0	Rentals	0.00	5,483.40	5,483.40
001-001-4365-000-000-0	PSC Rental	0.00	5,408.50	5,408.50
001-001-4350-000-000-0	Energy Rebates	0.00	0.00	0.00
	<u>Total Rentals</u>	<u>0.00</u>	<u>10,891.90</u>	<u>10,891.90</u>
<b><u>Other Charges</u></b>				
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
	<u>Total Other Charges</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b><u>Licenses &amp; Permits</u></b>				
001-122-4410-000-000-0	Licenses-Liquor	11,000.00	11,400.00	400.00
001-122-4415-000-000-0	Licenses-Dogs	3,500.00	4,822.00	1,322.00
001-122-4420-000-000-0	Licenses-Other	1,100.00	2,350.00	1,250.00
001-122-4430-000-000-0	Permit-Filming	0.00	0.00	0.00
001-210-4450-000-000-0	Permits-Police Dept	548.00	1,080.00	532.00
001-220-4450-000-000-0	Permits-Fire Dept	900.00	182.30	-717.70
001-241-4450-000-000-0	Permits-Building Insp	15,000.00	22,291.07	7,291.07
001-242-4450-000-000-0	Permits-Plumbing Insp	800.00	750.00	-50.00
001-245-4450-000-000-0	Permits-Wiring Insp	1,000.00	1,155.00	155.00
	<u>Total Licenses &amp; Permits</u>	<u>33,848.00</u>	<u>44,030.37</u>	<u>10,182.37</u>
<b><u>State Revenue</u></b>				
001-001-4580-000-000-0	Medicaid Reimbursement	0.00	15,748.46	15,748.46
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	10,646.00	12,228.00	1,582.00
001-001-4620-000-000-0	School Aid Chapter 70	845,663.00	845,663.00	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.	25,858.00	-8.00	-25,866.00
001-001-4660-000-000-0	Unrestricted General Gov Aid	465,949.00	465,949.00	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	43,921.00	36,773.00	-7,148.00
001-001-4680-000-000-0	PVTA Reimbursement	95,751.00	123,628.00	27,877.00
001-001-4681-000-000-0	Foundation Reserve	0.00	0.00	0.00
	<u>Total State Revenue</u>	<u>1,616,531.00</u>	<u>1,628,724.46</u>	<u>12,193.46</u>
<b>Fines</b>				
001-001-4685-000-000-0	Fines - RMV	2,805.50	3,972.50	1,167.00
001-001-4771-000-000-0	Fines - District Court	2,805.50	435.00	-2,370.50
	<u>Total Fines</u>	<u>5,611.00</u>	<u>4,407.50</u>	<u>-1,203.50</u>
<b>Other Revenue</b>				
001-001-4815-000-000-0	Sale of Fixed Assets	0.00	0.00	0.00
001-001-4820-000-000-0	Earnings on Investments	2,117.00	5,240.51	3,123.51
001-001-4840-000-000-0	Miscellaneous Revenue	0.00	66,918.16	66,918.16
001-001-4971-000-000-0	Tr Fr Special Revenue	110,958.00	110,958.00	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	111,831.00	111,831.00	0.00
001-001-4976-000-000-0	Txfr Fr CPA	25,774.00	25,774.00	0.00
	<u>Total Other Revenue</u>	<u>250,680.00</u>	<u>320,721.67</u>	<u>70,041.67</u>
	<b><u>Total Revenue</u></b>	<b><u>7,183,339.36</u></b>	<b><u>7,460,338.28</u></b>	<b><u>276,998.92</u></b>

**Town of Sunderland**  
**FY16 Special Revenue Funds**  
**June 30, 2016**

		<b>Opening Balance</b>	<b>YTD Revenue</b>	<b>YTD Expense</b>	<b>Ending Balance</b>
	<b><u>Highway Funds</u></b>				
210	Mass Highway	(28,251.64)	259,051.10	(230,845.41)	(45.95)
	<b><u>Revolving Funds</u></b>				
231	Wetlands Protection Fund	6,353.71	1,987.50	(52.96)	8,288.25
232	Fall Festival Revolving	5,207.80	0.00	0.00	5,207.80
234	Ambulance Intercepts Revolving	0.00	0.00	0.00	0.00
235	Recreation Revolving	2,820.98	9,110.16	(9,460.84)	2,470.30
236	Library Rentals Revolving Fund	928.24	1,337.65	0.00	2,265.89
237	Plumbing Inspec Revolving Fund	(160.00)	2,215.00	(2,215.00)	(160.00)
238	Wiring Inspec Revolving Fund	171.00	10,435.00	(10,435.00)	171.00
239	Bd of Health Revolving Fund	39,412.90	14,770.00	(42,182.90)	12,000.00
241	ZBA-Sugarbush	4,575.99	19.13	0.00	4,595.12
242	Fire Inspection Revolving	(573.02)	8,526.00	(8,518.50)	(565.52)
	<b><u>Receipts Reserved for Appropriation</u></b>				
240	Ambulance Reserve	109,048.88	0.00	(64,021.00)	45,027.88
280	Insurance Recovery	5,426.51	0.00	0.00	5,426.51
	<b><u>Other Special Revenue Funds</u></b>				
302	Library Gift Fund	44,501.20	7,953.66	(3,512.99)	48,941.87
303	Historical Comm Match	126.88	0.00	0.00	126.88
304	Solid Waste	0.38	0.00	0.00	0.38
305	Gift Fund	66.25	0.00	0.00	66.25
306	Memorial Fund	241.63	0.00	0.00	241.63
307	Anniversary Celebration Fund	3,657.56	0.00	0.00	3,657.56
308	Graves Sign Donations	100.00	0.00	0.00	100.00
309	Kestral Conservation Trust	200.00	0.00	0.00	200.00
310	Dare Gift	354.00	0.00	0.00	354.00
311	Veterans Memorial Fund	0.00	0.00	0.00	0.00
312	Telecommunications Gift Fund	17.55	0.00	0.00	17.55
313	Brush Truck Gift	0.00	0.00	0.00	0.00
314	Agricultural Comm Fund	899.82	0.00	0.00	899.82
315	Fall Festival Fund	137.70	0.00	0.00	137.70
316	Comprehensive Sugarbush Fund	0.00	0.00	0.00	0.00
317	Matuszko Police Scholarship	1,065.00	0.00	0.00	1,065.00
318	PEG Access Fund	55,618.10	54,951.57	(68,671.38)	41,898.29
320	MIIA Loss Control Grant	0.00	0.00	0.00	0.00
321	Library Antitrust Settlement	0.86	0.00	0.00	0.86
322	MAPHO Mini-grant	0.00	0.00	0.00	0.00

323	Sr Ctr Transportation Fund	(16.00)	0.00	0.00	(16.00)
324	Town History Vol III Donations	1,146.04	350.00	0.00	1,496.04
325	Memorial Day Donations	284.97	250.00	0.00	534.97
326	Roadside Mower	7,868.37	0.00	1,170.67	9,039.04
327	Boat Ramp	0.00	0.00	0.00	0.00
328	NE Grassroots Environment Fund	2.24	0.00	0.00	2.24
329	Tree Donation Fund	450.00	0.00	(164.50)	285.50
330	Town Flag Donation Fund	747.40	0.00	(747.40)	0.00
331	300th Anniversary Gift Fund	0.00	125.00	0.00	125.00
380	Community Preservation Act	457,810.02	200,203.79	(33,448.64)	624,565.17
<b><u>State &amp; Federal Grants</u></b>					
403	Quinn Bill-State share	0.00	0.00	0.00	0.00
404	Comm Policing Grant	145.09	0.00	0.00	145.09
405	Bulletproof Vest Grant	2,176.94	0.00	0.00	2,176.94
406	DVIP Reimbursement	165.00	0.00	0.00	165.00
407	Gov Highway Safety Grant	1,693.71	0.00	0.00	1,693.71
408	Homeland Security Grant	0.00	0.00	0.00	0.00
409	Drug Forfeiture Account	1,954.64	0.00	0.00	1,954.64
410	FEMA Snow Emergency Funds	0.00	0.00	0.00	0.00
411	FEMA Storm Emergency Funds	25,397.99	0.00	(25,397.99)	0.00
412	Council on Aging Grant	0.00	5,013.00	(5,013.00)	0.00
414	Library State Aid	4,443.31	9,391.24	(4,756.34)	9,078.21
415	Cultural Council	2,445.05	4,504.08	(5,251.49)	1,697.64
416	Mass Humanities Grant	0.00	0.00	0.00	0.00
419	Title V	25,315.68	0.00	(5,063.00)	20,252.68
420	Fire Dept SAFE Grant	1,935.12	3,337.00	(643.10)	4,629.02
422	Fire Dept Safety Equip Grant	805.63	0.00	0.00	805.63
423	Assistance to Firefighters	0.00	0.00	0.00	0.00
424	Fire Dept NIMS Grant	0.00	0.00	0.00	0.00
425	Library Same Page Grant	0.00	0.00	0.00	0.00
426	Mass DEP PAYT Grant	0.00	0.00	0.00	0.00
427	EDS Grant	0.00	0.00	0.00	0.00
428	Peer to Peer Grant	0.00	0.00	0.00	0.00
429	Vol Fire Assistance Grant	606.87	1,640.00	(2,246.87)	0.00
430	Emerg Prepared Grant 2010	0.00	1,600.00	(4,006.18)	(2,406.18)
431	Clean Energy Choices Grant	0.00	0.00	0.00	0.00
432	EECBG Energy Grant	0.00	0.00	0.00	0.00
433	Election Extended Polling Hour	2,538.87	945.12	(174.56)	3,309.43
434	FEMA 2011 Storm Funds	0.00	0.00	0.00	0.00
435	CDBG Old Housing Rehab	10,572.04	0.00	(1,333.84)	9,238.20
436	Sherriffs Drug Box Grant	463.00	0.00	0.00	463.00
437	Green Communities Grant	37,577.85	0.00	(5,819.10)	31,758.75
438	DOER-OATA Solar Project	(2,462.75)	6,883.27	(4,420.52)	0.00



439	DEP Small Scale Initiative Gra	500.00	(0.80)	(499.20)	0.00
440	Teens and Tweens Fed Grant	2,232.19	0.00	(2,232.19)	0.00
441	Comm Emerg Response Team Grant	0.00	0.00	0.00	0.00

**School Funds**

501	School Lunch Fund	15,860.17	83,840.98	(73,063.06)	26,638.09
502	School Choice	288,374.60	303,357.00	(388,776.77)	202,954.83
503	REAP Grant	2,776.18	9,735.43	(12,511.61)	0.00
504	Early Literacy Grant - ELI	0.00	0.00	0.00	0.00
505	SPED Assist	(2,157.04)	87,565.96	(88,396.35)	(2,987.43)
506	CCLC Grant	0.00	0.00	0.00	0.00
507	Grant Funded Teacher Stipends	(99.00)	3,489.00	(3,715.00)	(325.00)
508	Circuit Breaker Grant	2,886.34	1,461.00	(4,347.34)	0.00
509	Title I Grant	0.00	11,541.62	(11,541.62)	0.00
510	Afterschool Program	89,617.49	53,254.08	(62,893.38)	79,978.19
511	School Building Use Fund	3,193.01	975.00	0.00	4,168.01
512	School Storage Bldg Fund	0.00	0.00	0.00	0.00
513	SPED Revolving	10,334.25	32,049.00	(21,464.00)	20,919.25
514	Elementary School Donation	629.42	351.00	(957.12)	23.30
515	Walmart School Grant	2,045.27	12.21	0.00	2,057.48
516	Student Activity Fund	8,556.30	17,024.33	(16,091.33)	9,489.30
517	Mass Agriculture Grant	0.00	0.00	0.00	0.00
518	Nonresident Tuition Fund	0.00	0.00	0.00	0.00
519	MCC School Bus Grant	0.00	0.00	0.00	0.00
520	School ARRA Stimulus Grant 09	0.00	0.00	0.00	0.00
521	SES Gift Fund	909.41	0.00	0.00	909.41
522	Title I Stimul Prog Grnt FY 10	0.00	0.00	0.00	0.00
524	ARRA IDEA Grant	0.00	0.00	0.00	0.00
525	ARRA State Stabil Grant FY11	0.00	0.00	0.00	0.00
526	Ed Jobs Grant FY12	0.00	0.00	0.00	0.00
527	SPED Program Improvement	0.00	0.00	0.00	0.00
528	Horizons-School	14,470.50	95,322.00	(106,354.82)	3,437.68
529	Foundation Reserve Grant	0.00	0.00	0.00	0.00
530	Horizons Summer Program	479.79	8,800.00	(5,960.17)	3,319.62
531	Timothy Merritt Memorial Gift	576.79	0.00	(576.79)	0.00
532	Stars Residency Grant	0.00	900.00	(900.00)	0.00

**WWTP**

610	WWTP	797,016.93	363,303.54	(300,404.75)	859,915.72
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**Capital Projects**

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

715	Sewer Reline Project	37,672.60	0.00	0.00	37,672.60
717	Siemens Energy Perf Project	1,907.00	0.00	0.00	1,907.00
718	Hadley Road Culvert	174.94	0.00	0.00	174.94
719	Capital Proj Land Acq 120 No M	1,439.68	0.00	0.00	1,439.68

**Trust Funds**

810	Main Street Tree Fund	19,365.89	2,288.83	0.00	21,654.72
811	Cemetery Perp Care Fund	124,012.74	6,292.31	0.00	130,305.05
812	Veterans Mem Care	15,142.82	263.52	(1,300.00)	14,106.34
813	Conservation Trust	53,991.09	18,237.90	(23,100.00)	49,128.99
814	Library Trust	41,219.60	173.85	0.00	41,393.45
815	Library Building Trust	28,791.32	66.31	(9,435.00)	19,422.63
816	Graves Library Endowment	37,192.84	113.23	0.00	37,306.07
817	OPEB Trust Fund	5,300.00	24,233.00	0.00	29,533.00
821	Stabilization Fund	327,565.30	144,735.61	0.00	472,300.91
822	Capital Stabilization Fund	123,739.21	62,836.64	(111,831.00)	74,744.85

**Agency Funds**

890	Due to Water District	1,786.03	182,142.50	(182,234.75)	1,693.78
891	Off Duty Police Detail	257.71	12,201.00	(12,181.50)	277.21
892	Firearm ID Cards	1,062.50	2,875.00	(2,800.00)	1,137.50
893	Due to Deputy Collector	1,368.00	9,303.00	(8,693.00)	1,978.00
894	Grybko Cross Rd Escrow	3,000.00	0.00	0.00	3,000.00
895	Brown Cross Rd Escrow	7,000.00	0.00	0.00	7,000.00
896	Fish & Wildlife Fees	0.00	0.00	0.00	0.00
897	Payroll Refund Agency	0.00	0.00	0.00	0.00
898	Ins Recovery Under 20K Agency	8,890.76	0.00	(8,735.44)	155.32

# TOWN CLERK

## 2016 Vital Statistics

### BIRTHS:

Females	12
Males	09
<b>Total</b>	<b>21</b>

### MARRIAGES: 17

### DEATHS:

<u>DATE</u>	<u>NAME</u>	<u>AGE</u>
<u>January</u>		
01	Dannie Gove	46
28	Sophie Buczynski	93
<u>February</u>		
18	Mildred A. Ralicki	97
21	Brian Thomas Rourke, Sr.	60
<u>March</u>		
25	Stanley C. Harris, Jr.	73
<u>April</u>		
05	John Dubay	90
23	Francis E. Brodeur	62
24	Jessie M. Britt	97
26	Paul Gagnon	77
<u>May</u>		
07	Blanche J. Dzenis	88
16	Effie Bell	84
20	Cynthia L. Rice	73
25	Anthony Wad Wright	58
29	Helen Alice Swol	88
<u>June</u>		
01	Floyd Russell Locke	93
07	Wilma Kowacka	87
06	Diana C. Murray	78
27	May E. Szwacz	93

<u>DATE</u>	<u>NAME</u>	<u>AGE</u>
<u>July</u>		
10	Waldemar J. Kolosewicz	89
23	Dagmar M. Helman	87
27	Helen Alber	96
31	Nellie S. Perchak	97
<u>August</u>		
09	Irene M. Hamill	91
22	Gerald D. Snicker	74
26	Ruth C. Gunn	67
27	Robert Dean McIlroy	85
<u>September</u>		
11	Edward K. Puffer	98
10	Alexander Quiles Abbate	22
16	Albert Ruben Drake, II	77
18	Marie L. Demers	80
22	Cleo A. LaClaire	74
<u>October</u>		
05	Ann Marie Floyd	79
29	Anatoli Kudrikow	79
<u>December</u>		
04	Robert Kowaleck	86
06	Arthur E. Eggers	84
10	Frederick George Croutworst	82

Vitals:	\$1,695.00
Dogs:	\$5,336.00
Govt Regs/Misc.	<u>\$2730.00</u>
<b>Total Paid to Treasurer</b>	<b>\$9,761.00</b>

Respectfully submitted,  
Wendy Houle, MMC/CMMC  
Town Clerk

**2016 ANNUAL TOWN WARRANT  
MOTIONS  
April 29, 2016, 7:00pm  
Sunderland Elementary School**

**Moderator, Robert T. Duby, called the meeting to order at 7:00pm.**

**Town Clerk, Wendy Houle, read the Constable's Return.**

**Sunderland Boy Scouts led the Pledge of Allegiance.**

**Dedication of Annual Report to Steve Krol for all his efforts and time on the Zoning Board of Appeals.**

**In Memoriam recognizes residents of the town whom have passed away in 2016 that have volunteered their time to contribute to Sunderland's greater good. These residents are Edmund Adamski, George Boulden, Spencer Conley, Carolyn Herrick, Alexander Kulesa, James Tower, and Robert White.**

**84 voters in attendance.**

**2,364 total voters in the Town of Sunderland**

**Motion was made to dispense of the reading of the articles, 2<sup>nd</sup>, passed unanimously.**

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

**Majority Vote (no statutory reference)**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 2. Move that the Town vote to transfer from **Free Cash** or otherwise provide **the sum of \$1,468.50** to Blatman, Bobrowski, Mead and Talerman, LLC for FY 15 prior year legal services.

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

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 3. Move that the Town vote, under the provisions of M.G.L. Chapter 41, Section 108, to set the salaries and compensation of all its elected officials connected therewith for Fiscal Year 2017.

Assessors: Chairman \$2,907.00 annually Clerk \$2,907.00 annually Member \$2,907.00 annually

Moderator: \$200.00 annually

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

Town Clerk: \$41,223.00 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  
 SELECTMEN RECOMMENDATION: 3-0  
 FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 4. Move that the Town vote to **raise and appropriate the sum of \$6,679,793** appropriate from the **Ambulance Reserve the sum of \$22,941**, appropriate from the **Overlay Surplus Account the sum of \$39,752**, appropriate from **Fund 318-Comcast PEG Access Fund the sum of \$14,194**, appropriate from **Fund 610-WWTP Sewer Fund the sum of \$362,559**, appropriate from **Town Fund 419-Title V the sum of \$5,155** and appropriate from **Free Cash the sum of \$103,752**, **for the sum total of \$7,228,146** for town and general municipal purposes connected therewith for Fiscal Year 2017 as set forth in the handout entitled, Town of Sunderland FY 17 Town Meeting Budget in the column entitled "FY 17 Recommended Budget".

(This motion reflects the passed amendments)

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

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

**SECONDED**

**AMENDMENT:**

1. AMEND- POLICE CHIEF WAGES LINE ITEM TO READ \$72,000.

**SECONDED**

**PASSED**

**MAJORITY**

2. AMEND- INCREASE LIBRARY SUPPORT STAFF SALARY LINE ITEM BY \$2,649.

**SECONDED**

**MOTION TO MOVE THE QUESTION-PASSED UNANIMOUSLY**

**AMENDMENT PASSED BY A MAJORITY**

3. MOTION TO INCLUDE THE LIBRARY DIRECTOR SALARY IN THE TOWN-WIDE 2% COST OF LIVING SALARY ADJUSTMENT BY CHANGING THE LIBRARY DIRECTOR LINE TO \$47,098 THIS IS AN INCREASE OF \$923.

**SECONDED**

**MOTION TO MOVE THE QUESTION-PASSED UNANIMOUSLY**

**AMENDMENT PASSED UNANIMOUSLY**

**MAIN MOTION WITH AMENDMENTS**

**PASSED UNANIMOUSLY**

<b>TOWN OF SUNDERLAND FY17 TOWN MEETING BUDGET</b>	<b>FY14 Budget FINAL</b>	<b>FY15 Budget FINAL</b>	<b>FY16 Budget FINAL</b>	<b>FY17 Budget FINAL</b>	<b>Change from FY 16 FINAL</b>	
GENERAL GOVERNMENT						
Personnel Services	150,927	154,695	161,220	169,649		
Elected Officials	58,662	59,712	60,690	61,669		
Expenses	151,141	166,635	172,701	179,762		
<b>TOTAL GENERAL GOVERNMENT</b>	<b>360,730</b>	<b>381,042</b>	<b>394,611</b>	<b>411,080</b>	<b>16,469</b>	<b>4.2%</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>139,932</b>	<b>0</b>	<b>0.0%</b>
POLICE DEPARTMENT						
Personnel Services	317,854	331,478	352,477	382,728		
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>420,228</b>	<b>30,251</b>	<b>7.8%</b>
FIRE DEPARTMENT						
Personnel Services	85,791	47,679	48,158	50,417		
Expenses	41,500	33,000	33,000	33,000		
Regional EMS	155,367	235,948	235,972	191,347		
<b>TOTAL FIRE DEPARTMENT</b>	<b>282,658</b>	<b>316,627</b>	<b>317,130</b>	<b>274,764</b>	<b>-42,366</b>	<b>-13.4%</b>
INSPECTORS & OTHER PROTECTION						
Personnel Services	26,319	23,221	23,418	23,815		
Expenses	23,800	22,434	25,020	25,903		
<b>TOTAL INSPECTORS &amp; OTHER PROTECTION</b>	<b>50,119</b>	<b>45,655</b>	<b>48,438</b>	<b>49,718</b>	<b>1,280</b>	<b>2.6%</b>
HIGHWAY DEPARTMENT						
Personnel Services	138,803	140,304	149,252	152,404		
Expenses	109,252	109,752	110,252	111,252		
<b>TOTAL HIGHWAY</b>	<b>248,055</b>	<b>250,056</b>	<b>259,504</b>	<b>263,656</b>	<b>4,152</b>	<b>1.6%</b>
HEALTH & SANITATION						
Personnel Services	12,561	12,687	12,743	12,998		
Expenses	10,922	11,164	11,535	11,208		
<b>TOTAL HEALTH &amp; SANITATION</b>	<b>23,483</b>	<b>23,851</b>	<b>24,278</b>	<b>24,206</b>	<b>-72</b>	<b>-0.3%</b>
LIBRARY						
Personnel Services	93,732	95,169	98,121	102,732		
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>127,617</b>	<b>4,611</b>	<b>3.7%</b>
<b>TOTAL ELEMENTARY</b>	<b>2,085,732</b>	<b>2,104,000</b>	<b>2,156,600</b>	<b>2,376,190</b>	<b>219,590</b>	<b>10.2%</b>
<b>TOTAL FRANKLIN CTY TECH ASSESSMENT</b>	<b>198,446</b>	<b>136,045</b>	<b>158,406</b>	<b>97,748</b>	<b>-60,65</b>	<b>-38.3</b>

					8	%
<b>TOTAL FRONTIER ASSESSMENT</b>	<b>1,666,469</b>	<b>1,811,006</b>	<b>1,723,452</b>	<b>1,706,380</b>	<b>-17,072</b>	<b>-1.0%</b>
<b>OUT OF DISTRICT TUITION</b>			<b>0</b>	<b>28,266</b>		
BENEFITS & INSURANCE						
Personnel Services	0	0	0	0		
Expenses	533,107	533,091	582,149	597,502		
<b>TOTAL BENEFITS &amp; INSURANCE</b>	<b>533,107</b>	<b>533,091</b>	<b>582,149</b>	<b>597,502</b>	<b>15,353</b>	<b>2.6%</b>
MISCELLANEOUS & RESERVE FUND						
Personnel Services	8,369	8,453	8,537	8,708		
Expenses	88,662	103,135	105,163	107,160		
<b>TOTAL MISC. &amp; RESERVE FUND</b>	<b>97,031</b>	<b>111,588</b>	<b>113,700</b>	<b>115,868</b>	<b>2,168</b>	<b>1.9%</b>
<b>TOTAL OPERATING BUDGET</b>	<b>6,140,878</b>	<b>6,329,487</b>	<b>6,431,183</b>	<b>6,604,889</b>	<b>173,706</b>	<b>2.7%</b>
WWTP						
Personnel Services	0	0	0	0		
Expenses	328,824	311,448	316,790	332,580		
Sewer Debt Service	30,412	30,538	30,063	29,979		
<b>TOTAL WWTP BUDGET</b>	<b>359,236</b>	<b>341,986</b>	<b>346,853</b>	<b>362,559</b>	<b>15,706</b>	<b>4.5%</b>
DEBT & INTEREST						
Personnel Services	0	0	0	0		
Expenses	683,831	322,645	300,450	232,432		
<b>TOTAL DEBT &amp; INTEREST</b>	<b>683,831</b>	<b>322,645</b>	<b>326,224</b>	<b>232,432</b>	<b>-93,792</b>	<b>-28.8%</b>
<b>GRAND TOTAL</b>	<b>7,183,945</b>	<b>6,994,118</b>	<b>7,104,260</b>	<b>7,228,146</b>	<b>123,886</b>	<b>1.7%</b>

ARTICLE 5. Move that the Town vote to transfer from **Free Cash** the sum of **\$103,752** to the Stabilization Fund.

**2/3 Vote -G.L. c. 40, §5B**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 6. Move that the Town vote to appropriate from **Capital Stabilization** the sum **\$161,003**, appropriate from the **Stabilization Account** the sum of **\$78,686** and appropriate the sum of **\$65,000** from the **Sewer Reserve** for the sum total of **\$304,689** for the Fiscal Year 2017 Capital Budget, specifically for the capital equipment, buildings, facilities and other capital projects as shown on a document entitled, "FY17 CAPITAL BUDGET BY FUNDING SOURCE" on file with the Town Clerk.

**Majority Vote - G.L. c. 40, §5 (unless borrowing is contemplated as a funding source, in which case a 2/3 vote will be required and reference should be made to G.L. c. 44, §7, or G.L. c. 44B, §11, and/or transfer**

from stabilization is contemplated, then 2/3 vote-G.L. 40, §5B, and/or land is acquired for general municipal purpose and funds are appropriated, then 2/3 vote will be required under G.L. c. 40, §14)

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

CAPITAL PLANNING COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

### **FY 17 CAPITAL BUDGET BY FUNDING SOURCE**

#### **CAPITAL STABILIZATION**

<u>BALANCE</u>			
FY 16 Begin	\$74,600		
		Raised	<u>\$105,053</u>
		\$179,663	
<u>PROJECT</u>	<u>PROJECT BUDGET</u>		
Highway Radio Replacement	6,114		
Highway Truck Purchase Loan/Lease	30,295		
Holder Tractor Lease Yr. 2	27,111		
Swampfield Drive Paving	31,911		
Plow Replacement	10,500		
Library HVAC	3,500		
GML Rehab (Yr. 1)	18,000		
Police Radio Replacement	6,434		
Town Office Bldg. Phone System & Ethernet Improvements	27,138		
<b>Total:</b>	<u>\$161,003</u>	ENDING BAL.	<b>\$18,660</b>

### **FY 17 CAPITAL BUDGET BY FUNDING SOURCE**

#### **STABILIZATION**

		BALANCE	
		FY 16 BEGIN	\$368,151
		Transfer Art. 5	<u>\$103,752</u>
			\$471,903
<u>PROJECT</u>	<u>PROJECT BUDGET</u>		
North Main Street Reconstruction Eng.	\$78,686		
		END BAL.	<b>\$393,217</b>

### **FY 17 CAPITAL BUDGET BY FUNDING SOURCE**

#### **SEWER RESERVE**

		<u>FY 16 BEGIN BALANCE</u>	
		\$467,621	
<u>PROJECT</u>	<u>PROJECT BUDGET</u>	ENDING BAL.	



WWTP Inflow & Infiltration Analysis	\$65,000	<b>\$402,621</b>
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ARTICLE 7. Move that the Town vote to transfer from **Free Cash** the sum of **\$28,266.00** to cover the cost of tuition and transportation for a Sunderland student enrolled in a Criminal Justice program at Smith Vocational and Agricultural School in the current Fiscal Year 2016.

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

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 8. Move that the Town vote to appropriate the sum of **\$50,000** from the **CPA Undesignated Budgeted Reserve** as a grant to the Sunderland Volunteer Firemen Association (SFVA) for the preservation, restoration and rehabilitation of an historic 1925 Reo Fire Truck, and to authorize the Board of Selectmen, in consultation with the Community Preservation Committee, to enter into a grant agreement with the SFVA setting forth the terms and conditions of such grant.

SUBMITTED BY: Community Preservation Committee

CPC RECOMMENDATION: 5-0

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**MAJORITY**

ARTICLE 9. Move that the Town vote to appropriate **\$36,631** from the **CPA Undesignated Budgeted Reserve** to fund Phase 1 (boat launch rehabilitation, river path creation and land acquisition) of a Riverfront Recreation Area: said funds to be expended under the direction of the Community Pathways Committee.

SUBMITTED BY: Community Preservation Committee

CPC RECOMMENDATION: 7-0

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**MAJORITY**

ARTICLE 10. Move that the Town vote to appropriate **\$52,000** from the **CPA Historic Preservation Reserve** to fund preservation and restoration of the historic Riverside Cemetery, including all incidental and related costs, said funds to be expended under the direction of the Riverside Cemetery Trustees.

SUBMITTED BY: Community Preservation Committee

CPC RECOMMENDATION: 7-0

SELECTMEN RECOMMENDATION: 2-0-1 abstaining

FINANCE COMMITTEE RECOMMENDATION: 3-1

**SECONDED**

**PASSED**

**MAJORITY**

ARTICLE 11. Move that the Town vote to appropriate or reserve from the fiscal year 2017 Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2017.

**Appropriations:**

From FY 2017 estimated revenues for Committee Administrative Expenses	<b>\$ 6,000</b>
From FY2017 estimated revenues for Community Preservation Debt Service	<b>\$ 25,649.16</b>

**Reserves:**

FY 2017 estimated revenues for Historic Resources Reserve	<b>\$ 20,000</b>
FY 2017 estimated revenues for Community Housing Reserve	<b>\$ 0</b>
FY 2017 estimated revenues for Open Space Reserve	<b>\$20,000</b>
FY 2017 estimated revenues for CPA Undesignated Budgeted Reserve	<b>\$101,034.19</b>

SUBMITTED BY: Community Preservation Committee

COMMUNITY PRESERVATION COMMITTEE RECOMMENDATION: 7-0

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 12. Move that the Town vote to transfer from **Free Cash** the sum of **\$5,000** to the Anniversary Celebration Fund for the Town of Sunderland's 2018 Tri-centennial celebration.

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

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 13. Move that the Town **vote to accept** the provisions of G.L. Chapter 59, §5N, to establish a work-off abatement program for veterans or a spouse of a veteran in the case where the veteran is deceased or has a service-connected disability, to volunteer to provide services in exchange for which the Town shall reduce the real property tax obligations of that veteran and that reduction shall be in addition to any exemption or abatement to which that person is otherwise entitled; provided, however, that no person shall receive a rate of, or be credited with, more than the current minimum wage of the commonwealth per hour for services provided pursuant to that reduction; and provided further, that the reduction of the real property tax bill shall not exceed \$1,000 in a given tax year.

**Majority vote - G.L. c. 59, §5N**

SUBMITTED BY: Assessors

SELECTMEN RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 14. Move that the Town **vote to accept** G.L. Chapter 44, §53F ¾, to establish a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues

for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2017, which begins July 1, 2016.

**Majority vote – G.L. c 44, §53F3/4**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 15. Move that the Town **vote to authorize** the Board of Selectmen to acquire, by gift, purchase, and/or eminent domain, for recreational and/or general municipal purposes, the fee simple to or a lesser interest in a parcel of land located on School Street, which parcel is shown as "Parcel A" on a plan entitled "Approval Not Required" Plan of Land In Sunderland, Massachusetts, Prepared for the Town of Sunderland, dated March 15, 2016, prepared by Harold L. Eaton and Associates, Inc., a copy of which plan is on file with the Town Clerk; and, as funding for such acquisition and costs related thereto, to raise and appropriate, transfer from available funds, and/or borrow, or any combination thereof, a sum of money; and, further, to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article.

**2/3rds vote-G.L. c.40§15A, 3 if funds are to be appropriated, majority vote otherwise.**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 16. Move that the Town **vote to authorize the Board of Selectmen** to acquire, by gift, purchase, and/or eminent domain, for recreational and/or general municipal purposes, the parcel of land shown as "Parcel B" on a plan of land entitled "Approval Not Required" Plan of Land In Sunderland, Massachusetts, Prepared for the Town of Sunderland, dated March 15, 2016, prepared by Harold L. Eaton and Associates, Inc., a copy of which plan is on file with Town Clerk and, as funding for such acquisition and costs related thereto, to raise and appropriate, transfer from available funds, and/or borrow, or any combination thereof, a sum of money.

**2/3rds vote-G.L. c.40§15A, 3 if funds are to be appropriated, majority vote otherwise.**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 17. Move that the Town **vote to discontinue a portion of School Street**, a public way, which portion is approximately shown as "Parcel B & Parcel D" on a sketch plan entitled "Approval Not Required" Plan of Land In Sunderland, Massachusetts, Prepared for The Town of Sunderland, dated March 15, 2016, prepared by Harold

L. Eaton and Associates Inc., a copy of which plan is on file with the Town Clerk, and transfer the care, custody and control of said discontinued portion from the Board of Selectmen for public way purposes to the Board of Selectmen for purposes of conveyance, and further to authorize the Board of Selectmen to convey said discontinued portion on such terms and conditions, and for such consideration, as the Board of Selectmen deems appropriate, which consideration may include the acquisition of land in lieu of consideration, and also to authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain and in consideration of the disposal of the discontinued portion, the parcel of land approximately shown as Parcel Cö on said sketch plan, on file with the Town Clerk, for recreational and general municipal purposes.

**2/3rds vote-G.L. c.40§§15A, 3 if funds are to be appropriated, majority vote otherwise.**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 18. Move that the Town **vote to clarify the funding sources** for the \$130,645 FY 2016 Capital Budget appropriation made under Article 9 of the April 24, 2015 Annual Town Meeting by providing that the **sum of \$111,831** shall come from the Capital Stabilization Fund and the **sum of \$18,814** from the Sewer Reserve.

**2/3rds Vote -G.L. c. 40, §5B**

SUBMITTED BY: Board of Selectmen and Accountant

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 19. Move that the Town **vote to amend the action taken** under Article 29 of the April 24, 1998 Annual Town Meeting by inserting the words in bold italics in to the original motion so the amended motion which provides as follows:

Move that the Town vote to authorize the creation of a Building Fund for the Graves Memorial Library in the form of an expendable trust interest bearing account. The fund will accept gifts and donations which can be spent by vote of the Library Trustees, without further appropriation for planning, designing, renovating or constructing and equipping a new library, ***and to provide funds to equip that new library in the future.***

SUBMITTED BY: Library Trustees

SELECTMEN RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 20. Move that the Town vote to authorize the Board of Selectmen to act in the best interests of the Town to negotiate in order to make changes to the South County Emergency Management Services (SCEMS) Inter-Municipal Agreement (IMA).

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

## **WITHDRAWN**

### **Articles 21 through 27, inclusive, are so called Consent Articles**

SELECTMEN RECOMMENDATION to Consent Articles: 3-0

FINANCE COMMITTEE RECOMMENDATION to Consent Articles: 4-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 21. Move that the Town vote to authorize the Treasurer/Collector to enter into compensating balance agreements during Fiscal Year 2017, as permitted by G.L. Chapter 44, Section 53F.

**Majority Vote-G.L. c.44, §53F**

SUBMITTED BY: Treasurer/Collector

SELECTMEN RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 22. Move that the Town authorize the Board of Selectmen to apply for, accept and expend any grants or donations from State or Federal governments or private agencies, individuals or institutions.

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

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 23. 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

SELECTMEN RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 24. 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

SELECTMEN RECOMMENDATION: 3-0

**SECONDED**

**PASSED**

**UNANIMOUSLY**

ARTICLE 25. 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 pursuant to the provisions of G.L. Chapter 30B, Section 12 (b).

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

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

**SECONDED****PASSED****UNANIMOUSLY**

ARTICLE 26. 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, 2016 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  
 SELECTMEN RECOMMENDATION: 3-0

**SECONDED****PASSED****UNANIMOUSLY**

ARTICLE 27. 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.

*Highway Shared Equipment*

Receipts from other municipalities for shared equipment shall be credited to the fund and shall be used for the purchase and maintenance of highway equipment. Expenditures from this fund shall not exceed \$23,000.

**Majority Vote-G.L. c. 44, §53E ½**

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

**SECONDED**

**PASSED**

**UNANIMOUSLY**

**Town Clerk read the election warrant.**

**Motion to dissolve, seconded and passed unanimously at 9:55pm.**

Respectfully Submitted,  
Wendy Houle, MMC/CMMC  
Sunderland Town Clerk

**2016 SPECIAL TOWN MEETING WARRANT  
COMMONWEALTH OF MASSACHUSETTS  
SEPTEMBER 20, 2016  
SUNDERLAND ELEMENTARY SCHOOL  
MOTIONS**

FRANKLIN, SS:

\*\*\*\*\*

Meeting called to order by Moderator, Robert T. Duby at 7:00pm

Return of Constables Return by Town Clerk, Wendy Houle

Tellers sworn in by Town Clerk: Vincent Grandonico, Elizabeth Sillin, Laura Williams, and Michael Wissemann.

Motion to dispense of reading of the motions, seconded, and passed unanimously.

ARTICLE 1: VOTED that the Town vote to transfer the care, custody and control of all or a portion of the parcel of land located at 120 North Main Street and described in a deed recorded with the Franklin County Registry of Deeds in Book 6604, Page 176, from the Board of Selectmen for open space, recreation, and/or community housing purposes to the Board of Selectmen for community housing purposes and for the purpose of conveyance, and further to authorize the Board of Selectmen to convey said parcel for community housing purposes on such terms and conditions, and for such consideration, which may be nominal, as the Board of Selectmen deems appropriate, and to accept an affordable housing restriction thereon.

**\*REQUIRES 2/3rds VOTE - G.L. c.40, §15A**

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

**SECONDED**

**MODERATOR DECLARED PASSED BY 2/3 VOTE**

ARTICLE 2: VOTED that the Town vote to transfer the sum of \$18,000 from the Stabilization Account to pay out-of-district tuition and transportation for a Sunderland Student attending Smith Vocational

Technical High School.

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

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED PASSED DECLARED UNANIMOUS, BY MODERATOR**

**ARTICLE 3: VOTED** that the Town vote to transfer the sum of \$32,419.00 from the Stabilization Account to provide for FY 17 employee health insurance costs.

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

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED PASSED DECLARED UNANIMOUS, BY MODERATOR**

**ARTICLE 4: VOTED** that the Town vote to transfer the sum of \$1,423.30 from the Stabilization Account to pay a FY 14 Sewer Charge on the Sunderland Public Safety Complex.

**Majority Vote - G.L. c. 40, §5 (Unless transfer from stabilization is contemplated, then 2/3 vote-G.L. 40, § 5B) (NOTE: While this is an obligation of a prior fiscal year, where this is an assessment by the Town for Town purposes, it is not a “bill” requiring approval by a 9/10 vote under the provisions of G.L. c.44, §64)**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED PASSED DECLARED UNANIMOUS, BY MODERATOR**

**ARTICLE 5: VOTED** that the Town vote to transfer the sum of \$396.81 from the Ambulance Reserve Fund to Blue Cross Blue Shield of Massachusetts (BC/BS) related to a 2014 BC/BS overpayment to the Town for ambulance services. **Majority Vote - G.L. c. 40, §5 (Unless transfer from stabilization is contemplated, then 2/3 vote-G.L. 40, § 5B) (NOTE: Where this matter involves a current request for payment in connection with a 2014 BC/BS overpayment to the Town, it is not a “bill” of a prior fiscal year requiring approval by a 9/10 vote under the provisions of G.L. c.44, §64)**

SUBMITTED BY: Board of Selectmen

SELECTMEN RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

**SECONDED PASSED DECLARED UNANIMOUS, BY MODERATOR**

**Motion to dissolve at 7:38pm, seconded passed unanimously.**

**Respectfully submitted,**



**Wendy Houle, MMC/CMMC**  
**Sunderland Town Clerk**

## **TREASURER/COLLECTOR**

### **TOWN TREASURER'S REPORT BANK ACCOUNTS - FY2016**

<u><b>BANK</b></u>	<b>BALANCE 7/1/2015</b>	<b>BALANCE 6/30/2016</b>
<u><b>PEOPLE'S UNITED BANK - GENERAL</b></u>		
VENDOR CHECKING	\$746,774.27	\$674,763.83
SCHOOL CHECKING	\$34,532.01	\$18,841.53
PAYROLL CHECKING	\$135,037.07	\$47,743.28
FLEX SPENDING	\$711.64	\$712.00
STUDENT ACTIVITY	\$16,794.77	\$12,064.41
<u><b>EASTHAMPTON SAVINGS BANK</b></u>		
STABILIZATION	\$292,115.05	\$472,300.91
LIBRARY BUILDING		
TRUST	\$28,789.28	\$19,422.63
LIBRARY ENDOWMENT	\$37,698.68	\$37,306.07
COMMUNITY PRESERVATION	\$457,562.49	\$626,946.37
ARTS LOTTERY - CHECKING	\$3,245.05	\$3,442.64
RECREATION REVOLVING FUND	\$2,925.98	\$2,734.48
<u><b>GREENFIELD CO-OPERATIVE BANK</b></u>		
GENERAL FUND	\$299,031.23	\$302,067.23
GENERAL FUND	\$333,427.89	\$334,430.96
<u><b>MMDT</b></u>		
GENERAL FUND	\$64,725.09	\$70,598.60
CONSERVATION	\$53,991.09	\$71,628.99
CAPITAL STABILIZATION	\$83,738.21	\$74,744.85
CEMETERY	\$124,012.74	\$130,305.05
SUGARBUSH	\$4,575.99	\$4,595.12
MAIN STREET TREE	\$19,365.89	\$21,654.72
VETERANS MEMORIAL	\$15,142.82	\$14,106.34
LIBRARY	\$41,219.60	\$41,393.45
<u><b>BANK NORTH</b></u>		
MONEY		
MARKET	\$116,956.25	\$0.00
<u><b>PEOPLES BANK</b></u>		
CD	\$0.00	\$117,073.50
<u><b>UNIBANK</b></u>		

GENERAL FUNDS	\$225,556.85	\$225,895.89
ONLINE TAX COLLECTIONS	\$1,123,869.35	\$1,237,051.70
ONLINE TOWN CLERK	\$1,347.60	\$1,484.99
ONLINE SCHOOL	\$0.00	\$1,660.57
<b><u>LPL FINANCIAL - GENERAL FUND</u></b>	<b>\$71,540.87</b>	<b>\$71,548.23</b>
<b>DEPOSITS IN TRANSIT</b>	<b>\$321.74</b>	<b>\$0.00</b>
<b>CHECKS OUTSTANDING</b>	<b>(\$90,468.08)</b>	<b>(\$18,576.56)</b>
<b>ADJUSTMENTS/TRANFERS</b>	<b><u>\$0.00</u></b>	<b><u>\$92,449.90</u></b>
<b>TOTAL FUNDS</b>	<b>\$4,244,541.42</b>	<b>\$4,710,391.68</b>

#### MATURING DEBT AND INTEREST - FY 2016

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TYPE OF PROJECT	BEGINNING BAL. 07/01/15	PRINCIPAL PAID	INTEREST PAID	PRINCIPAL REMAINING
Library Construction	\$390,000.00	(\$65,000.00)	\$17,257.50	\$325,000.00
Public Safety Complex	\$570,000.00	(\$95,000.00)	\$25,222.50	\$475,000.00
Sewer	\$175,321.00	(\$29,223.00)	\$839.20	\$146,098.00
WPAT Title V	\$25,315.00	(\$5,063.00)	\$0.00	\$20,252.00
School Building	\$45,811.50	(\$45,811.50)	\$235.57	\$0.00
Energy Savings	\$200,200.00	(\$28,600.00)	\$998.22	\$171,600.00
Affordable Housing	\$245,000.00	(\$24,500.00)	\$1,274.00	\$220,500.00
TOTALS	\$1,651,647.50	(\$293,197.50)	\$45,826.99	\$1,358,450.00

## **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 been completed. We have purchased a shared bucket truck with the towns of Deerfield and Whately which we have used to better maintain pruning along the roadsides. The removal of diseased and dying trees will be the main priority in the upcoming season.

Respectfully,

George Emery  
Tree Warden

## **VETERANS MEMORIAL OVERSIGHT COMMITTEE**

This year's Veterans Day observation ceremony took place on Thursday, November 10, 2016. For those who may not know, our ceremony was started eight years ago by the then principal of the Sunderland Elementary School, Mr. Timothy Merritt. Mr. Merritt envisioned a program that would help Sunderland Elementary School children understand the true meaning and purpose of Veterans Day. The purpose and program format remains unchanged from that used for the first ceremony in 2009. However, the number of military participants continues to grow each year. This year we had a total of 31 military guests, including active duty and reserve personnel, as well as Army and Air Force ROTC cadets from the University of Massachusetts at Amherst. We also had a special guest this year in the person of Mr. Bennett Walsh, Superintendent of the Soldier's Home in Holyoke. Mr. Walsh attended as a representative of the Massachusetts Department of Veterans Affairs. In addition, our ceremony this year was honored with special greetings and a Veterans Day Proclamation sent by Massachusetts Governor Charlie Baker.

As already mentioned, this year's ceremony followed a similar format to previous years, including a military guest speaker, patriotic poems and songs by the school children, a flag lowering to half-staff by Westover Air Reserve Base Honor Guard personnel, and a flag folding demonstration by UMASS Army ROTC Color Guard Cadets. Our guest speaker was United States Navy Lieutenant Commander Robert Liberato, who is the Commanding Officer of the Springfield Military Entrance Processing Station at Westover Air Reserve Base in Chicopee. Following an excellent speech by Lieutenant Commander Liberato, two Frontier High School students, Ella Deane and Koski Haelon played the song "Taps" as the United States Flag was lowered to half-staff by two members of the Westover Air Reserve Base Honor Guard, SSgt Ashley Williamson and Senior Airman Drew Balderson. As the ceremony progressed, Sunderland Elementary School students got to see a bit of military drill and ceremony as military members stood in formation and responded to commands of "attention, present-arms, order-arms, parade-rest, and at-ease" that were given during the flag lowering and flag folding portions of the ceremony.

As in previous years, when the formal ceremony at the Veterans Memorial ended, military personnel and cadets spent some time visiting with elementary school students in their classrooms and at lunch in the school cafeteria before returning to their duties at Westover Air Reserve Base and the University of Massachusetts at Amherst.

Participants in the 2016 ceremony are listed below.

**From the Sunderland Elementary School:**

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

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

Ms. Janet Conley, Sunderland Veterans Memorial Committee, event coordinator

Mr. Dan Van Dalsen, Sunderland Veterans Memorial Committee, event coordinator

**From the United States Army:**

Lieutenant Colonel Stephen Magner, Commander of the Minuteman Battalion, Army ROTC, UMASS Amherst

Captain Eric Giles, 302 Maneuver Enhancement Brigade, Westover Air Reserve Base (ARB), Chicopee, MA

Captain Denise Macias, Springfield Military Entrance Processing Station (MEPS), Chicopee, MA

First Sergeant Frederick Rowell, Springfield MEPS, Westover ARB, Chicopee, MA

Master Sergeant Donald Frechette, 302 Maneuver Enhancement Brigade, Westover ARB, Chicopee, MA

Sergeant First Class Timothy Simmons, Minuteman Battalion, Army ROTC, UMASS Amherst

Staff Sergeant Christopher Sweet, 302 Maneuver Enhancement Brigade, Westover ARB, Chicopee, MA

Specialist Zachary Rec, 302 Maneuver Enhancement Brigade, Westover ARB, Chicopee, MA

**From the United States Navy:**

Lieutenant Commander Robert Liberato, Commander, Springfield MEPS, Westover ARB, Chicopee, MA

Chief Petty Officer Judenphillips Ramos, Springfield MEPS, Westover ARB, Chicopee, MA

**From the United States Marine Corps:**

Lieutenant Thomas Evers, Marine Air Support Squadron 6, Westover ARB, Chicopee, MA

Gunnery Sergeant Tommy Daniel, Marine Wing Support Squadron 472, Westover ARB, Chicopee, MA

Gunnery Sergeant Candido DeLeon, Marine Wing Support Squadron 472, Westover ARB, Chicopee, MA

Staff Sergeant Ryan Pazcoguin, Marine Air Support Squadron 6, Westover ARB, Chicopee, MA

Staff Sergeant Luis Rolon, Marine Wing Support Squadron 472, Westover ARB, Chicopee, MA

Sergeant Jamarcus Winbush, Marine Air Support Squadron 6, Westover ARB, Chicopee, MA

Corporal Tyler Ciesla, Marine Air Support Squadron 6, Westover ARB, Chicopee, MA

**From the United States Air Force:**

Lt Col Mark Guerber, UMASS Amherst Detachment 360

TSgt Simeon White, UMASS Amherst Detachment 360

Staff Sergeant Denise Cleveland, Springfield MEPS, Westover ARB, Chicopee, MA

SSgt Nicholas Williams, UMASS Amherst Detachment 360

SSgt Ashley Williamson, 439 AW Honor Guard, Westover ARB, Chicopee, MA

Senior Airman Drew Balderscon, 439 AW Honor Guard, Westover ARB, Chicopee, MA

**Cadet Color Guard representing the US Army Minuteman Battalion ROTC at UMASS Amherst:**

Cadet Lieutenant Greg Connery

Cadet 2nd Lieutenant Rebecca Segal

Cadet Sergeant First Class Sean Cairney

Cadet Sergeant Madailein Blaney

Cadet Corporal Catherine Acosta

Cadet Corporal Abigail Bentz  
 Cadet Corporal John McColly  
 Cadet Private Nicola Patel

In closing this year's report, the members of the Veterans Memorial Oversight Committee would like to thank our Selectmen, our elementary school students and their teachers, the Frontier High School Band, the military men and women from Westover Air Reserve Base in Chicopee, the Army and Air Force ROTC officers, noncommissioned officers, and cadets of the University of Massachusetts at Amherst, and everyone else who helped us succeed during 2016. We look forward to your support and assistance in 2017!

Respectfully Submitted,  
 Danny E. Van Dalsen  
 Chairman, Veterans Memorial Oversight Committee

## **ZONING BOARD OF APPEALS**

In keeping with the pace of the last few years, 2016 was another rather slow year for the Sunderland Zoning Board of Appeals. Only four applications were received during the calendar year and the ZBA issued decisions in three of those cases while the fourth case was carried forward to 2017.

The first case for the Zoning Board was re-application from Construction Service/CS-MA, LLC to build and operate a Ready-Mix Concrete Plant at the Delta Sand & Gravel Company gravel pit off of Route-116. A Special Permit for this use was first granted in 2013, but was allowed to lapse due to the applicant's failure to commence construction and operation within two years. The ZBA, for a second time, granted the Special Permit with 18 stipulations.

In its second case of 2016, the Zoning Board of Appeals granted a Special Permit to erect a directional and informational sign on Route-116 for a Montague Road greenhouse business. The last case before the Board was from an entrepreneur who wishes to sell prepared dinners and coffee for take-out from the front office of the former Ben's Service Station on Bridge Street. In its final official act of 2016, the Zoning Board granted a Special Permit with four stipulations.

There was also Zoning Board activity on the Sugarbush Meadows Comprehensive Permit in 2016. As 2015 closed, the ZBA and the Sugarbush Meadows developers were engaged in extensive negotiations to resolve outstanding issues in regards to their proposed 150-unit apartment complex to be located off of Plumtree Road. A settlement agreement was finally struck and signed by both parties on January 4<sup>th</sup>. The Massachusetts Housing Appeals Committee approved the settlement agreement on February 5, 2016, clearing the next step towards the potential construction of the project.

In 2016, there were several membership changes on the Sunderland Zoning Board of Appeals. Long-time Associate Member, Todd Nuerminger, and his fellow Associate, Jonathan Williams, both resigned from the Board. I wish to thank both of them for their service to the town as members on this Board. On a positive note, Rock Warner was appointed by the Board of Selectmen to fill one of the Associate Member openings. As a past long-time ZBA member and former chairman, Rock brings a wealth of zoning experience to our Board. As 2016 came to a close, the Zoning Board had one remaining Associate Member vacancy.

In closing, I would like acknowledge the efforts and contributions of my Zoning Board of Appeals team ó Barre Tozloski, Jim Bernotas, Jim Williams Jr., Stuart Beckley, Stephen Schneider, and now Rock Warner ó for their dedication and service to the ZBA and the Town of Sunderland 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, in-

vestment 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).