

TOWN OF SUNDERLAND



ANNUAL REPORT

2020

DEDICATION

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

OUR SUNDERLAND COMMUNITY!

2020 has been a very different year presenting new challenges and situations that impacted everyone in our community in many ways. We would like to recognize all those contributions. We acknowledge the school administration and committee for their work at reopening classrooms and maintaining a quality education. The Board of Health's efforts in dealing with all of the varied information and new or expanded responsibilities due to Covid as well as working with area businesses who were trying to provide safe services and remain open. The Town Clerk for running national elections, primaries and all of the associated functions that must be performed to have an election, including registrations, rounding up election workers and securing the voters safety. The Library for maintaining contact through their zoom gatherings and the continuance of book/tape, other media sharing and continuation of bringing programs to its patrons. The Police, Fire, South County Ambulance and Highway for the continuation of their critical functions without missing a beat. Committees and Boards that found creative ways to keep what some would consider ordinary functions (but we learned are critical) moving forward. In addition, the Town Office staff was amazing and resilient, taking whatever was thrown at them while maintaining a positive attitude and a "can do " attitude. Our business community, that found new and innovative ways to stay solvent and to maintain a small sense of normalcy to our lives with covid protocols in place. And finally, our residents who continued to stay involved with their community, sacrificing and supporting one another; having zoom play dates, drive by graduations and birthday parties and kind words and thoughts to friends who were not able to attend or hold remembrance services for lost loved ones. We cannot ignore the frontline community workers that may not get the press but really keep our society moving- sanitation workers, electricians, plumbers, builders, DPW staff, custodial staff, and grocery and convenience store staff. We know that our Sunderland Community has supported one another through crisis situations before, but we could not ignore recognizing Sunderland's community spirit when needed this year.

Thank you for your support, your courage and cooperation this year!

SPIRIT OF SUNDERLAND

This recognition goes to the

COMMUNITY PATHWAYS COMMITTEE

Several years ago, a group of residents had a vision and brainstormed ideas for enhancing and promoting Sunderland's natural beauty. The Committee's charge was formalized by the Selectboard in 2015. The committee expressed that they believe that "our town offers a unique balance of rural charm and small-town bustle. Our abundant agricultural and forested lands create a rural atmosphere; but key businesses and attractions in the town center generate a vibrant energy and sense of community. The committee believes that this balance presents a valuable opportunity for fostering community interaction, enhancing resident health, and stimulating our local economy." They wanted to create an all-inclusive accessible pathway around the river, safe pathways, roadways and sidewalks for pedestrian and bicycle use for the community and elementary school. The committee is comprised of town boards and committee members along with community representation. They have seen their vision materialize due to CPA, various grant funds and donations. Many enhancements are being enjoyed to date including a kick-off celebration opening the Sunderland Riverside Park in 2019. The new walkways around town have proven to be an exceptional addition especially during the COVID-19 period. Even though several goals have been completed, the committee has more to offer and is still committed to keep the momentum going! They have worked tirelessly on this mission with the ultimate goal of a more appreciated and accessible community environment for all to enjoy.

Thank you to the **COMMUNITY PATHWAYS COMMITTEE MEMBERS**, past and present, for your commitment to the betterment of our Town!

IN MEMORIAM

This page serves as a remembrance of individuals whom we have lost this year. They have served our community, whether as an employee, a board member, commission member, or committee member. Some positions may now be named a little differently vs. years ago, however, the responsibility and commitment to our community remains the same.

Robert Bartos

Bob served Animal Control Officer and Dog Officer for many years. He was also an Auxiliary Officer.

Stanley J. Mitchkoski, Jr.

Stanley served on the Veterans Memorial Oversight Committee and was also a member of the Ditch Committee.

Victor Zimbruski

Victor served as Constable and was an Election worker as well for many years.

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 - Tree Warden
 - Upper Pioneer Valley Veterans' Services District
 - Village Center Committee
 - Zoning Board of Appeals

GENERAL TOWN INFORMATION

- Sunderland Town Offices are located at 12 School Street, Sunderland, MA 01375
- TOWN WEB SITE: www.TownOfSunderland.us
- General Telephone Number: 413-665-1441
- Town Fax Number: 413-665-1446
- Town Building Hours-may differ due to COVID-19 restrictions; general hours are: Mondays 8AM-6PM * Tues-Wed. 8am-4pm * Thurs 8am-12pm * Closed Fridays (individual office hours may vary – check with department for availability)

TOWN FACTS:

Town Incorporated: November 12, 1718 * **Population for the Federal Census-2010:** 3,684

Elevation above Sea Level: 137.121 feet * the Town is 14.78 **Square Miles**

TOWN CONTACT INFORMATION

Town Administrator 413-512-5820
 Email: townadmin@TownOfSunderland.us
 Selectboard's Office 665-1071
 Email: selectmen@TownOfSunderland.us
 Accountant: 665-1443
 Assessors: Assessor Asst.- 665-1445
 Email: assessors@TownOfSunderland.us
 Board of Health – Admin Asst 665-1441
 x6
 Email: boardofhealth@TownOfSunderland.us
 Building Inspector: Tom Quinlan 665-1433
 Email: building@TownOfSunderland.us
 Electrical Inspector: Peter Murphy 413-768-9168
 Fax-Town Offices 665-1446
 Fire Department (non-emergency) 665-2465
 Email: fire@TownOfSunderland.us
 Fire & Ambulance (Emergency) 911
 Highway Dept-Sup. George Emery 665-1460
 Email: Highway@TownOfSunderland.us

Library-Director: Katherine Omstot 665-2642
 Email: Director@SunderlandPublicLibrary.org
 Plumbing/Gas Insp: Steve Baranoski 413-775-3968
 Police (non-emergency) 665-7036
 Email: police@townofsunderland.us
 Police (Emergency) 911
 Recreation: Jim Ewen Coord. 665-1441
 x8
 Email: recreation@townofsunderland.us
 Sewer Commissioners 665-1441 x1
 Email: selectmen@TownOfSunderland.us
 Treasurer/Collector Heather Davis 665-1444
 Email:
treascollector@TownOfSunderland.us
 Town Clerk – Wendy Houle 665-1442
 Email: townclerk@TownOfSunderland.us
 Wastewater Treatment Plant 665-1447
 Water District, Sunderland 665-7685
 Water Commissioner: Fred Laurenitis

IMPORTANT DATES and INFORMATION

- **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 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-law.
- AMENDMENTS TO ZONING BY-LAWS: Amendments to the zoning by-laws of the Town by vote at an annual or special town meeting as provided in MGL Chapter 40A, §6. (For more details, consult the Planning Board.)
- PERMITS: Applicants must secure permits from the appropriate department for Board of Health services; the Building Commissioner for all construction work, Plumbing and Gas Inspector for plumbing and gas services and the Electrical Inspector for wiring permits for all electrical work. Permit applications are available in the Town Office Building or online at www.townofsunderland.us. for Building and Electrical Inspector services.



LEGISLATIVE INFORMATION

[Ed J. Markey \(D\)](#)

Website: www.markey.senate.gov

Office locations:

975 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
Phone: 617-565-8519

1550 Main Street, 4th Floor
Springfield, MA 01103
Phone: 413-785-4610

222 Milliken Boulevard, Suite 312
Fall River, MA 02721
Phone: 508-677-0523

255 Dirksen Senate Office Building
Washington, DC 20510
Phone: 202-224-2742

[Elizabeth Warran, \(D\)](#) Website: www.warren.senate.gov

Office locations:

2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
Phone: 617-565-3170

309 Hart Senate Office Building
Washington, DC 20510
Phone: 202-224-4543

1550 Main Street
Suite 406
Springfield, MA 01103
Phone: 413-788-2690

2nd District Congressman: James P. McGovern (D)

Website: <https://mcgovern.house.gov/>

438 Cannon House Office Building, Washington, D.C. 20515 • Tel: (202) 225-6101
Worcester: (508) 831-7356; Northampton: (413) 341-8700; Leominster: (978) 466-3552

[GOVERNOR CHARLIE BAKER, \(R \)](#)

Western Mass Office: State Office Bldg, 436 Dwight St, Ste 300, Springfield, MA 01103 / Phone: 413-784-1200 / TTY: 617-727-3666

Boston Office:

Constituent Services Main Office: 617-725-4005 /

Toll free: 888-870-7770 / TTY: 617-878-3889

email: cis@sec.state.ma.us

Massachusetts State House, 24 Beacon S, Office of the Governor, Rm 280, Boston, MA -02133

[Senator Joanne Comerford](#)

District Office: Phone: (413) 367-4656

Boston Office: State House, Room 413-C, Mailing Address: Senator Jo Comerford, 24 Beacon Street, Boston, MA 02133 / Phone: (617) 722-1532

[Representative Natalie Blais](#)

District Office: Phone: 413-362-9453

Boston Office: 24 Beacon Street, Rm 134, Boston, MA 02133 / Phone: 617-722-2400

TOWN OF SUNDERLAND - A BRIEF HISTORY

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

Sunderland was incorporated as a town in 1718. Before being incorporated, Sunderland was known as Swampfield, so named by its first settlers because of the swampland within the town. Settlement of the town originated on what is now North and South Main Streets, with forty designed house lots. Settlers were also assigned an equal percentage of swampland, pasture land, and wood lots. North and South main Streets are scenic, broad avenues that appeal to our sensory of what a small New England town should be. In the late 1820's, maple trees were planted on each side of the street, which has added to Sunderland's beauty, especially as leaves change color, or after a snowfall. The houses are a pleasing mix of sizes and styles; in fact, Sunderland's main street has examples of most of the architectural styles of the 18th, 19th and 20th centuries. Mount Toby range is another source of beauty and historic background. A watchtower is at the peak along with a commanding view of the river valley. The north part of Mt. Toby is the home of the "Sunderland Cave." It is not technically a cave, but huge slabs of tipped conglomerate rock. Caves are rare in this part of New England, which has made this one more widely known. Sunderland's first Irish immigrants located their homes on Mt. Toby in the mid-nineteenth century, which were known as "paddy farms." Trails are still evident, along with old stone walls marking boundary lines. Sunderland, still then known as Swampfield, was set off from neighboring Hadley in 1673, with the Connecticut River as the western boundary with Deerfield. Settlement was abandoned during King Philip's War (1675) and re-established as the town of Swampfield in 1714, extending north to Hunting Hills (Montague), and east to Long Plain (Leverett). Montague was set off from Sunderland in 1754 and Leverett in 1774.

Farming developed as the primary industry, particularly crop production in the excellent soils of the river valley. Agriculture prospered, helping to add villages in North Sunderland and Plumtrees (the eastern side of Sunderland) in the early 19th century. Introduction of commercial tobacco expanded settlement to the Meadows (southern side of Sunderland) in the early 19th century. Although farming was the main occupation, there were supporting industries throughout Sunderland's history, such as tobacco shops and farm machinery supplies, as well as sawmills, stores, gravel operations, and blacksmiths. Today there is a large gravel operation, a rest home, garages and convenience stores, insurance and real estate operations, as well as vegetable farming. With the Connecticut River as one of Sunderland's boundaries, ferries were used at the river for crossing until 1812, when the first bridge was constructed. Sunderland has had a total of 10 bridges. The main causes of our fallen bridges were high water, ice, and piers not high enough to clear rising water levels, especially in the spring. The tenth bridge is 47 feet above normal water level and has stood since 1938.

Sunderland was also home to "The Amherst to Sunderland Street Railway." Although the trolley car only lasted from 1890-1926, it marked progress for Sunderland. In that period, high school students from Sunderland could ride the trolley to school in Amherst. Natural disasters are not unknown to Sunderland. Residents have endured floods (1927 and 1936) and a hurricane (1938). Damage had been great in some parts of town, but over time one would never know of the mishaps.

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

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

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

APPOINTED and ELECTED OFFICIALS

EMPLOYEES - APPOINTMENTS	FIRST	LAST	Term
Accountant/Contracted	FRCOG	Brian Morton	
Administrative Assistant	Cynthia	Bennett	2021
Animal Control Officer/Animal Inspector	Daniel	Potyrala	2021
Assessors Office- Admin. Asst.	Teresa	Foster**	2021
Board of Health Agent/Contracted	Stephen	Ball	2021
Housing Health Agent/Contracted	Regina	McNeely	2021
Board of Health/Clerk	Cynthia	Bennett	2021
Building Commissioner	Thomas	Quinlan Jr.	2021
Asst. Bldg. Inspector	Mark	Snow	2021
Asst. Bldg. Inspector	Ronald	Laurin	2021
Collector/Treasurer	Heather	Davis	2021
Asst. Collector/Treasurer	Geoffrey	Kravitz	2021
Town Administrator/Contracted	Geoffrey	Kravitz	
Fire Chief	Steven	Benjamin	2021
<u>FIRE DEPT.-OFFICERS- APPT. BY FIRE CHIEF</u>			
Captain	Mike	Zeoli	
Lieutenant	Cody	Jones	
Lieutenant	Jim	Bielunis	
Lieutenant	Scott	Smith	
Firefighter	Marc	D'Urso	
Firefighter	John	Sullivan	
Firefighter	Ricky	Fadus	
Firefighter	Keith	McFarland	
Firefighter	Laurie	Smith	
Firefighter	Ben	Snyder	
Firefighter	Mason	Jenkins	
Firefighter	Timothy	Gochinski	
Firefighter	Joshua	Manheim	
Firefighter	Matthew	Morin	
Firefighter	Milton	Rock	
Firefighter	Heidi	Olmstead	
Firefighter	David	LaBanc	
Firefighter	Joshua	Orrell	
Fire Prevention Officer (Inspections)	Cody	Jones	
Fire Prevention Officer (Inspections)	Heidi	Olmstead	
Fire Prevention Officer (Inspections)-Alt.	Marc	D'Urso	
Fire Prevention Officer (Inspections)-Alt.	Timothy	Gochinski	
Department Chaplin	Fr. Jonathan	Reardon	
Highway Department Supt.	George	Emery	2021
Highway Dept. Laborer	Hayden	Kanash	2021

Highway Dept. Laborer	Walter	Jennings	2021
Highway Dept. Temp. Laborer	Duane	Jenks	2021
Highway Dept. Temp. Laborer	Gabriel	Gochinski	2021
Highway Dept. Temp. Laborer	Fred	Laurenitis	2021
Highway Dept. Temp. Laborer	John	Skribiski	2021
Highway Dept. Temp. Laborer	Sydney	Ewell	2021
Highway Dept. Temp Laborer	William	O'Neill	2021
Highway Dept. Temp Laborer	Lawrence	Peters	2021
Plumbing & Gas Inspector	Steven	Baronoski	2021
Plumbing & Gas Inspector-Alt.	vacant		
Police Chief/Contracted	Erik	Demetropoulos*	2021
Police Department-Clerk	April	Griffin	2021
Police Dept.-FT Officer	Benjamin	Peters	2021
Police Dept.-FT Officer	Peter	Scoble	2021
Police Dept.-FT Officer	Brenda	Tozloski	2021
Police Dept.-FT Sgt.	Brendan	Lyons	2021
Police Dept.-PT Officer	Zachary	Smith	2021
Police Dept.-PT Officer	Gerald	Beltran	2021
Police Dept.-PT Officer	Daniel	McCarthy	2021
Police Dept.-PT Officer	Vincent	Fabi	2021
Police Dept.-PT Officer	Matthew	Morin	2021
Police Dept.-PT Officer	Robert	Carkhuff	2021
Police Dept.-PT Officer	Dale	Brown	2021
Police Dept.-PT Officer	Benjamin	Drake	2021
Police Dept.-PT Officer	Jordan	Zukowski	2021
Recreation Coordinator	James	Ewen	2021
Wiring Inspector	Peter	Murphy	2021
Wiring Inspector-Alt.	Bill	Erman	2021
120 North Main Street Committee	Stuart	Beckley	2021
120 North Main Street Committee	Scott	Bergeron	2021
120 North Main Street Committee	Carl	Fiocchi	2021
120 North Main Street Committee-Alt.	Tom	Fydenkevez	2021
120 North Main Street Committee	Leon	Markowski	2021
120 North Main Street Committee	Jeff	O'Brien	2021
120 North Main Street Committee	Patricia	Patenaude	2021
120 North Main Street Committee	Lorin	Starr	2021
Agricultural Commission-Conservation Rep.	Curt	Griffin	2022
Agricultural Commission	Scott	Reed	2022

Agricultural Commission	Robert	Williams	2021
Agricultural Commission	Megan	Arquin	2023
Anti-Harrassment Officer	Elizabeth	Sillin	2021
<u>Burial Agent-Appointment by Board of Health</u>			
Burial Agent	Wendy	Houle	2021
Capital Improvement Planning Committee	Scott	Bergeron	2021
Capital Improvement Planning Committee	Gerald	Bridwell	2021
Capital Improvement Planning Committee	James	Kowaleck	2021
Capital Improvement Planning Committee	Peter	Gagarin	2021
Capital Improvement Planning Committee	Dana	Roscoe	2021
Capital Improvement Planning Committee	Rock	Warner	2021
Civil Defense-EMD	Laurie	Smith	2021
Community Pathways Committee	Linda	Lopatka	2021
Community Pathways Committee	Nancy	Pick	2021
Community Pathways Committee	Sara	Snyder	2021
Community Pathways Committee	Ian	Lippincott	2021
Community Pathways Committee	Rock	Warner	2021
Community Pathways Committee	Scott	Smith	2021
Community Pathways Committee	Mark	Zinan	2021
Community Preservation Committee-Recreation Rep.	Meghan	Arquin	2022
Community Preservation Committee-Housing Rep.	Peter	Jessop	2022
Community Preservation Committee-Planning Board Rep.	Dana	Roscoe	2021
Community Preservation Committee-Con. Com. Rep	Jennifer	Unkles	2021
Community Preservation Committee-Citizen Rep.	Tom	Fydenkevez	2020
Community Preservation Committee-Historical	Helen	Clark	2021
Community Preservation Committee- Citizen Rep.	Mike	Wisseman	2021
Conservation Commission	Mark	Zinan	2022
Conservation Commission	Gabrielle	Kurth	2021
Conservation Commission	Curt	Griffin	2021
Conservation Commission	Jennifer	Unkles	2023
Conservation Commission	Nancy	Pick	2023
Constables	Fred	Laurenitis	2021
Constables	Allan	Richards	2021
Constables	Michael	Wozniakewicz	2021
Council On Aging	Elizabeth	Foster	2021
Council On Aging	LaDonna	Olanyk	2022

Council On Aging	Mary Ann	Kowaleck	2023
Council on Aging	Gale	Mason	2021
Cultural Council	Mary	Gorman	
Cultural Council	Barbara	Howey	
Cultural Council	Julie	Jacque	
Cultural Council	Peter	Lacey	
Cultural Council	Debbie	Russell	
Cultural Council	Tammy	Thompson	
		Roberge	
Cultural Council	Beth	Friedrichs	
Cultural Council	Vrishali	Javeri	
Cultural Council	Jessica	Fydenkevez	
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/Democrats	William	Sillin	
Election Officers/Democrats	Susan	Triolo	
Election Officers/Democrats	Stana	Wheeler	
Election Officers/Unenrolled	Carol	Ahearn	
Election Officers/Unenrolled	Carol	Kushi	
Election Officers/Unenrolled	Jean	McEnaney	
	Christina	Snover	
Emergency Management Director	Laurie	Smith	2021
Energy Committee	Aaron	Falbel	2021
Energy Committee	David	Goodwin	2021
Energy Committee	Scott	Reed	2021
Energy Committee	Laura	Williams	2021
Energy Committee	Edward	Gately	2021
	Gabrielle	Fox	2021
<u>Finance Committee-Appointment by Moderator</u>			
Finance Committee	Sara	Smiarowski	2021
Finance Committee	Linda	Forget	2021
Finance Committee	Aleks	Kajstura	2021
Finance Committee	Francis	Mozea	2021
Finance Committee	Bruce	Bennett	2021

Finance Committee	Elliot	Crowe	2021
	William	Powers	2021
Franklin County Solid Waste Rep <u>Franklin Technical School Com. Rep.-Appointment by Moderator</u>	Zinan	Mark	2021
Franklin County Regional Planning Board	Jim	Berontas	2021
	Dana	Roscoe	2021
Franklin Technical School Com. Rep	James	Bernotas	2021
Hazardous Waste Coordinator	VACANT		
Historical Commission	Wendy	Houle	2021
Historical Commission	Carl	Fiocchi	2022
Historical Commission	Helen	Clark	2021
Historical Commission	Stephen	Schneider	2021
Historical Commission	Jessica	Schneider	2023
Historical Commission	Margaret	Orelup	2023
Housing Committee	Stuart	Beckey	2021
Housing Committee	Scott	Bergeron	2021
Housing Committee	Peter	Jessop	2021
Housing Committee	VACANT		
Parking Clerk	Heather	Davis	2021
Personnel Committee-Employee Rep.	George	Emery	2022
Personnel Committee-Fin. Com. Rep	Francis	Mozea	2022
Personnel Committee-Selectmen Rep.	David	Pierce**	2022
Personnel Committee-Citizen Rep.	Michael	Wozniakiewicz	2022
Personnel Committee-Citizen Rep.	VACANT		
Public Weighers appointment is April 1st-March 31st			
Public Weighers-All States Asphalt	Dean	Cloninger	2022
Public Weighers-All States Asphalt	Thomas	Kelly	2022
Public Weighers-All States Asphalt	Jason	Massey	2022
Public Weighers-All States Asphalt	Andrew	Pepyne	2022
Public Weighers-All States Asphalt	Aleigh	Homquist-Parker	2022
Public Weighers-All States Asphalt	Andrea	Cossaboom	2022
Public Weighers-All States Asphalt	Tim	Smith	2022
Public Weighers-All States Asphalt	Peter	Chmyzinski	2022
Registrars	Edward	Kelley	2023
Registrars	Donald	Patterson	2023
Registrars	Allan	Richards	2023

Selectmen Committees

Housing Committee	Scott	Bergeron	2021
120 North Main Street	Scott	Bergeron	2021
Capital Improvement Planning Committee	Scott	Bergeron	2021
SEPT	Scott	Bergeron	2021
120 North Main Street-Alt.	Tom	Fydenkevez	2021
South County EMS Board of Oversight	Tom	Fydenkevez	2021
Community Preservation Committee	Tom	Fydenkevez	2021
FRCOG Rep. (Selectboard Designee)	Mark	Zinan	2021
South County Senior Center	Tom	Fydenkevez	2021
SEPT	Tom	Fydenkevez	2021
Economic Development Committee	David	Pierce	2021
Personnel Committee	David	Pierce	2021
SEPT	David	Pierce	2021
Teacher Union 38 & Instructional Assistants Rep.	David	Pierce	2021
South Country EMS Board of Oversight	Robert	Ahearn	2021
South Country EMS Board of Oversight	Tom	Fydenkevez	2021
Sunderland Ditch Committee	Dewitt	Thompson	2021
Sunderland Ditch Committee	Gerald	Bak	2021
Sunderland Ditch Committee	James	Perot	2021
Sunderland Ditch Committee	Mark	Benjamin	2021
Sunderland Ditch Committee	David	Pierce	2021
Sunderland Ditch Committee	Mark	Zinan	2021
Sunderland Emergency Preparedness Team	Stephen	Ball	2021
Sunderland Emergency Preparedness Team	Ben	Barshefsky	2021
Sunderland Emergency Preparedness Team	Scott	Bergeron	2021
Sunderland Emergency Preparedness Team	George	Emery	2021
Sunderland Emergency Preparedness Team	Tom	Fydenkevez	2021
Sunderland Emergency Preparedness Team	Fred	Laurenitis	2021
Sunderland Emergency Preparedness Team	Geoff	Kravitz	2021
Sunderland Emergency Preparedness Team	David	Pierce	2021
Sunderland Emergency Preparedness Team	Erik	Demetropoulos	2021
Sunderland Emergency Preparedness Team	Steve	Benjamin	2021

Town Administrator Committees-Advisory/Non-Voting

Network & Electronic Resources Agent	Geoff	Kravitz	2021
Procurement Officer	Geoff	Kravitz	2021
ADA Coordinator	Geoff	Kravitz	2021
PVTA Representative	Geoff	Kravitz	2021

Ethics Municipal Liaison	Geoff	Kravitz	2021
Community EconDevelopment Strategy (CEDS)	Geoff	Kravitz	2021
Super RAO	Geoff	Kravitz***	2021
Town Counsel	KP Law		
Veterans Agent-Upper Pioneer Valley Veterans Services District Rep	VACANT		2020
Veterans Graves Officer	VACANT		
Veterans Memorial Oversight Committee	VACANT		
Veterans Memorial Oversight Committee	Michael	Ahearn	2022
Veterans Memorial Oversight Committee	VACANT		2021
Village Center Committee (Business Rep)	James	Houle	
Village Center Committee (Business Rep)	VACANT		2021
Village Center Committee (Selectboard Rep)	Scott	Bergeron	2021
Village Center Committee (Community Pathways Rep)	Rock	Warner	2021
Village Center Committee (Planning Board Rep)	Sara	Snyder	2021
Village Center Committee (Historical Commission)	Jessica	Skibiski	2021
Village Center Committee (At Large Rep)	Lorin	Starr	2021
Village Center Committee (At Large Rep)	Elizabeth	Sillin	2021
ZBA	Steven	Krol*	
ZBA	Barre	Tozloski	2022
ZBA	Stuart	Beckley	2022
ZBA	James	Bernotas	2021
ZBA	James	Williams, Jr.	2023
<u>ZBA-Associate Member</u>			2023
ZBA-Associate Member-PB Rep.	Stephen	Schneider	
ZBA-Associate Member	Rock	Warner	2021
ZBA-Associate Member	Hollis	Graves	2021

ELECTED OFFICE	FIRST	LAST	TERM
BOARD OF ASSESSORS	James	Kowaleck*	2022
BOARD OF ASSESSORS	Michael	Skibiski	2021
BOARD OF ASSESSORS	Mary Ann	Kowaleck	2023
BOARD OF HEALTH	Caitlyn	Rock*	2022
BOARD OF HEALTH	Kenneth	Kushi	2021
BOARD OF HEALTH	Bruce	Bennett	2023
ELEMENTARY SCHOOL COMMITTEE	Jessica	Corwin	2022
ELEMENTARY SCHOOL COMMITTEE	Maise	Shaw	2021
ELEMENTARY SCHOOL COMMITTEE	Peter	Gagarin	2021

ELEMENTARY SCHOOL COMMITTEE	Keith	McFarland	2023
ELEMENTARY SCHOOL COMMITTEE	Gregory	Gottschalk	2023
FRONTIER REGIONAL SCHOOL COMMITTEE	Judith	Pierce	2022
FRONTIER REGIONAL SCHOOL COMMITTEE	Lyn	Roberts	2023
FRONTIER REGIONAL SCHOOL COMMITTEE (SES Rep)	Keith	McFarland	2023
LIBRARY TRUSTEES	Elizabeth	Berry*	2022
LIBRARY TRUSTEES	Justine	Rosewarne	2022
LIBRARY TRUSTEES	David	Wissemann	2022
LIBRARY TRUSTEES	Hollis	Graves	2021
LIBRARY TRUSTEES	John	Sackrey	2021
LIBRARY TRUSTEES	Lorin	Starr	2021
LIBRARY TRUSTEES	Gerald	Bridwell	2023
LIBRARY TRUSTEES	Molly	Gowa	2023
LIBRARY TRUSTEES	Valerie	Voorheis	2023
PLANNING BOARD	Stephen	Gowa	2024
PLANNING BOARD	Sarah	Snyder	2023
PLANNING BOARD	Stephen	Schneider	2022
PLANNING BOARD	Jessica	Wissemann	2021
PLANNING BOARD	Dana	Roscoe*	2025
RIVERSIDE CEMETERY TRUSTEES	Michael	Wissemann	2022
RIVERSIDE CEMETERY TRUSTEES	Scott	Bergeron*	2021
RIVERSIDE CEMETERY TRUSTEES	Janet	Bergeron	2023
SELECTMEN	David	Pierce**	2022
SELECTMEN	Scott	Bergeron	2021
SELECTMEN	Thomas	Fydenkevez*	2023
SEWER COMMISSIONERS	David	Pierce**	2022
SEWER COMMISSIONERS	Scott	Bergeron	2021
SEWER COMMISSIONERS	Thomas	Fydenkevez*	2023
TOWN CLERK	Wendy	Houle**	2022
ASST. TOWN CLERK-APPOINTED BY TOWN CLERK			
TOWN MODERATOR	Michael	Wissemann	2021
TOWN PARK TRUSTEES	Ben	Barshefsky	Will Dictates
TOWN PARK TRUSTEES	Kenneth School Committee Rep	Kushi	2023
TOWN PARK TRUSTEES		2023	

BOARD OF ASSESSORS

Phone: 413-665-1445

Email: assessors@townofsunderland.us

Tax Recapitulation of Tax Levy

	<u>Fiscal 2020</u>	<u>Fiscal 2019</u>
Total Amount to be Raised	9,776,126	9,392,159
Total Estimated Receipts from Non-Tax Sources	<u>3,951,110</u>	<u>3,809,730</u>
Tax Levy	5,825,016	5,582,398

Value of Real Estate by Class

Real Estate Property Valuation		
Residential	334,837,710	325,371,843
Commercial	26,065,807	25,130,540
Industrial	5,970,300	5,457,600
Personal Property Valuation	<u>10,394,056</u>	<u>8,113,063</u>
Total Property Valuation	377,267,873	364,073,046
Tax Rate (Levy/Valuation*1000)	\$15.44	\$15.33

Local Expenditures

Appropriations	9,186,003	8,710,618
Other Amounts to be Raised	590,123	680,352
Total Amount to be Raised	9,776,126	9,390,970

Estimated Receipts and Available Funds

Estimated Receipts - State	1,916,141	1,904,406
Estimated Receipts - Local Free	926,231	825,084
Cash	390,048	317,570
Other Available Funds	718,690	762,670
Total Estimated Receipts	3,951,110	3,809,731

Abatements & Exemptions Granted

(FY2020 application period not yet closed when report was submitted)

Real Estate Abatements	0
Personal Property Abatements	0
Veteran's Exemptions	5,800
Blind Exemptions	1,312
Seniors' Exemptions	0
Senior Work-Off Program	2,011
Total	\$9,123

Respectfully Submitted,

James Kowaleck, Co-Chair; Michael Skibiski, Co-Chair; Mary Ann Kowaleck, Member

Prepared by w. David Zagorski, Assessors Administrative Assistant

BOARD OF HEALTH

Telephone: 413-665-1441 x6

Email: boardofhealth@townofsunderland.us

The Board of Health is comprised of three (3) non-compensated elected members. In addition to the elected board, the Town has two part-time appointed Health and Housing Health Agents for a variety of services. We also contract for Public Health Nursing (PHN) services with Cheryl Volpe, RN, BSN for public health matters that relate to communicable disease reporting, exposures and follow-up for patient care as required by the law. This year, the Public Health Nurse has been especially important as we faced the COVID-19 Pandemic in our community, across our state and nation. We have been fortunate to have Cheryl on our team as she is familiar with our community having been providing PHN services for some years.

The Board of Health does not provide vaccinations, medical examinations or offer advice or other medical related services. The Board of Health team is an integral part of our community-wide Emergency Preparedness Team and participates in all Emergency Management meetings and activities for Sunderland and Franklin County.

At this time, all Board of Health functions are by appointment only, except for food inspections which are conducted at-will for the safety of our community. Call 413-665-1441 x6 or email boardofhealth@townofsunderland.us for appointments of other related matters. The Administrative Assistant Board of Health office hours are: Monday through Wednesday 8am-4:00pm and Thursdays 8am-12pm, the town offices are closed on Fridays.

The Board of Health meets once per month on Monday evenings. Check the Town's [website calendar](#) for the scheduled date each month and /or sign up for [email notifications](#) when information is posted. Additional meetings may be posted as needed.

The Agents are responsible for a variety of inspection services for state mandated Title 5 testing, perc test, repair and new septic system plan reviews, soil evaluations final inspections for septic systems and housing related issues. The agents conduct inspections of semi-public pools at the town's apartment complexes. They also issue well permits and inspections for drinking or irrigation purposes, and participated in the development of the town's [Well Regulations](#). All food inspections for the town's restaurants including seasonal businesses, one-day special events, catering services, and elementary school cafeteria are conducted on a regular basis. This year the agent's worked closely with town restaurants for best serving and capacity practices related to the everchanging COVID-19. While many businesses reduced services or closed for some period of time, we were constant partners for the comfort of the business and their customers. Housing Services include concerns related to sanitary conditions at rental properties, hoarding concerns, building condemnations, fire or disaster inspections, trash complaints, and other matters.

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

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

The following Board of Health Services & Inspections were provided by agents in 2020:

- Camp Permits/Inspections: 1
- Disposal Works Permits/Soil Evals & Inspections: 5
- Food Catering Permits: 3
- Food Establishment Inspections: 16
- Food Permits/Inspections - Temporary Events: 0 (events not allowed due to COVID-19)
- Food Permits: 19 (some businesses have not been open since issuance/COVID)
- Housing Complaint Inspect.: 78 hrs. / 63 visits to properties & Housing Court
- Housing Hoarding: 2
- Installer's Permits: 9
- Percolation Tests: 6
- Pool (semi-public) Permits/Inspections: 2
- Roadside Property (Bulk) Trash Complaints: 5
- Septage Hauler Permits: 7
- Title 5 Inspections: 30
- Tobacco Sales Permits: 5
- Tobacco Violations: 2
- Trench Permits: 1
- Well Permits: 1

Respectfully submitted,
Caitlyn Rock, Chair; Bruce Bennett, Ken Kushi

BUILDING COMMISSIONER

Phone: cell: 413-364-7782

email: building@townofsunderland.us

Number of Permits for Calendar Year 2020

Building Permits - 116

Yearly Inspections - 11

TOTAL PERMITS = 127

Revenue for Calendar Year 2020

All Building permits = \$37,976.29

Yearly Inspections = \$1,100.00

TOTAL REVENUE = \$39,076.29

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

Online Permit Applications are found on the Town's website:

<https://www.townofsunderland.us/building-commissioner> and **COMPLETE ONLINE**.

The Building Commissioner's office has been closed to the public during COVI-19. However, permits are still being processed; if you have a zoning, building, or permitting question, please call my cell 413-364-7782. I can also make myself available to come to your home or business as needed.

Respectfully submitted,

Thomas F. Quinlan Jr.

Sunderland Building Commissioner/Zoning Enforcement Officer

CAPITAL PLANNING COMMITTEE

In 2020, the Town appropriated \$137,691.83 in support of the ongoing Capital improvements of the Towns assets.

There are 2 funding sources used in the past year, raise from the available Capital Stabilization and use of Waste Water Treatment reserves. The Waste Treatment reserves are funded only by sewer users.

There was 1 piece of installment debt paid out of the capital budget and that was a payment on a dump truck for the Highway Dept.

Remaining elements of the Capital completed include:

Three items at the Sunderland Public Library were completed. Replacement of 2 Heat pump Compressors. This will be an ongoing major maintenance item and the Library

Staff and Directors have been diligent in calling out the units nearing the end of the operating cycle. The library installed sound dampening panels in the community room. Finally, the ADA door operator system was replaced.

This is the second year that Frontier Regional has provided an assessment to the Towns for major maintenance items. This is a 3-part approach to funding the capital needs at the facility and grounds. These include Debt for large scale work, using Town Meeting Warrant Articles, and a budgetary assessment to capital. All three uses have been productive in driving down the cost to the Towns and a welcome change. The list of items this year include replacing Electric door holds, central clock repairs, and intercom repairs.

At the Elementary School there is a flooring replacement program that is ongoing. This removes carpeted areas and replacement with hard surfaces; several areas were completed this year. Also, the Elementary school exterior walls were identified to need attention at the intersection of the rim joist and foundation. This year the Town funded the first year of a multiyear plan to address deteriorating wood. This phase of work was completed and now a fuller understanding of the repair approach will make the next phases more efficient.

The Town Office building ADA access to elevator has, as of this writing, not been completed.

The purchase of SCBA packs for the fire Dept was completed.

At the Wastewater Treatment Plant, the level control system upgrades were completed, adding to the efficiency of the system.

Respectfully submitted.
Capital Improvement Committee

COMMUNITY PATHWAYS COMMITTEE

During the darkness of the pandemic, the beauty and peace of nature soothed many a Sunderland soul. More residents than ever headed out to explore—perhaps taking the Riverside path in a snowstorm, or finding a daily walking routine on farm roads, or climbing Mt. Toby as the leaves fell. Meanwhile, the Sunderland Community Pathways Committee continued its work to facilitate such connection to the Town’s precious natural features, from river to mountain to field.

[Sunderland Riverside Park](#)

Throughout the year, devoted Pathways Committee volunteers maintained the Riverwalk by sweeping, raking, removing invasive plants and top-dressing the stone dust on the trail.

At the same time, the Committee advocated for another round of improvements to Riverside Park, in collaboration with Town Administrator Geoff Kravitz, representatives of

Sunderland Youth Baseball, the Town Recreation Department, the Town Library, and landscape architect Carlos Nieto-Mattei. We thank Geoff for supporting this effort amid the extraordinary demands of the pandemic, during his first year on the job.

To fund the next phase of park development, we worked with Geoff and Carlos to craft a new PARC grant proposal to the State for \$185,841, which we were awarded in November 2020. The new PARC grant, along with CPA funding secured by the Town Library, will support the following improvements to Sunderland Riverside Park:

- Building a new structure to house kayaks that the Town Library will begin lending to residents. This structure will also provide a covered seating area as well as storage space for the Youth Baseball program.
- Building a new storage shed for Town recreation programs.
- Rebuilding the existing bathrooms next to the playing fields, to make them attractive and accessible.
- Building a sidewalk along the boat ramp, to improve accessibility and pedestrian safety.
- Installing a well for soccer field irrigation.

Construction is due to be completed by June 30, 2022.

Sunderland Town Trail System

The Pathways Committee commissioned a study of Sunderland's walking, hiking and cycling trails, seeking to understand our current recreational infrastructure and plan for the future. Again, we worked with Sunderland landscape architect Carlos Nieto-Mattei, who, as a dedicated mountain biker, brought personal knowledge of the entire trail network.

One priority was understanding trail usage on Mount Toby. We initiated a community conversation among the many Town residents who have an interest in the mountain including: firefighters, landowners, conservationists, dog walkers, neighbors, naturalists, equestrians, bikers, and more. The survey we conducted garnered many passionate responses. This community discussion will continue, leading to recommendations for our town-wide trail system.

Membership

In the past year we said a fond farewell to committee member Rob Powell, whose community spirit has enriched the Town immensely. There would be no Riverwalk without Rob and his husband Chris.

And we were pleased to welcome two new members: Scott Smith from the Sunderland Fire Department, and Mark Zinan from the Conservation Commission, who helps us understand South Sunderland's interests and perspective.

We eagerly invite new members who love the land part of Sunderland.

Respectfully submitted,

Sara Snyder, Chair; Linda Lopatka, Clerk; Nancy Pick, Rob Powell, Rock Warner, Scott Smith, Mark Zinan

COMMUNITY PRESERVATION COMMITTEE

Email: cpc@townofsunderland.us

In 2020 the CPC recommended, and Annual Town Meeting approved, the following proposals: \$1,000 for a pollinator garden at the Sunderland Elementary School; \$64,000 for drinking water protection with a permanent restriction on land in the Sunderland Water District; \$87,457 for a kayak kiosk, seating and storage facility at Riverside Park; \$22,060 for the next phase of Riverside Park design; \$12,000 for any needed archaeological survey needed for Riverside Park improvements; \$6,780 to fund the design of a pedestrian and bicycle pathway system; \$2,801.29 for PARC Grant financing costs; \$50,000 to fund an emergency housing rental assistance program for Sunderland residents affected by Covid-19. These projects leveraged an additional \$287,453 from other sources to complete the projects. With the match from the Commonwealth, the Town's CPA contribution was just 20% of the total for these projects!

Sunderland was one of only eleven towns in Massachusetts to receive a 100% match on our collections in 2020, with a distribution of \$144,891 from the Commonwealth of Massachusetts for the year. Our CPA fund is in excellent condition, with approximately \$950,000 available for new projects.

At the end of 2020, our leadership changed and we had to say good bye and thank you to Sara Snyder for all her years leading and improving the CPC process and experience. She was dedicated to making this town better in many ways.

We look forward to supporting more community champions who initiate promising community preservation projects.

Respectfully submitted, Peter Jessop & Meghan Arquin, Co-Chairs; Jennifer Unkles, Treasurer; Helen Clark, Clerk; Tom Fydenkevez; Dana Roscoe; Mike Wisseman

CONSERVATION COMMISSION

Email: Conservation@townofsunderland.us

The Conservation Commission ("ConCom") is Sunderland's local environmental agency, responsible for protecting the town's land, water, biodiversity, and other natural resources. A primary job of the Commission is to enforce the state Wetlands Protection Act, in addition to 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 and farmlands and to expand outdoor recreational opportunities for town residents. Highlights of our activities during 2020 include:

Protecting 40 Acres on Mt. Toby. The Conservation Commission initiated the successful effort to preserve 40 acres off of Cross Mountain Road, close to one of Sunderland’s most precious resources: its drinking water reservoir. To move the project forward, Conservation Commission member Gabrielle Kurth, who is a hydrologist, drafted the application for a Massachusetts Drinking Water Protection Grant.

In May the State said yes, awarding \$142,000 toward the purchase of the 40 acres. Those funds were then matched by contributions from the Sunderland Community Preservation Committee (\$64,000), the Sunderland Water District (\$58,000), and the Conservation Commission’s Conservation Trust (\$20,000), with Kestrel Land Trust in Amherst contributing \$20,000 in administrative services. Kestrel also provided a bridge loan and crucial expert oversight for the whole project. With the transaction completed, the 40 acres are now owned and permanently protected by the Sunderland Water District. This was a wonderful example of public-private partnership to keep the Town’s drinking water safe and pure. Thank you to everyone who helped make this possible!

Honoring Longtime Chair Curt Griffin. After three decades of service to the Conservation Commission, Chair Curt Griffin has announced plans to resign in 2021. The words “thank you” fall short of expressing the enormous gratitude his fellow Commissioners wish to send him for his expertise and leadership. Through his vision and direction, Sunderland has permanently protected 1,300 acres of prime farmland under the Agricultural Preservation Restriction (APR) program, comprising 14% of the Town’s total land. Over the years, Curt has also overseen the protection of hundreds of wetland sites in Sunderland, guided by regulations that he himself helped to draft for the State and the Town. While we wish him well on his future travels—whether protecting elephants in Botswana or watching rare birds in Bhutan—we fully intend to call him wherever he is in the world, to get his advice on complex wetlands issues in Sunderland.

Wetland Site Reviews. The Conservation Commission provided oversight of several construction projects in town located near water resources. In addition, the members have performed numerous site reviews, as Sunderland has become a desirable destination for people fleeing cities during the pandemic.

Habitat Protection. Under the leadership of Mark Zinan, the Conservation Commission has launched a project to protect butterfly pollinator habitat and wildlife corridors in Sunderland. The project will likely begin at Sunderland Elementary School. The initiative may involve signage, land preservation and a public awareness campaign to alert residents to critical wildlife habitat in their midst.

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 pm. We welcome your input and questions regarding our role in protecting Sunderland's water and wetlands resources.

Respectfully submitted,
Curt Griffin (Chair), Gabrielle Kurth, Nancy Pick, Jennifer Unkles, Mark Zinan

EMERGENCY PREPAREDNESS KIT & CODERED Notification System

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

HOME EMERGENCY KIT

- Radio/flashlight, battery powered
 - batteries or self-powered flashlight & radio
- Bottled water- 1 gal/day/per person
- Canned food – non-refrigerated
- Can Opener: non-electric
- Eating utensils/disposable cups/plate
- Plastic bags-zipper/re-sealable type
 - trash bags
- Blankets/hats/gloves/warm clothing
- Prescription drugs
- Medical information
 - Personal contact information including phone numbers
 - Personal care items-sanitary napkins, disposal diapers, etc.
- Waterproof matches
- Writing instruments & paper
- First Aid Kit with manual
- Pocket Knife
- Fire Extinguisher
- Cell phone & cord/adapters
- Small hand tools: hammer, pliers, duct tape
- Soap & paper towels
- Household bleach
- Toilet paper & waterless hand cleaner/sanitizer
- Disposable N95 Personal Protection Masks or other face covering

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

CODERED EMERGENCY AND COMMUNITY NOTIFICATION SERVICE

The town offers the CodeRED notification system which allows us to communicate with our community regarding not only emergency notices but also pertinent community information. If you are not receiving these periodic announcements by phone, email or text, please visit the [town's website](#) to sign up. **You may also TEXT to ENROLL - Text the Keyword:**

SUNDERLAND to 99411 - You will then receive a response with a link to enroll!

Calls from CodeRED will show the call number as 1-866-419-5000 or 76993 - this is called a "short number" Please make a note in your mobile devices or other phones, where possible, to show calls coming from this number as CodeRED alert notifications. To access the website page: [click here](#). If you or someone you know needs assistance signing up, please call the Selectboard's Office/Administrative Assistant at 413-665-1441 x1.

ENERGY COMMITTEE

It has become commonplace to say that 2020 was a year like no other. While many of our committee's plans had to be put on hold or cancelled altogether, we were still able to accomplish quite a bit.

In January, David Goodwin connected with a newly formed organization called "Ener-G-Save." This is a project that was spearheaded by the former State Senator and Senate President Stan Rosenberg and is funded by the Harold Grinspoon Charitable Foundation. Their aim is to promote energy and climate awareness and action in the Pioneer Valley and the Berkshires by working with towns, nonprofits, grassroots organizations, and schools to reduce their carbon footprints. Their Cooler Communities program provides grants of up to \$5,000 and works with schools to create science fairs devoted to energy conservation and other green initiatives. Conversations with

Sunderland Elementary School Principal Ben Barshefsky were positive, and the school was very receptive to this idea.

That same month, Aaron and David attended a presentation on Climate and Transportation at Leverett Town Hall hosted by Representative Natalie Blais, where they heard about the Transportation Climate Initiative, a “cap and invest” scheme being negotiated among 12 Northeast and mid-Atlantic states. These states comprise 25% of the U.S. economy. The cap on fossil fuel sales would be lowered each year, and allowances paid by fossil fuel producers would be invested in low-carbon transportation projects and conservation. Gov. Baker has signed onto this idea and has even begun promoting it with other Northeast states.

On January 26, through the efforts and coordination of Laura Williams, we conducted our annual window insert workshop at the Sunderland Elementary School. Participants constructed interior storm windows for their houses out of prefabricated wooden frames and heat-shrink plastic, increasing the R-value of their windows by at least one value.

In February, we met with Chief Erik Demetropoulos to discuss the possibility of acquiring an electric police vehicle for the Town. We learned that EVs cannot be used for patrol but can be used for police detail, court trips, training sessions, meetings, etc. We resolved to investigate this further to determine the extent of such usage and whether it would justify the expense.

Later that month, we welcomed our new Town Administrator, Geoff Kravitz, to Sunderland and began a fruitful working relationship with him. Work was completed on several energy-conservation projects at the Town Offices Building, the Public Safety Complex, the Sunderland Elementary School, and the Sunderland Public Library, all described in last year’s Annual Town Report.

As the now-famous, four-word phrase goes, “Then the pandemic hit.”

In April, we started meeting over Zoom, since in-person meetings were no longer permissible. We met this way with representatives of Colonial Power Group and the twelve other Franklin County towns pursuing Community Choice Aggregation (the bulk purchase of electricity for a town or collection of towns). Electricity prices were at record lows, due to the effect of the pandemic on natural gas prices. This enabled the Town to lock into a very low electricity rate for its residents and businesses while incorporating a greater amount of renewable energy than our utility (Eversource) provides. We also planned to offer two other opt-in choices, providing 100% renewable energy for those who choose these options.

We started to explore plans for a Solarize Plus offering, together with the towns of Deerfield and Conway. The Solarize program offers photovoltaic (PV) panels at a more affordable rate through bulk purchase, and Solarize Plus offers other energy-saving technologies, such as solar hot water, air-source heat pumps (aka mini-splits), and even discounts on electrical vehicles. Scott Reed prepared a survey to determine the level of interest among Sunderland residents for the Solarize Plus program, which we planned to distribute at Annual Town Meeting, rescheduled to June.

Sadly, due to the pandemic, we had to cancel plans for a project with Ener-G-Save, as discussed above, as well as a program on Energy & Climate planned for June with Rep. Natalie Blais and two other legislators, Rep. Thomas Golden and Rep. Carolyn Dykema. They were to have discussed the various bills pending in the Massachusetts legislature pertaining to renewable energy and establishing benchmarks for curtailing greenhouse gas emissions.

In May, we received indicative pricing from Colonial Power Group on aggregate electricity rates and settled on a default product provided by a company called Dynegy. This would provide town residents and businesses with 5% more renewable energy than Eversource provides for the first five months of the Aggregation, and thereafter 25% more renewable energy for the remainder of the contract (36 months). We also chose our two opt-in products: National Wind 100% Renewable and 100% MA Class I RECs. The former comes from a company based in Texas, whereas the second is generated locally. Whereas the former product was cheaper than Eversource's rate, we felt it was important to offer consumers a product that supported locally generated renewable energy, keeping money in our local economy and promoting jobs in the renewable energy sector in our area. Our default product, though not 100% renewable, is also cheaper than Eversource's Basic Service rate and is locally or regionally generated. We tried to honor the Town's wish for as much locally generated renewable energy as possible at a price below Eversource's rate. We believe we succeeded.

In June, Aaron Falbel and David Goodwin prepared a short, amusing skit to publicize (and clear up any misconceptions about) Sunderland's Community Choice Aggregation plan and the letter that Eversource customers received in the mail from Dynegy. The skit was recorded and was aired on FCAT, and it was also posted on their YouTube channel. We had to postpone distribution of our Solarize Plus survey, since we were not permitted to disseminate it at the Annual Town Meeting, held earlier that month.

In July, we enthusiastically welcomed Gabriella Fox to our committee, putting us at six members! Gabriella is a recent graduate of UMass, where she studied Sustainability Science with a concentration in Renewable Energy and Efficiency Design. One of these days we will actually meet her in person!

In August, Aaron and Gabriella attended the presentation (over Zoom) by Alyssa Larose of Sunderland's Municipal Vulnerability and Preparedness Plan, which had been put together the previous October. Energy resilience was a key component of this plan.

In September, we heard the news that the Mass Clean Energy Center decided not to offer their Solarize program for 2021. No explanation was given for this cancellation, but it was very likely due to the difficulty of organizing a project of this scale in the midst of the pandemic. We will have to wait until the fall of 2021 to see if this program will be offered again in 2022.

At the year's end, we were making plans to sponsor a public program in the form of a film and discussion, as we had done in previous years. We opted to use one of the films provided by the online streaming service, Kanopy, provided to area residents free of charge by the Sunderland Public Library.

All in all, it was a year of achievements, postponements, and cancellations. We hope for a more active and productive year in 2021.

Respectfully submitted,

Scott Reed (chair), Aaron Falbel (clerk), Gabriella Fox, Edward Gately, David Goodwin,
and Laura Williams

FINANCE COMMITTEE

Email: finance@townofsunderland.us

Mission: The task of the Finance Committee is to make recommendations to the citizens at town meeting on regarding the annual budget. The committee has oversight responsibilities for town financial matters. The town moderator appoints all its members.

Annual Budget: Sunderland voters approved a budget of \$8,763,822 at the annual town meeting on June 6th, 2020. This included an increase of \$198,920 from FY2020, a 2.3% increase just below the cap set by Proposition 2 ½. The budget was diligently reviewed for potential savings.

Revenues: Revenue for FY2021 was lower than had been projected early in 2020. Local receipts dropped by 5%. This amount was offset some by the collection of new revenue from the development of property at Plumtree Road and 116. Though total revenue increased from FY2020 levels, the loss of income due to the pandemic was significant.

Risks: The COVID-19 pandemic brought unparalleled instability to our local economy. The strain brought on by such unforeseen catastrophe highlighted the razor-thin margins with which we balance our budget every year. Our town worked diligently for years after the economic crisis of 2008 to create and maintain a plan to save and carefully prepare for major events in the future. It is because of this careful planning and because of hard work by the town committees, especially the School Committee, that we were able to maintain a budget that closely resembled that of an ordinary year.

The fact remains that necessary town expenditures continue to rise at levels that make it very difficult to prepare budgets that do not require raising local revenue more 2.5%. When we increase a budget over that amount, we incur a significant risk that the town will refuse to override the mandatory cap and town services will consequently require cuts across all departments, resulting in a measurable decrease in our quality of life.

As a final note, oversight of the budgets of each department is a crucial part of local democracy. To exercise it properly, we need members of the town to participate in the process of examining the budget of each department of town and advising the citizens on what will be wise use of town funds. The Sunderland Finance Committee needs new members to fulfil its duties. If you have an eye for numbers, if you want to ask hard questions of town departments, even if you are just interested in learning more about Sunderland's government, please consider submitting your name to the town moderator to join the Finance Committee.

Thanks: As always, we are very appreciative of everyone involved in the budget process. Special thanks are due to our Town Administrator, our Town Clerk, our Accountant, the Select Board, the administrations of Sunderland Elementary School and the Frontier School District, to the separate School Committees, and to all other town employees and committee volunteers that have helped form our budget.

Respectfully submitted,

Chair – Elliott Crowe; Vice chair – Aleks Kajstura; Members – Francis Mozea, Sara Smiarowski, Linda Forget

FIRE DEPARTMENT

Phone: 413-665-2465 or EMERGENCY: 9-1-1

Email: Fire@TownOfSunderland.us / Website: [Sunderland Fire Department](#)

In 2020 the Sunderland Fire Department responded to 151 incidents. Our annual call volume is trending upwards based on a 10 – year average. We responded out of town serving as “mutual aid” 6 times in the past year and we received “mutual aid” 4 times. This adds up to one less mutual aid response out of town than in 2019 and we received mutual aid 2 less times than in 2019. 23 times this year the Fire Department assisted the South County Ambulance with critical medical calls. The fire calls that we did respond to in 2020 required more response – hours and resources. Covid – 19 precautions are necessary on each and every call – from brush fires to structure fires to medical calls. The pandemic has introduced a new level of focus and hazard for our firefighters.

I am proud to announce that in 2020, 4 firefighters from the Town of Sunderland graduated from the Massachusetts Department of Fire Services Fire Academy in Springfield, MA: Firefighters Richard Fadus, Ben Snyder, Milton Rock IV and Lt. Cody Jones. The program involved 240 hours of training on nights and weekends plus personal time spent studying for exams. The training was a mix of classroom instruction, hands – on skills work and practical evolutions in live – fire environments. The COVID Pandemic affected the training by moving more of the curriculum to virtual classwork. Despite the virtual format, candidates needed to wear proper uniforms and no leniency was granted for absences. In – person physical training still occurred at the Department of Fire Services burn building in Springfield, MA and their gas field in Stowe, MA. Through this, the need for space and hygiene made the process extremely stressful and complicated. Sunderland’s firefighters achieved several awards and were bestowed with honors. I am proud to report that 8 firefighters from the Town of Sunderland are Massachusetts Fire Academy trained. Additional personnel from Sunderland are planning to attend the Massachusetts Fire Academy in 2021.

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

A big part of the Sunderland Fire Department’s routine activity is fire prevention work and inspections. Three personnel from the Department act in a Fire Prevention capacity by ensuring fire codes and state laws are being adhered to in local businesses, public gathering places and private property that is being bought / sold. Hundreds of these inspections occur every year in our town. Sunderland maintains a robust fire prevention program that is active in our Elementary School. Fire drills happen four times each year but that is just the beginning: Each grade hosts the Fire Department for age – appropriate lectures, discussions and hands – on workshops concerning fire and home safety, calling 911, not playing with matches and 1st aid. This activity is essential to a

safe community and I applaud Principal Ben Barshefsky and his staff for embracing Fire Prevention and giving the Sunderland Fire Department the time we need to accomplish this important curriculum.

IMPORTANT REMINDERS TO CITIZENS

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

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

Grants are a major focus of the Fire Department administration and a significant amount of time is spent in pursuit of this funding. Various sources for grants are available but the application and award process is very competitive and dynamic. Currently the Fire Department is applying for over \$100,000.00 in Federal FEMA grants for needed equipment. We were awarded approximately \$500 in grants during 2020 from the Massachusetts Department of Conservation and Recreation. These monies were spent on new wildland fire gear and tools.

Two local businesses and the SVFA donated sums of money to help the Fire Department acquire new Self-Contained Breathing Apparatus in 2020. The Town provided capital funds for this purchase as well. These are the "air paks" that firefighters wear to breathe clean air in hazardous environments. This equipment represents a substantial financial investment by all stakeholders into the ability of the Sunderland Fire Department to protect lives and property.

In closing, the following town departments deserve our thanks for assisting us this past year: Police Department, Highway Department, Town Office Administrative Team, Board of Selectmen, Finance Committee, Water District, Health Department, Emergency

Management Director, Building and Electrical Inspectors, School Committee, Principal and Superintendent. Thank you also to the local businesses that allow employees who are firefighters to leave work for the purpose of responding to fire calls. Several local businesses also anonymously donate resources to help the Fire Department – I thank you for your generosity.

Please visit our department website at www.sunderlandfire.com 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

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to 21 member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

As many residents were home-bound there was an increase in trash and recycling tonnage. A review of recycling tonnage for 2020 shows an increase of 100 tons of recycling compared to 2019. District residents recycled just over 2,800 tons of paper and containers. The recyclables were processed at the Springfield Materials Recycling Facility and sold for recycling primarily to domestic companies. This is the first year in which towns had to pay a recycling processing fee to the facility operator. However, recycling markets have rebounded at the end of 2020 and some commodities are selling at record amounts. This helps offset or reduce the processing fee for all towns.

The pandemic resulted in the cancellation of both 2020 Clean Sweep collection events.

We did hold our annual household hazardous waste collection in September 2020. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. We adjusted our collection protocol to account for health and safety requirements during the pandemic. A total of 440 households participated in this event. This is over a 15% increase from 2019 and most likely due to the pandemic and residents being home.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$115,000 for District towns. Some grant funding is a result of a town's successful waste management infrastructure. Other grants include equipment to make town transfer stations more efficient.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at www.franklincountywastedistrict.org or visit us at 117 Main St., 2nd Floor in Greenfield.

Jan Ameen - Executive Director Jonathan Lagreze, Colrain – Chair
 Chris Boutwell, Montague - Vice-Chair M.A. Swedlund, Deerfield – Treasurer

Franklin Regional Council of Governments Services to Sunderland

Phone: 413-774-3167

Email: info@frcog.org

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

The COVID-19 pandemic modified the ways we did business in 2020, and while the attention of some staff shifted towards pandemic response, our typical work did not stop, nor did our mission to serve the interests of citizens, municipalities, and the region as a whole. While we have included some of that work here, FRCOG's 2020 Annual Report, published this spring, will further summarize our regional efforts. The following pages primarily list services specific to Sunderland.

COVID Response and Recovery

The FRCOG was active in regional and municipal COVID response and recovery in numerous ways, including:

- Advocated for changes to laws and regulation needed to run municipalities remotely
- Conducted a business impact survey to understand how to allocate emergency funding to protect the regional economy
- Monitored active cases and conducted contact tracing for 19 towns
- Opened the Multi-Agency Coordination Center to disseminate situation reports to municipalities, responders and other stakeholders
- Launched a weekly newsletter of resources and support for parents & guardians of school-aged children
- Facilitated the distribution of PPE to area hospitals and responders, and facilitated a collective purchase of PPE for municipalities, non-profits and businesses
- Managed and distributed emergency funding to local Boards of Health
- Assisted the Board of Health in identifying contact tracing support for COVID case management
- Secured \$9,110 in COVID emergency management funds to cover the cost of COVID case management
- Provided mask order and social distancing signage for use at town facilities and businesses

Climate Resilience

Worked with the Sunderland Emergency Preparedness Team (SEPT) to complete an update to the Sunderland Hazard Mitigation Plan, which was approved by MEMA and FEMA, is valid for 5 years, and makes the town eligible for pre- and post-disaster FEMA funds. Worked with the SEPT to complete the Municipal Vulnerability Preparedness (MVP) planning process for the Town to become a designated MVP community.

Finance and Municipal Services

Sunderland contracted with the FRCOG to receive collective bid pricing for highway products and services, including rental equipment and drone services; fire alarm and fire extinguisher services; and water treatment chemicals. Staff assisted the town with construction bids for Complete Streets Improvements, and upgrades to the Sunderland Elementary School HVAC System. The Town Accounting program produced biweekly vendor warrants and provided monthly budget reports to all officials and departments. Accountants certified Free Cash and submitted a Schedule A at year-end; assisted in completing the recap for tax rate submission; and customized, developed, and distributed reports for committees and departments. They assisted with the annual audit, if necessary.

Homeland Security and Emergency Preparedness

Assisted in production of a regional IT network and shared cybersecurity systems feasibility study. Secured funding for a series of capacity building workshops, to be conducted in 2021.

Land Use and Natural Resources

Helped the Town Administrator with completion of the Green Communities Annual Report.

Assisted the Town Administrator with successfully applying to DHCD to achieve Housing Choice designation. Also helped submit documentation to DHCD to certify that the town complies with the 2016 Sunderland Housing Production Plan. Facilitated preliminary discussions about potential Housing Choice Capital Grant projects.

Public and Community Health

Coordinated vaccine availability, supplies, and staff support for flu clinics held throughout the CPHS district with the help of Medical Reserve Corps members, GCC nursing students and community volunteers. CPHS flu clinics served 2,045 County residents. The Frontier Emergency Dispensing Site Drill flu clinic vaccinated 397 residents, while the South County Senior Center clinic served 226. 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 230 Frontier students, representing 71% of the 8th, 10th, and 12th grade classes. Survey data meets federal requirements for the school and is valuable for grant writing and program planning. Provided training, technical assistance, and evaluation for the evidence-based LifeSkills substance use prevention curriculum in the Frontier Regional

School District

Provided materials and guidance on vaping prevention and intervention to the Frontier Regional School District as well as a list of resources for advancing racial justice in school districts/schools

Organized a community showing and discussion of the documentary I'm Not Racist....Am I? at which Frontier students and staff participated.

Compiled and distributed Coalition Connections, a newsletter, which provides information and resources for families, human service providers and educators during the pandemic to support health and prevent youth substance use.

Training and Education

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

Emergency Prep & Homeland Security

Active Threat Integrative Response – 1
 American Sign Language/First Responders – 1
 Chainsaw Skills & Safety – 2
 Chainsaw Skills & Safety (Advanced) – 2
 Radio System Migration Vendor Expo – 1

Municipal Officials' Continuing Education

Finance Committee 101 – 1
 Safety Planning for Libraries & Town Offices – 1

Pandemic Support

COVID-19 Testing Capacity – 1
 Municipal Reimbursement for COVID Costs – 1
 Vaccine Info Sessions for First Responders – 1

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

Transportation

- Provided technical assistance during the bidding of construction projects funded through the Massachusetts Complete Streets Program.
- Provided support to advance the North Main Street reconstruction project through the Franklin County Transportation Improvement Program.
- Conducted a traffic count on North Plain Road for the Regional Traffic Counting Program.
- Conducted town-requested traffic speed studies on Plumtree Road and Route 47/Hadley Road.

FRANKLIN REGIONAL RETIREMENT SYSTEM

278 Main Street, Suite 311; Greenfield, MA 01301-3230

Phone: 413-774-4837 / Email: General.frrsma@gmail.com

Annual Report for the Calendar Year Ending December 31, 2019

To the reader:

The Franklin Regional Retirement System is a government agency that serves the 578 retirees, 55 beneficiaries, 1,044 active employees, and 611 inactive members of the towns and agencies in Franklin County. We are organized under Chapter 34b, and subject to the provisions of Chapter 32 of the Massachusetts General Laws. We receive oversight on the state level from the Public Employee Retirement Administration Commission (PERAC). We contract with an independent auditor to do a full audit of our system each year. We also contract with an actuary to perform a complete actuarial valuation every two years. PERAC audits our operations and financial records every three years.

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

Up until 1988, we were a “pay-as-you-go” system. In 1988 it was legislated that we begin saving to become “fully funded” over the ensuing 40 years. Fully funded means we have enough in reserves to pay for all the current and future potential benefits of our present membership. At the end of 2019, we are 74.4% funded at 31 years (77.5%) into the 40-year mandate.

Our fiscal year is the calendar year therefore, our annual report is not filed until May of the subsequent year, and as a consequence the information provided herein will be a year old by the time you read this. Current reports and information can be found on our website: www.FRRSMA.com.

What follows is a synopsis of our annual report, as filed with our State oversight commission, PERAC. The full PERAC report can be read on the “Finances” page of our website.

	CY 2019	CY 2018	CY 2017
Balances			
Cash	1,579,892	1,548,623	1,208,508
Investments	155,459,951	137,212,980	144,523,227
Receivables	73,637	99,508	207,894
Payables	2,988,090	2,460,693	2,019,479
Annuity Savings (members)	31,675,249	30,591,939	30,005,767
Retirement Reserves	125,438,231	105,808,479	113,914,384
Revenues			
Member's contributions	4,368,605	3,754,462	3,682,424
Towns, Schools, Agencies	6,871,971	6,506,893	6,162,964
Retirement Cost Sharing	516,330	531,674	474,821
Miscellaneous Revenue	10,781	17,971	13,725
Investment Income (net)	24,332,594	(4,375,884)	19,547,767
Expenses			
Retirement Benefits	11,329,395	10,451,458	9,802,088
Operating Expenses	567,347	542,267	495,399
Investment Expenses	837,388	802,542	763,190
Retirement Cost Sharing	2,262,262	1,714,774	1,636,665
Refunds to Members	390,827	443,808	314,654
Investment Performance			
Target	7.75%	7.75%	7.75%
Since 1984	8.47%	8.21%	8.57%
10 years	9.57%	9.60%	6.57%
5 years	7.79%	5.99%	10.59%
Current Year	17.92%	-3.13%	15.41%
Demographics			
	1/1/2020	1/1/2018	1/1/2016
Members' Average Age	47.50	48.30	48.30
Members' Average Service	9.20	10.10	10.50
Members' Average Salary	37,982.00	37,651.00	35,966.00
Retirees' Average Age	72.80	72.60	72.30
Retirees' Average Pension	17,171.00	16,433.00	15,274.00
Disabled Members' Average Age	60.30	58.30	58.00
Disabled Members' Average Pension	29,998.00	28,790.00	26,353.00

Dale Kowacki
Executive Director
Franklin Regional Retirement System



FCAT -FRONTIER COMMUNITY ACCESS TELEVISION

**12 School Street
Sunderland, MA
01375**

413-665-0012

www.fcat.tv

Another year has come and gone, and it's one I'm pretty sure none of us will soon forget--One which forced our organization to radically alter the way we conduct business.

A lot of good things happened this past year, which started out with a pretty active second half of a winter sports season which marked, I believe, a quantum leap in our production approach and strategies. Kevin Murphy and Alec Eckel deserve the bulk of the credit for their dedicated and constant innovation in developing a professional product which culminated, literally, with a state hockey championship game which has since generated thousands of hits on You Tube and will most likely bring home some hardware when the next round of regional awards are announced. Kevin and Alec received two of those awards this year for our 2019 coverage of Frontier's basketball and softball playoffs.

That high school hockey championship game was the last event of the year on the high school sports schedule. COVID hit and that was the end of high school sports for the year. It was also the end of in-person public meetings, so suddenly, FCAT had to switch gears and begin developing a mechanism to cover these events, which were now being largely broadcast on Zoom and other like platforms.

We had to make some quick moves, which included the purchase of a streaming package add-on to the Castus system which we secured through Matt Carlson, an FCAT employee who is now a programmer for Castus. It costs us an additional \$900 per year but has been an invaluable resource.

As winter melted into spring, we began doing regular COVID updates from Deerfield Town Hall with local EMS, police and health officials. We ended up having to make another adjustment as our four towns all decided to conduct annual town meetings OUTDOORS, which, once again, was breaking new ground for us. We've had experience doing graduation and a few concerts outside, but never something as involved as an al fresco town meeting. And because they had no experience either, many of our towns, Deerfield especially, were looking to FCAT for technical and logistical guidance. We did our best to assist where possible, including securing Matt Carlson to oversee the audio production, which is the most crucial element in staging these events, particularly outdoors. We had a few technical glitches here and there, but nothing

which proved to be two distracting to the proceedings. I was very proud of the way our staff and volunteers pulled together and pitched in.

If there is one thing I can point to in 2020 of which I'm most proud, it's the way our team has managed to roll with the punches while continuing to find ways to serve our four communities. They say it's in times of strife that you find out what people are made of, and that has certainly been the case this year.

There are a few things I expect to happen this year.

The year 2020 ended with Conway finalizing its new ten-year cable contract with Comcast. That should be signed in a couple of months.

I'm hoping 2021 is the year that Comcast follows through with its promised build outs of Whately and Sunderland, so we can get those channel 15's under our control.

We will, this winter, plan to begin live streaming Frontier sports like basketball. I'm fully expecting another outdoor town meeting season, assuming an online technology isn't developed by then.

Overall, we are going to continue to find ways to serve our communities and be a resource wherever possible. I pledge to continue doing whatever I can to make this the best public access television station not just in Franklin County, but all of Massachusetts.

Faithfully submitted,
Christopher S. Collins
General Manager
Frontier Community Access Television

HIGHWAY DEPARTMENT

111 River Road
Phone: 413-665-1460
Email: highway@townofsunderland.us

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

We have accomplished work on many projects such as. Sleeving a large culvert pipe on Park Rd. All catch basins were inspected/cleaned and several were rebuilt throughout the town. Street sweeping and line painting was done throughout the town. Our dirt roads were graded and dust control was applied and any was out trouble spots were addressed. American Flags were put up for the Memorial Day Holiday in May to after the

4th of July. Paving was done on Pine Court and all catch basins were repaired or replaced. Along with these projects we continue our normal daily tasks which include but are not limited to mowing, brush hogging, patching and repairing roadways, plowing, salting and sanding. We continue to interact with surrounding towns for different recourses as needed.

Our current crew and seasonal staff have done a great job to keep things running smoothly. We hired one new full-time employee this year in September. Our staff participates in ongoing training and certification courses to keep up to date on the most current information and trends.

Our staff handles as much of the maintenance and repairs of our equipment and trucks as possible. We do our best to do most of our maintenance and repairs in-house, but some work must be done off-site with outside vendor.

Our goal is to keep the public informed and updated with current projects, road conditions or closures, storm and weather conditions as well as information and tips. Please visit the [Highway page](#) on the town's website and like us on Facebook for more information.

As always if you have any questions or concerns, please contact me at 413-665-1460. Finally, I would like to thank the residents for their continued support. I would like to thank the Highway Department crew and the part time winter employees for their hard work and dedication to the Town.

Respectfully,
George Emery
Highway Superintendent

HISTORICAL COMMISSION

Highlights of Sunderland Historical Commission activities during 2020:

During our first meeting of the year, held jointly with the Swampfield Historical Society, we decided to hold all future Historical Commission (HC) in the Town Hall to comply with accessibility requirements. Shortly afterward, however, all meetings shifted to being held online, as part of the effort to slow the spread of COVID-19. Despite the pandemic, projects to improve facilities and infrastructure in the town's historic center continued development:

120 North Main Street Senior Housing: This Chapter 40B project is nearly ready to begin construction after near-final revisions to the plans, and the HC continues to participate in reviews, particular in regard to the historic mid-19th-century house at this address.

Riverside Park: Reviewed whether improvements to the fields and facilities would require an archaeological survey (likely not if shallow enough in this heavily plowed area) and consistency with other structures in the historic district. The HC also wrote in support of a Parkland Acquisitions and Renovations for Communities (PARC) grant, which was successfully funded.

Town Center Street Planning: Reconstruction plans for North Main Street neared their final pre-construction stage, while planning for improvements to School Street as well as a possible traffic circle at the intersection of routes 116 and 47 are still in early stages.

The HC discussed and provided input to these projects and to various state agencies, with the goals of protecting and preserving Sunderland's historic buildings, protecting the Buttonball tree as well as other town trees, and maintaining the sense of the original Linear Town Common along Main Street. Members of the HC also helped bring historical perspectives to other boards both as members and HC appointees.

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

Highlights of Swampfield Historical Society activities during 2020:

This year the society began construction of its long-awaited web site "swampfieldhistorical.org". Society members began scanning and photographing artifacts from our collection and loading them to our site. This is an ambitious undertaking for our small group and we expect to launch the site late in 2021. In November senior member Russ Lane (age 93), presented to the society the Sunderland town flag made by his daughter Nancy. Several donations of town related artifacts were made to the society this year. Some of the more interesting being Girl Scout memorabilia with a Sunderland connection and a 19th century bill fold belonging to early resident Clark Rowe. If you have a Sunderland related artifact for consideration to our collection, call Mike Walunas at 413-548-9361.

Submitted by:
Mike Walunas,
President, Swampfield Historical Society.

PLANNING BOARD

Phone: 413-665-1442

Following over 12 years of service to the town of Sunderland as a member of the Planning Board, Sarah Snyder stepped down and we thank her for her dedication and service. Gabrielle Kurth has since filled the vacancy; one additional vacancy remains, to be filled at the 2021 town annual election. The Planning Board considered additional updates to our Zoning Bylaws. For the most part, these changes address typographical errors and minor grammar corrections. The Board also reviewed and signed several requests for Approval Not Required (ANR) parcel divisions. Due to Coronavirus, the Board conducted meetings remotely via Zoom from April through year's end.

Respectfully Submitted,

Dana Roscoe, Chair; Stephen Schneider; Stephen Gowa; Gabrielle Kurth; vacant fifth seat to be filled at annual town election

POLICE DEPARTMENT and STATISTICS

105 River Road

Phone: 413-665-7036 or *for* EMERGENCY: 9-1-1

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

Currently our staff consists of Chief Erik J. Demetropoulos, one Sergeant, 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 all had an absolutely altered way of living this past year. With the Covid-19 Pandemic, many things were changed. I'm proud to say that our Officers did an outstanding job changing with the times and were able to still provide a professional police service to the community.

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

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

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

via our Regional 24x7 Dispatch Center at 413-625-8200. They will get us on the radio and notify us of your needs.

We want to remind everyone that we can't do our job without your help! Your concerns, tips and observations help us tremendously in solving crimes and catching criminals. We ask that if you see something out of the ordinary, please don't be afraid to call us right away. **"If you see something, Say something."** Your timely notification of information will allow for a quicker response and could make the difference between a crime committed and a criminal being caught in the act, or it going unresolved. As always if you have an emergency call 911.

If you would like to get in touch with an officer immediately in regard to any concerns or anything out of the ordinary, please call our 24-hour Dispatch Center at 413-625-8200. If you would like to speak to an officer or the clerk for a non-emergency question or concern, please call our station at 413-665-7036 extension 9.

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

I THANK YOU

Erik J. Demetropoulos
Chief of Police

Police Department Statistics – Calendar Year 2020

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 **2019** Dispatch received/generated **7,664** calls vs **2020** receiving **7,462** calls for Sunderland. A lot of this has to do with the fact that our great citizens are calling us more and Officers are patrolling more, that with our continued cooperation with our Regional Dispatch Center & a Pandemic to deal with as well!

209A	20	BE ON THE LOOK OUT	3
209A VIOLATION	3	BREAKING & ENTERING AUTO	2
911 CALL	102	B & E PAST	2
911 HANG UP	33	BRUSH FIRE	2
911 MIS DIAL	33	BUILDING/LOCATION CHECK	2634
ABANDONED 911 CALL	27	BURN/AGRI PERMIT	1
ABANDONED MV	3	CAR vs. DEER	18
ADMINISTRATIVE	79	CARBON MONOXIDE HAZARD	9
ALARM BURG OR HOLDUP	74	CHECK WELFARE	114
ANIMAL COMPLAINT	96	CHIMNEY FIRE	1
ANNOYING PHONE CALLS	7	CIVIL ISSUE	2
ARTICLES LOST	13	COMMUNITY POLICING	37
ARTICLES RECOVERED	11	COMPLAINT	28
ASSAULT	3	COURT	14
ASSIST CITZEN	46	CRUISER MAINTENANCE	113
ASSIST OTHER AGENCY	45	CUSTODY ISSUE	5

DEATH	1	ODOR INVESTIGATION	2
DETAIL REQUEST	13	OFFICER WANTED	125
DISABLED MV	4	OPEN DOOR	3
DRUNK	1	PAPERWORK SERVICE	18
EMS ALARM-LIFE LINE ACTIV	19	PARKING COMPLAINT	20
ESCORT / TRANSPORT	5	PATROL AREA	508
EXPLOSION	1	POWER OUTAGE / FAILURE	5
FIGHT	2	RADAR/TRAFFIC ENFORCEMENT	715
FIRE ALARM	50	REPOSSESSION	1
FIRE WORKS	9	RESUE CALL	1
FIRE, OTHER NON-SPECIFIC	8	ROLLING 9	2
FIREARMS LICENSING	60	RUNAWAY	1
FOLLOW UP INVESTIGATION	47	SAFETY HAZARD	35
FRAUD / SCAM	48	SEARCH	1
GAS LEAK	1	SECTION 12	3
GENERAL INFO	74	SERVE WARRANT	11
HARASSMENT	14	SERVICE CALL	8
HIT AND RUN	2	SEX OFFENDER REGISTRAION	14
ILLEGAL BURN	3	SHOTS FIRED	11
ILLEGAL DUMPING	4	SMOKE INVESTIGATION	5
INVESTIGATION	19	SOLICITING	2
KEEP THE PEACE	11	SPILL OR LEAK	3
LARCENY	13	STUCTURE FIRE	1
LINE DOWN – Power/Phone/Cable	19	SUICIDE THREAT	1
LOCKOUT	10	SUMMONS SERVICE	4
MEDICAL EMERGENCY	169	SUSPICIOUS ACTIVITY	16
MISCELLANEOUS	30	SUSPICIOUS PACKAGE	1
MISSING PERSON	2	SUSPICIOUS PERSON	28
MOTOR VEHICLE AC w/ injury	6	SUSPICIOUS VEHICLE	54
MOTOR VEHICLE AC w/ no injury	48	THREAT	14
MOTOR VEHICLE COMPLAINT	95	TRAFFIC CONTROL	6
MOTOR VEHICLE RECOVERED	2	TRAFFIC HAZARD	58
MOTOR VIHICLE – STOLEN	1	TRESPASS	6
MOTOR VIHICLE VIOLATION	549	UNWANTED PERSON	8
NOISE COMPLAINT	66	VANDALISM	18
NOTIFICATION	54	VEHICLE FIRE	3

End of Police Statistic Report.



SUNDERLAND PUBLIC LIBRARY

20 School Street

Sunderland, MA 01375

Phone: (413) 665-2642

www.sunderlandpubliclibrary.org

Sunderland Public Library is a free public library serving the Town of Sunderland and surrounding communities. The Library provides access to books, DVDs, audiobooks, magazines, newspapers, eBooks, technology, and thoughtful programming for people of all ages. The Library is part of the C/W MARS network; a consortium of nearly 150 libraries in Central and Western Massachusetts. All are welcome to use library services, and anyone with a free C/W MARS library card may borrow materials.

The Library in 2020

The COVID-19 pandemic has forced the Library to reconsider how we can safely provide critical services to the Sunderland community. In mid-March of 2020, the Library made the difficult decision to close the library building and focus on providing remote services. During this time, Library staff continued to work their full hours from home, assisting patrons in using digital materials, developing virtual programming, increasing remote learning opportunities, and connecting patrons with vital community resources. Staff also took the time to call many patrons just to check in and make sure they had what they needed during this isolating time.

In June of 2020, Library staff were able to return to the library building and began focusing on providing curbside services. From June through the rest of the year Library Staff fulfilled a monthly average of 520 curbside pickup orders of books and other library materials and answered an average of 542 phone calls per month. Library staff also felt it was important to offer computer services to patrons who had no other means of accessing technology and began offering appointments to use library technology. Patrons used these appointments to apply for jobs, file for unemployment, complete important insurance documentation, and request food and housing support, among other tasks. Most organizations have ceased in-person operations and require people to use a computer to conduct this essential business, often leaving the citizens who need this assistance unable to complete these tasks. By offering computer appointments, the library is able to fill this gap in the lives of Sunderland's most vulnerable residents.

All of this work is done in addition to the regular work that is needed to keep a library running. Though the services provided by the Library staff look different from previous years, the amount of work completed by these dedicated staff members has increased dramatically. While it would be safer for these staff to continue to work from home, they have made every effort to provide critical services to our Town, as safely as possible, when our townspeople have needed these services the most.

Despite the library building being closed for the majority of 2020, the Library continues to be a thriving resource for Sunderland. This year, the Library circulated 45,938 items, fulfilled 3,404 curbside pickup orders, delivered materials to the homes of 59 patrons, and provided library services to 17,133 people. More than 1,000 people attended the Library's virtual programs (which include beloved classic library programs such as Qigong, Knitting Circle, and Coffee & Conversation), and slightly fewer than 1,000 people attended pre-pandemic or safe, socially distanced in-person programs sponsored by the library.

"Autism is Welcome Here" Federal Grant

In October 2019, Sunderland Public Library was awarded a competitive federal Library Services and Technology Act grant to improve our services to children on the autism spectrum and their caregivers. This grant allowed the Library to provide special training for our staff on serving patrons on the autism spectrum and to provide public programs aimed at serving people on the autism spectrum, including special Sensory Friendly Hours and Sensory Friendly Playgroups in January and February of 2020. This grant has also allowed the Library to establish a Sensory Toy Collection, consisting of toys and learning tools designed to stimulate the senses. These toys can be borrowed to use at

home or in a classroom. The used the grant to reinvigorate our nonfiction collection to include more up-to-date resources on the autism spectrum and improve the fiction collection to contain better representation of characters on the autism spectrum. Thanks to this grant funding, the Library added 48 books, 1 DVD, 53 eBooks, 7 eAudiobooks, and 42 sensory toys to our collection.

Thank You to Our Volunteers

Despite the challenges that the pandemic has created, the Library's dedicated volunteers have continued their hard work to keep the library running. Our volunteers assist the library in a variety of ways, including reshelving books, processing new items, and delivering materials to homebound patrons. In addition to these tasks, this year the Library has relied on our volunteers to help keep the community safe by cleaning all incoming and returned library materials before our patrons borrow them. We wish to extend our thanks to Emma Burke, Christine Graves, Charlie Johnson, Chris Johnson, Mary Laurens, Kirsten Lindblom, Jean Reese, Kathy Ryan, Ben Sackrey, Stana Wheeler, Faith White, and the students and teachers of Frontier Regional High School's Life Skills Department.

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

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

This year, the Friends of Sunderland Public Library, Inc. were unable to host their usual Book Sale fundraisers, and instead developed innovative ways to continue their support of critical library services. The Friends hosted their first Virtual Arts, Crafts, and Business Fair, an online auction of local fine art, gift cards to local businesses, handmade crafts, and artisan products. Thanks to the generosity of bidders and donors, the Friends of Sunderland Public Library, Inc. were able to raise funds to sponsor library technology for the whole community to use, educational and recreational programs for people of all ages, and other valuable services for the people of Sunderland.

Curbside Pickup Hours:

- Mondays 10:00 AM – 5:00 PM
- Wednesdays 10:00 AM – 7:00 PM

- Fridays 10:00 AM – 5:00 PM
- Saturdays 12:00 PM – 4:00 PM
- Home Delivery is available upon request.

In-Person Browsing Appointments:

- Tuesdays 1:00 PM – 7:00 PM

Computer Appointment Hours:

- Mondays 2:00 PM – 4:00 PM
- Wednesdays 5:00 PM – 7:00 PM
- Saturdays 2:00 PM – 4:00 PM

Please contact the Library to check on the current services we offer and the hours they are available.

Library Staff:

- Katherine Umstot, Library Director
- Kelly Daniels Baker, Head of Youth Services
- Aaron Falbel, Head of Adult Services
- Heather McGuirk, Head of Young Adult Services
- Vanessa Ryder, Circulation Assistant

Board of Library Trustees:

- David Wissemann, Chair
- Lorin Starr, Vice Chair
- Justine Rosewarne, Secretary
- Beth Berry
- Gerald Bridwell
- Molly Gowa
- Hollis Graves
- John Sackrey
- Valerie Voorheis

RECREATION DEPARTMENT

Phone: 413-665-1439

Town website: <https://www.townofsunderland.us/recreation>

Despite COVID, the Recreation Department still was able to provide more than 20 different programs and events to Sunderland residents during this past year. In all, more than 100 youth and more than 60 adults took part in the various programs as participants and/or volunteers. Listed below are just some of these programs:

One Yoga session was held last winter; Sunderland Night/Days at UMass Basketball and UMass Hockey; Intro Basketball for grades 1 & 2 last winter; Youth Basketball for grades 3&4, 5&6 and 7-9; Open Gym Pick-up Basketball for Grades 9-12; Unfortunately the COVID “shutdown” came literally just hours before the start of what would have been the

30th Annual End-of-Year Sunderland Basketball Tournament for Grades 3-9 in March; 28 folks took part in our 6-week Berkshire East Ski Program for Youth with lessons and skiing on Wednesday afternoon/evenings; Sunderland Ski Days were held at Berkshire East and Mt. Snow; Sunderland Ice Skating Days took place at the Greenfield rink during winter vacation; Tiny Blades (ages 2-6) Ice Skating Lessons at the Greenfield Rink; (Unfortunately we did not have adequate snow for our usual X-Country Ski & Snow Shoe Fun Days); A Coaches Clinic and a Referee Clinic were held for Basketball;

Once things opened up somewhat over the summer: we held two groups of Skills and Drills for Softball (grades 2-4 and grades 5&6) and one group for T-Ball (age 4-6) in July and August. In the Fall, we had Soccer Skills and Drills for three groups: Intro Soccer (Pre-K thru K), grades 1-3 and grades 4-6. We also assisted with providing lines for Physical Education classes at the elementary school fields so that students could keep safe distances for some of these activities. We also facilitated some outdoor Yoga in the Park sessions in conjunction with Cadence Yoga center at Riverside Park. COVID protocols were observed for these activities.

Several Sunderland residents participated in the following programs offered through our cooperative efforts with other towns: Adult pick-up Basketball and Yoga in Whately; Adult Volleyball in Conway; the Sunderland Adult Volleyball Club, and 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 Frontier Suburban Girls Softball League (grades 7-12), the Frontier United Soccer program (grades 1-6), and the Franklin County and Amherst Youth Hockey Associations – coordinating participation and registrations for Sunderland youth. We also provide information and assistance with registration for summer programs in cooperation with the Deerfield and Northampton Rec Departments and Amherst Leisure Services.

Despite COVID we still held a small, but meaningful Memorial Day Ceremony at Riverside Cemetery. Sunderland's Oldest Veteran, Edgar Gunn., was recognized during the ceremony. The Board of Selectmen, representatives of the Sunderland Police Dept. and the Fire Dept. took part in the ceremonies, along with several other town, local and state officials. VFW Post #3295 provided a Color Guard and the Gun Salute. In lieu of the Frontier Band, former band member and Sunderland resident, Ella Deane, played taps at the end of the ceremony. The ceremony was live streamed as well as recorded to be shown on local Frontier Community Access TV.

The Recreation Committee was again represented on the town's Community Preservation Committee and on the Parklands Acquisition and Renovations for Communities (PARC) Committee. Now that Phase 1 of the Riverwalk Project is complete, we look forward to Phase 2 which will provide for a new Rec Shed (in conjunction with the Kayak Kiosk and Baseball shed project), and much needed upgrades to the main soccer field, including irrigation. The existing bathrooms will also be renovated and provide for handicap accessibility. The Merritt Field softball facility at the Elementary School continues to see a lot of activity. Work was done maintaining the

field, painting and staining trim on the shed and dugouts. We are thankful to Town Meeting for voting some Field Maintenance funding which allows us to better maintain our town Rec fields going forward.

We would be remiss if we did not also say a huge “thank you” to the more than 45 volunteer coaches, scorekeepers, referees and umpires, and others who have helped with recreation programs in this most unusual year. We would like to also thank Jim Ewen, Rec Coordinator, for his special efforts this past year on behalf of our kids and families.

We are not sure when we will get back to normal or what the “new normal” will be like, but for now, we will continue to observe appropriate COVID protocols and abide by restrictions consistent with the Governor’s Reopening Massachusetts plan. If you are interested in assisting or have an idea for a new program, please contact us.

Respectfully submitted,
Sunderland Recreation Committee

RIVERSIDE CEMETERY TRUSTEES

The past year of 2020 has changed many things. For the cemetery, we held our Trustee meetings on-site at the cemetery outside, instead of inside at the Town offices.

We had to cancel a public presentation by the landscape architect that was scheduled for March 2020. She will be explaining design proposals which include replacement trees, a possible cremation garden and issues of the center road. To be rescheduled.

Our excavator Mike Morawski retired and we contracted with a new company, Snows Landscaping. The Trustees want to thank Mike and Cindy Morawski for all the years of great service.

We handled many plot sales this past year, and there was continued interest in the possibility of Green burials. There were 2 internments and there were 12 plot sales in 2020.

The cemetery landscape has continued to change due to big storms and aging of the canopy. We had to remove the following trees:

- 1/13/20 – Removed a large, split sugar maple from the center section.
- 3/31/20 – Removed a decayed large pine tree from the Southern section.
- 6/30/20 – Large oak felled by a storm removed from the Northern section.
- 11/10/20 – Large maple on corner of Northern section removed also.

Several stones were repaired and joints sealed. Our thanks to Negus and Taylor for the work. Trustees had to repair the water hydrant by the shed with a valve replacement.

The larger stone restoration project has been postponed until we can work with the conservator’s schedule.

The Sycamore seedling from the Buttonball tree continues to do quite well in the Southern section.

Our continuing battle with invasive vegetation and with trash removal is hopefully improving areas along the riverbanks. This work will never end. We hope to improve the view of the river.

Best to all,

Respectfully Submitted,
Riverside Cemetery Trustees

SCHOOLS

FRANKLIN TECHNICAL SCHOOL

We submit this annual report for 2020 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Enrollment for member towns as of October 1, 2020 was 530 students with town breakouts as follows:

Bernardston	36	Erving	27	Montague	110	Sunderland	8
Buckland	8	Gill	15	New Salem	9	Warwick	6
Colrain	24	Greenfield	123	Northfield	27	Wendell	9
Conway	4	Heath	6	Orange	70	Whately	11
Deerfield	19	Leyden	1	Shelburne	17		

Franklin County Technical School awarded 106 diplomas to our seniors in June of 2020. Massachusetts students are required to pass the MCAS in order to receive a high school diploma and once again our students were very successful in meeting this high academic standard. The state has adjusted their measures for evaluating district/school accountability and FCTS maintained the equivalent of a Level 2 “2019” accountability status. Additionally, the district is meeting targets set by the Department of Education for passing rates of students of high risk with disabilities.

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

Franklin County Technical School students are learning the value of paid work opportunities through a newly revamped Cooperative Education Program (Coop). In 2019 FCTS had approximately 50% of our

seniors involved in paid Coop jobs related to their vocational field of study. In 2020, due to COVID-19 issues there is approximately 20% of our seniors on paid Coop. FCTS offers excellence academic offerings with Advanced Placement, Honors, Foreign Language, credit recovery, and special education courses to provide all students with the opportunity to be prepared for college and career readiness.

Franklin County Technical School continues to experience increased enrollment and popularity within Franklin County, which has translated to new vocational technical programs in the fields of Veterinary Animal Science and Medical Assisting. These new vibrant programs are the first new vocational programs at FCTS in more than 40 years. Franklin County Technical School's technical programs continue to improve and evolve through the use of competitive Capital Skills Grants. FCTS has received more than 1.2 million dollars in grants over the last several years without using FCTS funds to enhance its' Welding, Medical Assisting, Veterinary Science, and Machine Technology vocational programs. FCTS also partners with the Franklin Hampshire Regional Employment Board (FHREB) and Greenfield Community College (GCC) to offer an evening program for underemployed and displaced workers to obtain a certification in Advanced Precision Machining using our 21st Century modernized CNC machines.

Franklin County Tech's Carpentry, Electrical, Plumbing, and Landscaping programs established a foundation in collaboration with the Greenfield Savings Bank to build a new home for the community on an annual basis. FCTS is finishing its second new home in Erving and will be starting a new one next year in Greenfield. In Heath, Electrical Students have been upgrading the electrical structure for municipality buildings. In Turners Falls, our Electrical students are wiring the music studio and installing all of the lighting for the new JaDuke's Performing Arts Center. Plumbing is working at the new Conway DPW and plumbing the bathrooms and kitchen areas. Electrical students are putting up conduit and wiring 4 new classrooms which now exist in place of the Assembly Hall to provide more space for student learning. Auto Technology saves the district a substantial amount of money by maintaining the school's vehicle fleet. Many of our school vehicles are used for our various construction jobs within Franklin County and also provide for athletic transportation, which significantly reduces our overall transportation costs. FCTS Auto Technology and Collision Repair programs are very appreciative of the donated vehicles which provide our students with real world experiences.

Collision repair continues working to provide body work for town vehicles, but have limited how many vehicles can be repaired due to COVID-19 protocols.

Culinary Arts regularly serves the local Community Senior Center, Chamber of Commerce, Ice carving for Greenfield Winter Fest, and the community Car Show. Our Veterinary students have been working with the Mass Division of Fishery and Wild Life, Franklin County Sheriff's Animal Shelter, work with farm animals, and provide grooming for animals and pets.

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

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

Respectfully,



Mr. Richard J. Kuklewicz
School Committee Chairman

Mr. Richard J. Martin
Superintendent-Director

Franklin County Technical School District Committee

Bernardston-Bradley Stafford; Buckland-Vacant; Colrain-Nicole Slowinski;
Conway-John Pelletier; Deerfield-Robert Decker; Erving-Robert F. Bitzer; Gill-Sandy Brown;
Greenfield-Paul R. Doran, Mark M. Maloney, Donna M. Woodcock; Heath-Arthur A. Schwenger;
Leyden-Gerald N. Levine; Montague- Dennis L. Grader, Richard J. Kuklewicz, Chairperson;
New Salem-Bryan Camden; Northfield-Laura J. Earl, Orange-Alec MacLeod, Cain Blackbird; Shelburne –
Angus Dun, Vice-Chairperson; Sunderland-James Bernotas;
Warwick-A. George Day, Jr.; Wendell-Jeffrey D. Budine; Whately-Donald C. Sluter

**FRONTIER REGIONAL SCHOOL
SUPERINTENDENT’S REPORT**

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

As Superintendent of the Frontier Regional and Union #38 Schools, I am proud to submit the 2019 Superintendent’s Report on behalf of the dedicated teachers and administrators of this district.

Frontier Regional and Union #38 schools continue to serve our communities by providing excellent public education with an ongoing focus on meeting the individual needs of each student.

This year, with a continuing focus on development, the district has committed to the professional development of teachers and staff in the areas of trauma-informed instruction and academic rigor/student engagement. This has been built into our existing professional development plan and has been well received. Teachers also continued to work on alignment and calibration of assessments as well as a variety of other subject-specific professional development to enrich and refine their teaching.

In addition to a focus on staff development, we have also looked closely at our facilities through the lens of investment and longevity. This past year the Frontier community continued to show its support of our work and our impact by voting to approve the Capital Improvement Bonds to repair the track and provide much-needed building improvements.

The improvement projects will start in July of 2020, these mark the beginning of more regular improvements to elongate and keep our facilities in good working condition.

I am extremely proud of our schools and there is no question that they are the heart of our community. Our hard-working, committed staff is reflective of our hard-working committed community—the ongoing, mutual support is impactful, infectious, and has been integral to creating something very special.

In service,
 Darius Modestow,
 Superintendent of Schools

Overview: Frontier Regional School opened in 1954 in the town of South Deerfield, Massachusetts. The school includes students in grades 7 through 12 with an enrollment of 649 students. This is a decrease of 6 students from the October 1, 2019 enrollment figures of 655 students. Of the 619 students, 173 were School Choice students, which is a decrease of 3 students from the October 1, 2019 School Choice enrollment figure of 176.

FRONTIER REGIONAL OFFICE OF THE SUPERINTENDENT OF SCHOOLS

FRONTIER SCHOOL REPORT

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

Dear Mr. Halla:

I respectfully submit the 2020 Frontier Regional School Annual Report.

FRONTIER REGIONAL SCHOOL COMMITTEE

	<u>TERM EXPIRES</u>
* Robert Halla, Chair, Whately	2021
William Smith, V. Chair, Whately	2021
Judy Pierce, Secretary, Sunderland	2022
Olivia Leone, Member, Deerfield	2021
* Philip Kantor, Member, Conway	2021
* Mary Ramon, Member, Deerfield	2021
* Keith McFarland, Member, Sunderland	2021
Melissa Novak, Member, Deerfield	2023
Ashley Dion, Member, Conway	2022

Lyn Roberts, Member, Sunderland 2023
 Damien Fosnot, Member, Deerfield 2022

*Representing the local Elementary School Committees for a 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

Darius Modestow	Superintendent of Schools
Shelley Poreda	Director of Business Administration
Karen Ferrandino	Director of Special Education
Sarah Mitchell	Director of Secondary Education
William Hildreth	Director of School Facilities
Scott Paul	Director of Instructional Technology
Geoffrey McDonald	Director of Food Services

SUPPORT STAFF

Executive Assistant to Superintendent	Donna Hathaway
Administrative Assistant (SPED)	Penny Smiarowski
Administrative Assistant/Facilities	Mary Jane Whitcomb
Receptionist/Substitute Coordinator	Sarah Butler
Payroll Specialist, FRS/Union #38	Brenda Antes
Accounts Payable/Bookkeeper, FRS	Donna Lloyd
Treasurer	Inna Stytsenko
Grants Accountant	Stephan Shepherd
Deborah Coons	SIS Data Specialist
Stuart Dusenberry	Network Administrator
Keith Van Buren	Information Technology Specialist

FRONTIER REGIONAL SCHOOL

George Lanides	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, 2020

Grade	Conway	Deerfield	Sunderland	Whately	School Choice	Tuitioned In	Total
7	9	35	29	10	29	2	114
8	16	48	11	15	36	0	126
9	13	31	14	6	35	0	99
10	10	42	18	5	24	0	99
11	12	35	21	9	25	0	102
12	15	42	19	3	24	0	103
SP	0	2	2	0	0	2	6
Total	75	235	114	48	173	4	649

FRONTIER REGIONAL

SALARY SCHEDULE

JULY 1, 2019 – JUNE 30, 2020

<u>STEP</u>	<u>Bachelors</u>	<u>Masters</u>	<u>M+30</u>	<u>CAGS/Doctorate</u>
0	\$43,576	\$45,676	\$48,250	\$50,663
1	\$45,823	\$47,662	\$50,076	\$52,579
2	\$47,724	\$49,698	\$51,965	\$54,563
3	\$48,899	\$51,805	\$53,921	\$56,616
4	\$50,611	\$53,462	\$55,899	\$58,695
5	\$51,936	\$55,216	\$57,999	\$60,899
6	\$54,172	\$56,977	\$59,914	\$62,908
7	\$55,601	\$58,786	\$61,844	\$64,935
8	\$57,073	\$60,268	\$64,636	\$67,867
9	\$59,913	\$63,693	\$67,509	\$70,884
10	\$63,054	\$67,382	\$70,471	\$73,996
11	\$64,100	\$69,867	\$73,724	\$77,410
12	\$66,591	\$72,448	\$76,367	\$80,185
13	\$67,589	\$73,534	\$77,512	\$81,387
20L	\$68,589	\$74,534	\$78,512	\$82,387
25L	\$69,589	\$75,534	\$79,512	\$83,387

APPENDIX A**2019-2022 SALARY SCHEDULES****Unit C Instructional Assistants**

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

***NOTE: Due to the elimination of a step, the new scale shall be steps 2-11. Employees will move one step effective July 1, 2019. For example, an employee on step 1 would move to step 2 on July 1, 2019.**

Unit C Educational Support Nurses

Step	HOURLY RATES		
	2019-2020	2020-2021	2021-2022
	1%	2%	2%
1	\$23.47	\$23.94	\$24.42
2	\$24.48	\$24.97	\$25.47
3	\$25.48	\$25.99	\$26.51
4	\$26.48	\$27.01	\$27.55
5	\$27.48	\$28.03	\$28.59
6	\$28.48	\$29.05	\$29.63
7	\$29.49	\$30.08	\$30.68
8	\$30.50	\$31.11	\$31.73
9	\$31.51	\$32.14	\$32.79
10	\$32.49	\$33.14	\$33.80

SUNDERLAND ELEMENTARY
SUPERINTENDENT'S REPORT

District Mission Statement

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

District Vision Statement

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

As Superintendent of the Frontier Regional and Union #38 Schools, I am proud to submit the 2020 Superintendent's Report on behalf of the dedicated teachers and administrators of this district.

Frontier Regional and Union #38 schools continue to serve our communities by providing excellent public education with an ongoing focus on meeting the individual needs of each student.

This year, with a continuing focus on development, the district has committed to the professional development of teachers and staff in the areas of trauma-informed instruction and academic rigor/student engagement. This has been built into our existing professional development plan and has been well received. Teachers also continued to work on alignment and calibration of assessments as well as a variety of other subject-specific professional development to enrich and refine their teaching.

I am extremely proud of our schools and there is no question that they are the heart of our community. Our hard-working, committed staff is reflective of our hard-working committed community—the ongoing, mutual support is impactful, infectious, and has been integral to creating something very special.

Enrollment & School Choice: The October 1, 2020 enrollment for Sunderland Elementary School totaled 187 (PreK-6) students. This is a decrease of 35 students from the October 1, 2019 (PreK-6) enrollment figures of 222 students. Of those 187 (PreK-6) students, 51 were School Choice. This is a decrease of 8 students from the October 2019 (PreK-6) School Choice enrollment figures of 59 students.

Curriculum and Professional Development

Spring 2020

When we closed our physical doors in the spring of 2020, we knew that staying connected and building upon our strong relationships with one another would help us as we grappled with unfamiliar online learning, worried about reaching all students, and strived to provide quality educational experiences. On-line teaching was uncharted territory for many of us and our staff spent countless hours learning new platforms, developing different kinds of lessons, and finding ways to stay connected with students—all while trying to cope with personal responsibilities amidst the COVID-19 crisis.

Summer 2020

In the summer of 2020, the school district was tasked with determining how to provide and sustain quality learning and engagement for our students while ensuring physical health/safety and social-emotional wellbeing for the upcoming school year. Nine committees were created to develop plans for the three learning models: remote, in-person and hybrid that were required by the state.

Fall 2020

Remote learning: The year began in the remote learning model. In late August, teachers organized materials for pick up and the technology department set up stations for students to receive a chromebook and practice logging in. Outdoor tents helped to keep the community safe with organized guidelines for material retrieval. The remote learning model was used periodically throughout the fall when COVID cases warranted a building closure. Remote learning was and remains an option for families for the entire 2020/21 school year. Approximately 30 percent of our students, district-wide made the decision to participate in the remote learning model for the entire school year.

In-person Learning with New Safety Requirements: In-person instruction had a new look as compared to previous years. Students maintained physical distancing with 6-foot seating arrangements, masks were required in the building, new cleaning regimes took place throughout the school day, and outdoor learning spaces were created. The weather was mild, internet hubs at Frontier provided access to technology, and furniture (purchased and loaned to us by the community) supported outdoor classroom learning at

each of our schools. Vulnerable learners were invited for in-person instruction beginning the week of September 14th. All learners, who selected the hybrid model, started in-person learning the following week.

Hybrid Learning: The hybrid model, where students participated in both in-person and remote learning each week, was up and running in late September. Students who selected this model, began attending in-person for half days on one or two days a week and quickly transitioned to a Monday/Thursday or a Tuesday/Friday in-person schedule. In January 2021, schools transitioned to three or four days of in-person learning. Wednesdays continued in the remote learning model with staff participating in professional development in the afternoons.

Supporting Students Access to Education

Students with disabilities, particularly pre-school-age children and students with significant complex needs were prioritized for receiving in-person instruction. In partnerships with families, we continue to strategize ways to maximize instructional effectiveness for our most vulnerable students no matter the learning model. Also, to support learning, each school developed supervised spaces, (e.g., Internet Cafe) for students who are unable to access the remote learning due to technology and internet access barriers.

Professional Development

At the beginning of the 2019/2020 school year, faculty and staff were well underway with our 2019/2020 Curriculum and Professional Development initiatives. At the middle and high school, professional development included a focus on special education delivery models, implementing the new history/social studies frameworks, a school wide focus on student assessment and an examination of curriculum by department. At the elementary schools, teachers focused on academic rigor and student engagement by exploring instructional design, academic language, assessment, social/ emotional development, and behavioral supports through a trauma-informed lens. In March, when our school buildings were closed due to COVID-19, we pivoted to support connections and learning through remote learning platforms.

Fall 2020 Professional Development

We started the school year with 10 Days of Professional Development as recommended by the state. Teaching teams were developed to support remote and hybrid learning. The Distance Learning Playbook (Fisher, Frey, and Hattie) was used from preschool to grade 12 to help structure remote learning and instruction. Many digital curriculum platforms were vetted and incorporated into our remote instructional delivery model.

A district-wide anti-racism & equity committee was established in the spring of 2020 with members from the student body, faculty/staff, parents, and community and remains active today. This group guided the district in identifying, describing, and dismantling systemic racism. Professional development at each of the schools and for the administration team is ongoing.

The health and safety of our school communities is a top priority during a pandemic. Training for staff included: mitigation strategies (wearing of face masks, washing hands, physical distancing, ventilation, and changes to day-to-day operations including physical distancing, classroom design, and student groupings (cohorts)).

Staff:

Faculty Retirements and Resignations: Mary Delusa, Food Services Director, resigned. Mary was replaced by Geoffrey McDonald; Jeannie Johnson, School Nurse; Catlin Converse, Speech/Language Pathologist; Judith Shilling, Reading Recovery Teacher; and Ellen Von Flatern, Grade 6 Teacher.

New Faculty: Samantha Fabian, School Nurse; Jillian Johnson, Grade 5 Teacher and Diane Judd, and Speech/Language Pathologist

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

Respectfully submitted,
Darius E. Modestow, Superintendent of Schools

Sunderland Elementary School for 2019-2020 Annual Report from the Office of the Superintendent of Schools

SUNDERLAND SCHOOL REPORT

Greg Gottschalk, Chair
Sunderland School Committee
Sunderland, MA 01375

Dear Mr. Gottschalk:

I respectfully submit the 2020 Annual Report for Sunderland Elementary School.

SUNDERLAND SCHOOL COMMITTEE

Gregory Gottschalk, Chair

TERM EXPIRES
2023

Jessica Corwin, Vice Chair	2022
Maisie Shaw, Secretary	2021
*Keith McFarland, Member	2023
Peter Gagarin, Member	2021
*Representative to Frontier Regional School Committee	

ADMINISTRATION

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

SUPPORT STAFF

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

SUNDERLAND ELEMENTARY SCHOOL**ENROLLMENT - OCTOBER 1, 2020**

Grade	Boys	Girls	School Choice	Tuitioned In	Total
Pre-K	6	2	0	5	13
K	7	7	4	0	18
1	10	9	6	0	24
2	11	8	7	0	26
3	5	11	10	2	28
4	12	6	11	0	29
5	12	14	9	0	35
6	<u>2</u>	<u>7</u>	<u>5</u>	<u>0</u>	<u>14</u>
TOTAL	65	64	51	7	187

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

July 1, 2019 - June 30, 2020

<u>STEP</u>	<u>B</u>	<u>B+15</u>	<u>M</u>	<u>M+15</u>	<u>M+30</u>	<u>M+45</u> <u>CAGS</u>
3	\$44,184	\$45,563	\$46,986	\$48,457	\$49,971	\$51,456
4	\$45,563	\$46,986	\$48,457	\$49,971	\$51,534	\$53,020
5	\$46,986	\$48,457	\$49,971	\$51,534	\$53,144	\$54,630
6	\$48,457	\$49,971	\$51,534	\$53,144	\$54,801	\$56,286
7	\$49,971	\$51,534	\$53,144	\$54,801	\$56,513	\$57,998
8	\$51,534	\$53,144	\$54,801	\$56,513	\$58,280	\$59,766
9	\$53,144	\$54,801	\$56,513	\$58,280	\$60,101	\$61,587
10	\$54,801	\$56,513	\$58,280	\$60,101	\$61,978	\$63,463
11	\$56,513	\$58,280	\$60,101	\$61,978	\$63,914	\$65,400
12	\$58,280	\$60,101	\$61,978	\$63,914	\$65,913	\$67,398
13	\$60,101	\$61,978	\$63,914	\$65,913	\$67,977	\$69,463
14	\$65,789	\$67,777	\$70,219	\$72,331	\$75,195	\$76,695
20	\$67,831	\$69,857	\$72,349	\$74,504	\$77,426	\$78,927

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: \$1,500

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, 2019 - June 30, 2020

Instructional Assistants

2019-2020	
Step 1	\$14.27
Step 2	\$14.77
Step 3	\$15.25
Step 4	\$15.76
Step 5	\$16.24
Step 6	\$16.74
Step 7	\$17.24
Step 8	\$17.74
Step 9	\$18.23
Step 10	\$18.76

Educational Support Nurses, LPN, COTA, SLPA & PTA

2019-2020	
Step	1%
1	\$23.47
2	\$24.48
3	\$25.48
4	\$26.48
5	\$27.48
6	\$28.48
7	\$29.49
8	\$30.50
9	\$31.51
10	\$32.49

SELECTBOARD

Phone: 413-665-1441 x9 Town Administrator

413-665-1441 x1 Admin Assistant

Email: Selectmen@townofsunderland.us

TownAdmin@townofsunderland.us

To say that 2020 was an unusual year would be an understatement. The shadow of COVID19 and everything else that came with it hung over us. Our lives were altered and disrupted in so many ways. They say the measure of character of a person, or a town, is often taken in times of crisis. Looking back at 2020 it seems Sunderland has a lot of character and we measured up well.

As this annual report's dedication notes, it is because of everything we did **together** as a town that helped us get through a very tough and unusual year. While this part of the annual report is often dedicated to looking back, and we will do that briefly, I think the theme here should really be about looking forward. You often see small towns in the South and especially the Midwest held up as ideal examples of small-town America. But you do not have to road trip to the Midwest to experience the ideal of small-town America. You can find it right here in Sunderland. We immerse ourselves in this ideal every year with events like our Veteran's Day honors, but especially at our Memorial Day parade and ceremony at Riverside cemetery. How can you not be moved by a tradition where it seems that half the town is marching in the parade and the other half is watching and cheering along its route? Where the cemetery service is punctuated by solemn moments of silence broken only by the wind in the trees, the toll of the bell, or the quiet call-and-response of Taps as it echoes through the ancient burial ground and across the farm fields. We may be a small town but what we do and how we treat each other here resonates outward through the Valley and across America. Like humanity itself, our town and our country are not perfect, but it is our striving, the work that we put in, and the journey that we take together, that will make our town and our country a better place.

Over the past year three big projects the town has been working on were finalized. You can see all the hard work we did together come to fruition because these projects are now underway: The North Main Street TIP reconstruction infrastructure project, the 120 N. Main Senior Housing project, and the village center work (including Riverside Park). We also finalized some smaller projects that were just completed including new sidewalks on the west side of South Main street and part of Silver lane. We also held a Presidential election during another COVID breakout and landed even more grants.

While this report is typically where we reflect on the past year, this is an even better place to look forward. It is time to lift our heads and look to the future. As you read this spring is in full bloom, farmers are tilling and planting their fields, and students and teachers are wrapping up a tough school year. Perhaps the most important thing about what we learned, did, and experienced over the past year is how we can move forward. It is time

to roll up our sleeves, be thankful for our families, friends, and neighbors, remember those we have lost, and get to work on our future together as a town and as a nation.

Simply put, it was a tough and busy year and thanks must be made to **everyone** who pitched in to help Sunderland pull through 2020! We did this together!

One more thing...before the future whisks us away as it always does, as of May 1, 2021, I would like to offer the Board's, and especially my, gratitude and thanks to our departing board member Scott Bergeron. Scott has been a shining example over nearly two decades of service to Sunderland of the quiet pursuit of governing, not politics, the care, dedication, and effort that it takes to keep Sunderland working and moving forward. It has been an honor and privilege to serve with Scott and his presence will be missed. In his honor we will keep calm and Bergeron.

Sincerely,
David J. Pierce, Select Board Chair

SENIOR HOUSING - 120 NORTH MAIN STREET COMMITTEE

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

I am happy to report that as of early 2021 the project -- now called Sanderson Place -- is under construction with an expected completion of summer/fall 2022.

Project information is available on the town website and can be found here:
https://www.townofsunderland.us/sites/g/files/vyhlf3891/f/uploads/sanderson_place_information.pdf

I want to thank the members of the 120 North Main Street Committee for their continuing involvement.

Respectfully Submitted
Lorin Starr, Chair

SOUTH COUNTY EMERGENCY MEDICAL SERVICES

88 Greenfield Road, South Deerfield, MA 01373

Phone: 413-665-8814 / Website: SOCEMS.org

South County EMS (SoCEMS) is the premier regional EMS service in the state. As a municipal “third-service” that provides only medical-related services, our budget, infrastructure, training focus, and culture is 100% devoted to providing the best emergency medical care possible. In 2020 our department was able to quickly pivot to providing EMS care within the COVID-19 environment and did so without any loss of operational tempo. As we enter 2021, South County EMS continues to be a leader in public health and safety not just locally but within the state and region as well.

Local EMS Responses and Community Outreach

Our agency provides Paramedic level response to Deerfield, Sunderland, and Whately by staffing one transporting ALS ambulance 24/7 by combing full and per diem staff, and by staffing additional per diem responders during the day to meet anticipated demands. Last year SoCEMS responded to 940 calls for people experiencing medical emergencies in our primary coverage area and an additional 59 to neighboring communities. Of the patients we treated, 79% required and received Advanced Life Support (ALS) interventions from our team of providers. In addition to these medical emergencies, SoCEMS also responded to over 60 calls including Fire, Search and Rescue, HAZMAT, and Law Enforcement issues, where we provided both medical support and subject matter expertise. Our full time and per diem staff represent some of the highest and most diversely trained emergency responders in the state.

We also pride ourselves in providing services to our communities that are not just related to emergency response. South County EMS continues to participate in community outreach and education initiatives in all three member towns. As we have done in previous years, department personnel have presented to all age groups at every Union 38 school in our coverage area to promote health and safety and educate on the EMS career paths. South County EMS has educated community members free of charge, including employees of local business and public agencies in “Stop-the-Bleed” training as well as CPR and AED usage to increase survivability in our community during life threatening emergencies.

COVID-19 and South County EMS

The global pandemic has impacted everyone, and with EMS being the discipline tasked with providing emergency medical care with limited resources, we are no exception. Early in 2020 we saw a sharp decrease in 911 calls as people were hesitant to go to hospitals in fear of contracting COVID-19, but our call volume rapidly returned to normal but with the added concerns of COVID attached to every call. Without the benefit of infection control teams or onsite rapid testing that is enjoyed by healthcare facilities, our providers

must treat all our patients as potential COVID cases. We've not only treated patients known to be COVID positive at the time of dispatch, but also car accident victims who later tested positive for COVID at the time. Practically speaking this means there is no distinction between the most benign medical emergencies and the most hazardous. What has always been a challenging and physically demanding job has only become more so through the need for high-level personal protective equipment (PPE) and in-between deep cleaning of equipment and the ambulance. That is, when PPE and cleaning supplies were even available.

As COVID-facing healthcare workers, all of South County EMS staff have been vaccinated against the virus and continue to test regularly and screen before every shift. Thanks to our precautions and the professionalism of our team, the department experienced zero COVID-19 related exposures or infections requiring the isolation or quarantining of staff. This not only means that our providers were protected from the hazards they faced, but it meant that the department was able to remain in full service to safely respond and treat our community members who needed us.

Looking forward, SoCEMS continues to participate in local and regional vaccination clinics, providing support and EMS protection for both the public and the volunteers staffing the clinics.

Increased Capabilities and Advanced Equipment

This past year the department replaced an old and unreliable ambulance with a new unit built to the same stringent standards as or other most recent vehicle. Built with focus on patient and provider safety, and mirroring our other front-line unit, all occupants are protected both physically as well as conceptually with similar state-of-the-art equipment and layout between units. This consistency across vehicles lowers cognitive demand on our providers during complex and challenging medical emergencies and results in safer and better care for our patients. Our third ambulance, a 2007 Ford, remains in backup duty and is currently planned to be replaced in a few years in accordance with our ambulance replacement schedule.

South County EMS also received a hand-me-down Deerfield Police SUV, which has been repurposed to provide support duties for our agency. This unit is equipped with additional medical supplies as well as specialized rescue equipment that can respond to any emergency in the region. Additionally, this vehicle provides the department the ability to limit wear-and-tear on the significantly more expensive ambulances for duties that don't otherwise require the need to transport a sick patient to the hospital. You have probably seen this unit driving around on the way to restock medications, retrieve medical equipment sent with patients to hospitals, participate in community outreach and emergency preparedness, conduct general administrative duties, or responding to all nature of emergencies.

Thank You

As always, we wish to thank the members of our community for your support over the years. Our team of providers were chosen because of their compassion and dedication,

and we would not be able to serve were it not for the championing many of you do on our behalf.

In the past year we have received many donations both large and small. Sometimes they are out of the blue, and sometimes they are made in the name of someone we were fortunate enough to meet. While very rewarding, our line of work can also be very burdensome, and we always make sure to use your donations to bring comfort and respite to the crews while they are on duty between calls. That said, it's not just the tangible gifts that make a large impact for us. Our service is what it is, and we are able to build a strong and wonderful team, because you support our service with your words and your vote.

Finally, I must thank our talented and compassionate team of providers. Every day they give back to their community by studying and researching so that they can provide better care, by advocating for EMS and patients on the regional, state, and federal level, and by taking time on a call to provide companionship and prepare a meal for a community member. It is without a doubt that the people who wear the South County EMS patch are amongst the finest around.

Thank you.

STATISTICS

Here is the breakdown of the 2020 calendar year stats:

EMS Patient Responses by Type	EMS Patient Responses by Town
Total: 999	Deerfield: 495
ALS Transports: 537	Sunderland: 248
BLS Transports: 139	Whately: 197
Paramedic Intercepts: 13	Mutual Aid: 59
Refusals: 249	
Other: 61	

We look forward to continuing to provide high-quality and state-of-the-art emergency medical care to our community and supporting public health and education initiatives in 2021.

More information about our department can be found on our website: www.SoCEMS.org

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, www.deerfieldma.us

- Christina Johnson, Director
- Sue Corey, Program Coordinator
- Meg Ryan, Outreach Coordinator
- Jonathan Edwards, Board of Oversight Chair (Whately)
- Tom Fydenkevez, Board of Oversight (Sunderland)
- Trevor McDaniel, Board of Oversight (Deerfield)

The South County Senior Center serves the Towns of Deerfield, Whately, and Sunderland, in addition to welcoming seniors from all over the area. Prior to the closure of the center in March due to Covid-19 we were officially open Mondays, Wednesdays and Fridays, with many programs and services including a congregate meal site offered during this time. Although no meal was offered on Tuesdays and Thursdays various programs and classes were offered on those days as well. Since the middle of March we have been serving LifePath Grab N' Go meals Monday through Friday to Seniors as they drive past outside. We also have 5 volunteer drivers who bring meals to people who are unable to get to the center. Although the Senior Center remains closed to the public, the Staff's hours have never been reduced.

Despite the challenges of 2020, membership and participation levels continued to grow due to the number of seniors who signed up for the Grab N' Go lunches and the Seniors we have performed wellness checks on who then became members. As of this writing we have 440 members up from 375 in 2019. During the beginning of the year, when we were still open, we felt positive effects of this growth as we fit more people and more events into the first floor of our 130-year-old school building. This space needs substantial renovation or relocation to grow any more, however. Discussions and planning for the future of the South County Senior Center are underway.

We continue to be proud recipients of a Title III Church Street Home Grant from Lifepath in Greenfield, as well as Formula and Service Incentive Grants from the MA Executive Office of Elders Affairs. These grants assist the center so we can continue to provide enriching programs as well as to support the Program Coordinator position which is filled by Sue Corey. The Program Coordinator is a 15 hour a week position. The Service Incentive Grant supports the Outreach Coordinator position which is filled by Meg Ryan who has added 40 new seniors she is working with in 2020. The Outreach Coordinator position is currently a 12 hour a week position.

Once again, we received funding in 2020 from the three local Cultural Councils (Deerfield, Sunderland and Whately) so we could present various programs for our

members. Unfortunately, all of the Cultural Council events had to be cancelled or postponed to 2021 due to our Covid-19 shut down in March.

Before we closed, we held many events and programs during 2020 including: 4 Community Education programs, 21 Cultural Events, 10 Health Screenings plus a successful Outdoor Flu Clinic, 52 Exercise classes (one class, Tai Chi, was held outside while we were closed), 57 Social Events and 7,000 meals provided. Highlights included a Valentine’s Day Party, “Placki-Palooza” presented by Poet’s Seat Heath Care, “Coffee with a Cop” with all three town’s Police Chiefs present, a music performance by the Sunderland Elementary School Students, a special lunch prepared by CareOne, a Presentation by First Justice Maureen E. Walsh, and a Grab N’ Go Catered Thanksgiving meal by Hamel’s of Holyoke which was enjoyed by over 80 people.

The South County Senior Center continued to lend our medical equipment to seniors who need help with walkers, wheelchairs, canes and shower equipment through May. We were then informed by the Board of Health that we could no longer do this because the equipment is stored upstairs on a restricted floor. We are trying to find a solution to this problem because there is still a great need for borrowed equipment. During the last year, we were able to lend over 35 items of medical equipment to seniors in need.

The South County Senior Center’s goals for 2021 includes reopening! Increasing membership; expanding outreach with emphasis on individuals who cannot attend the center; increasing the number of activities; holding events in Sunderland and Whately; restarting the re-formed Council on Aging’s in all 3 towns; and increasing the amount of money the Center collects in donations and grants. In addition, plans for renovation or relocation for our building will be a top priority.

I look forward to another year as director of the South County Senior Center!

Respectfully submitted,
 Christina Johnson, Director
 South County Senior Center

TOWN ACCOUNTANT

Phone: 413-665-1443

Town of Sunderland
 Budget Revenue
 From 7/1/2019 through 6/30/2020

Account Code	Account Short Title	Original Budget	Budget Revisions	Total Budget	YTD Actual	Rev Balance	% Exp
001				Balance Sheet			
4110				Personal Proper			
000	No Fy	160,484.22	0.00	160,484.22	159,305.34	1,178.88	99.27%
4120				Real Estate Tax			
000	No Fy	5,641,895.34	0.00	5,641,895.34	5,528,552.06	113,343.28	97.99%
4142				Tax Liens Redee			
000	No Fy	0.00	0.00	0.00	27,119.21	(27,119.21)	0.00%
4150				Motor Vehicle E			
000	No Fy	395,991.22	0.00	395,991.22	424,915.18	(28,923.96)	107.30%
4155				Rollback Revenu			

000	No Fy	0.00	0.00	0.00	8,089.44	(8,089.44)	0.00%
4165				Meals Tax			
000	No Fy	48,890.97	0.00	48,890.97	49,222.50	(331.53)	100.68%
4167				Rooms Tax			
000	No Fy	0.00	0.00	0.00	4,055.41	(4,055.41)	0.00%
4170				Pen & Int on Pr			
000	No Fy	14,267.68	0.00	14,267.68	11,893.70	2,373.98	83.36%
4171				Pen & Int on Ex			
000	No Fy	0.00	0.00	0.00	3,106.32	(3,106.32)	0.00%
4173				Pen & Int on Ta			
000	No Fy	0.00	0.00	0.00	16,929.84	(16,929.84)	0.00%
4180				Pmts In Lieu of			
000	No Fy	5,083.28	0.00	5,083.28	4,800.00	283.28	94.43%
4195				Abated MV Taxes			
000	No Fy	0.00	0.00	0.00	2,270.16	(2,270.16)	0.00%
4350				Energy Rebates			
000	No Fy	0.00	0.00	0.00	9,363.00	(9,363.00)	0.00%
4360				Rentals			
000	No Fy	13,144.67	0.00	13,144.67	11,922.57	1,222.10	90.70%
4420				Other Licenses			
000	No Fy	1,828.50	0.00	1,828.50	0.00	1,828.50	0.00%
4580				Medicare Reimbu			
000	No Fy	0.00	0.00	0.00	26,115.34	(26,115.34)	0.00%
4610				Reimb for Loss			
000	No Fy	133,583.00	0.00	133,583.00	133,583.00	0.00	100.00%
4616				Elderly Abateme			
000	No Fy	13,975.00	0.00	13,975.00	0.00	13,975.00	0.00%
4620				School Aid Chap			
000	No Fy	872,838.00	0.00	872,838.00	872,838.00	0.00	100.00%
4621				School Transpor			
000	No Fy	0.00	0.00	0.00	653.00	(653.00)	0.00%
4623				Charter School			
000	No Fy	0.00	0.00	0.00	7,958.00	(7,958.00)	0.00%
4660				UGGA			
000	No Fy	536,722.00	0.00	536,722.00	536,722.00	0.00	100.00%

Town of Sunderland
 Report of Appropriations
 From 7/1/2019 through 6/30/2020

Account Code	Account Short Title	Original Budget	Budget Revisions	Total Budget	YTD Actual	Balance	% Exp
114				Moderator			
5100				Salaries & Wage			
000	No Fy	200.00	0.00	200.00	0.00	200.00	0.00%
Total 114	Moderator	200.00	0.00	200.00	0.00	200.00	0.00%
122				Selectboard			
5100				Salaries & Wage			
000	No Fy	8,975.00	0.04	8,975.04	8,975.04	0.00	100.00%
5130				Sal Dept Assist			
000	No Fy	29,284.00	149.85	29,433.85	29,433.85	0.00	100.00%
5400				General Expense			
000	No Fy	84,863.00	0.00	84,863.00	62,071.80	22,791.20	73.14%
5499				Encumbered			
219	FY19	0.00	389.19	389.19	0.00	389.19	0.00%
Total 122	Selectboard	123,122.00	539.08	123,661.08	100,480.69	23,180.39	81.25%
123				Town Administra			
5110				Sal Dept Head			
000	No Fy	75,324.00	0.00	75,324.00	65,870.13	9,453.87	87.45%
Total 123	Town Administra	75,324.00	0.00	75,324.00	65,870.13	9,453.87	87.45%
131				Finance Committ			
5400				General Expense			
000	No Fy	160.00	0.00	160.00	160.00	0.00	100.00%
Total 131	Finance Committ	160.00	0.00	160.00	160.00	0.00	100.00%
132				Reserve Fund			
5400				General Expense			
000	No Fy	17,000.00	(16,657.28)	342.72	0.00	342.72	0.00%

Total 132	Reserve Fund	17,000.00	(16,657.28)	342.72	0.00	342.72	0.00%
135				Town Accountant			
5400				General Expense			
000	No Fy	11,960.00	0.00	11,960.00	11,960.00	0.00	100.00%
5410				Contract Serv			
000	No Fy	44,485.00	0.00	44,485.00	44,484.99	0.01	100.00%
Total 135	Town	56,445.00	0.00	56,445.00	56,444.99	0.01	100.00%
	Accountant						
141				Assessors			
5100				Salaries & Wage			
000	No Fy	8,721.00	0.00	8,721.00	8,721.00	0.00	100.00%

Town of Sunderland
 Special Revenue Funds
 From 7/1/2019 through 6/30/2020

Funds		Beginning Balance	Revenue	Expense	Ending Balance
210	Mass Highway		(125,876.92)	204,653.35	(110,437.98)
215	Complete Streets		0.00	87,948.46	(87,948.46)
231	Wetlands		11,668.41	0.00	(51.96)
	Protection Fund				11,616.45
235	Recreation		3,610.07	9,732.26	(9,695.47)
	Revolving				3,646.86
236	Library Rentals		595.90	328.00	0.00
	Revolving Fund				923.90
237	Plumbing Inspec		(706.00)	7,823.00	(8,058.00)
	Revolving Fund				(941.00)
238	Wiring Inspec		7,787.27	54,520.40	(50,147.19)
	Revolving Fund				12,160.48
239	Bd of Health		15,208.89	16,988.15	(21,363.08)
	Revolving Fund				10,833.96
240	Ambulance		(0.41)	0.00	0.00
	Reserve				(0.41)
241	ZBA-Sugarbush		4,179.76	253.50	(1,224.00)
242	Fire Inspection		1,386.00	5,035.50	(5,035.50)
	Revolving				1,386.00
243	Highway Shared		1,608.69	1,500.00	(1,686.09)
	Equip				1,422.60
244	ZBA 120 No Main		6,863.08	41.23	(779.00)
	Consultant				6,125.31
245	Transportation		1,205.30	0.00	0.00
	Infrastructure				1,205.30
280	Insurance		752.31	667.35	(1,325.50)
	Recovery				94.16
302	Library Gift Fund		39,180.00	4,576.22	(7,304.58)
303	Historical Comm		126.88	0.00	0.00
	Match				126.88
305	Gift Fund		66.25	0.00	0.00
306	Memorial Fund		241.63	0.00	0.00
307	Anniversary		55,655.56	0.00	0.00
	Celebration Fund				55,655.56
308	Graves Sign		100.00	0.00	0.00
	Donations				100.00
309	Kestral		200.00	0.00	0.00
	Conservation Trust				200.00
310	Dare Gift		4.38	0.00	0.00
312	Telecommunication		17.55	0.00	0.00
	s Gift Fund				17.55
314	Agricultural Comm		899.82	0.00	0.00
	Fund				899.82
315	Fall Festival Fund		137.70	0.00	0.00
317	Matuszko Police		1,065.00	0.00	0.00
	Scholarship				1,065.00
318	PEG Access Fund		95,023.80	56,168.03	(53,000.00)
321	Library Antitrust		0.86	0.00	0.00
	Settlement				0.86

324	Town History Vol III Donations	419.44	0.00	0.00	419.44
325	Memorial Day Donations	534.97	0.00	0.00	534.97
326	Roadside Mower	4,144.89	0.00	0.00	4,144.89
328	NE Grassroots Environment Fund	2.24	0.00	0.00	2.24
329	Tree Donation Fund	285.50	0.00	0.00	285.50
331	300th Anniversary Gift Fund	20.00	0.00	0.00	20.00
332	Police Donation	150.00	500.00	(411.60)	238.40
336	Riverside Park Gift	435.00	2,246.35	(768.52)	1,912.83
337	Early Childhood Playground Gift	0.00	10,000.00	0.00	10,000.00
380	Community Preservation Act	924,762.19	238,071.39	(125,319.00)	1,037,514.58
404	Comm Policing Grant	145.09	0.00	0.00	145.09
405	Bulletproof Vest Grant	(290.94)	0.00	0.00	(290.94)
406	DVIP Reimbursement	165.00	0.00	0.00	165.00
407	Gov Highway Safety Grant	1,693.71	0.00	(1,031.75)	661.96
409	Drug Forfeiture Account	1,954.64	0.00	0.00	1,954.64
412	Council on Aging Grant	0.00	6,684.00	(6,684.00)	0.00
413	Library LSTA Access for All FY20	78.61	7,500.00	(4,799.81)	2,778.80
414	Library State Aid	23,455.60	10,339.29	(7,929.04)	25,865.85

TOWN CLERK

Phone: 413-665-1442

Email: townclerk@townofsunderland.us

75

2020 VITAL STATISTICS

Births Marriages: Total : 35

Females: 11

Males: 15

Total: 26

DEATHS

DATE	NAME	AGE
JANUARY		
3	Doris Phyllis Binkley	92
11	Martha L. Felton	79
24	Stanley J. Mitchkoski, Jr.	69
29	Francis E. Bailey, Jr	71
FEBRUARY		
27	Jane Welsted	67
MARCH		
26	Jennie A. Demara	100
APRIL		
2	Richard Berwind	89
	Davis M. McCormick-	
7	Somerville	26
12	Donna Jackson	60
MAY		
27	Robert B. Bartos	78
28	Victor J. Zimbruski	76
31	Eleanor E. Evans	90
JULY		
15	Gerald James Frazier	80
SEPTEMBER		
1	Sandra Zaganiacz	72
OCTOER		
10	Julia Laurel Bagdon	80
11	Nyima Dhondup	46
26	Morris Salame	88
DECEMBER		
31	Victor A. Wolejko	83

Vitals	\$2,015.00
Dogs	\$3,881.00
Gov't	
Regs/Misc	\$2,359
TOTAL Paid	
to Treasurer	\$8,295.00

I would be remiss not to mention how fortunate I was to have election workers that did a fabulous job maintaining the integrity of the election process during a very busy year of elections and record-breaking attendance either through in person voting in the Town Clerk's office, vote by mail or voting at the polls during a pandemic. Safety protocols were implemented at the March 3, 2020, presidential primary and were maintained throughout the year. I have been so impressed at the professionalism by the election workers and I have an amazing amount of pride in their work ethic. The Wardens and Clerks have a huge responsibility, and they performed those duties flawlessly and with good humor. I cannot articulate adequately how much I appreciate all that was done.

Thank you to Chief Erik Demetropoulos and his department for all the hard work keeping the polls safe and secure. I would also like to thank the Selectboard and town office staff for their willingness to help whenever needed. Katherine, Aaron, and the library staff were the perfect hosts to this chaotic and busy year.

Lastly but not least, the residents of Sunderland did an awesome job voting in the means that they felt the most comfortable and didn't let a pandemic stop them from exercising the right to vote. Well done!!!

2020 VOTING EVENTS



Debra Bennett, Warden
Will Sillin, Warden
Mary Ann Gunderson, Clerk
Barb Howey, Clerk
Kim Wissemann, Clerk
Cindy Bennett
Janet Bergeron
Abigail Burgess
McCavery Burgess
Michelle Burgess
Christine Drake
Vincent Fabo
Chloe Felton-Emrick
Elise Friedrichs
Ed Gately
David Grace

Ron Howey
Carol Kushi
Olivia Leone
Sophia Leone
Jean MacEnaney
Katherine Umstot
Pam Parsons
Al Richards
Beth Roberge
Liz Sillin
Christina Snover
Jennifer Unkles
Fiona Warnick
Tom Warnick
Stana Wheeler
Molly Wickline

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

BEAUTIFUL DAY for an ANNUAL TOWN MEETING!



Annual Town Meeting photos credit of Jess Corwin

TOWN MEETING MOTIONS

2020 ANNUAL TOWN MOTIONS
TOWN OF SUNDERLAND
COMMONWEALTH OF MASSACHUSETTS
12 SCHOOL STREET (Outside), 4:00PM
FRANKLIN, SS:

Registered Voters in Attendance: 84 Total Registered Voters: 2.474

Meeting called to order at 4:06pm by Moderator, Michael Wissemann.

Pledge of Allegiance

Moderator, Michael Wissemann asked for a moment of silence for the 100,000 plus victims of the Corona Virus and for George Floyd and all other victims of racial injustice everywhere.

Town official introductions.

State Representative Natalie Blais addressed town meeting thanking town officials and urging residents to contact her so she may be able help with any problems/needs during Covid-19.

Town Clerk, Wendy Houle read the Constables Return.

Reading of the warrant, by Town Clerk, Wendy Houle.

Motion to dispense of the reading of the motions, 2nd, and voted unanimously.

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

Tellers Robert Ahearn, Elizabeth Sillin, Lorin Starr, and Jennifer Unkles were sworn in as tellers.

Tom Fydenkevez presented the dedication of the annual report to Wendy Houle.

Scott Bergeron presented the Spirit of Sunderland to Lucy Alman

David Pierce recognized the citizens that passed away during 2019, Barbara Boulden, Marilyn Munn, James Smith, Richard Strycharz, James Williams, and Marjorie Yurkevich. Mr. Pierce asked for a moment of silence.

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

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

SUBMITTED BY: Selectboard

ARTICLE 2. Upon motion made and seconded, it was VOTED UNANIMOUSLY, under the provisions of M.G.L. Chapter 41, Section 108, to set the salaries and compensation of all its elected officials connected therewith for Fiscal Year 2021, as follows:

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

Moderator: \$0.00 annually

Planning Board: Chairman \$792.00 annually Clerk \$792.00 annually Members each \$528.00 annually

Town Clerk: \$44,175.00 annually

Selectboard: Chairman \$0.00 annually Vice Chairman \$0.00 annually Clerk \$0.00 annually

SUBMITTED BY: Selectboard

SELECTBOARD RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

ARTICLE 3. Upon motion made and seconded, it was VOTED UNANIMOUSLY to raise and appropriate the sum of \$8,062,617 appropriate from Fund 318-Comcast PEG Access Fund the sum of \$53,000, appropriate for Fund 610-WWTP Sewer Fund the sum of \$394,540 and appropriate from Free Cash the sum of \$301,365 for the sum total of \$8,763,822 for Town and general municipal purposes connected therewith for Fiscal Year 2021, all as set forth in a document entitled "Town of Sunderland FY 21 Town Meeting Budget".

SUBMITTED BY: Selectboard

SELECTBOARD RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

ARTICLE 4. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer the sum of \$103,491.83 from the Capital Stabilization Fund and \$34,200.00 from the Sewer Reserve Fund for the Fiscal Year 2021 Capital Budget, specifically for the capital equipment, buildings, facilities and other capital projects, including equipping, site preparation, and all other incidental and related expenses, all as shown on a document entitled, "FY21 CAPITAL BUDGET BY FUNDING SOURCE" on file with the Town Clerk and, as may be necessary in connection therewith, to authorize one or more lease purchase agreements for terms of up to or in excess of three years.

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

SUBMITTED BY: Selectboard

SELECTBOARD RECOMMENDATION: 3-0

FINANCE COMMITTEE RECOMMENDATION: 4-0

CAPITAL PLANNING COMMITTEE RECOMMENDATION: 5-0

ARTICLE 5. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer \$15,820.00 from Free Cash to the Health Insurance Account for IRS Employer Shared Responsibility Payment.

SUBMITTED BY: Selectboard
SELECTBOARD RECOMMENDATION: 3-0
FINANCE COMMITTEE RECOMMENDATION: 4-0

ARTICLE 6. Upon motion made and seconded, it was VOTED UNANIMOUSLY to appropriate the total amount of \$181.33 from Free Cash to pay the following bills of prior fiscal years: \$60.00 to the State Boiler Inspection Program; and \$121.33 to the Cintas Corporation.

*REQUIRES 4/5ths VOTE MGL c.44, §64

SUBMITTED BY: Selectboard
SELECTBOARD RECOMMENDATION: 3-0
FINANCE COMMITTEE RECOMMENDATION:4-0

ARTICLE 7. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer the sum of \$28,000 from the Sewer Reserve Fund for sewer imaging and cleaning.

SUBMITTED BY: Sewer Commissioners
SELECTBOARD RECOMMENDATION: 3-0
FINANCE COMMITTEE RECOMMENDATION: 4-0

ARTICLE 8. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer the sum of \$106,065 from the Stabilization Fund for the North Main Street Reconstruction Project, including \$44,165 to pay for the 100% designs, \$41,900 to pay for the Plans, Specifications, and Estimates documents, and \$20,000 for easement acquisitions, and for all other incidental and related costs.

Requires 2/3 vote transfer from Stabilization pursuant to G.L. 40, §5B

SUBMITTED BY: Selectboard
SELECTBOARD RECOMMENDATION: 3-0
FINANCE COMMITTEE RECOMMENDATION: 4-0

ARTICLE 9. Upon motion made and seconded, it was VOTED UNANIMOUSLY to the provisions of General Laws c.44, §53E½, as most recently amended, to establish FY2021 fiscal year spending limits for the revolving funds listed in Section 35-6 of the General Bylaws, and to authorize such expenditure limits to remain in place from fiscal year to fiscal year unless revised by Town Meeting prior to July 1 for the ensuing fiscal year, as follows:

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

SUBMITTED BY: Selectboard
 SELECTBOARD RECOMMENDATION: 3-0
 FINANCE COMMITTEE RECOMMENDATION: 4-0

ARTICLE 10. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer the sum of \$1,000 from the CPA Open Space Reserve to fund the creation of a pollinator garden with educational signage at the Sunderland Elementary School, including all incidental and related expenses, with said funds to be expended under the direction of the Sunderland Conservation Commission.

SUBMITTED BY: Community Preservation Committee
 CPC RECOMMENDATION: 4-0
 SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 11. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer the sum of \$64,000 from the CPA Open Space Reserve to the Town’s Conservation Trust for the acquisition of a parcel or parcels of land in the Town of Sunderland for drinking water protection and to authorize the Conservation Commission to acquire said interests in land upon such terms and conditions and for such consideration as it deems appropriate and to authorize the Selectboard to grant a permanent restriction on said parcels pursuant to and meeting the requirements of Section 12 of Chapter 44B of the General Laws.

SUBMITTED BY: Community Preservation Committee
 CPC RECOMMENDATION: 4-0
 SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 12. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer the sums of \$11,194.78 from the CPA Open Space Reserve and \$76,262.72 from the CPA Undesignated Budget Reserve for the construction of a kayak kiosk,

seating and park storage facilities at the Riverside Park, including all incidental and related expenses; with such funds to be expended with approval of the Sunderland Selectboard and under the direction of the Sunderland Library Director.

SUBMITTED BY: Community Preservation Committee
CPC RECOMMENDATION: 4-0
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 13. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer the sum of \$22,060 from the CPA Open Space Reserve for the next phase of the Riverside Park design, said funds to be expended under the direction of the Sunderland Town Administrator.

SUBMITTED BY: Community Preservation Committee
CPC RECOMMENDATION: 4-0
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 14. Upon motion made and seconded, it was VOTED BY MAJORITY to transfer the sum of \$12,000 from the CPA Open Space Reserve for an archaeological survey, if required, for improvements made to the Riverside Park; with said funds to be expended under the direction of the Sunderland Town Administrator.

SUBMITTED BY: Community Preservation Committee
CPC RECOMMENDATION: 4-0
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 15. Upon motion made and seconded, it was VOTED BY MAJORITY to transfer from FY2021 Community Preservation Fund annual revenues \$6,780 to fund the design of a pedestrian and bicycle pathway system connecting town resources and natural assets. Said funds to be expended under the direction of the Sunderland Community Pathways Committee.

SUBMITTED BY: Community Preservation Committee
CPC RECOMMENDATION: 4-0
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 16. Upon motion made and seconded, it was VOTED UNANIMOUSLY to transfer the sum of \$2,801.29 from the CPA Open Space Reserve for Commonwealth of Massachusetts PARC Grant financing costs, with said funds to be expended under the direction of the Sunderland Town Administrator.

SUBMITTED BY: Community Preservation Committee
CPC RECOMMENDATION: 4-0
SELECTBOARD RECOMMENDATION: 2-1

ARTICLE 17. Upon motion made and seconded, it was VOTED UNANIMOUSLY to vote \$50,000 from the CPA Community Housing Reserve to fund an emergency housing rental assistance program for income-eligible Sunderland residents affected by the COVID-19 emergency, such program to be administered by the Franklin County Regional Housing & Redevelopment Authority.

SUBMITTED BY: Community Preservation Committee
CPC RECOMMENDATION: 7-0
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 18. Upon motion made and seconded, it was VOTED UNANIMOUSLY to appropriate or reserve from the Fiscal Year 2021 Community Preservation Fund estimated annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2021, as follows:

Appropriations:

From FY 2021 estimated revenues for Committee Administrative Expenses	\$ 6,000
Community Preservation Debt Service	\$ 26,890

Reserves:

FY 2021 estimated revenues for Historic Resources Reserve	\$ 15,911
FY 2021 estimated revenues for Community Housing Reserve.	\$ 15,911
FY 2021 estimated revenues for Open Space Reserve	\$ 15,911
FY 2021 estimated revenues for CPA Undesignated Budgeted Reserve	\$ 71,801

SUBMITTED BY: Community Preservation Committee
CPC RECOMMENDATION: 4-0
SELECTBOARD RECOMMENDATION: 3-0
FINANCE COMMITTEE RECOMMENDATION: 4-0

ARTICLE 19. Upon motion made and seconded, it was VOTED BY 2/3 VOTE to appropriate the sum of \$273,305.00, and to authorize the Treasurer with the approval of the Selectboard to borrow said sum under the provisions to G.L. Chapter 44, Sections 7, 8, 8C, G.L. and/or any other enabling authority, and issue bonds and notes therefor, for the purpose of planning, designing, improving, renovating and/or equipping what is known as the Sunderland Riverside Park, located on portions of the Town-owned parcels of land on School Street which is approximately shown on a plan on file with the Town Clerk, said parcels containing a total of 7.9 acres of land, more or less, and identified on Assessors Map 5 as Lots 59, 60, 61, 65, and 205, including, without limitation all costs

incidental, ancillary, and/or related thereto; provided, however, that no funds shall be expended until the Town has received a grant commitment or allotment in the amount of 68% of such costs, or more, under the so-called PARC Grant Program (301 CMR 5.00) and/or the Small Communities Grant Program for the foregoing project; and further, to dedicate the Sunderland Riverside Park to the care, custody, management, and control of the Selectboard for recreational purposes pursuant to General Laws Chapter 45, Section 3, as it may be amended, and any other Massachusetts statutes related to recreation; and further, to authorize the Selectboard and/or its designee to apply for and accept on behalf of the Town funds granted under the PARC Grant Program, the Small Communities Grant Program, and/or any other funds, gifts, grants, under any federal and/or other state program in any way connected with the scope of this this article, and to enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing project; or take any vote or votes in relation thereto.

Requires 2/3 vote for borrowing pursuant to G.L. c. 44, §§7 or 8

SUBMITTED BY: Selectboard
SELECTBOARD RECOMMENDATION: 3-0
FINANCE COMMITTEE RECOMMENDATION: 4-0

ARTICLE 20. Upon motion made and seconded, it was VOTED UNANIMOUSLY to amend Chapter 125 of the Code of Sunderland, Zoning Bylaws as set forth in a document entitled "Proposed Zoning Amendment ATM 2020" on file with the Town Clerk, with provisions to be inserted shown in underlined text and provisions to be deleted shown in strikethrough text, and as set forth in the handout entitled "Proposed Changes to the Sunderland Zoning Bylaw, February 19, 2020".

2/3rds vote-G.L. c.40A §5

SUBMITTED BY: Planning Board
SELECTBOARD RECOMMENDATION: 3-0

Articles 21 through 26, inclusive, are so called Consent Articles

SelectBOARD Recommendation to Consent Articles: 3-0
Finance Committee Recommendation to Consent Articles: 4-0

ARTICLE 21. Upon motion made and seconded, it was VOTED UNANIMOUSLY to authorize the Treasurer/Collector to enter into compensating balance agreements during Fiscal Year 2021, as permitted by G.L. Chapter 44, Section 53F.

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

ARTICLE 22. Upon motion made and seconded, it was VOTED UNANIMOUSLY to authorize the Selectboard to apply for, accept and expend any grants or donations from State or Federal governments or private agencies, individuals or institutions.

SUBMITTED BY: Selectboard
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 23. Upon motion made and seconded, it was VOTED UNANIMOUSLY to accept and expend any sum or sums of money which may be available from the State for Chapter 90 work for road improvement and equipment expense.

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

ARTICLE 24. Upon motion made and seconded, it was VOTED UNANIMOUSLY under the provisions of G.L. Chapter 40, Section 4A to authorize the Selectboard to enter into inter-municipal agreements.

SUBMITTED BY: Selectboard
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 25. Upon motion made and seconded, it was VOTED UNANIMOUSLY to authorize the Selectboard 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).

SUBMITTED BY: Selectboard
SELECTBOARD RECOMMENDATION: 3-0

ARTICLE 26. Upon motion made and seconded, it was VOTED UNANIMOUSLY to authorize the Town Treasurer, with the approval of the Selectboard, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2020 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.

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

Motion to dissolve was made and seconded, passed unanimously at 5:15pm.
Respectfully submitted,
Wendy Houle, MMC/CMMC

TOWN PARK

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

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

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

Submitted,
 Steven J. Benjamin
 Fire Chief

TOWN TREASURER'S REPORT
BANK ACCOUNTS - FY2020

<u>BANK</u>	<u>BALANCE</u> <u>7/1/2019</u>	<u>BALANCE</u> <u>6/30/2020</u>
PEOPLE'S UNITED BANK - GENERAL		
VENDOR CHECKING	79,806.01	125,410.12
SCHOOL CHECKING	\$0.00	\$0.00
PAYROLL CHECKING	\$0.00	\$0.00
FLEX SPENDING	\$0.00	\$0.00
STUDENT ACTIVITY	17,259.33	29,307.09
PEOPLES BANK - GENERAL FUNDS		
VENDOR CHECKING	983,984.59	1,036,802.04
SCHOOL CHECKING		

	757.79	41,864.38
PAYROLL CHECKING	19,421.04	17,235.37
300TH ANNIVERSARY	1,991.79	2,006.85
ZBA COMP PERMIT	16,359.25	16,359.25
SCHOOL LUNCH	10,788.41	26,251.56

EASTHAMPTON SAVINGS BANK

STABILIZATION	564,794.88	566,503.24
LIBRARY BUILDING TRUST	15,004.52	15,049.92
LIBRARY ENDOWMENT	37,642.50	37,756.35
COMMUNITY PRESERVATION	883,658.75	886,331.62
ARTS LOTTERY - CHECKING	7,160.46	7,167.70
RECREATION REVOLVING FUND	2,235.08	2,237.34

GREENFIELD CO-OPERATIVE BANK

GENERAL FUND	288,820.68	291,009.25
GENERAL FUND	535,887.71	199,112.06

MMDT

GENERAL FUND	31,620.08	30,633.50
CONSERVATION	51,833.82	52,705.17
CAPITAL STABILIZATION	131,247.54	133,453.78
CEMETERY	134,729.55	136,994.34
SUGARBUSH	15,085.26	15,338.76
MAIN STREET TREE	27,913.42	29,900.76
VETERANS MEMORIAL	14,874.43	15,124.50
LIBRARY	43,494.15	44,225.33

PEOPLES BANK

CD	120,822.27	123,600.45
UNIBANK		
GENERAL FUNDS	630,703.79	433,680.02
ONLINE TAX COLLECTIONS	511,826.49	929,938.18
ONLINE TOWN CLERK	2,802.31	3,350.94
ONLINE SCHOOL	41,710.87	94,152.64
CREDIT/DEBIT	1,103.44	1,067.48
LPL FINANCIAL - GENERAL FUND	\$73,824.43	\$76,574.84
DEPOSITS IN TRANSIT	153,257.50	891.84
CHECKS OUTSTANDING	(\$284,785.02)	(\$468,874.16)
ADJUSTMENTS/TRANFERS	<u>\$0.00</u>	<u>\$0.00</u>
BARTHOLOMEW - OPEB	122,771.41	127,124.08
TOTAL FUNDS	\$5,167,637.12	\$5,080,286.59

TAX COLLECTOR

Year of Tax	Type	Committed & Balanced	Tax Paid	Abate / Exempt	Refunds	Tax Title	Sewer / Water	Balance Due
2008	Motor Vehicle	3,100.23	0.00	0.00	0.00	0.00	0.00	0.00
2009	Motor Vehicle	2,506.68	0.00	0.00	0.00	0.00	0.00	0.00
2010	Motor Vehicle	1,491.34	11.56	0.00	0.00	0.00	0.00	0.00
2011	Motor Vehicle	1,550.95	67.50	0.00	0.00	0.00	0.00	0.00
2012	Motor Vehicle	2,070.64	142.08	0.00	0.00	0.00	0.00	1,928.56
2012	Real Estate	41.32	0.00	0.00	0.00	0.00	0.00	41.32
2012	CPA	(251.88)	0.00	0.00	0.00	0.00	0.00	(251.88)
2013	Motor Vehicle	2,324.59	351.98	0.00	0.00	0.00	0.00	1,972.61
2013	CPA	(66.32)	2.51	0.00	0.00	0.00	49.33	(118.16)
2013	Sewer	1,265.00	1,265.00	0.00	0.00	0.00	0.00	0.00
2014	Motor Vehicle	4,545.64	974.38	0.00	0.00	0.00	0.00	3,571.26
2014	Personal Prop	17.70	0.00	0.00	0.00	0.00	0.00	17.70
2015	Motor Vehicle	5,607.16	1,494.97	207.40	207.40	0.00	0.00	4,112.19
2015	Personal Prop	199.85	0.00	0.00	0.00	0.00	0.00	199.85
2016	Motor Vehicle	9,220.24	5,378.25	0.00	0.00	0.00	0.00	3,841.99
2016	Real Estate	14,320.61	7,883.96	0.00	0.00	6,436.65	0.00	0.00
2016	CPA	101.98	14.27	0.00	0.00	87.71	0.00	0.00

	Liens added to							
2016	RE	1,368.94	0.00	0.00	0.00	1,368.94	0.00	0.00
2016	Personal Prop	309.62	271.42	0.00	0.00	0.00	0.00	38.20
2017	Motor Vehicle	81,953.63	77,210.72	3,252.08	3,147.91	0.00	0.00	4,638.74
2017	Personal Prop	522.70	276.04	0.00	0.00	0.00	0.00	246.66
2017	Real Estate	51,024.27	42,030.22	0.00	0.00	8,994.05	0.00	(0.00)
2017	CPA	747.66	648.42	0.00	0.00	111.28	0.00	(12.04)
2017	Sewer	12,047.28	10,519.02	0.00	2,487.50	0.00	4,015.76	0.00
2018	Motor Vehicle	406,679.41	398,511.08	4,924.33	3,396.78	0.00	0.00	6,640.78
2018	Personal Prop	119,859.91	119,432.61	0.00	0.00	0.00	0.00	427.30
2018	Real Estate	5,128,075.22	5,046,510.30	13,124.25	8,589.52	16,761.00	0.00	60,269.19
2018	CPA	107,632.52	105,810.95	459.75	0.00	254.44	0.00	1,107.38
2018	Sewer	369,404.00	356,247.34	0.00	0.00	0.00	0.00	13,156.66
2018	Sewer Liens	4,015.76	3,442.08	0.00	0.00	573.68	0.00	0.00
2019	Motor Vehicle	408,818.68	380,034.62	5,364.13	7,512.11	0.00	0.00	30,932.04
2019	Personal Prop	124,373.25	123,854.78	0.00	0.00	0.00	0.00	518.47
2019	Real Estate	5,456,867.18	5,362,696.57	16,398.78	557.62	0.00	0.00	78,329.45
2019	CPA	116,419.72	114,280.26	555.91	0.00	0.00	0.00	1,583.55
2019	Sewer	360,915.29	347,296.07	0.00	0.00	0.00	0.00	13,619.22
2019	Sewer Liens	12,319.87	6,381.64	0.00	0.00	0.00	0.00	5,938.23
2020	Motor Vehicle	418,814.13	370,504.93	5,795.50	2,081.46	0.00	0.00	44,595.16
2020	Personal Prop	160,484.23	159,344.88	39.54	39.54	0.00	0.00	1,099.81
2020	Real Estate	5,664,531.69	5,480,680.68	26,927.63	3,090.00	0.00	0.00	160,013.38
2020	CPA	122,095.79	119,068.79	0.00	0.00	0.00	0.00	3,027.00
2020	Sewer	388,503.04	359,903.16	0.00	0.00	0.00	0.00	28,599.88
2020	Sewer Liens	10,812.81	7,419.48	0.00	0.00	0.00	0.00	3,393.33
	TOTALS	19,055,230.69	18,523,571.09	77,049.30	31,109.84	34,587.75	4,065.09	438,457.62

Year of Tax	Type	Committed & Balanced	Tax Paid	Abate / Exempt	Refunds	Tax Title	Sewer / Water	Balance Due
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2013	Sewer	1,265.00	1,265.00	0.00	0.00	0.00	0.00	0.00
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2016	Motor Vehicle	9,220.24	5,378.25	0.00	0.00	0.00	0.00	3,841.99
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	Liens added to							
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2017	Sewer	12,047.28	10,519.02	0.00	2,487.50	0.00	4,015.76	0.00
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2018	Real Estate	5,128,075.22	5,046,510.30	13,124.25	8,589.52	16,761.00	0.00	60,269.19
2018	CPA	107,632.52	105,810.95	459.75	0.00	254.44	0.00	1,107.38
2018	Sewer	369,404.00	356,247.34	0.00	0.00	0.00	0.00	13,156.66
2018	Sewer Liens	4,015.76	3,442.08	0.00	0.00	573.68	0.00	0.00
2019	Motor Vehicle	408,818.68	380,034.62	5,364.13	7,512.11	0.00	0.00	30,932.04
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2020	Personal Prop	160,484.23	159,344.88	39.54	39.54	0.00	0.00	1,099.81
2020	Real Estate	5,664,531.69	5,480,680.68	26,927.63	3,090.00	0.00	0.00	160,013.38
2020	CPA	122,095.79	119,068.79	0.00	0.00	0.00	0.00	3,027.00
2020	Sewer	388,503.04	359,903.16	0.00	0.00	0.00	0.00	28,599.88
2020	Sewer Liens	10,812.81	7,419.48	0.00	0.00	0.00	0.00	3,393.33
TOTALS		19,055,230.69	18,523,571.09	77,049.30	31,109.84	34,587.75	4,065.09	438,457.62

TREE WARDEN

Tree maintenance is a continuous job that requires year-round monitoring. This year we attended tree warden seminars for the most up-to-date information on disease and tree care. In 2020, we have continued to maintain the trees along our town way with the help of professional tree crews as we prune and remove dying or dead trees. Trees were planted on North and South Main Street to replace trees removed. We worked closely with Eversource to monitor trees so they would be pruned away from lines before they cause damage. Our elm trees have been treated to prevent Dutch Elm Disease and several diseased and dying trees have been removed and replaced.

Respectfully,
George Emery, Tree Warden

UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT

Veteran Resource and Referral Center located in Greenfield, satellite locations throughout the district



Department of Veteran Services

294 Main Street, Greenfield, MA 01301

Phone: 413-772-1571 / Fax: 413-772-1401

Sunderland Annual Report CY20

Our district has now been in operation for 5 ½ years. We are the largest district by community count and square miles covered in the state. Below are just some of the programs and services we help veterans' and their dependents with:

- M.G.L. Ch 115 benefit – Needs based program of financial and medical assistance to eligible veterans and their dependents
- Assistance to veterans and dependents to help file for VA health care, pensions, and service-connected disabilities
- Homeless prevention assistance to veterans and their families
- Employment help with job searches, resumes, and job interview skills
- Burial assistance to include government markers, flag holders, internment, and VA burial reimbursement
- Veterans records retrieval and storage
- Referral to other public and private agencies to include housing, fuel assistance, employment, training, education
- Attend area outreach events (fairs, festivals, health care expos)

While the COVID-19 pandemic hampered our satellite location hours, our office remained opened and staffed to assist veterans.

We have continued to work hard helping veterans and dependents file for VA benefits due them. Sunderland now has around \$146,625.40 in monthly Federal VA payments being paid to approximately 49 Sunderland residents. This is tax-free income paid due to service-connected injuries, low-income or survivor status.

We forecast Sunderland's M.G.L. Ch115 caseload to remain flat for the foreseeable future. This is the states low income assistance program for veterans' and their dependents. Although reimbursed back to the towns at 75%, this takes over a year to get back from the state, so reducing payouts up front has freed up funds for Sunderland. This budget item has been reduced to \$2426.05 by thorough investigations and helping clients file for alternative source of income

For the coming year we have increased our accessibility to veterans records through direct DOD access and having our Deputy become a National Service Officer. Our long-

term goal is to become a VA tele-health center allowing veterans to meet with VA providers in our office via the internet, saving travel time for our veterans.

Timothy Niejadlik, Director
Upper Pioneer Valley Veterans' Services District

VILLAGE CENTER COMMITTEE (SVCC)

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

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

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

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

The impetus for establishing the SVCC was anticipated changes to the intersection of Routes 116 and 47 and the desire for the Town to take a proactive role in understanding and shaping the impact of any changes to the center of town. While the pandemic limited the opportunity for funding a visioning project during 2020, the SVCC continued to assist the Selectboard and Town Administrator in the development and execution of projects related to the town center including the North Main Street Improvements, Complete Streets Projects (sidewalks and bike lanes), and School Street Improvements. We are hopeful that 2021 will provide us with opportunities to proceed with a visioning project that engages the town in a discussion about the future of the town center.

Respectfully Submitted
Lorin Starr, Chair

ZONING BOARD OF APPEALS

Phone: 413-665-1442

To the surprise of absolutely nobody, the COVID-19 Coronavirus Pandemic was the lead story of the year, effectively throwing a wet blanket over economic activity and stifling business development and residential construction in Sunderland. As a result, the Sunderland Zoning Board of Appeals did not receive a single new zoning application in

2020, this happening after hitting a five-year high of receiving five zoning applications in 2019. While this made for a very slow year for the Zoning Board of Appeals, there were a couple matters that were addressed by the Board:

One such matter was a carryover case from late 2019 that the Zoning Board of Appeals considered in early 2020. This case involved a commercial property owner on Route-116 who wanted to replace an existing “reader board” sign with a newly created sign. The Board found that the existing sign was a structure that did not conform to current zoning (it exceeds maximum allowable sign area and is located within the front yard setback). The Board also found that since the old sign has been in existence for about 25-years, it was considered to be an allowed non-conforming structure. As a protected non-conforming structure, the existing sign is allowed to remain, but is not eligible to receive a Special Permit or Variance to replace it. After consulting with the top state zoning official, the Zoning Board of Appeals made a determination to allow the existing sign to be renovated (upgraded) by a sign that has a smaller sign-viewing area and is slightly further set-back from Route-116.

After this case was decided in January, the COVID-19 Pandemic hit and the ZBA did not receive another application for the remainder of 2020; however, there were a couple matters that fall under the category of “unfinished business”:

In the first such matter, the ZBA approved the sign location and design for the “North 116 Flats” project (AKA the Sugarbush Meadows Comprehensive Permit) – one of the final steps toward the issuance of a Permit for Occupancy to commence in late summer/early fall of 2020. The Board also dealt with some procedural matters for the other Comprehensive Permit project in town, the Senior Affordable Housing project at 120 North Main Street. As dictated by the Corona Virus Protocols, the Zoning Board of Appeals met with the developers of the project in open session via Zoom in early December to review and approve the project site plans. At the same session, the ZBA voted to designate an outside engineering group to act the Board’s Engineer to oversee the development and construction of the project to insure compliance with the approved Comprehensive Permit.

In closing, I would like salute my Zoning Board of Appeals team – Stuart Beckley, Barre Tozloski, Jim Bernotas, Jim Williams Jr., Stephen Schneider, Rock Warner and Hollis Graves – for their dedication and service to the ZBA in this most unusual year of 2020.

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 books~ including each specific appropriation, the amounts and purpose of each expenditure and the receipts from each source of income. The accountant must inform town officers of unexpended balances in their appropriations (41:58). Immediately upon the close of the calendar year, she/he must prepare statements detailing the preceding fiscal year's appropriations and expenditures, appropriations for the current fiscal year, and expenditures incurred during its first six months, as well as estimated expenditures for the second six months and estimates for the ensuing fiscal year. By August 1, the accountant or treasurer must furnish the assessors with a written report of the money received other than from taxes, loans, and trust funds for the preceding fiscal years (41: 54A). A critical function of the town accountant (41.56) relates to the payment of the bills and payrolls, which must be examined for the requisite oaths and approvals. Should any claims be deemed fraudulent, unlawful, or excessive, payment authorization may be withheld. In such instances, a statement must be filed with the town treasurer, outlining the reasons for the refusal. Alternatively, if all is in order, the accountant will draw a warrant upon the treasury for payment.

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

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

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

CHERRY SHEET: Traditionally printed on cherry-colored paper, this financial statement from the State still retains its nickname in spite of being pink and green. This form lists all the estimated State and County assessments reduced by any money the State expects to return to the Town. The Assessors must receive this "Cherry Sheet" before the new tax rate can be set.

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

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

FY-FISCAL YEAR: July 1st to June 30th of the following year. Example: FY2010 starts July 1, 2009 and ends June 30, 2010.

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

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

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

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

LEVY LIMIT

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

LOAN INTEREST: If the Town has to borrow money, we have to pay back the loan plus

interest. The amount voted for Treasurer Loan Interest would be a part of these payments.

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

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

OMNIBUS ARTICLE:

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

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

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

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

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

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

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

SCHOOL DEPARTMENT

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

SELECTMEN

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

SOFTWARE SUPPORT FEES (TAX COLLECTOR):

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

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

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

due.

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

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

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

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

WARRANT: There are three types:

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