

# ANNUAL REPORT

## 2017



## Town of Sunderland

## 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:



**ROBERT (BOB) T. DUBY**

Bob has been known by many over the years through a variety of capacities and probably more recently through his leadership as the Town Moderator at our

Annual and Special Town Meetings, an elected position he has held since 1990! While 27 years is a very long time to be committed to any town position, that hasn't stopped Bob. He also served for 23 years as an elected member of the Planning Board. He participated on the Temporary Building Committee, the Town Center Committee, the Agricultural Land Preservation Committee and he was on the Executive Secretary Study Committee. His long time service demonstrates his passion for our town and the various contributions he offers to make Sunderland better as it grew. We have appreciated the immeasurable dedication Bob has contributed and we wish to thank him for his service and leadership!!

## SPRIT OF SUNDERLAND

We would like to recognize **LINDA and RICHARD LOPATKA** for the Spirit of Sunderland designation this year!



If you've been involved on any town committee, or board, or involved in any of the various activities that have been held over the years, you probably would have worked with Linda and/or Richard at the event or planning the event.

Linda has been involved since 1999 with the Telecommunications Committee and the Community Pathways Committee. She has been on the Historical Commission for many years, heading up the oversight of its activities and town artifacts at the Graves Memorial Library Building since it was turned over to the Historical Commission when the Library moved to its current location. While Linda has had a group of folks with the passion she exhibits on the Swampfield Society engaged in the collection, documentation and display of the many Sunderland artifacts, her dedication to the preservation of our history in this area of the Pioneer Valley has been immeasurable. She was also the brains behind the ever popular "Ghosts of Sunderland" event held at a Fall Festival. We understand the "Ghosts" may rise again for a 300<sup>th</sup> Celebration event!

Since 2002, Richard has served in many ways. He found interest on the Finance Committee and served as their representative on the Permanent Building Committee. Richard also served on the Housing Committee, Collaborative Working Group and more recently is serving on the Personnel Committee. He proudly served as an elected member of the Library Trustees, again providing whatever knowledge he could share in areas that he felt he could enhance. Richard was instrumental in promoting and getting the town to pass the Community Preservation Act and served many years as the Chair of the Community Preservation Committee. The CPA and CPC, a state match program, has been vital in many areas of the town enhancing the funds afforded to the committee in a responsible fashion to benefit Historical, Housing, Open Space or Recreation. The real estate tax surcharge allows the town with state matching funds to assist with projects such as the Sunderland River Walk project; preservation activities for the town's historical documents and the Graves Memorial Library Building; assist with a funding opportunity for the Sunderland Volunteer Fireman's Association to restore the Reo Fire Truck. These are just a few of the successful projects supported by this Act, something Richard saw as a great opportunity the whole town would benefit from.

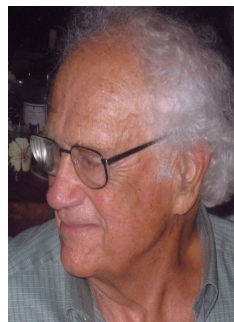
Linda and Richard exemplify the true Spirit of what community is about and we appreciate their continued interest in finding a niche they can fill with their talents!

## IN MEMORIAM



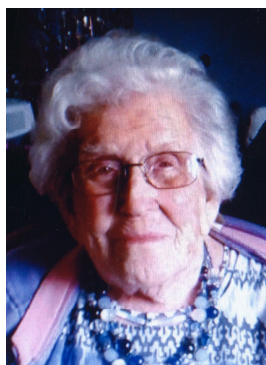
SALLY ALDRICH

Sally was an appointed Dog Officer and served as the Co-Chair of the Memorial Day Parade Day over the years. She was also an Election Official, and an elected Assessor. She was on the Advisory Board of Mental Health along with being a member of the Rabies Committee and the Agricultural Land Preservation Committee.



THOMAS HERRICK:

Tom was a long standing member on the Zoning Board of Appeals. He also served on the Historical Commission, the Temporary Building Committee and Town Hall Re-Use Committee. He also served as a member of the Franklin County Bikeway Committee.



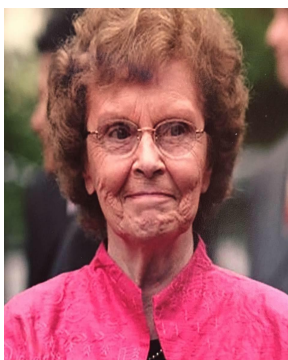
CAROLINE CONNELLY

Caroline enjoyed serving for many years on the Council on Aging.



HELEN POMEROY

Helen was appointed as Town Auditor and was an appointed Election Official. She was also a long time member of the Volume III History of Sunderland Committee.



ALICE FLEMING

Alice was an Associate member of the Historical Commission and also served as an Election Official.



JUDITH RICHARDS

Judy served for many years as a Registrar and also as an Election Official. She was employed as the Secretary to the Board of Selectmen and also was an appointed Assistant Town Clerk.



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## ELECTED OFFICIALS

<u>ELECTED OFFICE</u>	<u>FIRST</u>	<u>LAST</u>	<u>TERM</u>
BOARD OF ASSESSORS	James	Kowaleck*	2019
BOARD OF ASSESSORS	Michael	Skibiski	2018
BOARD OF ASSESSORS	Mary		
BOARD OF ASSESSORS	Ann	Kowaleck	2017
BOARD OF HEALTH	Caitlyn	Rock*	2019
BOARD OF HEALTH	Kenneth	Kushi	2018
BOARD OF HEALTH	Kristy	Pacioreck	2017
ELEMENTARY SCHOOL COMMITTEE	Douglas	Fulton*	2019
ELEMENTARY SCHOOL COMMITTEE	Maise	Shaw	2018
ELEMENTARY SCHOOL COMMITTEE	Michelle	Tomlinson	2018
ELEMENTARY SCHOOL COMMITTEE	Keith	McFarland	2017
ELEMENTARY SCHOOL COMMITTEE	Gregory	Gottschalk	2017
FRONTIER REGIONAL SCHOOL COMMITTEE	Judith	Pierce	2019
FRONTIER REGIONAL SCHOOL COMMITTEE (SES Rep)	Keith	McFarland	2017
FRONTIER REGIONAL SCHOOL COMMITTEE	Lyn	Roberts	2017
LIBRARY TRUSTEES	Elizabeth	Berry*	2019
LIBRARY TRUSTEES	Justine	Rosewarne	2019
LIBRARY TRUSTEES	David	Wisseman	2019
LIBRARY TRUSTEES	Richard	Lopatka	2018
LIBRARY TRUSTEES	John	Sackrey	2018
LIBRARY TRUSTEES	Lorin	Starr	2018
LIBRARY TRUSTEES	Gerald	Bridwell	2017
LIBRARY TRUSTEES	Natalie	Blais	2017
LIBRARY TRUSTEES	Valerie	Voorheis	2017
PLANNING BOARD	Jessica	Wisseman	2021
PLANNING BOARD	Dana	Roscoe*	2020
PLANNING BOARD	Dan	Murphy	2019
PLANNING BOARD	Sarah	Snyder	2018
PLANNING BOARD	Stephen	Schneider	2017
RIVERSIDE CEMETERY TRUSTEES	Michael	Wisseman	2019
RIVERSIDE CEMETERY TRUSTEES	Scott	Bergeron*	2018
RIVERSIDE CEMETERY TRUSTEES	Janet	Bergeron	2017
SELECTMEN	David	Pierce**	2019
SELECTMEN	Scott	Bergeron	2018
SELECTMEN	Thomas	Fydenkevez*	2017
	David	Pierce**	2019

## SEWER COMMISSIONERS

SEWER COMMISSIONERS

Scott Bergeron 2018

SEWER COMMISSIONERS

Thomas Fydenkevez\* 2017

TOWN CLERK

Wendy Houle\*\* 2019

ASST. TOWN CLERK-APPOINTED BY TOWN CLERK

Sherry Patch

TOWN MODERATOR

Robert Duby 2017

TOWN PARK TRUSTEES

Ben Barshefsky Will Dictates

TOWN PARK TRUSTEES

Kenneth Kushi 2019

School Committee

TOWN PARK TRUSTEES

Rep 2016

\* Dept Head/Chairman/RAO

\*\*Clerk/RAO

\*\*\*Super RAO

RAO- Records Access Officer

<u>APPOINTMENTS/EMPLOYEES</u>		<u>FIRST</u>	<u>LAST</u>	<u>Term</u>
<u>EMPLOYEES</u>		<u>FIRST</u>	<u>LAST</u>	<u>Term</u>
Accountant/Contracted	FRCOG		Brian Morton	
Administrative Assistant	Cynthia		Bennett	2018
Animal Control Officer/Animal Inspector	Daniel		Potyrala	2018
Assessors Office- Admin. Asst.	Teresa		Foster**	2018
Board of Health Agent/Contracted	Stephen		Ball	
Housing Health Agent/Contracted	Hillside		Environmental	
Building Commissioner	Joseph		Fydenkevez	2018
Asst. Bldg. Inspector	Steven		Reno	2018
Asst. Bldg. Inspector	Thomas		Quinlan, Jr.	2018
Collector/Treasurer	Susan		Warriner*	2018
Asst. Collector/Treasurer	Sherry		Patch	2018
Town Administrator	Sherry		Patch***	Contract
Fire Chief	Steven		Benjamin	2019
<u>FIRE DEPT.-OFFICERS- APPT. BY FIRE CHIEF</u>				
Captain	Mike		Zeoli	
Lieutenant	Cody		Jones	
Lieutenant	Jim		Bielunis	
Lieutenant	Heidi		Olmstead	
Lieutenant	Scott		Smith	
Firefighter	Marc		D'Urso	
Firefighter	John		Sullivan	
Firefighter	McLellan		White	
Firefighter	Ricky		Fadus	
Firefighter	Meaghan		Ahearn	
Firefighter	Vincente		Cabriotti	
Firefighter	Richard		Gallo	
Firefighter	Keith		McFarland	
Firefighter	Calvin		McKemmie	
Firefighter	Jake		Miller	
Firefighter	Laurie		Smith	
Firefighter	Ben		Snyder	
Firefighter	Marc		Tremblay	
Firefighter	Mason		Jenkins	
Firefighter	Timothy		Gochinski	
Firefighter	Jason		Viadero	
Firefighter	Michael		McCarthy	
Fire Prevention Officer (Inspections)	Cody		Jones	
Fire Prevention Officer (Inspections)-Alt.	Heidi		Olmstead	
Department Chaplin	Fr. Jonathan		Reardon	



Highway Department Supt.	George	Emery	2018
Highway Dept. Clerk	Michelle	Duguay	2018
Highway Dept. Laborer	Frederick	Korenewsky	2018
Highway Dept. Laborer	Shane	Stout	2018
Highway Dept. Temp. Laborer	Duane	Jenks	2018
Highway Dept. Temp. Laborer	Fred	Laurenitis	2018
Highway Dept. Temp. Laborer	John	Skribiski	2018
Highway Dept. Temp. Laborer	Nicholas	York	2018
Highway Dept. Temp Laborer	Trent	Bourbeau	2018
Highway Dept. Temp Laborer	Edward	Skribiski	2018
Plumbing & Gas Inspector	Steven	Baronoski	2018
Plumbing & Gas Inspector-Alt.	Jason	Wallace	2018
Police Chief	Erik	Demetropoulos*	Contract
Police Department-Clerk	Michelle	Duguay**	2018
Police Dept.-FT Officer	Benjamin	Peters	2018
Police Dept.-FT Officer	Peter	Scoble	2018
Police Dept.-FT Officer	Brenda	Tozloski	2018
Police Dept.-FT Sgt.	Brendan	Lyons	2018
Police Dept.-PT Officer	Devin	Melnik	2018
Police Dept.-PT Officer	Bryn	Rabtor	2018
Police Dept.-PT Officer	Zachary	Smith	2018
Police Dept.-PT Officer	Jordan	Zukowski	2018
Police Dept.-PT Officer	Cody	Wells	2018
Police Dept.-PT Officer	Gerald	Bertran	2018
Police Dept.-PT Officer	Dan	McCarthy	2018
Police Dept.-PT Officer	Mark	Ruddock	2018
Police Dept.-PT Officer	Vincent	Fabi	2018
Police Dept.-PT Officer	Ed	Cialek	2018
Recreation Coordinator	James	Ewen	2018
Wiring Inspector	Peter	Murphy	2018
Wiring Inspector-Alt.	Bill	Erman	2018
300th Anniversary Committee	Cindy	Benjamin	2018
300th Anniversary Committee	Janet	Conley	2018
300th Anniversary Committee	Gayle	Drake-	2018
300th Anniversary Committee	Tom	Thompson	2018
300th Anniversary Committee	Fydenkevez		2018
300th Anniversary Committee	Amanda	Hanley	2018
300th Anniversary Committee	Una	Miller	2018
300th Anniversary Committee	Vincent	Grandonico	2018
300th Anniversary Committee	Jess	Wissemann	2018
300th Anniversary Committee	David	Wissemann	2018
300th Anniversary Committee	Brenda	Wozniakewicz	2018

300th Anniversary Committee	Mike	Wozniakewicz	2018
300th Anniversary Committee	Tom	Zimnowski	2018
120 North Main Street Committee	Stuart	Beckley	2018
120 North Main Street Committee	Scott	Bergeron	2018
120 North Main Street Committee	Carl	Fiocchi	2018
120 North Main Street Committee-Alt.	Tom	Fydenkevez	2018
120 North Main Street Committee	Leon	Markowski	2018
120 North Main Street Committee	Jeff	O'Brien	2018
120 North Main Street Committee	Patricia	Patenaude	2018
120 North Main Street Committee	Lorin	Starr	2018
Agricultural Commission	Megan	Arquin	2020
Agricultural Commission	Scott	Reed	2018
Agricultural Commission	Michael	Wissemann	2019
Agricultural Commission	Robert	Williams	2019
Agricultural Commission-Conservation Rep.	Curt	Griffin	2018
Anti-Harassment Officer	Elizabeth	Sillin	2018
Burial Agent- by Board of Health	Steve	Ball	
Burial Agent	Wendy	Houle	2019
Capital Improvement Planning Committee	Scott	Bergeron	2018
Capital Improvement Planning Committee	Gerald	Bridwell	2018
Capital Improvement Planning Committee	James	Kowaleck	2018
Capital Improvement Planning Committee	Dan	Murphy	2018
Capital Improvement Planning Committee	Dana	Roscoe	2018
Capital Improvement Planning Committee	Rock	Warner	2018
Civil Defense-EMD	Laurie	Smith	2019
Community Pathways Committee	Gary	Briere	2018
Community Pathways Committee	Linda	Lopatka	2018
Community Pathways Committee	Dan	Murphy	2018
Community Pathways Committee	Nancy	Pick	2018
Community Pathways Committee	Sara	Snyder	2018
Community Pathways Committee	Rock	Warner	2018
Community Preservation Committee-Recreation	Shana	Deane	2018
Community Preservation Committee-Housing Rep.			2018
Community Preservation Committee-Historical Rep.	Helen	Clark	2018
Community Preservation Committee-Planning Rep.	Sara	Snyder	2018
Community Preservation Committee- Con. Com. Rep.	Jennifer	Unkles	2018
Community Preservation Committee-Citizen	Tom	Fydenkevez	2018

Community Preservation Committee-Citizen	Mike	Wissemann	2018
Conservation Commission	Dan	Murphy	2019
Conservation Commission	Curt	Griffin	2018
Conservation Commission	Jennifer	Unkles	2018
Conservation Commission	Nancy	Pick	2017
Conservation Commission	Mark	Zinan	2017
Constables	Thomas	Devine	2018
Constables	Fred	Laurenitis	2018
Constables	Allan	Richards	2018
Constables	Michael	Wozniakewicz	2018
Council On Aging	Vacant		
Cultural Council	Mary	Gorman	
Cultural Council	Barbara	Howey	
Cultural Council	Julie	Jacque	
Cultural Council	Peter	Lacey	
Cultural Council	Debbie	Russell	
Cultural Council	Tammy	Thompson	
Economic Development Com	Jim	Berontas	2018
Economic Development Com	Aleks	Kajstura	2018
Economic Development Com	Fred	Laurenitis	2018
Economic Development Com	Dan	Murphy	2018
Economic Development Com	David	Pierce	2018
Economic Development Com	Barre	Tozloski	2018
Economic Development Com	Rock	Warner, Jr.	2018
Election Officers/Republicans	Debra	Bennett	9/1/17- 8/31/18
Election Officers/Democrats	Christine	Drake	9/1/17- 8/31/18
Election Officers/Republicans	Edward	Gately	9/1/17- 8/31/18
Election Officers/Democrats	Mary Ann	Gundersen	9/1/17- 8/31/18
Election Officers/Democrats	Barbara	Howey	9/1/17- 8/31/18
Election Officers/Democrats	Ronald	Howey	9/1/17- 8/31/18
Election Officers/Republicans	Donna	McKemmie	9/1/17- 8/31/18
Election Officers/Republicans	Pam	Parsons	9/1/17- 8/31/18
Election Officers/Republicans	Donna	McKemmie	9/1/17- 8/31/18
Election Officers/Democrats	Allan	Richards	9/1/17- 8/31/18

Election Officers/Democrats	Stana	Wheeler	9/1/17-8/31/18
Election Officers/Republicans	Barbara	Schulze	9/1/17-8/31/18
Election Officers/Republicans	William	Sillin	9/1/17-8/31/18
Election Officers/Democrats	Susan	Triolo	9/1/17-8/31/18
Election Officers/Democrats	Stasia	Wheeler	9/1/17-8/31/18
Election Officers/Democrats	Carol	Ahearn	9/1/17-8/31/18
Election Officers/Unenrolled	Carol	Kushi	9/1/17-8/31/18
Election Officers/Unenrolled	Jean	McEnaney	9/1/17-8/31/18
Election Officers/Unenrolled	Christina	Snover	9/1/17-8/31/17
Emergency Management Director	Robert	Ahearn	2018
Energy Committee	Aaron	Falbel	2018
Energy Committee	Scott	Reed	2018
Energy Committee	Laura	Williams	2018
Energy Committee	Edward	Gately	2018
<u>Finance Committee-Appointment by Moderator</u>			
Finance Committee	Bruce	Bennett	2019
Finance Committee	Elliot	Crowe	2019
Finance Committee	Sean	Randall	2018
Finance Committee	Dan	Murphy	2018
Finance Committee	Aleks	Kajstura	2017
Finance Committee	Francis	Mozea	2017
Franklin County Bikeway Committee	vacant		
Franklin County Solid Waste Rep	Dan	Murphy	2018
Franklin County Regional Planning Board	Dana	Roscoe	2018
<u>Franklin Technical School Com. Rep.-Appointment by Moderator</u>			
Franklin Technical School Com. Rep	James	Bernotas	2019
Hazardous Waste Coordinator	vacant		
Historical Commission	Linda	Lopatka	2019
Historical Commission	Cindy	Benjamin	2019
Historical Commission	Helen	Clark	2018
Historical Commission	Carl	Fiocchi	2018
Historical Commission	Stephen	Schneider	2020

Housing Committee	Stuart	Beckley	2018
Housing Committee	Scott	Bergeron	2018
Housing Committee	Richard	Lopatka	2018
Housing Committee	Dan	Murphy	2018
Parking Clerk	Wendy	Houle	2018
Personnel Committee	George	Emery	2018
Personnel Committee	Peter	Lacey*	2018
Personnel Committee	Francis	Mozea	2018
Personnel Committee	David	Pierce**	2018
Personnel Committee	Richard	Lopatka	2018
Public Weighers appointment is April 1st-March 31st			
Public Weighers-All States Asphalt	Dave	Bonnett	2018
Public Weighers-All States Asphalt	Peter	Chmyzinski	2018
Public Weighers-All States Asphalt	Dean	Cloninger	2018
Public Weighers-All States Asphalt	T.J.	Conroy, Jr.	2018
Public Weighers-All States Asphalt	Ronald	Fountain	2018
Public Weighers-All States Asphalt	Harold	House	2018
Public Weighers-All States Asphalt	Thomas	Kelly	2018
Public Weighers-All States Asphalt	Alan	Lackard	2018
Public Weighers-All States Asphalt	Ronald	Maillet	2018
Public Weighers-All States Asphalt	Jason	Massey	2018
Public Weighers-All States Asphalt	Sean	Minor	2018
Public Weighers-All States Asphalt	Michael	Moriarty	2018
Public Weighers-All States Asphalt	Richard	Paine	2018
Public Weighers-All States Asphalt	Homer	Parker	2018
Public Weighers-All States Asphalt	Matt	Powers	2018
Public Weighers-All States Asphalt	Tim	Smith	2018
Public Weighers-All States Asphalt	Daniel	ThurLOW	2018
Public Weighers-All States Asphalt	Todd	Uzadavinis	2018
Public Weighers-Delta Sand & Gravel	Jane	Kucenski	2018
Public Weighers-Delta Sand & Gravel	Craig	Warner	2018
Public Weighers-Warner Brothers	Charles	Hebb	2018
Recreation Committee	Shauna	Deane	2018
Registrars	Donald	Patterson	2020
Registrars	Edward	Kelley	2018
Registrars	Judith	Richards	2019
<u>Selectmen Committees</u>			
Housing Committee	Scott	Bergeron	
120 North Main Street	Scott	Bergeron	
Capital Improvement Planning Committee	Scott	Bergeron	

SEPT	Scott	Bergeron	
120 North Main Street-Alt.	Tom	Fydenkevez	
South County EMS Board of Oversight	Tom	Fydenkevez	
Community Preservation Committee	Tom	Fydenkevez	
FRCOG Rep.	Tom	Fydenkevez	
South County Senior Center	Tom	Fydenkevez	
SEPT	Tom	Fydenkevez	
Economic Development Committee	David	Pierce	
Personnel Committee	David	Pierce	
SEPT	David	Pierce	
Teacher Union 38 & Instructional Assistants Rep.	David	Pierce	
Sunderland Emergency Preparedness Team	Maryellen	Ahearn	2018
Sunderland Emergency Preparedness Team	Robert	Ahearn	2018
Sunderland Emergency Preparedness Team	Stephen	Ball	2018
Sunderland Emergency Preparedness Team	Ben	Barshesky	2018
Sunderland Emergency Preparedness Team	Scott	Bergeron	2018
Sunderland Emergency Preparedness Team	George	Emery	2018
Sunderland Emergency Preparedness Team	Tom	Fydenkevez	2018
Sunderland Emergency Preparedness Team	Wendy	Houle	2018
Sunderland Emergency Preparedness Team	Fred	Laurenitis	2018
Sunderland Emergency Preparedness Team	Sherry	Patch	2018
Sunderland Emergency Preparedness Team	David	Pierce	2018
Sunderland Emergency Preparedness Team	Erik	Demetropoulos	2018
Sunderland Emergency Preparedness Team	Steve	Benjamin	2018
Sunderland Emergency Preparedness Team	March	Tremblay	2018
<u>Town Administrator Committees-Advisory/Non-Voting</u>			
Network & Electronic Resources Agent	Sherry	Patch	2018
Procurement Officer	Sherry	Patch	2018
ADA Coordinator	Sherry	Patch	2018
PVTA Representative	Sherry	Patch	2018
Ethics Municipal Liaison	Sherry	Patch	2018
Community Economic Development Strategy (CEDS)	Sherry	Patch	2018
Super RAO	Sherry	Patch***	2018
Town Counsel	KP Law		
Veterans Agent	Upper Pioneer Valley Veterans Dist.		

Upper Pioneer Valley Veteran's Services District Rep.	Dan	Van Dalsen	
Veterans Graves Officer	Janet	Conley	
Veterans Memorial Oversight Committee	Dan	Vandalsen*	2019
Veterans Memorial Oversight Committee	Janet	Conley	2020
Veterans Memorial Oversight Committee	Michael	Ahearn	2018
ZBA	Steven	Krol*	2019
ZBA	Barre	Tozloski	2019
ZBA	Stuart	Beckley	2018
ZBA	James	Bernotas	2020
ZBA	James	Williams, Jr.	2020
<u>ZBA-Associate Member</u>			
ZBA-Associate Member-PB Rep.	Stephen	Schneider	2018
ZBA-Associate Member	Rock	Warner	2018
ZBA-Associate Member	Hollis	Graves	2018



## GENERAL TOWN INFORMATION

Sunderland Town Offices are located at 12 School Street, Sunderland, MA 01375

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

**General Telephone Number:** 413-665-1441 (listen to message for extensions of choice)

**Town Fax Number:** 413-665-1446

Town Building Hours: Mondays 8AM-6PM Tues-Wed. 8am-4pm \* Thurs 8am-12pm \* Closed Fridays  
(office hours may vary ó check with individual office for individual availability)

## TOWN FUN FACTS

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

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

## 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-laws.
- **AMENDMENTS TO ZONING BY-LAWS:** Amendments to the zoning by-laws of the Town by vote at an annual or special town meeting as provided in MGL Chapter 40A, §6. (For more details, consult the Planning Board.)
- **PERMITS:** Applicants must secure permits from the appropriate department for Board of Health services; the Building Inspector for all construction work, Plumbing and Gas 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](http://www.townofsunderland.us).

## TELEPHONE NUMBERS to Remember



**(we have a new phone system – please listen to the prompts to obtain the correct office of your choice)**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Town Administrator-Sherry Patch í í í í . 665-1441 x9<br/>Email: <a href="mailto:townadmin@TownOfSunderland.us">townadmin@TownOfSunderland.us</a></li> <li>• Board of Selectmen's Office í í í í í í . 665-1441 x1<br/>Email: <a href="mailto:selectmen@TownOfSunderland.us">selectmen@TownOfSunderland.us</a></li> <li>• Accountant í í í í í í í í í í í 665-1441 x4</li> <li>• Assessors: Assessor Asst. í í í í í í ... 665-1441 x5<br/>Email: <a href="mailto:assessors@TownOfSunderland.us">assessors@TownOfSunderland.us</a></li> <li>• Board of Health ó Secretary í í í í í í 665-1441 x6<br/>Email: <a href="mailto:boardofhealth@TownOfSunderland.us">boardofhealth@TownOfSunderland.us</a></li> <li>• Building Inspector ó Joe Fydenkevez í í í . 665-1441 x7<br/>(Home: 413-665-4773) Email: <a href="mailto:building@TownOfSunderland.us">building@TownOfSunderland.us</a></li> <li>• Electrical Inspector ó Peter Murphy 413-768-9168</li> <li>• Fax-Town Offices 665-1446</li> <li>• Fire Department (non-emergency) 665-2465<br/>Email: <a href="mailto:fire@TownOfSunderland.us">fire@TownOfSunderland.us</a></li> <li>• Fire &amp; Ambulance (Emergency) 911</li> <li>• Highway Department-Sup. George Emery 665-1460<br/>Email: <a href="mailto:Highway@TownOfSunderland.us">Highway@TownOfSunderland.us</a></li> </ul> | <ul style="list-style-type: none"> <li>• Library-Director: Katherine Hand 665-2642<br/>Email: <a href="mailto:Director@SunderlandPublicLibrary.org">Director@SunderlandPublicLibrary.org</a></li> <li>• Plumbing/Gas Inspector-Steve Baranoski 413-775-3968</li> <li>• Police (non-emergency) 665-7036<br/>Email: <a href="mailto:police@townofsunderland.us">police@townofsunderland.us</a></li> <li>• Police (Emergency) 911</li> <li>• Recreation 665-1441 x8<br/>Email: <a href="mailto:recreation@townofsunderland.us">recreation@townofsunderland.us</a></li> <li>• Sewer Commissioners 665-1441 x1<br/>Email: <a href="mailto:selectmen@TownOfSunderland.us">selectmen@TownOfSunderland.us</a></li> <li>• Tax Collector/Treasurer 665-1441 x2<br/>Email: <a href="mailto:treascollector@TownOfSunderland.us">treascollector@TownOfSunderland.us</a></li> <li>• Town Clerk ó Wendy Houle 665-1441 x3<br/>Email: <a href="mailto:townclerk@TownOfSunderland.us">townclerk@TownOfSunderland.us</a></li> <li>• Wastewater Treatment Plant 665-1447</li> <li>• Water District, Sunderland 665-7685<br/>Water Commissioner: Fred Laurenitis</li> </ul> |
|--|---|



## LEGISLATIVE INFORMATION

### US SENATE

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

\*

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

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

\*

### GOVERNOR

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

\*

### LIEUTENANT GOVERNOR

Karyn E. Polito, State House, Rm

\*

### REPRESENTATIVE TO GOVERNOR'S COUNCIL

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

\*

### SENATOR IN GENERAL COURT

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

\*

### REPRESENTATIVE IN GENERAL COURT

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

## TOWN OF SUNDERLAND - A BRIEF HISTORY

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

Sunderland was incorporated as a town in 1718. Before being incorporated, Sunderland was known as Swampfield, so named by its first settlers because of the swampland within the town. Settlement of the town originated on what is now North and South Main Streets, with forty designated house lots. Settlers were also assigned an equal percentage of swampland, pasture land, and wood lots. North and South Main Streets are scenic, broad avenues that appeal to our sense of what a small New England town should be. In the late 1820s, maple trees were planted on each side of the street, which has added to Sunderland's beauty, especially as leaves change color, or after a snowfall. The houses are a pleasing mix of sizes and styles; in fact, Sunderland's main street has examples of most of the architectural styles of the 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> centuries.

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

Sunderland was incorporated as a town in 1718. Before being incorporated, Sunderland was known as Swampfield, so named by its first settlers because of the swampland within the town. Settlement of the town originated on what is now North and South Main Streets, with forty designated house lots. Settlers were also assigned an equal percentage of swampland, pasture land, and wood lots. North and South Main Streets are scenic, broad avenues that appeal to our sense of what a small town is all about.

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

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

With the Connecticut River as one of Sunderland's boundaries, ferries were used at the river for crossing until 1812, when the first bridge was constructed. Sunderland has had a total of 10 bridges. The main causes of our fallen bridges were high water, ice, and piers not high enough to

clear rising water levels, especially in the spring. The tenth bridge is 47 feet above normal water level, and has stood since 1938.

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

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

The small town of Sunderland has grown in population over the past 30 years, with a current population of about 3,600. 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 ó 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.



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

Email: [300thAnniversary@townofsunderland.us](mailto:300thAnniversary@townofsunderland.us)

Websites: [http://www.townofsunderland.us/Pages/SunderlandMA\\_300/index /](http://www.townofsunderland.us/Pages/SunderlandMA_300/index/)

The time has come. It's time to celebrate! A time to celebrate, reflect and party on! The Town of Sunderland deserves to have this special event marking 300 years as a town, community and a place where over 3,000 call their home ó officially incorporated on November 12, 1718!.

Website, Facebook, town wide mailing (in the census), street banner and now this town report, has all announced our upcoming events. Just in case you missed any of those, the celebration kicks off the weekend of June 15, 16, 17<sup>th</sup>, 2018. Friday night, under the big tent, located behind the Town office Building, will be spectacular and historic performances by the Elementary School. Each class will perform a specific portion of Sunderland history. After the performances, there will be a contra dance with a caller, musicians, and of course, a little contra dance lesson, for all to partake.

Saturday, the BIG day! Our goal is a 1 1/2 hour long parade to lead into a wonderful festival of food, drink, crafts games music and more. Watch for the Shriners, Hot Tamales (Red Sox band), Mass State Police mounted unit, clowns, and there will be pipe and drum bands, the Frontier band, fire trucks, old cars and tractors along with floats. Something for everyone! After the parade, the festival continues once again, under and around the big tent. A variety of food trucks, beer and wine garden, a variety of bands playing every hour and culminating with the grand fireworks display, firing off at dark, from the ball fields. Just a heads up the best viewing location will be from the fields around the Town Office Building (you will not be able to see the display elsewhere.) Come early and stay late!

Sunday, also in the same location, the Sunderland Fire Department will host a Father's Day bar-b-que with hot dogs and hamburgers. A Firefighter's muster actives for families to partake in will add to the family fun. Caution ó be prepared to get wet! During these field day activities, under the big top, will be dancing to Dennis Poliski and his Maestro's Men Polka Band! From 1:00pm to 5:00pm. The Facebook posting wanted a polka band, we listened and you now have a polka band to celebrate one of the largest heritages of the community ó Polish! Sunday is a rain date for the Fireworks display!

Our festival will continue -- Columbus Day weekend, with a local artist Art Show running Friday, Saturday, Sunday and Monday at the Chapel. The Main St. Car Show on Saturday and of course, the ever popular Ghost of Sunderland will make their re-appearance on Saturday, with a rain date on Monday at the Riverside Cemetery.

To wrap the celebration up, on November 11<sup>th</sup> there will be a community tribute, honoring the veterans, at the Veterans Memorial in front of the Town Offices Building. This program will begin at noon, with a reception following. The evening of November 11<sup>th</sup>, there will be an anniversary ball, held at the Blue Heron (the former Town Hall). As we have tried to maintain a free offering for the celebration, the Ball will be reserved tickets only at \$75 per person. Ticket sales will begin in June, 2018. For more information contact Traci Sackrey at 413-665-3634 or Justine Rosewarne at 413-575-5362.

As we head into this celebratory year, please check out the 300<sup>th</sup> Website and Face Book page for constant updates (links from the Town website) and the Sunderland Public Library web page. There will be many other lectures, performances and special events popping up throughout the year, from house plaques, decoration contest, musical *Down by the River* performances, guest lecturers and tours throughout the year. Please check the site often! As you would expect, many former home towners will be visiting for these events. Welcome them and embrace their stories of past memories in our awesome home town. Souvenirs are and will be available for purchase. Contact Cindy Benjamin if you would like to purchase an item or a commemorative hoodie. She can be reached at 413-665-7256. We have a goal to keep the vendors local. At any of the upcoming events, please visit our souvenir table to purchase and to support the 300<sup>th</sup> Committee while helping a few select local vendors.

I want to take this opportunity to thank those that have donated/sponsored and supported this landmark event. Without your support, portions of this celebration would not be possible. The committee members have met monthly, the first Thursday of the month, 6:00pm. Many Sub-committee meetings have occurred, thousands of emails have been exchanged, countless phone calls made, door knockings and information sessions have been held. As Chair of the 300<sup>th</sup> Anniversary Committee I feel proud to offer to the Citizens of Sunderland a celebration worthy of 300 years!

#### 300<sup>th</sup> Celebration Committee:

Tom Zimnowski, Chair  
 Cindy Benjamin, Vice Chair and Souvenir Sub-Committee Chair  
 Una Miller, Treasurer and Veterans Memorial Sub-Committee Member  
 Janet Conley, Member and Veterans Memorial Sub-Committee Member  
 Gayle Drake, Thompson, Member  
 Tom Fydenkevez, Selectmen Rep.  
 Vinny Grandonico, Member and Parade Sub-Committee Member  
 Amanda Haley, Member and Souvenir Sub-Committee Member and Facebook Contact  
 David Wissemann, Member  
 Jessica Wissemann, Member  
 Michael Wozniakewicz, Member and Parade and Veterans Memorial Sub-Committee Member  
 Brenda Wozniakewicz, Member and Parade and Festival Sub-Committees, Chair

#### Other active Members include:

Brian Morton, Sunderland Accountant  
 Susan Warriner, Sunderland Collector/Treasurer  
 Cindy Bennett, Sunderland Selectmen's Administrative Assistant  
 Brent Hale, Graphic Designer  
 Katherine Hand, Sunderland Public Library Director  
 Wendy Houle, Sunderland Town Clerk  
 Brian Lakas, Souvenir Sub-Committee  
 Linda Lopatka, Chair, Sunderland Historical Commission  
 Sherry Patch, Sunderland Town Administrator  
 Ronnie Rodak, Souvenir Sub-Committee  
 Justine Rosewarne, Ball Co-Coordinator  
 Tracie Sackrey, Ball Co-Coordinator  
 Will Sillin Art Show Coordinator and 300<sup>th</sup> Logo Designer  
 Dan VanDalsen, Veteran Memorial Sub-Committee  
 Mike Walunas, Historic House Signs Maker  
 Bruce Weston, Car/Truck/Tractor Show Coordinator  
*My apologies if anyone was forgotten from this list!*

The committee has done everything we can to provide the town residents a memorable celebration. It is now up to you to show your Anniversary spirit by decorating your home and yard to add to the festive spirit! Also, take a few moments from your busy lives to attend any or all of the events.

Remember this is a once in 50-years town experience. It is only memorable, if you attend. See you in June! Thank you all!

### **ANIMAL CONTROL**

Telephone: 413-695-1211 (leave a message)

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

The Animal Control Officer can assist with many animal related issues from a lost pet, dangerous animal investigation and other potential harmful situations to the community.

#### **Did you know you are required by law to license your dog?**

##### **Dog Licensing Facts to take note of:**

- 1.) All dogs residing in the town of Sunderland are required to be licensed each year with the **Town Clerk** (call 413-665-1441 x3 or email: [townclerk@townofsunderland.us](mailto:townclerk@townofsunderland.us)).
- 2.) Licensing begins January of each year.
- 3.) All dogs 6 months or older must be licensed.
- 4.) Please let the **Town Clerk** know if the dog(s) no longer lives in town; has a change in owner; Or if the animal is deceased.
- 5.) The **Town Clerk** needs proof of neutering/spaying and rabies expiration date to license a dog.
- 6.) The fees for dog licensing are: \$10.00 per spayed/neutered dog, \$15.00 per intact dog
- 7.) [Massachusetts General Laws Chapter 140](#), Section 141 states that all dogs must be licensed in the community to which they reside and those who fail to license their dog(s) will be fined \$50.00 per dog.
- 8.) The late fee of \$50.00 will be added after May 31st.
- 9.) You can license your dog(s) several ways.

**\*Mail proof of spay/neuter & rabies date along with a check for the appropriate amount to the Town Clerk; \*Stop in to the Town Clerks office with your paperwork; \*Visit "Online Payments" on the bottom of the town's website: [www.townofsunderland.us](http://www.townofsunderland.us) to process your dog(s) license(s) online.**

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### **Town of Sunderland By Law Chapter 130, DOGS**

[HISTORY: Adopted by the Town of Sunderland as indicated in article histories. Amendments noted where applicable.]

#### **GENERAL REFERENCES**

Peace and good order -- See Ch. 89.

Nuisances -- See Ch. 166.

ARTICLE I, Animal Control [Adopted 4-28-1994 ATM, Art. 28EN; amended in its entirety 4-25-2014 ATM, Art. 14]

#### **§ 130-1. Purpose.**

The town requires that all dog owners keep their dogs under control at all time for the purpose of:

- A. Protecting people and animals from injury.
- B. Protecting property from damage.
- C. Preventing dog-related nuisances.

Under control shall mean the dog is within the real property limits of its owner or keeper or on the premises of another person with the knowledge and express permission of such person, or secured by a leash, lead, or under the direct control of the owner or keeper.

#### **§ 130-2. Administration.**

A. The Board of Selectmen shall annually appoint an Animal Control Officer who shall be responsible for the enforcement of this bylaw and the General Laws relating to the regulation of animals.

B. For purposes of this bylaw and Massachusetts General Laws, Chapter 140, section 157, the Board of Selectmen shall be the Hearing Authority.

#### **§ 130-3. License requirements; fees.**



A. The registering, numbering, description and licensing, pursuant to the provisions of Chapter 140 of the Massachusetts General Laws of all dogs and all kennels in the Town of Sunderland shall be conducted in the office of the Town Clerk.  
 B. The licensing fees for dogs and kennels shall be as follows: Dogs: Intact \$15.00; Spayed/Neutered \$10.00. Kennels: per dog as set forth above.

C. Whoever violates Sections 137, 137A, 137B, or 138 of Chapter 140 of the General Laws and/or the provisions of this section shall be assessed a penalty of \$50 pursuant of MGL c. 140, § 141.

D. The fees collected shall be deposited into the general fund.

**§ 130-4. Nonconforming dogs.**

Any owner or keeper who allows his/her dog to do any of the following is in violation of this chapter:

A. Run at large or go beyond the confines of his or her property unless the animal is held firmly on a leash.

B. Bite, bark, howl or in any other manner disturb the peace or quiet of any neighborhood or endanger the safety of any person.

C. Run at large or unmuzzled in violation of any order of the Board of Selectmen or of the Dog Officer.

D. Worry, kill, maim or otherwise injure another's fowl, livestock or domestic animal.

E. Chase another's vehicle, person or bicycle on any way open to public travel.

F. Be unlicensed or untagged in violation of state law.

G. Failure to remove waste.

(1) Each person who owns, keeps or controls a dog with the Town shall remove and dispose of any feces left by such dog on any sidewalk, street, park or other public areas or on any private property which is not owned or occupied by such person.

(2) No person who owns, keeps or controls a dog within the Town shall permit such dog to be on any sidewalk, street, park or other public area unless such dog is accompanied by a person carrying a device, which is suitable for picking up and containing feces unexposed to such person and to the general public.

(3) For the purposes of Subsection G(1), feces may only be disposed of at a place suitable and regularly reserved for the disposal of human feces or otherwise designated as appropriate by the Board of Health.

(4) Subsection G(1) through (3), inclusive, shall not apply to a dog accompanying any handicapped person, who due to a handicap, is physically unable to comply with the requirements of such paragraphs.

**§ 130-5. Complaints; confinement; release or destruction.**

A. Any person may complain to the Dog Officer of a violation of the preceding sections. On receipt of such a complaint, the Officer shall investigate and may order the owner or keeper of the dog to restrain or muzzle the dog as the Officer deems necessary.

B. The Dog Officer may pick up nonconforming dogs as described in § 130-3. If by license or other means the owner of a dog can be identified, the Dog Officer may return the dog to the owner and issue a citation. Or he/she may confine the dog to the Town Pound for not more than ten (10) days.

C. If a veterinarian certifies that a dog is seriously injured or ill, the dog may be euthanized before the ten (10) days is over.

D. No dog shall be released until is licensed and all kennel fees and penalties are paid.

E. Any dog not claimed after ten (10) days may become the property of a local nonprofit dog protection organization to be placed for adoption or euthanized.

F. Notwithstanding the above, any person may make a written complaint to the selectmen that any dog owned or kept within the Town is a Nuisance Dog or a Dangerous Dog, as those terms are defined in M.G.L. Chapter 140, Section 136A. The Board of Selectmen shall investigate or cause to be investigated such complaint, including an examination under oath of the complainant at a public hearing in the municipality to determine whether the dog is a Nuisance Dog or a Dangerous Dog, and shall make such order concerning the restraint or disposal of such dog as provided in M.G.L. c.140, Section 157. Violations of such orders shall be subject to the enforcement provisions of M.G.L. Chapter 140, Section 157 and 157A, which, upon conviction, may include: for a first offense, a fine of not more than \$500 or imprisonment for not more than 60 days in a jail or house of correction, or both, and for a second or subsequent offense by a fine of not more than \$1,000 or imprisonment for not more than 90 days in a jail or house of correction. [Amended 4-24-2015 ATM, Art. 22]

**§ 130-6. Violations and penalties.**

Penalties for violation of any section of this chapter shall be twenty-five dollars (\$25.00) for the first offense and forty dollars (\$40.00) for each subsequent offense in the calendar year. Each day a violation exists shall constitute a separate.



***Did you know*** . . . . . Sunderland is now part of the Sheriff's Office Regional Dog Shelter

### **The Shelter Works for Franklin County**

#### **Intake:**

- É Law Enforcement, including Animal Control Officers, can bring dogs into Shelter 24 hours a day, seven days a week
- É Residents may "Owner Surrender" their dog(s), thereby transferring ownership to the Shelter
- É Dogs sick and/or suspicious for contagious infectious disease are often diverted to a veterinary clinic for diagnostics and treatment before Shelter intake
- É Some dogs are bathed right away, if needed, for flea or tick infestations, filthy coats, etc.
- É Dogs whose fur is severely and painfully matted will be professionally groomed

#### **Stray Dogs with Identified Owners Will Not Be Released Until:**

- É Proof of dog license within their town of residence is presented to Shelter
- É Proof of current rabies vaccine is provided by owner. The Shelter will transport dogs to the veterinarian's office for rabies vaccine if necessary
- É The Shelter will work with towns and residents to obtain dog licenses to facilitate Return To Owner

#### **All Dogs Receive:**

- É Good quality food
- É Clean, dry, temperature controlled and safe housing
- É Fresh Water, outdoor runs, large play yards
- É Walks out side of their kennels by staff and Volunteers two to three times a day (excepting dangerous dogs) with frequent off site group hikes
- É Basic diagnostics, preventative medicines, treatments and microchip implantation performed in-house
- É Spay and neuter surgeries prior to adoption

#### **Dog with Special Needs May Receive:**

- É Professional dog training to enhance their adoptability
- É Enrichment programming for physical, social and emotional well-being and improved adoptability
- É Foster placement for dogs with compromised health and behavioral issues

#### **The Shelter Further Contributes to Franklin County by:**

- É Holding low cost rabies and toe nail clinics
- É Providing Dog food for County residents to help them keep their dog(s) in the home
- É Promotion of adoptable and lost dogs at events, in print, electronic and social media
- É Assist families, on case-by-case basis, with lower cost spay and neuter surgeries

In 2017, Sunderland brought 3 dogs to the Shelter for care until ownership could be identified or they were adopted.

## BOARD OF ASSESSORS

Phone: 665-1441 x5

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

The Assessors' Office has been working hard to provide more online information to residents than ever before. The Assessors page on the Town of Sunderland Web Page provides residents, prospective residents, realtors and appraisers links to many FAQ. The Administrative Assistant in the office has provided forms and information about everything assessing, including a link to get onto our (Geological Information Systems) GIS, a mapping technology that allows the user to interact with maps and data sources.

The GIS link is hosted by Cartographic Associates of Littleton NH is an online tool that can provide information about every property in town. Properties can be searched by owner's name, address or map and lot. There is a guide to help navigate this on the Assessors page. Once a property is found it can be viewed on the map with lot dimensions. A property card with detailed information, photo, and building sketch can be shown. Information is updated monthly to provide the most current data. There are other tools or layers available on the GIS link include zoning and abutters lists. Queries on the site totaled over 900 in the last 90 days of 2017.

The office has been working on compiling data to prepare for a Community Compact IT Grant to provide even more information on the GIS site. This would include additional layers that would be useful tools to other town departments and residents alike. Providing more opportunities to view information online is particularly valuable in small towns that have limited staff and hours available for the public. The Assessing vendor who does our field work for the town changed from Mayflower Valuation, LTD to Patriot Properties July 1, the beginning of FY2017. Our field rep was able to view and update our business properties in town generating some additional tax revenue.

Our mission has been and will continue to be:

- to assess properties at fair market value
- to treat each property owner in a fair and equitable manner
- to provide comprehensive customer service to all
- to make information readily accessible to all

## BOARD OF ASSESSORS Tax Recapitulation of Tax Levy

	<u>Fiscal 2018</u>	<u>Fiscal 2017</u>
Total Amount to be Raised	9,325,846	8,238,361
Total Estimated Receipts from Non-Tax Sources	<u>4,078,336</u>	<u>3,263,978</u>
Tax Levy	5,247,510	4,974,383

### Value of Real Estate by Class

Real Estate Property Valuation		
Residential	312,234,253	303,633,617
Commercial	24,167,997	23,307,366
Industrial	<u>5,441,100</u>	<u>5,267,600</u>
Total Real Estate Valuation	341,843,350	332,208,583
Personal Property Valuation	<u>7,990,650</u>	<u>7,106,768</u>
Total Property Valuation	349,834,000	339,315,351
 Tax Rate      (Levy/Valuation*1000)	 \$15.00	 \$14.66

### Local Expenditures

Appropriations	8,580,269	7,551,509
Other Amounts to be Raised	745,577	686,852
Total Amount to be Raised	9,325,846	8,238,361

### Estimated Receipts and Available Funds

Estimated Receipts - State	1,952,833	1,791,718
Estimated Receipts - Local	879,542	634,083
Free Cash	582,291	242,887
Other Available Funds	663,668	595,310
Total Estimated Receipts	4,078,336	3,263,998

### Abatements & Exemptions Granted (FY2018 application period not yet closed when report was submitted)

Real Estate Abatements	0
Personal Property Abatements	0
Veteran's Exemptions	4,600
Blind Exemptions(est)	876
Seniors' Exemptions (est)	77
Senior Work-Off Program (est.)	3500
Total	\$9,053

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

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## BOARD OF HEALTH

Telephone: 413-665-1441 x6

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

The Board of Health is comprised of three (3) non-compensated elected members. In addition to the three elected members, the Town contracts services related to soil evaluations, wells, pools, camps and food inspections. We contract with an independent group for housing services which includes housing complaints that can be related to sanitary conditions at rental properties, hoarding concerns, building condemnations, fire or other disaster inspections. The Board of Health also began contracting with the Greenfield Public Health Department for Public Health Nursing services related to potential communicable disease reports, exposures and follow-up for patient care as required by the state. The Board of Health does not provide housing inspection services to private residences such as Radon Testing, Lead Testing, Mold Testing, etc. There are state agencies available for guidance through these concerns as well as market products available for personal testing conducted by the homeowner.

Housing Health Agent services are by appointment only. All other non-Housing Health Agent services may be addressed by calling the Board of Health office or during public office hours Monday evenings, 6PM-8PM. The Board of Health secretary can be reached for inspection service scheduling and other Health related issues *during regular Board of Health hours, Monday through Wednesday 8am-4:00pm and Thursdays 8am-12pm at 665-1441 x6.*

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

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

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 member on our staff and we are grateful to have the experienced public health services available to us on an as-needed-basis. The Board of Health staff tries to meet all of the community's needs for various services in a timely fashion, however at times weather or scheduling coordination with engineers and other contractors can delay some services.

We have joined the FH-STOPP Coalition which is an organization formed to develop community and state-wide tobacco use and availability regulations. Over the past few years, we have 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.

([http://www.townofsunderland.us/Pages/SunderlandMA\\_Bcomm/Health/Regulation%20Restricting%20Tobacco%20Sale%20of%20Products.pdf](http://www.townofsunderland.us/Pages/SunderlandMA_Bcomm/Health/Regulation%20Restricting%20Tobacco%20Sale%20of%20Products.pdf)). Weøve also adopt tobacco regulations prohibiting smoking in the workplace (available on the townø website at: [http://www.townofsunderland.us/Pages/SunderlandMA\\_Bcomm/Health/index](http://www.townofsunderland.us/Pages/SunderlandMA_Bcomm/Health/index)). Education and monitoring inspections are key to this program which has been successful in our local businesses to remain compliant with our regulations.

Board of Health Services and Inspections provided by our agents in 2017:

• 1 Camp permit/Inspection	• 4 Perc Tests
• 8 Disposal Works Permits/Soil Evals & Inspections	• 2 Pool (semi-public) Permits/Inspections
• 3 Food Catering Permits	• 0 Roadside Property Trash Complaints
• 22 Food Establishment Inspections	• 4 Septage Hauler Licenses
• 8 Food Permits/Inspections for 1-day events	• 28 Title 5 Inspections
• 22 Food Permits	• 5 Tobacco Sales Permits
• 25 Housing (complaint) Inspections	• 0 Tobacco Violations
• 5 Installerø permits	• 1 Trench Permits
•	• 1 Well Permit

Respectfully submitted,

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

## BOARD OF SELECTMEN

413-665-1441 x1 - Administrative Assistant

413-665-1441 x9 - Town Administrator

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

The Sunderland Board of Selectmen would like to express our sincerest appreciation to our residents for the support that you give to our Town each and every day. Many of you volunteer unknown hours to make our Town a great place to live. We appreciate your efforts and dedication!

2017 was an active year for the Town starting off with the long awaited solar project at the Sunderland Elementary School going live in February. We are pleased with the successful launch of the project and look forward to not only the avoided energy costs the town will realize, but also our contribution to bringing green energy options to the town along with an educational opportunity for our students. We extend our appreciation to our solar consultant Beth Greenblatt of Beacon Integrated Solutions for her support and her continued work on this project.

We continue to make progress on the 120 North Main Street Affordable Senior Housing project. The town continues to work with RDI, the developer on moving this project forward. Many aspects must be taken into account when building a housing unit such as this. There are environmentally sensitive areas to consider, the character of the neighborhood, and of course the needs of the future residents. We would like to thank the 120 North Main Street Committee for their continued work on this project. Although they were appointed as a short-term advisory committee some years ago when we acquired the property, members have chosen to continue with the committee to see this project to completion.

We launched the Sunderland Community Newsletter this year, with the assistance of a Senior Tax Work-Off member willing to take on the project. The newsletter is a demonstration of not only all town government activities but also committee and community activities. The Newsletter has given us a new fresh approach for communicating with the community and features a lot of information we might not be able to offer otherwise.

We also launched CodeRED last year as a new Emergency Notification system. This system has allowed town emergency personnel and administration to communicate with our residents and other community visitors. Please take a moment to sign up if you haven't already by visiting the [CodeRED](#) page on our website.

The Town always has volunteer opportunities. Without our volunteers, we would not be able to offer many services to our residents. While we rely heavily on volunteer committee and board members to accomplish many state and local mandates, it in no way diminishes the extensive expertise our volunteers bring to our Town with many serving several years, dedicating their talents and interests to the betterment of our town. Maybe there is an area of interest for you? Volunteer opportunities are posted on the town website at [www.townofsunderland.us](http://www.townofsunderland.us).

Our Town Administrator, Sherry Patch has been very active in community programs. In the fall, she was awarded the 2017 Mike Fritz Community Builder Award for leadership embodying the goals of the Communities that Care Coalition. Sherry has been instrumental in promoting a



healthy community and implementing policies and practices for a healthy lifestyle.  
 Congratulations to Sherry for her vision!

The office has been active on the PVRTA Board representing Sunderland's interest of the highly used transit system that offers bus services in our community. PVRTA has been going through some transition this year with ridership and route changes as well as price increases. We feel it is important that Sunderland has a voice in the PVRTA's future vision and how it impacts our community.

In August, Sunderland became the 99<sup>th</sup> municipality to be designated a Purple Heart Community. The Board of Selectmen were honored to accept this designation for our community as we are committed to remembering and honoring our veterans. Please join us in recognizing August 7<sup>th</sup> each year as Purple Heart Day honoring our veterans as well as the Veterans Day Ceremony held each year at the Veterans Memorial and Park located at the Town office Building in November. Visit the town's [Autumn Newsletter edition](#) to learn more about the history of the Purple Heart and our community designation and thank a veteran for their service!

The Community Pathways Committee has been working for several years to realize a vision for Sunderland residents to enjoy the riverfront view and access we have in town. The Town was fortunate to be awarded a \$201,064 grant from the Massachusetts Parklands Acquisition and Renovations for Communities (PARC) grant program. The grant will fund the proposed initial phase of the Sunderland Riverwalk Project which will create a cohesive all-access pedestrian access from the Town Offices and Veterans Memorial and Park to the Library, boat launch, scenic riverbank and playing fields. The partial funding to qualify for the grant was approved by voters at the October, 2017 Special Town Meeting. We appreciate the community's support for this project that will surely be enjoyed by many.

In December, the town was visited by Lt. Governor Karyn Polito who presented us with a certificate for meeting our **Green** Communities Energy Reduction Goal. We were able to reduce the town's energy consumption by 20% and in 2016 we reduced it by 24%! We received another award of \$276,255 which assisted the town with performing energy upgrades, audits for energy improvements, light and HVAC improvements in many town buildings and insulation projects. The grant has allowed the town to realize energy savings of over \$36,000 to date. This state program allows towns to apply each year for up to \$250,000 for much needed upgrades.

Finally, we have many hands working hard to welcome Sunderland into its 300<sup>th</sup> Birthday Year which will take place in 2018! We look forward to a year of celebration, dedication and history ó stay tuned for all the festivity information and we hope to see you enjoying and participating at some of the events.

Respectfully Submitted to the residents of Sunderland,  
 David Pierce, Chair; Scott Bergeron, Vice Chair and Thomas Fydenkevez, Clerk

## BUILDING INSPECTOR

Telephone: 413-665-1441 x7  
Email: [building@townofsunderland.us](mailto:building@townofsunderland.us)

In calendar year 2017, there were 142 building permits issued. Estimated construction costs were \$5,029,771.00 and fees collected totaled \$42,601.00. Four (4) new homes were constructed with the remainder of permits issued for windows, siding, roofs, garages, additions, solar installations, kitchen and bath remodels, etc. A detailed list of permits is available at my office upon request. I look forward to serving the town in the coming year.

Respectfully submitted,  
Joseph Fydenkevez, Jr., Building Commissioner and Zoning Enforcement

## COMMUNITY PATHWAYS COMMITTEE

In 2017 the Community Pathways Committee continued working to develop the infrastructure for active transportation and healthy recreation in Sunderland.

Our focus this year was on the 9.5 acres of Town-owned land bordering the Connecticut River at School Street. The committee worked intensively throughout the year with a landscape architect, Sunderland resident Carlos Nieto-Mattei of Berkshire Design Group, to develop a coherent master plan for this public land. This involved numerous meetings with groups who have an interest in the land, including the VeteransøMemorial Oversight Committee, Recreation Commission, Sunderland Youth Baseball, Sunderland Volleyball Club, Sunderland Public Library, and the Board of Selectmen. We held a public forum to gather input on the master plan in June, and we hosted a tour of the site in October. Our hard work paid off at the end of the year when the Town was awarded a \$201,064 state PARC grant to fund the construction of a half-mile pedestrian loop connecting the library, VeteransøMemorial, ball fields, boat ramp, and riverbank.

In 2017, members of the Pathways Committee also worked intensively with Town Administrator Sherry Patch to help secure \$394,972 in state Complete Streets funds to rehabilitate and extend our sidewalk system and make other improvements that make it safer to walk and roll in our town.

The Community Pathways Committee is grateful to:

- Carlos Nieto-Mattei for his generous donation of time and expertise.
- Town Administrator Sherry Patch for going above and beyond to help Sunderland secure funds and make significant improvements to our infrastructure.
- Sunderland taxpayers and the state CPA program for funding our projects this year, and the Community Preservation Committee for administering these funds.
- Dave Sagan of U.S. Fish & Wildlife for partnering with us to eliminate the formidable invasive plant species along the riverbank.
- The state Department of Fish & Game for moving forward on the rehabilitation of our boat ramp.
- The Board of Selectmen, Planning Board, and Conservation Commission for support of these initiatives.

Respectfully submitted,  
Sara Snyder, Gary Briere, Linda Lopatka, Dan Murphy, Nancy Pick, Rock Warner

### COMMUNITY PRESERVATION COMMITTEE (CPC)

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

The CPC supports the town enactment of the Community Preservation Act (CPA), voted for in the November 2010 election. The CPA creates a fund via a property tax surcharge (currently at 3%) and matching state funds to support town efforts in historical preservation, community housing, open space and recreation.

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

- Historical Commission, Helen Clark
- Housing Committee, Richard Lopatka, chair resigned October 2017
- Conservation Committee, Jennifer Unkles, clerk, treasurer
- Planning Board, Sara Snyder
- Recreation Committee, Shana Deane
- At Large, Mike Wissemann
- At Large, Tom Fydenkevez

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

At the end of FY2017 the fund had a balance of \$750,437.50 with \$390,949.09 in undesignated funds.

Over 6 years the State has matched the Sunderland surcharge at 100 % (for year 1-5) and 88% for this past year. For a total of \$566,463.00.

At the end of FY17, eighteen CPA projects have been approved in Sunderland.

Three new projects were approved at the April 2017 Annual Town Meeting:

- Sunderland Library Backyard Enhancements - \$20,874.70
- Town Clerk Records Preservation - \$17,583.00
- Sunderland Affordable Senior Housing Project - \$100,000.00

The Sunderland CPC encourages projects that have broad resident benefit, contain significant cost sharing, have positive effects on town budgets and have potential for town economic impact.

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

Respectfully Submitted,  
Richard Lopatka, Chair

## CONSERVATION COMMISSION

Email: [conservation@townofsunderland.us](mailto: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, farmlands and to provide increased outdoor recreation opportunities for town residents. Highlights of our activities during 2017 include:

- **Town Boat Ramp Improvements.** The Conservation Commission has been working to improve the town boat ramp, located off School Street. The ramp and its access road have been in poor condition for many years. The Massachusetts Department of Fish & Game, which maintains the boat ramp, is planning to repave it in the spring of 2018, in time for the town's tercentennial celebrations.

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

- **New Riverside Pathway.** The Conservation Commission worked with the Sunderland Pathways Committee to create the new walking trail along the Connecticut River, off of School Street. The riverside path will connect with a planned half-mile loop, accessible to all, around the town playing fields. Construction of the new pathway—funded in part by a \$201,000 state PARC grant—is expected to begin in 2018.
- **Wetland Site Reviews.** The Conservation Commission provided oversight of several construction projects in town located near water resources. In addition, members have performed numerous site reviews.
- **New Member.** The Conservation Commission welcomed the addition of Mark Zinan as its fifth member. Mark, who works for the U.S. Fish & Wildlife Service, previously served on the town Finance Committee.

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

We meet on the first and third Tuesday of each month, beginning at 7:30 pm. We welcome your input and questions regarding our role in protecting Sunderland's water and wetlands resources.

Respectfully submitted,

Curt Griffin (Chair), Dan Murphy, Nancy Pick, Jennifer Unkles, Mark Zinan

### CULTURAL COUNCIL

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

For the 2018 grant year, the Sunderland Cultural Council had \$4,799.00 available to grant. We received a total of 30 applications. The total amount of funds requested in these applications exceeded \$13,000, a major increase over previous years. At a voting meeting held in November 2017, the SCC awarded funding to 13 of those applications for programs held in and around Sunderland. They are as follows:

An Accidental Wedding (One-Act Play)  
 Science Festival at Sunderland Elementary  
 Sunderland Short Story Series  
 Traditions of Chinese Acrobats  
 Robert Clarke Magician and Juggler Performance  
 Monet's Magicô Patel Paint Monet's Wondrous Water Lilies  
 Playful Engineers Traveling MakerSpace  
 3D Design and Printing/Robotics Workshop  
 Flashback to the Oldies Concert  
 Year-Long Theater Class and Spring Production (Northstar)  
 Pied Potter Hamelin's Magical Potter's Wheel  
 Joy of Song Community Sing-Alongs  
 Ghosts of Sunderland at Riverside Cemetery

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

Look for announcements in the press and around the community about the dates and times for these great programs, plan to attend, and enjoy!

Council Members: Julie Jacqueô Co-Chair, Peter Laceyô Co-Chair, Barbara Howey, Debbie Russell, Tammy Thompson

## EMERGENCY COMMUNICATION ALERT SYSTEM – CodeRED

In 2017, the town changed their Emergency Notification System to CodeRED. This system allows greater communication abilities to our residents and visitors to our community in emergencies or other community announcements. The system allows to alert residents of a selected area situation such as a road closure. We also have the ability to email or send voice communications for various community activities or alertsó you may choose if you want to receive community announcements on your registration! You may register on the Town's Website (<https://www.townofsunderland.us/home/pages/codered>) and follow the instructions. If you need assistance call the Selectmen's Office at 413-665-1441 x1.

*So, you may ask . . .*

- **How will I recognize a CodeRED message?**

A CodeRED Emergency message or a general message will have a "short code" number 0769930 on your Caller ID. We suggest you program this number in your cell phone as a "new contact." If you need to replay the emergency notification message again, simply dial the number and you will be able to hear the message again. You can also get a free CodeRED App to automatically receive all local alerts from any CodeRed location that your smart phone is near. The CodeRED system is widely used throughout the country and you can also view alerts, etc. from your location with the app.

- **What is CodeRED and why is it important to me?**

CodeRED is an emergency notification service that allows emergency officials to notify residents and businesses by telephone, cell phone, text message, email and social media regarding time-sensitive general and emergency notifications. Only authorized officials have access to the CodeRED system.

- **When will CodeRED be used?**

Any message regarding the safety, property or welfare of the community will be disseminated using the CodeRED system. These may include AMBER alerts, notifications of hazardous traffic or road conditions, boil water advisories or evacuation notices.

- **Does the CodeRED system replace other systems that have been used to provide time-sensitive information to residents?**

This system is an enhancement to existing means of communication and is meant to supplement current or past systems used for mass notification.

- **Does the CodeRED system already have my telephone number, or do I need to sign up to receive CodeRED notifications?**

The CodeRED database contains information received from public databases, including regional phonebooks. *However, no resident should assume that their information is in the system.* The home page of the Town of Sunderland website, [www.townofsunderland.us](http://www.townofsunderland.us), has a link to the CodeRED Community Notification Enrollment page where you can register online. If you need assistance registering, please call the Selectmen's Office at 413-665-1441 x1. We are not able to "check" your registered information or update it ó this function can only be done through the caller's registered account.

- **I have a business located in Sunderland. Can I arrange to have CodeRED contact my business?**

Yes. Fill out the CodeRED registration form but be sure to select the "This address is business" option. Please note that emergency calls can only be delivered to a direct dial number.

Automated attendants will disrupt the process and the calls will not be delivered. Businesses should register their main number and establish a procedure for distributing the CodeRED message to their workforce.

- **What if I want to register additional numbers for my address?**

After you submit the initial registration form, you may start the registration process again and submit more numbers for the same address.

- **Is my personal information protected?**

CodeRED is a service of Emergency Communications Network which takes security and privacy concerns very seriously. They will not sell, trade, lease or loan any data citizen supplied data to third parties.

## SPECIAL SEGMENT: EMERGENCY PREPAREDNESS

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 ó All emergencies are identified by someone noticing that things are not normal! Don't be afraid to call 911 if something looks out of place or different. Be sure to look out for the most vulnerable in our community ó 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

- |  |   |
|--|---|
| • batteries or self-powered flashlight &   | • Pocket Knife                              |
| • Blankets/hats/gloves/warm clothing       | • Prescription drugs                        |
| • Bottled water -1 gal/day per person      | • radio                                     |
| • Can Opener: non-electric                 | • Radio/flashlight, battery powered; extra  |
| • Canned food ó not needing                | • refrigeration                             |
| • Cell phone & cord/adapters               | • Small hand tools, i.e. hammer, pliers,    |
| • cleaner/sanitizer                        | • Soap & paper towels                       |
| • Disposable diapers, etc.                 | • Toilet paper & waterless hand             |
| • Disposable N95 Personal Protection       | • trash bags                                |
| • duct tape                                | • Waterproof matches                        |
| • Eating utensils/disposable cups & plates | • Writing instruments & paper               |
| • Fire Extinguisher                        | <b>Additional Items you may want:</b>       |
| • First Aid Kit with manual                | • Needles & thread                          |
| • Household bleach                         | • Pre-moistened towelettes                  |
| • Masks                                    | • Eye classes-extra pair / Contact lenses & |
| • Medical information                      | supplies                                    |
| • Personal care items-sanitary napkins,    | • Pet supplies-leash, collar, food, ID,     |
| • Personal contact information, including  | inoculations, carrier                       |
| • phone numbers                            | • Cards / books                             |
| • Plastic bags-zipper/re-sealable type     | <b><u>Car Emergency Kit</u></b>             |



- 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
- Proof of Insurance

## ENERGY COMMITTEE

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

Looking back, 2017 was a year filled with activity connected with Sunderland's Green Community status. As we reported to Sunderland's Board of Selectmen in 2016, Sunderland achieved and surpassed our Green Community goal of 20% municipal energy reduction – in fact, we achieved 24%. This was accomplished over several years through energy-saving modifications performed at nearly all the Town's buildings, concentrating especially on the Public Safety Complex, The Elementary School, and the Town Offices Building. Other efficiency measures were enacted at the Wastewater Treatment Plant and the Sunderland Public Library. Not many other Green Communities have been able to meet these efficiency goals, but Sunderland did.

Recapping the year, in January we met with Bob Lesko to discuss possible projects at the Elementary School. At the top of his list was replacement of the oversized and wasteful hot water storage tank. This proved to be a rather costly measure, and thus we did not attempt to address this issue this year. He also noted improvements that could be made to the School's building envelope.

In February, together with Town Administrator Sherry Patch, we explored the possibility of retrofitting Sunderland's 67 streetlights to more efficient LED technology. Sherry identified a grant program through the Department of Energy Resources (DOER) in collaboration with the Metropolitan Area Planning Council (MAPC) that would fund 30% of the conversion costs, not including additional utility incentives, which would cover an additional 30%. However, to be eligible for this grant, the Town first had to purchase the streetlights from the utility company (Eversource). This purchase was approved at Town Meeting.

In March, we submitted an application to DOER for their Green Communities Competitive Grant round. Unlike our initial Designation Grant, this time we would be competing with other Green Communities around the state for available funding. In collaboration with Guardian Energy Management Solutions, we identified five projects to be included in our grant: demand control ventilators for the School cafeteria, mechanical insulation for the Town Offices Building, control valve retrofit and steam trap replacement at the Town Offices Building, window insulating panels at the Town Offices Building, and installation of an energy recovery unit at the Public Safety Complex. We asked for a total of \$201,293 for these projects.



In May, Laura Williams attended a presentation titled "100% Renewable Energy" by a group called MA Power Forward, a coalition of 200 Massachusetts energy organizations. This is a program to help both municipalities and residents convert to renewable energy. Laura reported briefly on our own experience here in Sunderland going door-to-door in our energy canvas, and Northfield and Northampton were interested in doing something similar to what we did. Carol Collins, a consultant with Peregrine Energy, discussed how to achieve 100% renewable electricity through a combination of 30% solar, 68% wind, and 2% hydro. This assumes an overall energy reduction of 40% through energy efficiency measures. To be sure, these are ambitious goals.

In June, we were notified that four out of our five Green Community projects received funding through DOER. Only the control valve/steam trap project was not funded, due to a lengthy payback period and questions about energy savings. We received a grant totaling \$129,805. Toward the end of June, we enthusiastically welcomed Edward Gately as the fourth member of our committee.

In July, we met with Jim Barry, Green Communities Coordinator for western Massachusetts, to go over our utility incentives for this year's Green Community projects and discuss possible projects for future years. One possibility was fuel conversion from oil to wood pellets, possibly at the Town Offices Building. The town of Northfield recently made such a conversion using both Green Community funding and funding from the Mass Clean Energy Center. We also discussed obtaining an electric vehicle for the police department for non-emergency use along with a publicly accessible charging station. Scott Reed attended a presentation on electricity aggregation at FRCOG and suggested we invite interested parties from neighboring towns to discuss this with our committee.

In August, we met with Peter Wingate and Alexandra Sullivan of Community Action to discuss outreach to lower-income tenants at some of the larger apartment complexes in Sunderland. Community Action performs weatherization and energy efficiency retrofits in homes and also in apartment buildings in which 50% or more of the tenants qualify for LIHEAP (Low Income Home Energy Assistance Program). In a similar vein, Laura Williams conducted outreach to about 20 Sunderland households who might be eligible for energy-saving modifications offered through the Housing and Redevelopment Authority.

In September, we hosted a public program at the Sunderland Public Library: a film about climate change called *Before the Flood*, produced by National Geographic and narrated by the actor Leonardo DiCaprio. A small but very appreciative audience was in attendance for the screening and subsequent discussion.

In October, Town Administrator Sherry Patch informed us that Frontier Regional School was planning several major capital projects, several of which were energy related. Together with Jim Barry, we explored how we could apply for Green Community funding, in conjunction with Deerfield, Conway, and Whately, to offset the cost of these projects. Since Frontier is a shared resource among these towns, Green Community funding is handled somewhat differently.

At the Special Town Meeting, Laura Williams and Aaron Falbel staffed a table encouraging residents to sign up for yet another window insert workshop – a great energy-saving opportunity.

In December we invited M.A. Swedlund of Deerfield and Bob Armstrong of Conway to discuss the prospect of electricity aggregation – a way to control electricity costs through multi-town bulk purchasing in addition to the possibility of purchasing greener electricity than that provided by Eversource. Under the auspices of FRCOG, we are exploring this option for Sunderland in conjunction with surrounding towns.

Then, on December 12, Lt. Governor Karyn Polito visited Sunderland along with members of her staff and representatives from DOER to hear about Sunderland's experience with the Green Communities program. Aaron Falbel praised the program, saying, "It is one thing to exhort cities and towns to be more energy efficient; it is quite another to *help* towns achieve this by providing the necessary funding and technical assistance. That's the beauty of the Green Communities Program." It was a satisfying moment for our committee and for the Town as Lt. Governor Polito presented Sunderland with a certificate signed by Governor Baker, Lt Governor Polito, and other officials in recognition of Sunderland's exemplary achievements as a Green Community.

Our small committee worked hard over many years to attain these goals, but such achievements would not have been possible without the assistance of Town Administrator Sherry Patch (and Margaret Nartowicz before her), Green Communities Coordinator Jim Barry, and Alyssa Larose of FRCOG, among others. Sunderland can rightly be proud of these achievements.

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

### FINANCE COMMITTEE

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

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

**Annual Budget:** At the Annual Town Meeting on April 28, 2017, town meeting voters approved a budget of \$7,578,569 for Town and general municipal purposes connected therewith for Fiscal Year 2018, all as set forth in a document entitled "Town of Sunderland FY 18 Town Meeting Budget", provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a Proposition 2 ½ so-called, override question, allowing the town to raise the additional amount of \$300,000 outside the limits imposed by said Proposition 2 1/2, all in accordance with M.G.L. c59, §21C(g). \$ 7,104,260 for fiscal year 2016, an increase of 1.6% from the

previous budget. The Override question on the ballot at the May 7, 2017 election did not pass and thus a special town meeting was needed on June 16, 2017 where a reduced budget was provided.

ARTICLE 2. VOTED to amend the vote taken under Article 4 of the April 28, 2017 Annual Town Meeting appropriating the total sum of \$7,578,569 for Town general and municipal purposes connected therewith for the Fiscal Year 2018, by reducing the amount raised and appropriated by \$3 7,000, so that the total amount appropriated for the Fiscal Year 2018 budget shall be \$7,541,569 and by reducing appropriations under various line items for such purposes and transferring the sum of \$26,914 from Free Cash, all as recommended in a document entitled, "Town of Sunderland FY 2018 Revised Budget", on file with the Town Clerk.

**Revenues:** For FY18, the town saw slight increase in both State revenues and local receipts. But revenues from the state continue to be woefully inadequate.

**Risks:** As we plan the FY19 budget we continue to be distressed by the unbalanced status of state aid versus expenses. Although we expect another modest increase in state aid, again in FY19, the Town's revenues continue to be well below pre-crash levels. Painful measures have been taken to not only control increases in expenses but to reduce existing expenses in all areas. We are fortunate in Sunderland to have such dedicated people looking after the town's workings and keeping the budget fiscally sound, but the drop of aid over the past few years will continue to have a lasting negative effect on Sunderland.

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

**Thanks:** In preparing the FY18 Budget, we would like to thank everyone who is always involved in the process and everyone who got involved this year. Many thanks go out to the Town Administrator's office, the Town Clerk's office, the Accountant's office, the Board of Selectmen, the Elementary and Frontier school administrations and School Committees as well as all the other town employees and boards that have helped form our budget. The amazing dedication from everyone involved makes Sunderland a great place to live.

**Respectfully Submitted:**

Chair ó Sean Randall

Vice Chair - Francis Mozea

Clerk ó Dan Murphy

Members: Aleks Kajstura, Bruce Bennett and Elliott Crowe

## FIRE DEPARTMENT

Telephone: Non-emergency 665-2465 / EMERGENCY: Dial 9-1-1

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

In 2017 the Sunderland Fire Department responded to 131 fire calls. This is a decrease in activity over the number of dispatches in 2016 but it is still greater than the 110 calls we responded to in 2015. Our average call volume has been trending upwards for well over a decade. Looking at each time that each firefighter responded to a call in 2017, the sum of the individual firefighter responses was 681. In this day and age where municipalities have difficulty attracting and keeping volunteer firefighters that response rate is excellent. We responded out of town serving as mutual aid for structure fires 4 times in the past year and we received mutual aid one time. For all incidents occurring in town that involved property damage, the estimated losses of private property total at least \$220,000.00.

On the 6<sup>th</sup> of February 2018 the Sunderland Fire Department celebrated its 85<sup>th</sup> birthday. The means, methods and equipment we use have changed a bit since the early days of the Fire Department but one thing that is identical to the early days is the way that friends and neighbors in Sunderland still help and look out for one another.

It is important to recognize and thank the members of the Fire Department and their families for their dedication and sacrifice. These traits are necessary to maintain the routine of responding to calls, participating in weekly drills, training and continuing education. Missed meals, nights without sleep, interrupted family events and holidays are all taken in stride by the men and women of our Fire Department while they perform their duty eagerly and professionally. It is increasingly challenging to find people who will do this service for the community however the Sunderland Fire Department enjoys a roster of 21 capable people. Being a volunteer firefighter is a rewarding and fulfilling experience. We are always looking for people to help us serve our neighbors. If there is anyone interested in helping the Fire Department in any capacity please talk to any member of the Department or call / stop by the Fire Station.

A big part of the Sunderland Fire Department's routine activity is fire prevention work and inspections. Four 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. 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 1<sup>st</sup> 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](http://www.fcburnpermits.com). Permits are necessary to be obtained BEFORE burning brush. Open burning is regulated by the Massachusetts Department of Environmental Protection. The DEP advises local fire departments if burn permits should be issued on any given day based on air quality.
- Please check your smoke and carbon monoxide detectors on a regular basis. Early detection of smoke and carbon monoxide is critical to survival. If your smoke detectors are over 10 years old or your carbon monoxide detectors are more than 7 years old they should be replaced with new units.

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

The Public Safety Complex is now 15 years old. The building sees heavy use and normal wear and tear are impacting this asset. Modern radio and electronic equipment also place demands on the building which were not foreseen at the time of construction. Two firefighters in Sunderland are employed by Pioneer Heating and Cooling from Florence, MA. Not only does Pioneer allow these employees to respond to fire calls during work hours if they are working close by, but Pioneer has donated materials and expertise to repair and upgrade certain air conditioning and heating elements in the Public Safety Complex. This generosity is expected to save the Town over \$25,000.00 on these critical improvements and maintenance items.

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. We have been successful in this challenging environment: In the past year the Sunderland Fire Department has been awarded grants totaling close to \$10,000.00 from entities like the Massachusetts Department of Recreation and Conservation, Massachusetts Emergency Management Agency, The Commonwealth of Massachusetts Executive Office of Public Safety and Security and the Massachusetts Department of Fire Services. These grant monies go towards the purchase of equipment, and education to help us protect the Town of Sunderland more efficiently and completely as the years go on.

The tools and equipment that we use every day are specified and sourced with a thoughtful eye towards longevity, durability and economy. We enjoy around 30 years of service from our front line firetrucks. Over the past few years we have been working to design a new fire truck that will replace a truck that has served us since 1988 but is now becoming unreliable. We expect to bring an article to Town Meeting for the purchase of

this new truck. The truck will provide the Townspeople of Sunderland with the latest in safety, efficiency and performance. I thank all residents for their support and I ask that you contact the fire station if you have any questions about our equipment ó it belongs to you.

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

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

Respectfully submitted  
Steven J. Benjamin, Fire Chief

## FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT

Phone: 413-772-2438

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

To the Residents of the Solid Waste District:

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

A review of recycling tonnage for 2017 shows an increase in the amount of recycling tonnage compared to 2016. District residents recycled almost 1,800 tons of paper and 1,200 tons of mixed containers, which were processed at the Springfield Materials Recycling Facility.

In 2017, the District sponsored spring and fall óClean Sweepö collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Over 56 tons of material were recycled or disposed of from the two collections. A total of 576 households participated in these collection events.

We held our annual household hazardous waste collection in September 2017. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 360 households participated in this event. 52% of participants were using the collection for the first time.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$84,400 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.

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

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at [www.franklincountywastedistrict.org](http://www.franklincountywastedistrict.org) or visit us at 50 Miles Street in Greenfield. Jan Ameen - Executive Director Jonathan Lagreze, Colrain ó Chair, Chris Boutwell, Montague - Vice-Chair, MA Swedlund, Deerfield ó Treasurer

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

12 Olive Street, Suite 2, Greenfield, MA 01301-3318

Telephone: 413-774-3167

Website: <https://frcog.org>

The Franklin Regional Council of Governments provides a variety of services and programming to the municipalities of Franklin County and to the greater Franklin County region. The FRCOG's 2017 Annual Report, which will be available in April of 2018 and on [www.frcog.org](http://www.frcog.org) shortly thereafter, will highlight our work over the past year. Specific services to the Town of Sunderland in 2017 included:

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

- As part of the Community Compact Best Practices Program, staff worked with the Town Administrator on the development of a long-range capital plan that projects capital needs, estimated costs, and potential funding sources to implement the plan.
- Also as part of the Community Compact Best Practices Program, staff began working with the Town Administrator on the development of a long-range revenue and expenditure forecast for the Town.
- Staff organized and facilitated educational information meetings for members of Franklin County town energy committees, including presenting information on various topics and conducting follow-up communication.

#### **Collective Bidding & Purchasing Program**

- Sunderland contracted with the FRCOG to receive collective bid pricing for up to 24 different Highway Products and Services. Total estimated highway needs for FY18 is \$392,755.
- The Chief Procurement Officer worked with the Fire Chief on a Fire Engine Bid.

- Sunderland Elementary School is a participant in the Fire Alarm Testing and Maintenance Program.

### **Cooperative Public Health Service**

The Town is not a member of the Health District, but benefits from regional projects.

- Staff coordinated vaccine availability and supplies to conduct flu clinics at the South County Senior Center and the Deerfield Elementary School. This work was in collaboration with members of the Medical Reserve Corps, GCC nursing students and community volunteers. A total of 341 residents were vaccinated.

### **Partnership for Youth**

- Staff conducted a Teen Health Survey to assess teen attitudes and behavior among middle and high school students. Staff reported to Frontier Regional School administrators on results from 261 Frontier students, representing 84% 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.
- Staff worked with the Sunderland Police Department to complete 1 round of alcohol compliance checks at open licensed establishments, a strategy proven to be effective at reducing youth substance abuse. One hundred percent (100%) of the establishments in Sunderland were in compliance at the checks.
- Communities That Care Coalition presented Sunderland's Town Administrator with an Award for her proactive involvement in improving community health.

### **Planning and Development Department**

- Staff assisted the FRTA with route and schedule changes for the fixed route system.
- Staff worked with the Town to prepare a Complete Streets Prioritization Plan and application for funding through the Massachusetts Complete Streets Funding Program.
- Staff assisted in developing a scope and budget to complete an Americans with Disabilities Transition Plan.
- Staff worked with the Franklin Land Trust to protect agricultural, natural and scenic land on the Connecticut River Scenic Byway with funding provided through the National Scenic Byway Program.
- Staff assisted the Town Administrator with compiling the final report to close out an existing Green Communities grant, and with completing the FY17 Green Communities Annual Report.
- Staff conducted a requested traffic count on Route 116 through the regional Traffic Counting Program.
- Staff continued to provide support to advance the North Main Street reconstruction project through the Franklin County Transportation Improvement Program.

### **Regional Emergency Preparedness**

Staff coordinated a tabletop exercise to test the Frontier Emergency Dispensing Site Plan, and a Sunderland Board of Health member participated in the exercise.

### **Town Accounting Program**



- Staff produced biweekly vendor warrants, and provided monthly budget reports to all officials and department heads.
- At year end, staff completed Free Cash certification, and Schedule A was submitted. In addition, staff provided assistance in completing the Recap for tax rate submission.
- Customized reports for committees and departments were developed and distributed.
- Staff assisted with the annual audit.
- All accounting data was accessible over a secure internet connection to a server at the FRCOG office. Staff completed backups daily and there was no unscheduled down time.

### **Workshops & Training**

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

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

OPEB Trust Law ô 1

Climate Change Adaptation ô 2

#### **Partnership for Youth**

Retail Liquor Store Certification ô 5

#### **Emergency Preparedness & Response**

Emergency Dispensing Site Drills ô 1

Hazmat Operations & Safety ô 1

Family Reunification ô 2

Behavioral Analysis & Targeted

Violence ô 2

## **FRANKLIN REGIONAL RETIREMENT SYSTEM**

278 MAIN STREET, SUITE 311 GREENFIELD, MASSACHUSETTS 01301-3230

Telephone: 413-774-4837 fax: 413-774-5677

E-mail: [Admin@FRRSMA.com](mailto:Admin@FRRSMA.com)

Sandra A. Hanks, Board Chair  
Paula J. Light, Council Member  
Gabriele H. Voelker, Elected Member  
Paul J. Mokrzecki, Vice Chair  
Mary A. Stokarsk, Elected Member  
Dale C. Kowacki, Executive Director

To the reader:

The Franklin Regional Retirement System is a government agency that serves the 530 retirees, 51 beneficiaries, 987 active employees, and 557 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 òdefined benefitö, 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 2016, we are 75% funded at 28 years (70%) 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](http://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.

Dale Kowacki  
Executive Director

## FRONTIER COMMUNITY ACCESS TELEVISION

LOCATED AT 12 School Street, Sunderland, MA \* Telephone: 413-665-0012

Email: mail@fcats.tv

The year 2017 was one of geographical and technical transition for Frontier Community Access Television. After spending eight years in the former Leos TV building in downtown South Deerfield, FCAT moved to a new space in the second floor of the Sunderland Town Hall.

The decision to leave Deerfield was not made lightly. We spent the better part of a year searching for an affordable site in South Deerfield which not only accommodated our needs in terms of production and office space, but was also fully accessible to the public, which 8B Elm Street was not. Fortunately, Sunderland was amenable to having FCAT take over much of the second floor of town hall, and the move has been a great one for our organization.

On the technical front, FCAT now has a brand new, state-of-the-art broadcast server. The new server, which we purchased from Castus, allows us to broadcast in full high definition while allowing us access to additional graphics and tools which will greatly enhance our ability to serve our towns. One such new feature is a graphics crawl function which will allow FCAT to scrawl breaking news information over our channels in times of emergency. We've already done this a few times during snow and winter weather events, and it has proven to be quite effective. We've also beefed up our coverage of local government, as well as events at Frontier Regional School, particularly high school sports. It was a challenge during a very successful fall where just about every Frontier team went to the post-season, but we were happy to get as many of those games as possible on our channels and our fcatsmedia page on YouTube.

There are many challenges for FCAT to tackle heading into 2018. Our top priority in the first part of the year will be to address a number of technical issues in Whately. For far too long, residents have been unable to watch meetings live on channel 15. Our plan is to fix that, as well as take over management of channel 15 in Whately and Sunderland, in accordance with the new ten-year cable contract signed with Comcast this past year. There is also build-out work to be done on our broadcast studio in Sunderland Town Hall, and we will be working to finalize operating agreements with all four of our member towns. New bookkeeping rules announced by the Mass. Department of Revenue last year for public access television require towns to treat operating revenue for access stations as part of the annual town budget. FCAT has approved such an agreement already with Sunderland, and will be looking to put similar pacts in place with Conway, Deerfield and Whately in the coming year.

We also plan to be quite active in chronicling the upcoming Sunderland 300<sup>th</sup> anniversary, and are in the planning stages for a series of Deerfield öliving historyö projects to be incorporated in Deerfield's upcoming anniversary in 2019. It should be an exciting year. Thanks for watching and supporting Frontier Community Access Television, and we look forward to doing our best to serve your community in 2018.

Christopher Collins

General Manager, Frontier Community Access Television



## HIGHWAY DEPARTMENT

Phone: 413-665-1460

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

The Highway Department is responsible for approximately 40 miles of roads here 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.

This year, while being short staffed a majority of the time, we have completed several projects. Park Road was reclaimed and paved, Potyrala Cross was shimmed and paved and Torrey Road was prepped for oil and stone. All catch basins were cleaned and several were rebuilt throughout town. Street sweeping and line painting was done throughout town. Our dirt roads were graded and any wash outs or trouble spots were addressed. American flags were put up in May for the holiday and taken down after the 4<sup>th</sup> of July holiday. 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.

This year we have been short staffed a majority of the year as we lost two crew members, one in March and one in July. Our current crew and seasonal staff have done a great job picking up the slack to keep things running smoothly. We hope to fill the vacant full-time position in the near future. Our staff continues to participate 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 vendors. This is due to the lack of a much needed lift to safely do certain maintenance tasks in the current Highway Garage. It is our hope that the purchase of this lift will be approved in the near future and allow us to further reduce our maintenance costs.

Because of the budget afforded to us we have purchased a 2017 Western Star and plow, replacing the 1996 Ford Louisville, which has been a huge asset to the Highway Department. During the winter months this truck does the work of what once took two plow trucks to do. This allows our crew to cover more area in a shorter period of time saving time and man hours.

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 our web site [http://www.townofsunderland.us/Pages/SunderlandMA\\_Highway/index](http://www.townofsunderland.us/Pages/SunderlandMA_Highway/index), and like us on Facebook: Sunderland Highway Department.

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 the part time winter employees for their hard work and dedication to the Town. I would also like to thank Edward Skribiski for helping out when we were short-handed this winter.

Respectfully,  
George Emery  
Highway Superintendent

### HISTORICAL COMMISSION

Located at the Graves Memorial Library Building at 109 N. Main Street, Sunderland  
Open on occasion or by appointment

Over the years, there has been confusion as to the difference between Sunderland's Historical Commission and Swampfield Historical Society. So, by way of explanation we offer the following.

Sunderland's Historical Commission is an official town body, an agent of local government formed by action of a town meeting article in 1992. The Commission is set up according to the laws of the Commonwealth under Chapter 40, Section 8 and members are appointed by the Selectmen, and like other town bodies are sworn in by the Town Clerk to serve for a specific term. The law requires a minimum of three people and a maximum of 7 to be on the Historical Commission. The commission's meetings must be publicly posted. Currently the commission has 5 members and meets quarterly on the 3<sup>rd</sup> Tuesday of Jan, Apr, Jul & Sep. Additional meetings are held as required to support town issues. The commission's budget is provided by taxpayers through town meeting vote. The law requires the historical commission to conduct research on places of historical or architectural value, to cooperate with the State Archaeologist in conducting surveys and reporting on sites, to coordinate with other preservation organizations, and to keep accurate records of its actions. The law also enables the local historical commission to do other things like prepare and distribute publications, make recommendations to the selectmen, enter into contracts, and essentially develop an effective local program for preservation that is based on the needs and desires of our community. The Commission works in cooperation with other Sunderland town entities such as the building inspector, Planning Board, Zoning Board of Appeals and Conservation Commission.

Swampfield Historical Society on the other hand is a group of people joined together by a common interest in history. It can be any size. It develops its own mission. It has a board of Directors, officers, and volunteers who conduct programs and fundraisers. Its budget is provided by member dues, program income, grants, monetary gifts and fundraisers. Swampfield Historical Society was founded in 1942 by William Hubbard. In May 2005, it was incorporated as a 501(c)(3). Swampfield currently has about 20 members (membership is open, and all are welcome to join! It is governed by a 7-member board of directors who meet several times a year. Under a 2004 agreement with the town, the society maintains a museum of Sunderland specific artifacts within the Graves Memorial Building. So, as you can see the Commission and the Society each has a place in our town; each has a purpose for the good of the town, and you will often see us working together because of our common interests.

### Highlights of Sunderland Historical Commission activities during 2017:

Provided historical perspective regarding town projects to ensure that as the town moves forward we do not unintentionally destroy or remove the historical fiber of our town. This includes protecting and preserving historic buildings, the Buttonball tree as well as all Main Street trees and other street trees throughout town and the historic Linear Town Common (North and South Main Street). We have been active in aiding several ongoing projects - North Main Street reconstruction, 120 North Main Street Senior Housing, Complete Streets and the Pathway Committee PARC grant proposal. These projects focus on improving the safety and accessibility of our town for the enjoyment of our citizens but each of the projects also touch historic assets that if altered would change some of what makes Sunderland well Sunderland!

One major issue that we have had is how best to care for the Graves Memorial Building. Currently it is shared (via an agreement with the town) by the Historical Commission and Swampfield Historical Society. The Commission uses the building as office and meeting space. Swampfield makes use of the building as office, museum and vault storage of artifacts. The building needs repairs and a capital plan was established. Through approval at town meetings, we have been provided with \$27,000.00 of capital funding (\$18,000 in FY17 and \$9,000 in FY18) to make necessary repairs and improvements. However, we are awaiting the results of the Municipal Building Needs Assessment and Space Study that is to begin in early 2018 before we commit the funds to specific repairs/improvements as the overall use and needs of the building may change.

The Historic Commission is interested in increasing our membership from the current 5 members to seven. If you have an interest and/or a background in historic preservation, architecture, history, planning or archaeology please contact us!

Respectively submitted:

Linda Lopatka (chair), Helen Clark (Secretary), Cindy Benjamin (Treasurer), Carl Fiocchi and Steve Schneider.

### Highlights of Swampfield Historical Society activities during 2017:

*Several members of the society have been involved with the planning of events for Sunderland's 300th birthday in 2018. Some of the events we look forward to are a parade, antique car and art show, and fireworks just to name a few. Also, in support of the 300<sup>th</sup> the society will be hosting the Ghosts of Sunderland in early October 2018 – hope you will come and meet some of the interesting past residents of Sunderland.*

*The society held its annual museum open house in May which coincides with the library book/plant sale. Again, this year saw the donations of many Sunderland related artifacts including photos from North Sunderland. The society's Museum can be toured by appointment and we are always glad to answer your Sunderland related historical inquiries. All donations to the Society are fully tax deductible, as allowed by law. For information call Mike Walunas at 413-548-9361.*

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

## PERSONNEL COMMITTEE

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

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

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

A salary adjustment formula for non-union municipal employees was established by the Committee in FY09. The formula represents the average of the Social Security COLA for the prior year and the regional Consumer Price Index (CPIU) percent change for the prior 12 months (Dec to Nov). Non-union municipal employees also received a 2% COLA increase in FY 17. A 2% COLA adjustment for all non-union municipal employees was recommended for FY 18.

The Personnel Committee is committed to presenting responsible recommendations on a variety of personnel-related matters.

Respectfully submitted,

David Pierce, Chair; Members: Peter Lacey, Francis Mozea, George Emery, Richard Lopatka

## PLANNING BOARD

During 2017, the Planning Board's primary task was finalizing a zoning bylaw reorganization and making the case for passage at Town Meeting. During 2016 we had worked with Peggy Sloane from the Franklin County Council of Government on a complete reorganization and reformatting of Sunderland's Zoning Bylaw. With Stephen Schneider leading charge, we finalized the document for presentation and gained Town approval at the annual Town Meeting on June 15<sup>th</sup>. During 2017 the board also reviewed and signed several Approval Not Required (ANR) parcel divisions.

Respectfully Submitted,

Dana Roscoe, Chair; Sara Snyder; Jessica Marsh Wissemann; Dan Murphy, Clerk; Stephen Schneider





## POLICE DEPARTMENT

1A5 River Road Sunderland, MA 01375

Telephone: 413-665-7036 / **EMERGENCY: Dial 9-1-1**

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

The Sunderland Police Department is dedicated to serving the community at the highest level. We will continue to foster communication and 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, 8 part time officers and an administrative Clerk. Our department is dedicated to coverage of the town 24 hours a day 7 days a week. Our Officers participate in numerous hours of training and seek out additional training specific to the needs of the community. On any given shift Officers will conduct traffic/speed enforcement, check in with our local businesses, visit the school, work with school staff to implement safety plans along with area Police Departments and the State Police, patrol problem areas, respond to motor vehicle accidents, conduct investigations, attend court for hearings, respond to medical emergencies and patrol our residential neighborhoods.

We have had several staff increases with the department again this year. The department added some needed part time officers; Gerald Beltran, Daniel McCarthy, & Vincent Fabi.

Social media plays a huge part in information sharing and public relations. As many of you might know we established our Facebook page in March of 2014 and added a Twitter page as well! Both are a great source of information for the public as we post information on traffic advisories, road closures, safety tips, current events and much more. We urge you to follow us on Twitter and like us on Facebook! Another great resource to have is our Emergency Notification system known as **CODERED**. You can enroll yourself into **CODERED**, or enroll someone in your family. You would 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! If you are applying for or renewing your firearms license to carry please contact Officer Brenda Tozloski at 413-665-7036 extension 13 to set up an appointment. We have the required forms in our lobby or you can go to our website, [www.townofsunderland.us](http://www.townofsunderland.us), under Police Department then Firearms Licensing to find everything you need.

In 2016 & 2017 we coordinated with State officials and submitted our first full year of reports to the Federal Government in over 10 years. These reports are known as UCR (Uniform Crime Reporting) under NIBRS (National Incident Based Reporting System). From our reports, and reports of many agencies across the country, data is collected on every incident

and arrest report with a "Group A" category & only data from arrest reports in a "Group B" category & they're submitted electronically. The data ranges from Drunkenness to Trespassing and from Animal Cruelty to Weapon Law Violations. From there, the FBI is able to provide statistical analysis to the public for crime increases or decreases. This also opened the door to allow us to submit our Officer filed Crash reports electronically and we're expecting to have that completed in January 2018!

Also, I have been working with area Chiefs and our Dispatch Center to coordinate an upgrade to our Report Filing system. This system was also made possible due to the caring acts of those employed at All State Asphalt. They donated 2 MDT (Mobile Data Terminals) for 2 of our Cruisers. The new Dispatch/Report system required an upgrade to the mobile system as the current system was incompatible. This upgrade is expected to be completed in Feb/March of 2018 and allows our Officers remote access to our system, timeliness completion of reports, as well as regional information sharing! All extremely important issues for the Officer on the street!

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's quicker and easier to call us via our Regional 24x7 Dispatch Center at 625-8200. They'll get us on the radio and notify us of your call.

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 regards to concerns or anything out of the ordinary please call our 24-hour Dispatch Center at 413-625-8200. If you would like to speak to an officer or the clerk for a non-emergency question or concern please call our station at 413-665-7036.

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

I THANK YOU!

Erik J. Demetropoulos  
Chief of Police

## Statistics – Calendar Year 2017

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 2016 Dispatch received 1,921 calls vs 2017 receiving 2,150 calls for Sunderland.

209A Service	7	Be on the lookout	7
Domestic	5	Motor Vehicle Accident	77
209A Violation	2	Motor Vehicle Complaint	81
Citations Issued (All)	251	Motor Vehicle Stolen	1
Abandoned 911 Call	8	OUI	8
Transport	3	Motor Vehicle Violation	207
911	33	Building Check	15
Fights	1	Burglary	1
Abandoned Vehicle	5	A&B w/ D/W	3
Vehicle Fire	2	Check Welfare	72
Alarm Burglar or Holdup	117	Noise Complaint	60
Fireworks	7	CO Hazard	4
EMS Alarm-Lifeline	9	Officer wanted	84
Harassment	5	Car vs Deer	7
Fire Alarm	50	Paperwork Service	29
Illegal dumping	2	Disorderly Person	2
Animal Complaint	57	Disturbance	36
Investigations	74	Narcotic Violations	3
Arrests	112	Disabled MV	34
Keep the Peace	3	Safety Hazard	18
Assist other Agencies	31	Shots Fired	7
Larceny	13	Suspicious Person	27
Assault	4	Suspicious Activity	20
Lines Down	16	Suspicious Vehicle	24
Sex Offenses	3	Threats	5
Lockout	10	Traffic Hazards	17
Articles Recovered	6	Trespass	2
Medical Emergency	211	Unwanted Person	9
B&E Auto	4	Vandalism	7
Missing Person	3	Serve Warrants	11
B&E	3	B&E Past	8

Serving your Community!



## PUBLIC LIBRARY

20 School Street

Sunderland, MA 01375

(413) 665-2642

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

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

The Sunderland Public Library is a free public library serving the Town of Sunderland and surrounding communities. The Sunderland Public Library provides access to books, DVDs, eBooks, technology, and thoughtful programming for people of all ages. The library is part of the C/WMARS network, a consortium of more than 140 libraries in Central and Western Massachusetts. Everyone is welcome to visit the library and use our materials in the library, and anyone with a free C/WMARS library card may borrow materials.

### 2017 Statistics

In 2017 the Sunderland Public Library circulated 66,196 items and welcomed 47,863 people through our doors. The items with the largest increase in circulation were our Museum Passes, which provide free or discounted entry to many of our regions wonderful museums and parks. A total of 6,585 people attended the 469 community programs the library offered in 2017.

### Program Highlights

The Sunderland Public Library prides ourselves on providing Sunderland with thoughtful and fun programs for people of all ages. From our Pre-School Story Time to weekly Qigong classes, we have something to offer everyone. Program highlights from 2017 include our annual "Down by the River" Summer Concert Series. We hosted three free concerts featuring local bands in the library's backyard, while the Board of Library Trustees cooked up hot dogs on the grill. We also co-sponsored "Llama in the Library" day with the Frontier Regional CFCE, where Jack the Llama visited the library and kids heard stories about llamas. One of our most popular programs for adults was the Beginner French Language Classes. At the end of the course, participants cooked crepes and conversed only in French! The Sunderland Public Library's Knitting Circle, which meets every Monday in the Lane Family Reading Room from 10:00 AM to 12:00 PM, was featured on WLPP-22's local lifestyle show *Mass Appeal* in August 2017. Our knitters taught host Danny New how to knit, and they would be happy to teach you too! New members are always welcome, and the library has knitting supplies on hand to get you started.

### Welcoming Our New Head of Young Adult Services

In May of 2017 the library welcomed Sunderland resident Jenny Martinez Nocito as our new Head of Young Adult Services. Jenny's enthusiasm for serving teens is palpable, and we have

been pleased to see so many teens using our library this year. Circulation of our Young Adult (YA) books and other YA materials has increased since Jenny's start, and in 2017 the library had more teens than ever before participate in our Young Adult Summer Reading Program. Jenny has implemented many new programs for teens, including the Young Writer's Workshop, which provides serious teen writers with a platform to share and improve upon their novels and poetry.

The library would like to thank Megan Russell, who served as our Head of Young Adult Services for three years before accepting a full-time position elsewhere, for her dedication and service to our town. Our Young Adult program would not be thriving today without her past efforts.

#### Completion of LSTA Grant

The Sunderland Public Library was the recipient of a competitive federal Library Services and Technology Act (LSTA) Grant entitled *Customer Experience in the Digital Age*, which was completed in the fall of 2017. This grant project aimed to improve the overall library experience for patrons, to change the community's perspective to see the library as a place to learn about technology, and to increase the library staff's confidence in their ability to provide excellent customer service and assist patrons with a variety of technology. Grant funding provided the library staff with many technology and customer service training opportunities, allowed the library staff to develop new resources to help Sunderland's residents learn about technology, and provided public programs on the use of technology. This grant was awarded by the Institute of Museum and Library Services and administered by the Massachusetts Board of Library Commissioners.

#### CPA Grant Award

The Sunderland Public Library was also pleased to be awarded a Community Preservation Act (CPA) Grant thanks to Sunderland's Community Preservation Committee (CPC) and the votes of Sunderland's residents. The library's CPA project is entitled *Library Backyard Improvements* and aims to further develop the library's existing backyard space into a more viable and comfortable area for group and individual recreational activities, and to preserve the historic American Elm Tree that resides there. So far, CPA funds have been used to protect the American Elm Tree and install additional lighting around the base of the tree and the backyard's sidewalks. Continuing into 2018, the library plans to use grant funding to improve the sidewalk space in the backyard. The new and improved backyard space will be a wonderful place for people to relax with a book, meditate, or meet with friends. In addition, the space will be much better equipped to handle the library's summer concerts. Finally, the library is excited to start offering outdoor movies in the summer of 2018. Thank you to the Sunderland CPC and the Sunderland voters who have made this project possible.

Thank You to Volunteers

We would like to thank our many volunteers, whose work allows us to maintain a beautiful and organized library. Thanks to Jay Baudermann, Emma Burke, Aaron Damon-Rush, Charlie Johnson, Chris Johnson, Mary Laurens, Kirsten Lindblom, Grace Lucas, Teagan Perkins, Kathy Ryan, Danielle VerPlanck, Stephanie Vignone, Faith White, Laura Williams, and the students and teachers of the Frontier Regional High School Life Skills Department.

#### Thank You to Our Friends and Donors

While we are so grateful for the financial support we receive from Sunderland's taxpayers, the funding we receive is not enough to meet purchasing obligations required by our annual state certification grant, provide community programs, or provide our patrons with access to technology. Each year the library relies on the Friends of the Sunderland Public Library, Inc., in order to meet our basic materials budget, purchase computers and other technology, and provide Sunderland's residents with fun, educational, and engaging public programs for people of all ages. The Friends of the Sunderland Public Library, Inc., are a 100% local, volunteer driven, non-profit organization, and without their tireless fundraising efforts, the Sunderland Public Library would not be able to provide half of the services that we provide to Sunderland. Thank you Friends! We would also like to thank the many private donors whose generous contributions allow the Friends of the Sunderland Public Library, Inc., to support us.

#### Library Hours

Monday 10:00 am ó 8:00 pm  
 Tuesday 1:00 pm ó 8:00 pm  
 Wednesday 1:00 pm ó 8:00 pm  
 Friday 10:00 am ó 7:00 pm  
 Saturday 10:00 am ó 5:00 pm  
 Closed on Thursday and Sunday

#### Library Staff

Katherine Hand, Library Director  
 Kelly Daniels Baker, Head of Youth Services  
 Aaron Falbel, Head of Adult Services  
 Jenny Martinez Nocito, Head of Young Adult Services  
 Vanessa Ryder, Circulation Assistant

#### Board of Library Trustees

Natalie Blais, Chair, David Wissemann, Vice Chair, Justine Rosewarne, Secretary, Beth Berry, Gerry Bridwell, Hollis Graves, John Sackrey, Lorin Starr, Valerie Voorheis

## RECREATION DEPARTMENT

Telephone: 413-665-1441 x8

Email: [Recreation@TownofSunderland.us](mailto:Recreation@TownofSunderland.us)

The Recreation Department provided more than 40 different programs and events to Sunderland residents during this past year. In all, more than 170 youth and more than a 100 adults took part in the various programs as participants and/or volunteers. Listed below are just some of these programs:

Yoga classes; Sunderland Night/Day at UMass Softball, UMass Football, UMass Basketball and at UMass Hockey; Sunderland Rec Night at a Springfield Thunderbirds game; Adult Volleyball; Youth Volleyball; Intro programs for pre-school and Pre-K thru Kindergarten in soccer in the fall, whiffle ball in the spring, for grades 1 & 2 in Basketball and K-grade 1 in Tee-Ball; Youth Soccer for Grades 1-6; 18<sup>th</sup> Annual Easter Egg Hunt; Youth Basketball for Grades 3&4, 5&6 and 7-9; Open Gym Pick-up Basketball for Grades 9-12; Basketball Shoot-Out Contest in March; the 28<sup>th</sup> Annual End-of-Year Basketball Tournament for Grades 3-9 in March; Berkshire East Ski Program for Youth and families; Sunderland Ski Days at Berkshire East and Okemo; 7th Annual X-Country Ski & Snow Shoe Fun Days at the Elem. School and Sunderland Ice Skating Days at the Greenfield rink during winter vacation; Tiny Blades (ages 2-6) Ice Skating Lessons at the Greenfield Rink; Girls Softball for Grades 2-9 (our team for girls in grades 7-9 participated in the Quabbin Valley League and came in 2<sup>nd</sup> place), and Adult Softball in the spring/summer; Summer Volleyball and Basketball; Coaches clinics were held for Soccer, Basketball, Softball and Baseball; Referee/Umpire clinics were held for Soccer, Basketball, as well as, both Softball and Baseball. Girls Softball pitching and catching clinics with the Frontier Girls varsity, JV and MS coaches, Soccer Clinics with the Frontier Girls Varsity coaches and players, Basketball Clinics with the Frontier Boys Varsity coaches and players. A Baseball Clinic was also held with the Frontier Boys Varsity coaches and players. The Music Together for Valley Families program held one 10-week session this past year. And new English story and this year was one 10-week session of Mucho Gusto, a bilingual Spanish/English story and activity program. We also took part in the town-wide Halloween Scavenger Hunt.

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; and Jazz Dance, Weight Training, Pilates and Youth Field Hockey in Deerfield.

We continue to work with the Sunderland & Frontier Youth Baseball League (grades 2-6), the Frontier Suburban Football program (grades 4-8), Frontier Suburban Basketball program (grades 5-8), Frontier Suburban Softball program (grades 5-9), the Franklin County Babe Ruth Baseball League (grades 7-12), the Greenfield Girls Softball League (grades 7-12), the Frontier United Soccer program (grades 1-6), and the Franklin County and Amherst Youth Hockey Associations ó coordinating participation and registrations for Sunderland youth. We also provide information and assistance with registration for summer programs in cooperation with the Deerfield and Northampton Rec Departments and Amherst Leisure Services.

The Sunderland Rec Dept. and the Sunderland PTOs co-sponsored the 3<sup>rd</sup> Annual Family Fun Day in October. While it was a bit of a damp day ó a good time was had by all who attended. We hope for better weather this coming year and will try to do it again ó it is such a great, fun day enjoyed by our children, youth and families. Plans are also underway to participate in and provide several activities in conjunction with Sunderland's 350<sup>th</sup> Anniversary Celebration in June of 2018.

Another successful Memorial Day Ceremony was planned by the Rec Dept on May, 26th. Unfortunately the weather did not cooperate for the parade to take place, but the gym at the Sunderland Elem School was packed for the ceremony. Sunderland's Oldest Veteran, Jim Williams, Sr., was recognized during the ceremony. The top Sunderland Senior female (Tenzin Tsedon) and male (Aaron Dorshow) students at Frontier, took part in the ceremonies along with local and state officials. The Frontier Band provided a Patriotic Medley and Taps for the ceremony. A replica of Sunderland's official town flag, was presented by Russell Lane. As usual, the Fireman's Association sponsored the refreshments at the conclusion of the parade. The Patriotic Home Decorating contest along the parade route saw more homes decorated this year. Special Thanks to John & Traci Sackrey for their help again this year!!!

The Recreation Committee was again represented on the town's Community Preservation Committee and on the Parklands Acquisition and Renovations for Communities (PARC) Committee. Sunderland has received a PARC Program grant to fund the Sunderland Riverwalk Project, which we hope will be phase 1 of a larger project. The Merritt Field softball facility at the Elementary School saw a very busy third season of use. The field has received rave reviews from visiting teams as one of the best softball fields in the area. Plans are presently being discussed to do some work on other Recreation fields and facilities that are in need of upgrading. We are thankful to Town Meeting for voting some Field Maintenance funding which will allow us to better maintain our town Recreation fields and facilities going forward.

As always, the Recreation Committee desires your input into the activities that we offer to the town's residents. There are presently four openings on the Committee. We'd like to thank Jim Ewen, Rec Coordinator, for his efforts this past year.

We would be remiss if we did not also say a huge "thank you" to the more than 75 volunteer coaches, scorekeepers, referees and umpires, and others who have helped with recreation programs this past year. If you are interested in assisting or have an idea for a new program, please contact us.

Respectfully submitted,  
Shana Deane ([sdeane@techtargt.com](mailto:sdeane@techtargt.com)), Chairperson



## RIVERSIDE CEMETERY TRUSTEES

Telephone: 413-665-1441 x3

This has been a busy year at the Riverside Cemetery. The burial activity increased from the prior year. Sales of remaining plots also increased over the prior year. There is currently just over 90 plots in the cemeteries current format.

The Trustees are looking to the work of the landscape architect for a plan that projects forward the cemetery in a few areas: First the potential for infill burials, this is very common in cemeteries with land area like ours; second the next generation of tree canopy, and third the effectiveness of the interior roads inside the cemetery; fourth, a survey and repair schedule for the monuments in the cemetery.

This work we expect to complete prior to the second quarter of 2018. The work of the Landscape Architect will be funded from the 3 year plan submitted to the CPC. We are thankful for the opportunity to access CPA resources for this long range planning.

This year, there was removal of 3 large spruce trees that were failing. Thanks to our friends at North East tree care for the professional work in removing these large trees so carefully.

We continue to fight the invasive species on the river bank including Japanese Knot Weed, Bittersweet, and Poison Ivy, this will be ongoing.

There were several stone repairs this year as that is part of the long range plan. This is a priority in the long range plan.

The Riverside Cemetery continues to be an essential part of the fabric of our community, from children riding bicycles, couples walking dogs, people watching the sunset by the river, and most importantly families spending reflective time with their interned loved ones.

We as Trustees are cognizant of the cemetery's importance to the community. We ask that visitors pay special attention and respect this hallowed ground that we all share.

Respectfully submitted,

Scott Bergeron (Chair, Burial Officer)

Michael Wissemann (Vice Chair)

Janet Sawyer-Bergeron (Clerk)

## SCHOOLS

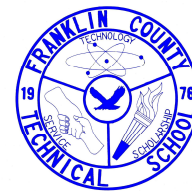
### FRANKLIN COUNTY TECHNICAL SCHOOL

82 Industrial Boulevard

Turners Falls, Massachusetts 01376

TEL: 413-863-9561

FAX: 413-863-2816



Richard J. Martin  
Superintendent

We submit this annual report for 2017 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Enrollment for member towns as of October 1, 2017 was 446 students with town breakouts as follows:

Bernardston	27	Erving	29	Montague	76	Sunderland	10
Buckland	7	Gill	10	New Salem	3	Warwick	10
Colrain	17	Greenfield	97	Northfield	30	Wendell	9
Conway	9	Heath	13	Orange	63	Whately	9
Deerfield	14	Leyden	7	Shelburne	6		

Franklin County Technical School awarded 112 diplomas to our seniors in June of 2017.

Massachusetts students are required to pass the MCAS in order to receive a high school diploma and once again our students were very successful in meeting this high academic standard. FCTS has maintained Level 2 Accountability status for the last four years. Our overall Progress and Performance Index (PPI) moved from 17% in 2012 (Level III) to 31% in 2014 (Level II) and have maintained Level II status ever since, with nearly 30% growth each year. Additionally, the district met the goals set by the Department of Education for passing rates of students of high risk with disabilities. Franklin County Technical School has distributed high school diplomas to more than 97% of its students with nearly 70% joining the regional workforce and 30% moving on to post-secondary education or armed services. The FCTS dropout rate is significantly below the state average.

On June 23, 2015 Franklin County Technical School District was fortunate to have received approval from all nineteen member towns to participate in a bond authorization which allowed FCTS to fund the MSBA 73.89% reimbursed Window and Door Replacement Project, as well as afford FCTS the opportunity to repair its twenty year-old roof and ensure paving upgrades of its forty year old driveway, track, parking lot and associated areas, which were original to the school in 1976. Payment for the bond will begin to impact member towns in FY19. FCTS now has state-of-the-art exterior energy efficient doors and windows, new parking lot paving and lights, track, basketball courts and a new silicone roof coating. In addition, FCTS has added new interior doors and handles to bring us into ADA compliance. FCTS administration and teachers were instrumental in utilizing vocational students to support electrical, plumbing, and landscaping associated with the projects. Students were digging trenches to lay conduit for lighting, running heavy equipment to support installation of parking lot lights, providing landscaping for courtyards, removing shrubs, trees, and replanting vegetation, which have saved the district an estimated \$100,000.

Franklin County Technical School's technical programs have been busy with community-based projects that are used as learning opportunities. Every year the shop programs, with instructors and students, embrace the authentic work that is done in the communities. These activities engage students in a way that builds skills and pride on work sites. Project work is treated as an immersive activity, with guidance and professional direction by instructors. Due to the instructional nature of the work, duration of a project may increase, but costs associated with a project to our cities and towns are significantly decreased. Students from Electrical, Plumbing, Carpentry, Landscaping/Horticulture,

Auto Technology, Welding and Collision Repair are involved in repair and upgrading activities on campus that save FCTS money as compared to associated costs with hiring contractors. What follows are some examples of the ways in which we serve our communities: Annually, FCTS faculty, staff and students donate to food drives for needy families and organizations throughout Franklin County. This

year, responding to the immense needs as a result of the hurricane that damaged Puerto Rico, students and staff participated in money drives and supplies for the island residents. Our Culinary Arts program again participated in the "Senior Safety Expo" at the Sheutzen Verien in Gill. This event, run by the Franklin County Sheriff's Office, focused on safety for our senior citizens. Seniors throughout Franklin County, and beyond, attend the event. Culinary also prepares soups for the Hope & Olive "Soup and Games" night that benefits various local organizations.

Our Pre-Employment or (PEP) program provides specialized instruction and training for students with disabilities, donates to the Dakin Animal Shelter and Ronald McDonald House.

In Greenfield, Carpentry students continue to build cabins at Camp Keewanee. They also built the new athletic storage building for Greenfield High School. The Electrical program continues to annually provide electrical and other setup activities for the Relay for Life, and they are assisting Habitat for Humanity with the electrical wiring for the house being built on Smith Street. The Landscaping/Horticulture program has worked on the Greenfield Veterans Memorial Field, provided irrigation consultation for Lunt's Field, and the students and instructors have been going to Adult Day Health Services to work on floral design with the clients. Health Technology is very active in Greenfield, with students conducting clinical and community service work at GVNA Adult Day Health, Arbors Assisted Living Facility, NELCWIT/GVNA, Recovery Project, and Buckley Nursing Facility.

In Turners Falls & Millers Falls, the Landscaping/Horticulture program has worked on the Newt Guilbault fields to rework infields, conducted streetscape planting refurbishing and is now growing naturalized plants for the airport. Students also participate in the Source to Sea cleanup. The tree nursery is doing well, with the trees developing until their eventual planting in Turners/Montague and Greenfield.

In Shelburne, Landscaping/Horticulture does an annual clean-up of Hill Cemetery. Plumbing/Heating students installed AC units into St. Josephs; and in a joint project, the Landscaping program, Collision & Repair Program and Welding program are all working on the removal, repair, refurbishing and reinstallation of the Bridge of Flowers ornate collection boxes.

In Erving, Landscaping/Horticulture has an ongoing hardscaping project for the Riverfront Park. The FCTS house building project is taking place on Central Street in Erving. This project is building skills for carpentry, electrical, plumbing and landscaping students, and is adding a nice home to the community.

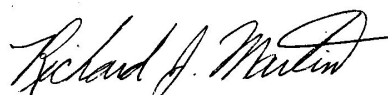
An assortment of activities in other communities took place that included the rebuilding of a sign for the Pine Notch Cemetery in Deerfield, building winsets for the Sunderland Town Energy Committee, greenhouse help for Charlemont-Hawlemont School, installing drip edge for the Charlemont town halls cleanup and pruning for the North Cemetery in Leyden, along with replacing their wishing well.

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

Respectfully,



Mr. Richard J. Kuklewicz  
School Committee Chairman



Mr. Richard J. Martin  
Superintendent-Director

Franklin County Technical School District Committee 2017

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

## **FRONTIER REGIONAL SCHOOL**

### **SUPERINTENDENT REPORT**

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 621 students, up from 610 students in 2016. This is an increase of 11 students from the October 1, 2016 enrollment figures of 610 students. Of the 621 students, 157 were School Choice students, which is an increase of 10 students from the October 1, 2016 School Choice enrollment figure of 147. The class of 2017 had 82 graduates, 60% planned to attend a four-year college, 27% a two year college, (87% higher education), and 12% were undecided and/or planned to enter the labor market. This is consistent with graduates of the class of 2016 where there were 98 graduates: 88% planned to attend institutions of higher education, 4% entered the military, and 8% were undecided and/or entered the labor market.

### Current and Ongoing Initiatives

1:1 Chromebook Book Initiative: Students in grades 7 and 8 were assigned a Chromebook, for school day use, during the 2016-17 school year. The goal is to increase this program to include all Frontier students by the 2018 school year.

AP Capstone Program: An application was submitted in July, 2017 and approved in October, 2017 for Frontier Regional School's participation in a newly created AP Capstone Program. The AP Capstone is an innovative diploma program from the College Board that equips students with the independent research, collaborative teamwork, and communication skills that are increasingly valued by colleges. AP Capstone is built on the foundation of two AP courses – AP Seminar and AP Research – and is designed to complement and enhance the in-depth, discipline specific study experienced in other AP courses. In AP Seminar, students investigate real world issues from multiple perspectives, gathering and analyzing information from various sources in order to develop credible and valid evidence based arguments. In AP Research, students cultivate the skills and discipline necessary to conduct independent research in order to produce and defend a scholarly academic paper. AP Seminar must be taken before AP Research.

#### AP Certificate

Students who earn a score of 3 or higher in AP Seminar and AP Research will receive the AP Seminar and Research Certificate.

#### AP Diploma

Students who earn a score of 3 or higher in AP Seminar and AP Research and receive a score of 3 or higher on four additional AP Exams of their choosing will receive the AP Capstone Diploma.

#### AP Seminar Course

AP Seminar is a foundational course that engages students in cross-curricular conversations that explore the complexities of academic and real world topics and issues by analyzing divergent perspectives. Using an inquiry framework (QUEST), students practice reading and analyzing articles, research studies, and foundational literary and philosophical texts—listening to and viewing speeches, broadcasts, and personal accounts—and experiencing artistic works and performances. Students learn to synthesize

information from multiple sources, develop their own perspectives in research based written essays, and design and deliver oral and visual presentations, both individually and as part of a team. Ultimately, the course aims to equip students with the power to analyze and evaluate information with accuracy and precision in order to craft and communicate evidence based arguments.

Professional Development: The Early Release Fridays allowed faculty to participate in sustained professional development. This model supports intensive examination of research-based practices that improve student learning.

Early Release Friday Enrichment Programs: While faculty are participating in professional development on Friday afternoons, interested students have an opportunity to participate in a number of different activities. Successful programs include CPR and First Aid Training, Lifeguard Certification at Deerfield Academy, Do it Yourself club, Open Gym, Homework help Center, Tutoring, Gaming club, and Chess club. New clubs are added based on student interest.

Extracurricular Programs: Frontier Regional School offers a variety of co-curricular activities. Some examples are a 50+ member marching band, 3 plays including a musical, 18+ clubs that include Art Club, As Schools Match Wits, Biking Club, Coffee House, Community, Cross Country Ski Club, Service Club, Drama Club, FCEP, French Club, Gateways International Travel, Lacrosse, Latin Club, Model UN, National Honor Society, Photography, Robotics, Ski Club, Spanish Club, *Rockin' Redhawks*, Student Council, Weightlifting Club. Frontier has a strong tradition of competitive athletic teams that include baseball, basketball, cheerleading, cross country field hockey, football, golf, ice hockey, ski team, soccer, softball, tennis, track, volleyball, and wrestling. Many of our athletic programs make regular appearances in postseason tournament play.

Special Education: Frontier continues to offer a full continuum of special education supports and services designed to provide students eligible for special education a free and appropriate public education in the least restrictive environment. The least restrictive as per the Individuals with Disability Education Act is defined as "the maximum extent appropriate, children with disabilities, are educated with children who are not disabled, and special classes, separate schooling, or the removal of children with disabilities from the general educational classroom occurs only when the nature or severity of the disability of a child is such that education in regular education classes with the use of supplemental aids and services cannot be achieved satisfactorily."

With the high percentage of students eligible for special education, the focus at Frontier is to vertically align inclusive practices 7-12, increase differentiated instruction within the general education environment, and improve transition services for students 18-22. In order to achieve these goals, it is essential all faculty and staff continue to work collaboratively to meet the needs of all students as one cohesive system of support.

Staff: As of August 29, 2017, newly hired faculty members at the Frontier Regional School are Jasmine Delsie, Occupational Therapist; Maddison Uzar, Math (HS) Teacher; Timothy Guy, (MS) Social Studies/TSD; and Gene Michael Gonzalez, Science (HS) Teacher. Retired faculty are David Faytell, Writing Center Teacher, Ira Band, School Psychologist; and Debra

Zimnowski, Director of Food Services. Resigned faculty are Karen England, Occupational Therapist; Sophie Greene, Math Teacher, and Sarah Lyon, Science Teacher.

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

We are pleased to acknowledge the dedication and hard work of Frontier Regional School Committee Members: Chair Robert Halla, Vice Chair William Marrapese, Secretary Philip Kantor, Members Robert Decker, III, Mary Ramon, William Smith, Lyn Roberts, Judy Pierce, Cyndie Ouimette, Keith McFarland and Damien Fosnot. I look forward with pleasure to continuing our work together.

We would like to recognize and thank all of the dedicated faculty and staff of the Frontier Regional School. It is because of their efforts every single day that we have achieved the success that we have. As we continue to prepare our students for success in the 21<sup>st</sup> century, it is important to acknowledge that it takes the collective support of everyone in the community to make this happen. This includes the parents and other community members as well as all town officials and employees.

Respectfully submitted,  
Darius Modestow- Principal, Frontier Regional School  
Lynn M. Carey, Ed.D., Superintendent of Schools

Annual Report from the Office of the Superintendent of Schools  
**Frontier Regional School**  
 For 2016-2017

FRONTIER SCHOOL REPORT

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

Dear Mr. Halla:

I respectfully submit the 2017 Frontier Regional School Annual Report.

FRONTIER REGIONAL SCHOOL COMMITTEE

TERM EXPIRES

* Robert Halla, Chair, Whately	2018
William Marrapese, Vice Chair, Deerfield	2018
* Philip Kantor, Secretary, Conway	2018
* Mary Ramon, Member, Deerfield	2018
* Keith McFarland, Member, Sunderland	2018
William Smith, Member, Whately	2018
Robert Decker, Member, Deerfield	2020
Cyndie Ouimette, Member, Conway	2019
Lyn Roberts, Member, Sunderland	2020
Judy Pierce, Member, Sunderland	2019
Damien Fosnot, Member, Deerfield	2019

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

*Regular meetings are held on the second Tuesday of each month, in the Media Center, Frontier Regional School, South Deerfield, Massachusetts at 6:00 p.m.*

ADMINISTRATION

Lynn M. Carey, Ed.D.	Superintendent of Schools
Patricia Cavanaugh	Director of Business Services
Sarah Mitchell	Director of Secondary Education
Karen Ferrandino	Director of Special Education
Scott Paul	Director of Technology

SUPPORT STAFF

Donna Hathaway	Executive Assistant to Superintendent
Diana Capuano	Administrative Assistant (SPED)
Mary Jane Whitcomb	Administrative Assistant
Paula Light	Frontier Regional Bookkeeper/Treasurer
Donna Lloyd	Frontier Regional Bookkeeper
Stephan Shepherd	Grants Accountant
Deborah Coons	Student Info Systems Data Specialist
Stuart Dusenberry	Network Administrator
Keith Van Buren	Infor Technology Specialist

FRONTIER REGIONAL SCHOOL

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



FRONTIER REGIONAL SCHOOL  
ENROLLMENT - OCTOBER 1, 2017

Grade	Conway	Deerfield	Sunderland	Whately	School Choice	Tuitioned In	Total
7	15	44	24	11	20	1	115
8	14	33	20	9	30	0	106
9	16	46	23	4	23	0	112
10	13	36	12	10	29	1	101
11	10	38	17	8	29	0	102
12	11	29	13	5	26	1	85
Total	79	226	109	47	157	3	621

FRONTIER REGIONAL  
SALARY SCHEDULE

July 1, 2016 to June 30, 2017

<u>STEP</u>	<u>Bachelors</u>	<u>Masters</u>	<u>M+30</u>	<u>CAGS/Doctorate</u>
<b>0</b>	\$41,066	\$43,045	\$45,470	\$47,744
<b>1</b>	\$43,183	\$44,916	\$47,191	\$49,550
<b>2</b>	\$44,974	\$46,835	\$48,971	\$51,420
<b>3</b>	\$46,082	\$48,820	\$50,814	\$53,354
<b>4</b>	\$47,695	\$50,383	\$52,680	\$55,314
<b>5</b>	\$48,945	\$52,035	\$54,658	\$57,390
<b>6</b>	\$51,051	\$53,695	\$56,463	\$59,284
<b>7</b>	\$52,398	\$55,400	\$58,281	\$61,194
<b>8</b>	\$53,786	\$56,795	\$60,912	\$63,957
<b>9</b>	\$56,462	\$60,023	\$63,620	\$66,800
<b>10</b>	\$59,421	\$63,501	\$66,411	\$69,732
<b>11</b>	\$60,407	\$65,842	\$69,477	\$72,951
<b>12</b>	\$62,755	\$68,275	\$71,968	\$75,565
<b>13</b>	\$63,696	\$69,298	\$73,047	\$76,698
<b>20L</b>	\$64,196	\$69,798	\$73,547	\$77,198
<b>25L</b>	\$64,696	\$70,298	\$74,047	\$77,698

APPENDIX A  
2016-2019 SALARY SCHEDULES  
Unit C Instructional Assistants

Step	HOURLY RATES		
	2016-2017	2017-2018	2018-2019
	Top Step increase only*		
1	\$13.25	\$13.58	\$13.92
2	\$13.73	\$14.07	\$14.43
3	\$14.22	\$14.58	\$14.94
4	\$14.68	\$15.05	\$15.42
5	\$15.17	\$15.55	\$15.94
6	\$15.64	\$16.03	\$16.43
7	\$16.15	\$16.55	\$16.97
8	\$16.60	\$17.02	\$17.44
9	\$17.10	\$17.53	\$17.97
10	\$17.60	\$18.04	\$18.49

Unit C Educational Support Nurses

Step	HOURLY RATES		
	2016-2017	2017-2018	2018-2019
	1%	2.5%	2.5%

1	\$22.12	\$22.67	\$23.24
2	\$23.07	\$23.65	\$24.24
3	\$24.02	\$24.62	\$25.23
4	\$24.96	\$25.58	\$26.22
5	\$25.90	\$26.54	\$27.21
6	\$26.85	\$27.52	\$28.20
7	\$27.80	\$28.49	\$29.20
8	\$28.74	\$29.46	\$30.20
9	\$29.69	\$30.44	\$31.20
10	\$30.62	\$31.39	\$32.17

*NOTE:* Schedule reflects following agreement:

FY 2017: Instructional Assistants shall implement a revised Salary Schedule which includes the removal of the bottom step and an increase to the top step. Employees will remain on the same step as a result of the step removal (no double steps).

Educational Support Nurses shall receive step movement for eligible employees and a 1% increase to Schedule.

FY 2018: Step movement for eligible employees and a 2.5% increase to Schedule.

FY 2019: Step movement for eligible employees and a 2.5% increase to Schedule.

SUPERINTENDENT'S REPORT  
**SUNDERLAND ELEMENTARY SCHOOL**

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.*

*School Community:* Sunderland Elementary School is fortunate to be part of a highly supportive school community. Our school parents and local businesses routinely go above and beyond in support of our school. Many of the events that take place at SES throughout the school year are due to the tireless efforts of our PTO. Additionally, when fundraising has been needed to support various initiatives, local businesses have readily offered support in many different capacities. Recently our parent community, along with monetary donations from local businesses, raised enough funds for a new indoor rock climbing wall, which was installed in August 2017. Furthermore, a few years ago, the town of Sunderland voted to allocate funds from the Community Preservation Act to revamp our back playground. Our next big fundraising initiative will be geared towards replacing our early childhood playground.

*Enrollment & School Choice:* The October 1, 2017 enrollment for Sunderland Elementary School totaled 238 (PreK-6) students. This is a decrease of 20 students from the October 1, 2016 (PreK-6) enrollment figures of 258 students. Of those 238 (PreK-6) students, 41 were School Choice students. This is a decrease of 5 students from the October 2016 (PreK-6) School Choice enrollment figures of 46 students.

*Community Outreach:* Over the course of each school year, SES looks to support our community in many different ways. We hold an annual Veterans Day Observance Ceremony, perform community service projects during *Sunderland In Action Day*, visit the Soldiers' Home in Holyoke each winter, and honor those who serve our community during school assemblies.

*School and Family Partnership:* The SES faculty and staff fully understand the importance of a strong school to family connection. We are proud of the many different events that we offer to our students' families. Some of the events that help to promote this partnership include *International Night*, *Dads and Kids Night*, *Family Fun Night*, musical concerts, all school sings, writing celebrations, *Sunderland In Action Day*, *Arts Night*, *Science Fair*, *Walk and Roll To School Day*, *Spring Carnival*, fun runs, *Cafe Sun and Sunset*, *Barnes and Noble Book Fair*, *Crafts Fair*, and *Open House*.

*Preschool Program:* In 2015, we envisioned a multifaceted expansion of our district-wide preschool programs and today we are well underway in meeting our goals. Our preschool budgets are supported by student tuition, school budgets, and state grants. Maintaining a 1:5 staff-to-child ratio is a highly valued fiscal decision that allows us to meet the learning, social, emotional, and behavioral needs of our students. Providing young children with a healthy, language-rich environment in which to learn and grow promotes positive school outcomes and later successes in life. We are fortunate to live in a district that aligns to this precept.

We continue to focus on deepening our family engagement opportunities. The district's Early Childhood Family Discussion Group continues to provide families up-to-date information on topics such as developmental delays, anxiety, the IEP process, sensory processing, and behavioral management. Providing a safe and engaging forum for families to connect with one another continues to be a core value of our preschool programming. Additional family engagement activities focus on developmentally appropriate early learning and social-emotional activities to support kindergarten readiness. Collaborating with staff from our district's Coordinated Family and Community Engagement Grant and other local preschools and family childcare centers, we aim reach more and more at-risk children and their families.

*Technology:* Technology plays an integral role in the educational lives of SES students. Grade 3-6 students have access to 90 chromebooks where over the past few years they have used the Google Apps for Education learning platform. Students receive instruction in digital literacy skills during focused technology instructional time with school media specialists. Students learn about responsible use of technology, digital content, and interactions. They are taught safe and appropriate use of technology, and how to recognize and deal with cyberbullying. Students learn how to use digital tools and keyboarding skills to publish multimedia projects and to communicate or exchange information.

The use of chromebooks and iPads in the classroom has enabled teachers to provide students with individualized self-paced practice with concepts and skills taught in classroom lessons. Young students practice letter formation and early reading, writing, and math skills on iPads. Students conduct individual research projects the classroom setting, integrating information and illustrations from online sources and presenting projects to their peers on the interactive white Smartboards that are in each classroom.

*Professional Development:* Early Release Fridays have provided our faculty and staff with the opportunity to participate in ongoing professional development. The focus of professional development sessions have featured training with the Hitchcock Center, differentiation in the classroom with national educational expert Mike Anderson, in-depth examination of academic learning standards, collaboration between special education and regular education teachers and technology. Early release Fridays also provided time for faculty to participate in collaboration with peers across the district and within their own schools to improve student learning, bully prevention and social skills curriculum and technology in the classroom.

*Current Initiatives:* With the recent release of the Next Generation Science Standards, the SES staff has worked hard to provide our students with meaningful STEM challenges. To that end, we are in the beginning phases of planning a significant engineering project for SES students. During the 2016-2017 school year, we successfully added a vegetable garden to our school campus, with each grade level being responsible for growing a specific vegetable. The next phase of this project is for SES students across all grade levels to plan, design, and build a water collection and transportation system. By using the pavilion behind the school, students will design various components of a water collection and transportation system, including capture, filtration, transport, storage, pumping and application.

*Special Education:* Sunderland continues to offer a full continuum of special education supports and services designed to provide students eligible for special education a free and appropriate public education in the least restrictive environment. The least restrictive as per

the Individuals with Disability Education Act is defined as “the maximum extent appropriate, children with disabilities, are educated with children who are not disabled, and special classes, separate schooling, or the removal of children with disabilities from the general educational classroom occurs only when the nature or severity of the disability of a child is such that education in regular education classes with the use of supplemental aids and services cannot be achieved satisfactorily.”

Sunderland currently services all of its students at Sunderland Elementary School and is not paying any out of district expenses. This is attributed to the commitment and collaborative efforts of the faculty, staff, and the administration at SES. The number of students at SES continues to grow and so has the number of students with disabilities and the significance of their needs. It was during the 2012-2013 school year that Sunderland developed the Horizons program and hired a special education teacher with strong behavioral background to work with the students with intensive needs. Since the 2012-2013 school year, Sunderland Elementary School's population has grown by 30% and its population has become more diverse. All the faculty have responded to the increasing demands and the significant increase in the number of students and need for more intensive support.

#### Curriculum Initiatives:

**Science and Engineering Design:** A focus of curriculum work in Union 38 schools is designing curriculum that teaches critical thinking skills through science and engineering design projects. Classroom engineering activities often require students to work in teams where they must collaborate and communicate effectively. Students solve problems using the steps to the design process; ask, imagine, plan, create, improve. Examples include, designing and building a bird feeder, creating a model of a solar house, designing a rainwater capture and conservation system, and building model roller coasters using scrap materials. Field trips, ongoing professional development, and subscriptions to innovative web based science curriculum sites have supported this initiative.

Professional development in science and engineering design curriculum has been provided over several years for Union 38 teachers by naturalists from the Hitchcock Center for the Environment. Engineering design has been integrated into the science curriculum at every grade level PK - 6.

**Assessment:** The Union 38 district introduced a web based grading and reporting system for measuring and reporting student achievement in the fall of 2016. New standards based report cards were developed to align with district curriculum standards.

**Mathematics:** Teachers are expanding the use of small group and individualized instruction to meet students' learning needs in mathematics. One valuable resource is the use of web based individualized math programs for students to practice and strengthen math skills and strategies taught in teacher led lessons.

**Literacy:** Students develop writing skills in narrative, opinion/argument, and informational writing through participating in writing units developed by the Teachers' College Reading and Writing Project. High quality innovative reading instructional materials have provided a consistent approach to literacy instruction in the early grades. In the upper grades, teachers use a variety of texts and formats, including several well designed online resources to support students' continued development of critical reading.

History/Social Studies: New curriculum guidelines for teaching history and social studies are expected to be published some time in 2018. Updated resources for instruction will be reviewed to ensure alignment with the revised curriculum goals.

Office of Technology: The Office of Information Technology's mission is to manage one enterprise network that facilitates student learning and supports all major business processes while maintaining a safe and secure environment. This is achieved through professional staff knowledgeable of performing risk management, device life cycle management, strategic planning of all technology projects, daily operational support and professional development training. Since 2013, the entire network infrastructure and major database systems were reconfigured or replaced. The result was a significant increase in the use of technology across all schools. In addition to the growth of hardware devices, a continual increase of quality online educational resources is available to teachers and students for all grade levels. Examples of such resources includes *Babble Language*, *Brainpop*, *Dreambox* math program, *Mystery Science*, Google G-Suite and *ReadNaturally*. Keeping these services available for use requires significant importance to maintain an operational network with 99.99% availability. In 2016, MCAS and the English Language Learning Testing were also conducted online and this trend will continue into the foreseeable future.

Staff: As of August 29, 2017, newly hired faculty members at the Sunderland Elementary School are Jasmine Delsie, Occupational Therapist and Catlin Converse, Speech/Language Pathologist. Resigning faculty are Karen England, Occupational Therapist.

Special Thanks:

Sunderland Elementary School is an exemplary learning organization. Our principal, teachers and staff set high standards and they continue to work to continually strengthen their own knowledge and skills. We are able to offer our students an outstanding education thanks to the support of our community members. We are grateful for the ongoing support that the Town of Sunderland provides us in our work. We thank our parents, taxpayers, and community members for being active partners in our public school.

We would like to recognize and thank all of the dedicated faculty and staff of the Sunderland Elementary School. It is because of their efforts every single day that we have achieved the success that we have. As we continue to prepare our students for success in the 21<sup>st</sup> century it is important to acknowledge that it takes the collective support of everyone in the community to make this happen. This includes the parents and other community members as well as all town officials and employees.

I am pleased to acknowledge the dedication of Sunderland School Committee members Chair Douglas Fulton, Vice Chair Gregory Gottschalk, Secretary Maisie Shaw and Members Keith McFarland and 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,  
Ben Barshefsky- Principal, Sunderland Elementary School  
Lynn M. Carey, Ed.D., Superintendent of Schools

## SUNDERLAND ELEMENTARY FACULTY AND STAFF ROSTER

<b>First</b>	<b>Last</b>	<b>Title</b>
Elizabeth	Antes	Instructional Assistant
Lucille	Antes	Teacher K
Benjamin	Barshefsky	Principal
Maureen	Beeltje	Educational Technologist
Amanda	Berg	Instructional Assistant
Darrel	Beymer	Instructional Assistant
Margaret	Bolte	Teacher Grade 4
Molly	Bremner	Teacher Life Skills
Elise	Budziszewski	Instructional Assistant
Carolyn	Burns	Speech Language Pathologist
Jessica	Callahan	Instructional Assistant
Diana	Capuano	SPED Secretary
Donna	Carmody	Teacher Grade 4
Megan	Carr	Teacher Band
Patricia	Cavanaugh	Business Manager
Jennifer	Chenette	Instructional Assistant
Michelle	Cialek	Instructional Assistant
Catlin	Converse	Speech Language Pathologist
Lorna	Cook	Instructional Assistant
Ryan	Copeland	Teacher Grade 6
Flora	Cox	Instructional Assistant
Alison	Crochier	Cafeteria Assistant
Jasmine	Delsie	Occupational Therapist
Elizabeth	Etman	Instructional Assistant
Kelsy	Fluet	Teacher PK
Jodie	Fraser	Teacher Grade 5
Heidi	Gebo	Teacher PE
David	Grace	Custodian
Erika	Grundstrom	Principal's Secretary
Adam	Hargraves	Instructional Assistant
Dawn	Haskins	Instructional Assistant
Susan	Hawkins	Instructional Assistant Life Skills
Suzanne	Herzig	Instructional Assistant
Matthew	Howell	ELL Coordinator
Angie	Hutkoski	Cafeteria Assistant
Claire	Huttlinger	Teacher
Roberta	Jaffe	Occupational Therapist
Jeannie	Johnson	Nurse
Karen	Johnston	Physical Therapist
Rachel	Kidder	Library Media Specialist

Landry	Kwawu	Tutor-French
Katherine	Lorenz	Teacher PK
Samantha	Marsh	Teacher Grade 3
Susan	Matsui	Teacher Music
Kirsten	Mattson	Instructional Assistant
Barbara	Mullen	Teacher SPED
Cynthia	Nowak	Instructional Assistant
Joan	O'Brien	Instructional Assistant
Victoria	Palmer	School Psychologist
Phyllis	Parrott	Cafeteria Assistant
Radha	Peesapati	Instructional Assistant
Michelle	Penza	Instructional Assistant 1:1
Savannah	Phillips	Teacher Grade 5
Laurie	Pichette	Instructional Assistant
Aleshia	Reid	Teacher Grade 1
Catherine	Richotte	Teacher Art
Albert	Rivera	Instructional Assistant
Rebecca	Robert	Instructional Assistant
Kimberly	Salditt-Poulin	Teacher SPED
Kevin	Schmith	Part-time Custodian
Courtney	Schumacher	Instructional Assistant 1:1
Janet	Seredejko	Out of School Time Director
Marijo	Sherrill	Teacher Strings
Judith	Shilling	Reading Specialist
Calena	Spearing	Instructional Assistant
Amie	Trinque	Instructional Assistant
Lisa	Tufano	LTS Instructional Assistant-PreK
Sarah	Underwood	Teacher K
Ellen	VonFlatern	Teacher Grade 6
Elizabeth	Walton	Physical Therapist
Jeremy	Wells	OSTP Site Coordinator
Suzanne	Wells	Teacher Grade 1
David	White	Instructional Assistant SPED
Leslie	Wickline	Teacher Math Specialist
Molly	Wickline	Instructional Assistant
Lee	Worthley	Teacher Grade 2
Lisa	Zadworny	Teacher Grade 3



## 120 NORTH MAIN STREET COMMITTEE SENIOR HOUSING PROJECT

The Sunderland Board of Selectmen appointed the 120 North Main Street Committee in October 2014 to study the feasibility of the 120 site, which the town acquired in September 2014, for a long sought goal: affordable elderly housing. The town had purchased the property with this use in mind and the 120 Committee was charged with assessing its feasibility and, hopefully, seeing it to fruition.

During 2015, a Market Study and Site Feasibility Study were completed (thanks to more than \$27,000 in funding received through a Community Development Block Grant). The Market Study was done by LDS Consulting Group, LLC and the Site Feasibility Study by Berkshire Design Group, Inc. A public hearing on the two studies was held in October 2015.

The Committee was attentive to local concerns including the historic significance of the existing house to the streetscape and the desire to work toward a development that benefitted from the unique town center location and was in keeping with the character of the neighborhood. The final design direction was a two-wing barn-like structure (in keeping with the local vernacular) connected with a single elevator with additional units in the renovated existing house.

During 2016 the 120 Committee worked with the Franklin Regional Council of Governments to Develop a Request for Proposals (RFP) for the Procurement of Design/Development Services for the 120 North Main Street Affordable Senior Housing Project. The FRCOG work was funded with a \$6,540 PATH Grant.

The RFP was issued and proposals were opened in January 2017. The 120 North Main Street Committee voted unanimously to recommend the proposal submitted by Rural Development Inc (RDI) in February and the Board of Selectmen accepted the proposal. The RDI team includes: Valley Community Development Corporation (affordable housing development consultant); Franklin County Regional Housing and Redevelopment Authority (property and asset manager); LifePath Inc (service provider); Austin Design Inc. (architect); and Berkshire Design Group (civil engineer/landscape architect). An Option to Purchase Agreement was negotiated and executed in the spring of 2017.

RDI submitted a request to the Sunderland CPC for \$100,000 in additional funds toward the project. This request was recommended by the CPC and approved at Town Meeting in April 2017. The total project cost is anticipated to be in excess of \$10 million with project implementation in 2020 if all funding is secured. (Note: the Town's contribution is the property and CPC funds.)

During the past year RDI has been actively planning the development of 33 units of affordable senior housing at 120 N Main Street. Plans include an historically sensitive re-use of the existing farmhouse to accommodate (3) 1-bedroom housing units and new construction of a multi-family building to accommodate (27) 1-bedroom units and (3) 2-bedroom units. All units will be visitable by persons with mobility impairments; all units will serve low to moderate income senior households and will have income and rent restrictions. Planned

amenities include an elevator, common dining and lounge areas, a fitness room, a meeting room / library, on-site property management and service provision, and outdoor deck and gardens.

Over the summer, critical tests took place on the parcel to assess environmental conditions, soils, and water pressure; architectural and site plans advanced; and RDI applied for a Project Eligibility Letter (PEL) from the State Department of Housing & Community Development. The PEL is a required condition for zoning the project and was granted in January 2018.

This fall, RDI applied to participate in an upcoming affordable housing funding round and held an initial meeting with the Sunderland Zoning Board of Appeals. At this writing, RDI is preparing to apply for town permitting and has been meeting with all applicable town boards.

The 120 North Main Street Committee has remained committed to the project and meets regularly with RDI to provide community input and assistance with project planning.

Submitted by 120 N. Main Committee

Lorin Starr, Chair, Scott Bergeron, Vice Chair, Stuart Beckley, Secretary, Carl Fiocchi, Leon Markowski, Jeff O'Brien, Pat Patenaude

## **SOUTH COUNTY EMERGENCY MEDICAL SERVICES**

24/7 Regional Dispatch Center / EMERGENCY PHONE: 9-1-1

Email: [Contact@SoCEMS.org](mailto:Contact@SoCEMS.org)

In the three and a half years since our inception, South County EMS (SoCEMS) has become the regional standard for pre-hospital emergency medicine. State-of-the-art equipment with leading-edge training and education, coupled with our cadre of highly respected medical providers, means our community can boast being at the forefront of EMS care.

Aggressive initiatives made by our agency has earned us the ability to carry a wider range of advanced equipment and medications and practice medicine at the highest of levels. For example, our EMS crews are able to diagnose heart attacks in the field and coordinate with Baystate Medical Center in Springfield to deliver patients directly to their Cardiac Catheterization Lab, bypassing potentially fatal delays when patients arrive at smaller community hospitals first. Our patients also now benefit from more robust pain management options, including non-opioid pain killers when preferred by the patient or medically indicated.

Our reputation for excellence brought further increases in demand for our services. In 2017, SoCEMS saw a 10% increase in the number of patients we treated. Of the 1,055 people that received our care last year, and the 715 that we transported to the hospital, over 70% required Advanced Life Support interventions from our team of Advanced EMTs and Paramedics.

This increase in requests also meant a rise in the number of simultaneous emergencies that required multiple ambulances to respond. Making matters worse, the past year also brought

with it a decrease in the available resources from outside EMS agencies. South County EMS isn't the only service feeling the impact of these shortages and we are working with our partners to devise a strategic plan to assure high-quality EMS services are available to the region's residents. Though our team of full time and local on-call responders were able to rise to the challenges, the changes in available resources have been the catalyst to review our current staffing model and seek ways we could limit dependence on outside agencies. In the meantime, our department has been actively training our sister agencies in emergency medicine and familiarization with our equipment, in the event that we need to come together during periods of increased demand.

While most consider us primarily an emergency response agency, SoCEMS believes that the health and safety of our community starts long before a call to 911. Over the past year our department has greatly expanded our outreach programs in hopes of increasing the health and wellness of our community in general. It is likely that you have seen us providing medical stand-by at community events and school sports functions. Perhaps you participated in a show-and-tell with your child and got a first-hand tour of our equipment and met our staff. You may even be one of the many people that received education in First Aid or CPR by our team of highly experienced instructors. Or maybe you just read about us in the paper representing prehospital emergency medicine at a regional disaster drill organized by the Franklin Regional Council of Government. In any event, we are proud to provide these services above and beyond emergency response, and we look forward to expanding these endeavors in the year to come.

Remarkably South County EMS has been able to do all of this while still having our personnel and equipment divided over four locations across the three member towns of Deerfield, Sunderland, and Whately. The operational inefficiencies, delays, and liability that the department incurs while employees travel from location to location to check and get equipment will soon be a thing of the past. South County EMS anticipates the generous donation of a dedicated building in the near future, which will house all of our vehicles, equipment, and personnel, as well as provide appropriate space for our staff to work and train.

I am regularly approached by people who want to thank us for the positive difference that our team has made in their life or the life of a loved one, and I am going to share with you what I share with them. It is the pride of every one of us to be here for our community. Though we couldn't imagine wanting to do anything else, we would not be able to put on our uniform and do our work were it not for your support. Thank you for allowing us to serve you, and we look forward to being at your service well into the future.

More information about our department can be found on our website: [www.SoCEMS.org](http://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](mailto:scsc@town.deerfield.ma.us), [www.deerfieldma.us](http://www.deerfieldma.us)

Marlene Johnson, Director

Sue Corey, Program 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 welcoming seniors from all over the area. We are currently open three days/ fifteen hours per week with many programs and services including a congregate meal site offered during this time.

Membership and participation levels continue to grow as the number of seniors has increased within the three towns. As of this writing we have 283 members. During the past year we have felt positive effects of this growth as we fit more people and events into the first floor of our 125 year old school building. The year 2017 brought many positive changes; first and foremost we have welcomed 56 new participants; nine from Sunderland, seven from Whately, 34 from S. Deerfield, 3 from Greenfield, one from CT (Daughter of a mother who is a member), two from Hadley, one each from Conway, Easthampton and Shelburne.

We continue to be proud recipients of a Title III or Church Street Home Grant from Lifepath in Greenfield, as well as Formula and Service Incentive Grant from MA Executive Office of Elders Affairs. These grants assist the center so we can continue to provide enriching programs.

The Service Incentive Grant is for the Outreach Coordinator position which is filled by Meg Ryan who has added 11 new seniors, from the previous eight seniors that the last Outreach Coordinator was visiting. The Outreach Coordinator position is a 15 hour a week position. This grant will be coming up within the next few months for renewal, and the South County Senior Center will apply. If we receive the grant again, it will be for the next three fiscal years with each year seeing an increase in hours and money for this particular position.

During this past year we have opened the center on Tuesday and Thursday for two Yoga groups that meet weekly. Attendance continues to increase for these groups with at least 15 seniors participating on a weekly basis. The center has had many events and programs that took place including: 39 Community Education programs, 119 Cultural Events (which increased by seven because we received grant money from Whately, Sunderland and Deerfield Cultural Councils, which we are grateful for. We had 35 Health Screenings which was an increase of 15 from last year, four Informational presentations from local pharmacies, assisted living facilities, fraud and Franklin County DA services, and, 161 recreation and special events.

This past fiscal year the senior center had three main events that allowed us to have some relaxing time with our present seniors and offered an opportunity for us to attract new

members. In August we had our Annual BBQ outside. Many of the local restaurants, Eaglebrook and Deerfield Academy donated food and supplies. We had wonderful volunteers from Deerfield, Whately and Sunderland Police departments, Franklin County Sheriff's Department and South County TRIAD. We had over 80 seniors participate and enough of food for them to take home.

November started the season off with our fabulous Annual Potluck luncheon: each senior who attended either brought their favorite dish or made a donation. We are thankful to Franklin County Sheriff's Department who donated turkeys and all the volunteers who assisted in making this luncheon a success.

In December we were able to have our Annual Holiday Party with Jimmy Mazz as the entertainer. We were thankful to receive a monetary contribution from the Knights of Columbus Council 15197 here in Deerfield and the American Polish Club for letting us use their venue that made the holiday party possible.

Once again we received funding for this upcoming fiscal year from the three local Cultural Councils so we can present the following upcoming events for our members and future members. The center will be sponsoring a three part series called "Mt. Sugarloaf: What's the Story". This program will feature a three-part interactive investigation of Mt. Sugarloaf that allows participants to write their memories and knowledge that they have regarding the mountains history. The second program will be in April with the Visioning BEAR singers for an environmental awareness presentation and thirdly, a special performance, by Steve Henderson, "An Accidental Wedding" that will take place in May.

The South County Senior Center continues to lend our medical equipment to seniors who need some extra help with walkers, wheelchairs, canes and shower equipment. The last Fiscal Year, we were able to lend 20 items of medical equipment to seniors in need. Our goals for 2018 continue to be our priority. We are planning to have an educational and wellness fair for our seniors, add another Tai Chi class on Wednesday afternoons and add more trips with the use of Wrisley's van.

Respectfully submitted by  
Marlene Johnson, Director

## SUNDERLAND COMMUNITY NEWSLETTER

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

In the Fall of 2017, we launched the first Sunderland Community Newsletter. The newsletter is expected to be a quarterly journal of some of the exciting things that have been happening in and around Sunderland. In the [first edition](#), we've been able to highlight grant awards, 300<sup>th</sup> Anniversary information, Purple Heart recipient award, Community Services, launching of the town's new emergency notification system, CodeRED and photographs of Sunderland to name just a few of the items. Currently, the newsletter is available for viewing on the homepage of the town's website [www.townofsunderland.us](http://www.townofsunderland.us) and is also being distributed through our new CodeRED system to users who are registered and who have signed up for community announcements. Copies are also made available to those who wish to be in-the-know but don't have access to electronic versions ó check out the Library or the local Post Office for copies or contact the Selectmen's Office at 665-1441 x1 to have one mailed to you! As we look forward, we hope to offer even more news and feature articles. If you know of a special community or town event please [email](#) us and we may include your item in an upcoming edition. Thank you for your support and hope you enjoy this new way of *hearing* about Sunderland.

# TAX COLLECTOR / TREASURER

Telephone: 413-665-1441 x2

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

TAX COLLECTOR - June 30, 2017								
Year of Tax	Type	Committed & Balanced	Tax Paid	Abate/Exempt	Refunds	Tax Title	Sewer/Water Liens	Balance Due
2008	Motor Vehicle	3,100.23	0.00	0.00	0.00	0.00	0.00	3,100.23
2009	Motor Vehicle	2,506.68	0.00	0.00	0.00	0.00	0.00	2,506.68
2010	Motor Vehicle	1,491.34	0.00	0.00	0.00	0.00	0.00	1,491.34
2011	Motor Vehicle	1,660.95	110.00	0.00	0.00	0.00	0.00	1,550.95
2011	Personal Prop	0.00	0.00	864.01	864.01	0.00	0.00	0.00
2012	Motor Vehicle	2,327.31	256.67	0.00	0.00	0.00	0.00	2,070.64
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	Real Estate	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2013	CPA	(118.16)	0.00	0.00	0.00	0.00	0.00	(118.16)
2013	Motor Vehicle	2,652.72	328.13	0.00	0.00	0.00	0.00	2,324.59
2013	Sewer	1,265.00	1,265.00	0.00	0.00	0.00	0.00	0.00
2014	Motor Vehicle	5,300.56	754.92	54.17	54.17	0.00	0.00	4,545.64
2014	Personal Prop	17.70	0.00	0.00	0.00	0.00	0.00	17.70
2014	Sewer	1,423.30	1,423.30	0.00	0.00	0.00	0.00	0.00
2015	Motor Vehicle	9,399.62	3,792.46	368.33	368.33	0.00	0.00	5,607.16
2015	Personal Prop	199.85	0.00	0.00	0.00	0.00	0.00	199.85
2016	Motor Vehicle	85,154.12	74,145.12	3,601.07	1,812.31	0.00	0.00	9,220.24
2016	Real Estate	46,228.63	31,908.02	0.00	0.00	0.00	0.00	14,320.61
2016	CPA	671.27	569.29	0.00	0.00	0.00	0.00	101.98
2016	Liens added to RE	1,690.47	321.53	0.00	0.00	0.00	0.00	1,368.94
2016	Personal Prop	309.62	0.00	0.00	0.00	0.00	0.00	309.62
2016	Sewer	9,329.60	5,762.40	0.00	0.00	0.00	3,567.20	0.00
2017	Motor Vehicle	404,108.08	354,493.08	6,933.55	3,470.99	0.00	0.00	46,152.44
2017	Personal Prop	103,792.81	103,284.20	25.18	39.27	0.00	0.00	522.70
2017	Real Estate	4,875,236.54	4,808,971.29	12,633.66	5,655.27	8,262.59	0.00	51,024.27
2017	CPA	102,065.02	100,795.25	404.96	8.40	125.55	0.00	747.66
2017	Liens added to RE	4,313.54	2,655.26	0.00	0.00	0.00	0.00	1,658.28
2017	Sewer	362,565.76	353,005.98	0.00	0.00	0.00	0.00	9,559.78
	<b>TOTALS</b>	<b>6,026,482.00</b>	<b>5,843,841.90</b>	<b>24,884.93</b>	<b>12,272.75</b>	<b>8,388.14</b>	<b>3,567.20</b>	<b>158,072.58</b>

## TOWN TREASURER'S REPORT - Bank Account FY2017

BANK	BALANCE 7/1/2016	BALANCE 6/30/2017
<b>PEOPLE'S UNITED BANK - GENERAL</b>		
VENDOR CHECKING	\$674,763.83	\$61,098.26
SCHOOL CHECKING	\$18,841.53	\$17,218.22
PAYROLL CHECKING	\$47,743.28	\$30,036.50
FLEX SPENDING	\$712.00	\$712.36
STUDENT ACTIVITY	\$12,064.41	\$24,270.53
<b>PEOPLES BANK - GENERAL FUNDS</b>		
VENDOR CHECKING	\$0.00	\$973,006.39
SCHOOL CHECKING	\$0.00	\$23.31
PAYROLL CHECKING	\$0.00	\$19,297.37
300TH ANNIVERSARY	\$0.00	\$140.69
<b>EASTHAMPTON SAVINGS BANK</b>		
STABILIZATION	\$472,300.91	\$620,758.60
LIBRARY BUILDING TRUST	\$19,422.63	\$14,915.03
LIBRARY ENDOWMENT	\$37,306.07	\$37,417.98
COMMUNITY PRESERVATION	\$626,946.37	\$750,946.94
ARTS LOTTERY - CHECKING	\$3,442.64	\$3,796.90
RECREATION REVOLVING FUND	\$2,734.48	\$1,628.11
<b>GREENFIELD CO-OPERATIVE BANK</b>		
GENERAL FUND	\$302,067.23	\$550,678.04
GENERAL FUND	\$334,430.96	\$585,929.54
<b>MMDT</b>		
GENERAL FUND	\$70,598.60	\$75,989.33
CONSERVATION	\$71,628.99	\$49,780.53
CAPITAL STABILIZATION	\$74,744.85	\$96,632.05
CEMETERY	\$130,305.05	\$126,741.58
SUGARBUSH	\$4,595.12	\$4,636.92
MAIN STREET TREE	\$21,654.72	\$23,102.72
VETERANS MEMORIAL	\$14,106.34	\$14,285.06
LIBRARY	\$41,393.45	\$41,770.90
<b>PEOPLES BANK</b>		
CD	\$117,073.50	\$117,772.57



**UNIBANK**

GENERAL FUNDS	\$225,895.89	\$226,297.72
ONLINE TAX COLLECTIONS	\$1,237,051.70	\$535,043.88
ONLINE TOWN CLERK	\$1,484.99	\$1,754.56
ONLINE SCHOOL	\$1,660.57	\$29,111.36
CREDIT/DEBIT	\$0.00	\$1,000.23

<b>LPL FINANCIAL - GENERAL FUND</b>	\$71,548.23	\$71,556.89
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<b>DEPOSITS IN TRANSIT</b>	\$0.00	\$0.00
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<b>CHECKS OUTSTANDING</b>	(\$18,576.56)	(\$283,165.64)
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<b>ADJUSTMENTS/TRANFERS</b>	<u>\$92,449.90</u>	<u>(\$893.00)</u>
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<b>TOTAL FUNDS</b>	<b>\$4,710,391.68</b>	<b>\$4,823,292.43</b>
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**MATURING DEBT AND INTEREST - FY 2017**

<b>TYPE OF PROJECT</b>	<b>BEGINNING BAL. 07/01/16</b>	<b>PRINCIPAL PAID</b>	<b>INTEREST PAID</b>	<b>PRINCIPAL REMAINING</b>
Library Construction	\$325,000.00	(\$65,000.00)	\$14,576.24	\$260,000.00
Public Safety Complex	\$475,000.00	(\$95,000.00)	\$21,303.76	\$380,000.00
Sewer	\$146,098.00	(\$29,220.00)	\$755.49	\$116,878.00
WPAT Title V	\$20,252.00	(\$5,063.00)	\$0.00	\$15,189.00
Energy Savings	\$171,600.00	(\$28,600.00)	\$887.36	\$143,000.00
Affordable Housing	\$220,500.00	(\$24,500.00)	\$1,149.16	\$196,000.00
<b>TOTALS</b>	<b>\$1,358,450.00</b>	<b>(\$247,383.00)</b>	<b>\$38,672.01</b>	<b>\$1,111,067.00</b>

# TOWN ACCOUNTANT

Phone: 413-665-1441 x4

## Combined Balance Sheet - All Funds

June 30, 2017

	General Fund	Special Revenue Funds	Capital Project Funds	Trust & Agency Funds	General Long Term Debt	Totals
<b>Assets</b>						
Cash & Cash						
Equivalents	1,184,365.51	2,381,308.21	41,194.52	1,126,303.09		4,733,171.33
Receiveables:		386,677.76				386,677.76
Property Taxes						0.00
Real Estate	65,386.20					65,386.20
Personal Property	1,049.87					1,049.87
Supplemental Tax						0.00
Excise Taxes	78,569.91					78,569.91
Tax Liens	52,081.42					52,081.42
User Charges						0.00
Less: Allowance for						0.00
Uncollectable Accts.	(31,283.07)					(31,283.07)
Due From Other Funds						0.00
Due From Other						0.00
Governments						0.00
Due From Others						0.00
Tax Foreclosures	9,615.25					9,615.25
Bonds Authorized					20,000.00	20,000.00
Amount to be						0.00
Provided for the						0.00
Payment of Debt					1,111,067.00	1,111,067.00
<b>Total Assets</b>	<b>1,359,785.09</b>	<b>2,767,985.97</b>	<b>41,194.52</b>	<b>1,126,303.09</b>	<b>1,131,067.00</b>	<b>6,426,335.67</b>
<b>Liabilities</b>						
Warrants Payable	(124.99)					(124.99)
Accounts Payable						0.00
Accrued Payroll	1,275.00					1,275.00
Due to Other Funds						0.00
Payroll Withholdings	25,613.67					25,613.67
Contract Retainage						0.00
Bond Anticipation Note						0.00
Tailings	29,202.96					29,202.96
Deferred Revenue:		386,677.76				386,677.76
Property Taxes	35,153.00					35,153.00
Excise & Tax Liens	139,716.05					139,716.05
Other	550.53					550.53
Bonds Authorized & Unissued					20,000.00	20,000.00
Bond Indebtedness					1,111,067.00	1,111,067.00
<b>Total Liabilities</b>	<b>231,386.22</b>	<b>386,677.76</b>	<b>0.00</b>	<b>0.00</b>	<b>1,131,067.00</b>	<b>1,749,130.98</b>
<b>Fund Equity</b>						
Reserved for						
Encumbrance	225,764.42	15,910.58				241,675.00

Reserved for Continuing Appropriations	173,544.43	48,223.00				221,767.43
Reserved for Released Overlay	0.00					0.00
Reserved for Subsequent Years Expenditures	154,058.00	0.00				154,058.00
Reserve for Appropriation Deficits	(10,049.14)					(10,049.14)
CPA Reserve Open Space		98,000.00				98,000.00
CPA Reserved for Historic Preservation		7,417.00				7,417.00
CPA Reserve for Community Housing		0.00				0.00
CPA Reserve for Special Purpose		254,071.41				254,071.41
Reserved for SBA Excluded Debt						0.00
Reserve for Unspent Debt Excursion Appropriations	0.00					0.00
Retained Earnings - Reserved						0.00
Unreserved Fund Balance	585,081.16	1,957,686.22	41,194.52	1,126,303.09		3,710,264.99
<b>Total Fund Equity</b>	<b>1,128,398.87</b>	<b>2,381,308.21</b>	<b>41,194.52</b>	<b>1,126,303.09</b>		<b>4,677,204.69</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>1,359,785.09</b>	<b>2,767,985.97</b>	<b>41,194.52</b>	<b>1,126,303.09</b>	<b>1,131,067.00</b>	<b>6,426,335.67</b>

## FY17 Expense Budget Report - June 30, 2017

		Balance Forward	Original Budget	Budget Revisions	Total Budget	Year to Date Expenditures	Balance	% Exp
001-114-5100-000-000-0	Moderator	0.00	200.00	0.00	200.00	200.00	0.00	100.00%
001-122-5100-000-000-0	Selectboard Salary	0.00	8,975.00	0.00	8,975.00	8,975.00	0.00	100.00%
001-122-5110-000-000-0	Selectboard Secretary	0.00	23,593.00	0.00	23,593.00	21,975.82	1,617.18	93.15%
001-122-5400-000-*0	Selectboard Exp	0.00	69,764.00	0.00	69,764.00	68,388.56	1,375.44	98.03%
001-122-5400-216-000-0	Enc Selectboard Exp216	0.00	0.00	87.50	87.50	0.00	87.50	0.00%
001-123-5110-000-000-0	Town Administrator	0.00	65,000.00	0.00	65,000.00	65,000.00	0.00	100.00%
001-131-5400-000-000-0	Finance Committee Exp	0.00	155.00	0.00	155.00	155.00	0.00	100.00%
001-132-5400-000-000-0	Reserve Fund	0.00	17,000.00	-17,000.00	0.00	0.00	0.00	#DIV/0!
001-135-5400-000-*0	Accountant Expense	0.00	9,163.00	0.00	9,163.00	9,163.00	0.00	100.00%

001-135-5410-000-000-0	Contracted Accountant		30,738.00	0.00	30,738.00	30,738.00	0.00	100.00%
001-135-5800-208-000-0	Accounting Software	0.00	0.00	16,097.16	16,097.16	14,671.00	1,426.16	91.14%
001-141-5100-000-000-0	Assessor's Salary	0.00	8,721.00	0.00	8,721.00	8,721.00	0.00	100.00%
001-141-5110-000-000-0	Assessor's Clerical	0.00	13,460.00	0.00	13,460.00	12,277.70	1,182.30	91.22%
001-141-5400-000-*-0	Assessor's Expense	0.00	1,800.00	0.00	1,800.00	1,773.06	26.94	98.50%
001-141-5410-000-000-0	Assessor's Computer Support	0.00	7,500.00	0.00	7,500.00	7,488.00	12.00	99.84%
001-141-5410-216-000-0	EncAssessor's Computer Support	0.00	0.00	800.00	800.00	0.00	800.00	0.00%
001-141-5420-000-000-0	Updating Tax Maps	0.00	2,250.00	0.00	2,250.00	2,250.00	0.00	100.00%
001-142-5400-000-000-0	Assessor's Data Proc/Reval	0.00	10,850.00	0.00	10,850.00	10,850.00	0.00	100.00%
001-146-5110-000-000-0	Coll/Treasurer Salary	0.00	51,676.00	0.00	51,676.00	51,676.00	0.00	100.00%
001-146-5120-000-000-0	Coll/Treasurer Sec 108P	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00	100.00%
001-146-5130-000-000-0	Coll/Trea Payroll Office Assis		5,775.00	0.00	5,775.00	5,619.39	155.61	97.31%
001-146-5400-000-*-*	Coll/Treasurer Expense	0.00	28,014.00	0.00	28,014.00	27,487.19	526.81	98.12%
001-146-5400-213-000-0	Enc Coll/Treasurer Expense 213	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-151-5410-000-000-0	Legal Exp-Sugarbush project	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-155-5110-000-000-0	Telcomm Salary	0.00	2,577.00	0.00	2,577.00	2,138.90	438.10	83.00%
001-155-5400-000-000-*	Telcomm Comm Expense	0.00	4,183.00	0.00	4,183.00	1,285.06	2,897.94	30.72%
001-155-5400-216-000-0	Enc Telcomm Comm Expense 216	0.00	0.00	102.34	102.34	102.34	0.00	100.00%
001-155-5421-214-000-0	GIS Project Setup 214	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-155-5422-214-000-0	GIS Year 1 Internet App Servic	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-155-5430-214-000-0	Muni Tech Audit Grnt Suppl 214	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-158-5400-000-000-0	Tax Title Expenses	0.00	8,900.00	7,941.23	16,841.23	4,121.96	12,719.27	24.48%
001-161-5110-000-000-0	Town Clerk Salary	0.00	41,223.00	0.00	41,223.00	41,223.00	0.00	100.00%
001-161-5120-000-000-0	Town Clerk Sec 19K	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00	100.00%
001-161-5400-000-*-0	Town Clerk Expense	0.00	4,245.00	0.00	4,245.00	3,097.94	1,147.06	72.98%
001-161-5400-214-000-0	Enc Town Clerk Expense 214	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-162-5110-000-000-0	Elections/Reg Wages	0.00	5,568.00	0.00	5,568.00	4,907.36	660.64	88.14%
001-162-5400-000-000-0	Elections/Reg Expense	0.00	6,150.00	0.00	6,150.00	5,281.25	868.75	85.87%
001-171-5400-000-000-0	Conservation Commission	0.00	2,250.00	0.00	2,250.00	158.27	2,091.73	7.03%
001-171-5400-215-000-0	Enc Conserv Commission 215	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-175-5110-000-000-0	Planning Board Salary	0.00	2,550.00	0.00	2,550.00	2,550.00	0.00	100.00%
001-175-5400-000-000-0	Planning Board Expense	0.00	2,000.00	0.00	2,000.00	181.82	1,818.18	9.09%
001-175-5400-212-000-0	Enc Planning Board Expense 212	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-176-5400-000-000-0	Zoning Board Expense	0.00	500.00	0.00	500.00	190.90	309.10	38.18%

001-176-5400-212-000-0	Enc Zoning Board Expense 212	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-191-5400-000-*-0	Public Safety Complex	0.00	36,375.00	0.00	36,375.00	32,836.80	3,538.20	90.27%
001-191-5400-216-000-0	Enc PSC 216	0.00	0.00	2,253.96	2,253.96	2,253.96	0.00	100.00%
001-191-5800-213-000-0	PSC Roof Repair	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-191-5810-213-000-0	PSC HVAC/Build Defic Repairs	0.00	0.00	8,865.00	8,865.00	0.00	8,865.00	0.00%
001-191-5815-215-000-0	PSC Air Handler 215	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-191-5820-216-000-0	PSC/ Hway Gar Generator	0.00	0.00	16,298.33	16,298.33	0.00	16,298.33	0.00%
001-192-5400-000-*-0	Town Office Operation	0.00	53,964.00	0.00	53,964.00	39,003.57	14,960.43	72.28%
001-192-5400-216-000-0	Enc Town Office Operation 216	0.00	0.00	59.42	59.42	11.56	47.86	19.45%
001-192-5805-217-000-0	Town Office Phone EtherNet 217	0.00	27,138.00	-14,671.00	12,467.00	0.00	12,467.00	0.00%
001-192-5820-211-000-0	Lib Town Office Generator Equi	0.00	0.00	1,521.66	1,521.66	0.00	1,521.66	0.00%
001-192-5825-216-000-0	Town Server	0.00	0.00	6,686.51	6,686.51	0.00	6,686.51	0.00%
001-192-5830-212-000-0	Municipal Computers	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-192-5835-216-000-0	Unanticipated Building Capital	0.00	0.00	7,000.00	7,000.00	0.00	7,000.00	0.00%
001-193-5400-000-*-0	New Library Bldg Operating	0.00	34,206.00	0.00	34,206.00	29,766.72	4,439.28	87.02%
001-193-5400-215-000-0	Enc New Library Bldg Oper 215	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-193-5410-000-000-0	Graves Library Bldg	0.00	3,636.00	0.00	3,636.00	2,569.01	1,066.99	70.65%
001-193-5810-217-000-0	Graves Library Build Rehab 217	0.00	18,000.00	0.00	18,000.00	0.00	18,000.00	0.00%
001-194-5400-000-*-0	Highway Garage	0.00	11,750.00	0.00	11,750.00	10,894.43	855.57	92.72%
001-194-5400-215-000-0	Enc Highway Garage 215	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-199-5400-000-000-0	Prior Year Bills	0.00	0.00	10,863.56	10,863.56	6,121.05	4,742.51	56.34%
001-199-5450-000-000-0	Old Fire Station	0.00	1.00	0.00	1.00	0.00	1.00	0.00%
001-210-5110-000-000-0	Police Chief Wages	0.00	72,000.00	-12,769.49	59,230.51	59,230.51	0.00	100.00%
001-210-5120-000-*-0	FT Officer Wages	0.00	220,000.00	-7,325.99	212,674.01	212,674.01	0.00	100.00%
001-210-5130-000-000-0	FT Officer/Quinn Bonus	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-210-5140-000-000-0	Police Dept Overtime	0.00	15,500.00	3,588.94	19,088.94	19,088.94	0.00	100.00%
001-210-5150-000-000-0	PTPolice Wages	0.00	51,000.00	7,541.92	58,541.92	58,541.92	0.00	100.00%
001-210-5160-000-000-0	Police Clerk Wages	0.00	24,228.00	-126.73	24,101.27	24,101.27	0.00	100.00%
001-210-5400-000-*-0	Police Dept Expense	0.00	37,500.00	18,829.35	56,329.35	50,450.62	5,878.73	89.56%
001-210-5400-216-000-0	Enc Police Dept Expense 216	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-210-5805-217-000-0	Police Radio Equip 217	0.00	6,434.00	0.00	6,434.00	0.00	6,434.00	0.00%
001-210-5810-214-000-0	Mobile Data Terminals	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-210-5815-216-000-0	Police Cruiser 216	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-220-5110-000-000-0	Fire Chief Wages	0.00	17,572.00	0.00	17,572.00	17,572.00	0.00	100.00%
001-220-5120-000-000-0	FT Firemen Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-220-5130-000-000-0	Deputies Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-220-5140-000-000-0	Fire Dept Wages	0.00	19,643.00	2,835.00	22,478.00	22,478.00	0.00	100.00%
001-220-5150-000-000-0	Fire Dept PTWages	0.00	13,202.00	254.80	13,456.80	13,456.80	0.00	100.00%
001-220-5400-000-*-0	Fire Dept Expense	0.00	33,000.00	-699.32	32,300.68	31,234.03	1,066.65	96.70%

001-220-5400-216-000-0	Enc Fire Dept Exp 216	0.00	0.00	50.00	50.00	46.29	3.71	92.58%
001-220-5830-212-000-0	Fire SCBA/Turnout Gear	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-220-5840-213-000-0	Utility Terrain Vehicle	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-231-5110-000-000-0	Ambulance Wages	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-231-5120-000-000-0	Ambulance Wage Call Stipends	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-231-5400-000-000-0	Ambulance Expense	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-231-5810-210-000-0	Ambulance Equip	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-231-5450-000-000-0	Regional Emergency Med Service	0.00	191,347.00	0.00	191,347.00	191,135.00	212.00	99.89%
001-232-5110-000-000-0	Ambulance Directors	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-241-5110-000-000-0	Building Inspec Salary	0.00	20,290.00	0.00	20,290.00	20,290.00	0.00	100.00%
001-241-5120-000-000-0	Building Inspec Alternate	0.00	825.00	125.00	950.00	950.00	0.00	100.00%
001-241-5400-000-000-0	Building Inspec Exp	0.00	1,532.00	-125.00	1,407.00	409.81	997.19	29.13%
001-249-5400-000-000-0	Animal Inspector	0.00	100.00	0.00	100.00	100.00	0.00	100.00%
001-291-5400-000-000-*	Civil Defense	0.00	4,500.00	0.00	4,500.00	4,400.00	100.00	97.78%
001-291-5420-000-000-0	Radio Sys Svce Fee Police/Fire	0.00	5,000.00	75.08	5,075.08	5,075.08	0.00	100.00%
001-291-5800-213-000-0	Pol/Fire/EMS Radio Upgrade	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-292-5400-000-000-*	Animal Control	0.00	4,680.00	0.00	4,680.00	3,770.81	909.19	80.57%
001-292-5400-216-000-0	Enc Animal Control 216	0.00	0.00	32.84	32.84	0.00	32.84	0.00%
001-293-5450-000-000-0	Crossing Guard	0.00	1.00	0.00	1.00	0.00	1.00	0.00%
001-294-5400-000-000-0	Tree Warden Exp	0.00	7,500.00	0.00	7,500.00	6,393.68	1,106.32	85.25%
001-294-5400-213-000-0	Enc Tree Warden Expense 213	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-300-5400-000-000-*	Elementary School	0.00	2,308,339.00	0.00	2,308,339.00	2,159,931.36	148,407.64	93.57%
001-300-5400-216-000-0	Enc Elementary School 216	0.00	0.00	33,244.27	33,244.27	34,207.53	-963.26	102.90%
001-300-5400-216-000-1	Enc Elementary School PR 216	0.00	0.00	168,763.12	168,763.12	167,799.86	963.26	99.43%
001-300-5410-000-000-0	School Transport	0.00	67,851.00	0.00	67,851.00	13,484.04	54,366.96	19.87%
001-300-5410-214-000-0	Enc School Transportation 214	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-300-5810-209-000-0	Elem School Chimney Repairs	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-310-5400-000-000-0	Frontier Reg School	0.00	1,687,157.00	0.00	1,687,157.00	1,687,157.00	0.00	100.00%
001-310-5410-000-000-*	Transportation	0.00	19,223.00	0.00	19,223.00	19,223.00	0.00	100.00%
001-310-5420-000-000-0	Out of District Tuition Transp	0.00	28,266.00	18,000.00	46,266.00	44,707.00	1,559.00	96.63%
001-310-5800-214-000-0	Frontier Capital Projects 214	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-320-5400-000-000-0	Franklin County Tech Assessmnt	0.00	97,748.00	0.00	97,748.00	97,748.00	0.00	100.00%
001-310-5805-216-000-0	Frontier Long Range Plan 216	0.00	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00%
001-421-5110-000-000-0	Hwy Super Wages	0.00	57,232.00	0.00	57,232.00	56,784.00	448.00	99.22%
001-421-5120-000-000-0	HwySecretarial Help	0.00	3,231.00	0.00	3,231.00	3,205.28	25.72	99.20%

001-422-5110-000-000-0	Hwy Laborer Wages	0.00	76,880.00	0.00	76,880.00	62,336.10	14,543.90	81.08%
001-422-5120-000-000-0	Hwy Seasonal Wages	0.00	4,500.00	0.00	4,500.00	6,735.71	-2,235.71	149.68%
001-422-5140-000-000-0	Hwy Labor Overtime	0.00	1,561.00	0.00	1,561.00	76.50	1,484.50	4.90%
001-422-5400-000-*0	HwyDept Expense	0.00	72,002.00	0.00	72,002.00	67,760.88	4,241.12	94.11%
001-422-5400-216-000-0	Enc Highway Dept Expense216	0.00	0.00	3,076.56	3,076.56	3,061.69	14.87	99.52%
001-422-5805-215-000-0	Hwy Radios 215	0.00	0.00	2,252.15	2,252.15	1,340.95	911.20	59.54%
001-422-5806-217-000-0	Hwy Radios 217	0.00	6,114.00	0.00	6,114.00	6,114.00	0.00	100.00%
001-422-5815-214-000-0	Small Dump Truck 214	0.00	0.00	364.00	364.00	0.00	364.00	0.00%
001-422-5816-217-000-0	Truck Purch/ Lease 217	0.00	30,295.00	0.00	30,295.00	30,295.00	0.00	100.00%
001-422-5825-216-000-0	Holder Tractor	0.00	27,111.00	0.00	27,111.00	27,111.00	0.00	100.00%
001-422-5835-215-000-0	Storm Drain Repair/Replace 215	0.00	0.00	8,485.28	8,485.28	1,350.30	7,134.98	15.91%
001-422-5836-217-000-0	Swampfield Dr. Repaving 217	0.00	31,911.00	0.00	31,911.00	31,911.00	0.00	100.00%
001-422-5840-213-000-0	Loader Transmission Repair	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-422-5841-217-000-0	Plow Replace 217	0.00	10,500.00	0.00	10,500.00	10,000.00	500.00	95.24%
001-422-5845-216-000-0	Shared Bucket Truck	0.00	0.00	7,000.00	7,000.00	7,000.00	0.00	100.00%
001-422-5850-213-000-0	Pre-Project Work N Main St	0.00	0.00	14,000.00	14,000.00	14,000.00	0.00	100.00%
001-422-5851-214-000-0	Pre Engineering N. Main St	0.00	0.00	1,930.24	1,930.24	1,930.24	0.00	100.00%
001-422-5852-215-000-0	No Main Street 25% Design	0.00	0.00	61.14	61.14	61.14	0.00	100.00%
001-422-5853-217-000-0	No Main Street Reconst Eng 217	0.00	78,686.00	0.00	78,686.00	12,688.71	65,997.29	16.13%
001-423-5110-000-000-0	Hwy Snow/Ice Wages	0.00	9,000.00	918.27	9,918.27	19,967.41	-10,049.14	201.32%
001-423-5400-000-000-0	Hwy Snow/Ice Expense	0.00	31,750.00	9,196.57	40,946.57	40,946.57	0.00	100.00%
001-424-5400-000-000-0	Street Lights	0.00	12,790.00	0.00	12,790.00	11,124.00	1,666.00	86.97%
001-429-5400-214-000-0	Salt Shed Siding	0.00	0.00	7,500.00	7,500.00	7,500.00	0.00	100.00%
001-429-5410-209-000-0	Garage Ventilation Sys	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-431-5400-000-*0	Solid Waste	0.00	7,458.00	0.00	7,458.00	7,214.84	243.16	96.74%
001-431-5400-216-000-0	Enc Landfill Monitoring 216	0.00	0.00	2,567.85	2,567.85	2,567.85	0.00	100.00%
001-433-5810-211-000-0	Landfill Monitoring Well	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-433-5820-211-000-0	Landfill Acquisition		0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-491-5400-000-000-0	Riverside Cemetery	0.00	3,000.00	0.00	3,000.00	1,450.00	1,550.00	48.33%
001-491-5410-000-000-0	Care of Veterans Graves	0.00	200.00	0.00	200.00	0.00	200.00	0.00%
001-512-5110-000-000-0	Brd of Health Clerk/Agent	0.00	12,998.00	178.91	13,176.91	13,176.91	0.00	100.00%
001-512-5400-000-000-0	Brd of Health Expense	0.00	550.00	0.00	550.00	215.00	335.00	39.09%
001-541-5400-000-*0	Council on Aging	0.00	15,801.00	0.00	15,801.00	12,054.00	3,747.00	76.29%
001-543-5400-000-*0	District Vets Assess/Benefits	0.00	48,321.00	0.00	48,321.00	43,194.89	5,126.11	89.39%

001-610-5110-000-000-0	Library Director Wages	0.00	47,098.00	0.00	47,098.00	47,098.00	0.00	100.00%
001-610-5120-000-000-0	Library Support Wages	0.00	55,634.00	0.00	55,634.00	53,600.64	2,033.36	96.35%
001-610-5400-000-000-0	Library Expense	0.00	24,885.00	0.00	24,885.00	24,882.79	2.21	99.99%
001-610-5810-213-000-0	Library Copier	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-610-5805-217-000-0	Library HVAC 217	0.00	3,500.00	0.00	3,500.00	468.70	3,031.30	13.39%
001-610-5815-214-000-0	Library Parking Lot Fence	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-630-5110-000-000-0	Rec Coordinator	0.00	8,708.00	0.00	8,708.00	8,708.00	0.00	100.00%
001-630-5400-000-000-0	Rec Expense	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-650-5400-000-000-0	Town Park	0.00	1,750.00	0.00	1,750.00	1,285.23	464.77	73.44%
001-650-5800-213-000-0	Town Park Pavillion Roof	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-691-5400-000-000-0	Historical Commission	0.00	200.00	0.00	200.00	0.00	200.00	0.00%
001-691-5800-211-000-0	Town History Vol III	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-692-5400-000-000-0	Memorial Day	0.00	960.00	0.00	960.00	814.90	145.10	84.89%
001-692-5420-217-000-0	Tricentennial Celebration 217	0.00	0.00	5,000.00	5,000.00	933.92	4,066.08	18.68%
001-710-5900-000-000-0	Frontier Renovation Loan	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-710-5910-000-000-0	Library Principal	0.00	65,000.00	0.00	65,000.00	65,000.00	0.00	100.00%
001-710-5920-000-000-0	PSC Principal	0.00	95,000.00	0.00	95,000.00	95,000.00	0.00	100.00%
001-710-5930-000-000-0	Elem Sch Renov-Principal	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-710-5940-000-000-0	Elem Sch Renov-Supp Prin	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-710-5950-000-000-0	Title V Loan Repayment	0.00	5,063.00	0.00	5,063.00	5,063.00	0.00	100.00%
001-710-5960-000-000-0	Elem Sch Non-excl Debt Pmt	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-710-5970-000-000-0	Sewer Reline Principal	0.00	29,223.00	0.00	29,223.00	29,220.00	3.00	99.99%
001-710-5980-000-000-0	Energy Performance Principal	0.00	28,600.00	0.00	28,600.00	28,600.00	0.00	100.00%
001-710-5990-000-000-0	120 No Main Acquistion PR	0.00	25,649.16	-1,149.16	24,500.00	24,500.00	0.00	100.00%
001-750-5910-000-000-0	Library Interest	0.00	14,577.00	0.00	14,577.00	14,576.24	0.76	99.99%
001-750-5920-000-000-0	PSC Interest	0.00	21,304.00	0.00	21,304.00	21,303.76	0.24	100.00%
001-750-5930-000-000-0	Elem Sch Renov-Int	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-750-5931-000-000-0	Elem Schl Reno Payoff Call Fee	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-750-5940-000-000-0	Elem Sch Renov-Supp Int	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-750-5950-000-000-0	Short Term Interest	0.00	2,000.00	-2,000.00	0.00	0.00	0.00	#DIV/0!
001-750-5970-000-000-0	Sewer Reline Interest	0.00	756.00	0.00	756.00	755.49	0.51	99.93%
001-750-5980-000-000-0	Energy Performance Interest	0.00	888.00	0.00	888.00	887.36	0.64	99.93%
001-750-5990-000-000-0	120 No Main Acquisition Int	0.00	0.00	1,149.16	1,149.16	1,149.16	0.00	100.00%
001-820-5646-000-000-0	RMV Marking Surchg	0.00	4,480.00	0.00	4,480.00	4,300.00	180.00	95.98%
001-820-5650-000-000-0	RMV Marking Surchg	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-820-5663-000-000-0	Reg Transit Authority	0.00	131,996.00	0.00	131,996.00	131,996.00	0.00	100.00%



001-820-5690-000-000-0	Charter School Assessment	0.00	28,466.00	0.00	28,466.00	0.00	28,466.00	0.00%
001-820-5691-000-000-0	School Choice Assessment	0.00	40,000.00	0.00	40,000.00	48,856.00	-8,856.00	122.14%
001-830-5400-000-000-0	FRCOG Assessment	0.00	23,327.00	0.00	23,327.00	23,326.50	0.50	100.00%
001-910-5400-000-000-0	Teacher Retirement Payout 2014	0.00	0.00	10,262.91	10,262.91	0.00	10,262.91	0.00%
001-911-5400-000-000-0	County Retirement Assessment	0.00	218,104.00	-1,870.02	216,233.98	216,233.98	0.00	100.00%
001-912-5400-000-000-0	Worker's compens	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-913-5400-000-000-0	Chap. 720 Unemployment	0.00	25,000.00	-17,576.49	7,423.51	7,265.21	158.30	97.87%
001-913-5400-213-000-0	Enc Chap. 720 Unemployment 213	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-914-5400-000-000-0	Town Employees Medical	0.00	196,000.00	41,495.49	237,495.49	237,495.49	0.00	100.00%
001-914-5400-214-000-0	Enc Town Employees Medical 214	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-916-5400-000-000-0	Medicare	0.00	45,000.00	4,871.52	49,871.52	49,871.52	0.00	100.00%
001-919-5400-000-000-0	Flex Spending	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
001-945-5400-000-000-0	Town Insurance	0.00	89,731.00	2,001.19	91,732.19	91,732.19	0.00	100.00%
001-992-5400-000-000-0	Transfer to Special Revenue	0.00	65,787.47	0.00	65,787.47	65,787.47	0.00	100.00%
001-994-5400-000-000-0	Transfer to Stabilization	0.00	277,557.00	0.00	277,557.00	277,557.00	0.00	100.00%
001-994-5410-000-000-0	Transfer to Cap Stabilization	0.00	182,208.00	0.00	182,208.00	182,208.00	0.00	100.00%
001-995-5400-000-000-0	Transfer to OPEB Trust	0.00	23,667.00	0.00	23,667.00	23,667.00	0.00	100.00%
<b>TOTALS:</b>		<b>0.00</b>	<b>7,901,294.63</b>	<b>381,915.03</b>	<b>8,283,209.66</b>	<b>7,792,075.70</b>	<b>491,133.96</b>	<b>94.07%</b>

**FY17 Revenue Budget Report  
June 30 2017**

	<u>Account Name</u>	<u>2017 Budget</u>	<u>2017 YTD revenue</u>	<u>Over/ (Under)</u>
<b>Taxes</b>				
001-001-4110-000-000-0	Personal Property Taxes	103,792.82	101,502.52	-2,290.30
001-001-4120-000-000-0	Real Estate Taxes	4,851,551.92	4,855,099.97	3,548.05
001-001-4142-000-000-0	Tax Liens Redeemed	0.00	24,850.07	24,850.07
001-001-4150-000-000-0	Motor Vehicle Excise	289,632.63	428,112.08	138,479.45
001-001-4160-000-000-0	Farm Animal Excise	0.00	0.00	0.00
001-001-4165-000-000-0	Meals Tax	44,069.83	50,862.27	6,792.44
001-001-4170-000-000-0	Pen & Int on Prop Taxes	12,681.69	14,097.14	1,415.45

001-001-4171-000-000-0	Pen & Int on Excise Taxes	0.00	2,684.45	2,684.45
001-001-4173-000-000-0	Pen & Int on Tax Titles	0.00	4,876.07	4,876.07
001-001-4180-000-000-0	Pmts In Lieu of Taxes	0.00	2,400.00	2,400.00
001-001-4190-000-000-0	Other Taxes	0.00	0.00	0.00
001-001-4195-000-000-0	Abated MV Taxes Recovered	0.00	52.50	52.50
	<b>Total Taxes</b>	<b>5,301,728.89</b>	<b>5,484,537.07</b>	<b>182,808.18</b>

**Fees**

001-122-4320-000-000-0	Fees-Selectboard	50.00	0.00	-50.00
001-141-4320-000-000-0	Fees-Assessors	49.18	0.00	-49.18
001-145-4320-000-000-0	Fees-Treasurer	0.00	0.00	0.00
001-146-4320-000-000-0	Fees-Collector	10,000.00	12,243.00	2,243.00
001-149-4320-000-000-0	Fees-Registry Markings	3,400.00	3,620.00	220.00
001-155-4320-000-000-0	Comcast Subscriber Fees	600.00	0.00	-600.00
001-161-4320-000-000-0	Fees-Town Clerk	1,500.00	3,976.00	2,476.00
001-171-4320-000-000-0	Fees-Conservation Comm	175.00	175.00	0.00
001-175-4320-000-000-0	Fees-Planning Board	800.00	900.00	100.00
001-176-4320-000-000-0	Fees-Zoning Board	650.00	450.00	-200.00
001-210-4320-000-000-0	Fees-Police	2,000.00	1,491.95	-508.05
001-220-4320-000-000-0	Fees-Fire Dept	1,000.00	775.00	-225.00
001-292-4320-000-000-0	Fees-Fire Dept	0.00	0.00	0.00
001-422-4320-000-000-0	Fees-Highway Dept	0.00	150.00	150.00
001-431-4320-000-000-0	Fees-Transfer Station Stickers	0.00	0.00	0.00
001-433-4240-000-000-0	Fees-Bulky Items	0.00	0.00	0.00
001-433-4320-000-000-0	Fees-Transfer Station Bags	0.00	0.00	0.00
001-512-4320-000-000-0	Fees-Bd of Health	0.00	0.00	0.00
001-610-4320-000-000-0	Fees-Library Copier	919.39	941.75	22.36
001-691-4320-000-000-0	Historical Commission Rev	0.00	0.00	0.00
	<b>Total Fees</b>	<b>21,143.57</b>	<b>24,722.70</b>	<b>3,579.13</b>

**Rentals**

001-001-4360-000-000-0	Rentals	0.00	12,612.00	12,612.00
001-001-4365-000-000-0	PSC Rental	0.00	0.00	0.00

001-001-4350-000-000-0	Energy Rebates	0.00	0.00	0.00
	<b>Total Rentals</b>	<b>0.00</b>	<b>12,612.00</b>	<b>12,612.00</b>
<b>Other Charges</b>				
001-001-4370-000-000-0	I&E Delinquent Charges	0.00	0.00	0.00
001-001-4380-000-000-0	Other Charges for Service	0.00	0.00	0.00
	<b>Total Other Charges</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Licenses &amp; Permits</b>				
001-122-4410-000-000-0	Licenses-Liquor	11,000.00	12,100.00	1,100.00
001-122-4415-000-000-0	Licenses-Dogs	4,000.00	5,060.00	1,060.00
001-122-4420-000-000-0	Licenses-Other	1,200.00	1,650.00	450.00
001-122-4430-000-000-0	Permit-Filming	0.00	0.00	0.00
001-210-4450-000-000-0	Permits-Police Dept	1,000.00	1,415.00	415.00
001-220-4450-000-000-0	Permits-Fire Dept	200.00	92.50	-107.50
001-241-4450-000-000-0	Permits-Building Insp	16,000.00	34,416.89	18,416.89
001-242-4450-000-000-0	Permits-Plumbing Insp	800.00	885.00	85.00
001-245-4450-000-000-0	Permits-Wiring Insp	1,051.20	1,410.00	358.80
	<b>Total Licenses &amp; Permits</b>	<b>35,251.20</b>	<b>57,029.39</b>	<b>21,778.19</b>
<b>State Revenue</b>				
001-001-4580-000-000-0	Medicaid Reimbursement	0.00	25,473.94	25,473.94
001-001-4610-000-000-0	Reimb for Loss of Taxes	131,694.00	131,694.00	0.00
001-001-4613-000-000-0	Veterans Abatements	0.00	9,929.00	9,929.00
001-001-4614-000-000-0	Surv Spouse Abatements	0.00	0.00	0.00
001-001-4616-000-000-0	Elderly Abatements	12,038.00	2,788.00	-9,250.00
001-001-4620-000-000-0	School Aid Chapter 70	855,618.00	855,618.00	0.00
001-001-4621-000-000-0	School Transportation	0.00	677.00	677.00
001-001-4622-000-000-0	School Construction	0.00	0.00	0.00
001-001-4623-000-000-0	Charter School Reimb.	25,448.00	0.00	-25,448.00
001-001-4660-000-000-0	Unrestricted General Gov Aid	485,985.00	485,985.00	0.00
001-001-4661-000-000-0	Lottery Aid	0.00	0.00	0.00
001-001-4662-000-000-0	Police Career Incentive	0.00	0.00	0.00
001-001-4665-000-000-0	Veterans Benefits	34,116.00	32,649.46	-1,466.54
001-001-4680-000-000-0	PVTA Reimbursement	90,000.00	113,514.00	23,514.00

001-001-4681-000-000-0	Foundation Reserve	0.00	0.00	0.00
	<b>Total State Revenue</b>	<b>1,634,899.00</b>	<b>1,658,328.40</b>	<b>23,429.40</b>
<b>Fines</b>				
001-001-4685-000-000-0	Fines - RMV	1,866.46	7,587.50	5,721.04
001-001-4771-000-000-0	Fines - District Court	1,866.46	835.00	-1,031.46
	<b>Total Fines</b>	<b>3,732.92</b>	<b>8,422.50</b>	<b>4,689.58</b>
<b>Other Revenue</b>				
001-001-4815-000-000-0	Sale of Fixed Assets	0.00	333.33	333.33
001-001-4820-000-000-0	Earnings on Investments	3,661.89	7,134.87	3,472.98
001-001-4840-000-000-0	Miscellaneous Revenue	0.00	14,650.27	14,650.27
001-001-4971-000-000-0	Tr Fr Special Revenue	73,176.29	73,176.29	0.00
001-001-4973-000-000-0	Tr Fr Capital Projects	0.00	0.00	0.00
001-001-4974-000-000-0	Tr Fr Stabilization	130,528.30	130,528.30	0.00
001-001-4975-000-000-0	Txfr Fr Capital Stabilization	161,003.00	161,003.00	0.00
001-001-4976-000-000-0	Txfr Fr CPA	25,649.16	25,649.16	0.00
	<b>Total Other Revenue</b>	<b>394,018.64</b>	<b>412,475.22</b>	<b>18,456.58</b>
	<b>Total Revenue</b>	<b>7,390,774.22</b>	<b>7,658,127.28</b>	<b>267,353.06</b>

**Town of Sunderland**  
**FY17 Special Revenue Funds**  
**June 30, 2017**

	<b>Opening Balance</b>	<b>YTD Revenue</b>	<b>YTD Expense</b>	<b>Ending Balance</b>
<b><u>Highway Funds</u></b>				
210 Mass Highway	(45.95)	183,464.27	(198,887.58)	-15,469.26
<b><u>Revolving Funds</u></b>				
231 Wetlands Protection Fund	8,288.25	825.00	(139.84)	8,973.41
232 Fall Festival Revolving	5,207.80	(5,207.80)	0.00	0.00
234 Ambulance Intercepts Revolving	0.00	0.00	0.00	0.00
235 Recreation Revolving	2,470.30	15,693.24	(15,511.60)	2,651.94
236 Library Rentals Revolving Fund	2,265.89	400.00	(190.00)	2,475.89
237 Plumbing Inspec Revolving Fund	(160.00)	2,973.00	(2,979.00)	-166.00
238 Wiring Inspec Revolving Fund	171.00	20,060.00	(21,055.00)	-824.00
239 Bd of Health Revolving Fund	12,000.00	15,997.50	(13,986.12)	14,011.38
241 ZBA-Sugarbush	4,595.12	41.80	0.00	4,636.92
242 Fire Inspection Revolving	(565.52)	8,373.02	(6,646.50)	1,161.00

243	Highway Shared Equip	0.00	21,000.00	(19,650.00)	1,350.00
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**Receipts Reserved for Appropriation**

240	Ambulance Reserve	45,027.88	0.00	(23,848.29)	21,179.59
280	Insurance Recovery	5,426.51	0.00	0.00	5,426.51
318	PEG Access Fund	41,898.29	107,006.72	(65,944.00)	82,961.01

**Other Special Revenue Funds**

302	Library Gift Fund	48,941.87	10,040.16	(8,355.66)	50,626.37
303	Historical Comm Match	126.88	0.00	0.00	126.88
304	Solid Waste	0.38	(0.38)	0.00	0.00
305	Gift Fund	66.25	0.00	0.00	66.25
306	Memorial Fund	241.63	0.00	0.00	241.63
307	Anniversary Celebration Fund	3,657.56	65,085.00	0.00	68,742.56
308	Graves Sign Donations	100.00	0.00	0.00	100.00
309	Kestral Conservation Trust	200.00	0.00	0.00	200.00
310	Dare Gift	354.00	349.62	(699.24)	4.38
311	Veterans Memorial Fund	0.00	0.00	0.00	0.00
312	Telecommunications Gift Fund	17.55	0.00	0.00	17.55
313	Brush Truck Gift	0.00	0.00	0.00	0.00
314	Agricultural Comm Fund	899.82	0.00	0.00	899.82
315	Fall Festival Fund	137.70	0.00	0.00	137.70
316	Comprehensive Sugarbush Fund	0.00	0.00	0.00	0.00
317	Matuszko Police Scholarship	1,065.00	0.00	0.00	1,065.00
320	MIIA Loss Control Grant	0.00	0.00	0.00	0.00
321	Library Antitrust Settlement	0.86	0.00	0.00	0.86
322	MAPHO Mini-grant	0.00	0.00	0.00	0.00
323	Sr Ctr Transportation Fund	(16.00)	16.00	0.00	0.00
324	Town History Vol III Donations	1,496.04	25.00	0.00	1,521.04
325	Memorial Day Donations	534.97	0.00	0.00	534.97
326	Roadside Mower	9,039.04	0.00	(1,306.35)	7,732.69
327	Boat Ramp	0.00	0.00	0.00	0.00
328	NE Grassroots Environment Fund	2.24	0.00	0.00	2.24
329	Tree Donation Fund	285.50	0.00	0.00	285.50
330	Town Flag Donation Fund	0.00	0.00	0.00	0.00
331	300th Anniversary Gift Fund	125.00	13,338.00	(908.92)	12,554.08
332	Police Donation	0.00	150.00	0.00	150.00
333	300th Gift CrCard Transactions	0.00	140.65	0.00	140.65
334	TRC/Eversource Solar Consultant	0.00	2,500.00	0.00	2,500.00
380	Community Preservation Act	624,565.17	204,601.82	(78,729.49)	750,437.50

**State & Federal Grants**

403	Quinn Bill-State share	0.00	0.00	0.00	0.00
404	Comm Policing Grant	145.09	0.00	0.00	145.09
405	Bulletproof Vest Grant	2,176.94	3,896.66	(6,965.32)	-891.72

406	DVIP Reimbursement	165.00	0.00	0.00	165.00
407	Gov Highway Safety Grant	1,693.71	0.00	0.00	1,693.71
408	Homeland Security Grant	0.00	0.00	0.00	0.00
409	Drug Forfeiture Account	1,954.64	0.00	0.00	1,954.64
410	FEMA Snow Emergency Funds	0.00	0.00	0.00	0.00
411	FEMA Storm Emergency Funds	0.00	0.00	0.00	0.00
412	Council on Aging Grant	0.00	5,570.00	(5,570.00)	0.00
413	Library LSTA FY17	0.00	8,876.00	(6,163.17)	2,712.83
414	Library State Aid	9,078.21	9,261.27	(4,326.04)	14,013.44
415	Cultural Council	1,697.64	4,504.26	(2,405.00)	3,796.90
416	Mass Humanities Grant	0.00	0.00	0.00	0.00
419	Title V	20,252.68	0.00	(5,155.00)	15,097.68
420	Fire Dept SAFE Grant	4,629.02	3,063.00	(3,240.29)	4,451.73
422	Fire Dept Safety Equip Grant	805.63	0.00	0.00	805.63
423	Assistance to Firefighters	0.00	0.00	0.00	0.00
424	Fire Dept NIMS Grant	0.00	0.00	0.00	0.00
425	Library Same Page Grant	0.00	0.00	0.00	0.00
426	Mass DEP PAYT Grant	0.00	0.00	0.00	0.00
427	EDS Grant	0.00	0.00	0.00	0.00
428	Peer to Peer Grant	0.00	0.00	0.00	0.00
429	Vol Fire Assistance Grant	0.00	0.00	(201.00)	-201.00
430	Emerg Prepared Grant 2010	(2,406.18)	2,440.45	(2,460.00)	-2,425.73
431	Clean Energy Choices Grant	0.00	0.00	0.00	0.00
432	EECBG Energy Grant	0.00	0.00	0.00	0.00
433	Election Extended Polling Hour	3,309.43	764.00	(1,269.12)	2,804.31
434	FEMA 2011 Storm Funds	0.00	0.00	0.00	0.00
435	CDBG Old Housing Rehab	9,238.20	0.00	(2,743.13)	6,495.07
436	Sherriffs Drug Box Grant	463.00	0.00	0.00	463.00
437	Green Communities Grant	31,758.75	34,612.50	(34,596.60)	31,774.65
438	DOER-OATA Solar Project	0.00	0.00	0.00	0.00
439	DEP Small Scale Initiative Gra	0.00	500.00	(500.00)	0.00
440	Teens and Tweens Fed Grant	0.00	0.00	0.00	0.00
	Comm Emerg Response Team				
441	Grant	0.00	0.00	0.00	0.00
442	Path Grant 216	0.00	4,712.64	(6,463.33)	-1,750.69
443	Comm Compact IT Grant 217	0.00	24,534.00	(5,740.00)	18,794.00

**School Funds**

501	School Lunch Fund	26,638.09	90,438.63	(91,197.81)	25,878.91
502	School Choice	202,954.83	390,518.00	(396,639.28)	196,833.55
503	REAP Grant	0.00	33,975.11	(38,346.38)	-4,371.27
504	Early Literacy Grant - ELI	0.00	0.00	0.00	0.00
505	SPED Assist	(2,987.43)	86,398.90	(87,094.03)	-3,682.56
506	CCLC Grant	0.00	0.00	0.00	0.00
507	Grant Funded Teacher Stipends	(325.00)	3,685.00	(3,360.00)	0.00

508	Circuit Breaker Grant	0.00	0.00	0.00	0.00
509	Title I Grant	0.00	15,053.40	(15,806.00)	-752.60
510	Afterschool Program	79,978.19	72,001.57	(87,308.48)	64,671.28
511	School Building Use Fund	4,168.01	1,315.00	0.00	5,483.01
512	School Storage Bldg Fund	0.00	0.00	0.00	0.00
513	SPED Revolving	20,919.25	31,301.24	(23,701.32)	28,519.17
514	Elementary School Donation	23.30	484.75	0.00	508.05
515	Walmart School Grant	2,057.48	0.00	0.00	2,057.48
516	Student Activity Fund	9,489.30	12,105.62	(13,214.53)	8,380.39
517	Mass Agriculture Grant	0.00	0.00	0.00	0.00
518	Nonresident Tuition Fund	0.00	0.00	0.00	0.00
519	MCC School Bus Grant	0.00	200.00	(200.00)	0.00
520	School ARRA Stimulus Grant 09	0.00	0.00	0.00	0.00
521	SES Gift Fund	909.41	0.00	0.00	909.41
522	Title I Stimul Prog Grnt FY 10	0.00	0.00	0.00	0.00
524	ARRA IDEA Grant	0.00	0.00	0.00	0.00
525	ARRA State Stabil Grant FY11	0.00	0.00	0.00	0.00
526	Ed Jobs Grant FY12	0.00	0.00	0.00	0.00
527	SPED Program Improvement	0.00	0.00	0.00	0.00
528	Horizons-School	3,437.68	143,370.29	(134,758.90)	12,049.07
529	Foundation Reserve Grant	0.00	0.00	0.00	0.00
530	Horizons Summer Program	3,319.62	11,350.00	(8,972.82)	5,696.80
531	Timothy Merritt Memorial Gift	0.00	0.00	0.00	0.00
532	Stars Residency Grant	0.00	0.00	0.00	0.00
533	Daniella Zinn Memorial Award	0.00	2,000.00	0.00	2,000.00

**WWTP**

610	WWTP	854,072.72	372,640.64	(315,940.44)	910,772.92
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**Capital Projects**

710	Landfill Capping	0.00	0.00	0.00	0.00
711	Public Safety Complex	0.00	0.00	0.00	0.00
712	Fire Truck	(0.20)	0.00	0.00	-0.20
713	School Addition	0.50	0.00	0.00	0.50
714	Police Video System	0.00	0.00	0.00	0.00
715	Sewer Reline Project	37,672.60	0.00	0.00	37,672.60
717	Siemens Energy Perf Project	1,907.00	0.00	0.00	1,907.00
718	Hadley Road Culvert	174.94	0.00	0.00	174.94
719	Capital Proj Land Acq 120 No M	1,439.68	0.00	0.00	1,439.68

**Trust Funds**

810	Main Street Tree Fund	21,654.72	1,448.00	0.00	23,102.72
811	Cemetery Perp Care Fund	130,305.05	6,436.53	(6,000.00)	130,741.58
812	Veterans Mem Care	14,106.34	578.72	(400.00)	14,285.06
813	Conservation Trust	49,128.99	651.54	0.00	49,780.53

814	Library Trust	41,393.45	377.45	0.00	41,770.90
815	Library Building Trust	19,422.63	58.20	(6,406.80)	13,074.03
816	Graves Library Endowment	37,306.07	111.91	0.00	37,417.98
817	OPEB Trust Fund	29,533.00	23,667.00	0.00	53,200.00
821	Stabilization Fund	472,300.91	278,985.99	(130,528.30)	620,758.60
822	Capital Stabilization Fund	74,744.85	182,890.20	(161,003.00)	96,632.05

**Agency Funds**

890	Due to Water District	1,693.78	181,073.27	(181,702.43)	1,064.62
891	Off Duty Police Detail	277.21	7,505.00	(8,063.01)	-280.80
892	Firearm ID Cards	1,137.50	4,050.00	(4,125.00)	1,062.50
893	Due to Deputy Collector	1,978.00	7,601.00	(7,695.00)	1,884.00
894	Grybko Cross Rd Escrow	3,000.00	0.00	0.00	3,000.00
895	Brown Cross Rd Escrow	7,000.00	0.00	0.00	7,000.00
896	Fish & Wildlife Fees	0.00	0.00	0.00	0.00
897	Payroll Refund Agency	0.00	0.00	0.00	0.00
898	Ins Recovery	155.32	31,654.00	0.00	31,809.32



## TOWN CLERK

Telephone: 413-665-1441 x3  
 Email: [townclerk@townofsunderland.us](mailto:townclerk@townofsunderland.us)  
<https://www.townofsunderland.us/town-clerk>

### 2017 Vital Statistics

#### **BIRTHS**

Females 16  
 Males 16  
**Total 32**

**MARRIAGES:** Total 15

#### **DEATHS**

Date	Name	Age	Date	Name	Age
January			April (con't)		
05	Helen L. McGinnis	84	13	Georgia Nan Morsbach	70
12	Arthur G. Steele	65	23	Ann O'Brien	74
21	Helen A. Pomeroy	89	May		
23	June D. Denton	97	09	Lyubov Sarkisyan	77
24	Benjamin N. McCluskey	68	22	Cheryl Lee Simanski	53
29	Virgil W. Hawes	86	30	Lois Bostian	75
February			June		
13	Grace R. Swiatek	91	04	Catherine H. Houle	86
13	Margaret L. Truelove	71	10	Devon Kerr Matthews	26
15	Anna Mary Camerota	92	14	Victoria C. Huff	68
16	Alice R. Fleming	84	20	Martha Channing Kells	67
16	Matilde Warner	75	July		
27	Peter Krotkov	56	16	Edna B. Freniere	73
March			18	Claire Marie Elliott	90
08	Sally Marie Aldrich	74	August		
15	Marjorie Weisberg	99	27	Irene Yurkevicz	65
18	Thomas R. Herrick	90	October		
23	Zigrida Elvira Raudzens	103	08	Josephine Shaw	94
25	Caroline P. Connelly	98	23	Richard K. Stone	96
30	Marion A. Taylor	84	November		
April			13	Judith A. Richards	77
09	Mary Louise Heiss	66	05	Bertha J. Gromaski	99
			18	Mary Blais	85

Vitals	\$3,185.00
Dogs	\$4,628 .00
Gov't. Regs./Misc.	\$4,175.00
<b>Total Paid to Treasurer</b>	<b>\$9,761.00</b>

Respectfully submitted,  
 Wendy Houle, MMC/CMMC  
 Town Clerk

## 2017 ANNUAL TOWN MEETING

April 28, 2017, 7:00pm

Sunderland Elementary School

Moderator, Robert T. Duby, called the meeting to order at 7:10pm

Town Clerk, Wendy Houle, read the Constables Return.

Moderator led the Pledge of Allegiance.

Moderator introduced town officials.

Town Clerk, swore in tellers: Elizabeth Sillin, Jennifer Unkles, Dan VanDalsen, and Michael Zeoli.

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

Motion to allow the Moderator to call a unanimous vote.

Moderator recognized Dana Roscoe, recipient of the 2016 Annual Report dedication for his many years of service to the Town of Sunderland. The Moderator also recognized those who passed away in 2016; Sophie Buczynski, Albert Drake, Anthony Kudrikow, and Robert Kowaleck all served the Town of Sunderland to make it a better place.

There are 2,397 voters in Sunderland, 133 voters participated in town meeting.

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

*Moderator declared motion passed unanimously.*

ARTICLE 2. VOTED to appropriate the total amount of \$9,043.45 to pay certain bills of prior fiscal years, and as funding therefor to transfer from Free Cash the sum of \$2,688.30 to the Town of Sunderland for FY 13 and FY 14 Public Safety Complex sewer charges; the sum of \$5,178.51 from Free Cash to the Sunderland Elementary School for FY16 encumbrances; the sum of \$510.48 from the Ambulance Reserve Fund to Blue Cross Blue Shield of Massachusetts, Inc. for a claim that was paid in error to the Town of Sunderland; and the sum of \$666.16 from Free Cash to Eversource for FY 15 utility charges at the Sunderland Town Office Building.

*Moderator declared motion passed unanimously.*

ARTICLE 3. VOTED, 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 2018.

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

Moderator: \$200.00 annually

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

Town Clerk: \$42,047.00 annually

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

*Moderator declared motion passed unanimously.*

ARTICLE 4. VOTED to raise and appropriate the sum of \$7,058,571, appropriate from the Ambulance Reserve Fund the sum of \$20,000, appropriate from Fund 318-Comcast PEG Access Fund the sum of \$29,000, appropriate for Fund 610-WWTP Sewer Fund the sum of \$338,791, appropriate from Town Fund 419-Title V the sum of \$5,063 and appropriate from Free Cash the of \$127,144 for the sum total of \$7,578,569 for Town and general municipal purposes connected therewith for Fiscal Year 2018, all as set forth in a document entitled "Town of Sunderland FY 18 Town Meeting Budget", provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a Proposition 2 ½ so-called, override question, allowing the town to raise the additional amount of \$300,000 outside the limits imposed by said Proposition 2 1/2, all in accordance with M.G.L. c59, §21C(g).

TOWN OF SUNDERLAND FY18 TOWN MEETING BUDGET	<i>FY15 Budget FINAL</i>	<i>FY16 Budget FINAL</i>	<i>FY17 Budget FINAL</i>	<i>FY 18 Budget RECOM</i>	<i>Change from FY 17 FINAL</i>	
GENERAL GOVERNMENT						
Personnel Services	154,695	161,220	169,649	169,895		
Elected Officials	59,712	60,690	61,669	62,493		
Expenses	166,635	172,701	179,762	188,477		
TOTAL GENERAL GOVERNMENT	381,042	394,611	411,080	420,865	9,785	2.4%
TOWN BUILDINGS						
Personnel Services	0	0	0	0		
Expenses	128,601	139,932	139,932	219,579		
TOTAL TOWN BUILDINGS	128,601	139,932	139,932	219,579	79,647	56.9%
POLICE DEPARTMENT						
Personnel Services	331,478	352,477	382,728	397,823		
Expenses	37,000	37,500	37,500	45,159		
TOTAL POLICE DEPARTMENT	368,478	389,977	420,228	442,982	22,754	5.4%
FIRE DEPARTMENT						
Personnel Services	47,679	48,158	50,417	51,425		
Expenses	33,000	33,000	33,000	33,000		
Regional EMS	235,948	235,972	191,347	162,438		
TOTAL FIRE DEPARTMENT	316,627	317,130	274,764	246,863	-27,901	-10.2%
INSPECTORS & OTHER PROTECTION						
Personnel Services	23,221	23,418	23,815	24,221		
Expenses	22,434	25,020	25,903	15,005		
TOTAL INSPECTORS & OTHER PROTECTION	45,655	48,438	49,718	39,226	-10,492	-21.1%
HIGHWAY DEPARTMENT						
Personnel Services	140,304	149,252	152,404	159,226		
Expenses	109,752	110,252	111,252	113,252		
TOTAL HIGHWAY	250,056	259,504	263,656	272,478	8,822	3.3%
HEALTH & SANITATION						
Personnel Services	12,687	12,743	12,998	12,998		
Expenses	11,164	11,535	11,208	11,208		
TOTAL HEALTH & SANITATION	23,851	24,278	24,206	24,206	0	0.0%
LIBRARY						
Personnel Services	95,169	98,121	102,732	109,703		
Expenses	24,278	24,885	24,885	24,885		
TOTAL LIBRARY	119,447	123,006	127,617	134,588	6,971	5.5%
TOTAL ELEMENTARY	2,104,000	2,156,600	2,376,190	2,500,338	124,148	5.2%
TOTAL FRANKLIN CTY TECH ASSESSMENT	136,045	158,406	97,748	101,400	3,652	3.7%
TOTAL FRONTIER ASSESSMENT	1,811,006	1,723,452	1,706,380	1,731,437	25,057	1.5%
OUT OF DISTRICT TUITION		0	46,166	45,610	-556	-1.2%

BENEFITS & INSURANCE						
Personnel Services	0	0	0	0		
Expenses	533,091	582,149	629,921	721,200		
<b>TOTAL BENEFITS &amp; INSURANCE</b>	<b>533,091</b>	<b>582,149</b>	<b>629,921</b>	<b>721,200</b>	<b>91,279</b>	<b>14.5%</b>
MISCELLANEOUS & RESERVE FUND						
Personnel Services	8,453	8,537	8,708	8,708		
Expenses	103,135	105,163	107,160	102,193		
<b>TOTAL MISC. &amp; RESERVE FUND</b>	<b>111,588</b>	<b>113,700</b>	<b>115,868</b>	<b>110,901</b>	<b>-4,967</b>	<b>-4.3%</b>
<b>TOTAL OPERATING BUDGET</b>	<b>6,329,487</b>	<b>6,431,183</b>	<b>6,637,308</b>	<b>7,011,673</b>	<b>374,365</b>	<b>5.6%</b>
WWTP						
Personnel Services	0	0	0	0		
Expenses	311,448	316,790	332,580	307,116		
Sewer Debt Service	30,538	30,063	29,979	31,675		
<b>TOTAL WWTP BUDGET</b>	<b>341,986</b>	<b>346,853</b>	<b>362,559</b>	<b>338,791</b>	<b>-23,768</b>	<b>-6.6%</b>
DEBT & INTEREST						
Personnel Services	0	0	0	0		
Expenses	246,137	239,143	232,432	228,105		
<b>TOTAL DEBT &amp; INTEREST</b>	<b>246,137</b>	<b>239,143</b>	<b>232,432</b>	<b>228,105</b>	<b>-4,327</b>	<b>-1.9%</b>
<b>GRAND TOTAL</b>	<b>6,917,610</b>	<b>7,017,179</b>	<b>7,278,465</b>	<b>7,578,569</b>	<b>300,104</b>	<b>4.1%</b>

*Moderator declared motion passed unanimously.*

ARTICLE 5. VOTED to transfer from Free Cash the sum of \$277,557 to the Stabilization Fund.

*Moderator declared motion passed unanimously.*

ARTICLE 6. VOTED to transfer from Free Cash the sum of \$77,144 to the Capital Stabilization Fund.

*Moderator declared motion passed unanimously.*

**ARTICLE 7.** VOTED to appropriate from the Capital Stabilization Fund the sum of \$124,727 and the sum of \$10,000 from Fund 318 Comcast PEG Access Fund and \$11,275 from the Sewer Reserve Fund for the sum total of \$146,002 for the Fiscal Year 2018 Capital Budget, specifically for the capital equipment, buildings, facilities and other capital projects as shown on a document entitled, "FY18 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.

CAPITAL STABILIZATION		
HIGHWAY	Mini Split	\$ 4,000.00
HIGHWAY	Storm Drain Repair Replace	\$ 10,000.00
		\$ 14,000.00
HISTORICAL	GML Rehabilitation	\$ 9,000.00
LIBRARY	HVAC Compressor Replacement	\$ 3,500.00
POLICE	Cruiser Replacement	\$ 15,567.00
POLICE	Evidence Room Monitoring	\$ 2,150.00
		\$ 17,717.00
ADMINISTRATION	Accounting Software	\$ 14,671.00
ADMINISTRATION	Engineering/Bldgs Assessment	\$ 30,000.00
ADMINISTRATION	Streetlight Purchase Project	\$ 8,632.14
		\$ 53,303.14
		\$ 97,520.14

CAPITAL STABILIZATION		
HIGHWAY	Truck Lease -Year 1	\$ 27,206.48

COMCAST PEG ACCESS FUND		
<i>Administration</i>	<i>Technology Improvements</i>	\$ 10,000.00

SEWER RESERVE		

		\$
WWTP	New Bar Rack	1,650.00
		\$
WWTP	Remove Rebuild Install Pump	5,498.00
		\$
WWTP	Pump Station Access Grate	2,299.00
		\$
WWTP	Remove and Rebuild Blower	1,828.00
		\$
<i>TOTAL SEWER RESERVE</i>		<i>11,275.00</i>

*Moderator declared motion passed unanimously.*

ARTICLE 8. VOTED to appropriate the sum of \$20,874.70 from the from the Community Preservation Fund Undesignated Budgeted Reserve to fund, for recreational use purposes, Sunderland Library Backyard Enhancements under the direction of the Sunderland Library Trustees.

*Moderator declared motion passed unanimously.*

ARTICLE 9. VOTED to appropriate \$17,583 from the Community Preservation Fund Historical Resource Reserve to fund, for historic preservation purposes, the Town of Sunderland's Records Preservation & Rehabilitation program under the directions of the Sunderland Town Clerk.

*Moderator declared motion passed unanimously.*

ARTICLE 10. VOTED to appropriate the total sum of \$100,000 from the Community Preservation Fund, of which \$49,000 shall come from the Community Housing Reserve and \$51,000, shall come from the Undesignated Budgeted Reserve, to fund the development of Sunderland Affordable Senior Housing.

*Moderator declared motion passed unanimously.*

ARTICLE 11. VOTED to appropriate or reserve from the fiscal year 2018 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 2018.

Appropriations:

Committee Administrative Expenses	\$ 6,000.00
Community Preservation Debt Service	\$ 26,083.19

Reserves:

Historic Resources Reserve	\$ 25,000.00
Community Housing Reserve	\$ 26,000.00
Open Space Reserve	\$ 25,000.00
FY 2018 Undesignated Budgeted Reserve	\$ 66,197.19

*Moderator declared motion passed unanimously.*

ARTICLE 12. VOTED to transfer from Free Cash the sum of \$105,000 to the Anniversary Celebration Fund for the Town of Sunderland's 2018 Tri-centennial celebration.

*Moderator declared motion passed by a majority.*

ARTICLE 13. VOTED to instruct our members of Congress to support an amendment to the United States Constitution to clarify that corporations do not have the same rights as people, and that money is not speech for the purposes of election-related spending, and/or take any action relative thereto.

WHEREAS, the United States Constitution and the Bill of Rights are intended to protect the rights of individual human beings (öreal peopleö); and,

WHEREAS, corporations are not mentioned in the Constitution, and The People have never granted constitutional rights to corporations; and,

WHEREAS, the United States Supreme Court's 2010 decision, by a 5 -4 vote, in the Citizens United vs. Federal Election Commission case, overturned longstanding precedent that prohibited corporations from spending their general treasury funds in public elections. This presents a serious threat to self-government by allowing unlimited corporate spending to influence elections; and,

WHEREAS, Article V of the United States Constitution empowers and obligates the people of the United States to use the constitutional amendment process to correct egregiously wrong decisions of the US Supreme Court that go to the heart of our democracy;

NOW, THEREFORE, BE IT RESOLVED that the voters of Sunderland, Massachusetts hereby instruct our members of Congress to support an amendment to the United States Constitution to provide that corporations are not entitled to the constitutional rights of real people, and that money is not speech for the purposes of campaign-related expenditures and contributions.

*Moderator declared motion passed by a majority.*

ARTICLE 14. VOTED to accept G.L. Chapter 90, §17C, added by Section 193 of Chapter 218 of the Acts of 2016, thereby allowing the Board of Selectmen to reduce the speed limit from 30 mph to 25 mph on any or all Town-owned roadways within a thickly settled or business district.

*Moderator declared motion passed unanimously.*

ARTICLE 15. VOTED to authorize the Frontier Regional and Union School district to use the remaining \$8,847.47 of the \$14,748.50 originally appropriated under Article 11 of the 2004 Annual Town Meeting for repairs to and re-roofing the Central Office, for the costs of relocating the Central Office to the Frontier Regional Middle/High School, including all incidental and related expenses.

*Moderator declared motion passed unanimously.*

ARTICLE 16. VOTED pursuant to the provisions of General Laws c.44, §53E½, as most recently amended, to (1) establish the following revolving funds and fiscal year spending limits as set forth below, and further (2) to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as set forth in the warrant under Article 16.

#### Departmental Revolving Funds

Section 1. There are hereby established in the Town of Sunderland pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds, from which the specified department head, board, committee, or officer may incur liabilities against and spend monies from without appropriation in accordance with the limitations set forth in this by-law.

Section 2. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.

Section 3. No liability shall be incurred in excess of the available balance of the fund.

Section 4. The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting or any increase therein as may later be authorized by the Board of Selectmen and Finance Committee in accordance with G.L. c.44, §53E½.

Section 5. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the General Fund.

#### Section 6. Authorized Revolving Funds

REVOLVING FUND PROGRAM OR PURPOSE	DEPARTMENT RECEIPTS TO BE CREDITED TO FUND	ENTITY AUTHORIZED TO SPEND
Wiring Inspector ó inspection services	Fees for inspection services rendered	Wiring Inspector
Plumbing Inspector ó inspection services	Fees for inspection services rendered	Plumbing Inspector
Board of Health ó services	Fees and Fines for services rendered and from enforcement efforts	Board of Health
Sunderland Public Library Community Room ó Maintenance of Community Room and related expenses	Receipts for room rentals	Board of Library Trustees
Fire Inspector ó inspection services	Fees for inspection services rendered	Fire Chief
Highway Shared Equipment ó purchase and maintenance of Highway equipment	Receipts from other municipalities for costs of shared equipment	Highway Superintendent

Section 7. Procedures and Reports. Except as provided in General Laws Chapter 44, §53E½ and this by-law, all applicable state and local laws and regulations that govern the receipt, custody, expenditure and payment of town funds shall apply to the use of revolving funds established and authorized by this by-law.

And, further, to establish the following fiscal year spending limit for such funds:

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

*Moderator declared motion passed unanimously.*

ARTICLE 17. VOTED to amend Chapter 125 of the Code of Sunderland, the Zoning Bylaws, for the purposes of reorganization and recodification, as proposed by the Sunderland Planning Board and on file with the office of the Sunderland Town Clerk, 12 School Street, Sunderland.

Dana Roscoe gave an oral presentation.

*Moderator declared motion passed unanimously.*

ARTICLES 18 through 23, inclusive, are so called Consent Articles-  
*Moderator declared motions passed unanimously.*

ARTICLE 18. VOTED to authorize the Treasurer/Collector to enter into compensating balance agreements during Fiscal Year 2018, as permitted by G.L. Chapter 44, Section 53F.

ARTICLE 19. VOTED to authorize the Board of Selectmen to apply for, accept and expend any grants or donations from State or Federal governments or private agencies, individuals or institutions.



ARTICLE 20. VOTED 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.

ARTICLE 21. VOTED under the provisions of G.L. Chapter 40, Section 4A to authorize the Board of Selectmen to enter into inter-municipal agreements.

ARTICLE 22. VOTED to authorize the Board of Selectmen to enter into contracts for goods and services with duration in excess of three years pursuant to the provisions of G.L. Chapter 30B, Section 12 (b).

ARTICLE 23. VOTED to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2017 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.

Motion to dissolve at 10:10pm, seconded and voted unanimously.

Election warrant was read by the Town Clerk.

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

## SPECIAL TOWN MEETING

Sunderland Elementary School

Monday, October 30, 2017, 7:00pm

Moderator, Robert T. Duby, called the meeting to order at 7:01pm

Town Clerk, Wendy Houle, Read the Constables' Return.

There were 84 Sunderland voters in attendance.

Motion made that the Moderator be allowed to call a 2/3 vote, seconded, passed.

Motion made to dispense of reading of the motions, seconded, passed.

Article 1. VOTED to appropriate the sum of \$295,683.00, and authorize the Treasurer with the approval of the Board of Selectmen to borrow said sum under the provisions to G.L. Chapter 44, Sections 7, 8, 8C, G.L. Chapter 44B, and/or any other enabling authority, for the purpose of planning, designing, improving, renovating and/or equipping what is known as the Sunderland Riverfront Park, approximately shown on a sketch plan of Riverfront Park on file with the Town Clerk and located on portions of the Town-owned parcels of land on School Street, said parcels containing a total of 9.5 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 or related thereto; provided, however, that no funds shall be expended until the Town has received a grant commitment or allocation for a portion of such costs under the so-called PARC Grant Program (301 CMR 5.00) and/or the Small Communities Grant Program for the foregoing project; (b) transfer the care, custody and control of the portions of the Riverfront Park parcels shown on Assessors Map 5 as Lots 60, 61, and 65 from the Board of Selectmen, as sewer commissioners, for sewer purposes, the School Committee, for school purposes, and/or other board or officer with custody of such portions for the purposes for which they are currently held, to the Board of Selectmen for, and to dedicate said Park to, park and active recreation purposes under the provisions of G.L. Chapter 45, Section 3, with the other parcels, shown on Assessors Map 5 as Parcels 59 and 205, already being held for playground and/or active recreation purposes; and (c) authorize the Board of Selectmen 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 enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing project.

Seconded

Passed

Moderator Declared passed by 2/3 Vote

Article 2. VOTED to transfer \$12,398 from the Stabilization Account, for the purpose of funding the conversion of existing streetlights to energy efficient and long lasting LED, including all incidental and related expenses, same to be spent under the direction of the Town Administrator.

Seconded

Passed

Unanimous

Article 3. VOTED to transfer \$50,000 from the PEG Access Fund to the Telecomm Expense Account to fund PEG/FCAT services.

Seconded

Passed

Unanimously

Article 4. VOTED to transfer \$27,111 from the Stabilization Account to pay the final lease payment on the Highway Department Wacker Tractor.

Seconded

Amendment: Substitute Wacker for Holder

Seconded    Passed    Majority

Main Motion with Amendment                      Passed                      Unanimous

Article 5. VOTED to transfer \$20,000 from the Stabilization Account for costs associated with design and engineering services for implementation of Sunderland's Complete Streets Project.

Seconded                      Passed                      Unanimous

Motion was made to dissolve at 7:45pm, seconded, passed unanimous.

Respectfully submitted,  
Wendy Houle  
Sunderland Town Clerk

## TOWN PARK

To reserve call: 413-665-2465 for information

Or visit: <http://www.sunderlandfire.com/svfa--town-park-rentals.html>

The Sunderland Town Park is located at the top of Park Road and is open during daylight hours. 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. The property boasts a large pavilion featuring comfortable modern bathrooms, a full kitchen with refrigerators, commercial sinks, oven / stovetop and a serving layout ideal for large groups. A covered barbeque pit provides the perfect location to grill a meal for a family or an entire family reunion. The pavilion can comfortably seat over 150 people under cover and there is plenty of parking on the property.

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](mailto:townpark@sunderlandfire.com).



### TREE WARDEN

Phone: 413-665-1460

Email: Highway@townofsunderland.us

Tree maintenance is a continuous job that requires year round monitoring. This year I attended tree warden seminars for the most up to date information on disease and tree care. In 2017 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. 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. Last year we purchased a shared bucket truck with the towns of Deerfield and Whately. This bucket truck has proven to be an essential part of the work we do and has improved our efficiency and safety.

Respectfully,  
George Emery  
Tree Warden

### VETERANS MEMORIAL OVERSIGHT COMMITTEE

Since the year 2009, Sunderland's Veterans Day ceremony has taken place a day or two before the holiday because our primary purpose is to help Sunderland Elementary School students understand the reason for Veterans' Day. As a result, the event has always been scheduled on a school day so our elementary school students and their teachers can attend.

For the past 9-years, both active duty and reserve military units from Westover Air Reserve Base (ARB) in Chicopee, as well as United States Army and Air Force Reserve Officer Training Corps (ROTC) units from the University of Massachusetts at Amherst have supported our ceremony in uniform. Traditionally, all United States military departments have been represented. This year, however, the United States Navy was absent due to mission requirements.

The ceremony itself is two-piece, with both a formal and an informal component. The formal component normally takes place at the Veterans' Memorial Wall on School Street. The informal piece takes place at the elementary school.

The formal portion of the ceremony includes a guest speaker, a flag lowering to half-staff by a military honor guard with the song "Taps" being played in the background, a flag folding demonstration, and military commands of "attention," "present arms," "order arms," "parade rest," and "at ease" demonstrated during the flag lowering, flag raising, and flag folding portions of the ceremony. The ceremony also typically includes a reading of the Massachusetts Governor's Veterans Day Proclamation, as well as patriotic poems and songs by Sunderland Elementary School students.

Following the formal ceremony, our military guests accompany students back to the elementary school. While at the school, they participate in classroom question and answer sessions, after which

they're invited to have lunch as guests of the school before returning to Westover ARB or the university.

Participants in the 2017 ceremony were:

**From the Sunderland Elementary School:**

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

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

- Mr. Michael Ahearn, Sunderland Veterans Memorial Committee.
- Ms. Janet Conley, Sunderland Veterans Memorial Committee.
- Mr. Dan Van Dalsen, Sunderland Veterans Memorial Committee, event coordinator.

**From the United States Air Force:**

- Lieutenant Colonel Diane Burch, Guest Speaker      439th Force Support Squadron
- Lieutenant Colonel Mark Grueber      AFROTC Det 370 UMASS Amherst
- Major Bradley Podliska      AFROTC Det 370 UMASS Amherst
- TSgt Janet Izquierdo      439th Airlift Wing Honor Guard
- TSgt Mathieu Toczek      439th Airlift Wing Honor Guard
- SSgt Jonathan Teixiera      439th Airlift Wing Honor Guard
- SSgt Nickolas Williams      AFROTC Det 370 UMASS Amherst
- SSgt Xandria Budney      439th Airlift Wing Honor Guard

**From the United States Army:**

- Lieutenant Colonel Stephen Magner      Army ROTC, UMASS Amherst
- Captain Antoine Broadnax      302 MEB, Westover ARB
- Capt Maryjoy Skowron      302 MEB, Westover ARB
- Master Sergeant John R. Diggles II      Army ROTC, UMASS Amherst
- Cadet Victoria Acosta      Army ROTC, UMASS Amherst
- Cadet Erick Anderson      Army ROTC, UMASS Amherst
- Cadet Sierra Coyle      Army ROTC, UMASS Amherst
- Cadet Jack Cudmore      Army ROTC, UMASS Amherst
- Cadet James Harding      Army ROTC, UMASS Amherst
- Cadet John Laverdire      Army ROTC, UMASS Amherst
- Cadet Brendan McLaughlin      Army ROTC, UMASS Amherst
- Nicola Patel      Army ROTC, UMASS Amherst Cadet

Army ROTC, UMASS Amherst

**From the United States Marine Corps:**

- Major Michael Schulz      MASS 6 , Westover ARB
- Corporal Jaylen Campbell      MWSS 472, Westover ARB
- Gunnery Sergeant Candido DeLeon      MWSS 472, Westover ARB
- Sergeant Joseph Vega      MWSS 472, Westover ARB
- Sergeant Jacob Zimmerman      MWSS 472, Westover ARB

**Buglers:**

- Miss Ella Deane      Frontier High School
- Master Phaelon Kofki      Frontier High School

As in years past, the Veterans Memorial Oversight Committee would like to thank our Selectmen, our elementary school students and teachers, the Frontier High School Band, the military men and women from Westover ARB, the Army and Air Force ROTC officers, noncommissioned officers,

and cadets of the University of Massachusetts, and everyone else who helped us succeed in 2017. We look forward to your support and assistance for Sunderland's 300<sup>th</sup> birthday in 2018!

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

### ZONING BOARD OF APPEALS

Telephone: 413-665-1441 x3  
 Email: townclerk@townofsunderland.us

2017 provided a slight increase in cases for the Sunderland Zoning Board of Appeals as compared to the past several years. A total of five applications was received by the ZBA, the most applications since ten were received in 2013. Of those five new applications, two were deliberated and decided by the Board during 2017 while three were carried forward to 2018.

The ZBA's first case of the year was carried over from 2016 and involved an applicant who wanted to store and process cordwood and related forestry by products on an Amherst Road lot near the center of town. The proposed wood processing operation requires a Special Permit in the Village Center and Village Residential districts. This location has several abutting residential dwellings and the potential noise generated by wood processing and on-site vehicles was a major concern for the ZBA. After several hearings, the applicant decided to withdraw his application to store and process cordwood on the site.

The second case of 2017 was submitted by an Old Amherst Road resident who wanted to demolish an existing storage/warehouse structure and replace it with a single family dwelling with an attached garage. After consulting with the Sunderland Building Inspector, the ZBA determined that the subject lot was a buildable rear lot; and therefore a Special Permit is not required. Subsequently, the applicant withdrew his application.

The last case considered by the ZBA in 2017 was an appeal of a Building Inspector's cease and desist order which prohibited the assembly and operation of a sawmill on an agricultural lot on Hadley Road. The Board found that the primary agriculture use of this lot is for farming. The ZBA determined that the proposed sawmill is not incidental to the primary farming use and is thus subject to the Sunderland zoning by-laws. The ZBA voted unanimously to deny the appeal and uphold the Building Inspector's cease and desist order.

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

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

## GLOSSARY OF TERMS AND DEFINITIONS

**ACCOUNTANT:** The Town Accountant maintains custody of all town contracts and keeps a detailed record of the town debt, including the reasons for borrowing, the rate of interest when due, and payment provisions (41:57). She/he is bound as well to keep a complete set of municipal book~ including each specific appropriation, the amounts and purpose of each expenditure and the receipts from each source of income. The accountant must inform town officers of unexpended balances in their appropriations (41:58). Immediately upon the close of the calendar year, she/he must prepare statements detailing the preceding fiscal year's appropriations and expenditures, appropriations for the current fiscal year, and expenditures incurred during its first six months, as well as estimated expenditures for the second six months and estimates for the ensuing fiscal year. By August 1, the accountant or treasurer must furnish the assessors with a written report of the money received other than from taxes, loans, and trust funds for the preceding fiscal years (41: 54A). A critical function of the town accountant (41.56) relates to the payment of the bills and payrolls, which must be examined for the requisite oaths and approvals. Should any claims be deemed fraudulent, unlawful, or excessive, payment authorization may be withheld. In such instances, a statement must be filed with the town treasurer, outlining the reasons for the refusal. Alternatively, if all is in order, the accountant will draw a warrant upon the treasury for payment.

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

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

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

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

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

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



added to the levy limit only for the year in which the project is being undertaken.

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

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

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

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

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

#### **LEVY LIMIT**

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

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

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

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

#### **OMNIBUS ARTICLE:**

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

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

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

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

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

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

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

### **SCHOOL DEPARTMENT**

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

### **SELECTMEN**

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

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

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

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

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

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

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

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

Treasurers should maintain a cash flow budget that is updated and adjusted on a monthly basis. They should review the banking services that are available and competitively seek those that are most cost effective.

Investments should be made in accordance with a written investment policy that is reviewed with the selectmen and the Finance Committee. A strong record keeping system is also important to document performance

**WARRANT:** There are three types:

1. Treasurer's Warrant: is signed by the Board of Selectmen that authorizes the Treasurer to pay a list of bills (41:56).
2. Assessors Warrant to Collect: 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).