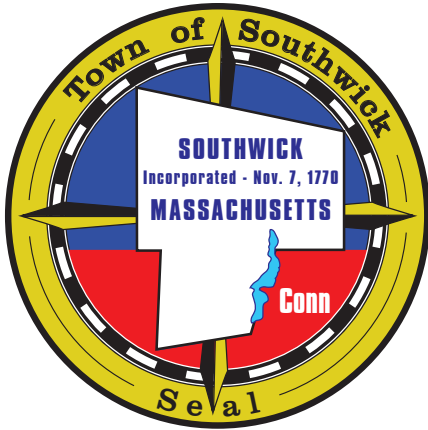


# *Town of* **Southwick** *Massachusetts*



## **Annual Town Report for the Year 2017**



**Another of Southwick's beautiful natural resources, the Southwick Gorge, driving west up Route 57/Granville Road, after an ice storm.**

*Front Cover:*  
*Compliments of Patricia Phillips*

*The westernmost stretch of Granville Road which runs through the Gorge hasn't always been the route to the next town west of us.*

*The earliest known way was via Sodom Mountain Road, now a predominantly closed town road. Hampden County laid out a road on the south side of the Gorge in 1861, but discontinued it only three years later, undoubtedly because of its steep nature and inherent spring wash-outs. Not until 1892 did the county re-establish the same basic road as in 1861, which generally follows today's Granville Road. Since 1980, the Town of Southwick has been the owner of 9 acres of the Gorge, with the Conservation Commission as overseer. Residents have thus been able to enjoy legal access to this most beautiful spot for thirty-eight years.*

*Special thanks to:*  
*Cindy Pendleton*  
*for preparing this report*

*(who would also like to thank Dennis Clark, all the Departments, Boards, Committees, and Commissions and any other individuals who aided me in the preparation of this report. You know who you are!)*

Town of Southwick Website is:

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

# ANNUAL TOWN REPORT

of the

## TOWN OFFICERS

of the Town of



## SOUTHWICK Massachusetts

for the year

**2017**

# TOWN OF SOUTHWICK

## VISITORS - CODE OF CONDUCT

The Town of Southwick employees strive to provide a positive experience for those visiting Town facilities, by following the "Employee Handbook". In addition, the Town supports a workplace that is conducive to personal safety and security and is free from intimidation, threats or violent acts. The Town does not tolerate workplace violence, including the threat of violence by anyone who conducts business with the Town.

The Town will not tolerate harassing conduct that affects employment conditions, that interferes unreasonably with an individual's performance or that creates an intimidating, hostile or offensive work environment.

Complying with this Code of Conduct is required by all people doing business with Town employees.

Violators who do not comply with this policy may be asked to leave the premises.

### Expected Conduct

- SHOW RESPECT FOR OTHERS, BUILDING FACILITIES AND PERSONAL PROPERTY OF OTHERS
- USE COMMON COURTESY WHEN INTERACTING WITH OTHERS
- DO NOT ENGAGE IN ANY LEWD OR OFFENSIVE BEHAVIOR
- ANY FORM OF VIOLENCE IS PROHIBITED
- SMOKING, DRINKING ALCOHOL OR APPEARING TO BE UNDER THE INFLUENCE OF ANY ILLEGAL SUBSTANCE IS PROHIBITED
- AVOID CAUSING DISTURBANCES, DISRUPTIONS OR ROAMING FROM OFFICE TO OFFICE

Repeated violations may result in permanent suspension of facility privileges.

*Thank you for your cooperation!*

*Town of Southwick Board of Selectmen*



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**Business Hours:** Monday – Friday  
8:30 a.m. – 4:30 p.m.

Accounting  
Assessors  
Board of Selectmen  
Building Department  
Conservation Commission (P/T Hours)  
Department of Public Works  
Park and Rec. Commission (P/T Hours)  
Planning Board (P/T Hours)  
Town Clerk Treasurer & Collector  
Health Department

### All Town Business Offices are closed on the following holidays:

New Years Day	Marin Luther King Day
President's Day	Patriots Day
Memorial Day	Fourth of July
Labor Day	Columbus Day
Veterans Day	Thanksgiving Day
Christmas Day	Day After Thanksgiving

### Fire Department:

Monday – Friday  
8:00 a.m. – 4:00 p.m.

### Senior Center:

Monday – Friday  
9:00 a.m. – 2:00 p.m.

### Board of Assessors:

Normal Business Hours  
and Monday Nights  
7:00 p.m. – 9:00 p.m.

## TOWN DIRECTORY

Animal Control .....	569-5348
Assessors .....	569-0565
Births, Deaths, Marriages.....	569-5504
Board of Health .....	569-1212
Board of Selectmen .....	569-5995
Building Inspector .....	569-1211
Chief Administrative Officer.....	569-5995
Community Center .....	569-5701
Conservation Commission .....	569-6907
Council on Aging .....	569-5498
Department of Public Works .....	569-3375
Dog Licenses .....	569-5504
Economic Development .....	569-5995
Electrical Inspector.....	569-1211
Emergency Management .....	569-0308
Fire Department .....	569-6363
Fishing & Hunting Licenses.....	569-5504
Historical Commission .....	569-5995
Lake Management .....	569-0515
North Pond Boat Ramp .....	569-0513
Our Comm. Food Pantry Inc .....	569-9876
Park & Recreation.....	569-5701
Planning Board .....	569-6056
Plumbing Inspector .....	569-1211
Powder Mill Middle School.....	569-5951
Police Department .....	569-5348
Southwick Housing Authority .....	569-3161
Southwick Public Library .....	569-1221
School Bus Garage .....	569-6896
South Pond Boat Ramp .....	569-0514
South Pond Beach .....	569-1213
Southwick/Tolland Reg. High School ...	569-1723
Superintendent of Schools .....	569-5391
Taxes .....	569-5504
Tree Warden .....	569-3040
Town Accountant .....	569-5286
Town Treasurer.....	569-5504
Veterans Services.....	786-0400
Water Division .....	569-6772
Woodland Elementary School.....	569-6598
Zoning Information .....	569-1211

## TRANSFER STATION 569-0160

Transfer stickers can be purchased at  
the Town Hall/Collectors Office:

Annual Sticker = \$100.00  
Prorated Half Year Sticker = \$50.00  
Sr. Citizen 60 and Older Sticker = \$50.00  
Sr. Citizen Prorated Half year Sticker = \$25.00  
Second Sticker = \$28.00  
Replacement Sticker = \$28.00  
One Day Pass = \$22.00  
Recycling Only Sticker = \$10.00

Separate Fees for Disposal of:  
Televisions, Large Appliances, Fire  
Extinguishers,  
Mattresses, Tires and Propane Tanks.

## HOURS OF OPERATION

Sunday Closed  
Monday Closed  
Tuesday 11:30 a.m. – 7:20 p.m.  
Wednesday 8:00 a.m. – 4:20 p.m.  
Thursday Closed  
Friday 8:00 a.m. – 4:20 p.m.  
Saturday 8:00 a.m. – 3:50 p.m.

## CHURCH DIRECTORY

Christ Lutheran Church..... 569-5151  
Pastor Jeffrey King  
  
Southwick Congregational Church..... 569-6362  
Reverend Bart Cochran  
  
Christ Church United Methodist .....

569-5206  
Pastor Ron  
  
Our Lady of the Lake Church..... 569-0161  
Roman Catholic Pastor Henry L. Dorsch  
  
Southwick Assembly of God Church.... 569-1882  
Pastor Earl Quirk  
  
Southwick Community Episcopal Church  
..... 569-9650  
Pastor Taylor Albright  
  
Southwick Baptist Church .....

569-4187  
Pastor Alexander Brover

# Retirees



**Carol DellaGiustina**  
**Town Accountant**



**Sandy Robertson**  
**Accounting Clerk**



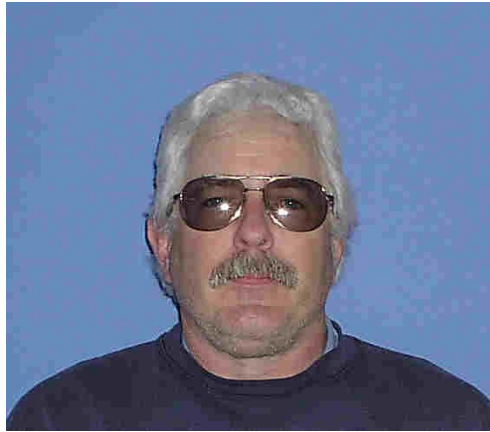


**Kathy Carlson**  
**Building/Board of Health Secretary**



**Paul Sleeper**  
**DPW Water Department**





**Doug Seibert**  
**DPW Highway Division**



**Donald Day**  
**Southwick Police Department**  
**Sergeant**

# Memoriams



**Henry "Bomber" LaBombard**  
**Southwick Police Department**  
**Retired Chief of Police**



**John "Ed" Cebula**  
**1942-2017**  
**Southwick Police Department**  
**Police Officer**



**Francis H. LaBranche**  
**1941-2017**  
**P/T Park & Recreation**



***No photo available***

**Frank E. Bannish**  
**1916-2017**  
**DPW Water Department**



**Fredrick A. Hanks**  
**1928-2017**  
**Selectman**  
**Economic Development**  
**Library Building Project**

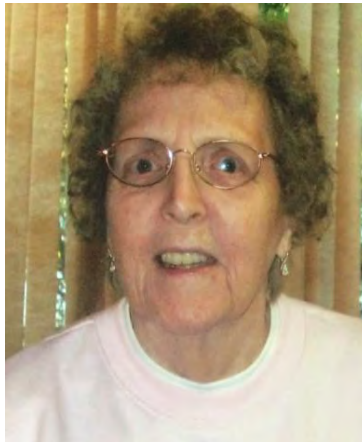


**Margo (Parsons) Dern**  
**1933-2017**  
**Southwick Public Library Volunteer**  
**Library Board of Trustees**  
**Polling Clerk**



**Michelle Ackerman  
1968-2017  
Park & Recreation  
Planning Board**

**Southwick Senior Center Volunteer Memoriam**



**Mildred Roosevelt (Millie)  
was a Senior Center meals on wheels driver for many years.  
She was a wonderful volunteer and a great help to the center.**

*Once again, I would like to thank any and all individuals who provided me with pictures and any other miscellaneous information on the aforementioned, without your help it would have been difficult to pay tribute to these individuals.*

***Respectfully submitted,***

***Cindy Pendleton***

## Elected and Appointed Officials

NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
Board of Assessors	<i>Elected Officials</i>				
Alan Hoyt	Clerk	3 Years	May 9, 2017		2020
Bobbie Jo Thibault	Vice Chairman	2 Years	May 9, 2017		2019
Paul Connolly	Chairman	3 Years	May 12, 2015		2018
Cemetery Commission	<i>Elected Officials</i>				
James Fahey		3 Years	May 9, 2017		2020
Veronica L. Connolly		3 Years	May 12, 2015		2018
Sharon Horacek		3 Years	May 10, 2016		2019
Constables	<i>Elected Officials</i>				
Kelly Magni		3 Years	May 10, 2016		2019
William Terry Jr		3 Years	May 10, 2016		2019
Dickinson School Trustees	<i>Elected Officials</i>				
Gene Theroux		3 Years	May 9, 2017		2020
Dean Rankin		3 Years	May 12, 2015		2018
Kristi Deedy		3 Years	May 10, 2016		2019
Board of Health	<i>Elected Officials</i>				
Emily Susan Brzoska		3 Years	May 9, 2017		2020
Dr. Jerome Azia		3 Years	May 12, 2015		2018
Jean Nilsson		3 Years	May 10, 2016		2019
Southwick Housing Authority	<i>Elected Officials</i>				
Brian P Houlihan		5 Years	May 14, 2013		2018
Joanne E Horacek		5 Years	May 9, 2017		2020
Elizabeth G. Malone		5 Years	May 13, 2014		2019
Karen F. Reed		5 Years	May 12, 2015		2020
Library Trustees	<i>Elected Officials</i>				
Michael J. McMahon		3 Years	May 9, 2017		2020
Suzanne Davis		3 Years	May 12, 2015		2018
Nancy M. Zdun		3 Years	May 13, 2014	January 1, 2017	2017
Maria Gallo		3 Years	May 9, 2017		2020
Tammy Ciak-Bissaillon		3 Years	May 10, 2016		2019
Carol A. Geryk		3 Years	May 10, 2016		2019
Tracy R Meczywor		3 Years	May 12, 2015		2018
Moderator	<i>Elected Official</i>				
James Putnam II		3 Years	May 9, 2017		2020
Park & Rec.	<i>Elected Officials</i>				
John Henry Whalley III		3 Years	May 9, 2017		2020
Jeanne Reed Waldron	Chair	3 Years	May 12, 2015		2018
David DeiDolori	Commissioner	3 Years	May 10, 2016		2019
Michael Massarelli		2 Years	May 10, 2016		2018
Michael Sheil		3 Years	May 9, 2017		2020
Planning Board	<i>Elected Officials</i>				MGL 41 S81A
Richard Utzinger		5 Years	May 10, 2016		2021
Michelle Ackerman		5 Years	May 9, 2017		2020
David H Sutton	CPC Rep.	5 Years	May 13, 2014		2019
Marcus G. Phelps	Vice Chairman/ PCPC Rep.	2 Years	May 10, 2016		2018

NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
Michael Doherty	Chairman	5 Years	May 12, 2015		2020
Alan Slessler	Town Planner	1 Year	July 1, 2017		2018
David Spina	Associate Member	1 Year	December 11, 2017		2018
Select Board	<i>Elected Officials</i>				
Joseph Deedy	Vice Chairman	3 Years	May 10, 2016		2019
Russell Fox	Clerk	3 Years	May 9, 2017		2020
Douglas A Moglin	Chairman	3 Years	May 12, 2015		2018
District School Committee	<i>Elected Officials</i>				
Kelly A. Clendenin		3 Years	May 10, 2016	May 9, 2017	2019
Amy Stack	Appointed	3 Years	August 7, 2017		2019
George A. Leblanc Jr		3 Years	May 10, 2016		2019
Maria P Seddon		3 Years	May 12, 2015		2018
Jeffrey T. Houle		3 Years	May 9, 2017		2020
Jessica L. Boldyga		3 Years	May 9, 2017		2020
Water Commissioners	<i>Elected Officials</i>				
Luther Hosmer		3 Years	May 9, 2017		2020
Edward Johnson		3 Years	May 10, 2016		2019
David Meczywor		3 Years	May 12, 2015		2018
Town Accountant	<i>Appointed Official</i>				
Carol DellaGuistina		3 Years	February 22, 2016		February 14, 2017
Laura Fletcher		3 Years	January 23, 2016		2020
Animal Inspector	<i>Nominated Officials</i>				
Charles B. Colson		1 Year	May 1, 2017	October 16, 2017	2018
Tracy Root		1 Year	May 1, 2017		2018
Board of Appeals	<i>Appointed Officials</i>				
Paul A. Gregoire		1 Year	September 5, 2017		2018
David Methe		1 Year	September 5, 2017		2018
Thomas Stapleton		1 Year	September 5, 2017		2018
Michael Parent	Associate Member	1 Year	September 5, 2017		2018
William Lis	Associate Member	1 Year	September 5, 2017		2018
Christopher Mastroianni	Associate Member	1 Year	September 5, 2017		2018
Director of Assessment	<i>Appointed Official</i>				
Sue Gore		1 Year	July 1, 2017		2018
Supervisor of Buildings/Grounds					
Robert K. Johnson		1 Year	July 1, 2017		2018
Building Inspector	<i>Appointed Official</i>				
Arthur J Lawler		1 Year	July 1, 2017		2018
Alternate Building Inspector/Mutual Aid	<i>Appointed Official</i>				
Eric Wight		1 Year	July 25, 2016		2017
Carissa M. Lisee		1 Year	March 21, 2017 to March 27		2017
Sean Stopa		1 Year	July 24, 2017		2018
Deputy Building Inspector	<i>Appointed Official</i>				
Robert Sullivan		1 Year	July 5, 2016		2017
Sealer Weights & Measures	<i>Appointed Official</i>				
Arthur J Lawler		1 Year	July 1, 2017		2018
Michael Theroux		1 Year	July 1, 2017		2018
Gas & Plumbing Inspector	<i>Appointed Official</i>				
Illia Olbrys		1 Year	July 1, 2017		2018



NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
Glenn Rida	Assistant	1 Year	July 1, 2017		2018
Saverio Santaniello	Back up to Regular Insp.	1 Year	July 5, 2016	April 10, 2017	2017
<i>Michael Day</i>		<i>1 Year</i>	<i>July 5, 2016</i>		<i>2017</i>
Wiring Inspector	<i>Appointed Officials</i>				
Marc Simons		1 Year	July 1, 2017		2018
Robert M. Johnson	Assistant	1 Year	July 1, 2017		2018
Chief Administrative Officer	<i>Appointed Official</i>				
Karl J. Stinehart		3 Years	July 5, 2016		2019
Town Clerk, Treasurer & Collector	<i>Appointed Official</i>				
Michelle L. Hill		3 Years	July 13, 2015		2018
Department of Public Works Director	<i>Appointed Official</i>				
Randal Brown		1 Year	July 1, 2017		2018
Special Assistant DPW	<i>Appointed Official</i>				
Richard Grannells		1 Year	July 1, 2017		2018
Tree Warden & Moth Inspector	<i>Appointed Official</i>				
Randal Brown		1 Year	July 1, 2017		2018
Agricultural Committee	<i>Appointed Official</i>				
Dennis Clark		1 Year	September 5, 2017		2018
Brett Mitchell		1 Year	October 2, 2017		2018
Diana Flynn		1 Year	September 5, 2017		2018
Jocelyn Linnekin		1 Year	September 5, 2017	October 2, 2017	2018
Stan Choiniere		3 Years	August 28, 2014	August 21, 2017	2017
Lauren Kendzierski		1 Year	September 5, 2017		2018
Burt Hansen		1 Year	October 2, 2017		2018
Lenita Bober		1 Year	September 5, 2017		2018
Kevin Solek		1 Year	September 5, 2017		2018
Animal Control	<i>Appointed Officials</i>				
Tracy Root		1 Year	July 1, 2017		2018
Charles B. Colson		1 Year	July 1, 2017	October 16, 2017	2018
Donald W Gane	Assistant Animal Control	1 Year	July 1, 2017		2018
Royal Bridges		1 Year	July 1, 2017		
Cable Advisory Committee	<i>Appointed Officials</i>				
Paul Connolly		1 Year	July 1, 2017		2018
Susan Fox		1 Year	July 1, 2017		2018
Robert Horacek		1 Year	July 1, 2017		
Capital Projects Expend Committee	<i>Appointed Officials</i>				2019
Joseph Deedy	SB Appt.	3 Years	June 8, 2016		2018
Robert Horacek	FinCom Appt.	3 Years	January 5, 2015		2018
Karl J. Stinehart, CAO	Permanent Member				
Jeff Houle	School Committee	3 Years	January 10, 2017		2018
Linda Bathel	FinCom Appt.	3 Years	January 5, 2015		2018
William H Baildon	Moderator Appt.	3 Years	July 13, 2015		2020
Mark J Krynicki	SB Appt.	3 Years	September 5, 2017		2020
Community Preservation Commission	<i>Appointed Officials</i>				
Karen DeMaio	SB Appt.	3 Years	August 22, 2016		2019
Robert Horacek	SB Appt.	3 Years	August 22, 2016		2020
David H Sutton	Planning Board	3 Years	May 23, 2017		2019
Christopher J Pratt	Conservation Commission	3 Years	November 17, 2016		2020

NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
David B. Hopkins	SB Appt.	3 Years	August 7, 2017		2020
Robert K Johnson	SB Appt.	3 Years	June 16, 2014		2017
John Whalley	Park & Rec	3 Years	September 8, 2016		2018
Patrick Roche	SB Appt.	3 Years	December 21, 2015		2019
Karen Reed	Housing Appt.	3 Years	June 1, 2016		2019
David Gunn	Historical Commission	3 Years	September 27, 2016		2019
Conservation Commission	<i>Appointed Officials</i>				
Dennis Clark, Coordinator		1 Year	September 5, 2017		2018
Mehmet Mizanoglu		1 Year	September 5, 2017		2018
Christopher Pratt		3 Years	July 13, 2015		2019
Seth Kellogg		3 Years	August 22, 2016		2018
Brian Pranka		1 Year	September 5, 2017		2018
Frank Soleimani		3 Years	May 4, 2015		2018
Brian Drenen		1 Year	Brian Drenen		2019
David MacWilliams		3 Years	August 22, 2016		2019
Council on Aging	<i>Appointed Officials</i>				
Mary Alice Martin		3 Years	July 5, 2016	September 18, 2017	2020
Harriet Fischer	Assocate Member	3 Years	July 1, 2017		2018
Joan Plancon		3 Years	July 13, 2015		2018
Herbert Pace		3 Years	July 13, 2015		2018
Roy Benson		3 Years	July 13, 2015		2020
Mary Jane Connolly		2 Years	July 13, 2015		2017
Rebecca Perron		3 Years	June 16 2014	June 5, 2017	2020
Carol Laughlin		3 Years	July 1, 2017		2020
Paula Leblanc		3 Years	July 1, 2017		2020
Donna Charron		3 Years	September 18, 2017		2020
Theresa Rogers	Associate Members	3 Years	September 18, 2017		2020
Patricia Phillips	Associate Members	3 Years	August 21, 2017		2020
Cultural Council	<i>Appointed Officials</i>				
Patricia McMahon		3 Years	July 13, 2015		2019
Steve Brudzinski		3 Years	May 23, 2016		2020
Karen Deyo		3 Years	May 6, 2017		2020
Susan Kochanski		3 Years	May 26, 2017		2020
Ellen C. Miles		3 Years	July 10, 2017		2018
Bruce Kulas		3 Years	June 1, 2015		2018
Cindi Warner		3 Years	October 26, 2015		2018
Laura Zides-Lucier		3 Years	July 13, 2015		2018
Karen Reed		3 Years	May 15, 2015		2019
Maria Gallo		3 Years	August 22, 2016		2019
Economic Development	<i>Appointed Officials</i>				
Amber Bach		1 Year	July 1, 2017		2018
Serena K Fuller		1 Year	July 1, 2017		2018
Michael McMahon		1 Year	July 1, 2017		2018
Craig Samuelson		1 Year	July 1, 2017		2018
Election & Registration	<i>Appointed Officials</i>				2018
Shirley Morris		3 Years	July 13, 2015		2018
Don Morris		3 Years	July 13, 2015		2018

NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
Nancy M. Zdun		3 Years	September 21, 2015		2018
Fence Viewer	<i>Appointed Officials</i>				
Herbert Pace		1 Year	July 1, 2017		2018
Finance Committee	<i>Appointed Officials</i>				
Richard Buley	Moderator Appt.	3 Years	July 13, 2015		2018
Robert Horacek	Moderator Appt.	3 Years	August 16, 2017		2020
Linda Bathel	Moderator Appt.	3 Years	October 2, 2016		2018
Sheila T. Chamberlin	Moderator Appt.	3 Years	July 13, 2015		2018
Terrence D. Mish	Moderator Appt.	3 Years	August 16, 2017		2020
Charles Condron	Moderator Appt.	3 Years	August 16, 2017		2020
Arthur Pinell	Moderator Appt.	3 Years	September 18, 2016		2019
Fire Department	<i>Appointed Officials</i>				
Russell Anderson	Chief	1 Year	July 1, 2017		2018
John Taylor Albright	Chaplain	1 Year	July 1, 2017		2018
Alexander Alicia	EMT	1 Year	July 1, 2017	Resigned	2018
Lisa Anderson	Support Staff/EMT/FF	1 Year	July 1, 2017		2018
Deanna Bailey	FF	1 Year	July 1, 2017		2018
Roger Bancroft	FF	1 Year	July 1, 2017		2018
Aaron Bannish	EMT/FF	1 Year	July 1, 2017		2018
Mathew Barden	FF	1 Year	July 1, 2017		2018
Jessica Bishop	EMT/FF	1 Year	July 1, 2017		2018
Benjamin M. Bobianski	EMT	1 Year	July 1, 2017	Resigned	2018
William Bobianski	EMT	1 Year	September 8, 2017		2018
Carolyn Bradbury	EMT/FF	1 Year	July 1, 2017		2018
Eric M. Brogan	EMT/FF	1 Year	July 1, 2017		2018
Tyler Buscemi	FF	1 Year	July 1, 2017		2018
Anthony Caracciolo	FF	1 Year	July 1, 2017		2018
Tracy Cesan	EMT	1 Year	July 1, 2017		2018
Gregg Condon	FF	1 Year	July 1, 2017		2018
Erick Davison	EMT	1 Year	July 1, 2017		2018
Dennis Day	FF	1 Year	July 1, 2017		2018
Landon D Demay	FF	1 Year	July 1, 2017		2018
Michael J. Dennis	FF	1 Year	July 1, 2017		2018
Ian Dipietro	EMT/FF	1 Year	July 1, 2017		2018
Michael Ferraraccio	EMT/FF	1 Year	July 1, 2017		2018
Nicholas Fielding	EMT	1 Year	July 5, 2016	April 14, 2017	2018
Christopher Garvey	FF	1 Year	July 1, 2017		2018
Matt Gaugh	FF	1 Year	July 1, 2017		2018
David Gay	FF	1 Year	July 1, 2017		2018
Joshua Girard	EMT/FF	1 Year	July 1, 2017		2018
Darren Goddard	EMT/FF	1 Year	July 1, 2017		2018
Dylan Harpin	EMT	1 Year	July 1, 2017		2018
Nicholis Hope	FF	1 Year	July 1, 2017		2018
Patrick Hope	FF	1 Year	July 1, 2017		2018
Shane Hope	EMT/FF	1 Year	July 1, 2017		2018
David Humphrey	FF	1 Year	July 1, 2017		2018
Liam Jackson	EMT	1 Year	November 27, 2017		2018
Brandon Johnson	FF	1 Year	July 1, 2017		2018

NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
Paul Johnson	EMT/FF	1 Year	July 1, 2017		2018
Michael Kennedy	EMT/FF	1 Year	July 1, 2017		2018
Roseanna Lacas	EMT/FF	1 Year	July 1, 2017		2018
Nicholas Laroche	FF	1 Year	July 1, 2017		2018
Timothy Mannion	FF	1 Year	July 1, 2017		2018
Michael Marafuga	EMT	1 Year	July 1, 2017		2018
Nicholas Markos	FF	1 Year	July 1, 2017		2018
Joseph Martinez	EMT	1 Year	November 27, 2017		2018
David Matsuk	FF	1 Year	July 1, 2017		2018
John McKay	FF	1 Year	July 5, 2016	Retired	2018
Matthew Merchant	EMT	1 Year	September 8, 2017		2018
Christopher Moccio	FF	1 Year	July 1, 2017		2018
Timothy Nehmer	FF	1 Year	July 1, 2017		2018
Timothy O'Keefe	EMT/FF	1 Year	July 1, 2017	Resigned	2018
Steven Pinette	FF	1 Year	July 1, 2017		2018
Clark Robinson	EMT	1 Year	November 27, 2017		2018
Elizabeth Rowe	FF	1 Year	July 1, 2017		2018
Brian Schneider	EMT/FF	1 Year	July 1, 2017		2018
Andrew Scott	FF	1 Year	July 1, 2017		2018
Joseph Sittler	EMT	1 Year	July 1, 2017		2018
David Smith	FF	1 Year	July 1, 2017		2018
Kathleen S. Sobczyk	EMT	1 Year	July 1, 2017	Resigned	2018
Ralph Vecchio	Support/Inspections	1 Year	July 1, 2017		2018
Forest Fire Warden	<i>Appointed Official</i>				
Russell Anderson		1 Year	July 1, 2017		2018
Graves Officer	<i>Appointed Official</i>				
John H. Andrews		1 Year	July 1, 2017		2018
Health Inspector	<i>BOH appt.</i>				
Thomas FitzGerald		2 Years	July 1, 2017		2019
Historical Commission	<i>Appointed Officials</i>				
Sean Bissaillon	Treasurer	1 Year	July 1, 2017		2018
David Gunn	Chairman	1 Year	July 1, 2017		2018
Lee Hamberg	Secretary	1 Year	July 1, 2017		2018
Ellen C. Miles	Publicity	2 Years	August 22, 2016		2018
Adam Seaman		1 Year	July 1, 2017		2018
Lake Management	<i>Appointed Officials</i>				
Richard Grannells	Chairman	1 Year	September 5, 2017		2018
Scott Graves		1 Year	September 5, 2017		2018
W.K. Phillips Jr		1 Year	September 5, 2017		2018
Malcolm DeBay		1 Year	September 5, 2017		2018
Michael DeBay		1 Year	September 5, 2017		2018
Earl "Mike" Coombs		1 Year	September 5, 2017		2018
Steve Schmid		1 Year	September 5, 2017		2018
Deborah Herath		1 Year	September 5, 2017		2018
Rick Wylot		1 Year	September 5, 2017		2018
Eric Mueller	Vice Chairman	1 Year	September 5, 2017		2018
Lake Mgt Canal Commission	<i>Appointed Official</i>				
Malcomb DeBay		1 Year	September 5, 2017		2018

NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
Michael Debay	Chairman	1 Year	September 5, 2017		2018
Dennis Clark	Advisor	1 Year	September 5, 2017		2018
Thomas Fitzgerald	Advisor	1 Year	September 5, 2017		2018
Richard Grannells		1 Year	September 5, 2017		2018
Deborah Herath		1 Year	September 5, 2017		2018
Scott Graves	Advisor	1 Year	September 5, 2017		2018
W.K. Phillips Jr		1 Year	September 5, 2017		2018
Steve Schmid		1 Year	September 5, 2017		2018
Earl "Mike" Coombs		1 Year	September 5, 2017		2018
Eric Mueller		1 Year	September 5, 2017		2018
Ch. 148A Municipal Hearing Officer	<i>Appointed Official</i>				
Karl J. Stinehart		1 Year	July 1, 2017		2018
Parking Ticket Hearing Officer	<i>Appointed Official</i>				
Michelle L. Hill		1 Year	July 1, 2017		2018
Pioneer Valley Planning Commission					
Alan Slessler	PB Designee	1 Year	July 1, 2017		2018
Police Dispatch	<i>Appointed Officials</i>				
Peter W. Coe		1 Year	July 1, 2017		2018
Robert Eak		1 Year	July 1, 2017		2018
James R. Frenette		1 Year	July 1, 2017		2018
Keith N. Stromgren		1 Year	July 1, 2017		2018
Police Dispatch Part Time	<i>Appointed Officials</i>				
Wendy Cordeiro		1 Year	July 1, 2017		2018
David LaBombard		1 Year	July 1, 2017		2018
Andrea Rowley		1 Year	July 1, 2017		2018
Police Department	<i>Appointed Official</i>				
Chief David Ricardi		1 Year	July 1, 2016 to June 30, 2018		2018
Police Officers	<i>Appointed Officials</i>				
Lt Kevin Bishop		1 Year	July 1, 2017		2018
Sgt Rhett Bannish		1 Year	July 1, 2017		2018
Sgt Donald Day		1 Year	June 20, 2016	Retired	2018
Sgt Thomas Krutka		1 Year	June 6, 2017		2018
Sgt./Detective Robert Landis		1 Year	July 1, 2017		2018
Sgt Kirk Sanders		1 Year	July 1, 2017		2018
Roger P. Arduini		1 Year	July 1, 2017		2018
Gregory L Burt		1 Year	July 1, 2017		2018
Bradford Fisk		1 Year	July 1, 2017		2018
Jax (K-9)		1 Year	June 20, 2016	Retired	2018
Ernest Malone		1 Year	July 1, 2017		2018
David Massai		1 Year	July 1, 2017		2018
Paul Miles		1 Year	July 1, 2017		2018
Ross Henke		1 Year	July 1, 2017		2018
Garrett Parker		1 Year	June 27, 2017		2018
Kyle Sanders		1 Year	July 1, 2017		2018
Marc S. Siegel		1 Year	July 1, 2017		2018
Michael Taggart		1 Year	July 1, 2017		2018
Michael Westcott		1 Year	July 1, 2017		2018
Reserve Police Officers	<i>Appointed Officials</i>				

NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
Michael Bridges		1 Year	July 1, 2017		2018
Jeremiah Cain		1 Year	July 1, 2017		2018
Robert DeLuca		1 Year	July 1, 2017		2018
Paul A Laflamme		1 Year	July 1, 2017		2018
Kelly Parks		1 Year	July 1, 2017		2018
Gregory Priest		1 Year	July 1, 2017		2018
Jessie Rizzo		1 Year	July 1, 2017	October 20, 2017	2018
Daniel Scibelli		1 Year	June 20, 2016	June 30, 2017	2017
Andrew Smith		1 Year	July 1, 2017		2018
Keith Stromgren		1 Year	July 1, 2017		2018
School Crossing Guard	<i>Appointed Officials</i>				
Laurie Roy		1 Year	July 1, 2017	October 31, 2017	2018
Sewer Implementation Committee	<i>Appointed Officials</i>				
Freda Brown		1 Year	July 1, 2017		2018
Randal Brown	Permanent Member	1 Year	July 1, 2017		2018
Gerald Patria		1 Year	July 1, 2017		2018
Arthur Pinell		1 Year	July 1, 2017		2018
Brian J. Pranka		1 Year	July 1, 2017		2018
Southwick Emergency Mgt Agency (SEMA)	<i>Appointed Officials</i>				
Christopher Barton		1 Year	July 1, 2017	July 19, 2017	2018
Nicholas Boldyga		1 Year	July 1, 2017		2018
Erik Carroll		1 Year	July 1, 2017		2018
Charles F. Darling	Assistant Director	1 Year	July 1, 2017		2018
Aaron DeWinkleer		1 Year	July 1, 2017		2018
Charles H. Dunlap	Director	1 Year	July 1, 2017		2018
Pauline Dunlap		1 Year	July 1, 2017		2018
Robert Miller		1 Year	July 1, 2017		2018
Keith N. Stromgren	Assistant Director	1 Year	July 1, 2017		2018
Community Emergency Response Team	<i>Appointed Officials</i>				
Christopher Barton		1 Year	July 1, 2017	July 19, 2017	2018
Nicholas Boldyga		1 Year	July 1, 2017		2018
Erik Carroll		1 Year	July 1, 2017		2018
Charles F. Darling		1 year	July 1, 2017		2018
Aaron DeWinkleer		1 Year	July 1, 2017		2018
Charles H. Dunlap	Coordinator	1 Year	July 1, 2017		2018
Pauline Dunlap		1 Year	July 1, 2017		2018
Robert Miller		1 Year	July 1, 2017		2018
Keith N. Stromgren		1 Year	July 1, 2017		2018
Radio Amateur Civil Emergency Service	<i>Appointed Officials</i>				
Erik Carroll	Radio Officer	1 Year	July 1, 2017		2018
Charles F. Darling		1 Year	July 1, 2017		2018
Charles H. Dunlap	Director	1 Year	July 1, 2017		2018
Pauline Dunlap		1 Year	July 1, 2017		2018
Keith N. Stromgren		1 Year	July 1, 2017		2018
Auxillary Civil Defense Police	<i>Appointed Officials</i>				
Christopher Barton		1 Year	July 1, 2017	July 19, 2017	2018

NAME	Appointed/Elected	Length of Term	Date Appointed/ Reappointed/Reelected	Date of Resignation	Year/Date Due for Reappointment/ Reelection
Nicholas Boldyga		1 Year	July 1, 2017		2018
Aaron DeWinkleer		1 Year	July 1, 2017		2018
Charles H. Dunlap	Director	1 Year	July 1, 2017		2018
Keith N. Stromgren	Supervisor	1 Year	July 1, 2017		2018
Local Emergency Planning Committee	<i>Appointed Officials</i>				
Doug A Moglin	SB	1 Year	May 22, 2017		2018
Karl J. Stinehart, Chairperson	CAO	1 Year	July 1, 2017		2018
Charles H. Dunlap	SEMA	1 Year	July 1, 2017		2018
Russell E Anderson	SFD	1 Year	July 1, 2017		2018
Thomas FitzGerald	BOH	1 Year	July 1, 2017		2018
Kirk Sanders	SPD	1 Year	July 1, 2017		2018
Randal Brown	DPW	1 Year	July 1, 2017		2018
Cindy Sullivan	COA	1 Year	July 1, 2017		2018
Jennifer Willard	School Supt.	1 Year	July 1, 2017		2018
Stephen Presnal	School Bus Mgr.	1 Year	July 1, 2017		2018
Dennis Clark	CONCOM/CH15	1 Year	July 1, 2017		2018
Brian Houlihan	American Inn	1 Year	July 1, 2017		2018
Bruce Bussiere	Noble Hospital Rep	1 Year	July 1, 2017		2018
Karen Wzorek	School Trans	1 Year	July 1, 2017		2018



## GLOSSARY

**Available Funds:** Free cash reserves and unexpected balance for appropriation.

**Budget:** A plan of financial operations embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. A budget may be "preliminary" the Financial plan presented to the town meeting or "final" the plan approved by that body.

**Estimated Receipts:** Estimated money to be received by the town from various sources such as licenses state reimbursement etc. The estimate is deducted by the Assessors from the gross amount to be raised by taxation when the tax rate is set.

**Excess and Deficiency:** Same as Surplus Revenue.

**Free Cash:** Surplus revenue less outstanding taxes of prior year.

**Overlay:** Amount of money raised by Assessors for purpose of creating a fund to cover abatements and uncollected taxes.

**Overlay Surplus:** Unused accumulated amount of the Overlay from various years which may be voted for extraordinary or unforeseen purposes.

**Reserve Fund:** Amount transferred from Overlay Surplus and/or appropriated for unforeseen or emergency purposes controlled exclusively the Finance Committee.

**Road Machinery Fund:** A fund which the accumulated town charge for certain uses for the town equipment and which may be appropriated for maintenance and repair of that equipment.

**Stabilization Fund:** A special reserve account created to provide for capital improvements, which is invested until used. Towns may appropriate into this fund in any year an amount no more than ten percent of the prior year's tax levy. The outstanding balance in the account cannot exceed 10% of the town's equalized valuation. Generally, it requires a 2/3 vote of town meeting to appropriate money from the Stabilization Fund.

**Surplus Revenue:** The amount by which the cash accounts receivable and other floating assets exceed the liabilities and reserves.

**Special Town Meeting:** A meeting of the registered voters of a town called by the Select Board at their discretion or by written request of one hundred registered voters.

**Tax Rates:** The amount of tax slated in terms of a unit of the tax base, for example \$15.01 per \$1000 of assessed valuation of taxable property.

**Town Meeting Warrant:** A written order calling an annual or a special town meeting and containing a list of the subjects to be acted upon. The Select Board shall insert in the warrant for the annual meeting all subjects which are requested in writing by ten or more registered voters and in the warrant for the special town meeting all subjects requested by one hundred voters.

### TOWN INCORPORATED

November 7, 1770

Population: (2010 Federal Census): 9,502

FY2017 Tax Rate: \$17.73 per \$1,000.00 of Valuation

## SELECT BOARD

As usual our town faced many areas of concern which the Select Board along with our staff sought to find answers to. Of course, limited finances in conjunction with both state and federal requirements always provide a challenge. We were, however, able to accomplish several projects which benefit the citizens of Southwick. The completion of the Route 57, (Feeding Hills Road) "Complete Roads" project have made improvements to traffic flow in addition to traffic safety; especially the entrance to Southwick Tolland Granville Regional High School. The replacement of old underground fuel storage tanks with new above ground tanks now located at the D.P.W. complex, addresses both environmental as well as safety concerns.

The Select Board has continued to make strides to bring A.L.S. to the town's ambulance service. This is a project which will take several years to achieve, but with the blessing of town meeting voters we will be able to offer this important and necessary service to our citizens. Numerous other projects such as completing the Regional School's consent order to hook up to our sewer system, beginning the planning of Southwick's 250<sup>th</sup> anniversary (2020), a net metering credit program to save on our electrical costs to town buildings, finding a permanent solution which will protect our old town library building and looking at improvements for our town governmental technology through state grants kept us busy.

The Select Board has continued to foster a team approach to confront issues facing our community. With the help of staff, boards, committee, commissions and volunteers which make up town government, we have been able to address many needs and concerns of its citizens. As we have said before working together will help us to meet the challenges facing our town.

The Select Board would like to thank all our public officials, volunteers, and also a special thanks to those generous individuals for both monetary and material donations to various town programs. Special thanks to Karl, Cindy, Robin and Christie for their dedication. The Select Board sends best wishes to this year's retirees. Thanks for all your service to the town.

***Respectfully submitted,***

Doug Moglin, Chairman  
Joseph J. Deedy, Vice-Chairman  
Russell S. Fox, Clerk



*Back Row: Administrative Assistant-Sondra Pendleton, Chief Administrative Officer-Karl J. Stinehart, Select Board Secretary-Robin Solek.*

*Front Row: Clerk-Russell S. Fox, Chairman-Doug Moglin, Vice-Chairman-Joseph J. Deedy*

## CHIEF ADMINISTRATIVE OFFICER

2017 was a busy year that brought many challenges for the town in addressing service levels and undertaking needed capital projects to position the community for the future. The balance has always been to do so within limited resources. Dedicated volunteers on boards and employees expended considerable time to assist with that effort.

The Town participated in a study for the establishment of a Regional Emergency Communication Center with 5 other towns. It would have been to build a region wide stand-alone dispatch center for communications activities of Police, Fire and EMS functions. However, some communities determined the approach work not be beneficial or save funds to make the regionalization a worthwhile endeavor. The regional study group disbanded. Southwick is still examining options with other communities.

The Town renewed its cable television agreement with Comcast last fall after a volunteer committee and Town Counsel met multiple times for negotiations with Comcast Executives. Federal Laws and Regulations prevent local authorities from setting cable television programming and rates. The volunteer committee did an admirable job updating the wording, addressing local needs, and securing resources to better improve our community programming and equipment modernization.

The Town pursued additional net metering credit arrangements with Syncharpa for solar locations in the Berkshires. These are essentially

financial transactions that net benefits to towns due to investment credits for developers undertaking solar projects in the Eversource load district territory. They are separate from energy conservation measures that the Town and School Region implement for their respective buildings.

Whalley Park saw significant work funded through a Community Preservation Committee grant undertaken to improve field lighting to ensure evening use. These improvements will allow more groups to use and enjoy this beautiful asset for recreational purposes. It will also help the Park and Recreation Commission earn funds to offset operational costs.

The Town removed all underground storage tanks (U.S.T.) at the rear of Police/Fire Stations on Depot Street. This represents the last tanks to be removed as the Town has migrated to natural gas in most instances and constructed a new above ground storage tank (A.S.T.) at the new DPW Complex on College Highway.

The Town has entered into a Community Compact Agreement with the Commonwealth of Massachusetts in order for the State to perform an informational technology (IT) assessment of the Town's organizational structure and staffing. State Officials met with local staff, toured the various municipal facilities and had a consultant evaluate Town computer hardware. The next step related to an in depth review off hardware and software at all municipal departments has commenced thanks in part to a \$5,000.00 grant from the state. This effort will help us assess where we are and provide data for developing an active plan to modernize our IT System with best management practices.

- The lakes received an annual evaluation and chemical treatment to keep non-native invasive plant life in check. The program is paid for in equal thirds by Southwick, Suffield, CT and CRC which continues to be a successful venture.

**Aside from regular funds to the town received from the state through its cherry sheet aid, other sources of grants and monies were pursued in order to offset the costs of projects and services:**

- An estimated \$95,828.51 in interest was collected from overdue tax bills.
- There was approximately \$360,440.00 received from the State D.O.T to help pay for eligible improvements to the Town's road network.

- The Town received minimal increases in state aid levels. The STGRSD increased its assessment to the Town by \$37,097.00.
- The Town Tax Rate was decreased to \$17.50 per thousand dollars of valuation under a single tax rate for all classes of property and it was approved by Mass D.O. R. The reflected funds needed to pay for the regional school assessment and school project debt service.
- Insurance rebates and credits totaling more than \$30,000.00 were obtained from Massachusetts Interlocal Insurance Association (MIIA) for instituting insurance related cost containment measures including municipal board training sessions, safety reviews, webinars, and employee attendance at seminars all of which were free to the Town.
- **Personnel related activities for the year encompassed:**
- Settled FF/EMT Contract for FY18, 19 and 20. Continued research with Fire Chief and Union leadership to establish an ALS (Advanced Life Support) Program for the Town within next year or two.
- The Town commenced contract negotiation with Dispatch, DPW, Police and Clerical Bargaining Units for successor agreements.
- The Select Board acting in its' capacity as Police Commissioners initiated an internal process to promote the next Chief of Police from within the Command Staff. The selection of Kevin A. Bishop resulted from that effort. The Select Board and myself appreciate the dedication, achievements, and professionalism of outgoing Chief David A. Ricardi. Thank you David for your service to the Town.

The Town had some long serving and dedicated staff retire:

- Carol DellaGiustina - Town Accountant
- Sandy Robertson – Accounting Clerk
- Kathy Carlson – Building Department Clerk
- Paul Sleeper – DPW Water Department
- Doug Seibert – DPW Highway Division
- Donald Day – Southwick Police Department Sergeant

We thank you for your service to the Town.

The Town welcomed new professional staff:

- Laura Fletcher – Town Accountant
- Kim Ross – Accounting Clerk
- Melissa Bridges – Building Department Clerk
- Andrew Smith – Police Department Officer
- Garrett Parker – Police Department Officer
- Michael Bryant – DPW
- Raymond Davignon – DPW
- Calvin Arnold – DPW

A word of thanks is due for many individuals and groups for their help in making the year a productive one. This includes our citizens for supporting their town meeting form of government; The Select Board for sorting out priorities and projects to best reflect the townspeople's needs; The Finance Committee for helping to fund and develop a balanced budget that maintains adequate services levels; The legislative delegation of Senator Don Humason and Representative Nicholas Boldyga, their staff who strongly advocated for the Town's needs while at the statehouse and; our volunteer board, committee and commission members, that town government provides for its people. Special thanks to Cindy Pendleton, Robin Solek, Randy Brown, Christie Myette, Dick Grannells and Laura Fletcher.

***Respectfully submitted,***

Karl J. Stinehart

## **SOUTHWICK POLICE DEPARTMENT**

Non-Emergency Phone – 413-569-5348

The Southwick Police Department has an authorized strength of:

1 Chief of Police	4 Full-time Dispatchers
1 Lieutenant	3 Part-time Dispatchers
4 Sergeants	1 Confidential Secretary
1 Detective/Sgt.	1 Part-time Clerical
11 Patrol Officers	1 School Crossing Guard
9 Reserve Officers	1 Animal Control Officer

We patrol 31 square miles of land, over 85 miles of road and provide Police services for approximately 9,496 residents. We also operate marine, bike and motorized recreational patrols seasonally.

In 2017, our focus was to continue to maintain a partnership with the community we serve. The members of the Southwick Police Department know the importance of a community partnership as we always strive to provide the highest quality of service to the citizens of the Town of Southwick. We know that if we are to reduce crime and raise the quality of life in this community, we must build a strong relationship between the Police Department and the community as we both share in the responsibility for crime control and Public Safety. The members of this organization realize that one of our best assets in fighting crime is the citizens we serve. It is essential that we develop trust and openness between the Police and the citizens if we are to reach our goal.

The Southwick Police Department in 2017 continued to face financial and economic challenges. We embraced those challenges and are always looking for ways to obtain additional funding from outside resources.

We continue to apply for any grants that maybe available to us. In 2017, we applied for two (2) Grants from Commonwealth of Massachusetts State 911 Department. The Department was awarded both of the 911 Grants. The first grant is known as the "Support and Incentive Grant" and the award was for \$28,148.00. The second Grant is known as a "Training Grant and EMD/Regulatory Compliance Grant" which was awarded to us in the amount of \$10,000.00.

This agency continues to receive grant awards from the Executive Office of Public Safety and Security (EOPSS) and the U.S. Department of Justice to offset the cost of ballistic vests for all of our Officers. It works out that each of the aforementioned Agencies contributes 50% of the cost.

During 2017, the Police Department was fortunate to receive a number of generous financial donations from a number of business owners and citizens. The donations totaled cost to \$15,000.00. We greatly appreciate all donations made as they provide us with the ability to maintain certain Police and Community programs to include our popular Citizen's Police Academy, our Youth Challenge Program, our Community Policing Program, our Dive Team, as well as our popular K-9 program.

The VFW presented this Department and our K-9 unit with a \$ 700.00 donation at the Veterans Day ceremony in November. The generous donation was made possible as the direct result of a lot of hard work and coordination by the VFW

members who sponsored a Chicken and Pasta Dinner to raise the funds we were given. This is an annual event for VFW members so we hope to see you at the event in 2018. We truly appreciate the efforts of our local veterans.

During the year our Department was recognized by the American Legion, Post 338, and VFW, Post 872 for our commitment to the Community.

We would be remiss if we didn't express our thanks to the vast number of citizens and organizations who showed their support through various means from lunches and culinary delights to heartfelt thank-you cards.

In this past year, the Police Department conducted its 22<sup>nd</sup> Citizen Police Academy Class. This program has proven to be a huge success with the Citizens of Southwick who graduated after attending eight (8) weeks of training.

This program provides our citizens with a personal view of what we as Police Officers do to protect and serve the community. Any citizen who wishes to attend this training is welcome to pick up an application at the Police Department or call Sergeant Kirk Sanders at extension 624.

Chief Ricardi remains committed to ensuring that all Officers are provided with the required in-service, specialized and professional development training needed to keep the Officer's job skills and knowledge at the highest level. In an effort to get the most from the budget, the Department Officers are now doing more training via the Municipal Police Institute on-line training programs, which have been established by a variety of State and Federal Agencies. In addition, part of the Department's strategic plan was to train a number of the Officers within the Department to be Certified Instructors. We are proud to report that the Department has (2) certified Firearms Instructors, (2) Defensive Tactics Instructors, (2) Legal Up-Date Instructors, (1) First Responder Instructors, (1) CPR & First Aid Instructors, (2) Officers who are certified in the installation of Child Restraint Systems, (3) R.A.D instructors, (6) Officers who are Certified Field Training Officers. We also have six (6) Officers who are recognized by the Municipal Police Training Council (MPTC) as certified instructors. Our plan is to get as many Officers as possible certified to instruct classes. We have found that by having our own instructors, we do realize a cost savings.

Our qualified instructors are available to speak with any civic organization or event.

Our Officers have spoken on various topics at many civic organizations. Some of those topics

included but were not limited to Substance Abuse, Scams and Frauds, the use of our K-9 team, Computer Safety, De-Escalation Techniques and Babysitting Safety.

Last year, the Chief committed to bring the Rape Aggression Defense (R.A.D.) training class back to the training syllabus of the Department. We now have three (3) certified instructors who will be instructing as many classes as the budget will allow. Our R.A.D. program instructors are Officer Roger Arduini, Officer Ernest Malone and Officer David Massai.

If any citizen has a new child we install your Child Restraint(s) free of charge. The installations are performed by two (2) of our Officers who are fully trained and certified. All you need to do is call us on our business line at 569-5348 and request an appointment to have your Child Restraint system installed.

In addition, the Chief is also committed to ensuring that all Officers receive annual "Active Shooter" training at least once a year if not twice depending on budget constraints. Our Department partners with the Massachusetts State Police "Stop Team" to receive this valuable training. We know the importance of this training and the valuable it has to keeping the citizens and students of our community safe.

We are pleased to say that our Department has a fulltime School Resource Officer, Officer Michael A. Taggart. We are proud to say that our School Resource Officer program has been proven to be successful with Officer Taggart at the helm. Officer Michael A. Taggart is assigned to work at all of the schools located in the campus setting. We believe that it should be noted that there have been many favorable reports received from the school administrators, parents and the students about the program. A key factor to having this Officer in place at the schools is it provides everyone with an added sense of security, which in turns allows for a better learning environment.

Since Officer Taggart has been assigned to this position he has instituted a number of programs focused on student safety. These initiatives have been very well received and help to ensure the well-being of not only the students of the Southwick Public School, but the faculty, staff and administration as well.

Since last year's report, we are happy to announce that Reserve Officer Garrett Parker graduated from the Police Academy on June 23, 2017. Officer Parker has been assigned to the day shift since his graduation.

In May of 2017, Sergeant Donald E. Day retired after serving this community for 27 years. During his career, Sergeant Day held many positions within the Department to include being a DARE Officer, doing accident reconstruction, managing and participating in our Dive Team operations and assisting in teaching CPR and First Responder training to the members of the Department. We wish Sergeant Day a long and healthy retirement.

In May, we announced the retirement of our K-9 team, Officer Krutka and his partner, JAX. JAX served this community and others for ten (10) years. During their career together they had many success stories. The most memorable dates back to 2014 when the talents of the K-9 team attributed to the seizure of 119 pounds of Marijuana and 1.2 Million in U.S. Currency. In 2014, the Massachusetts Police Work Dog Association presented our K-9 team the prestigious award of being the "Narcotic Detection Team of the Year."

In June of 2017, our former K-9 handler, Officer Krutka, was promoted to the rank of Sergeant. Sergeant Krutka works as a Supervisor on both the 4 p.m. and Midnight shifts.

This year we had two (2) Reserve Officers resign their positions with the Department. The first Officer to leave us was Reserve Officer Daniel Scibelli, who after a thirty-five (35) year career as a Reserve Officer decided that it was time to retire. The second Officer was Reserve Officer Jesse Rizzo, who was with us for twenty-two years and decided it was time to enjoy his retirement years. We will miss both Officers and wish them the best in their retirements.

On the other side of the coin, we welcome two (2) new Reserve Officers to our Department. Our newest Reserve Officers are Reserve Officer Michael Bridges and Reserve Officer Kelly Parks. They have both graduated from the Reserve/Intermittent Police Officer Academy. The Officers are currently involved in our Field Training program under the direction of our talented Field Training Instructors.

In April of 2017, the Department participated in what is known as the Town Public Safety Day with the Fire Department and other Town agencies. The event give those who participate and those who attend an opportunity to communicate on a relaxed and informal setting. This day consisted of tours of our facilities and informational demonstrations by the members of each Department. This event has always been a huge success and a joy to all that have attended.

In the event that you may not be aware, we have a "Med Return" Drug Collection box in the lobby of this Department. This collection box is available to our citizen 24 hours a day – 7 days week. If you have unwanted prescription bottles, you can stop in and place them inside the collection box. We ask that you not bring in any sharps or liquids.

Our Police Department has a number of specialized units and patrols which we are proud of. Those units and/or patrols include but are not limited to: Dive & Recovery Team, K-9 Unit, Detective Bureau, 2 Officers assigned to the Eastern Hampden County Narcotic Task Force, Evidence Recovery & Photograph Unit, Motor Vehicle Accident Investigation Unit, Bicycle Patrols, Lake Patrols, ATV Patrols, Court Officer, Safety Officer and Traffic Enforcement, our School Resource Officer and an in-house computer system specialist.

We are extremely proud of our Police Department website that has been up and running for several years now. According to what we have learned, it has met our objectives as it provides our viewers with a great deal of helpful information about our Police Department, its structure, its services, and the men and women who service this community. The website was designed to allow viewers to move through our website with no difficulties. We encourage you to explore our website to learn more about us and the services we provide. Please take some time to visit us at [www.southwickpolice.com](http://www.southwickpolice.com).

All of our citizens and friends are invited to call the Police Department with any questions you may have. If interested, you can call us to get a guided tour of our facility. We would be honored to show you the Department and introduce to you to our Officers and provide a brief description of what they do

On behalf of all of the employees of this Department, I wish to thank the citizens and members of the business community for your support of the Southwick Police Department throughout the year. As always, the Southwick Police Department will continue to provide professional and dedicated services to the Town.

In the latter part of 2017, Chief Ricardi confirmed his intention to retire from the Police Department after spending over thirty (30) years serving the citizens of this Community. The Chief's plan is to retire on June 30, 2018.

***Respectfully submitted,***

Chief David A. Ricardi

**TOWN OF SOUTHWICK  
POLICE DEPARTMENT  
2017 STATISTICS**

Calls for Service Logged	11,027
Motor Vehicle Accidents Investigated	190
Incidents Investigated	600
Restraining Orders	71
Arrests	267
Juvenile Arrests	06
Forcible Rape	03
Robbery	01
Aggravated Assault	09
Simple Assault	30
Arson	00
Burglary/Breaking and Entering	24
Shoplifting	05
Theft from Building	09
Theft from Motor Vehicle	00
Theft of Motor Vehicle Parts	00
All Other Larceny	42
Motor Vehicle Thefts	02
Counterfeiting/Forgery	10
Credit Card/Automatic Teller	01
Stolen Property Offenses	03
Destruction/Damage/Vandalism	60
Drugs/Narcotic Violations	25
Domestic Violence	76
Disorderly Conduct	05
Identity Theft	25
All Other Offenses	103
Driving While Under the Influence	26
Liquor Law Violations	08
Runaway/Missing Person	03
Trespass of Real Property	05
Traffic Town By-Law Offenses	300
Violation of Restraining Order	08
Warrant Arrests	21
Murder	00
Scams	30

**POLICE DEPARTMENT PERSONNEL  
2017**

**Police Officers**

Chief David A. Ricardi  
Lieutenant Kevin A. Bishop  
Sergeant Robert D. Landis  
Sergeant Kirk H. Sanders  
Sergeant Rhett E. Bannish  
Sergeant Thomas L. Krutka  
Sergeant Bradford P. Fisk  
Sergeant Donald Day - Retired  
Patrolman Paul A. Miles  
Patrolman Roger P. Arduini  
Patrolman Michael A. Taggart

Patrolman Gregory L. Burt  
Patrolman Marc S. Siegel  
K-9 Officer Michael A. Westcott and General  
Patrolman Ernest A. Malone  
Patrolman David P. Massai  
Patrolman Kyle Sanders  
Patrolman Garrett Parker  
Patrolman Andrew Smith

**Reserve Police Officers**

Reserve Officer Keith N. Stromgren  
Reserve Officer Scibelli – Retired  
Reserve Officer Jesse Rizzo - Retired  
Reserve Officer Robert J. DeLuca  
Reserve Officer Jeremiah J. Cain  
Reserve Officer Paul A. LaFlamme  
Reserve Officer Gregory H. Priest  
Reserve Officer Michael Bridges  
Reserve Officer Kelly Parks

**Emergency Telecommunications Dispatchers**

Dispatcher Keith N. Stromgren  
Dispatcher Peter W. Coe  
Dispatcher James R. Frenette  
Dispatcher Robert J. Eak  
Part-time Dispatcher Wendy C. Cordeiro  
Part-time Dispatcher David L. LaBombard  
Part-time Dispatcher Andrea L. Rowley

**Chief's Confidential Assistant**

Suzann M. Anderson

**Records Department Clerk**

Wendy C. Cordiero

**FIRE DEPARTMENT**

2017 was a busy year seeing a 20% increase in fire and ambulance calls. In addition to recognizing our calls increasing we have begun the transition to Advanced Life Support status with our ambulance service. With this comes new staffing, new equipment and training all of which is in the works. We hope to begin limited service by July 2018.

At this writing we have received and are putting into service our new ambulance. The new ambulance replaces the 10 year old A2 with a Dodge 4 wheel drive unit. This unit features ALS provisions such as hot and cold holding units for various drugs and cardiac monitor interface to allow us to send cardiac information to the hospital while enroute and more.

Southwick has a reputation of providing excellence service. It starts with every EMT and



Firefighter and their commitment and dedication to the organization.

Training is the key to any organization such as ours. The fire and EMS service is changing every day. Education requirements continue to grow. Firefighters Shane Hope, Nick Hope, Rosie Lacas, Josh Girard and Anthony Carachio all completed the firefighter I/II four month training at the MA Fire Academy this year. Liz Rowe and Ian Dipietro completed fire one at the CT fire academy. Ian Dipietro Chris Garvey and Aaron Bannish completed FF Two with the CT academy. Members Shane Hope, Tracy Cesan, Josh Girard and Nick Hope all completed the EMT class and achieved their National Certifications as well.

Our live fire training facility at the rear of the public safety campus continues to grow. We have received clearance from DEP, and conservation and Select Board. The unit consists of three cargo boxes. We will be able to light live fires using straw and pallets. This will allow us to work together, and with our mutual aid partners in live fire situations. Under actual conditions we will train on incident command, fire behavior, communications and more. The end result we will be a better prepared and more effective firefighting force.

Last year through a grant from our insurance carrier we were able to have our fleet of apparatus reviewed for mechanical longevity, safety, and operational standards. The end result was enlightening. Some of our apparatus have reached the end of their service life now approaching 25 and 30 years of age. We have developed a replacement plan that we hope to bring before voters in the near future.

Our fire prevention program continues to grow. Code enforcement has a close relationship with building inspector Art Lawler. These codes overlap through legal issues and can be very complicated. I would again like to thank Art for his commitment to work as a team to make the community safe.

Fire prevention education continues to be one of our top goals. A state fire education grant allows us this opportunity. This year with tremendous cooperation with the schools we were able to bring our hazard house program to 3-6<sup>th</sup> grade. We sponsored a poster contest, and hosted a kindergarten station visit with over 100 kindergarten students touring the fire station and taking part in fire education. We also took part in the school's field day hosting our firefighter challenge course. We are committed to continue

to work with the children in the schools and daycares to help spread the fire prevention message; one such area is local Boy and Girl Scout troops. Members continue to work with these groups providing first aid and fire prevention education. I would bet some of these students will one day be members of the fire department.

Another area that the state grant allows us to provide education and fire prevention to is that of our senior population. This year we teamed up with the Council on Aging to begin a house numbering program. This program allows us to provide free of charge large reflective numbers that are installed in the yard of residents. To date we have installed approximately 70 signs.

Also we conducted a fire safety program for the residence of the American Inn. Utilizing a magician we developed a program where magic meets fire safety bringing the message of fire safety to seniors in a fun and entertaining way.

We continue to work with the community in other ways as well. Last year we took part in safety days with Big Y, Tractor Supply, and Rite Aid providing safety messages or CPR training. I would like to thank those that attended our public safety day. It was a great opportunity to highlight our equipment and facilities and meet the public.

The Federal Fire Act grant program this year awarded us \$96,000 to replace our aging Self Contained Breathing Apparatus. Many of the units were at the end of use and needed replacement. This coupled with funding from town meeting allowed the department to replace the entire fleet of units adding new safety features and an increase in the amount of air each unit holds. This will increase the safety for all the firefighters.

I want to take this opportunity to thank the Fire Fighters Association for the generous donations throughout the year. This year they have donated a new off road vehicle, light tower and assistance with the new live burn facility. These will all greatly enhance our operations.

None of this could be possible without the members and their supporting families' dedication. One such member we must highlight. Firefighter John McKay retired with 33 years of service, Great job John and thank you.

I would like to thank all the department heads and staff for their cooperation throughout the year and I look forward to 2018.

***Respectively submitted,***

Russ Anderson  
Fire Chief

## Summary Fire Department Statistics

Private Dwellings	21
Fires in Vehicles	5
Outside Fires	12
All Other Fires	46
Rescue Fire Calls	54
False Alarms	106
Mutual Aid	23
Hazard Materials	28

### 272 Fire Calls

### 1087 Emergency Ambulance Runs

### 1359 Total Response

### Total Loss Resulting From Fire \$476,200

### Permits

521	Burning Permits – January 15 to May 1
	Other Permits (calendar year)
329	Smoke Detector, Burner Inspections, etc.

### Members of the Southwick Fire Department Officers:

Chief: Russell Anderson, EMT  
Captain: Fire Dave Gay  
Captain: Fire Mike Kennedy, EMT  
Lieutenant: Michael Ferraraccio, EMT  
Lieutenant: Paul A. Johnson, EMT  
Lieutenant: Brandon Johnson  
EMT Coordinator: Jessica Bishop Paramedic  
EMT Coordinator: Michael Marafuga, MT

### Members:

Taylor Albright- Chaplain  
Alexander Alicia, EMT  
Lisa Anderson  
Deanna Bailey  
Roger Bancroft  
Aaron Bannish  
Matthew Barden  
Benjamin Bobianski EMT  
Carrie Bradbury, EMT  
Michael Bridges  
Eric Brogan, EMT  
Tyler Buscemi  
John F. Cain  
Anthony Caracciolo  
Greg Condon  
Erik Davidson  
Dennis E. Day  
Landon Demay  
Michael J. Dennis  
Ian Dipietro, EMT  
Michael F. Ferraraccio, EMT  
Nicholas Fielding EMT  
Christopher Garvey

Matthew Gaugh  
Josh Girard  
Darren F. Goddard, EMT  
Dylan Harpin  
Nick Hope  
Patrick Hope  
Shane Hope  
David B. Humphrey  
Liam Jackson  
Roseanna Lacas, EMT  
Nicholas Laroche  
Timothy Mannion  
Nicholas Markos  
David Matsuk  
John McKay  
Matthew Merchant  
Christopher Moccio  
Timothy Nehmer  
Timothy O'Keefe EMT  
Steven Pinette  
Elizabeth Rowe  
Brian Schneider, EMT  
Andrew Scott  
Joseph Sitler, EMT  
David Smith  
Kathy Sobczyk, EMT  
Ralph "Buddy" Vecchio -Inspector  
Fire Chief's Adm. Assistant: Tracy L. Cesan

## ECONOMIC DEVELOPMENT COMMISSION

The EDC is a group of volunteers appointed by the Select Board without compensation. The EDC works with the Town & local businesses for the betterment of the community. A website [www.southwickma.info](http://www.southwickma.info) was created and maintained at no cost to residents. The website provides information and links about Southwick to new and potential residents and businesses.

Amber Bach joined us in Spring 2017. We now have four members. Activities have included the *Annual Home & Business Show* in April held this year at Tucker's Restaurant in partnership with the Greater Westfield Chamber of Commerce. This event features only Southwick businesses & organizations with more than 25 exhibitors. Due to the size of the venue we only a limited of space. The event is free to the public. Exhibitors pay a small fee to cover costs. The 8th annual Home & Business Show will be held in Spring 2018 at a location to be determined.

A member attends many of the Select Board and Planning Board meetings and other events including Chamber activities in order to promote

Southwick, as well as, to determine what is happening in town.

The Restaurant List is updated each year as businesses change. It includes contact information for all restaurants in town and this is available at multiple locations and events in town. A similar brochure is available listing events occurring the year by various organizations. Ultimately this improves quality of life for residents.

The Greater Westfield Chamber holds events in Southwick each year which brings business owners from outside of Southwick to see what we have to offer. In addition, it brings business to the Southwick business hosting the event. This year that included The Ranch Golf Course and the Westfield Bank branch.

**Business West** a business magazine in Western Mass. featured Southwick in the December 11 issue. The article focused on some of the strengths of the town. The article is available online at [businesswest.com](http://businesswest.com) or online at [southwickma.info](http://southwickma.info).

Southwick today provides updated roads including College Highway and Feeding Hills Road including sidewalks, new traffic lights and more. In 2018 Congamond Road is scheduled for reconstruction. These improvements make Southwick better for residents, businesses and future residents and businesses. The funding for these projects came from Washington, D.C. via state government.

Information on the advantage of operating a business in Southwick is available to potential businesses on the advantages including a low tax rate as compared to nearby communities and the quality of life enjoyed by residents. This information was included in the Business West article.

Several new or expanding businesses have had ribbon cutting events with local officials attending. This has been in partnership with the Greater Westfield Chamber of Commerce. A new 7,200 sq. ft. commercial building was built on Whalley Way and opened in 2017. Included in this was the 100 percent increase in size of *Spotlight Graphics* a local business that increased employment in town.

Information about Southwick is also available at events during the year including the *Cultural Council Annual Art Show* and other events at Town Hall during the year. Additionally information is available at the information booth at

the Boat Launch and outside the Town Clerk's office. More information is on the website [southwickma.info](http://southwickma.info)

2018 may include more new businesses in town and new single-family homes in multiple parts of town. 26 new homes are planned for the south side of town and an additional 60 – 70+ at the Country Club site.

The Commission generally meets on the 3<sup>rd</sup> Wednesday of the month (except July and August) at 7:00 p.m. at Town Hall. The meetings are open to the public.

***Respectfully submitted,***

**Southwick Economic Development Commission**

Michael McMahon, Chairman

Craig Samuelsen (The Notch Travel Centre)

Serena Fuller (College Highway Insurance)

Amber Bach (Sears Real Estate)

**LAKE MANAGEMENT COMMITTEE**

The Lake Management Committee (LMC) consists of 9 regular members and 2 associate members appointed annually by the Selectman. The LMC's charter includes water quality, promotion of lake safety, management of the two Massachusetts Office of Fishing & Boating Access (OFBA) owned boat ramps, the public fishing pier and parking areas on Middle Pond. The LMC also works with Citizens Restoring Congamond (CRC), Conservation Commission, Department of Public Works (DPW), OFBA and the Pioneer Valley Planning Commission (PVPC) on lake and drainage improvement projects.

In accordance with the Town's agreement with the FBA, a \$5.00 per boat launch fee is charged at both boat ramps. The contractual agreement between the Town and the Commonwealth requires that all launch fees collected at these ramps be used only at the ramps for general maintenance, sanitary facilities, security lighting, phones, attendants, and improvements. The thousands of visitors to these facilities patronize many area businesses. In addition, several bass tournaments benefit local organizations.

OFBA recently opened bids to reconstruct the South Ramp launch and add a handicap-accessible boarding dock in spring of 2018.

Lake consultant, Dr. Ken Wagner of Water Resource Services, has completed the analysis of extensive water quality data taken by LMC volunteers as coordinated and compiled by Eric

Mueller. Dr. Wagner provided the LMC/Town with a comprehensive report that has specific recommendations for short, medium and long term plans for marked improvement to water quality. LMC volunteers have taken and continue to take literally hundreds of samples of water and sediment from Congamond which have been analyzed by an independent lab. This data is a necessary part of any future permitting to treat and/or remove sediment from Congamond or Canal Brook. In summary, the recommendations are: (1) Treat the deep areas of all three ponds with alum to bind phosphorus in the many feet of centuries-old accumulated organic mass (muck); (2) Dredge Canal Brook to improve outflow and flood tolerance; (3) Dredge muck in shallow coves.

Based on the recommendations of Dr. Wagner, the LMC continues to seek state and federal funding to alum treat the three ponds, dredge Canal Brook which is the only viable outlet for Congamond and dredge the shallow coves. Phosphorus is now known to be the dominant contributor to the recurring algae blooms in Congamond Lakes.

Con Com, LMC and the Harbormaster continue to work together on the Local Permitting Program (LPP) for water structures (docks, moorings, swim floats & buoys) on Congamond in accordance with the DEP Chapter 91 as approved by the Board of Selectmen and the DEP in 2010. MassDEP allowed Southwick to add provisions to the LPP to allow permitting year-around docks under certain extenuating circumstances. All LPP fees received are required to go into a fund for lake patrols and lake improvement projects.

The LMC also seasonally installs, maintains and removes the handicap-accessible boarding docks at the North Ramp and the 25 navigational buoys set for the Harbormaster in accordance with United States Coast Guard recommendations. The Southwick Police Dive Team and the Conservation Commission also use the LMC's service boat for diver training, LPP, waterfront inspections, rescue and recovery.

While LMC members continue to volunteer many hundreds of hours annually, we would also like to thank the following people and organizations for donations of labor and/or materials that have made many of these improvements possible:

- Eric Mueller & Rick Wylot for collecting endless data points, water and sediment

samples, compiling and analyzing water quality data;

- Rick Wylot for coordinating installation, maintenance and removal of navigation buoys;
- Southwick Emergency Management Agency volunteers Charlie Dunlap & Chuck Darling for their assistance in setting up the weather station and lake monitoring equipment.
- Southwick DPW for plowing of the two boat ramps and public parking areas during winter storms so that the public has parking for ice fishing, skating, etc;
- CRC & LMC volunteers continue to clear Canal Brook of blockages as they occur;
- Southwick Police Department Dive Team for replacing buoy and dock mooring cables and chains, clearing possibly dangerous debris at Suffield's Babb's Beach.

The Canal Restoration Subcommittee normally meets on the 4<sup>th</sup> Thursday of each month at 6:30 p.m. but meetings have been postponed until funding for the Canal has been made available. The Lake Management Committee meets on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month at 7:00 p.m. in the Land Boards Meeting Room at Town Hall. Meetings are open the public and anyone with interest in Lake safety/water quality, ramp operations, Local Permitting Program or any of the LMC's various lake, canal and ramp betterment projects is encouraged to attend. Volunteers are always welcomed to assist in implementing projects.

***Respectfully submitted,***

**Lake Management Committee**

*Dick Grannells, Chair*

*Eric Mueller, Vice-Chair*

*Sue Hepburn, Secretary*

*Mike Coombs, Member*

*Malcolm DeBay, Member*

*Mike DeBay, Member*

*Scotty Graves, Member*

*Deb Herath, Member*

*Ken Phillips, Member*

*Steve Schmid, Associate*

*Rick Wylot, Member*

### **Canal Restoration Subcommittee**

*Mike DeBay, Chair*

*Eric Mueller, Vice-Chair*

*Sue Hepburn, Secretary*

*Dennis Clark, Advisor*

*Mike Coombs, Member*

*Malcolm DeBay, Member*

*Tom FitzGerald, Advisor*

*Dick Grannells, Member*

*Scotty Graves, Advisor*

*Deb Herath, Member*

*Ken Phillips, Member*

*Steve Schmid, Member*

*Rick Wylot, Member*

### **VETERANS SERVICES WESTERN HAMPDEN DISTRICT**

The following is a list of duties and activities that were performed by the Department of Veterans Services for the Western Hampden District during the past year. The District consists of Agawam, Southwick, Granville, Tolland, and Russell.

- Administer and maintain the M.G.L. Chapter 115 program to all qualified applicants.
- Investigate all claims for people applying for this benefit. Dismiss any and all fraudulent claims.
- Represent the Western Hampden District in all appeals of applicants to the Commonwealth.
- Complete and submit claims with the Department of Veterans Affairs for disability compensation, pensions, and death benefits for veterans and spouses from all five towns. This includes the Aid & Attendance pension for people in Assisted Living, which is approximately 50 % of all work in the office.
- Work with Congressman Neal's office on behalf of these people for all cases that are not decided upon in a reasonable amount of time.
- Work with all Assisted Living facilities in the area to be sure qualified Veterans and their spouses are receiving this pension.
- Maintain an outreach program throughout the District on a regular basis.

- Attend local health fairs to offer federal and state benefits.
- Speak at many local events and veterans' events.
- Investigate fraudulent groups on behalf of the citizens of all five towns. This includes reporting telephone scams and groups speaking in the area that have misled people.
- Worked with the Veterans Memorial Cemetery on Veteran related events. This includes putting up and taking down all flags for Memorial Day.
- Attend funerals for Veterans and their spouses. This can include getting all required documents for proper burial into the Veterans Memorial Cemetery, working with local funeral homes to ensure proper services are rendered, and even duties of pallbearer.
- Maintain the Street of Flags for Agawam.
- Flag six private cemeteries for Memorial Day and Veterans Day. This includes approximately 2000 flags and all grave markers that need to be replaced.
- Assist with all activities for local Memorial Day Parade.
- Assist with all activities for local Veterans Day events.
- Maintain a Veterans Council, and establish list of priorities.

### ***Respectfully submitted,***

Richard J. Girard Jr.  
Director of Veterans Services  
Western Hampden District

### **DEPARTMENT OF PUBLIC WORKS**

#### **OVERVIEW:**

The Mission of the Department of Public Works (DPW) is to provide effective and high quality public works services to enhance the living and working environment in the Town of Southwick. The DPW is comprised of five Divisions (Highway, Water, Sewer, Solid Waste, and Engineering). The DPW Garage is located at 661 College Highway and the Transfer Station is located at 22 Industrial Road.

#### **HIGHWAY DIVISION:**

The Highway Division consists of 5 employees who service the 85+ miles of Town roadways.

Services include plowing and sanding for winter storms; replacing, rebuilding, clearing, and cleaning catch basins; maintaining drainage controls; patching potholes; grading gravel roads; removing trees on Town property; roadside mowing; cleaning up roadside litter and illegally dumped materials; street sweeping; and maintaining street signs/signals. The Highway Division also provides services to many other Town departments, such as responding to emergency calls for vehicle accidents, oil spills, downed trees, washouts and flooding.

#### **WATER DIVISION:**

The Water Division consists of 3 employees who service and maintain 51 miles of water mains, 2 wells, 4 pumping stations, and potable water services for 2,602 service connections. The duties of the Water Division include performing daily inspections of the Town wells and pump stations; installing and overseeing new water services and meters; repair water breaks; and assisting with winter snow plowing.

The goal of the Water Division is to provide Town residents with excellent service and an ample supply of clean, safe drinking water. Our water is regularly tested for numerous contaminants and bacteria in accordance with MassDEP regulations. The test results are summarized in our Water Quality Report that is published annually in the Westfield Evening News. Southwick also purchases water from the Springfield Water & Sewer Commission (SWSC) to supplement water from the Town well during periods of high usage or when repairs are being made to the well pumps.

#### **SEWER DIVISION:**

The Sewer Division consists of 1 employee who services and maintains approximately 14 miles of sewer main, 274 grinder pumps, 6 pumping stations, and 1 chemical feed building to serve 859 service connections. The duties of the Sewer Division include performing daily inspections of the pump stations and main trunk lines; servicing failed grinder pumps; inspecting new sewer connections; grease trap inspections; repairing sewer breaks; and assisting with winter snow plowing.

All of the Town's sewage flows to the Westfield Wastewater Treatment Plant. The total flow from Town to the treatment facility averages 170,000 gallons per day.

#### **SOLID WASTE DIVISION:**

The Solid Waste Division consists of 3 employees who oversee the collection and disposal of Town refuse. Services include assisting residents deposit trash and recyclables into proper containers; hauling trash and recyclables to disposal sites; managing stockpiles of compost and mulch for residents use; and assisting with winter snow plowing.

Southwick continues to promote recycling in order to reduce operating costs and meet goals established in MassDEP's Master Plan by reducing our annual solid waste disposal by at least 30% from 2010 to 2020, and a reduction of at least 80% by 2050. The following table summarizes the volume (measured in tons) of trash and recyclables the Town collected in 2017:

#### **2017 TRASH & RECYCABLES DATA – TONS**

General Trash	2,310
Paper	253
Scrap Metal	168
Bottles and Cans	162
Electronics & Appliances	40
Bulky Rigid Plastics	23
Mattresses & Boxsprings	9
Tires	6
Textiles	2
Waste Oil & Antifreeze	1
Lamps & Batteries	1
Books*	1
Finished Compost*	100
Wood Chips*	80
Total Tonnage	3,156
Recyclable Tonnage*	846
Recyclables to total waste stream	26.8%

\*Estimated

#### **ENGINEERING:**

The Engineering Department consists of 1 employee and is responsible to identify and evaluate funding opportunities for infrastructure

improvements; plan, coordinate, and oversee various construction projects; manage annual contracts for paving, heavy equipment rental, tree removal, crack sealing, line striping, guardrail replacement, etc.; and evaluate Town acceptance of private roads to maximize Chapter 90 funds.

### **2017 PROJECTS:**

DPW constructed or oversaw the following projects during 2017:

- Completed a Town-wide water meter replacement project, including installing a fixed network system to remotely collect water meter readings.
- Upgraded deteriorating and underperforming drainage along Feeding Hills Road, Foster Road, & Hastings Road.
- Rebuilt and replaced several catch basins at various locations throughout Town.
- Completed most of the construction along a 2,500' section of Feeding Hills Road, including road widening, turning lanes, signalization, and drainage improvements.
- Constructed a new aboveground fuel tank at the DPW Garage to service the Town's fleet of vehicles.
- Performed crack sealing on over 4 miles of paved roads throughout Town
- Performed microsealing throughout the Laurel Ridge neighborhood.
- Secured \$12,900 in grant funds to purchase a new collection container and improve operations at the transfer station.
- Started construction of a new sewer pump station and force main to serve the school campus.
- Completed design of the Congamond Road Reconstruction project, including road widening, drainage improvements, and safety improvements. This project is currently scheduled for construction to start in 2018.
- Completed design and permitting for the Veteran Street Reconstruction project, including road widening, drain improvements, and water main replacement, with funding assistance through CDBG. This project is currently scheduled for construction to start in 2018.
- Initiated design efforts to replace the Shurtleff Brook Bridge crossing North Loomis Street. The Town secured \$500,000 grant from the

Municipal Small Bridge Program through MassDOT to help offset project costs.

- Initiated design efforts to upgrade the College Highway and North Longyard Road Booster Pump Stations, including new pumps, motors, and controls.
- Initiated design efforts to replace the existing 10" water main along College Highway from Tannery Road to the Westfield line.
- Continued managing the Town's annual contracts for street sweeping, line striping, and tree work.
- Removed dirt and debris from all catch basins.

### **2018 AND BEYOND:**

DPW is involved in the following projects scheduled for implementation in 2018 and beyond:

- Implement the updated NPDES MS4 stormwater regulations per the new Permit administered through EPA and MassDEP.
- Recondition Well 2, including a thorough cleaning and pump inspection
- Re-permit the Town's Water Withdrawal Permit and evaluate whether to increase the yield to accommodate future expansion of the water system and economic development.
- Identify areas for additional Phase II Sewer Expansion Project and initiate design efforts.
- Improve vehicular, pedestrian, bicycle, and safety improvements for Depot Street and Powder Mill Road in conjunction with a plan prepared by Pioneer Valley Planning Commission.
- Secure funding for construction of replacement culverts on Granville Road and Fred Jackson Road. These designs are complete.
- Paving of various roads in accordance with the Pavement Management Program.
- Adding features and improving the operations of the SCADA system to support water and sewer facilities.
- Continue annual surface treatments (crack sealing, microsealing, etc.) and line striping of several roads.
- Continue to rehabilitate or replace deteriorating and underperforming drainage.



- Work with Select Board and Planning Board to evaluate acceptance of unaccepted roads and developments, such as Lakemont Street, Cody Lane, Stonybrook Drive, Liquori Drive, etc.

***Respectfully Submitted,***

*Randal Brown, P.E. – DPW Director*

*Richard Grannells – Special Assistant to DPW*

*Edward Johnson – Chairman, Board of Water Commissioners*

**DICKINSON SCHOOL TRUST**

The Dickinson School Trust awarded its thirteenth Teacher Grant on December 7, 2017 to Powder Mill Second Grade Teacher Chanalle Sole in the amount of \$ 500 for a History Lab for each Second Grade classroom.

A concern of the Dickinson School Trustees is the dwindling balance of the Dickinson School expendable account (8210976) that contains the interest and any monies that were donated to the Dickinson School Trust during the year. The expendable account is used for the awarding of the Annual Teacher's Grants. The closing balance for this account was \$ 6,629.19 on 12/31/2017 after the expenditure of \$ 500 for the 2017 teacher's grants. The Richard L. Dickinson non-expendable Trust account (8102983) has a balance of \$ 15,761.79 which cannot be touched.

Teacher Grants eligibility examples include Community Service Projects; Use of personal response systems in the classroom; innovative summer programs for students; bring in outside artists or other professionals to work with students; media literacy curriculum development; Teacher collaboration projects or alternative energy curriculum development.

The Dickinson School Trust has a Facebook Page which is linked off the town of Southwick Dickinson School Trust webpage. The Dickinson School Trustees are diligent in maintaining the Dickinson School Trust content for both the webpage and the Facebook page. Recent content additions include the 2017 Southwick Historic Society's 2017 Spirit Walk that includes a video of Marcus Phelps portraying Richard Dickinson in front of his cleaned headstone and of several photographs.

Financial contributions to the Dickinson School Trust are "non tax-deductible", but contributions would assist the trust to be more viable and would

provide the ability to fund more extensive projects for the next 189 years. Checks should be made out to the Town of Southwick with "Dickinson School Trust" written in the memo field. Checks should be mailed to the Southwick Town Treasurer, 454 College Highway, Southwick, MA 01077. Information on the Dickinson School Trust is available on the Town of Southwick website: <https://www.southwickma.org/dickinson-school-trust>

All contributions will be acknowledged with a Thank You card by the Dickinson School Trustees.

***Respectfully submitted:***

Gene Theroux

Kristi Deedy

Dean Rankin



*Left to Right: Dean Rankin, Gene Theroux, Kristi Deedy*

**SEWER IMPLEMENTATION COMMITTEE**

The main goal of the Sewer Implementation Committee is to evaluate solutions to provide public sewers at the lowest cost for individual property owners. Extending the existing public sewer will give areas of Town that may have septic system issues an alternative option.

Little progress has been made in the public sewer expansion since the completion of Phase I and the installation of the interceptor line to Westfield. The Town applied for a Mass Works Grant which would pay for installation of a dry sewer line on Congamond Road during the reconstruction. However, the grant was not approved. There was minimal support from the homeowners on Congamond Road who did not want the financial burden of paying a betterment assessment or connection fee.



The Sewer Implementation Committee contacted the neighborhoods currently not sewered around North Pond to determine their interest in public sewers. Though most were in favor of connecting to a public sewer system, the main concern is cost. The reconstruction of Veteran Street with the installation of a dry sewer line would open up the possibility of connecting the entire neighborhood. However, once again, financing was not available.

A second survey was sent to the Woodland Ridge neighborhood. Return survey data indicated that a public sewer system would be considered, but again, their major concern was the cost of a betterment assessment or connection fee.

In light of recent submittals to the Planning Board and Conservation Commission for a possible subdivision on College Highway, the Sewer Implementation Committee is exploring the possibility of extending the public sewers in conjunction with this development.

The Sewer Implementation Committee can be contacted at [sic@southwickma.com](mailto:sic@southwickma.com).

***Respectfully submitted,***

Jerry Patria, Chairman  
Randy Brown, Vice Chairman  
Freda Brown  
Brian Pranka  
Art Pinell

#### **ANIMAL CONTROL OFFICER**

Time flies when you're having fun. It's been a busy year here at the shelter with many different things happening. 2017 gave us our first ever EMPTY dog kennels! We will of course always have cats.

We were able to add some fencing to the outside dog play area and also separate the dogs totally from the cats outside area. This sure helps with the play time for both dogs and cats. We also were able to purchase privacy fencing for along the outside kennels to act as a wind/snow break back there. We will continue to keep upgrading the facility as long as possible.

This year we had 330 calls with many of them being strays dogs that got to go home. We shelter the dogs from Agawam and that has been a great asset to the shelter. Agawam's strays usually always get picked up and returned to owners. We are pleased to see dog owners are being so

diligent to keep their dogs safe. We adopted out 56 cats and kittens and still have a wonderful crew of cats looking for their forever homes. We also adopted out 11 dogs into forever homes.

We sold between 1200 - 1500 dog licenses this year. I appreciate the dog owners that keep diligent about keeping their dogs licensed and vaccinated.

I want to thank the VFW Post 872 for the space. They're so wonderful to donate the space to us for our fundraisers. This year we did a LRC and it was a huge hit.

All donations to the shelter are used for medical unless designated to be used for something special. Remember that all dogs and cats that are adoptable here are spay/neutered, vaccinated and tested before leaving the shelter. Our animals are microchipped also. When funds are a bit better, we will also microchip our cats.

We continue to strive to keep the animals happy and healthy. Our staff consists of three animal control officers so that we can continue with our 24/7 coverage. We have a great couple that care and clean the animals seven days a week and spoil them rotten.

We will continue to provide a safe haven for the animals that are lost or are in need of new homes. We continue to work with other organizations to help place our animals. As always, foster homes are always needed and always very welcome. Please remember to spay and neuter your pets.

Remember in tough times, the Southwick Animal Shelter has a food bank for its town animals. We send food to the local food bank also. If you find yourself in need of pet food, please call the shelter and we will do our best to help.

Thank you everyone for all that you have done for the Southwick Animal Shelter and for Animal Control.

***Respectfully Submitted,***

Tracy Root  
Animal Control Officer

#### **BUILDING DEPARTMENT**

The Building Department is responsible for the enforcement of the MA State Building Code, handicapped access regulations which are promulgated by the MA Architectural Access

Board, Southwick Zoning Ordinances, Weights and Measures Storm Water Permit regulations, and conditions attached to Special Permits whether issued by the Planning Board or Zoning Board of Appeals. The department issues permits for building, wiring, plumbing, gas, solid-fuel burning appliances (wood, pellet and coal stoves), pools, hot tubs, signage, ductwork, HVAC systems and performs plan reviews, onsite inspections of all new construction, alterations and repairs. The department also oversees change of use and occupancy, demolitions and zoning enforcement. Additionally, periodic inspections of several types of occupancies such as Day Care Centers, Churches, Schools and certain residential units are performed, as well as annual inspections for the Alcoholic Beverage Control Commission (ABCC) in all businesses which hold a liquor license. Also, joint inspections with the Board of Health and Fire Department are conducted as required.

I am very grateful to our department which consists of: Administrative Assistant, Melissa Bridges; Electrical Inspector, Marc Simons; Alternate Electrical Inspector, Sean Stopa; Plumbing and Gas Inspector, Illia Olbrys; Alternate Plumbing and Gas Inspector, Glenn Rida, the Plumbing and Gas Inspector for Westfield. Thank you to our staff, all the other Town departments, including Police and Fire, the boards and commissions with whom we interface on a daily basis and to the community for their support as we continue to build a safer and more energy efficient Town of Southwick. Melissa Bridges came aboard last February after Kathy Carlson's retirement. Melissa brings a new set of skills and perspective to the job and has proven to be a very good fit for the department.

2017 was a year of other changes in the Southwick Building Department, as well. For one, the new 2015 family of International Codes, (Building, Energy, Mechanical, etc.) after many delays at the State level, became effective in Massachusetts on January 1, 2018. These codes regulate all new construction, both residential and commercial. There was a concurrency period with the 2009 Code which ran from October until January 1, 2018.

Southwick has very little problems with blight and it is encouraging to see the Board of Health spearheading the response to this problem in a positive way, working with the Office of the Attorney General, (OAG) through their Abandoned House Initiative. This program targets abandoned properties where the owners, or banks which are

paying the taxes, are not responsive to local efforts to bring these buildings into compliance. This is a time consuming program, but the results are positive because the banks and absentee owners tend to respond more favorably to requests from the OAG than from local authorities. If the owners are not responsive in this program, court appointed receivers for the buildings are sought to correct the deficiencies and recover the costs from the owner through the courts. We are working with BOH on one project at this time.

The Building Department conducted three Educational Outreach programs last year. The topics were the new Energy Code, Safe Deck Building and Gas Fired Fireplace Installation & Venting. The sessions were well attended and the comments from the attendees were very favorable. The purpose of these seminars is to educate homeowners and contractors alike. Armed with this new information, contractors can provide a better quality product to the consumer. This program has been well received and seminars are already planned for 2018.

During the past year, energy upgrades to existing homes continued to be a very popular area for home improvement. This category included split system HVAC installations, new roof and ground mounted solar systems and insulation upgrades. New single family home starts were 12 this year, one less than last year. Overall Building Permits, including electrical, plumbing, gas, certificates of inspection and weights & measures generated \$201,976.12 which was 77% higher than last year. This was largely due to the three solar farms which were permitted this year. The list below provides all the details of permit activity for 2018.

#### **Number of Permits & Fees**

12	new dwelling	\$19,615.00
23	wood/pellet stove	\$600.00
3	in ground pool	\$450.00
10	above ground pool	\$500.00
3	solar farms	\$104,633.00
37	solar panel	\$7,702.67
19	shed	\$1,059.80
41	insulation	\$2,050.00
13	deck	\$1,095.20
101	roof/siding/window	\$5,601.40
3	retaining wall	\$150.00
15	sheet metal	\$375.00

5	sign	\$243.80
6	demo	\$305.00
1	barn	\$180.00
12	garage	\$3,350.00
5	additions	\$1,136.40
44	alterations/remodel	\$7,285.40
2	new commercial bldg	\$3,600.00
30	Misc.	<u>\$2,671.20</u>
385	Total Building Permits	\$162,603.87
207	electrical permits	\$20,537.25
84	plumbing permits	\$6,675.00
95	gas permits	\$5,470.00
43	Cert. of inspection	\$1,720.00
20	weights and meas.	<u>\$4,970.00</u>
	Total All Fees	\$201,976.00

Looking ahead, electronic permitting will be implemented on February 20, 2018. This will allow homeowners and contractors the ability to fill out permit applications from their homes or offices and pay the fees online, as well as track the permits through the approval process. A customer service kiosk is located in the Building Department, right at the service counter, for those folks needing assistance with the electronic permitting process.

***Respectfully Submitted,***

Arthur J. Lawler CBO  
Building Inspector & Zoning Officer

**SOUTHWICK PUBLIC LIBRARY**

The Southwick Public Library had an active year. The library circulated a total of 53,234 items in 2017. A total of 342 new cards were issued to Southwick residents. The staff answered a total of 2,177 reference questions and our public computers were used 1,330 times during 2017. The computer usage figure doesn't include the many patrons that regularly use our wireless connection. A total of 218 programs were offered for children, teens, adults and families.

We enjoyed a busy year in 2017 in the Children's Room at Southwick Public Library with a total of 105 programs and 9 family programs. 273 children registered for our biggest program of the year, the annual Suntime Reading Program, which opened with balloon man Ed Popielarczyk and Paisley Peacock's Glitter Tattoos. In addition

to our monthly LEGO Clubs, Preschool Storytimes and crafts, we hosted a number of special programs supported by grants and community members.

Animal Control Officer Tracy Root visited us to present a program on Animal Safety for keeping ourselves and our animals safe including a goody bag for each person in attendance. Books & Ballerinas drew a group of little future dancers who pirouetted with professional dancer Jessica Baker.

We received grants and support from four groups this year. The Southwick Cultural Council supported the Build a Fairy House with Mary Jo Maichack and Jungle Encounters wildly popular Wild Cats show which brought beautiful exotic cats to Southwick. Both programs were presented during our Build a Better World Suntime Reading Program. The Cultural Council also funded Makerspace

Workshop with Arthur Evans and son, where kids could program computers to print objects in 3-D, with 3-D printers and computers provided by the presenter.

Shurtleff Children's Services provided funding for two sessions of the inflatable planetarium called StarLab, Mr. Vinny's Shadow Puppets, a humorous and unusual puppet presentation and 3-D Virtual Reality where patrons of all ages could try a virtual reality headset. Their funding also provided a number of additions to the Children's Room including the sand table filled with kinetic sand that is used daily by kids who visit the Children's Room.

Parents, caregivers and preschoolers were treated to 10 sessions of Story Yoga with "Dragonfly Girl" Heather Monson, courtesy of Pathways for Parents. Children listened to a story about mindfulness and yoga, learned yoga poses, and made a craft to take home from each session.

The Friends of Southwick Public Library funded 3 children's programs in 2017. Kindergarten classes attended two magic shows with Ed Popielarczyk, an annual event to introduce them to the library with a personal invitation to get their own library card. Upcycling with Lou showed kids how to make (upcycle) "trash" into treasures.

Thanks to all of our supporters and patrons for making 2017 a great year for children at Southwick Public Library.

The Southwick Public Library's Young Adult department held a number of programs this year

designed to provide teenagers with activities after school. Every month, teens were able to make a craft or use our Wii video game system. Recently, the Friends of the Southwick Public Library provided funds to purchase a PlayStation 4 and a related library of games, which will add more socialization opportunities for our local teenagers. The After-school Hangout saw a total of 25 participants over the course of the year. Coloring and Cookies for Teens was another after school activity that proved very popular over the course of the year, with almost 30 participants. The Young Adult Department also started showing a movie monthly one day a month after school. Teens were also invited to volunteer at the Library, and we added four new volunteers in October, bringing the total to seven.

Suntime Reading program had 41 participants this year. The Friends of the Southwick Public Library were very supportive, allowing us to hold a total of six special programs. The Friends funded a Bottle Rocket program led by 4H, the Let's Go Art program where teens created Secret Boxes and Lou's Upcycling Program over the course of the summer. Funding from the Southwick Cultural Council made it possible for the library to offer Jack Purcell's Comic Book Creation program.

A Carpentry 101 program was led by John Westcott. Teens had the opportunity to use an electric drill, plane wood and learn about different types of nails while wielding a hammer.

Other special programs for the teens of Southwick were popular as well. We received a very generous grant from Shurtleff Children's Services, which allowed us to hold programs for both teens and children. The teens were able to attend a Zombie Survival Course held by Animal World Experience. This program taught the attendees basic survival skills that could be applied to many real world situations. Another popular program for patrons of all ages funded by Shurtleff was a Virtual Reality demo by Brookline Interactive Group. This popular program allowed patrons to try virtual reality games with a HTC Vive Headset.

The Southwick Public Library's "Books on the Go" program for the homebound delivered books every 3 weeks throughout the year to residents participating in the program. This program is open to those that are homebound for the long-term or short-term because of a disability. Deliveries were made by two volunteers and one substitute volunteer during the year. Applications for home

delivery are available at the library's Reference Desk. Applications will be mailed upon request.

In November, the library started to offer One-On-One training. Patrons may learn basic computer skills, how to set-up and use an email account and using the internet. One-on-One training is also offered on using small handheld devices such as smart phones, tablets, etc. Training is offered on installing/uninstalling apps. and downloading eBooks. You may check the schedule and sign-up at the Reference Desk.

A total of 41 programs were held for adults during the year. Our Adult Book Discussion group met 10 times in 2017. Our monthly Adult Color, Chat and Cookies ran the entire year and is very popular. In April, the library started a new monthly group our Cookbook Club. This program has been very well received. Participants all select a recipe from the same cookbook, prepare the selected item and bring it in for our meeting. The participants all enjoy trying the prepared recipes.

The library also offered a variety of other programs. Joel Meginsky entertained patrons with his one-man band musical program in February. In June, the dance group Small Planet Dancers performed a World War II program with music and dances from that era. Our Community Room was filled to capacity for this lively and touching program.

Two programs concerning health were held in 2017. An Allergen-Free Baking program by Paula Castner was held and also, the timely program Ticks and Tick Bourne-Diseases was presented by Dr. Stephen Rich.

For those interested in art we had a Scrappy Flower Class conducted by Happily Upcycling and a Watercolor Painting Class by local artist Denise Griffin.

To introduce the public to the library's telescope, which was funded by Shurtleff Children's Services, Inc. the Aldrich Astronomical Society held an astronomy program. The program ended with the audience going outside and using several telescopes set-up by the group to observe the stars.

In June, the library held its first ever Local Author Fair. Sixteen local authors participated. Local residents on June 17<sup>th</sup> had the opportunity to meet and talk to the authors. A total of 43 people came to see the authors and discuss their books.

The Friends group had Rory Raven, Mind-bender and Mentalist at the library for their annual

meeting. Minds were read and spoons were bent. Audience member are still talking about this amazing program.

In addition to the 41 programs, during the summer the Adult Department ran a 6-week Suntime Reading Program. In addition to the popular Bingo activity, participants got to try their hand at word searches and fill-in the blank activities all around the theme of "Build a Better World". The local restaurant Tuckers donated a gift certificate for one of the weekly prize.

The library was happy to be a grant recipient of Sarah Gillett Services for the Elderly, Inc. They provided funding for the library to purchase a large type keyboard for one of the library's computers making it easier for patrons with vision problems to use the computer. Also, they provided money for the purchase of a special mouse allowing those with hand flexibility issues to more easily use a computer mouse. In addition, the library was able to purchase CD books for the audio collection.

Outreach programs included a display at the local Economic Development Committee's Home and Business Show. The library has a wonderful Business Center. Materials are available on starting a business, improving management skills, job searching and other business-related topics. The library staff made visits to Woodland and Powder Mill School where they presented 3 programs promoting the Suntime Reading Program.

The library staff and patrons also reached out to help members of the community. The library collected \$459.24 worth of food for Our Community Table in 2017. The staff also made a donation of \$290 to Our Community Table. The money was collected from staff members who pay to dress down one day a month plus money is donated in lieu of the staff exchanging holiday gifts at the end of the year. Participation by the staff is strictly voluntary. The library also took part in the Boston Bruins PJ Drive for the first time. A total of 41 pairs of new pajamas were donated by library staff and patrons. The pajamas were distributed locally by the Department of Children and Families. Also new in 2017, the library erected a Giving Tree. The tree was decorated with newly purchased or handmade gloves, hats, scarves and mittens. In addition to creating a festive touch at the library, we were able to donate 4 tightly packed boxes of the donated warm "decorations" to the Department of Children and Families.

Jeanine Laporte continues to find new and exciting artists for our Art Gallery. The public continues to enjoy the artwork. The Reading Nook is frequently used by those that want to read the newspaper, a magazine, work on their laptop computers or visit with friends.

We would like to thank all of the sponsors of our programming who contributed to making 2017 a successful year. A special thanks to all of the local supporters of our Suntime Reading

Program. Also, invaluable to the running of the library is our Board of Trustees led by Chairman Michael McMahon.

***Respectfully submitted,***

Diane Caruso, Director



Front row: Joanne Judd, Margo Storozuk and Irene Egerton  
Back row: Jackie Hart, Lori Gagnon, Tanya Kellogg, Kelli DeiDolori, LuAnn Morrissey, Diane Caruso and Paul McKenna.

## **CONSERVATION COMMISSION**

The Conservation Commission members are working diligently to preserve all the sensitive areas in Town relative to wetlands, flora and endangered species within the Town. There have been two Eagle Scout projects on the Sofonowski Land Preserve, one to build birdhouses and the other to reconstruct the bridge that had fallen into disrepair. The Sterrett Farm nature walk was cleared of overgrowth to make the area more accessible to the public. The Canal Brook had another beaver issue. A hydro rake was used to remove the beaver dam and the debris was replaced where it originated from.

The Conservation Commission conducted 14 Public Hearings for Request for Determination and 11 Public Hearings for Notices of Intent.

There have been several large development issues including the construction of a new business on Industrial Avenue, the reconstruction of Feeding Hills and Congamond Roads. A proposal was also submitted for a new business on College Highway. A Notice of Intent was submitted for the Goode Pond area on Congamond Road and an area off Feeding Hills Road relative to the installation of solar panels. Both locations were suitable for the collection of solar energy as a renewable energy source with minimal impact on the environment. Eversource also submitted a Request for Determination for maintenance on their supply wires to help ensure that power outages are minimal or quickly repaired. A Request for Determination was submitted for a property on Hudson Drive. The proposal is for a training facility relative to heavy equipment operation.

The Community Garden was made available to the public during the growing season in 2017. The participation was reduced from 2016. Going forward, the plots may be revised to allow a larger plot to gardeners.

Every effort is being made to preserve North Pond. However, a Land Grant will not be available to the Town until 2018.

The Conservation Commission also administers the LPP (Lake Permitting Program). In 2017, a total of \$8,510.00 was collected for dock and vessel fees. All fees collected are expended on lake enforcement and/or lake improvement projects. The members of the Conservation Commission look forward to continuing their relationship with the Harbor Master in ensuring that Congamond Lakes are safe and preserved for generations to come.

***Respectfully submitted,***

Christopher Pratt, Chairman  
Seth Kellogg, Vice Chairman  
Frank Soleimani, Commissioner  
Mehmet Mizanoglu Commissioner  
Dave MacWilliams Commissioner  
Brian Drenen Commissioner  
Brian Pranka Commissioner  
Dennis Clark, Coordinator

**PARK AND RECREATION**

The Southwick Park and Recreation Commission experienced a successful year, working hard to provide the residents of Southwick with many recreational opportunities

including Whalley Park, Rails to Trails and the Town Beach.

**Whalley Park** - In 2017 The Park and Recreation Commission along with R. Levesque Associates was responsible for overseeing the installation of additional lighting for the baseball and softball fields while under contract with JL Construction. JL Construction is located in West Springfield. JL was the lowest bidder. This project was funded by the Community Preservation Committee. The playscape is very popular. The fields were rented by many local baseball teams and soccer teams. The High School enjoyed many night games under the lights at the park. They charged for parking to absorb the cost for the use of the lights. The Eversource demand fee to light the ball fields is \$1,000 per month in addition to the normal rate for supply. This continues to be a challenge to fund. The concrete sidewalks around the park are used by many as a means of exercise. People are not picking their dogs droppings; this continues to be a problem even with the installation of two dog stations.

**Rails to Trails** continue to be a wonderful outdoor activity for Southwick and is heavily used and enjoyed by many. We would like to mention the continued outstanding work being done by the Friends of the Southwick Rail Trail (FOSRT). They purchased and installed boundary rocks and a path leading to the extended parking lot at Miller Road. They maintain the kiosk plantings at the rest areas. They replaced three kiosk windows that were vandalized. They finished the installation of the five additional benches along the trail. They coordinated and removed the leaves and graffiti from the fence lines along the trail. They also designed, purchased and maintained the distribution of the trail maps. They continue to perform routine trash pickup and supplemental garbage removal when necessary. Throughout the year a handful of trees fell along the rail trail. The FOSRT cleared them all saving P&R the expense. Southwick's six mile section of rail trail continues to be enjoyed by many!

**Southwick Town Beach** opened for the season on June 30, 2017. The Beach is open seven days a week from 10 am to 6 pm. There is a full bathroom with changing room, snack shack & picnic tables. It is completely ADA accessible. Many residents enjoyed their summer days at the town beach.

**Children's Holiday Parties** The Park and Recreation sponsored an Easter party, Halloween

party and Christmas party for the children. There was a great turnout for all the parties.

**Playgroup** Park & Recreation offers a Playgroup which is held every Wednesday and Thursday from 9:30-11:00am for children and their caregivers. It is sponsored by Pathways for Parents and is free to all. The Playgroup is structured and includes crafts, story time, learning centers, snack time, singing and circle time. It is a great success and has had record attendance. It has been a successful self-supporting addition to our department.

**Old Town Beach** continues to be maintained and available for recreational use by the community. Please be aware that "NO swimming allowed" signs have been posted.

The Park and Recreation Commission are dedicated to working with the town's residents to assist them in utilizing the town's resources for their enjoyment. Park and Recreation is striving to improve, enhance and add additional recreational opportunities for Southwick residence to enjoy throughout the seasons. We thank everyone who has supported us and we look forward to another successful year.

***Respectfully submitted,***

Jeanne Reed-Waldron, Chairman  
Mike Massarelli, Co-Chairman  
John Whalley, Commissioner  
David DeiDolori, Commissioner  
Mike Sheil, Commissioner  
Cara Cartello, Program Coordinator

**FINANCE COMMITTEE**

The primary functions of the Southwick Finance Committee are to review departmental budgets (with the exception of the school budget) and submit a balanced budget to the Town meeting. We must also maintain a reserve fund to make transfers for urgent or unforeseen expenditures before the Town meeting. Additionally, we have been charged to consider and make recommendations regarding the financial business of the Town.

Developing a balanced budget has been challenging for the last few years. We have been able to achieve it only through the efforts of our Town Department Managers and employees in controlling their expenses. On behalf of the Town of Southwick we thank them for their cooperation.

The States' fiscal situation continues to present financial challenges. We have major financial issues facing the Town, primarily related to our capital expenditure needs and costly infrastructure repairs. While the economy is improving, finding the means to pay for upcoming projects will still be challenging.

The community will need to work together to successfully solve the problems facing us now. Now that the route 57 road project is completed, we'll need to focus on filling the industrial park to add to the tax base and ease the burden on residents.

***Respectively submitted,***

Richard Buley, Chairman  
Robert Horacek, Vice-Chairman  
Linda Bathel  
Sheila Chamberlin  
Terry Mish  
Richard Condron  
Art Pinell  
Robin Solek, Secretary

**ANIMAL INSPECTOR**

Number of:

Farm/Barn Visits .....	109
Beef Cows.....	71
Horses and Ponies.....	189
Burros and Donkeys .....	12
Goats .....	62
Sheep .....	67
Swine .....	47
Llamas/Alpacas.....	5
Poultry.....	775
Water Fowl.....	52
Game Birds/Guinea Hens .....	48
Rabbits.....	94
Turkeys .....	36
Peacocks .....	25

Quarantines of domestic animals for bites or scratches of unknown origin (animal fights, etc):

Cats 5

Dogs 4

Quarantines of animals for bites or scratches to humans:

Cats 3

Dogs 13

Possible Rabies, Lab confirmed negative.... 0



***Respectfully submitted,***

Tracy Root

### **PLANNING BOARD**

The Planning Board consists of six volunteer members, five of whom are elected to five-year terms and one annually appointed Associate. They are responsible for long range planning and studies to ensure optimal land use and zoning within the Town and to ensure that the residents live in a safe and healthy environment. Administratively, they do this through the review of plans for the division of land and both residential and commercial developments. The Planning Board reviews applications for Special Permits for land uses including estate lots, business and industrial uses, flexible residential developments, projects located over the Wellhead Protection District and wireless communication facilities. The Planning Board also reviews site plans for large additions to existing businesses and new signs.

Alan D. Slessler continues as the Part-Time Planner, and Ruth Preston continues to serve as the Planning Board Secretary.

During the past year, the Board reviewed and approved twelve Special Permits for new businesses relocating to Southwick, along with expansions or changes to existing businesses. A Marijuana Sub Committee was appointed and given the responsibility of designing a draft Marijuana Bylaw.

The Board was saddened when one of our members, Michelle Ackerman unexpectedly passed away. The fifth elected member is David Spinahe was elected to fill the vacant position.

Noble Steed, an approved Subdivision, is currently under construction. Two Solar panel projects on Congamond Road and one on Feeding Hills were approved and are under construction.

The Planning Board meets every other Tuesday evening at 7 p.m. at Town Hall, in the Land Use Hearing Room on the second floor. Public attendance and input at Planning Board meetings is always welcome. The meeting schedule and office hours can be obtained by calling 569-6056 or visiting the Town website. Minutes and agendas are also posted to the Town web site at [www.southwickma.org](http://www.southwickma.org).

***Respectfully submitted,***

Michael Doherty, Chairperson  
Marcus Phelps Vice Chairperson  
Richard Utzinger  
David Sutton  
David Spina  
Roz Terry, Associate Member  
Alan Slessler, Town Planner  
Ruth Preston, Secretary



***Front row: David Sutton ,Richard Utzinger,  
Ruth Preston***

***Back row : David Spina, Marcus Phelps , Alan Slessler,  
Michael Doherty***

### **BOARD OF ASSESSORS**

The Board of Assessors would first and foremost like to recognize the accomplishments and professionalism of the office staff, Victoria Hickey, Patricia St. Pierre, and Director of Assessment Sue Gore, who all continue to raise the standards of support to our town boards and residents.

Fiscal Year 2018, the total value for the Town of Southwick was \$1,071,356,679.

The Massachusetts Department of Revenue Division of Local Services completed its review of the Town of Southwick assessments for all classes of property for fiscal year 2018 on August 22, 2017.

The Bureau's statistical analysis of arms-length residential sales indicates compliance with the Commissioner's standards for certification. In addition, the Bureau's review of a representative sample of parcels and of personal property accounts indicates a consistent application of the valuation methodologies employed for these classes of property throughout the community.

A classification hearing was held on September 18, 2017, and the Board of Assessors



recommended that the Town have one tax rate for Residential, Commercial, Industrial, and Personal Property.

The Fiscal Year 2018 tax rate was set at \$ 17.50, and certified by the Bureau of Accounts of the Department of Revenue on October 4, 2017.

The process of arriving at a tax rate by the Board of Assessors requires the support of several departments. The Board of Assessors would like to recognize those departments for their input and support during that process. They include Accounting, Clerks, Collectors, Treasurers, and Select Board's Office.

***Respectfully submitted,***

Paul M. Connolly, Chairman  
Bobbie Jo Thibault, Vice Chairman  
Alan L Hoyt, Clerk

**CULTURAL COUNCIL**

The **Southwick Cultural Council (SCC)** is an all-volunteer group appointed by the Board of Selectmen. The group supports community-based activities and projects that promote access, education, diversity, excellence in the arts, humanities, and interpretive sciences to benefit the residents of Southwick. The **SCC** is responsible for making decisions on how they will award the dollars granted by the **Massachusetts Cultural Council (MCC)**, a state agency, in ways that will serve local cultural needs. Funding from the **MCC** is based on town census.

**Grant Administration**

In 2017, the **SCC** allocated **\$4700** to the following:

***"Southwick Days"***

Southwick Rotary Club

***"Davis Bates - Songs and Stories for Everyone"***

Southwick Council on Aging

***"Comic Book Creation"***

Southwick Public Library

***"Makerspace Workshop"***

Southwick Public Library

***"Make & Take Fairy House"***

Southwick Public Library

***"Jungle Encounters"***

Southwick Public Library

***"Fall Antique Car Show"***

Friends of the Southwick Senior Center

***"Freedom Train"***

Powdermill School

***"Organic Gardening for Everyone"***

John Root

**Fine Art Exhibition**

The 18<sup>th</sup> annual juried fine art exhibition was held in April 2017, a two-day event with attendance of over 1000 people. Over 35 talented artists displayed their creative art in the form of fine arts, fine art crafts (sculpture, potter), and photography on all subject matter and media. Originals, limited editions, and open editions were featured.

Poster art selected for the show was an acrylic entitled ***"Hummingbird,"*** entered by Joan Barnard-Nelson, of West Springfield, Massachusetts. There was also a non-juried art display by students from Southwick Regional School and Powder Mill School.

The Southwick Historical Society curated a display entitled ***"Catching a ride on the Farmington Canal,"*** featuring illustrations by Robert R. Madison from his book titled ***New Haven and Northampton Canal Greenway***, bike and rail trails following the historic canal.

Musical entertainment was presented by the Southwick Regional School chorus and band directed by Richard Quinn, and by Vinnie Pagano, a local guitarist performing blues, country, classic rock, funk, southern rock, rock and the oldies.

**Other**

The Council sponsored a bus trip to the New York Botanical Gardens to view a special exhibit by glass artist Dale Chihuly. **CHIHULY** showcased more than 20 glass work installations including drawings and early works in a sensory-filled exhibition.

**In Summary**

The members of the **SCC** are encouraged by the positive support and favorable response from the community. The **SCC** strives to bring a variety of interesting and educational programs that appeal to all segments of our community.

***Respectfully submitted,***

Susan Kochanski, Chair

**Members of SCC are:**

Steve Brudzinski, Maria Gallo, Bruce Kulas, Patricia McMahon, Ellen Miles, Karen Reed, Susan Kochanski, Cindi Warner, and Laura Zides-Lucier

### **ZONING BOARD OF APPEALS**

The Zoning Board of Appeals is comprised of three (3) permanent members and (3) alternates appointed by the Select Board. The board is charged with reviewing applications requesting relief from Zoning Bylaws where enforcement of current Bylaws would create substantial hardship for the applicant. The Board seeks to provide relief, where possible, provided that the appeal is in keeping with the public good and that the decision will not nullify or substantially derogate from correct zoning. The Board must vote unanimously in favor of granting a variance in order for it to be approved.

The Board acted upon sixteen (16) variance requests for the year.

The Board meets on the second (2<sup>nd</sup>) and fourth (4<sup>th</sup>) Monday's of each month at 7:00 p.m. in the Land Use Conference Room.

The Board wishes to recognize their secretary, Wendy Cordeiro for her service and dedication to the Board. She is an invaluable asset to the team.

***Respectfully submitted,***

Paul A. Gregoire, Chairman  
Thomas Stapleton  
William Lis  
Christopher Mastroianni  
David Methe  
Michael Parent  
Wendy Cordeiro, Board Secretary

### **LOCAL EMERGENCY PLANNING COMMITTEE LEPC**

The Emergency Planning and Community Right to Know Act established Local Emergency Planning Committees and require them to evaluate hazardous chemicals in storage, use or transportation in the community and to develop plans to respond to emergencies involving these

hazardous materials. This is a result of October 17, 1986 when the Super-fund Amendments and Reauthorization Act of 1986 (SARA ) Title III were enacted into law regarding emergency planning and community right-to-know reporting on hazardous and toxic chemicals.

The Southwick Local Emergency Planning Committee is composed of a represented number of interest groups with the mission:

1. To write and review annually a plan for responding to a hazardous material incident within Southwick.
2. To train emergency responders: Police, Fire, Emergency Medical Services, Public Works, Emergency Management, Health Officers, etc. to levels indicated in the plan with a minimum of the Awareness Level for first responders.
3. To exercise the Emergency Response Plan at least once a year.
4. To create a system to collect, store, and respond to public requests for Tier II data and Emergency Plan information.

Southwick LEPC received Full Certification on October 11, 2007. The LEPC meets five times a year in January, March, May, September and October on the fourth Thursday at 9:30 a.m. in the Emergency Operations Center. For Haz-Mat requests under SARA Title III, contact the Right to Know Officer or call 569-0308.

***LEPC Members are:***

Chairman: Karl J. Stinehart  
Vice Chairman: Thomas FitzGerald  
Secretary: Charles H. Dunlap  
Treasurer: Dennis Clark  
Douglas Moglin  
Kirk Sanders  
Russell Anderson  
Randal Brown  
Jen Willard  
Stephen Presnal  
Karen Wzorek  
Brian Houlihan  
Bruce Bussiere  
Cindy Sullivan

***Respectfully submitted,***

Charles H. Dunlap, LEPC Secretary

## **AUXILIARY POLICE**

The Auxiliary Police report to the Director of Emergency Management for training and monthly meetings. The Southwick Chief of Police is the authority activating and assigning the Auxiliary Police for duty.

Members receive training in first aid, CPR, HAZ-MAT Awareness, range qualification, FBI Task Force orientation training through the Western Massachusetts Auxiliary Police Association, and the Massachusetts Criminal Justice Academy's Reserve Police Officer Intermittent Training Course. Formal training is received from Federal Emergency Management and Massachusetts Emergency Management Agency in National Incident Management System, Incident Command System, Emergency Operations Center, WMD Terrorism and Disaster Response, along with emergency radio communications. Electric utility power safety-damage assessment, National Weather Service SKYWARN severe weather training, Pipeline Emergency Response, Nuclear Radiation monitoring and response, hazardous material incidents are also included in the training program.

Auxiliary Police members assisted with accidents and during the Emergency Management R.A.C.E.S. annual national disaster communications exercise. Two Auxiliary Officers assisted Holyoke with the annual St. Patrick's Road Race and Parade detail. They participated in the Halloween Eve and Halloween patrol during the SEMA night staging emergency exercise, and for Whalley Park Fireworks security. Members assisted the Emergency Operations Center during activations during the past year.

### ***Members:***

Director Charles Dunlap  
Assistant Director / Supervisor Keith Stromgren  
Officer Aaron Dewinkleer  
Officer Nickolas Boldyga

The Auxiliary Police are ready to serve the Town of Southwick in time of need. For more information contact a member or call the Auxiliary Police Director at 569-0308.

### ***Respectfully submitted,***

Charles H. Dunlap, Director Auxiliary Police

## **RADIO AMATEUR CIVIL EMERGENCY SERVICE R.A.C.E.S**

The Town of Southwick Radio Amateur Civil Emergency Service (R.A.C.E.S.), under Federal Emergency Management Agency jurisdiction and Federal Communications Commission regulations, reports to the Southwick Emergency Management Director. R.A.C.E.S. is an important communications component of the Town's Emergency Operations Center, the Alternate Operations Center and the Mobile Communications vehicle. Members are required to be current licensed FCC amateur radio communication operators appointed by the Town of Southwick.

The Town R.A.C.E.S. volunteer members provide emergency public safety government communications linking the Emergency Operations Center within Southwick and with adjacent community Emergency Operations Centers during severe weather and critical emergency incidents and disasters. Emergency communication liaison is also established and maintained with the Massachusetts Emergency Management Agency, Taunton office of the National Weather Service, the American Red Cross, shelters, and to the Amateur Radio Emergency Service representing other Public Service Agencies during times of emergency activation and need.

Monthly radio communication drills are conducted with adjacent communities, to regional communities, and to the Massachusetts Emergency Management Agency on the first Monday of every month. RACES members participate in weekly drills every Sunday on 75 meters HF with Massachusetts communities and on 2 meters VHF using simplex and repeaters for local and regional communication.

During the last full weekend every June the Southwick R.A.C.E.S. operators with Emergency Management, C.E.R.T. and Auxiliary Police SEMA members participate in a national twenty-four hour disaster communications exercise hosted by the Southwick Emergency Management Agency. R.A.C.E.S. operators from MAMA Region III, Blandford, and Granville Emergency Management RACES licensed operators also participated in this event held at the Southwick alternate EOC / DPW facility. During this exercise, while operating on emergency generator power under simulated disaster conditions, radio messages were sent and received to areas

throughout the United States and Canada. Local, regional and national communications were established using SSB, Packet, FM, Digital and CW on the 75, 40, 20, 15, 10, 6 and meter frequency bands with the FCC assigned **WC1SW** call sign.

*RACES participants were:*

Director Charles Dunlap K1II  
Assistant Director Keith Stromgren N1MOC  
Assistant Director Chuck Darling KA1HKJ  
Radio Officer Eric Carroll N1HVM  
Pauline Dunlap N1EVE RACES  
Kevin Stromgren WA1JUJ, Granville RACES  
Jim Wolfgang KB1PHW, Blandford RACES Other  
Southwick participants:  
Bill Ferry K1BZM, ARES  
Jeffrey Dunlap KC1CXC  
Wyatt Dunlap KC1HZT  
John Cashman KB1TVY  
Robert Gravel K1BUB, ARES  
Aaron DeWinkleer, SEMA Auxiliary Police  
Robert Miller, EMA, CERT

Activations this past year were: the National Earthquake Exercise drill and four EOC activations for severe weather. Members also provided services for the Whalley Park July Fireworks. Four members attended the National Weather Service SKYWARN certification training. The communications services provided by the Radio Amateur Civil Emergency Service are essential to Public Safety and Emergency Operations Center communications during EOC operations in times of normal service communication disruptions.

*FCC Licensed RACES Members are:*

Director Charles Dunlap, K1II  
Assistant Director Keith Stromgren, N1MOC  
Assistant Director Charles Darling, KA1HKJ  
Radio Officer Eric Carroll, N1HVM  
Pauline Dunlap, N1EVE

If interested in R.A.C.E.S. participation and membership please contact any member or call 569-0308.

***Respectfully submitted,***

Charles H. Dunlap, Director

**SOUTHWICK EMERGENCY  
MANAGEMENT AGENCY  
SEMA**

Southwick Emergency Management Agency (SEMA) has the responsibility for All Hazards Coordination of all local town governmental departments and local volunteer service agencies in times of an emergency, crisis or disaster and liaison to the Massachusetts Emergency Management Agency and to the Federal Emergency Management Agency in emergency disaster mitigation, preparation, response and recovery. This department oversees that our local government is able to function during times of fragmentation and also during times of "Declaration of Emergency". This is accomplished by maintaining and annually updating the Southwick Comprehensive Emergency Management Plan, coordinating an all-town department Continuity of Government - Continuity of Operations Plan, and providing an Emergency Operations Center with an alternate backup to be used by our elected officials and critical key department chiefs and directors during times of emergency and disaster.

*SEMA Members:*

Director: Charles H. Dunlap  
Assistant Director: Keith Stromgren  
Assistant Director: Charles Darling  
Communications Officer: Eric Carroll  
Nickolas Boldyga  
Aaron DeWinkleer  
Pauline Dunlap  
Robert Miller

Nickolas Boldyga was appointed to Emergency Management, Auxiliary Police and CERT late in 2016.

Under the all-hazard concept during times of warnings and emergency crisis situations, members are on standby or activated for response to the Emergency Operations Center or Mobile Emergency Communications Command Vehicle. The following significant events and warnings were encountered during the past year from January 1<sup>st</sup> to December 31<sup>st</sup>:

Electric Power Outages .....	14
Water Breaks.....	2
Natural Gas Leaks .....	1
Haz-Mat Response .....	2
Closures of Highway/Roads:	
Main Highways .....	6
Other Secondary .....	5
Red Flag Fire Warning (high temperature, dry - windy conditions).....	0
Heat Advisory .....	2
Heat Warning.....	0
NWS Freeze Warning: May 4 and October 17	
Winter Storm Warning .....	5
Blizzard Warning .....	1
Wind Chill Warning .....	2
Below Zero Days .....	7
High Wind Warning.....	2
Tornado Watch.....	0
Tornado Warning.....	0
Flood Warning .....	0
Flash Flood Warning .....	2
Severe Thunder Storm Warning.....	7
Terrorism Warnings Federal.....	2
Federal-National Warnings for: domestic travel- Public places, and international travel .....	2
Emergency Operations Center Activations .....	4
Suspicious package.....	0
Drowning .....	1

The year 2016 was eventful with the first ever February tornado on the 25<sup>th</sup> in Massachusetts and with a record high 67° F on February 23<sup>rd</sup>. An extended drought condition finally ended late summer.

Emergency Management Members receive training in Weapons of Mass Destruction Response, NWS SKYWARN Severe Weather Awareness, Eversource-Northeast Utilities Power line Safety- Damage Assessment and Emergency Power Restoration coordination, Federal/State/Local interoperability radio communications, Incident Command System of level 100 to 400, CPR, First Aid and Bioterrorism-Weapons of Mass Destruction. Members attend an annual Pipeline Energy Safety conference, DIG SAFE reporting procedures, Emergency

Communications workshop, DOT Nuclear Transportation Accident Response, and Hazardous Material Transportation Accident orientation.

Three members assisted with the ongoing Vermont Yankee Nuclear decommissioning. Members assisted in Homeland Security grant applications, Boy and Girl Scout Emergency Preparedness merit badge training, hosted a multi-community twenty-four-hour disaster communications exercise placing 10<sup>th</sup> with U.S. and Canadian participants. Members assisted at the Emergency Operations Center activations, and with statewide simulated Hurricane, Earthquake, Electric Power Grid Loss exercises and Halloween Eve and Halloween STGRSD anti vandalism night exercise staging.

A military Deuce and Half cargo truck and a converted military trailer have been setup for deployment for emergency generator power and lighting at emergency incidents, public events and shelter needs. The Emergency Management Agency also has a Mobile EOC Communications Command vehicle that is available for public safety and event use.

Twelve Emergency Operations Center Orientation tours were given to Emergency Management Directors, visiting State, Local and private individuals and groups. The Comprehensive Emergency Operations Management Plan (CEMP) has been revised along with Continuity of Operations Planning and Continuity of Government departmental plans. Assistance is given to town departments for a federally mandated training program of Incident Command System and National Incident Management. SEMA has radio Communications capability to the NWS, American Red Cross and the State and Federal Governments and to emergency shelters in times of need.

Southwick Emergency Management's goal is for each resident and business to have an emergency plan to prepare and manage for an all hazard concept for emergencies in the event of a nuclear incident radiation particle fallout, sheltering may be required for two weeks or so.

Family basic needs, including the special needs for the elderly, infants and disabled of at least two weeks should include provisions for: water, food, medications, comfort and communication. Family emergency preplanning for all-hazards is an intelligent decision. There are two designated emergency shelters, one at the Town Offices Building and the Southwick-Tolland-

Granville Regional High School that would be available if and when required.

The year 2017 was another year of various durations of power outages, though mostly of short duration, with several consecutive days above 90 degrees, and the excessive drought continuing from the previous year finally being resolved in late summer.

In closing, the hard work, hours and dedication of the appointed volunteer members of Southwick Emergency Management continue to maintain high standards among the other three hundred and fifty-one Massachusetts Emergency Management Communities. Volunteer membership and emergency preparedness information may be obtained from any SEMA member or by calling the Director at 569-0308.

***Respectfully submitted,***

Charles H. Dunlap, Director



*Robert Miller EMA Member –  
passenger in SEMA Military Deuce*

### **COMMUNITY EMERGENCY RESPONSE TEAM C.E.R.T**

The Community Emergency Response Team under FEMA HomeLand Security - Citizen Corps is sponsored by the Southwick Emergency Management Agency and the Local Emergency Planning Committee.

The mission is to support a community emergency response team with trained volunteers to aid in

shelter operations, emergency communications and provide assistance to public safety during major emergencies and large events in Southwick.

#### ***Members:***

Charles Dunlap, Coordinator  
Keith Stromgren  
Charles Darling  
Nickolas Boldyga  
Eric Carroll  
Aaron Dewinkeleer  
Pauline Dunlap  
Robert Miller

This past year CERT members were deployed at the Emergency Operations Center during three severe weather activations, participated and assisted at Local Emergency Planning Committee meetings hosted in the Emergency Operations Center and provided portable lighting for two events. Two members participated in the Massachusetts Homeland Security training conference and Emergency Communications Training Conference. Assistance was given during the Emergency Management multi-community Disaster Communications Exercise on June 24<sup>th</sup> - 25<sup>th</sup> and for the Fire Works at Whalley Park. CERT Members participated in the Public Safety Open House on April 29<sup>th</sup>, a State-wide simulated hurricane, earthquake, and power grid failure exercises. Members are trained in Incident Command, Haz-Mat awareness, severe weather reporting, radiation monitoring, National Incident Management System, and CPR / First Aid. They receive additional training by Federal and State Emergency Management and Home-Land Security. Further information is available by calling the Southwick Emergency Management Agency at 569-0308.

***Respectfully submitted,***

Coordinator, Charles H. Dunlap

### **BOARD OF HEALTH**

The Board of Health meets on the first and third Thursdays of the month at 7 p.m. in the Land Use Boards workroom 202, 2<sup>nd</sup> floor of Town Hall.

#### **Development Trends**

Percolation tests for new construction increased 300% from 7 tests in 2016 to 21 in 2017. Repair percolation tests decreased 30% from 40 in 2016 to 28 in 2017. New septic system disposal permits decreased 35.2% from 17 in 2016 to 11 in 2017. Repair septic system disposal permits decreased 21% from 57 in 2016 to 45 in 2017.

### 2017 Licenses and permits

21	Witnessing of New Perc Test	\$2100.00
28	Witnessing Repair Perc Test	\$2800.00
10	Well Permits	\$500.00
11	New Septic Permits	\$1700.00
45	Repair Septic Permits	N/C
13	Septage Hauler's Licenses	\$975.00
4	Solid Waste Hauler's Licenses	\$200.00
1	Rendering License	\$100.00
38	Installer Licenses	\$2850.00
69	Food Establishment Permits	\$5110.00
48	Milk & Cream Permits	\$94.00
42	Common Victualler Permits	\$420.00
10	Catering Permits	\$550.00
7	Bakery Permits	\$280.00
28	Temp Food Permits	\$240.00
4	Mobile Food Permits	\$100.00
5	Frozen Foods Permits	\$125.00
18	Tobacco Sales Permits	\$750.00
1	Day Camp Permit	\$25.00
1	Campground Permit	\$50.00
5	Pool Permits	\$200.00
2	Funeral Director Permits	\$100.00
2	Tanning Permits	\$100.00
<hr/>		
413	Total Permits	\$19,369.00

### TOWN BEACH

The beach enjoyed a full season without any closures.

### ENVIRONMENTAL PATHOGENS

The lakes were treated on August 30 for the algae blooms. On May 8, the lakes were treated for Eurasian Water milfoil & Curly Leaf Pondweed

*Microcystis* and *Anabaena* Algae Blooms:

Frequently Asked Questions Concerning Health Impacts

#### Q: What is *Anabaena*? What is *Microcystis*?

A: *Anabaena* and *Microcystis* are types of cyanobacteria (commonly known as blue-green algae) that grow naturally in many water bodies. Under certain conditions (such as warm weather and an abundance of nutrients in the water) the

algae may undergo an explosive type of growth that results in dense, floating mats of algae. This is commonly referred to as an "algae bloom."

**Q: Can exposure to *Anabaena* and *Microcystis* cause health effects?** A: Yes. *Anabaena* and *Microcystis* are different from most other types of algae because they can produce toxins. There are two ways to be exposed to these toxins. During a bloom, the toxins are contained within the algae cells. If these cells are ingested, they break open in the stomach and the toxins are released. Alternatively, after an algae bloom ends and the algae die, the toxins are released into the water where they can be directly ingested. The toxins can be potentially harmful to people and animals.

#### Q: How can I reduce my risk of health effects associated with exposure to *Anabaena* and *Microcystis*?

A: Do not come into contact with water near an algae bloom or any algal scum onshore. This also applies to pets.

#### Q: How long do blooms last?

A: It depends on several factors, most importantly the weather. Since algae benefit from warm, sunny weather, as the days get shorter and cooler, the algae die off. Any rainfall will help to circulate the water and break up the bloom. In addition, over time, algae may deplete the nutrients in the water so they are unable to grow further. As algae die off, they may release toxins into the water. Thus, it is important to refrain from recreating in the area of a bloom for two weeks after it has ended.

#### Q: If I have had contact with an algae bloom, what should I do?

A: For questions related to health concerns, contact your health care provider, local board of health, or the Massachusetts Department of Public Health, Bureau of Environmental Health at (617) 624-5757.

### LYME DISEASE

#### What is Lyme disease?

Lyme disease is caused by bacteria (germs) that are spread by tiny, infected deer ticks. Both people and animals can have Lyme disease.

#### Where do cases of Lyme disease occur?

In the United States, Lyme disease most commonly occurs in the Northeast and mid-Atlantic regions and in the upper Midwest. In

Massachusetts, Lyme disease occurs throughout the state.

### **How is Lyme disease spread?**

Lyme disease is spread by the bite of an infected deer tick. The tick usually must be attached to a person for at least 24 hours before it can spread the germ. Deer ticks in Massachusetts can also carry the germs that cause babesiosis and human granulocytic anaplasmosis (also known as human granulocytic ehrlichiosis). Deer ticks are capable of spreading more than one type of germ in a single bite.

When can I get Lyme disease?

Lyme disease can occur during any time of the year. The bacteria that cause Lyme disease are spread by infected deer ticks. Young ticks (nymphs) are most active during the warm weather months between May and July. Adult ticks are most active during the fall and spring but may also be out searching for a host any time that winter temperatures are above freezing.

### **Q: How soon do symptoms of Lyme disease appear after a tick bite?**

Symptoms of early Lyme disease, described below, usually begin to appear from 3 to 30 days after being bitten by an infected tick. If untreated, symptoms of late Lyme disease may occur from weeks to years after the initial infection.

### **What are the symptoms of Lyme disease?**

**Early stage (days to weeks):** The most common early symptom is a rash (erythema migrans) where the tick was as a small red area that spreads outward, clearing up in the center so it looks like a donut. Flu-like symptoms, such as fever, headache, stiff neck, sore and aching muscles and joints, fatigue and swollen glands may also occur.

Even though these symptoms may go away by themselves, without medical treatment, some people will get the rash again in other places on their bodies, and many will experience more serious problems.

***Treatment during the early stage prevents later, more serious problems.***

**Later stages (weeks to years):** If untreated, people with Lyme disease can develop late-stage symptoms.

Lyme disease is endemic in all Massachusetts counties, with greater incidence in the eastern regions of the state. Bristol and Plymouth counties, Cape Cod and the Islands have the highest incidence of Lyme disease. However,

areas in Middlesex, Essex and Southern Berkshire counties also show similar elevated incidence.

## **BABESIOSIS**

### **When can I get babesiosis?**

Babesiosis can occur during any time of the year. The parasite that causes babesiosis is spread by infected deer ticks. Young ticks (nymphs) are most active during the warm weather months between May and July. Adult ticks are most active during the fall and spring but may also be out searching for a host any time that winter temperatures are above freezing.

### **\*\*2016 Surveillance Highlights**

- \* 513 confirmed and probable cases of babesiosis were reported in Massachusetts in 2016, a 15% increase from 2015. Overall, 1104 suspect cases of babesiosis were investigated.

- \* Statewide, babesiosis incidence increased from 6.8 to 7.8 cases per 100,000 residents. The incidence in Berkshire, Dukes, Hampshire, Nantucket, Essex, Franklin, Hampshire, Norfolk and Worcester counties increased slightly. Counties with the highest incidence continued to be Barnstable, Dukes, and Nantucket.

- \* The majority of cases occurred in June, July and August, with only 24% of cases reporting awareness of a recent tick bite.

- \* People aged 60 years and older continue to be at greatest risk for clinical disease (57% of all patients identified with babesiosis were 60 years or older) and 66% of all cases were male.

- \* Approximately one out of three (35%) cases was hospitalized. The symptoms most commonly reported included fatigue (78%), fever (67%), malaise (65%), muscle aches and pain (59%) and chills (54%). There were at least 4 fatalities.

- \* 8 confirmed cases (2%) had received a blood transfusion in the six months prior to becoming ill and three of those are confirmed or likely transfusion-transmitted cases.

- \* For more information about babesiosis and other tick-borne diseases, including things you can do to keep you and your loved ones safe, please visit [www.mass.gov/dph/tick](http://www.mass.gov/dph/tick).



### \* **What is Zika virus?**

\* Zika is a virus (germ) spread by certain kinds of mosquitoes. Most people (80%) who are exposed to Zika virus will not get sick. If they do get sick, symptoms usually start 2-7 days after being bitten by an infected mosquito and may include fever, rash, joint pain, and conjunctivitis (red eyes). However, if infection occurs when a woman is pregnant, the infection can sometimes spread to the developing fetus.

### \* **How is Zika spread?**

\* Zika virus is usually spread to people through the bite of an infected mosquito. The virus can also be spread between sex partners during unprotected sexual contact and from a pregnant woman to her baby during pregnancy or around the time of birth. There is also concern that Zika virus could be transmitted through blood transfusion from an infected donor. Virus has also been found in breast milk, urine and saliva but transmission potential from these sources is still being investigated.

### \* **Can I get Zika virus from mosquitoes in Massachusetts?**

\* It is extremely unlikely that anyone could become infected with Zika virus from a mosquito bite in Massachusetts. The kinds of mosquitoes that are known to carry Zika virus are generally not found in the US.

\* However, travelers to areas with a Zika virus outbreak.

(<http://www.cdc.gov/zika/geo/index.html>) may be bitten by infected mosquitoes during their trip and some of these travelers are being diagnosed with Zika virus disease when they return to the United States.

### \* **What is the risk from Zika virus infection if I am pregnant?**

\* In pregnant women who become infected with Zika virus, it is possible for the virus to spread to the developing fetus. When this happens, it can result in birth defects, including abnormal brain and head development (microcephaly). If you are pregnant, and you or your sex partner have traveled to an area with ongoing Zika virus transmission, you should discuss testing with your doctor or other healthcare provider. Zika virus testing of pregnant women is available at the Massachusetts State Public Health Laboratory.

### \* **What is the risk from Zika virus infection if I am not a pregnant woman?**

\* Most people (80%) who are exposed to Zika virus will not get sick. If they do get sick, symptoms usually start 2-7 days after being bitten by an infected mosquito and may include fever, rash, joint pain, and conjunctivitis (red eyes). There have been reports of some immune system disorders, such as Guillain-Barré syndrome, following Zika virus infection; this happens rarely and can also happen following other types of infections.

### **Opioids: A Deadly Problem**

The number of confirmed cases of all intents opioid-related overdose deaths for 2016 (n=2094). This represents a 24% increase over confirmed cases in 2015 (n=1687) and a 54% increase over 2014. In order to obtain timelier estimates of the total number of opioid-related overdose deaths in Massachusetts -confirmed and probable DPH used predictive modeling techniques for all cases not yet finalized by the Office of the Chief Medical Examiner (OCME). Based on the data available as of October 12, 2017 DPH estimates that there will be an additional 116 to 132 deaths in 2015, and an additional 89 to 103 deaths in 2016, once these cases are finalized.

### **Opioid-Related Overdose Death Rates, All Intents**

The increase in estimated death rates is slowing year over year: In 2014, there was a 40% increase from the prior year; in 2015, there was a 32% increase from the prior year; and in 2016, there was a 21% increase from the prior year.

Massachusetts is currently experiencing an epidemic of opioid-related overdose and death.

These overdoses are driven by the underlying chronic disease of opioid addiction or opioid use disorders. People with opioid addiction are at high risk of overdose and death.

Understanding the causes and deadly effects of this issue can be a challenge. It's a complex problem that has many layers and no single solution. It often raises more questions than answers. Why do people start — and why do they continue — taking opioids? How many people does this affect? What can be done about it and what steps are being taken? What is an opioid, anyway

### **Mosquito Borne Diseases**

#### **INTRODUCTION**

There are two mosquito-borne diseases of concern in Massachusetts, Eastern equine

encephalitis (EEE), which was identified as a human disease in 1938, and West Nile virus (WNV) infection, which has been present since 2000. EEE is a rare but serious neuroinvasive disease that causes meningitis or encephalitis, and often results in death or severe disability. WNV infection is more common, though typically less severe than EEE; presentation of WNV ranges from febrile illness to neuroinvasive disease. Although up to 51 different species of mosquitoes have been identified in Massachusetts, only a few of these contribute to either WNV or EEE spread. For more information, visit the MDPH website to view [Common Mosquitoes That Can Spread Disease in Massachusetts](#).

Currently there are no available vaccines to prevent human infections from either mosquito-borne virus. Personal protection measures that serve to reduce exposure to mosquitoes and thereby prevent human infection remain the mainstay of prevention. To estimate the risk of human disease during a mosquito season, the MDPH, in cooperation with the local Mosquito Control Projects, conducts surveillance for EEE and WNV using mosquito samples, and specimens from human and veterinary sources. Detailed information about surveillance for these diseases in Massachusetts is available on the MDPH website at [Arbovirus Surveillance and Control Plan](#).

## **EASTERN EQUINE ENCEPHALITIS VIRUS**

### **What is Eastern Equine Encephalitis?**

Eastern equine encephalitis (EEE) is a rare but serious disease caused by a virus.

### **How is the EEE virus spread?**

The virus that causes EEE is spread through the bite of an infected mosquito. In Massachusetts, the virus is most often identified in mosquitoes found in and around freshwater, hardwood swamps.

EEE virus particularly infects birds, often with no evidence of illness in the bird. Mosquitoes become infected when they bite infected birds. Although humans and several other types of mammals, particularly horses and llamas, can become infected, they do not spread disease.

### **How common is EEE in Massachusetts?**

EEE is a very rare disease. Since the virus was first identified in Massachusetts in 1938, fewer than 100 cases have occurred. Over 60% of

those cases have been from Plymouth and Norfolk counties.

## **\*\*2016 EEE SEASON DISCUSSION**

There were no confirmed human EEE cases in 2016 or 2015, compared to seven confirmed human cases in 2012; 2012 was the most recent outbreak year in Massachusetts. The number of confirmed human cases nationwide was lower in 2016 (five) and 2015 (five) when compared to 2012 (15).

There were also fewer EEE virus positive mosquito samples in Massachusetts in 2016 (four) than there were in 2012 (267). In 2016, MDPH identified zero EEE positive samples of *Culiseta melanura*, the enzootic vector of EEE. Mosquito surveillance activities are highly adaptive to identifications of EEE virus, with more mosquito trapping and testing in years when EEE activity is increased, this makes year-to-year comparisons somewhat difficult. In general, years with increased EEE human infections are associated with an increase in the percentage of *Cs. melanura* samples positive for EEE virus (see figure below).

### **Mosquito Samples**

Of 6,414 mosquito samples collected in Massachusetts in 2016, four samples (0.1%) were positive for EEE virus in 2016. The positive samples were identified in the towns of Kingston and Middleborough, West Bridgewater, and Yarmouth. For a complete list of positive mosquito samples by city/town, please see the 2016 [Mosquito Summary by County and Municipality](#) report posted on the MDPH website.

## **HUMANS**

There were no human cases of EEE virus infection identified in Massachusetts in 2016 or 2015

## **ANIMALS**

**Four veterinary samples were submitted for arbovirus testing. There were no animals that tested positive for EEE virus infection in 2016.**

## **BIRDS**

Although birds are not routinely tested as part of EEE surveillance, species such as emus or exotic quail may experience sudden illness and mortality due to EEE. Farmed birds showing these signs must be reported promptly to the Massachusetts Department of Agricultural Resources (MDAR).

### EEE Geographic Risk Levels

EEE risk maps combine historical data and areas of mosquito vector habitat with current data on positive virus isolations (in humans, mosquitoes, etc.) and weather conditions. Risk levels are an estimate of the likelihood of an outbreak of human disease and are updated weekly based on the most current surveillance data. Initial and final EEE risk levels from the 2016 season are provided in the following maps. This information will be used to help anticipate risk in 2017 and will be revised as 2017 surveillance data are collected. More detailed information about risk assessment and risk levels is available in the [Arbovirus Surveillance and Response Plan](#) on the MDPH web site.

### WEST NILE VIRUS

WNV is transmissible through blood transfusion. Since June 2003, blood banks have screened donated blood for WNV using a nucleic acid test (NAT) that identifies viral genetic material. Positive units are not used and donors are deferred from future donation for 120 days. The AABB (formerly the American Association of Blood Banks) notifies states of all presumptive viremic donors (PVDs), i.e., individuals whose donated blood tests positive using the NAT test.

#### Mosquito Samples

Of 6,414 mosquito samples collected in Massachusetts in 2016, 189 (2.9%) were positive for WNV. Positive mosquito samples included 185 (98%) *Culex* species. Positive samples were identified in 70 towns in 11 counties. For a complete list of positive mosquito samples by city/town, please see the 2016 [Mosquito Summary by County and Municipality](#) report posted on the MDPH website.

### ANIMALS

Four veterinary samples were submitted for arbovirus testing. There were no animals that tested positive for WNV in 2016.

### WNV Geographic Risk Levels

WNV risk maps are produced by integrating historical data and areas of mosquito habitat with current data on positive virus identifications (in humans, mosquitoes, etc.) and weather conditions. Risk levels serve as a relative measure of the likelihood of an outbreak of human disease and are updated weekly based on that week's surveillance data. Initial and final WNV risk

levels from the 2016 season are provided in the following maps. This information will be used to help predict risk in 2017, and will be revised as 2017 surveillance data are collected. More detailed information about risk assessment and risk levels is available in the [Arbovirus Surveillance and Response Plan](#) on the MDPH web site during the arbovirus season.

### WNV Geographic Risk Levels

WNV risk maps are produced by integrating historical data and areas of mosquito habitat with current data on positive virus identifications (in humans, mosquitoes, etc.) and weather conditions. Risk levels serve as a relative measure of the likelihood of an outbreak of

### EASTERN EQUINE ENCEPHALITIS VIRUS

#### EEE Geographic Risk Levels

EEE risk maps combine historical data and areas of mosquito vector habitat with current data on positive virus isolations (in humans, mosquitoes, etc.) and weather conditions. Risk levels are an estimate of the likelihood of an outbreak of human disease and are updated weekly based on the most current surveillance data. Initial and final EEE risk levels from the 2016 season are provided in the following maps. This information will be used to help anticipate risk in 2017 and will be revised as 2017 surveillance data are collected. More detailed information about risk assessment and risk levels is available in the [Arbovirus Surveillance and Response Plan](#) on the MDPH web site.

### WNV Mosquito & Human Disease Correlation

#### When can I get HGA?

HGA can occur during any time of year. The bacteria that cause HGA are spread by infected deer ticks. Young ticks (nymphs) are most active during the warm weather months between May and July. Adult ticks are most active during the fall and spring but will also be out searching for a host any time that winter temperatures are above freezing. Deer ticks are capable of spreading more than one type of germ in a single bite.

#### \*\*2016 Surveillance Highlights

\* 828 confirmed and probable cases of HGA were reported in Massachusetts in 2016, an 8% increase over 2015. Overall 1,624 suspect cases of HGA were investigated.

\* Statewide, HGA incidence increased from 11.7 to 12.7 cases per 100,000 residents. The counties with the highest incidence continue to be Barnstable, Berkshire, Dukes, Nantucket and Plymouth. Dukes County had the greatest change in incidence, from 42.3 to 90.7 cases per 100,000 residents.

\* The majority of cases occurred in May, June, and July, with only 38% of cases reporting awareness of a recent tick bite.

\* People aged 60 years and over continue to be at greatest risk for clinical disease (54% of patients identified with HGA were 60 or over) and 54% of all cases were male.

\* One out of three patients with HGA (34%) was hospitalized. The symptoms most commonly reported included fever (93%), malaise (70%), and muscle aches and pain (64%). There were two fatalities.

\* For more information about HGA and other tick-borne diseases, including things you can do to keep you and your loved ones safe, please visit [www.mass.gov/dph/tick](http://www.mass.gov/dph/tick).

### **NURSING REPORT**

In 2017, there were a total of 88 reportable cases in town. Here is the breakdown by disease:

- 1 - Group A streptococcus
- 13 - Hepatitis C
- 4 - Human granulocytic anaplasmosis
- 42 - influenza
- 20 - Lyme disease
- 2 - mumps
- 1 - salmonellosis
- 1 - streptococcus pneumoniae
- 2 - varicella
- 2 - Zika virus

In addition, members of the Board of Health attended a table top exercise at the Southwick Regional High School on December 2<sup>nd</sup>. The exercise was led by Stephanie Bozegian-Merrick, Emergency Planner for the Health Coalition with Pioneer Valley Planning Agency. The goal was to evaluate a scenario of mass exposure and to test the capabilities for providing mass prophylaxis to those effected persons.

### **Regulatory Updates**

The Board passed solid waste haulers regulations on July 13, 2017 which requires a yearly fees and fines for non compliance.

The board also changed the fee structures for most permit categories. The fees had not been increased since circa 1991.

The State Department of Public Health as required by the Baker administration is in the process of reviewing its current regulations for the State Sanitary Code (Housing), Swimming Pool Code, and Food Code. The state made changes to the Childhood Lead Paint Laws in 2017 as well.

### **Public Health Emergency Preparedness Planning**

Our Health Director Mr. FitzGerald is active with the Hampden County Health Coalition (HCHC) and had previously served as co-chair. Federal funds are used to support various emergency planning activities. Pioneer Valley Planning Commission remains our fiscal agent and conduit for funds received to each of the 19 towns in our coalition.

Mr. FitzGerald regularly participates in a variety of seminars, committees, and training programs. He attended the annual Massachusetts Health Officers Association last November in Falmouth. He is the secretary and executive board member of the Western Mass Public Health Association (WMPHA). The WMPHA provides educational programs in the fields of public health practice and sanitary engineering training for onsite septic systems. Mr. FitzGerald also is vice chairman of the Southwick Local Emergency Planning Committee (LEPC). He serves on the Executive Board of the Hampden County Health Coalition and attends the quarterly meetings of the Massachusetts Food Establishment Advisory Committee (FEAC) as the representative from the Western Mass Public Health Association.

### ***Respectively submitted,***

Jerry Azia, D.D.S., Chairman  
Susan Brzoska, BS, MS, MT  
Jean Nilsson, Member  
Thomas J. FitzGerald, RS, MS, ASCET, Director  
Kate Johnson, PHD, RN, MPH Public Health Nurse  
Jessica Pelly, Meeting Secretary  
\*\* Latest available data

**SOUTHWICK-TOLLAND-GRANVILLE  
REGIONAL SCHOOL DISTRICT  
REPORT OF THE SCHOOL COMMITTEE**

**SCHOOL COMMITTEE:**

Jeffrey Houle, Chair, Southwick.....2020  
George LeBlanc, Vice Chair, Southwick.....2019  
Theodore Locke, Secretary, Tolland.....2018  
Pamela Petschke, Granville.....2018  
Jessica Boldyga, Southwick .....2020  
Maria Seddon, Southwick.....2018  
Amy Stack, Southwick .....2019

**SUPERINTENDENT'S OFFICE**

Address: 86 Powder Mill Road, Swk. MA 01077  
Telephone: (413) 569-5391 FAX: (413) 569-1711  
E-mail: superintendent@stgrsd.org  
Office Hours:  
School Days: .....8:00-4:00  
Non-School Days: .....8:00-3:30  
The office is open daily Monday through Friday  
except legal holidays. Appointments to see the  
Superintendent may be made by calling the office.

**OFFICE OF THE SUPERINTENDENT OF  
SCHOOLS**

Jennifer C. Willard, Superintendent  
Stephen Presnal, Director of Finance and  
Operations  
Jenny Sullivan, Director of Curriculum and  
Instruction  
Lisa Bousquet, Receptionist/Secretary  
Jessica Coty, Financial Clerk  
Ofelia Cruz, Data Manager  
Ellen Doody, Payroll Clerk  
Michelle Gris , District Accountant  
Amy McLaughlin, Administrative Assistant  
Paul Petit, Treasurer

**ADMINISTRATIVE STAFF BY SCHOOL**

Woodland School (PK-2)

Ronald Peloquin, Interim Principal  
80 Powder Mill Road, Southwick MA 01077  
Telephone: 569-6598 FAX: 569-1721

Powder Mill School (3-6)

Kimberley Saso, Principal  
Cherie Curran, Assistant Principal  
94 Powder Mill Road, Southwick, MA 01077  
Telephone: 569-5951 FAX: 569-1710

Southwick Regional School (7-12)

Joseph Turmel, Principal  
Serena Shorter, Assistant Principal  
Benjamin Taglieri, Assistant Principal  
93 Feeding Hills Road, Southwick, MA 01077  
Telephone: 569-6171 FAX: 569-4109

Student Services:

Noell Somers, Director  
63 Feeding Hills Road, Southwick, MA 01077  
Telephone: 569-0111 FAX 569-1724

**SCHOOL CALENDAR  
2017/2018**

August	28	Staff Opening Day
	39	Staff Prof. Development
	30	Staff Prof. Development
	31	First Day of School (1-12)
September	1	First Day of School Pre-K
	4	NO SCHOOL: Labor Day
	5	First Day of School Kindergarten
	21	Half-Day: Staff Collaboration
October	9	NO SCHOOL: Columbus Day
	12	Half-Day: Parent Conferences
	20	Half-Day: Post Conferences
November	7	NO SCHOOL: Prof. Development
	10	NO SCHOOL: Veteran's Day
	22	Half-Day
	23-24	Thanksgiving Holiday
December	6	Half-Day: Staff Collaboration
	22	Half-Day
	25-29	Holiday Vacation
January	1	NO SCHOOL: New Year's Day
	15	NO SCHOOL: Martin Luther King Jr. Day
	19	Half-Day: Staff Collaboration

February	19	NO SCHOOL: Presidents' Day
	19-23	Winter Vacation
March	1	Half-Day: Parent Conferences
	9	Half-Day: Post Conferences
	30	NO SCHOOL: Good Friday
April	3	Half-Day: Staff Collaboration
	16	NO SCHOOL: Patriots' Day
	16-20	Spring Vacation
May	25	Half-Day: Staff Collaboration
	28	NO SCHOOL: Memorial Day
June	8	Last Day of School: Pre-K
	13	Last Day of School: K-12

Schools close June 13 or whenever 180 days have been completed.

### **ANNOUNCEMENT OF NO SCHOOL**

Closing school because of weather conditions or other emergencies will be broadcast online on the Southwick-Tolland-Granville Regional School District Facebook page, on TV stations WWLP 22 News; Western Mass News CBS 3, ABC 40 and Fox 6; and NECN. Voice and text messages will also be sent via phone to all households via the ConnectEd system.

### **DELAYED OPENING**

When the School Opening is being delayed it will be announced through the same media outlets as a school closing.

1. Buses will run two hours later, depending on the announcement.
2. Classes will start later.
3. Lunch will be served at the usual time.
4. Dismissal will be at the usual time.
5. Morning Pre-school classes will not be held.

If a delay is announced, it will be best for parents to continue to listen for further announcements since the delay is also used when weather and road conditions are uncertain or are in a period of change.

### **ATTENDANCE**

School attendance is required by law but equally important is regular attendance. Illness should be the only excuse for being out of school. If your son/daughter is ill, it would be appreciated if you

would notify the school by calling the school office.

### **DISTRICT DIRECTORY**

#### **SUPERINTENDENT'S OFFICE**

##### **Jennifer C. Willard, Superintendent**

Stephen Presnal, Director of Finance and Operations

Jenny Sullivan, Director of Curriculum and Instruction

Lisa Bousquet	Ofelia Cruz
Ellen Doody	Jessica Coty
Michelle Grisé	Amy McLaughlin

#### **INSTRUCTIONAL COACHES**

Jenny Sullivan, Director of Curriculum and Instruction

Beth Grady, M	Rachel Barr, M
Julie Dolan, M	Christopher Kennedy, M

### **WOODLAND SCHOOL**

Ronald Peloquin, Interim Principal

Christine Abbe, M	Sarah Long, B
Lenora Anderson, M	Laura Lucia, M
Cassandra Angelica, B15	Mary McGarr, 2M
Stacey Beebe, B15	Michelle Pelletier, M
Allison Bednarsky, B	Cherie Rousseau, M
Heather Bourbonnais, B15	Eugenia Rigby, M30
Jessica Corallo, B15	Darcy Saltmarsh, M
Erica DiNapoli-Lumb, M	Kristen Schindel, M
Julianne Donahue, B15	Lorelie Scorzafava, B30
Noelle Duquette, CAGS	Chantalle Sole, M
Francesca Fydenkevez, M	Judith Stearns, 2M
Rachel Garvey, M	Emily Tampone, M
Aslyne Giguere, M	Nichole Wadleigh, B
Kathleen Irwin, M	Kara Welch, M
Susan Jurgensen, M45	Kerri Wheeler, M
Gina Kimball, M	

### **PRESCHOOL**

Laurie Hogan, M	Kristin Joyal, 2M
Laura Arbour, M	



### TEACHER ASSISTANTS

Susan Aspinall*	Nicole Larriu*
Donna Beaudion*	Kimberly Lynch*
Stephanie Berube*, B	Chella McCloskey*
Ashley, Brown	Shelly Motsko*
Alexandra Estrada*	Jennifer Ryan*
Bethany Fisher, B	Mary Stratton
Cynthia Grannells*	Danielle Sullivan
Stacey Grimaldi	Kathyn Turrell
Audrey Guyott*, B	Nadine Ward
Bonnie Jones*	Bethany Whalley*

\*Denotes Special Education Funded

### **POWDER MILL SCHOOL**

Kimberley Saso, Principal, M	
Cherie Curran, Assistant Principal, 2M	
Lauri Aliengena, M	Laura Hendrickson, M
Mark Archambeault, M30	Emma Hynes, M30
Fred Baker, M	Jaclyn Kearney, M
Patricia Bessette, 2M	Lori LeClair, M45
Barbara Bishop, M30	Heather Lloyd, M
Heather Blohm, B15	Laura Markiewicz, M
Kimberly Christenson, M45	Michelle Meczywor, M
Linda Christofori, CAGS	Shannon Naumowicz, M
Donna Colson, M	Joanna Navone, B
Tara Daley, M	Erin Neil-Kolasinski, 2M
Donna DeCaro, 2M	Kristy Noel, M15
Michelle Desmarais, M	Debra Patryn, M45
Erica Dinapoli-Lumb, M	Kirsten Peirce, M30
Lauren Dion, M	James Pickering, M
Julianne Donahue, B15	Terry Portenstein, M
Charles Emery, M	Shelley Roit, M
Christopher Frasier, 2M	Katherine Schlichtig, M
Jennifer Gates, M	Janice Tingley, B15
Robin Gunn, M	Chelsea Wilgus, B
Grace Gustafson, M	Jodi Wagner, M

### TEACHER ASSISTANTS

Alison Buchter*	Bill McGrath*
Laurien Chaves-Cowles*	Dawn Labarre
Lois Dittrich*	Karen O'Connor*
Mary Drummond*	Amanda Pittenger*

Melinda Fitzsimmons	Sean Riley*
Judy Frennette*	Barbara Tatro*
Eva Gray*	Elizabeth Taylor*

Sue Hosmer-Pitts\*

\*Denotes Special Education Funded

### **STUDENT SERVICES**

Noell Somers, Director of Student Services, M  
Carolyn Roberts, School Psychologist, 2M  
Robin Bennett, Speech/Language Pathologist, M  
Shannon Cavanaugh, BCBA  
Robin Berube, School Psychologist, CAGS  
Mary Patricia Cullen, Autism Behavior Specialist, M  
Melanie Guillemette, OT, M  
Melanie Kiniry, Speech/Lang. Pathology Assistant, B  
Karen Muse, Speech/Language Pathologist, M  
Ann Marie Scherpa, Autism Behavior Specialist, M  
Diane Surreira, Speech Pathologist, M45  
Rebecca Tenczar, Speech/Lang. Pathology Assistant, B

### **SOUTHWICK REGIONAL SCHOOL**

Joseph Turmel, Principal, M	
Benjamin Taglieri, Assistant Principal, 2M	
Serena Shorter, Assistant Principal, M	
Alison Anderson, 2M	Anna Hitchcock, CAGS
James Ash, B15	Kelly Kiltonic, CAGS
Aaron Banks-Pearsons, M	Megan Kelley-Bagg, M
Judi Bean, M	Rachel Knowles, M30
Sandra Blackak, B15	Matthew LaBlanc, M
Tyler Bladyka, B15	Robert Labrie, B
Harriet Boakye, 2M	Irene Lassman, B
Ann Marie Briggs, B15	Stephanie Lecrenski, M
Janice Brouillette, B	Cara Letendre, B
Corinne Cheffer, CAGS	Wayne Lis, B15
Kristine Cigal, CAGS	Pamela Mahoney, 2M
Aaron Clark, M	Maryanne Margiotta, 2M
Jennifer Coughlin, M	Laura Martin, M
Marcy Coviello, CAGS	Elizabeth McCarthy, M
Erin Daugherty, M	Michelle Meczywor, M
Rachel Deery, M30	Frank Montagna, M
Peter DeMello, B15	Desiree Moriarty, M
Jacqueline Desmaris, M	Stephanie Niedziela, CAGS
Shannon Dion, M	Kirsten Peirce, M30

Mary Downie, CAGS	Susan Pelligrinelli, B15
Todd Downie, CAGS	Allegra Petell, B15
Pamela Dube, M	Amy Pomeroy, M
Charles Emery, M	Richard, Quinn, B
Daniel Eplite, M	Vanessa Radke-Yam, M
Anthony Fishel, M	Marisol Rivera, M
Kathryn Ezeugwu, M	George Romeo, 2M
Peter Follet, M	Louis Schoenthal, M
Morgan Gall, M30	Ann Simonet, M
Elena Gasparri, B	Sara Temple, M30
Heather George, CAGS	Alexander Trzasko, CAGS
Darrel Grant, M	Melissa Trzasko, M
Janet Grunwald, M	John Vershon III, 2M
Amber Hall, B	David Wallis, M
Caren Harrington, M	Megan Whalen, M
Tracy Hartshorn, M	Allyson Wicander, 2M
David Hendrickson, B15	Beth Yanuskiewicz, B15

#### **TEACHER ASSISTANTS**

Lauren Arsenault*	Apryl Penland*
Jonathan Becklo	Ashley Phelps*
Crystal Brooks*	Anne Poulo*
Karen Bryant*	Ruth Ramah
Irene Colvin*	Heather Ramsey*
Peter Fiorentino	Luanne Savva*
Tara Gillette*	Brittany Sleight*
Eileen Kleis	Alecia Standish*
Kelly Laferriere*	Tonya Stannard*
Maurice O'Connor*	Alex Wendzel*

\*Denotes Special Education Funded

#### **HEALTH**

Jane Canfield, RN, GVS  
 Debra Carellas, RN, WS  
 Marcia Lamoureux, RN, SRS  
 Ashley Musumeci, RN, PMS

#### **SECRETARIES**

Kelly Arsenault, SRS  
 Jessica Baillargeon, PMS  
 Phyllis Cain, WS  
 Candee Costa, SRS

Kimberley Cross, SRS Guidance  
 Deborah Dunn, School Nutrition  
 Jeannine Duquette, WS  
 Cathy Faits, Student Services  
 Mary Jackson, PMS  
 Gail Johnson, PMS  
 Judy Longhi, Student Services  
 Sharon Messenger, WS  
 Marcia Pickard, SRS  
 Susanne Romani, SRS

#### **TECHNOLOGY**

John Grimaldi, Director  
 Momoh Kamara  
 Lorie Tencati

#### **MAINTENANCE & CUSTODIAL**

Erik Wicander, Supervisor	
Marco Andrade, SRS	Daniel Kelly, WS
Matt Bianchi, WS	Mark LaViolette, WS
Glen Davis, SRS	Craig McLaughlin, PMS
Richard Dittrich, SRS	Kenneth Phillips, Maint.
Stephen Fitzgerald, PMS	Karl Von Hollander SRS
William Fitzgerald, SRS	Robert White, PMS
Brian Hartley, Maint.	

#### **METCO COORDINATOR**

Charlene Diaz

#### **SCHOOL NUTRITION**

Matthew Lillibridge, Director	
Sue Bartnicki, PMS	Linda Nicholson, WS
Jennifer Durfy, WS	Linda Pepper, SRS
Joanne Fox, WS	Sabine Pirrello, WS
Shirley Goyette, SRS	Aimee Ronzoni, SRS
LaToya Lafleur, SRS	Nichole Salzarulo, PMS
Diane Lemieux, SRS	Coleen Smith, PMS
Dawn Lepak, PMS	Dorcas Zomeck, SRS
Heather Neiweem, PMS	



## TRANSPORTATION

Karen Wzorek, Transportation Supervisor

Linda Bathel, Assistant to the Transportation Supervisor

Omar Massa, Mechanic

Michael Bannish	Lola Long-Hall
Lisa Berard	Carolyn Martin
Avola Berndt	Kristen Martin
Diane Biela	Michael Meagher
Theresa Burrows	Jean Nilsson
Roger Cataldo	Jessica Pelley
Laurie Crepeau	Dan Provost
Raymond Davignon	Cynthia Saulenas
Laura DeGray	Cindy Scott-Smith
Nancy Detraglia	Julianne Sponberg
Krista Dubay	Susanne St. Sauveur
Susan Filipiak	Laurie Straut
Robert Grimaldi	Thomas Whalen
Richard Gurka	Angela Whittaker
Dawn Lepak	

## FUNDED PROGRAMS 2016/2017

IDEA	Improving Special Education	\$436,657	Noell Somers
TITLE I	Improving Basic Programs for Local District	\$232,688	Jenny Sullivan
METCO	Racial Imbalance Program	\$136,660	Jenny Sullivan
TITLE II	Training High Quality Educators	\$52,185	Jenny Sullivan
Title IV	Supporting All Students	\$5,646	Jenny Sullivan

## Annual Report of the Superintendent 2016/2017 Academic Year

Regarding educational matters, the district goals for the year included a focus on investing in our teachers' knowledge of the new state standards

by providing professional development around creating lessons with a greater depth of knowledge and rigor, planning units using the Understanding by Design (Backward Planning) model, and continuing with Reader's and Writer's Workshop model K-6. Our regional district continues to be a level two school district with a level one high school under the testing criteria established by the Massachusetts Educational Reform Act.

We continue to focus our professional development on the Understanding by Design curriculum process with a focus on Stage 3-developing the learning plan. As we vet this work, we are checking that learning experiences are student-centered, cognitively engaging, and match the intended rigor of the standards they are designed to teach. We have continued our work with Teaching Learning Alliance through inquiry groups that teachers choose to participate in based on their needs and interests. The three topics of inquiry are: Ramping Up the Rigor: Planning Powerful, Whole Class Mini-Lessons to Improve Reading; Confering With Readers: Assessing and Teaching 1:1 During Readers' Workshop; and Small Group Instruction to Meet Diverse Learning Needs: Guided Reading, Strategy Groups, and Book Clubs.

The addition of two instructional coaches has doubled our ability to impact student achievement by providing daily job-embedded support to teachers working to implement everything they learn about in our few precious professional development days. Now that we have a "department", the coaches and the Director of Curriculum and Instruction are working to define what they want the coaching program to be, and how they can use job-embedded coaching to not only help teachers improve their practice, but to raise student achievement.

We have added team leader positions at each grade level PreK through Grade 6, and are working to develop leadership capacity in the teachers who have taken on this role. Their primary responsibility this year is to update their grade level units of study for reading with the support of the instructional coaches. The team leaders meet together monthly to explore vertical alignment of standards, and to discuss leadership topics.

In addition to academic professional learning, we have engaged in various trainings to support the social emotional learning of our students. Most notably, we have entered into a partnership with

Alex Hirshberg from James Levine & Associates to become a Trauma Informed District. This training will help our teachers to universally design safe and supportive learning environments for all our students.

This is a pilot year for a new literacy-based social studies curriculum, Children Discovering Justice. The first grade curriculum, *What is a Rule?*, explores social conventions and rules. The third grade curriculum, *Rights and Responsibilities*, challenges students to think about the rights and responsibilities that enable us to live together in groups, and what constitutes freedom. Both grades will take a field trip in May to the Federal Court House in Springfield. Grade 1 students will participate in a mock trial about the alleged crimes of trespassing and vandalism using the story *Goldilocks and the Three Bears*. Grade 3 will participate in a mock trial to determine the guilt or innocence of the British Soldiers in the Boston Massacre.

Concerning academic matters, our efforts to provide enriched educational experiences for secondary students focused on science, technology, engineering and math. This will be the direction for the STEM program in on-going years. Over the course of the year, the new science standards were unpacked and teachers began writing units of study aligned to the new standards under the guidance of Beth Grady. This work was instrumental in preparing teachers to teach with a more inquiry based approach. In English Language Arts, the District worked with Teaching Learning Alliance in grades Kindergarten to grade 6 to continue implement workshop model for reading and writing. This model is a structure for teaching reading and writing that combines explicit, teacher-directed instruction in reading and writing strategies and literary elements. The structure is designed to facilitate differentiated instruction in reading and writing strategies. This is all done in an effort to create a culture where reading becomes a source of excitement.

We continue to observe a decline in our overall enrollment. Our October 2016 SIMS data had our overall enrollment at 1519. Our 2017 SIMS data had an overall enrollment of 1549. Similar to many other school districts in the area, both rural and suburban, managing some degree of enrollment decline will be required in the coming years. Looking forward, our community, students, staff and principals worked on developing a new District vision and mission and a set of core values for our schools.

#### VISION:

*The Southwick-Tolland-Granville Regional School District (STGRSD) will prepare students to persevere, adapt and thrive in an ever-changing world as both independent thinkers and scholars.*

#### MISSION:

*The Southwick-Tolland-Granville Regional School community fosters a culture where all students learn the skills and dispositions to adapt and thrive in an ever-changing world. The STGRSD community, including students, parents and staff, is compassionate, respectful, and responsible. We act with the highest integrity and take initiative for continuously learning throughout our lives.*

#### CORE VALUES:

- **Scholarship:** We believe in seeking knowledge for knowledge's sake. We strive to learn new things every day. We reflect on the sources of our academic successes and failures, and persevere when learning becomes difficult.
- **Respect:** We believe in the inherent dignity of all people, celebrate individuality, value diversity and honor ourselves and others through our words and actions.
- **Responsibility:** We take ownership of our behavior and learning, have the courage to think and act independently, demonstrate problem-solving skills, and strive to always be reliable and trustworthy.
- **Integrity:** We demonstrate strong moral character through honesty, fairness, and working diligently to fulfill commitments.
- **Compassion:** We practice empathy for others, develop the capacity to forgive, and promote a peaceful, caring and safe community.
- Last year also brought with it a closing of a District school, Granville Village School. With a rapidly declining enrollment, on February 8, 2017 the School Committee voted 5-2 to close the school.

In the area of extra-curricular programs, in our 2016-2017 school year, we saw an increase in participation on our athletic teams. In the fall, 179 students participated on 12 teams which saw three teams make it to the sectional semi-finals; Girls Soccer, Boys Soccer, and Field Hockey. The Golf team were League Champs and were the WMASS Tournament Runner's Up. In the winter, 165 students participated on 12 teams. The Boys

Indoor Track team went undefeated in the league to win the league championship in only their second year. Two members of the wrestling team become WMASS Champions in their weigh classes, and both the Girls and Boys Basketball teams qualified for the post-season. In the spring, 186 students participated on 8 teams, the largest we have seen in years. Boys Track finished 2nd in the WMASS tournament and Softball won their league and were WMASS Sectional tournament Runner's Up.

On a management level, the District finalized the Transportation contract for years 2017-2020 and Custodial and Cafeteria Workers contracts for years 2018-2021.

A budget hearing was held in March on the FY '18 operational budget which represented a .9% decrease from the previous year. School Choice continued to be a positive factor for the District with a three to one ratio of incoming vs outgoing.

Retirements for the 2016-2017 school year, included Lynn Holmes, a School Bus Driver for twenty-four years; Marisa Blais, Art teacher for thirty-five years; Frances Hull, a paraprofessional for twenty-one years; Joanne Krawczyk, Art teacher for twenty years; Gloria Penny, with twenty years of school nutrition service; and Connie Norwood, classroom teacher for thirty years. At the end of the 2016-2017 school year, two School Committee members left their posts, Jean McGivney-Burelle (Southwick) after eight years of service on the committee and Kelly Clendenin (Southwick) after two years of service to the committee. The committee welcomed new members, Jessica Boldyga (Southwick) and Amy Stack (Southwick). I would like to recognize and thank each of these individuals for their years of service and dedication to the students and staff in our three-town district.

This was a transition year for the Regional District and I want to acknowledge all the work and commitment of the Regional School Committee for their devotion to our schools. In addition, we could not have reached these accomplishments without the work of many people; the faculty and staff, the administrative group, taxpayers and the whole community.

***Respectfully submitted,***

Jennifer C. Willard  
Superintendent of Schools

## **WOODLAND SCHOOL ANNUAL REPORT**

The Woodland School continues to foster a learning community which emphasizes effective child centered teaching, professional collaboration, and the employment of engaging and creative classroom strategies. Our teachers are highly qualified and well versed in the most current pedagogy. Woodland School supports a building wide environment which allowed for substantial contribution to the work accomplished during 2016/2017 school year in the area of District Strategic planning. Site based planning, supporting goals evolving within this larger initiative, created an energy within the building felt throughout the academic year.

At the forefront of all we do, remains our primary mission, is to effectively meet the developmental and educational needs of our Pre-K through Grade Two learners. Woodland School is a place which celebrates the growing child, and strives to build upon the strengths that each student possesses.

In collaboration with the Southwick-Tolland-Granville Regional School District, the Woodland School staff and administration, provided valuable support to the district work accomplished during the 2016-2017 school year, related to the advancement and re-drafting of current curriculum documents. A necessary task preceding the development of next generation curriculum and instruction, began with a review and assessment of current classroom instructional practices, in place unit and lesson plan models, and current measures employed to evaluate student learning. Progress was and continues to be made in this area and in the advancement of such documents. Specific attention has been directed to district and site based Reading curriculums.

Woodland School teachers were introduced to the "Understanding by Design Unit Development Framework" as efforts in curriculum redesign were initiated during the beginning of the 2016-2017 school year. The work accomplished within Woodland School was consistent and in alignment with curriculum efforts in place across the district. In the area of reading, teachers began with collaborative work "clustering" Massachusetts Framework Standards into units of study. This was followed by unpacking those standards into what "students need to know" and "what students need to be able to do." Once this process is complete, teacher focus will turn to development of rigorous performance-based assessment

coupled with formative assessments that will effectively measure the students' transfer of knowledge and the true understanding of standards. The final stage of curriculum development requires teachers to plan units of study and daily lessons that will be engaging to students. During the 2016-2017 school year, teachers worked collaboratively establishing a preliminary framework associated with the early stages of curriculum development. The UBD model will be utilized throughout the process. Work will continue for the foreseeable future.

As cited in last seasons' Annual Town Report, **STEAM** (Science Technology Engineering Art Mathematics) continues to be a very important movement in education at the state and national levels. Through initiatives put in place at the District and building levels STEAM programming at Woodland School and across the Southwick-Tolland-Granville Regional School District has grown during the 2016-2017 school year. Advancement and integration of these curriculums into daily study has evolved to new levels. Strides continue to be made in the advancement of Science Curriculum. The 2016-2017 school year provided the opportunity for Kindergarten teachers to pilot a new approach in the teaching of science using "integrated centers." Feedback from teachers reflecting on their experience is positive and encouraging. Work will continue in the upcoming school year.

First and Second Grade teachers dedicated a great deal of time and energy to a thorough examination and vetting of grade level science units. They examined current units of study as compared to design standards highlighted within the Understanding by Design Unit Development Framework. Their work has been productive and will continue to lead us in change.

Student, family, and community engagement continue to be critical focus areas and are interwoven into building wide improvement initiatives at Woodland School. Actively enrolling students into the learning process through employment of engaging teaching and learning strategies is foundationally important to our overall success. Equally important is the involvement of family and community partners.

Thank you for your continued support in our ongoing efforts to make Woodland School become the best place that it can be. The children are our priority.

***Respectfully submitted,***

Ronald W. Peloquin, Interim Principal  
Woodland School

## **POWDER MILL SCHOOL ANNUAL REPORT**

The 2016/2017 academic year, marked the second year of the school housing grades three through six. The school opened with a student enrollment of 392 students and recorded a closing enrollment of 391. This was a decrease of twenty-one students from the year prior.

Each year teachers and administrators set professional and personal goals for themselves as part of the evaluation cycle. One of my goals for the year was to build a stronger, more united school community as we were still going through growing pains from the grade level reconfiguration the year before. To kick off these efforts, the faculty was brought together to identify Powder Mill's "Habits of Mind." These four "Habits of Mind" became the message we delivered to students and then recognized students for during monthly assemblies. Powder Mill's Guiding Principles are:

- We Stretch Our Thinking (We consistently work hard when faced with a challenge. We never give up. We realize that sometimes we have to look at things from a different perspective to grow as an individual.)
- We Accept Others (We acknowledge that we are all different and unique. We each have our own strengths. We each have our own challenges. We embrace our differences.)
- We Are Lifelong Learners (Our minds are open to learn our whole life and in all areas of our life. Each day we strive to learn something new. We know we are responsible for our growth and learning. We know that knowledge is limitless.)
- We Are Someone You'd Be Proud To Know (We take pride in being kind and respectful in our daily lives and in our interactions with other people. We strive to help others, better ourselves, and make our world a better place.)

Powder Mill School administration and staff have consistently supported a learning environment that is academically challenging and designed to meet the needs of the students. Curriculum development that is aligned to the Common Core standards in English Language Arts and Science continued to be a focus across the district. Our curriculum also encourages the exploration of

specials areas such as art, music, information technology, health and physical education. These courses are critical to the development of more diverse lifelong learners, and in supporting their growth towards becoming contributing members of our community and society, at large.

Each year, administration, in collaboration with the Powder Mill School Council, has worked to develop an annual School Improvement Plan. Built in alignment with the District Strategic and Improvement Plan, our building level document for the 2016/2017 academic year, once again, focused attention of the Core Values of our school district:

1. Student Achievement: Through the establishment of high academic standards, all students will be challenged to excel and become confident and engaged learners.
2. Personal Growth: Our schools will promote the academic, emotional, social, and physical growth of students while encouraging responsible citizenship.
3. Collaboration and Partnership: It is vital that families, schools, and community work together to actively promote quality education.
4. School Climate: Our schools will provide a safe environment fostering a culture of civility, creativity, and respect for diversity.
5. Resources and Facilities: All students will be provided with quality facilities, materials, and instruction in order to promote excellence in education.

Powder Mill School successfully accomplished or made progress towards the accomplishment of multiple goals identified within the 2016/2017 School Improvement Plan:

## APPENDIX A

### ACCOMPLISHMENTS

#### I. Student Achievement

- Creation and implementation of science units based on the Science, Technology and Engineering frameworks.
- Prepared all grades during TEAM and Curriculum planning times for shifts in the Massachusetts ELA standards and implications on the state assessments.
- All grades continued unpacking the Common Core ELA standards, creating learning targets and shifting their instruction.

- Teachers received feedback from the Teaching and Learning Alliance coach, the District Literacy coach, and administration.
- Teachers continued to strengthen their conferring skills and integrating strategy group instruction into their classrooms.
- Prepared fourth grade students and staff for the computer based MCAS assessments.

#### II. Personal Growth

- Planned and held transition opportunities for Granville students and parents and next year's third through sixth grade students.
- Offered numerous after school activities.
- The specials teachers participated in a book study involving Responsive Classroom and applied Responsive Classroom practices in their disciplines.
- The administration, school nurse, counselors and behavior specialists created a Suicide Risk Protocol, report form, and parent acknowledgement form to be used when assessing a students' risk for suicide and to document steps taken.
- Jennifer Canella from the Carson Center provided all staff with an overview of when to contact the School Crisis Team and shared information of services offered by the Carson Center.

#### III. Collaboration and Partnership

- Plus Portal training was provided to all teachers for grading and report card purposes.
- Powder Mill School held a Veterans' Day Assembly. Woodland School and veterans within the community participated.
- The district's administration worked with Chris Collins' from Teaching and Learning Alliance to calibrate ourselves on specific criteria within the teacher evaluation rubric. The group identified specific District Improvement Plan goals to focus on when observing in classrooms, participated in two book studies, participated in two walkthroughs in each building, and discussed feedback the administration would provide teachers when observing.

#### **IV. School Climate**

- All staff received Enhanced Lockdown training with state and local police.
- Periodic announced and unannounced evacuation and lockdown drills took place throughout the year.
- Defined Powder Mill's Guiding Principles and held numerous assemblies recognizing students and staff.

#### **V. Resources and Facilities**

- Created a building based Technology Committee to gather information and provide feedback to help the District Technology Committee develop a five year Technology plan.

With the vote to close Granville School, the district formed a committee to develop plans to help support Granville students and families for the transition that would take place in the fall. On March 16<sup>th</sup>, administrators in the district went to Granville School to share information about Woodland and Powder Mill School and to answer questions. An Open House for the Granville families at both Woodland and Powder Mill took place on March 20<sup>th</sup> and grade level classrooms were pen pals with all Granville students. Granville students also spent a day at perspective schools and participated in the typical transition activities that occur each year.

In the spring of 2017, students were assessed using the new Next Generation MCAS assessment. Data from this assessment cannot be compared to past MCAS results as the assessment is measuring new standards. Overall, our results are closely in line with State percentages. Based upon the results, there is room for growth. At this time it is necessary for us to continue aligning and developing our curriculum and to meet the level of rigor within the standards. Our continued curriculum work and professional development opportunities will only strengthen the work we have done thus far. It is the district's vision to prepare students to persevere, adapt and thrive in an ever-changing world as both independent thinkers and scholars.

I'm looking forward to continuing the work of the district and look forward to sharing our accomplishments next year.

***Respectfully submitted,***

Kimberley J. Saso, Principal  
Powder Mill School

### **SOUTHWICK REGIONAL SCHOOL ANNUAL REPORT**

The Southwick Regional School learning community continues to implement the beliefs that our school must:

- Challenge all students to excel and become confident, engaged learners through the establishment of high academic standards.
- Promote academic, emotional, social, and physical growth of students while encouraging responsible citizenship.
- Work together with families and the community to actively promote quality education.
- Provide a safe environment fostering a culture of civility, creativity and respect for diversity.
- Provide students with quality facilities, relevant materials, and personalized instruction in order to promote excellence in education.
- Consistent with these beliefs, Southwick Regional School strives to provide a safe, supportive, respectful environment dedicated to the academic, personal, and cultural evolution of every student.

The enrollment for Southwick Regional School is 715 students in grades 7-12. The class of 2017 sent 56% of the student body to a 4-year college, 15% to a 2-year college, 3% to a technical program and 6% joined the military. The total number of students receiving scholarships last year was 45, about 38% of the senior class. The senior class is forever grateful for the support of the community through a number of initiatives and the various scholarships is an example of one. In addition to the math, science, English and history courses, students have the opportunity to explore class options in the area of art, business, computer science, health, music, physical education, technology, performing arts and foreign language. Virtual high school courses are available as well as vocation programs at the Lower Pioneer Valley Educational Collaboration.

The school offers over 35 clubs and activities that students can become a part of to enrich not only their own school experience, but also that of their classmates and communities. These clubs and activities provide students the opportunity to challenge themselves academically, travel the world, support their class and community and engage in civic programs. The Pioneer Valley

Interscholastic Athletic Conference recognized the golf team, indoor track team and softball team for winning their league. In addition, the softball team advanced to their first ever Western Mass Final. Lastly, the golf coach, Al Selden, was named Golf Coach of the Year by the MIAA.

School Accomplishments:

#### **I. Student Achievement**

- The number of students scoring at the proficient or advanced level on the MCAS in the subject areas of English, math, biology increased
- The Student Growth Percentile for students in middle school math was at 55%
- Seventy –four students participated in AP courses
- Fifty percent of students scored 3 or better on the AP exam
- Students applying and being accepted to a more diverse portfolio of colleges and universities.

#### **II. Personal Growth**

- Professional development focused on the social and emotional learning of students
- Adjustment counselors providing programs for parents that address teen issues
- The continued integration of 7<sup>th</sup> & 8<sup>th</sup> graders in extra-curricular activities and athletic teams

#### **• Collaboration and Partnership**

- Continued partnership with BEA, Wright Flight, Police and Fire Departments
- The Diversified Learning Experience has expanded to internships at Baystate, Westfield Courts and local colleges and universities
- The use of district coaches to facilitate professional development on curriculum development

#### **III. School Safety/Climate**

- Safety audit completed
- More staff than ever before trained in restraint and CPR
- Quarterly drills and enhancements to the lockdown drill procedure

- Expanded athletic and extra-curricular opportunities for students in grades 7-12

#### **IV. Resources and Facilities**

- The utilization of Whalley Park for games and practices
- The opening of the auditorium and gym for use to Powder Mill and Woodland
- Relocation of the weight room

***Respectfully submitted,***

Joe Turmel, Principal  
Southwick Regional School

#### **DIRECTOR OF STUDENT SERVICES ANNUAL REPORT**

The Southwick Tolland Granville Regional School District (STGRSD) supports approximately 275 students with disabilities. Students are eligible for special education services if they have one or more of the following disabilities; autism, developmental delay, intellectual, sensory, hearing, vision, deaf-blind, neurological, emotional, communication, physical, specific learning and other health impaired. Special education is specially designed instruction, supports and services provided to students with an identified disability. A Team meeting is held annually to develop an Individualized Education Program (IEP) for eligible students. The IEP is created through a Team effort that includes the student (over 14), parents, teachers and related service providers. The IEP defines the individualized objectives of a child who has been determined to have a disability and helps them reach educational goals. An IEP describes how the student learns, how the student best demonstrates that learning and what teachers and service providers will do to help the student learn more effectively. As long as a student qualifies for special education, the IEP is mandated to be regularly maintained and updated up to the point of high school graduation, or prior to the 22<sup>st</sup> birthday. An IEP is meant to ensure that students with disabilities are provided with a Free Appropriate Public Education (FAPE).

The STGRSD Special Education Department provides services for students Pre-school through High School. Our Pre-school program has continued to grow over the last several years. We currently have 6 half day classes for 42 students with disabilities and 48 students that are peer

partners. From Kindergarten through Grade 12 the STGRSD offers a continuum of Special Education programs that include; Inclusion, Pull-out and Substantially Separate classes. Inclusion brings the support and services to the child (rather than removing the child from class and bringing them to the service). Because the philosophy of inclusive education is aimed at helping all children learn, everyone in the class benefits. Children learn at their own pace and style within a nurturing learning environment. These classes are co-taught by General Education and Special Education teachers. They co-plan lessons and activities that are modified to enable children of all abilities to participate with typical peers. Pull-out support is provided in classes taught by Special Education teachers. Within this model students may receive instruction outside the regular education class up to 60% of the school day. Our Journey Program, Pathways Program and Crossroads Program are substantially separate classes that provide instruction to students outside the regular education class over 80% of the school day. These programs address the social/emotional/behavioral or developmental needs of students.

While the majority of our special needs students are educated within the district, several students attend out-of-district programs. Funding for these programs comes from federal, state and local sources.

The STGRSD continues the Lindamood Bell specialized reading program in grades K through 12. Students identified with specific reading disabilities receive reading instruction in decoding, spelling and language comprehension. Instruction groups are 3-5 students with 30-90 minutes of daily lessons. Assessments are administered annually to determine growth and progress. The STGRSD has continued our partnership in the Inclusive Concurrent Enrollment Initiative (ICEI) at Westfield State University and the University of Massachusetts. The ICEI program offers grants to college-school partnerships to support eligible public high school students with intellectual disabilities, ages 18-22, so enrolled students can increase their academic and career success by being included in a college or university community of learners. Student participants develop career-planning and employment skill, self-advocacy skills, and new life skills that will assist in their post-secondary interests and activities.

The 2017/2018 school year had an additional Adjustment Counselor added to Woodland School. Special Education services are provided through staff that include; Special Education teachers, Paraprofessional, Autism/Behavior Specialists, Speech and Language Pathologists, School Psychologists, Occupational Therapists, Physical Therapist, Teacher of the Hearing and Visually Impaired, Adjustment Counselors and a Board Certified Behavior Analyst (BCBA).

The STRSD Special Education teachers, therapists and paraprofessionals are highly qualified and dedicated staff working cooperatively to ensure success for students. As always, it remains the goal of Special Education to work together with students, parents, teachers, and administrators to provide quality services and instruction from preschool through high school graduation.

***Respectfully submitted,***

Noell Somers  
Director of Student Services

## **HISTORICAL COMMISSION**

The Southwick Historical Commission is responsible for ensuring that historical preservation concerns will be considered in community planning. It consists of a five-member board, charged to inventory, preserve, protect, and develop the historical and archeological assets of the town. The Commission also conducts research of individuals and places of historical value. The Commission in carrying out its role can print and distribute those books, maps, charts, plans and pamphlets that it deems necessary in its work. The Commission may acquire in the name of the town by gift, purchase, grant, bequest, lease or otherwise, property of significant historic value and manage the same.

The Historical Commission has had a very active year continuing the work of the former Commission and incorporating new ideas for future projects. Current members are: David Gunn (Chair and CPC Representative); Lee Hamberg (Secretary and Town Board Liaison); Sean Bissaillon (Treasurer); Ellen Miles (Publicity); past member recently resigned is Adam Seaman. We presently have that seat to be filled. A candidate must be a current town resident.



The goals of the Southwick Historical Commission are in principal very similar to last years: (1) the preservation of the old Town Library; (2) list the Canal on the National Registry of Historic Places; (3) secure and place veteran markers for the old and new cemetery.

The project to place the Canal in the National Registry of Historic Places is a funded program that has met several obstacles with the efforts to move forward. The Massachusetts Historical Commission is requesting the complete Canal length in Massachusetts to be registered, not just the portion associated within the boundaries of Southwick. While we have the mapping of the Canal completed in Southwick much work needs to be completed within the other towns the Canal traversed through.

We are always looking for additional members or interested parties to join our Commission. If interested, please attend one of our meetings which are held on the first Monday of every month in the Town Hall or let your desire be known to one of our Commission members.

***Respectfully submitted,***

David Gunn  
Chairman, Southwick Historical Commission

#### **CEMETERY COMMISSION**

As always, thank you to our Sexton Bud Phillips, Bob Grimaldi and their crew for the wonderful job in maintaining the cemetery grounds this year.

We want to especially thank the Historical Society for another superb job done on "The Walk with the Spirits" in October, and to the VFW for placing the Veteran grave flags in the Cemetery and collecting them in the fall.

We welcome our newest commissioner James Fahey for a full term.

We especially want to thank the Lion's Club for the new flag pole in the old cemetery, looks wonderful with the new fence from the previous year. We truly appreciate the support we receive from the Lions Club, Community Preservation and the Historical Society and all the folks of Southwick.

We will be having the Cemetery surveyed in the near future for more space.

We appreciate all your comments, good and bad, about the upkeep of the Cemetery.

***Respectfully submitted,***

Veronica Connolly  
James Fahey  
Sharon Horacek, Chairman

#### **CHANNEL 15**

##### ***Public Cable Access Channel***

This year Channel 15 converted from analog to digital. All Channel 15 viewing is now available on Comcast Cable Channel 15, and also on the internet. Now available for viewing on computers, smart phones, and tablets.

Channel 15 will be undergoing many changes and upgrades in the next few years having the capability of broadcasting live feeds from Town Hall Meeting Rooms.

The longer-term goal is to add a second channel and have a direct feed from the High School, and other Town facilities.

The Town's Bulletin Board will continue to serve with current events and information for the residents of Southwick, while adding live feeds from Westfield and other surrounding communities.

***Respectfully submitted,***

Dennis Clark

#### **TREASURER/COLLECTOR/CLERK'S OFFICE BOARD OF REGISTRARS**

As required by the laws of Massachusetts, an annual street listing of the town was conducted as of January 2017. The street listing is a list of residents in the Town of Southwick that have responded to the annual census mailing.

The current total number of residents of the town consists of 6,822 voters, and 1649 non-voters for a total of 8,471 as of December 31, 2017.

Inactive Voter list is the name and addresses of voters that have not returned the annual census. Pursuant to Mass General Laws section thirty-seven of Chapter 51, the voter shall be maintained on the inactive voters list until such voter has failed to vote in two consecutive state elections. In which, the voter will then be removed.

The Board of Registrars rely on the Town Clerk's office employees to examine, certify or

reject signatures on all nomination papers and petitions presented for their signatures. The office employees also certify signatures and qualification to vote of all applicants for absentee ballots.

The Town Clerk's office held evening hours during the year for persons to register to vote prior to all primaries, elections, town meetings and special meetings. A resident may register to vote at the Town Office during office hours throughout the year.

In calendar Year 2017 the town held one election, Annual Town Election on May 9, 2017 with 266 participants. There was one Special Town Meetings, May 16, 2017, and one Annual Town Meeting on May 16, 2017 with 189 in attendance.

In closing the Board of Registrars would like to thank all our election workers for the excellent job that they do at our elections and we look forward to working with them again in 2018.

***Respectfully submitted,***

Shirley Mae Morris, Chairperson  
Don Morris  
Nancy Zdun  
Michelle L. Hill, Town Clerk

**COUNCIL ON AGING/SENIOR CENTER**

The Senior Center is located at 454 College Highway.

The center is a wonderful meeting place for the elderly population to socialize and interact with their peers.

Director: Cindy Sullivan  
Clerical Staff: Denise Seibert & Andrea Holmes  
Mature Worker Program: Janice Argiro

Monday – Thursday 8:00 AM - 2:00 PM  
Friday 8:00 AM - 1:00 PM  
COA Office 413 569-5498  
Fax 413 569-5327  
E-Mail: [councilonaging@southwickma.net](mailto:councilonaging@southwickma.net)

Dining Center Monday – Friday  
9:30AM-1:00PM

Denise Hills-McGarry 413-569-0410

**The Council on Aging Board Members:**

Chairman	Mary Jane Connolly
Vice Chairman	Paula LeBlanc
Secretary	Carol Laughlin
Members:	Herbert Pace Jr.
	Roy Benson
	Joan Plancon
	Donna Charron

**Associate Members:**

Patti Phillips and Theresa Rogers

The Senior Center is increasing membership on a regular basis. We have hosted summer luaus, Halloween parties, Ice cream socials, holiday gatherings, birthday celebrations, variety of entertainment, and educational lectures. We have also partnered with the Southwick-Tolland-Granville Regional School District for a reading and pen pal program. We have a lovely first grade class that we are working with at Woodland Elementary School. The Westfield Technical Academy has been doing cooking classes/demonstrations with their Culinary Arts program. We have also partnered with the Southwick Fire Department to implement a House Numbering Sign Program. This program enables emergency services to locate homes in our community during an emergency. Signs have been placed on over 50 residents lawns. This is an ongoing program. Seniors are not charged a fee and non-seniors will be able to purchase signs for a small fee. Please call the Senior Center to be added to the list. The Senior Tax Work Off Program began this year. This enables income eligible Seniors to volunteer in the town departments to receive up to a \$1500 credit on their taxes. Please call the Senior Center for more information.

**TRANSPORTATION:**

Transportation is made possible through Franklin Regional Transit Authority with a van being provided by Hulmes Transportation.

The Hulmes van is available during the following hours.

Monday, Wednesday & Thursday  
8:30 AM to 4:00 PM  
Tuesday and Friday  
8:30 AM to 2:00PM

The Town owned van is manned by volunteers who enjoy helping the elderly during the hours

when there is no van service available. The volunteers also drive day trips that are enjoyed by all who have attended.

#### CLASSES:

The following classes are offered at the center weekly with some having small fees to cover the cost of instructors.

Aerobics, Water Aerobics, Yoga, Chair Yoga, Beginner, Intermediate, and Advanced Tai Chi, Writers Workshop, Painting, Line Dancing, Chi-Gong, Zumba, and Quilting/Needlework have returned this year. We have added Yoga Dancing and Cribbage to our activities. Bingo is played for fun on Tuesday mornings. Men's Cards is played on Tuesday and Thursday afternoons. Our pool table can be used anytime during regular business hours. There are currently a group of gentlemen that use the table every morning, but more are welcome including any ladies who would enjoy playing. We continue to have 3 computers that are available to be used when other activities are not scheduled in that room.

#### DINING CENTER:

The Dining Center served close to 14,000 meals during the year. Many of the frail who are not able to attend the congregate dining center have their noon meal delivered by very caring volunteer drivers who also check on their daily well being. Meals are served Monday – Friday at 11:30 AM.

#### NEWSLETTER:

Ten issues of the newsletter were printed during the year and delivered to residents who are seniors and are listed on the town census. All functions that are held at the center are listed with dates and the time they will be held. The newsletter is mailed or hand delivered to one thousand homes. The newsletter is made available through Donations, State Grant monies, and advertising sponsors.

#### TRIPS:

The following is some of the trips that were held: Bernie's, Essex Train and Boat, Northfield Mountain, Bright Nights, Boston Museum, Thimble Islands, Boars Head Festival, Salem Cross Inn, The Big E, Festival of Trees, and Log Cabin events.

#### HEALTH & EDUCATIONAL PROGRAMS:

Monthly Blood Pressure

BI-Monthly Foot Care  
Bi-Monthly Hearing Clinics  
Nutritional Information  
Flu Clinics Health Fair (Spring 2019)

#### SERVICES:

The Senior Center provides many free programs. Please call or stop into the Senior Center to find out about eligibility.

Senior Tax Work Off Program  
Fuel assistance & Food stamps  
Income Tax Preparation (AARP)  
SHINE (Insurance Information)  
Veteran's Representative  
Brown Bag & Bread Program  
Speakers on Legal & Elder Issues

I would like to recognize the hard work of the volunteers who help us to provide the wonderful programs at our Senior Center. At this time, we have approximately 60 volunteers who help in many different venues. The community has continued to be supportive of our Seniors. I would like to thank my staff and the following Boards and Organizations for their continued support during the year.

Southwick Select Board  
Council on Aging Board  
Southwick Senior Citizens Inc.  
Executive Office of Elder Affairs  
Highland Valley Elder Services, Inc.

***Respectfully submitted,***

Cindy Sullivan-Director

#### CABLE ADVISORY COMMITTEE

The Cable Advisory Committee, an advisory committee, met extensively this year to review and finalize a contract with Comcast for cable service. While the aspects of cable rates and content are NOT within the purview of the CAC, the CAC has initiated equipment upgrades to move the Public Education Channel (channel 15) from an analog signal to digital. To pay for these upgrades, the CAC voted to increase the cable franchise fee to 1.75% from .75%, with the option to increase the fee after a period of 3 years to 3.5% on the cable portion of the bill only.

The Committee members voted at their meeting on 06/17/17 to recommend that the

Select Board renew the contract for a period of 5 years and a second PEG channel upon a six month notification throughout the duration of the contract. The franchise fee is paid by all subscribers and 100% reimbursed to the Town for maintenance and upgrades of the equipment used by the Town. Channel 15 has been revised for easier user access and to present a format to the public that is visually appealing.

***Respectfully submitted,***

Robert Horacek, Chairman  
Sue Fox  
Paul Connolly  
Cable Advisory Committee

### **TOWN MODERATOR**

Southwick is fortunate to have an open Town Meeting where each voter has a direct say in setting the annual budget, passing/amending by-laws and other important matters. For Southwick, our Town Meeting serves the same function as Congress in Washington and the Legislature in Boston – it is the legislative branch of our town government. The important difference is that with Town Meeting, any registered voter is entitled to directly represent their personal views and to vote their position. **You** are your own Representative.

I strongly urge all Southwick voters to exercise their fundamental political right to participate in Town Meeting. The more who participate, the stronger local government will be. Each of us who attend Town Meeting are very ordinary people, but when many ordinary people come together, express their views, learn the facts and then vote their mind, together we can make extraordinary decisions.

In town government, the Board of Selectmen are the executive branch of government, equivalent to the President nationally or the governor in Boston. In the United States, our forms of government are based on separation of duties between the executive and legislative branches of government – checks and balances – and the Town of Southwick is no different. It is critical that the Town Meeting be strong and express the will of the people in setting budgets, incurring debt and passing by-laws, and in so doing, provide an appropriate check on the Board of Selectmen and the Regional School Committee.

The Town Moderator is responsible to the Town Meeting and has no executive duties in

Town government. It is an elected town position with two primary responsibilities:

1. To preside over Annual and Special Town Meetings, and to decide all points of order regarding Town Meeting process, and
2. To appoint the Finance Committee, consisting of seven regular members.

My role is to make your Town Meeting participation comfortable and productive. I try my best to uncomplicate things, to keep the process fair and to keep things moving. If you ever have a question about Town Meeting procedure, please ask. I am eager to hear suggestions for improving Town Meeting and encouraging greater attendance.

The Finance Committee's primary responsibility is to study and recommend on all monetary articles that come before Town Meeting. It is critical to having a successful open town meeting process, and I greatly appreciate the many hours of honest deliberation that the FinCom invests in fulfilling its responsibilities.

I always welcome volunteers who are interested in appointment to the Finance Committee. You do not need to be an accountant or a financial person – any voter with good business and/or decisioning skills who is willing to be fair and to invest time in learning the process is a good candidate. I do not distinguish between political affiliations, and appreciate the opportunity to appoint individuals who have not previously served in Town Government. My goal is to appoint individuals of diverse backgrounds and interests to this committee. I am especially proud to have a balanced Committee at present.

It is time to begin thinking about who will become my successor as Town Moderator when my current term expires in 2020. I would welcome the opportunity to discuss this with interested parties well in advance of that time.

I always welcome your questions. I can be contacted either by email at [Jim-Putnam@comcast.net](mailto:Jim-Putnam@comcast.net) or 569-9283. Thanks for the opportunity to serve our great Town of Southwick.

***Respectfully submitted,***

James N. Putnam, II  
Town Moderator



COMMONWEALTH OF MASSACHUSETTS

# Town of Southwick

Office of the Town Accountant

454 COLLEGE HIGHWAY, SOUTHWICK, MA 01077

Telephone (413) 569-5286

## Fiscal 2017 Annual Report of the Town Accountant

The following reports represent the financial status, by fund, of the Town of Southwick as of June 30, 2017. It also details the General Fund, Water Division and Sewer Division expenditures made during the year from the articles voted at the Annual Town Meeting and various Special Town Meetings.

***Respectfully submitted,***

Laura Fletcher, Town Accountant

Melinda Wingate, Assistant Town Accountant

Kimberly Ross, Accounting Clerk

Carol DellaGiustina, Accounting Clerk

**TOWN OF SOUTHWICK, MASSACHUSETTS**  
**BALANCE SHEET - GOVERNMENTAL AND PROPRIETARY FUNDS**  
**JUNE 30, 2017**

	Governmental Fund Types				Proprietary Fund Type	Fiduciary Fund Type	Account Group		Totals
	General Fund	Special Revenue	Capital Projects	Enterprise			General	Term	
						Agency	Debt		(Memorandum Only)
<b>Assets</b>									
Cash and Investments	\$ 4,754,207	\$ 3,354,124	\$ 9,968	\$ 3,869,294	\$ 4,256,725	\$	-	\$	16,244,318
Accounts Receivable:									
Property Taxes	377,449	5,338	-	-	-	-	-	-	382,787
Excise Taxes	267,353	-	-	-	-	-	-	-	267,353
Tax Liens	83,644	-	-	-	-	-	-	-	83,644
Tax Foreclosures	57,668	-	-	-	-	-	-	-	57,668
User Charges	-	-	-	770,408	-	-	-	-	770,408
Departmental	62,431	145,823	-	-	-	-	-	-	208,254
Special Assessments	-	-	-	3,463,611	-	-	-	-	3,463,611
Due From Other Governments	-	243,489	-	-	-	-	-	-	243,489
Less: Allowance for Uncollectable Accounts	(478,887)	-	-	-	-	-	-	-	(478,887)
Amount to be Provided for the Pymnt of Notes/Det	-	263,042	207,863	726,000	-	-	12,646,702	-	13,843,607
<b>Total Assets</b>	<b>\$ 5,123,865</b>	<b>\$ 4,011,816</b>	<b>\$ 217,831</b>	<b>\$ 8,829,313</b>	<b>\$ 4,256,725</b>	<b>\$</b>	<b>\$ 12,646,702</b>	<b>\$</b>	<b>35,086,252</b>

	\$ 29	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	29
Warrants Payable	15,347	-	-	-	-	-	-	-	15,347
Payroll Withholdings	-	-	-	-	-	-	-	-	916,453
Escrows & Deposits	-	-	-	14,550	901,903	-	-	-	61,482
Due to Others	-	-	-	-	61,482	-	-	-	4,998,327
Deferred Revenue	369,658	394,650	-	4,234,019	-	-	-	-	1,196,905
Note Payable	-	263,042	207,863	726,000	-	-	-	-	12,646,702
Bond Indebtness	-	-	-	-	-	-	12,646,702	-	19,835,245
<b>Total Liabilities</b>	<b>\$ 385,034</b>	<b>\$ 657,692</b>	<b>\$ 207,863</b>	<b>\$ 4,974,569</b>	<b>\$ 963,385</b>	<b>\$</b>	<b>\$ 12,646,702</b>	<b>\$</b>	<b>35,086,252</b>

<b>Liabilities and Fund Equity:</b>									
Retained Earnings:									
Reserved Retained Earnings	-	-	-	3,143,830	-	-	-	-	3,143,830
Unreserved Retained Earnings	-	-	-	710,914	-	-	-	-	710,914
Fund Balances:									
Reserve for Encumbrances	1,036,442	-	-	-	-	-	-	-	1,036,442
Reserve for Non-Expendable Trusts	-	-	-	-	299,721	-	-	-	299,721
Unreserved:									
Designated for Subsqnt Years Expenditures	980,000	-	-	-	-	-	-	-	980,000
Undesignated	2,722,389	3,354,124	9,968	-	2,993,619	-	-	-	9,080,100
<b>Total Fund Equity</b>	<b>4,738,831</b>	<b>3,354,124</b>	<b>9,968</b>	<b>3,854,744</b>	<b>3,293,340</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,251,007</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 5,123,865</b>	<b>\$ 4,011,816</b>	<b>\$ 217,831</b>	<b>\$ 8,829,313</b>	<b>\$ 4,256,725</b>	<b>\$</b>	<b>\$ 12,646,702</b>	<b>\$</b>	<b>35,086,252</b>

**TOWN OF SOUTHWICK, MASSACHUSETTS  
STATEMENT OF REVENUES AND EXPENDITURES -  
BUDGETARY BASIS - (NON-GAAP) -  
BUDGET AND ACTUAL - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017**

	Budgeted Amounts					
	Amounts Carried Forward From Prior Year	Original Budget	Final Budget	Actual Budgetary Basis	Amounts Carried Forward to Next Year	Variance with Final Budget Positive (Negative)
<b>Revenues:</b>						
Property Taxes	\$ -	\$ 17,821,563	\$ 17,821,563	\$ 17,701,369	\$ -	\$ (120,194)
State Receipts	-	1,350,943	1,350,943	1,347,369	-	(3,574)
Excise and Other Taxes	-	1,072,000	1,072,000	1,378,857	-	306,857
Licenses, Permits, Fees	-	354,000	354,000	805,191	-	451,191
Interest on Taxes	-	50,000	50,000	71,694	-	21,694
Interest on Investments	-	8,000	8,000	12,107	-	4,107
<b>Total Revenues</b>	-	20,656,506	20,656,506	21,316,587	-	660,081
<b>Expenditures:</b>						783,849
Current:						
General Government	115,425	2,119,363	2,199,018	1,810,385	168,439	220,194
Public Safety	190,976	3,404,677	3,705,325	3,176,472	345,145	183,708
Public Works	552,515	1,603,151	2,757,104	2,129,099	485,599	142,406
Education	-	10,923,907	10,923,907	10,788,618	-	135,289
Health and Human Services	2,949	331,568	346,487	296,131	7,938	42,418
Culture and Recreation	208,423	482,283	699,611	633,170	28,286	38,155
Employee Benefits and Insurance	1,012	1,965,254	1,966,266	1,879,162	1,035	86,069
State Assessments	-	22,422	22,422	22,962	-	(540)
Debt Service:						
Principal	-	570,394	570,394	488,000	-	82,394
Interest	-	116,450	116,450	54,720	-	61,730
<b>Total Expenditures</b>	1,071,300	21,539,469	23,306,984	21,278,719	1,036,442	991,823
<b>Excess of Revenues Over (Under) Expenditures</b>	(1,071,300)	(882,963)	(2,650,478)	37,868	(1,036,442)	1,651,904
<b>Other Financing Sources (Uses):</b>						
Operating Transfers In	-	317,175	320,790	317,175	-	(3,615)
Operating Transfers Out	-	(414,212)	(444,912)	(265,663)	-	179,249
<b>Total Other Financing Sources (Uses)</b>	-	(97,037)	(124,122)	51,512	-	175,634
<b>Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses</b>	(1,071,300)	(980,000)	(2,774,600)	89,380	(1,036,442)	1,827,538
<b>Budgetary Fund Balance - Beginning of Year</b>				4,649,451		
<b>Budgetary Fund Balance - End of Year</b>				<u>\$ 4,738,831</u>		
				\$ -		
<b>Reconciliation of Budget Deficit:</b>						
Free Cash	-	930,000	1,653,300			
Overlay Surplus	-	50,000	50,000			
Prior Yr Encumbrances	1,071,300	-	1,071,300			
	<u>1,071,300</u>	<u>980,000</u>	<u>2,774,600</u>			

**TOWN OF SOUTHWICK, MASSACHUSETTS  
PROPRIETARY FUNDS  
BALANCE SHEET  
JUNE 30, 2017**

	<b>Enterprise Funds</b>		<b>Totals</b>
	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>(Memorandum Only)</b>
<b>ASSETS</b>			
Cash and Cash Investments	\$ 1,250,190	\$ 2,619,104	\$ 3,869,294
Accounts Receivable:			
User Charges	492,199	278,209	770,408
Special Assessments	-	3,463,611	3,463,611
Amount to be Provided for Payment of Notes	726,000	-	726,000
<b>Total Assets</b>	<b>2,468,389</b>	<b>6,360,924</b>	<b>8,829,313</b>
<b>LIABILITIES</b>			
Deposits	14,550	-	14,550
Deferred Revenue	492,199	3,741,820	4,234,019
Notes Payable	726,000	-	726,000
<b>Total Liabilities</b>	<b>1,232,749</b>	<b>3,741,820</b>	<b>4,974,569</b>
<b>FUND EQUITY</b>			
Retained Earnings:			
Reserved Retained Earnings:			
Capital Projects	75,835	294,308	370,143
Encumbrances	193,460	112,250	305,710
Subsequent Years Expenditures	596,261	168,000	764,261
Betterments	-	1,703,716	1,703,716
Unreserved Retained Earnings	370,084	340,830	710,914
<b>Total Fund Equity</b>	<b>\$ 1,235,640</b>	<b>\$ 2,619,104</b>	<b>\$ 3,854,744</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 2,468,389</b>	<b>\$ 6,360,924</b>	<b>\$ 8,829,313</b>

The Notes to the Financial Statements are an integral part of this Statement.



**TOWN OF SOUTHWICK, MASSACHUSETTS  
PROPRIETARY FUNDS  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED JUNE 30, 2017**

	<b>Enterprise Funds</b>		
	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>Total</b>
<b>Operating Revenues:</b>			
Rates/User Charges	\$ 702,187	\$ 319,717	\$ 1,021,904
Intergovernmental			-
Other	17,418	18,558	35,976
<b>Total Operating Revenues</b>	<b>719,605</b>	<b>338,275</b>	<b>1,057,880</b>
<b>Operating Expenses:</b>			
Salaries & Wages	299,896	124,671	424,567
Operating Expenses	441,464	544,206	985,670
Capital Outlay	831,252	52,639	883,891
<b>Total Operating Expenses</b>	<b>1,572,612</b>	<b>721,516</b>	<b>2,294,128</b>
<b>Operating Income (Loss)</b>	<b>(853,007)</b>	<b>(383,241)</b>	<b>(1,236,248)</b>
<b>Non-Operating Revenues (Expenses):</b>			
Special Assessments	-	505,117	505,117
Special Assessments - Interest		-	-
Intergovernmental			-
Proceeds from Debt/Notes Issuance	726,000	-	726,000
Principal Debt	(194,090)	(243,681)	(437,771)
Interest Expense	(83,243)	(381,223)	(464,466)
<b>Total Non-Operating Revenues (Expenses)</b>	<b>448,667</b>	<b>(119,787)</b>	<b>328,880</b>
<b>Income (Loss) Before Operating Transfers</b>	<b>(404,340)</b>	<b>(503,028)</b>	<b>(907,368)</b>
<b>Operating Transfers:</b>			
Transfer In/(Out)	-	245,663	245,663
<b>Total Operating Transfers</b>	<b>-</b>	<b>245,663</b>	<b>245,663</b>
<b>Change in Fund Balance</b>	<b>(404,340)</b>	<b>(257,365)</b>	<b>(661,705)</b>
<b>Fund Balance at Beginning of Year</b>	<b>1,639,980</b>	<b>2,876,469</b>	<b>4,516,449</b>
<b>Fund Balance at End of Year</b>	<b>\$ 1,235,640</b>	<b>\$ 2,619,104</b>	<b>\$ 3,854,744</b>

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	TO FREE CASH
ACCOUNT NAME											
01114 - MODERATOR SALARY											
ELECTED SALARY		150.00	0.00	0.00	0.00	0.00	150.00	0.00	150.00	0.00	150.00
TOTAL		150.00	0.00	0.00	0.00	0.00	150.00	0.00	150.00	0.00	150.00
01114 - MODERATOR OPERATIONS											
CONFERENCE & TRAVEL		36.00					36.00	0.00	36.00		36.00
SUPPLIES		39.00					39.00	0.00	39.00		39.00
TOTAL		75.00	0.00	0.00	0.00	0.00	75.00	0.00	75.00	0.00	75.00
01122 - SELECTMEN ELECTED SALARY											
ELECTED SALARIES		15,000.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00	0.00	0.00	0.00
TOTAL		15,000.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00	0.00	0.00	0.00
01122 - SELECTMEN SALARIES											
ADMINISTRATIVE ASSISTANT		49,100.00		980.00			50,080.00	49,118.38	961.62	959.34	2.28
PART TIME SALARIES		28,715.00		587.00			29,302.00	27,411.37	1,890.63	899.25	991.38
OVERTIME		6,000.00					6,000.00	5,470.79	529.21	90.50	438.71
FIELD DRIVER SALARY		1.00					1.00	0.00	1.00		1.00
LONGEVITY		904.00					904.00	900.12	3.88		3.88
TOTAL		84,720.00	0.00	1,567.00	0.00	0.00	86,287.00	82,900.66	3,386.34	1,949.09	1,437.25
01122 - SELECTMEN OPERATIONS											
DUES		1,425.00					1,425.00	1,461.00	(36.00)		(36.00)
HIRED SERVICE		5,000.00					5,000.00	3,737.52	1,262.48	1,262.48	0.00
CONFERENCE & TRAVEL		1,985.00					1,985.00	1,926.85	58.15		58.15
MINOR EQUIPMENT		618.00					618.00	0.00	618.00	600.00	18.00
SUPPLIES		1,500.00					1,500.00	1,127.37	372.63	100.28	272.35
EMPLOYEE/VOLUNTEER RECOGNITION		1,532.00					1,532.00	762.83	769.17		769.17
TOTAL		12,060.00	0.00	0.00	0.00	0.00	12,060.00	9,015.57	3,044.43	1,962.76	1,081.67
01129 - CHIEF ADMIN OFFICER SALARY											
CHIEF ADMINISTRATION OFFICER SALARY		95,200.00		1,905.00			97,105.00	95,242.46	1,862.54	1,860.20	2.34
LONGEVITY		753.00					753.00	750.10	2.90		2.90
TOTAL		95,953.00	0.00	1,905.00	0.00	0.00	97,858.00	95,992.56	1,865.44	1,860.20	5.24
01129 - CHIEF ADMIN OFFICER OPERATIONS											
DUES		1,183.00					1,183.00	856.80	326.20		326.20
CONFERENCE & TRAVEL		665.00					665.00	930.65	(265.65)		(265.65)
SUPPLIES		200.00					200.00	213.94	(13.94)		(13.94)
AUTO ALLOWANCE		1,800.00					1,800.00	1,800.00	0.00		0.00
TOTAL		3,848.00	0.00	0.00	0.00	0.00	3,848.00	3,801.39	46.61	0.00	46.61
01130 - RESERVE FUND											
RESERVE FUND ACCT		163,000.00		10,700.00		(108,771.00)	64,929.00	0.00	64,929.00	0.00	64,929.00
TOTAL		163,000.00	0.00	10,700.00	0.00	(108,771.00)	64,929.00	0.00	64,929.00	0.00	64,929.00
01131 - FINANCE COMMITTEE SALARY											
CLERICAL PART TIME		4,106.00		25.00			4,131.00	4,131.00	0.00		0.00
CAPITAL EXPEND COMMITTEE		549.00					549.00	507.75	41.25		41.25
TOTAL		4,655.00	0.00	25.00	0.00	0.00	4,680.00	4,638.75	41.25	0.00	41.25
01131 - FINANCE COMMITTEE OPERATIONS											
DUES		190.00					190.00	176.00	14.00		14.00
CONFERENCE & TRAVEL		2,793.00					2,793.00	2,299.67	493.33		493.33
SUPPLIES		190.00					190.00	181.40	8.60	125.00	(116.40)
TOTAL		3,173.00	0.00	0.00	0.00	0.00	3,173.00	2,657.07	515.93	125.00	390.93
01132 - RESERVE FOR WAGE NEGOTIATIONS											
RESERVE FOR WAGE NEGOTIATIONS		60,000.00		(60,000.00)		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		60,000.00	0.00	(60,000.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	TO FREE CASH
ACCOUNT NAME											
01135 - ACCOUNTING SALARIES											
TOWN ACCOUNTANT SALARY		78,275.00	8,000.00				86,275.00	76,946.63	9,328.37	1,742.01	7,586.36
ASSISTANT ACCOUNTANT		47,110.00		945.00			48,055.00	47,131.42	923.58	920.54	3.04
OVERTIME		1,000.00					1,000.00	757.19	242.81	36.94	205.87
CLERICAL SALARIES		61,785.00					61,785.00	63,189.53	(1,404.53)	1,832.79	(3,237.32)
LONGEVITY		1,657.00					1,657.00	1,084.76	572.24		572.24
TOTAL		189,827.00	8,000.00	945.00		0.00	198,772.00	189,109.53	9,662.47	4,532.28	5,130.19
01135 - ACCOUNTING OPERATIONS											
DUES		400.00					400.00	270.00	130.00		130.00
CONFERENCE & TRAVEL		1,938.00					1,938.00	1,220.72	717.28	126.25	591.03
MINOR EQUIPMENT		900.00					900.00	812.65	87.35	59.99	27.36
SUPPLIES		2,000.00					2,000.00	1,478.42	521.58	822.57	(300.99)
MICROFICHE SERVICES		1,000.00					1,000.00	747.50	252.50	252.50	0.00
TOTAL		6,238.00	0.00	0.00		0.00	6,238.00	4,529.29	1,708.71	1,261.31	447.40
01136 - MUNIC AUDIT											
AUDIT OF ACCTS		26,000.00					26,000.00	25,747.50	252.50	252.50	0.00
GASB 45		3,500.00					3,500.00	0.00	3,500.00	3,500.00	0.00
TOTAL		29,500.00	0.00	0.00		0.00	29,500.00	25,747.50	3,752.50	3,752.50	0.00
01141 - ASSESSOR ELECTED SALARIES											
ELECTED SALARIES		1,900.00					1,900.00	1,686.91	213.09	0.00	213.09
TOTAL		1,900.00	0.00	0.00		0.00	1,900.00	1,686.91	213.09	0.00	213.09
01141 - ASSESSOR SALARIES											
DIRECTOR OF ASSESSMENTS		60,232.00					60,232.00	59,077.07	1,154.93	1,153.84	1.09
CLERICAL FULL TIME		82,960.00					82,960.00	81,358.30	1,601.70	1,589.03	12.67
CLERICAL OVERTIME		500.00					500.00	221.00	279.00		279.00
LONGEVITY		1,657.00					1,657.00	1,650.22	6.78		6.78
TOTAL		145,349.00	0.00	0.00		0.00	145,349.00	142,306.59	3,042.41	2,742.87	299.54
01141 - ASSESSOR OPERATIONS											
DUES		250.00					250.00	200.00	50.00		50.00
STAFF DEVELOPMENT		1,100.00					1,100.00	1,058.85	41.15		41.15
PHOTO COPY		250.00					250.00	128.00	122.00		122.00
REVAL CONSULTANT		9,000.00					9,000.00	1,600.00	7,400.00		7,400.00
CONFERENCE & TRAVEL		570.00					570.00	118.00	452.00		452.00
MINOR EQUIPMENT		900.00					900.00	283.08	616.92	200.00	416.92
SUPPLIES		1,260.00					1,260.00	1,233.77	26.23		26.23
MAPPING MAINTENANCE		5,000.00					5,000.00	3,600.00	1,400.00		1,400.00
CARTOGRAPHIC GIS-ASSESSOR SHARE		500.00					500.00	500.00	0.00		0.00
TOTAL		18,830.00	0.00	0.00		0.00	18,830.00	8,721.70	10,108.30	200.00	9,908.30
01145 - TOWN CLERK SALARIES											
TOWN CLERK/TREAS/COLL SALARY		75,290.00					75,290.00	76,800.12	1,504.88	1,500.00	4.88
ASSISTANT TREASURER SALARY		46,015.00		3,015.00			49,030.00	46,031.62	900.38	899.06	1.32
CLERICAL SALARIES		77,985.00		917.00			78,902.00	60,773.55	17,211.45	1,543.71	15,667.74
PART TIME CLERICAL		1,000.00					1,000.00	2,594.00	(1,594.00)		(1,594.00)
CERTIFICATION- TOWN CLERK/TREASURER		2,000.00					2,000.00	2,000.00	0.00		0.00
OVERTIME		1,600.00	878.43				2,478.43	2,806.34	(327.91)	18.04	(345.95)
TOWN MEETINGS		1,000.00					1,000.00	1,224.70	(224.70)		(224.70)
LONGEVITY		452.00					452.00	432.75	19.25		19.25
TOTAL		205,342.00	878.43	3,932.00		0.00	210,152.43	192,663.08	17,489.35	3,960.81	13,528.54
01145 - TOWN CLERK OPERATIONS											
DUES		450.00					450.00	455.00	(5.00)		(5.00)
FIN ADVISOR FEE		1,500.00					1,500.00	1,500.00	0.00		0.00
PRINTING		7,600.00					7,600.00	4,420.69	3,179.31	1,464.67	1,714.64
STREET LIST/CENSUS		2,000.00					2,000.00	175.00	1,825.00		1,825.00
CONFERENCE & TRAVEL & EDUCATION		3,500.00					3,500.00	2,474.64	1,025.36	3.50	1,021.86
MINOR EQUIPMENT		1,500.00					1,500.00	1,475.00	25.00		25.00
SUPPLIES		3,500.00					3,500.00	2,112.46	1,387.54		1,387.54
TOTAL		20,050.00	0.00	0.00		0.00	20,050.00	12,612.79	7,437.21	1,468.17	5,969.04

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	To FREE CASH
ACCOUNT NAME												
01145 - TOWN CLERK CAPITAL												
COPIER REPLACEMENT		9,000.00						9,000.00	8,879.33	120.67		120.67
LASER FICHE FOR GENERAL CODE ELECTRONIC F		3,000.00						3,000.00	2,948.00	52.00		52.00
TOTAL		12,000.00	0.00	0.00	0.00			12,000.00	11,827.33	172.67	0.00	172.67
01150 - LEGAL ADS												
ADVERTISEMENTS		7,290.00					3,000.00	10,290.00	8,126.87	2,163.13	1,751.05	412.08
TOTAL		7,290.00	0.00	0.00	0.00		3,000.00	10,290.00	8,126.87	2,163.13	1,751.05	412.08
011514-LEGAL OPERATIONS												
ATTORNEY FEES/RETAINER		86,520.00					16,000.00	102,520.00	82,422.57	20,097.43	20,000.00	97.43
RECORDING FEES		400.00						400.00	0.00	400.00		400.00
TOTAL		86,920.00	0.00	0.00	0.00		16,000.00	102,920.00	82,422.57	20,497.43	20,000.00	497.43
011514-LABOR NEGOTIATOR OPERATIONS												
NEGOTIATOR FEE		13,200.00						13,200.00	13,200.00	0.00	0.00	0.00
TOTAL		13,200.00	0.00	0.00	0.00			13,200.00	13,200.00	0.00	0.00	0.00
01158 - TAX TITLE OPERATIONS												
TAX TITLE OPERATION		22,500.00					20,000.00	42,500.00	29,316.57	13,183.43	13,050.00	133.43
TOTAL		22,500.00	0.00	0.00	0.00		20,000.00	42,500.00	29,316.57	13,183.43	13,050.00	133.43
01162 - ELECTION/REGISTRATION SALARIES												
CLERK		150.00						150.00	150.00	0.00		0.00
REGISTRARS		500.00						500.00	500.00	0.00		0.00
POLL WORKERS		6,500.00	289.23					6,789.23	6,686.11	103.12		103.12
TOTAL		7,150.00	289.23		0.00		0.00	7,439.23	7,336.11	103.12	0.00	103.12
01162 - ELECTION/REGISTRATION OPERATIONS												
POLICE		4,500.00						4,500.00	3,969.39	530.61		530.61
JANITORS		300.00						300.00	0.00	300.00		300.00
BALLOT PROGRAMMING		5,700.00						5,700.00	3,653.06	2,046.94		2,046.94
PRINTING BALLOTS		4,000.00						4,000.00	412.25	3,587.75		3,587.75
CONFERENCE & TRAVEL		190.00						190.00	104.00	86.00		86.00
SUPPLIES		660.00	832.34					1,492.34	1,015.41	476.93	196.25	280.68
TOTAL		15,350.00	832.34		0.00		0.00	16,182.34	9,154.11	7,028.23	196.25	6,831.98
01171 - CONSERVATION SALARIES												
CONSERVATION CO-ORDINATOR		26,170.00			621.00			26,791.00	26,259.83	531.17	511.34	19.83
LONGEVITY		193.00						193.00	191.88	1.12		1.12
TOTAL		26,363.00	0.00	621.00	621.00		0.00	26,984.00	26,451.71	532.29	511.34	20.95
01171 - CONSERVATION OPERATIONS												
LAND MAINTENANCE		5,700.00						5,700.00	2,434.92	3,265.08	2,500.00	765.08
DUES		342.00						342.00	696.10	(354.10)		(354.10)
CONFERENCE & TRAVEL		665.00						665.00	585.00	80.00		80.00
WESTFIELD WATER SHED		190.00						190.00	190.00	0.00		0.00
CONSULTANT		1,330.00						1,330.00	80.00	1,250.00		1,250.00
SUPPLIES		760.00						760.00	425.14	334.86	600.86	(266.00)
TOTAL		8,987.00	0.00	0.00	0.00		0.00	8,987.00	4,411.16	4,575.84	3,100.86	1,474.98
01171 - CONSERVATION CAPITAL												
COMPUTER EQUIPMENT					2,500.00			2,500.00	0.00	2,500.00	2,500.00	0.00
TOTAL		0.00	0.00	2,500.00	2,500.00		0.00	2,500.00	0.00	2,500.00	2,500.00	0.00
01175 - PLANNING BOARD SALARIES												
PLANNING BOARD PLANNER		25,482.00			510.00			25,992.00	21,322.77	4,669.23	485.46	4,183.77
CLERICAL PART TIME		14,020.00			352.00			14,372.00	14,275.80	96.20	273.91	(177.71)
LONGEVITY		73.00						73.00	72.02	0.98		0.98
TOTAL		39,575.00	0.00	862.00	862.00		0.00	40,437.00	35,670.59	4,766.41	759.37	4,007.04

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	TO FREE CASH
ACCOUNT NAME											
01175- PLANNING BOARD OPERATIONS											
DUES		200.00					200.00	0.00	200.00		200.00
PROFESSIONAL FEES		1,140.00					1,140.00	1,000.00	140.00		140.00
CONFERENCE & TRAVEL		90.00					90.00	40.00	50.00		50.00
MINOR EQUIPMENT		238.00					238.00	231.18	6.82		6.82
SUPPLIES		610.00					610.00	148.23	461.77		461.77
PUBLICATIONS		238.00					238.00	0.00	238.00		238.00
TOTAL		2,516.00	0.00	0.00		0.00	2,516.00	1,419.41	1,096.59	0.00	1,096.59
01175- PLANNING BD CAPITAL											
FILE FOR STORAGE		0.00					0.00	0.00	0.00		0.00
TOTAL		0.00	0.00	2,000.00		0.00	2,000.00	0.00	2,000.00	0.00	2,000.00
01176- BOARD OF APPEALS SALARIES											
CLERICAL PART TIME		4,300.00		25.00			4,325.00	4,192.05	132.95	82.20	50.75
TOTAL		4,300.00	0.00	25.00		0.00	4,325.00	4,192.05	132.95	82.20	50.75
01176-BOARD OF APPEALS OPERATIONS											
DUES		86.00					86.00	0.00	86.00		86.00
CONFERENCE & TRAVEL		304.00					304.00	0.00	304.00		304.00
SUPPLIES		404.00					404.00	398.24	5.76		5.76
TOTAL		794.00	0.00	0.00		0.00	794.00	398.24	395.76	0.00	395.76
01182-ECONOMIC DEVELOPMENT OPERATIONS											
SUPPLIES		812.00					812.00	789.17	22.83		22.83
TOTAL		812.00	0.00	0.00		0.00	812.00	789.17	22.83	0.00	22.83
01191-COMPUTER OPERATIONS											
HARD/SOFT MAINTENANCE		101,000.00					101,000.00	95,977.78	5,022.22	1,693.50	3,328.72
COMPUTER SYSTEM ADMIN		40,970.00		1,050.00			42,020.00	41,224.04	795.96	784.70	11.26
COMPUTER TRAINING		475.00					475.00	0.00	475.00		475.00
MUNIS TRAINING		4,750.00					4,750.00	2,132.50	2,617.50	505.00	2,112.50
MINOR EQUIPMENT		475.00					475.00	84.32	390.68		390.68
SUPPLIES		475.00					475.00	0.00	475.00		475.00
TOTAL		148,145.00	0.00	1,050.00		0.00	149,195.00	139,418.64	9,776.36	2,983.20	6,793.16
01191-COMPUTER-CAPITAL											
NEW PC'S TOWN HALL		7,000.00					7,000.00	6,425.31	574.69	574.69	0.00
MOVE DATA RACK		7,500.00					7,500.00	6,628.45	873.55		873.55
WEB PAGE UPGRADE		2,500.00					2,500.00	2,500.00	0.00		0.00
PHONE SYSTEM UPGRADE		10,000.00					10,000.00	8,998.44	1,001.56	1,001.56	0.00
2-48 PORT POE NW SWITCHES		7,000.00					7,000.00	4,790.00	2,210.00	2,210.00	0.00
TOTAL		34,000.00	0.00	0.00		0.00	34,000.00	29,340.20	4,659.80	3,786.25	873.55
01192- TOWN HALL SALARIES											
SECRETARY OF INSPECTIONAL SERVICES		41,990.00					41,990.00	41,641.32	348.68	746.88	(398.20)
BUILDING & GROUNDS SUPERVISOR		54,100.00	7,000.00				61,100.00	58,342.80	2,757.20	1,019.23	1,737.97
CUSTODIAL SALARY		68,065.00		1,000.00	(1,250.00)		67,815.00	54,775.15	13,039.85	1,317.70	11,722.15
OVERTIME		11,500.00		2,000.00			13,500.00	10,419.42	3,080.58	67.51	3,013.07
PART TIME SALARY		100,000.00	5,000.00	9,119.00			114,119.00	114,911.63	(792.63)	4,893.70	(5,686.33)
LONGEVITY		2,200.00					2,200.00	1,256.81	943.19		943.19
TOTAL		277,855.00	12,000.00	12,119.00	(1,250.00)	0.00	300,724.00	281,347.13	19,376.87	8,045.02	11,331.85

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	To FREE CASH
ACCOUNT NAME											
01192 - TOWN HALL OPERATIONS											
MAINTENANCE ACTIVITIES		40,500.00					40,500.00	30,412.74	10,087.26	19,506.14	(9,418.88)
OLD LIBRARY MAINTENANCE		1,100.00					1,100.00	248.45	851.55		851.55
VEHICLE MAINTENANCE		3,300.00					3,300.00	2,849.86	450.14		450.14
OFFICE EQUIPMENT REPLACE		550.00					550.00	0.00	550.00		550.00
CONTRACTS/AGREEMENT		63,225.00					63,225.00	63,625.98	(400.98)	577.77	(978.75)
POSTAGE METER		3,800.00					3,800.00	2,940.20	859.80		859.80
ELECTRICITY		65,000.00					65,000.00	49,084.17	15,915.83	11,526.04	4,389.79
FUEL		30,000.00					30,000.00	18,256.12	11,743.88	4,054.13	7,689.75
TELEPHONE		30,000.00					30,000.00	24,940.22	5,059.78	1,300.00	3,759.78
CODIFICATION UPDATES		3,000.00					3,000.00	0.00	3,000.00		3,000.00
POSTAGE		29,000.00					29,000.00	17,427.43	11,572.57	2,899.00	8,673.57
PRINTING & BINDING		2,500.00					2,500.00	0.00	2,500.00		2,500.00
GROUND CONTRACTED SERVICES		40,000.00					40,000.00	34,485.00	5,515.00		5,515.00
GROUNDS SUPPLIES		2,500.00					2,500.00	341.23	2,158.77	1,000.00	1,158.77
MINOR EQUIPMENT		1,500.00					1,500.00	510.72	989.28	950.00	39.28
COPIER SUPPLIES		7,000.00					7,000.00	5,836.06	1,163.94	894.38	269.56
STATIONERY SUPPLIES		3,000.00					3,000.00	2,588.28	411.72	400.00	11.72
MAINTENANCE SUPPLIES		8,000.00					8,000.00	6,031.22	1,968.78	1,501.69	467.09
TOTAL		333,975.00	0.00	0.00	0.00	0.00	333,975.00	259,577.68	74,397.32	44,608.15	29,788.17
01192 - TOWN HALL CAPITAL											
MAINT. PICK-UP TRUCK								360.00	34,640.00	34,640.00	0.00
HANDI-CAP ACCESSIBILITY		1,500.00					1,500.00	0.00	1,500.00	1,500.00	0.00
CARPET REPLACEMENT PROGRAM		8,000.00					8,000.00	8,000.00	0.00		0.00
NEW TABLES FOR TOWN HALL		2,600.00					2,600.00	1,942.00	658.00	658.00	0.00
TOTAL		12,100.00	0.00	35,000.00	0.00	0.00	47,100.00	10,302.00	36,798.00	36,798.00	0.00
01195-ANNUAL TOWN REPORT											
TOWN REPORT/FINCOM HANDBOOK		4,400.00					4,400.00	4,394.75	5.25	0.00	5.25
TOTAL		4,400.00	0.00	0.00	0.00	0.00	4,400.00	4,394.75	5.25	0.00	5.25
TOTAL GENERAL GOVERNMENT											
TOTAL		2,117,902.00	22,000.00	13,251.00	(1,250.00)	(69,771.00)	2,082,132.00	1,750,479.68	331,652.32	161,987.68	169,664.64
01210 - POLICE SALARIES											
POLICE CHIEF		98,745.00		2,500.00			101,245.00	98,944.14	2,300.86	2,295.98	4.88
SECRETARY		45,780.00		915.00			46,695.00	45,797.41	897.59	894.48	3.11
FULL TIME OFFICERS		1,077,780.00					1,077,780.00	1,049,453.67	28,326.33	20,831.13	7,495.20
PART TIME RECORDS CLERK		15,145.00		305.00			15,450.00	14,660.73	789.27	281.11	508.16
OVERTIME		108,000.00		15,000.00			123,000.00	129,983.16	(6,983.16)	2,711.04	(9,694.20)
RECREATIONAL PATROL		9,000.00					9,000.00	4,349.66	4,650.34	124.43	4,525.91
RESERVE TRAINING		14,000.00					14,000.00	12,840.90	1,159.10	288.00	871.10
COMMUNITY POLICE		3,900.00					3,900.00	3,196.09	703.91		703.91
HOLIDAY STRAIGHT TIME		14,200.00					14,200.00	13,707.60	492.40		492.40
HOLIDAY PAY		40,000.00					40,000.00	49,064.28	(9,064.28)		(9,064.28)
COURT		13,500.00					13,500.00	7,468.16	6,031.84		6,031.84
RESERVES		33,990.00					33,990.00	18,046.29	15,943.71	423.06	15,520.65
CROSSING GUARDS		3,750.00					3,750.00	4,708.59	(958.59)		(958.59)
LONGEVITY		7,321.00					7,321.00	6,975.65	345.35		345.35
INCENTIVE		130,665.00					130,665.00	92,210.00	38,455.00	3,199.24	35,255.76
TOTAL		1,615,776.00	0.00	18,720.00	0.00	0.00	1,634,496.00	1,551,406.33	83,089.67	31,048.47	52,041.20

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	To FREE CASH
ACCOUNT NAME											
<b>01210 - POLICE OPERATIONS</b>											
<b>CONTRACTS</b>											
DUES		26,950.00					26,950.00	21,689.47	5,260.53	2,825.71	2,434.82
CHIEF DEV TRAINING		2,900.00					2,900.00	2,800.00	100.00		100.00
SCHOOL EXPENSE		1,000.00				6,600.00	1,000.00	711.28	288.72		288.72
TASER AMMUNITION		10,500.00					17,100.00	9,696.50	7,403.50	2,620.44	4,783.06
ACTIVE SHOOTER TRAINING PROGRAM AND SIMUL		2,400.00					2,400.00	1,776.85	623.15		623.15
DIVE EQUIPMENT SERVICE AND MAINTENANCE		1,300.00					1,300.00	1,289.00	11.00	958.00	11.00
CITIZEN POLICE ACADEMY SUPPLIES		1,000.00					1,000.00	42.00	958.00	1,149.15	0.00
UNIFORMS		2,000.00					2,000.00	713.31	1,286.69	406.13	137.54
CONFERENCE & TRAVEL		19,700.00					19,700.00	18,221.32	1,478.68		1,072.55
BOAT		950.00					950.00	482.17	467.83		467.83
CRUISER MAINT		1,200.00					1,200.00	587.68	612.32		612.32
MINOR EQUIPMENT		20,500.00					24,500.00	17,395.92	7,104.08	1,086.65	6,017.43
OFFICE SUPPLIES		1,550.00		4,000.00			1,550.00	222.28	1,327.72	2,562.91	(1,235.19)
COMPUTER SUPPLIES		7,000.00					7,000.00	6,635.14	364.86	1,086.69	(721.83)
CRIME SUPPLIES		5,000.00					5,000.00	2,721.61	2,278.39	2,240.04	38.35
MEDICAL SUPPLIES		7,250.00					7,250.00	6,425.93	824.07	110.00	714.07
AMMUNITION		7,700.00					7,700.00	7,699.92	0.08		0.08
K-9 SUPPLIES/TRAINING		6,000.00					6,000.00	5,992.00	8.00		8.00
SECURITY/COMMUNICATIONS SYSTEM		1,800.00					1,800.00	0.00	1,800.00		1,800.00
MEDICAL REQUIREMENTS		1,250.00					1,250.00	617.99	632.01		632.01
HARBORMASTER EXP		750.00					750.00	749.84	0.16	160.00	0.16
PETTY CASH		1,350.00					1,350.00	1,181.06	168.94		8.94
DIVE & RESCUE		1,170.00					1,170.00	153.18	1,016.82	252.01	764.81
		1,500.00					1,500.00	45.00	1,455.00	1,455.00	0.00
<b>TOTAL</b>		<b>132,720.00</b>	<b>0.00</b>	<b>4,000.00</b>		<b>6,600.00</b>	<b>143,320.00</b>	<b>107,849.45</b>	<b>35,470.55</b>	<b>16,912.73</b>	<b>18,557.82</b>
<b>01210 - POLICE CAPITAL</b>											
2 CRUISER		30,500.00					30,500.00	30,500.00	0.00		0.00
PORTABLE RADIO		6,000.00					6,000.00	0.00	6,000.00	6,000.00	0.00
COMPUTER EQUIPMENT		10,000.00					10,000.00	7,380.00	2,620.00	2,594.00	26.00
DIVE AND RESCUE EQUIP.		1,000.00					1,000.00	0.00	1,000.00		1,000.00
DEFIBRILLATORS		4,000.00					4,000.00	0.00	4,000.00	3,972.80	27.20
DIVE EQUIPMENT REPLACEMENT		2,000.00					2,000.00	0.00	2,000.00	2,000.00	0.00
SCHOOL SAFETY SOFTWARE		2,200.00					2,200.00	0.00	2,200.00	2,185.00	15.00
<b>TOTAL</b>		<b>55,700.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>55,700.00</b>	<b>37,880.00</b>	<b>17,820.00</b>	<b>16,751.80</b>	<b>1,068.20</b>
<b>01215 - DISPATCHER SALARIES</b>											
FULL TIME SALARY		165,510.00					165,510.00	162,524.00	2,986.00	3,171.20	(185.20)
OVERTIME		20,000.00				3,400.00	23,400.00	21,548.08	1,851.92	240.44	1,611.48
HOLIDAY STRAIGHT TIME		3,140.00					3,140.00	2,259.48	880.52		880.52
HOLIDAY		6,600.00					6,600.00	4,598.24	2,001.76	1,139.20	2,001.76
PART TIME		24,180.00		4,000.00		9,000.00	37,180.00	36,524.01	655.99		(483.21)
LONGEVITY		2,109.00					2,109.00	2,100.28	8.72		8.72
SHIFT OVERLAP		7,500.00					7,500.00	7,003.58	496.42	112.91	383.51
TRAINING		3,000.00					3,000.00	1,323.13	1,676.87	181.62	1,495.25
<b>TOTAL</b>		<b>232,039.00</b>	<b>0.00</b>	<b>4,000.00</b>		<b>12,400.00</b>	<b>248,439.00</b>	<b>237,880.80</b>	<b>10,558.20</b>	<b>4,845.37</b>	<b>5,712.83</b>
<b>01215-DISPATCH OPERATIONS</b>											
UNIFORM ALLOWANCE		3,300.00					3,300.00	2,427.21	872.79	76.81	795.98
MEDICAL REQUIREMENTS		300.00					300.00	300.00	0.00		0.00
MINOR EQUIPMENT		1,790.00					1,790.00	0.00	1,790.00		1,790.00
CONFERENCE AND TRAVEL		95.00					95.00	95.00	95.00		95.00
TRAINING		900.00					900.00	212.24	687.76	680.00	7.76
<b>TOTAL</b>		<b>6,385.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>6,385.00</b>	<b>2,939.45</b>	<b>3,445.55</b>	<b>756.81</b>	<b>2,688.74</b>
<b>01217 - CONSTABLES SALARIES</b>											
SALARIES		100.00					100.00	100.00	0.00		0.00
<b>TOTAL</b>		<b>100.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>100.00</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	To FREE CASH
ACCOUNT NAME											
01220--FIRE SALARIES											
FIRE CHIEF SALARY		90,350.00					90,350.00	88,615.37	1,734.63	1,730.77	3.86
CLERICAL SALARY		28,315.00					28,315.00	28,878.15	(0.15)		(0.15)
MANDATED AWAY TRAINING		1,200.00		563.00			1,200.00	0.00	1,200.00		1,200.00
VOLUNTEER STIPENDS		75,500.00					75,500.00	66,788.00	8,712.00	9,504.16	(792.16)
PART TIME CLERICAL		3,605.00					3,605.00	3,517.36	87.64		87.64
LONGEVITY		303.00					303.00	150.02	152.98		152.98
TOTAL		199,273.00	0.00	563.00		0.00	199,836.00	187,948.90	11,887.10	11,234.93	652.17
01220--FIRE OPERATIONS											
RADIO MAINT SUPPLY		2,138.00					2,138.00	0.00	2,138.00		0.00
INSPECTIONS & REPAIRS		26,225.00					26,225.00	38,940.40	2,284.60	422.88	1,861.72
CONTRACTS AND AGREEMENTS		28,842.00				15,000.00	28,842.00	23,440.91	5,401.09	6,201.59	(800.50)
VERIZON WIRELESS ACCOUNT		4,800.00					4,800.00	3,349.41	1,450.59	650.59	800.00
DUES		1,500.00					1,500.00	1,314.90	185.10		185.10
EDUCATION & TRAINING		13,775.00					13,775.00	12,881.93	893.07	310.00	583.07
MEDICAL REQUIREMENT		855.00					855.00	0.00	855.00	649.01	205.99
FOOD EXPENSE		428.00					428.00	1,054.47	(626.47)	89.25	(715.72)
CLOTHING ALLOTMENT		4,750.00					4,750.00	1,784.95	2,965.05	2,900.00	65.05
CONFERENCE AND TRAVEL		1,200.00					1,200.00	1,016.21	183.79	69.31	114.48
HOSE INSPECTIONS		3,000.00					3,000.00	1,326.00	1,674.00		1,674.00
MINOR EQUIPMENT		9,500.00					9,500.00	8,639.26	860.74	5,649.96	(4,789.22)
SUPPLIES		3,420.00					3,420.00	3,592.62	(172.62)	191.03	(363.65)
OXYGEN & EXTINGUISHER REFILLS		1,140.00					1,140.00	0.00	1,140.00		1,140.00
INVESTIGATIONS		641.00					641.00	0.00	641.00		641.00
ASSOCIATION BUILDING MAINT		100.00					100.00	0.00	100.00		100.00
TURN-OUT GEAR		9,638.00					9,638.00	5,919.04	3,718.96	3,694.06	24.90
CAREER CLOTHING		3,900.00					3,900.00	3,073.47	826.53	158.46	668.07
FIRE APPARATUS STUDY		0.00	5,000.00				5,000.00	1,556.76	3,443.24		3,443.24
COMMUNITY OUTREACH		2,000.00					2,000.00	1,706.56	293.44		293.44
TOTAL		117,852.00	5,000.00	0.00		15,000.00	137,852.00	109,596.89	28,255.11	23,124.14	5,130.97
01220--FIRE CAPITAL											
SCBA UNITS		6,000.00					6,000.00	0.00	4,571.00		4,571.00
RADIO EQUIPMENT		2,000.00				4,571.00	2,000.00	0.00	6,000.00	6,000.00	0.00
COMPUTERS		20,000.00					20,000.00	162.12	1,837.88	1,837.88	0.00
TURN OUT GEAR				23,500.00			23,500.00	11,781.20	8,218.80	7,318.80	900.00
TIRES								0.00	23,500.00	20,500.00	3,000.00
TOTAL		28,000.00	0.00	23,500.00		4,571.00	56,071.00	11,943.32	44,127.68	35,656.68	8,471.00
01225-EMS SALARIES											
CLERICAL SALARY		14,160.00					14,442.00	13,609.25	832.75	829.83	2.92
DAYTIME EMT/FF		267,804.00	2,000.00				269,804.00	199,383.25	70,420.75	4,563.99	65,856.76
OVERTIME		10,000.00	200.00				10,200.00	18,851.06	(8,651.06)	201.77	(8,852.83)
HOLIDAY PAY		19,500.00	1,000.00				20,500.00	7,466.17	13,033.83		13,033.83
LONGEVITY		302.00					302.00	300.04	1.96		1.96
OFFICER IN CHARGE			3,420.00				3,420.00	3,216.00	204.00	108.00	96.00
VOLUNTEER STIPENDS		70,000.00	900.00				70,900.00	98,932.00	(28,032.00)	42,106.64	(70,138.64)
TOTAL		381,766.00	7,520.00	282.00		0.00	389,568.00	341,757.77	47,810.23	47,810.23	0.00
01225-EMS OPERATIONS											
RADIO MAINTENANCE SUPPLY		4,000.00					4,000.00	1,142.00	2,858.00	2,878.00	(20.00)
INSPECTIONS & REPAIRS		8,027.00					8,027.00	11,832.47	(3,805.47)		(3,805.47)
RECERTIFICATIONS/SUBSCRIPTIONS		2,500.00					2,500.00	15,465.28	6,409.72	6,562.83	1,785.00
EDUCATION & TRAINING		21,875.00					21,875.00	0.00	855.00		(153.11)
MEDICAL REQUIREMENT		855.00					855.00	0.00	855.00		855.00
AMBULANCE BILLING		15,000.00					15,000.00	12,101.08	2,898.92	2,898.92	0.00
MINOR EQUIPMENT		5,000.00					5,000.00	1,916.92	3,083.08	5,200.00	(2,116.92)
SUPPLIES		3,000.00					3,000.00	3,078.74	(78.74)	387.89	(466.63)
OXYGEN & EXTINGUISHER REFILLS		4,000.00					4,000.00	200.31	3,799.69	684.67	3,115.02
INSURANCE PREMIUM		11,400.00					11,400.00	11,400.00	0.00		0.00
MEDICAL SUPPLIES		20,000.00					20,000.00	11,660.13	8,339.87	9,039.28	(699.41)
CONFERENCE AND TRAVEL		1,200.00					1,200.00	694.70	505.30	410.00	95.30
PERSONAL PROTECTIVE EQUIPMENT		7,000.00					7,000.00	4,221.90	2,778.10	473.05	2,305.05
TOTAL		103,857.00	0.00	0.00		0.00	103,857.00	74,428.53	29,428.47	28,534.64	893.83



FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	To FREE CASH
ACCOUNT NAME											
01225-EMS CAPITAL											
RADIO REPLACEMENT		6,000.00					6,000.00	3,998.80	2,001.20	1,368.26	632.94
ALS EQUIPMENT/STOCK FOR AMBULANCE		50,000.00					50,000.00	0.00	50,000.00	50,000.00	0.00
TOTAL		56,000.00	0.00	0.00		0.00	56,000.00	3,998.80	52,001.20	51,368.26	632.94
01225- EMS SALARY RESERVE											
SALARY RESERVE		3,905.00	(3,905.00)				0.00	0.00	0.00	0.00	0.00
TOTAL		3,905.00	(3,905.00)	0.00		0.00	0.00	0.00	0.00	0.00	0.00
01230-PUB SAF BLD-OPERATION											
MAINTENANCE ACTIVITIES		28,850.00				10,000.00	38,850.00	38,021.74	828.26	10,000.00	(9,171.74)
CONTRACTS & AGREEMENTS		55,000.00					55,000.00	34,364.23	20,635.77	340.00	20,295.77
ELECTRICITY		82,000.00					82,000.00	64,466.52	17,533.48	9,229.57	8,303.91
FUEL		37,000.00					37,000.00	23,303.16	13,696.84	5,410.24	8,286.60
TELEPHONE		24,000.00					24,000.00	18,497.62	5,502.38	3,089.53	2,412.85
MAINTENANCE SUPPLIES		5,985.00					5,985.00	6,032.46	(47.46)		(47.46)
MINOR EQUIPMENT		1,710.00					1,710.00	0.00	1,710.00	1,700.00	10.00
TOTAL		234,545.00	0.00	0.00		10,000.00	244,545.00	184,685.73	59,859.27	29,769.34	30,089.93
01241 - BUILDING INSPECT SALARIES											
BUILDING INSPECTOR SALARY		61,240.00					61,240.00	60,141.51	1,098.49	1,173.08	(74.59)
WEIGHTS & MEASURES SALARY		4,000.00					4,000.00	4,000.00	0.00		0.00
OVERTIME		300.00					300.00	0.00	300.00		300.00
TOTAL		65,540.00	0.00	0.00		0.00	65,540.00	64,141.51	1,398.49	1,173.08	225.41
01241 - BUILDING INSPECT OPERATIONS											
VEHICLE MAINTENANCE		1,000.00					1,000.00	687.50	312.50		312.50
DUES		385.00					385.00	550.00	(165.00)		(165.00)
CONFERENCE & TRAVEL		800.00					800.00	631.32	168.68		168.68
SUPPLIES		1,950.00					1,950.00	1,355.49	594.51	359.01	235.50
EPERMITTING SYSTEM		1,500.00					1,500.00	595.98	904.02		904.02
NEW CODE BOOKS		500.00					500.00	198.45	301.55	281.88	19.67
TOTAL		6,135.00	0.00	0.00		0.00	6,135.00	4,018.74	2,116.26	640.89	1,475.37
01241 - BUILDING INSPECT CAPITAL											
EPERMITTING SYSTEM		30,000.00					30,000.00	26,500.00	3,500.00	3,500.00	0.00
TIRES				800.00			800.00	536.00	264.00		264.00
TOTAL		30,000.00	0.00	800.00		0.00	30,800.00	27,036.00	3,764.00	3,500.00	264.00
01291 - EMERGENCY MANAGEMENT SALARIES											
ASSISTANT DIRECTOR SALARY		1,700.00					1,700.00	1,700.00	0.00		0.00
DIRECTOR SALARY		11,063.00		221.00			11,284.00	11,284.00	0.00		0.00
AUX STIPEND		450.00					450.00	450.00	0.00		0.00
TOTAL		13,213.00	0.00	221.00		0.00	13,434.00	13,434.00	0.00	0.00	0.00
01291 - EMERGENCY MANAGEMENT OPERATIONS											
VEHICLE MAINTENANCE		4,275.00					4,275.00	1,290.88	2,984.12	663.70	2,320.42
INTERNET		684.00					684.00	453.88	230.12	170.12	60.00
CELL PHONE SERVICE		713.00					713.00	579.91	133.09	120.09	13.00
EDUCATION		1,800.00					1,800.00	486.17	1,313.83	520.00	793.83
INSURANCE & DUES		214.00					214.00	751.98	(537.98)		(537.98)
UNIFORMS		1,500.00					1,500.00	1,178.85	321.15	210.00	111.15
CONFERENCE & TRAVEL		190.00					190.00	37.33	152.67		152.67
RADIO MAINTENANCE		285.00					285.00	454.90	(169.90)		(169.90)
MINOR EQUIPMENT		760.00					760.00	446.93	313.07		313.07
AMMO SUPPLIES		350.00					350.00	857.90	(507.90)		(507.90)
TOTAL		10,771.00	0.00	0.00		0.00	10,771.00	6,538.73	4,232.27	1,683.91	2,548.36

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	TO FREE CASH
ACCOUNT NAME											
01291 - EMERGENCY MANAGEMENT CAPITAL											
SURPLUS EQUIPMENT		1,500.00					1,500.00	1,129.80	370.20	370.00	370.20
SAFETY EQUIPMENT							0.00	0.00	0.00		(370.00)
TOTAL		1,500.00	0.00	0.00	0.00	0.00	1,500.00	1,129.80	370.20	370.00	0.20
01292 - ANIMAL CONTROL SALARIES											
ANIMAL CONTROL SALARY		28,700.00					29,000.00	26,196.87	2,803.13	509.01	2,294.12
PART TIME HELP		19,700.00		300.00			19,800.00	16,853.55	2,946.45	271.83	2,674.62
ASSISTANT FEES		3,655.00		100.00			3,655.00	1,530.00	2,125.00	90.00	2,035.00
ANIMAL CONTROL LONGEVITY		181.00					181.00	100.10	80.90		80.90
ANIMAL INSPECTOR STIPEND		1,200.00					1,200.00	900.00	300.00	300.00	0.00
TOTAL		53,436.00	0.00	400.00		0.00	53,836.00	45,580.52	8,255.48	1,170.84	7,084.64
01292 - ANIMAL CONTROL OPERATIONS											
VEHICLE MAINTENANCE		665.00					665.00	356.56	308.44	143.44	165.00
NEW BUILDING OPERATIONS		500.00					500.00	0.00	500.00		500.00
UNIFORM ALLOWANCE		570.00					570.00	266.47	303.53	270.00	33.53
DOG DISPOSAL		665.00					665.00	476.01	188.99	188.99	0.00
MINOR EQUIPMENT		760.00					760.00	758.95	1.05		1.05
OFFICE SUPPLIES		1,425.00					1,425.00	1,035.01	389.99	320.62	69.37
MAINT SUPPLIES		1,425.00					1,425.00	442.02	982.98	557.71	425.27
CONFERENCE/TRAVEL/EDUCATION		570.00					570.00	125.25	444.75		444.75
CLEANING SUPPLIES		2,600.00					2,600.00	2,526.08	73.92		73.92
REPAIRS & MAINTENANCE		2,200.00					2,200.00	1,928.90	271.10		271.10
CONTRACTS AND AGREEMENTS		750.00					750.00	0.00	750.00		750.00
TOTAL		12,130.00	0.00	0.00		0.00	12,130.00	7,915.25	4,214.75	1,480.76	2,733.99
01292 - ANIMAL CONTROL CAPITAL											
PD BAND RADIO FOR CRUISER		1,300.00					1,300.00	0.00	1,300.00	1,300.00	0.00
TOTAL		1,300.00	0.00	0.00		0.00	1,300.00	0.00	1,300.00	1,300.00	0.00
01297-LAKE MANAGEMENT SALARIES											
TOTAL		3,750.00	0.00	0.00		0.00	3,750.00	3,234.89	515.11	49.11	466.00
01297-LAKE MANAGEMENT OPERATIONS											
TELEPHONES		1,625.00					1,625.00	1,452.03	172.97	172.97	0.00
ELECTRICITY		1,150.00					1,150.00	996.47	153.53	62.56	90.97
SECURITY		475.00					475.00	446.00	29.00		29.00
WATER		84.00					84.00	74.25	9.75		9.75
SUPPLIES		450.00					450.00	350.00	100.00	100.00	0.00
TOTAL		3,784.00	0.00	0.00		0.00	3,784.00	3,318.75	465.25	335.53	129.72
01297-LAKE MANAGEMENT CAPITAL											
BUOYS & MOORINGS		2,100.00					2,100.00	2,097.00	3.00		3.00
LAKE LEVEL/RAINFALL/TEMP DATA LOGGER		2,000.00					2,000.00	86.63	1,913.37		1,913.37
REPLACE SECURITY CAMERAS		600.00					600.00	200.00	400.00	2,300.00	(1,900.00)
TOTAL		4,700.00	0.00	0.00		0.00	4,700.00	2,383.63	2,316.37	2,300.00	16.37
01299 - LAKE RESTORATION OPERATIONS											
CONSULTANT FOR LAKE ASSESSMENT & PERMIT		15,000.00					15,000.00	4,185.70	10,814.30	10,422.68	391.62
WATER SAMPLE TESTING		6,500.00					6,500.00	4,794.89	1,705.11	1,705.11	0.00
LAKE WEED CONTROL		9,000.00					9,000.00	6,250.00	2,750.00	1,200.00	1,550.00
TOTAL		30,500.00	0.00	0.00		0.00	30,500.00	15,230.59	15,269.41	13,327.79	1,941.62
TOTAL PUBLIC SAFETY		3,404,677.00	8,615.00	52,486.00		48,571.00	3,514,349.00	3,046,378.38	467,970.62	325,145.31	142,825.31
01420 - GAS & OIL											
GAS & OIL		130,000.00					130,000.00	90,985.16	39,014.84	2,269.48	36,745.36
TOTAL		130,000.00	0.00	0.00		0.00	130,000.00	90,985.16	39,014.84	2,269.48	36,745.36

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	To FREE CASH
ACCOUNT NAME											
01422 - DPW - HIGHWAY DIV SALARIES											
DPW DIRECTOR SALARY		41,680.00					42,053.00	40,310.52	1,742.48	1,050.23	692.25
DPW SUPERVISOR SALARY		23,500.00					23,500.00	21,977.49	1,522.51	566.10	956.41
FULL TIME SALARY		159,631.00	24,000.00				183,631.00	172,986.46	10,644.54	5,495.38	5,149.16
DPW SPECIAL ASSISTANT		18,210.00					18,575.00	18,217.76	357.24	355.66	1.58
OVERTIME		8,500.00					8,500.00	12,751.48	(4,251.48)	180.30	(4,431.78)
LABORERS		9,500.00					9,500.00	9,500.00	0.00		0.00
LONGEVITY		2,992.00					2,992.00	2,907.28	184.72		184.72
TOTAL		264,013.00	24,000.00	738.00		0.00	288,751.00	278,550.99	10,200.01	7,647.67	2,552.34
01422 - DPW - HIGHWAY DIV OPERATIONS											
DUES		500.00					500.00	125.00	375.00		375.00
GARAGE REPAIRS AND MAINTENANCE		20,000.00					20,000.00	14,587.97	5,412.03	974.44	4,437.59
CONTRACTS AND AGREEMENTS		16,100.00					16,100.00	14,252.50	1,847.50		1,847.50
UTILITIES		47,000.00					47,000.00	35,029.34	11,970.66	8,545.68	3,424.98
STREET SWEEPING		35,000.00					35,000.00	32,732.50	2,267.50		2,267.50
PAVEMENT MARKING		40,000.00					40,000.00	37,730.70	2,269.30		2,269.30
ANNUAL VUEWORKS DATA HANDLING FEE		2,400.00					2,400.00	0.00	2,400.00		2,400.00
FOOD EXPENSE		1,000.00					1,000.00	1,588.90	(588.90)	266.50	(588.90)
CONF/TRAVEL/EDUCATION		2,500.00					2,500.00	3,499.10	(999.10)		(1,265.60)
FORESTRY		15,000.00					15,000.00	15,000.00	0.00		0.00
MINOR EQUIPMENT		500.00					500.00	891.67	(391.67)		(391.67)
SUPPLIES		5,000.00					5,000.00	4,926.14	73.86	2,000.00	(1,926.14)
DRAINAGE SUP/PROJ		12,000.00					12,000.00	5,440.85	6,559.15	3,578.69	2,980.46
SIGNS/GUARD RAILS		9,000.00					9,000.00	10,024.10	(1,024.10)	1,000.00	(2,024.10)
HAND TOOLS & EQUIP		2,000.00					2,000.00	1,750.84	249.16	61.99	187.17
TRAP ROCK DUST		2,450.00					2,450.00	1,408.00	1,042.00	164.72	1,042.00
HOT/COLD PATCHING		15,300.00					15,300.00	13,778.27	1,521.73	145.00	1,357.01
MAINTENANCE SUPPLIES		5,000.00					5,000.00	4,853.46	146.54		1.54
LIGHT AND SIGNAL MAINTENANCE		5,000.00					5,000.00	3,075.87	1,924.13	1,440.00	484.13
MAINT MATERIAL AT GRAVEL ROADS/CONSTRUCT		3,000.00					3,000.00	3,000.00	0.00		0.00
TOTAL		238,750.00	0.00	0.00		0.00	238,750.00	203,695.21	35,054.79	18,177.02	16,877.77
01422 - DPW - HIGHWAY CAPITAL											
PAVING PROJECTS		50,000.00					50,000.00	47,868.87	2,131.13	2,131.13	0.00
CONSTRUCTION		47,500.00					47,500.00	43,102.97	4,397.03	4,397.03	0.00
IMPROVEMENT		30,800.00					30,800.00	30,368.75	431.25	430.25	1.00
ENGINEERING FOR ROOF DESIGN		15,000.00					15,000.00	0.00	15,000.00	15,000.00	0.00
SMALL BRIDGE/CULVERTS		300,000.00					300,000.00	0.00	300,000.00	300,000.00	0.00
TOTAL		143,300.00	0.00	300,000.00		0.00	443,300.00	121,340.59	321,959.41	321,958.41	1.00
01423 - DPW - HWY WINTER RD SALARIES											
DPW DIRECTOR SALARY		13,147.00					13,147.00	13,144.82	2.18		2.18
DPW SUPERVISOR SALARY		7,012.00					7,012.00	7,006.90	5.10		5.10
FULL TIME		56,815.00					56,815.00	56,814.85	0.15		0.15
OVERTIME		30,000.00					68,457.88	68,394.90	62.98		62.98
TOTAL		106,974.00	0.00	38,457.88		0.00	145,431.88	145,361.47	70.41	0.00	70.41
01423 - DPW - HWY WINTER RD OPERATIONS											
HIRED EQUIPMENT		40,000.00					145,938.56	152,707.50	(6,768.94)		(6,768.94)
SALT		50,000.00					176,203.56	181,703.56	(5,500.00)		(5,500.00)
SAND		16,000.00					16,000.00	0.00	16,000.00		16,000.00
CALCIUM CHLORIDE		5,500.00					5,500.00	0.00	5,500.00		5,500.00
TOTAL		111,500.00	0.00	232,142.12		0.00	343,642.12	334,411.06	9,231.06	0.00	9,231.06
01424 - STREET LIGHTING											
STREET LIGHTING		62,000.00					62,000.00	53,335.09	8,664.91	6,095.96	2,568.95
TOTAL		62,000.00	0.00	0.00		0.00	62,000.00	53,335.09	8,664.91	6,095.96	2,568.95

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	TO FREE CASH
ACCOUNT NAME											
01425 - DPW - ROAD MACHINERY OPERATIONS											
REPAIRS/INSPECTION		40,000.00					40,000.00	21,098.72	18,901.28	4,735.47	14,165.81
UNIFORMS		3,500.00					3,500.00	3,214.15	285.85	681.62	(395.77)
PHYSICALS		800.00					800.00	0.00	800.00		800.00
GARAGE SUPPLIES		7,000.00					7,000.00	10,745.84	(3,745.84)	3,636.69	(7,382.53)
PARTS		8,500.00					8,500.00	15,705.21	(7,205.21)	3,586.11	(10,791.32)
TIRES		8,500.00					8,500.00	2,590.00	5,910.00	4,410.00	1,500.00
SNOW PLOW/BLADES		4,000.00					4,000.00	5,849.73	(1,849.73)		(1,849.73)
SAND BLAST & PAINT HWY TRUCK BODIES		6,000.00					6,000.00	0.00	6,000.00		6,000.00
STREET/ROAD NAME SIGNS		7,000.00					7,000.00	6,912.00	88.00		88.00
TOTAL		85,300.00	0.00	0.00		0.00	85,300.00	66,115.65	19,184.35	17,049.89	2,134.46
01428-DPW ENGINEERING DIV. OPERATIONS											
MINOR EQUIPMENT		1,700.00					1,700.00	522.49	1,177.51		1,177.51
CAPITAL SOFTWARE		950.00					950.00	859.69	90.31		90.31
OFFICE EQUIPMENT		950.00					950.00	57.19	892.81		892.81
ENGINEERING FILING FEES		865.00					865.00	700.00	165.00		165.00
TOTAL		4,465.00	0.00	0.00		0.00	4,465.00	2,139.37	2,325.63	0.00	2,325.63
01428-DPW ENGINEERING DIVISION CAPITAL											
NDPES STORMWATER PERMIT COMPLIANCE		25,000.00					25,000.00	7,878.00	17,122.00	17,122.00	0.00
TOTAL		25,000.00	0.00	0.00		0.00	25,000.00	7,878.00	17,122.00	17,122.00	0.00
01429 - DPW - HWY CH 90 DIV											
CH 90 TOWN SHARE		20,000.00					20,000.00	0.00	20,000.00	20,000.00	0.00
TOTAL		20,000.00	0.00	0.00		0.00	20,000.00	0.00	20,000.00	20,000.00	0.00
01433 - DPW - SOLID WASTE SALARIES											
FULL TIME SALARY		144,715.00					144,715.00	132,561.61	12,153.39	2,206.56	9,946.83
OVERTIME		18,000.00		6,000.00			24,000.00	26,914.15	(2,914.15)	149.09	(3,063.24)
LABORERS		2,500.00					2,500.00	1,460.96	1,039.04		1,039.04
TOTAL		165,215.00	0.00	6,000.00		0.00	171,215.00	160,936.72	10,278.28	2,355.65	7,922.63
01433 - DPW - SOLID WASTE OPERATIONS											
VEHICLE REPAIR		4,000.00					4,000.00	2,794.19	1,205.81	500.00	705.81
COMPACTOR REPAIR		4,000.00					4,000.00	3,405.63	594.37		594.37
ELECTRICITY		7,500.00					7,500.00	5,029.38	2,470.62	650.00	1,820.62
TELEPHONE		2,000.00					2,000.00	877.97	1,122.03	322.03	800.00
UNIFORMS		2,200.00					2,200.00	2,234.65	(34.65)	821.28	(855.93)
REFUSE FEES		210,000.00					210,000.00	171,859.97	38,140.03	17,327.33	20,812.70
HAUL TIRES		100.00					100.00	90.00	10.00		10.00
SUPPLIES		3,000.00					3,000.00	13,052.53	(10,052.53)	180.80	(10,233.33)
DEP MANIDATED INSPECTIONS		1,550.00					1,550.00	5,437.82	(3,887.82)		(3,887.82)
COMPOSTING		3,500.00					3,500.00	781.94	2,718.06	416.50	2,301.56
TOTAL		237,850.00	0.00	0.00		0.00	237,850.00	205,564.08	32,285.92	20,217.94	12,067.98
01433 - DPW - SOLID WASTE CAPITAL											
ROLL OFF CONTAINER		6,000.00					6,000.00	0.00	6,000.00	6,000.00	0.00
TOTAL		6,000.00	0.00	0.00		0.00	6,000.00	0.00	6,000.00	6,000.00	0.00
TOTAL PUBLIC WORKS		1,600,367.00	24,000.00	577,338.00	0.00	0.00	2,201,705.00	1,670,313.39	531,391.61	438,894.02	92,497.59
01439 - SEWER COMMITTEE											
SECRETARIAL SALARY		2,400.00		100.00			2,500.00	1,092.63	1,407.37	36.83	1,370.54
TOTAL		2,400.00	0.00	100.00		0.00	2,500.00	1,092.63	1,407.37	36.83	1,370.54
01439 - SEWER IMPLEMENTATION OPERATIONS											
MISC OPERATIONS		384.00					384.00	382.78	1.22		1.22
TOTAL		384.00	0.00	0.00		0.00	384.00	382.78	1.22	0.00	1.22
TOTAL OTHER ENVIRONMENTAL		2,784.00	0.00	100.00		0.00	2,884.00	1,475.41	1,408.59	36.83	1,371.76

FY17 BUDGET REPORT		TOTAL	SPECIAL	SPECIAL	INTERNAL	RESERVE	TOTAL	EXPENDED	BALANCE	CARRIED	To
ACCOUNT NAME		FY17	TOWN	TOWN	TRANSFER	FUND	FY17	TO DATE	TO	OVER	FREE
		BUDGET	MEETING	MEETING		TRANSFER	BUDGET		DATE		CASH
01491 - CEMETERY SALARIES											
SEXTON STIPEND		15,912.00		320.00			16,232.00	15,703.92	528.08	312.12	215.96
PART TIME AND SEASONAL		21,450.00					21,450.00	11,939.18	9,510.82	496.28	9,014.54
TOTAL		37,362.00	0.00	320.00		0.00	37,682.00	27,643.10	10,038.90	808.40	9,230.50
01491 - CEMETERY OPERATIONS											
REPAIRS/MAINTENANCE		1,425.00					1,425.00	1,025.78	399.22	274.00	125.22
GRAVE OPENING		300.00					300.00	300.00	0.00		0.00
ELECTRICITY		600.00					600.00	469.41	130.59	130.59	0.00
COMMISSIONERS EXPENSES		600.00					600.00	600.00	0.00		0.00
OFFICE SUPPLIES		150.00					150.00	35.52	114.48		114.48
GROUND SUPPLIES		630.00					630.00	472.32	157.68	198.73	(41.05)
MINOR EQUIPMENT		200.00					200.00	10.53	189.47	189.00	0.47
IMPROVEMENT		6,800.00					6,800.00	3,199.47	3,600.53	3,600.53	0.00
TOTAL		10,705.00	0.00	0.00		0.00	10,705.00	6,113.03	4,591.97	4,392.85	199.12
01510 - BOARD OF HEALTH SALARIES											
HEALTH INSPECTOR SALARY		44,225.00		885.00			45,110.00	44,066.71	1,043.29	864.13	179.16
NURSE SALARY		2,000.00					2,000.00	0.00	2,000.00		2,000.00
CLERICAL SALARY		2,200.00		25.00			2,225.00	894.30	1,330.70		1,330.70
LONGEVITY		314.00					314.00	400.00	(86.00)		(86.00)
TOTAL		48,739.00	0.00	910.00		0.00	49,649.00	45,361.01	4,287.99	864.13	3,423.86
01510 - BOARD OF HEALTH OPERATIONS											
EDUCATION/CONFERENCE/TRAVEL		2,130.00					2,130.00	2,015.00	115.00		115.00
IMMUNIZATION CLINICS		556.00					556.00	470.20	85.80		85.80
CONSULTANT		1,325.00					1,325.00	1,235.00	90.00	130.00	(40.00)
MINOR EQUIPMENT		400.00					400.00	0.00	400.00	200.00	200.00
SUPPLIES		922.00					922.00	546.04	375.96		375.96
TOTAL		5,333.00	0.00	0.00		0.00	5,333.00	4,266.24	1,066.76	330.00	736.76
01541 - COUNCIL ON AGING SALARIES											
DIRECTOR SALARY		37,700.00		2,455.00			40,155.00	39,443.80	711.20	769.22	(58.02)
CLERICAL PART TIME		40,470.00		785.00			41,255.00	39,608.51	1,646.49	773.60	872.89
SHINE COUNSELOR		6,630.00					6,630.00	6,630.00	0.00		0.00
LONGEVITY		402.00					402.00	394.52	7.48		7.48
TOTAL		85,202.00	0.00	3,240.00		0.00	88,442.00	86,076.83	2,365.17	1,542.82	822.35
01541 - COUNCIL ON AGING OPERATIONS											
DUES		250.00					250.00	250.00	0.00		0.00
EDUCATION CLASSES		7,300.00					7,300.00	6,965.38	334.62		334.62
CLINICS		300.00					300.00	300.00	0.00		0.00
CONFERENCE & TRAVEL		238.00					238.00	224.92	13.08		13.08
MINOR EQUIPMENT		150.00					150.00	0.00	150.00		150.00
SUPPLIES		542.00					542.00	541.04	0.96		0.96
TOTAL		8,780.00	0.00	0.00		0.00	8,780.00	8,281.34	498.66	0.00	498.66
01541 - COUNCIL ON AGING CAPITAL											
ELECTRIC DOOR OPENER		0.00		0.00		7,500.00	7,500.00	6,325.00	1,175.00	0.00	1,175.00
TOTAL		0.00	0.00	0.00		7,500.00	7,500.00	6,325.00	1,175.00	0.00	1,175.00
01543 - VETERANS											
VETERANS CASH		80,000.00					80,000.00	63,796.01	16,203.99		16,203.99
BENEFITS		13,000.00					13,000.00	3,043.13	9,956.87		9,956.87
TOTAL		93,000.00	0.00	0.00		0.00	93,000.00	66,839.14	26,160.86	0.00	26,160.86
TOTAL HUMAN SERVICES		289,121.00	0.00	4,470.00		7,500.00	301,091.00	250,905.69	50,185.31	7,938.20	42,247.11

FY17 BUDGET REPORT		TOTAL	SPECIAL	SPECIAL	INTERNAL	RESERVE	TOTAL	EXPENDED	BALANCE	CARRIED	To
ACCOUNT NAME		FY17	TOWN	TOWN	TRANSFER	FUND	FY17	TO DATE	TO	OVER	FREE
		BUDGET	MEETING	MEETING		TRANSFER	BUDGET		DATE		CASH
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01610 - LIBRARY SALARIES											
LIBRARIAN SALARY		61,338.00					61,338.00	60,160.95	1,177.05	1,175.02	2.03
ASSISTANT LIBRARIAN SALARY		47,745.00					48,700.00	47,852.21	847.79	932.91	(85.12)
PART TIME SALARIES		135,000.00		955.00			135,000.00	128,497.09	6,502.91	2,531.25	3,971.66
LONGEVITY		1,265.00					1,265.00	1,260.22	4.78		4.78
TOTAL		245,348.00	0.00	955.00		0.00	246,303.00	237,770.47	8,532.53	4,639.18	3,893.35
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01610 - LIBRARY OPERATIONS											
MAINTENANCE		10,530.00					10,530.00	9,655.52	874.48		874.48
MAINT CONTRACTS		1,190.00					1,190.00	797.65	392.35	102.35	290.00
COMPUTER LINE SUPPORT		7,927.00					7,927.00	6,293.46	1,633.54		1,633.54
ELECTRICITY		30,000.00					30,000.00	26,931.79	3,068.21	3,068.21	0.00
FUEL		8,400.00					8,400.00	4,176.38	4,223.62	3,323.62	900.00
TELEPHONE		4,000.00					4,000.00	2,893.42	1,106.58	350.00	756.58
DUES		367.00					367.00	367.00	0.00		0.00
BINDERY		100.00					100.00	0.00	100.00		100.00
CONFERENCE & TRAVEL		769.00					769.00	668.67	100.33		100.33
SUPPLIES		4,750.00					4,750.00	4,750.00	0.00		0.00
PROGRAMS		2,250.00					2,250.00	2,399.16	(149.16)		(149.16)
INFORMATIONAL MATERIAL		81,950.00					81,950.00	81,952.17	(2.17)	49.00	(51.17)
TOTAL		152,233.00	0.00	0.00		0.00	152,233.00	140,885.22	11,347.78	6,893.18	4,454.60
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01610 - LIBRARY CAPITAL											
CARPET REPLACEMENT PROGRAM		7,000.00					7,000.00	0.00	7,000.00	0.00	7,000.00
TOTAL		7,000.00	0.00	0.00		0.00	7,000.00	0.00	7,000.00	0.00	7,000.00
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01630 - PARK & REC SALARIES											
ACTIVITIES DIRECTORS		18,350.00		500.00	1,250.00		20,100.00	19,772.57	327.43	324.62	2.81
RAILS TO TRAILS SALARY		5,700.00					5,700.00	5,400.00	300.00	300.00	0.00
BEACH SALARIES		13,000.00					13,000.00	13,000.00	0.00		0.00
TOTAL		37,050.00	0.00	500.00	1,250.00	0.00	38,800.00	38,172.57	627.43	624.62	2.81
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01630 - PARK & REC OPERATIONS											
PARK MAINTENANCE		3,000.00					3,000.00	3,099.00	(99.00)		(99.00)
MOWER REPAIR		1,800.00		3,200.00			3,200.00	3,214.47	(14.47)		(14.47)
FIREWORKS		2,635.00					1,800.00	1,800.00	0.00		0.00
BEACH CONTRACTS/AGREEMENTS		847.00					2,635.00	1,453.30	1,181.70	300.00	881.70
MINOR EQUIPMENT		400.00					847.00	421.96	425.04	250.00	175.04
SUPPLIES		8,850.00					400.00	385.93	14.07		14.07
VARIOUS PROGRAMS		4,900.00					8,850.00	5,266.19	3,583.81	2,205.46	1,378.35
BEACH EXPENSES		850.00					4,900.00	3,377.04	1,522.96	1,064.02	458.94
OLD BEACH BATHROOM REPAIR		0.00				3,000.00	850.00	1,100.00	(250.00)		(250.00)
RAILS TO TRAILS VANDALISM		2,000.00					3,000.00	2,805.00	195.00		195.00
INFORMATIONAL MATERIALS		100.00					2,000.00	1,367.33	632.67	100.00	632.67
WHALLEY PARK WATER		5,000.00					100.00	0.00	100.00		0.00
RAILS TO TRAILS EXPENSES		4,460.00					5,000.00	5,014.84	(14.84)		(452.54)
TOTAL		34,842.00	0.00	3,200.00	0.00	3,000.00	41,042.00	32,377.40	8,664.60	6,213.56	2,451.04
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01630 - PARK & REC CAPITAL											
ADA PICNIC TABLES		2,000.00					2,000.00	2,000.00	0.00		0.00
TOTAL		2,000.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
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01690-CULTURAL COUNCIL OPERATIONS											
CULTURAL PROJECTS		1,800.00					1,800.00	1,792.36	7.64		7.64
TOTAL		1,800.00	0.00	0.00	0.00	0.00	1,800.00	1,792.36	7.64	0.00	7.64

FY17 BUDGET REPORT		TOTAL FY17 BUDGET	SPECIAL TOWN MEETING	SPECIAL TOWN MEETING	INTERNAL TRANSFER	RESERVE FUND TRANSFER	TOTAL FY17 BUDGET	EXPENDED TO DATE	BALANCE TO DATE	CARRIED OVER	To FREE CASH
ACCOUNT NAME											
01691 - HISTORICAL OPERATIONS											
MEMBERSHIPS		100.00					100.00	0.00	100.00		100.00
CONFERENCE & TRAVEL		200.00					200.00	0.00	200.00		200.00
VETERANS' MARKERS		800.00					800.00	962.06	(162.06)		(162.06)
COMMUNITY OUTREACH		725.00					725.00	0.00	725.00		725.00
SUPPLIES		185.00					185.00	0.00	185.00		185.00
TOTAL		2,010.00	0.00	0.00	0.00	0.00	2,010.00	962.06	1,047.94	0.00	1,047.94
TOTAL CULTURE & RECREATION		482,283.00	0.00	4,655.00	1,250.00	3,000.00	491,188.00	453,960.08	37,227.92	18,370.54	18,857.38
01710 - PRINCIPLE											
MUNICIPAL PROJECTS		148,859.00					148,859.00	145,665.00	3,194.00		3,194.00
POLICE STATION RENOVATION		49,335.00					49,335.00	0.00	0.00		0.00
AMBULANCE		46,000.00					46,000.00	0.00	46,000.00		46,000.00
TANKER		50,000.00					50,000.00	50,000.00	0.00		0.00
TOWN HALL HEATING SYSTEM		20,000.00					20,000.00	20,000.00	0.00		0.00
DPW SITE & GARAGE		50,000.00					50,000.00	50,000.00	0.00		0.00
SOUTH LONGYARD CULVERT		90,000.00					90,000.00	90,000.00	0.00		0.00
TRUCK, FUEL TANK AND LIBRARY HVAC/INSULATIO		106,200.00					106,200.00	83,000.00	23,200.00		23,200.00
BOND ANTICIPATION		10,000.00					10,000.00	0.00	10,000.00		10,000.00
TOTAL		570,394.00	0.00	0.00	0.00	0.00	570,394.00	488,000.00	82,394.00	0.00	82,394.00
01751 - INTEREST											
ANTICIPATION		15,000.00					15,000.00	127.87	14,872.13		14,872.13
REAL ESTATE REFUND		500.00					500.00	0.00	500.00		500.00
MOTOR VEHICLE REFUND		500.00					500.00	0.00	500.00		500.00
1998 MUNICIPAL PROJECTS		13,170.00					13,170.00	13,169.51	0.49		0.49
BOND ANTICIPATION/LOCAL SHARE		30,000.00					30,000.00	0.00	30,000.00		30,000.00
POLICE STATION RENOVATION		4,771.00					4,771.00	4,770.48	0.52		0.52
AMBULANCE		6,325.00					6,325.00	0.00	6,325.00		6,325.00
TANKER		4,375.00					4,375.00	4,375.00	0.00		0.00
TOWN HALL HEATING SYSTEM		2,050.00					2,050.00	2,050.00	0.00		0.00
DPW SITE & GARAGE		20,584.00					20,584.00	20,583.34	0.66		0.66
SOUTH LONGYARD CULVERT		7,875.00					7,875.00	7,875.00	0.00		0.00
TRUCK, FUEL TANK AND LIBRARY HVAC/INSULATIO		11,300.00					11,300.00	1,768.97	9,531.03		9,531.03
TOTAL		116,450.00	0.00	0.00	0.00	0.00	116,450.00	54,720.17	61,729.83	0.00	61,729.83
01914-01916 - EMPLOYEE BENEFITS											
MEDICARE		70,400.00					70,400.00	70,095.81	304.19		304.19
LIFE		16,000.00					16,000.00	8,282.31	7,717.69		7,717.69
HEALTH/DENTAL/RETIREMENT/UNEMPLOYMENT		575,000.00					575,000.00	497,764.35	77,235.65	1,035.00	76,200.65
DISABILITY BENEFITS		250.00					250.00	0.00	250.00		250.00
TOTAL		661,650.00	0.00	0.00	0.00	0.00	661,650.00	576,142.47	85,507.53	1,035.00	84,472.53
01945 - CASUALTY INSURANCE											
WORKERS COMP		67,000.00					67,000.00	67,000.00	0.00		0.00
PROPERTY & CASUALTY		155,000.00					155,000.00	155,000.00	0.00		0.00
POLICE ACCIDENT		62,000.00					62,000.00	62,000.00	0.00		0.00
FIRE ACCIDENT		15,000.00					15,000.00	14,852.98	147.02		147.02
BONDS		3,400.00					3,400.00	3,065.00	335.00		335.00
POLICE INDEMNITY		23,500.00					23,500.00	23,500.00	0.00		0.00
P.D. MARINE & RADIO		700.00					700.00	597.00	103.00		103.00
TOWN OFFICERS LIAB		24,696.00					24,696.00	24,696.00	0.00		0.00
TOTAL		351,296.00	0.00	0.00	0.00	0.00	351,296.00	350,710.98	585.02	0.00	585.02
TOTAL DEBT, INT., INS		1,699,790.00	0.00	0.00	0.00	0.00	1,699,790.00	1,469,573.62	230,216.38	1,035.00	229,181.38
GRAND TOTAL GENERAL GOVERNMENT		9,596,924.00	54,615.00	652,300.00	0.00	(10,700.00)	10,293,139.00	8,643,086.25	1,650,052.75	953,407.58	696,645.17
GENERAL GOVERNMENT		9,596,924.00	54,615.00	652,300.00	0.00	(10,700.00)	10,293,139.00	8,643,086.25	1,650,052.75	953,407.58	696,645.17
SCHOOL ASSESSMENT		10,923,907.00					10,923,907.00	10,788,618.20	135,288.80		135,288.80
TOTAL		20,520,831.00	54,615.00	652,300.00	0.00	(10,700.00)	21,217,046.00	19,431,704.45	1,785,341.55	953,407.58	831,933.97

FY 17 PRIOR YEAR									
ACCOUNT NAME	FY 17 CARRYOVER	SPECIAL TOWN MEETING	RESERVE FUND TRANSFER	TOTAL FY17 CARRYOVER	EXPENDED TO DATE	BALANCE TO DATE	Carried Forward	To FREE CASH	
002 - SELECTMEN CLERICAL PART TIME	736.43 645.08 1,381.51			736.43 645.08 1,381.51	736.43 645.08 1,381.51	0.00 0.00 0.00		0.00 0.00 0.00	
TOTAL							0.00		
002 - SELECTMEN HIRED SERVICE MINOR EQUIPMENT	74.40 355.00 429.40			74.40 355.00 429.40	74.40 299.99 374.39	0.00 55.01 55.01		0.00 55.01 55.01	
TOTAL							0.00		
003 - CHIEF ADMIN OFCR SALARY	1,458.98 1,458.98			1,458.98 1,458.98	1,458.98 1,458.98	0.00 0.00		0.00 0.00	
TOTAL							0.00		
005 - FINANCE COMMITTEE CLERICAL	64.97 64.97			64.97 64.97	64.97 64.97	0.00 0.00		0.00 0.00	
TOTAL							0.00		
005 - FINANCE COMMITTEE CONFERENCE & TRAVEL SUPPLIES	340.00 67.27 407.27			340.00 67.27 407.27	320.00 42.98 362.98	20.00 24.29 44.29		20.00 24.29 44.29	
TOTAL							0.00		
007 - ACCOUNTING TOWN ACCOUNTANT ASSISTANT ACCT PART TIME	1,069.23 721.99 615.45 2,406.67			1,069.23 721.99 615.45 2,406.67	1,069.23 721.99 615.45 2,406.67	0.00 0.00 0.00 0.00		0.00 0.00 0.00 0.00	
TOTAL							0.00		
007 - ACCOUNTING SUPPLIES	45.00 45.00			45.00 45.00	44.42 44.42	0.58 0.58		0.58 0.58	
TOTAL							0.00		
008 - AUDIT AUDIT	3,500.00 3,500.00			3,500.00 3,500.00	2,500.00 2,500.00	1,000.00 1,000.00		1,000.00 1,000.00	
TOTAL							0.00		
009 - ASSESSOR DIRECTOR OF ASSESSMENTS CLERICAL FULL TIME	887.53 1,246.29 2,133.82			887.53 1,246.29 2,133.82	887.53 1,246.29 2,133.82	0.00 0.00 0.00		0.00 0.00 0.00	
TOTAL							0.00		
009 - ASSESSOR PHOTO COPY SUPPLIES	150.00 230.00 380.00			150.00 230.00 380.00	103.50 227.06 330.56	46.50 2.94 49.44		46.50 2.94 49.44	
TOTAL							0.00		



FY 17 PRIOR YEAR									
ACCOUNT NAME	FY 17 CARRYOVER	SPECIAL TOWN MEETING	RESERVE FUND TRANSFER	TOTAL FY17 CARRYOVER	EXPENDED TO DATE	BALANCE TO DATE	Carried Forward	To FREE CASH	
010 - TOWN CLERK									
TOWN CLERK/TREAS/COLL	1,153.84			1,153.84	1,153.84	0.00		0.00	
ASST TREASURER	705.14			705.14	705.14	0.00		0.00	
CLERICAL	1,171.58			1,171.58	1,171.58	0.00		0.00	
TOTAL	3,030.56	0.00	0.00	3,030.56	3,030.56	0.00	0.00	0.00	
010 - TOWN CLERK									
PRINTING	4,275.00			4,275.00	4,266.88	8.12		8.12	
CONFERENCE AND TRAVEL	350.00			350.00	217.61	132.39		132.39	
SUPPLIES	2,089.66			2,089.66	2,056.68	32.98		32.98	
TOTAL	6,714.66	0.00	0.00	6,714.66	6,541.17	173.49	0.00	173.49	
011- LEGAL ADS									
ADVERTISEMENTS	2,166.00			2,166.00	891.00	1,275.00		1,275.00	
TOTAL	2,166.00	0.00	0.00	2,166.00	891.00	1,275.00	0.00	1,275.00	
012 - LEGAL									
ATTORNEY FEES	9,703.50			9,703.50	5,128.50	4,575.00	4,575.00	0.00	
TOTAL	9,703.50	0.00	0.00	9,703.50	5,128.50	4,575.00	4,575.00	0.00	
013 TAX TITLE									
TAX TITLE OPERATION	237.54			237.54	237.54	0.00		0.00	
TOTAL	237.54	0.00	0.00	237.54	237.54	0.00	0.00	0.00	
014 - ELECTION/REG									
PRINTING BALLOTS	1,500.00			1,500.00	1,500.00	0.00		0.00	
SUPPLIES	400.00			400.00	400.00	0.00		0.00	
TOTAL	1,900.00	0.00	0.00	1,900.00	1,900.00	0.00	0.00	0.00	
015 - CONSERVATION									
CONSERVATION CO-ORDINATOR	403.37			403.37	403.37	0.00		0.00	
TOTAL	403.37	0.00	0.00	403.37	403.37	0.00	0.00	0.00	
015 - CONSERVATION									
LAND MAINTENANCE	105.66			105.66	105.66	0.00		0.00	
CONSULTANT	1,800.00			1,800.00	1,800.00	0.00		0.00	
TRAVEL AND CONFERENCE	58.88			58.88	58.88	0.00		0.00	
TOTAL	1,964.54	0.00	0.00	1,964.54	1,964.54	0.00	0.00	0.00	
016 - PLANNING BD SALARIES									
PLANNING BOARD PLANNER	488.14			488.14	488.14	0.00		0.00	
CLERICAL	223.78			223.78	223.78	0.00		0.00	
TOTAL	711.92	0.00	0.00	711.92	711.92	0.00	0.00	0.00	
017 - APPEALS									
CLERICAL	80.59			80.59	80.59	0.00		0.00	
TOTAL	80.59	0.00	0.00	80.59	80.59	0.00	0.00	0.00	
017 - APPEALS OPERATIONS									
SUPPLIES	400.00			400.00	398.66	1.34		1.34	
TOTAL	400.00	0.00	0.00	400.00	398.66	1.34	0.00	1.34	

FY 17 PRIOR YEAR								
ACCOUNT NAME	FY 17 CARRYOVER	SPECIAL TOWN MEETING	RESERVE FUND TRANSFER	TOTAL FY17 CARRYOVER	EXPENDED TO DATE	BALANCE TO DATE	Carried Forward	To FREE CASH
018 - TOWN COMPLEX COMPUTER								
HARD/SOFT MAINT	840.25			840.25	279.00	561.25		561.25
COMPUTER ADMIN	615.46			615.46	615.46	0.00		0.00
TOTAL	1,455.71	0.00	0.00	1,455.71	894.46	561.25	0.00	561.25
019 - TOWN COMPLEX								
SEC. OF INSPECTIONAL SERVICES	630.84			630.84	630.84	0.00		0.00
BLDG & GROUNDS SUPERVISOR	739.50			739.50	739.50	0.00		0.00
CUSTODIAL SALARY	1,043.08			1,043.08	1,043.08	0.00		0.00
PART TIME SALARY	1,134.84			1,134.84	1,134.84	0.00		0.00
TOTAL	3,548.26	0.00	0.00	3,548.26	3,548.26	0.00	0.00	0.00
019 - TOWN COMPLEX								
LIBRARY MAINT.	391.08			391.08	391.08	0.00		0.00
REPAIRS & MAINT	3,795.45			3,795.45	3,358.28	437.17		437.17
VEHICLE MAINT	500.00			500.00	0.00	500.00		500.00
CONTRACTS/AGREEMNT	13,557.78			13,557.78	8,022.24	5,535.54		5,535.54
POSTAGE METER	750.00			750.00	725.28	24.72		24.72
ELECTRICITY	19,871.11			19,871.11	4,864.38	15,006.73		15,006.73
FUEL	16,577.36			16,577.36	1,176.71	15,400.65		15,400.65
TELEPHONE	7,862.93			7,862.93	1,330.08	6,532.85		6,532.85
POSTAGE	3,263.44			3,263.44	444.56	2,818.88		2,818.88
COPIER SUPPLIES	478.00			478.00	228.69	249.31		249.31
MINOR EQUIPMENT	414.98			414.98	0.00	414.98		414.98
STATIONERY SUPPLIES	159.49			159.49	0.00	159.49		159.49
MAINTENANCE	1,403.75			1,403.75	1,114.66	289.09		289.09
TOTAL	69,025.37	0.00	0.00	69,025.37	21,655.96	47,369.41	0.00	47,369.41
019 - TOWN COMPLEX								
AC UNIT	1,875.69			1,875.69	0.00	1,875.69	1,875.69	0.00
TOTAL	1,875.69	0.00	0.00	1,875.69	0.00	1,875.69	1,875.69	0.00
TOTAL GENERAL GOVERNMENT								
	115,425.33	0.00	0.00	115,425.33	58,444.83	56,980.50	6,450.69	50,529.81
021 - POLICE								
POLICE CHIEF	1,799.53			1,799.53	1,799.53	0.00		0.00
SECRETARY	685.56			685.56	685.56	0.00		0.00
FULL TIME	14,998.64			14,998.64	14,998.64	0.00		0.00
PT RECORDS CLERK	341.68			341.68	341.68	0.00		0.00
OVERTIME	2,314.90			2,314.90	2,314.90	0.00		0.00
RESERVE TRAINING	432.00			432.00	432.00	0.00		0.00
RECREATIONAL PATROL	91.49			91.49	91.49	0.00		0.00
COURT	333.46			333.46	333.46	0.00		0.00
RESERVE	500.15			500.15	500.15	0.00		0.00
TOTAL	21,497.41	0.00	0.00	21,497.41	21,497.41	0.00	0.00	0.00

FY 17 PRIOR YEAR									
ACCOUNT NAME	FY 17 CARRYOVER	SPECIAL TOWN MEETING	RESERVE FUND TRANSFER	TOTAL FY17 CARRYOVER	EXPENDED TO DATE	BALANCE TO DATE	Carried Forward	To FREE CASH	
021 - POLICE									
CONTRACTS	6,602.03			6,602.03	3,541.72	3,060.31		3,060.31	
SCHOOL EXPENSE	4,676.94			4,676.94	4,020.72	656.22		656.22	
UNIFORMS	3,405.00			3,405.00	3,316.02	88.98		88.98	
CONFERENCE & TRAVEL	569.64			569.64	447.94	121.70		121.70	
CRUISER MAINT	4,448.37			4,448.37	3,908.07	540.30		540.30	
MINOR EQUIPMENT	687.25			687.25	682.80	4.45		4.45	
OFFICE SUPPLIES	2,263.93			2,263.93	2,178.33	85.60		85.60	
COMPUTER SUPPLIES	1,622.66			1,622.66	1,603.72	18.94		18.94	
AMMUNITION	58.00			58.00	57.75	0.25		0.25	
MEDICAL SUPPLIES	480.10			480.10	0.00	480.10		480.10	
SECURITY/COMMUNICATION	146.35			146.35	0.00	146.35		146.35	
MEDICAL REQUIREMENTS	50.00			50.00	0.00	50.00		50.00	
HARBORMASTER	620.00			620.00	620.00	0.00		0.00	
SPECIAL ACCOUNT	484.57			484.57	36.91	447.66		447.66	
TOTAL	26,114.84	0.00	0.00	26,114.84	20,413.98	5,700.86	0.00	5,700.86	
021-POLICE CAPITAL									
PORTABLE RADIOS	2,104.93			2,104.93	2,104.93	0.00		0.00	
CRUISERS	5,020.00			5,020.00	5,019.97	0.03		0.03	
COMPUTERS	2,166.13			2,166.13	2,166.13	0.00		0.00	
TOTAL	9,291.06			9,291.06	9,291.03	0.03	0.00	0.03	
022 - DISPATCHER									
DISPATCHER	2,040.48			2,040.48	2,040.48	0.00		0.00	
OVERTIME	238.04			238.04	238.04	0.00		0.00	
TRAINING	72.00			72.00	72.00	0.00		0.00	
PART TIME	599.09			599.09	599.09	0.00		0.00	
SHIFT OVERLAP	89.46			89.46	89.46	0.00		0.00	
TOTAL	3,039.07			3,039.07	3,039.07	0.00	0.00	0.00	
022-DISPATCHER									
UNIFORMS	750.00			750.00	742.00	8.00		8.00	
MEDICAL REQUIREMENTS	300.00			300.00	294.72	5.28		5.28	
MINOR EQUIPMENT	1,190.00			1,190.00	1,190.00	0.00		0.00	
TOTAL	2,240.00	0.00	0.00	2,240.00	2,226.72	13.28	0.00	13.28	
023-PUB SAF BLD-OPERATION									
REPAIRS & MAINT	4,724.83			4,724.83	619.90	4,104.93		4,104.93	
CONTRACTS & AGREEMENTS	8,544.77			8,544.77	1,627.38	6,917.39		6,917.39	
ELECTRICITY	9,052.94			9,052.94	7,886.69	1,166.25		1,166.25	
FUEL	20,150.45			20,150.45	1,155.05	18,995.40		18,995.40	
TELEPHONE	2,444.94			2,444.94	1,467.63	977.31		977.31	
GROUND SUPPLIES	370.00			370.00	345.00	25.00		25.00	
TOTAL	45,287.93	0.00	0.00	45,287.93	13,101.65	32,186.28	0.00	32,186.28	
023-PUB SAF BLD-CAPITAL									
REMOVAL OF FUEL TANK	20,000.00			20,000.00	0.00	20,000.00		0.00	
TOTAL	20,000.00	0.00	0.00	20,000.00	0.00	20,000.00	20,000.00	0.00	

FY 17 PRIOR YEAR		FY 17	SPECIAL	RESERVE	TOTAL	EXPENDED	BALANCE	To
ACCOUNT NAME	CARRYOVER	TOWN	FUND	CARRYOVER	TO DATE	TO DATE	TO	FREE
		MEETING	TRANSFER				DATE	CASH
<b>024 - FIRE</b>								
FULL TIME FIRE CHIEF	1,384.61			1,384.61	1,384.61		0.00	0.00
CLERICAL SALARY	634.85			634.85	634.85		0.00	0.00
VOLUNTEER STIPEND	34.50			34.50	34.50		0.00	0.00
PART TIME CLERICAL	112.00			112.00	112.00		0.00	0.00
<b>TOTAL</b>	<b>2,165.96</b>	<b>0.00</b>	<b>0.00</b>	<b>2,165.96</b>	<b>2,165.96</b>		<b>0.00</b>	<b>0.00</b>
<b>024 - FIRE</b>								
RADIO MAINT	1,429.00			1,429.00	1,429.00		0.00	0.00
INSP & REPAIRS	3,843.46			3,843.46	3,755.53		87.93	87.93
CONTRACTS & AGREEMENTS	2,596.27			2,596.27	2,931.27		(335.00)	(335.00)
TELEPHONE	511.95			511.95	307.28		204.67	204.67
DUES	750.00			750.00	750.00		0.00	0.00
EDUCATION AND TRAINING	3,507.66			3,507.66	3,500.94		6.72	6.72
MEDICAL REQUIREMENTS	1,855.00			1,855.00	1,593.81		261.19	261.19
CONFERENCE & TRAVEL	266.41			266.41	250.61		15.80	15.80
SUPPLIES	354.17			354.17	354.17		0.00	0.00
OXYGEN & EXT REFILLS	1,140.00			1,140.00	1,140.00		0.00	0.00
INVESTIGATIONS	411.53			411.53	411.53		(0.00)	(0.00)
TURN OUT GEAR	2,907.14			2,907.14	2,871.00		36.14	36.14
UNIFORMS	2,100.00			2,100.00	1,961.25		138.75	138.75
COMMUNITY OUTREACH	1,500.00			1,500.00	1,500.00		0.00	0.00
CAREER CLOTHING	341.20			341.20	256.17		85.03	85.03
HOSE INSPECTION	2,965.00			2,965.00	2,899.84		65.16	65.16
MINOR EQUIPMENT	335.02			335.02	335.02		0.00	0.00
<b>TOTAL</b>	<b>26,813.81</b>	<b>0.00</b>	<b>0.00</b>	<b>26,813.81</b>	<b>26,247.42</b>		<b>566.39</b>	<b>566.39</b>
<b>061-EMS</b>								
FULL TIME EMT	4,749.91			4,749.91	4,749.91		0.00	0.00
OVERTIME	548.26			548.26	548.26		0.00	0.00
VOL. SALARY	1,134.00			1,134.00	1,134.00		0.00	0.00
<b>TOTAL</b>	<b>6,432.17</b>	<b>0.00</b>	<b>0.00</b>	<b>6,432.17</b>	<b>6,432.17</b>		<b>0.00</b>	<b>0.00</b>
<b>061-EMS OPERATIONS</b>								
RADIO MAINT.	1,210.50			1,210.50	1,103.07		107.43	107.43
RECERT & SUBSCRIPTIONS	286.77			286.77	286.77		0.00	0.00
INSPECTIONS & REPAIRS	266.53			266.53	129.24		137.29	137.29
CONFERENCE & TRAVEL	167.97			167.97	167.97		0.00	0.00
SUPPLIES	928.20			928.20	1,123.44		(195.24)	(195.24)
EDUCATION & TRAINING	4,789.50			4,789.50	4,562.93		226.57	226.57
AMBULANCE BILLING	1,800.00			1,800.00	1,771.19		28.81	28.81
MINOR EQUIPMENT	507.83			507.83	377.10		130.73	130.73
OXYGEN & REFILLS	721.65			721.65	90.34		631.31	631.31
MEDICAL SUPPLIES	2,417.06			2,417.06	2,417.06		0.00	0.00
PERSONAL PROTECTIVE EQUIPMENT	3,538.26			3,538.26	3,231.89		306.37	306.37
MEDICAL REQUIREMENTS	580.00			580.00	580.00		0.00	0.00
<b>TOTAL</b>	<b>17,214.27</b>	<b>0.00</b>	<b>0.00</b>	<b>17,214.27</b>	<b>15,841.00</b>		<b>1,373.27</b>	<b>1,373.27</b>
<b>025 - BLDG INSPECTOR-SALARIES</b>								
BLDG INSPECTOR SALARIES	907.69			907.69	907.69		0.00	0.00
<b>TOTAL</b>	<b>907.69</b>	<b>0.00</b>	<b>0.00</b>	<b>907.69</b>	<b>907.69</b>		<b>0.00</b>	<b>0.00</b>

FY 17 PRIOR YEAR								
ACCOUNT NAME	FY 17 CARRYOVER	SPECIAL TOWN MEETING	RESERVE FUND TRANSFER	TOTAL FY17 CARRYOVER	EXPENDED TO DATE	BALANCE TO DATE	Carried Forward	To FREE CASH
025 - BLDG INSPECT-OP SUPPLIES	146.28			146.28	51.24	95.04		95.04
TOTAL	146.28	0.00	0.00	146.28	51.24	95.04	0.00	95.04
026 - EMERG MGMT AGENCY CELL PHONE	100.00			100.00	94.22	5.78		5.78
EDUCATION	299.95			299.95	299.95	0.00		0.00
MINOR EQUIPMENT	393.00			393.00	343.00	50.00		50.00
TOTAL	792.95	0.00	0.00	792.95	737.17	55.78	0.00	55.78
026 - EMERG MGMT AGENCY CAPITAL RADIO	2,000.00			2,000.00	2,000.00	0.00		0.00
TOTAL	2,000.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
027 - ANIMAL CONTROL ANIMAL CONTROL SALARY	399.22			399.22	399.22	0.00		0.00
ASSISTANT FEES	30.00			30.00	30.00	0.00		0.00
PART TIME	224.52			224.52	224.52	0.00		0.00
ANIMAL INSPECTOR	300.00			300.00	300.00	0.00		0.00
TOTAL	953.74	0.00	0.00	953.74	953.74	0.00	0.00	0.00
027 - ANIMAL CONTROL REPAIRS & MAINTENANCE	232.00			232.00	0.00	232.00		232.00
UNIFORMS	164.21			164.21	159.81	4.40		4.40
MINOR EQUIPMENT	262.31			262.31	262.31	0.00		0.00
CLEANING SUPPLIES	452.65			452.65	396.99	55.66		55.66
TOTAL	1,111.17	0.00	0.00	1,111.17	819.11	292.06	0.00	292.06
028 - LAKE MANAGEMENT SALARY	60.18			60.18	60.18	0.00		0.00
TOTAL	60.18	0.00	0.00	60.18	60.18	0.00	0.00	0.00
028 - LAKE MANAGEMENT ELECTRICITY	98.54			98.54	51.10	47.44		47.44
TELEPHONE	177.82			177.82	132.22	45.60		45.60
SUPPLIES	107.52			107.52	107.52	0.00		0.00
SECURITY	289.00			289.00	289.00	0.00		0.00
TOTAL	672.88	0.00	0.00	672.88	579.84	93.04	0.00	93.04
028 - LAKE MANAGEMENT CAPITAL SECURITY CAMERA	34.06			34.06	34.00	0.06		0.06
TOTAL	34.06	0.00	0.00	34.06	34.00	0.06	0.00	0.06
029-LAKE RESTORATION LAKE WEED CONTROL	4,200.00			4,200.00	3,693.75	506.25		506.25
TOTAL	4,200.00	0.00	0.00	4,200.00	3,693.75	506.25	0.00	506.25
TOTAL PUBLIC SAFETY	190,975.47	0.00	0.00	190,975.47	130,093.13	60,882.34	20,000.00	40,882.34
030 - GAS & OIL GAS & OIL	8,785.45			8,785.45	8,314.02	471.43		471.43
TOTAL	8,785.45	0.00	0.00	8,785.45	8,314.02	471.43	0.00	471.43

FY 17 PRIOR YEAR								
ACCOUNT NAME	FY 17 CARRYOVER	SPECIAL TOWN MEETING	RESERVE FUND TRANSFER	TOTAL FY17 CARRYOVER	EXPENDED TO DATE	BALANCE TO DATE	Carried Forward	To FREE CASH
031 - DPW - HIGHWAY								
DIRECTOR	841.54			841.54	841.54	0.00		0.00
DPW SPECIAL ASSISTANT	89.71			89.71	89.71	0.00		0.00
SUPERVISOR	888.00			888.00	888.00	0.00		0.00
TOTAL	1,819.25	0.00	0.00	1,819.25	1,819.25	0.00	0.00	0.00
031 - DPW - HIGHWAY								
REPAIRS & MAINTENANCE	4,192.39			4,192.39	0.00	4,192.39		4,192.39
CONTRACTS & AGREEMENT	336.52			336.52	160.34	176.18		176.18
UTILITIES	17,493.94			17,493.94	1,756.57	15,737.37		15,737.37
SWEEP/CATCH BASIN	3,200.00			3,200.00	0.00	3,200.00		3,200.00
SUPPLIES	97.93			97.93	0.00	97.93		97.93
DRAINAGE SUP/PROJ	356.02			356.02	356.02	0.00	0.00	0.00
SIGNS/GUARD RAILS	3,000.00			3,000.00	3,000.00	0.00		0.00
HAND TOOLS	1,500.00			1,500.00	1,226.25	273.75		273.75
FORESTRY	11,905.30			11,905.30	11,905.30	0.00		0.00
MAINT. SUPPLIES	1,038.00			1,038.00	1,035.14	2.86		2.86
TOTAL	43,120.10	0.00	0.00	43,120.10	19,439.62	23,680.48	0.00	23,680.48
031 - DPW - HIGHWAY CAPITAL								
PAVING PROJECTS	153,104.42			153,104.42	137,791.00	15,313.42	15,313.42	0.00
CONSTRUCTION	2,891.40			2,891.40	2,347.37	544.03		544.03
IMPROVEMENTS	11,363.92			11,363.92	8,999.40	2,364.52	2,364.52	0.00
STORMWATER MANDATED	15,000.00			15,000.00	0.00	15,000.00	15,000.00	0.00
DEMOLITION OF DPW GARAGE	15,560.00			15,560.00	8,530.00	7,030.00	7,030.00	0.00
CULVERTS REPLACEMENTS	200,000.00			200,000.00	199,969.30	30.70		30.70
TOTAL	397,919.74	0.00	0.00	397,919.74	357,637.07	40,282.67	39,707.94	574.73
033 - ST LIGHTING								
STREET LIGHTING	13,746.76			13,746.76	5,376.16	8,370.60		8,370.60
TOTAL	13,746.76	0.00	0.00	13,746.76	5,376.16	8,370.60	0.00	8,370.60
034 - DPW - ROAD MACHINERY								
REPAIRS/INSPECTION	8,288.60			8,288.60	4,560.32	3,728.28	325.40	3,402.88
UNIFORMS	92.20			92.20	2,095.79	(2,003.59)		(2,003.59)
GARAGE SUPPLIES	5,616.05			5,616.05	5,092.31	523.74		523.74
PARTS	961.76			961.76	417.03	544.73	641.58	(96.85)
TIRES	1,600.20			1,600.20	878.61	721.59		721.59
STREET SIGNS	300.00			300.00	262.12	37.88		37.88
SAND BLAST & PAINT HWY TRUCKS	1,200.00			1,200.00	1,200.00	0.00		0.00
TOTAL	18,058.81	0.00	0.00	18,058.81	14,506.18	3,552.63	966.98	2,585.65
040-ENGINEERING								
MINOR EQUIPMENT	588.60			588.60	581.31	7.29		7.29
ROAD TAKINGS	5,000.00			5,000.00	0.00	5,000.00	5,000.00	0.00
TOTAL	5,588.60	0.00	0.00	5,588.60	581.31	5,007.29	5,000.00	7.29
040-ENGINEERING								
SOFTWARE	400.00			400.00	0.00	400.00		400.00
OFFICE EQUIPMENT	621.88			621.88	614.17	7.71		7.71
TOTAL	1,021.88	0.00	0.00	1,021.88	614.17	407.71	0.00	407.71

FY 17 PRIOR YEAR									
ACCOUNT NAME	FY 17 CARRYOVER	SPECIAL TOWN MEETING	RESERVE FUND TRANSFER	TOTAL FY17 CARRYOVER	EXPENDED TO DATE	BALANCE TO DATE	Carried Forward	To FREE CASH	
036 - DPW - SOLID WASTE									
FULL TIME	1,155.03			1,155.03	1,155.03	0.00		0.00	
OVERTIME	34.72			34.72	34.72	0.00		0.00	
LABORERS	739.20			739.20	739.20	0.00		0.00	
TOTAL	1,928.95	0.00	0.00	1,928.95	1,928.95	0.00	0.00		0.00
036 - DPW - SOLID WASTE									
VEHICLE REPAIR	515.31			515.31	0.00	515.31	966.98	(451.67)	
ELECTRICITY	1,696.18			1,696.18	404.73	1,291.45		1,291.45	
TELEPHONE	371.06			371.06	89.35	281.71		281.71	
UNIFORMS	133.84			133.84	106.08	27.76		27.76	
REFUSE FEES	49,970.21			49,970.21	38,821.04	11,149.17	26.45	11,122.72	
HAUL TIRES	575.50			575.50	570.50	5.00		5.00	
SUPPLIES	408.10			408.10	398.03	10.07		10.07	
COMPOSTING	795.00			795.00	643.60	151.40		151.40	
TOTAL	54,465.20	0.00	0.00	54,465.20	41,033.33	13,431.87	993.43	12,438.44	
036 - DPW - SOLID WASTE									
40 YARD TRASH BOX	6,000.00			6,000.00	6,000.00	0.00		0.00	
TOTAL	6,000.00	0.00	0.00	6,000.00	6,000.00	0.00	0.00		0.00
TOTAL PUBLIC WORKS	552,454.74	0.00	0.00	552,454.74	457,250.06	95,204.68	46,668.35	48,536.33	
048-SEWER IMPLEMENTATION									
SECRETARIAL	60.18			60.18	60.18	0.00		0.00	
TOTAL	60.18	0.00	0.00	60.18	60.18	0.00		0.00	
038-CEMETERY-SALARY									
SEXTON	244.80			244.80	244.80	0.00		0.00	
PART TIME	341.95			341.95	341.95	0.00		0.00	
TOTAL	586.75	0.00	0.00	586.75	586.75	0.00	0.00		0.00
038 - CEM IMPROVEMENT									
ELECTRICITY	218.56			218.56	48.02	170.54		170.54	
TOTAL	218.56	0.00	0.00	218.56	48.02	170.54	0.00	170.54	
TOTAL OTHER ENVIRONMENTAL	865.49	0.00	0.00	865.49	694.95	170.54	0.00	170.54	
039 - BD OF HEALTH									
INSPECTOR	847.18			847.18	847.18	0.00		0.00	
TOTAL	847.18	0.00	0.00	847.18	847.18	0.00	0.00		0.00
041 - CNCL ON AGING									
DIRECTOR	577.52			577.52	577.52	0.00		0.00	
CLERICAL	718.99			718.99	718.99	0.00		0.00	
TOTAL	1,296.51	0.00	0.00	1,296.51	1,296.51	0.00	0.00		0.00
TOTAL HUMAN SERVICES	2,143.69	0.00	0.00	2,143.69	2,143.69	0.00	0.00		0.00

FY 17 PRIOR YEAR								
ACCOUNT NAME	FY 17 CARRYOVER	SPECIAL TOWN MEETING	RESERVE FUND TRANSFER	TOTAL FY17 CARRYOVER	EXPENDED TO DATE	BALANCE TO DATE	Carried Forward	To FREE CASH
043 - LIBRARY								
LIBRARIAN SALARY	907.69			907.69	907.69	0.00		0.00
ASST LIBRARIAN SALARY	731.70			731.70	731.70	0.00		0.00
PART TIME SALARIES	2,028.00			2,028.00	2,028.00	0.00		0.00
TOTAL	3,667.39	0.00	0.00	3,667.39	3,667.39	0.00	0.00	0.00
043 - LIBRARY								
ELECTRICITY	12,549.39			12,549.39	1,885.73	10,663.66		10,663.66
FUEL	3,490.13			3,490.13	94.79	3,395.34		3,395.34
TELEPHONE	599.77			599.77	218.80	380.97		380.97
INFORMATION	56.25			56.25	50.25	6.00		6.00
CONTRACTS & AGREEMENTS	143.94			143.94	68.30	75.64		75.64
CONFERENCE & TRAVEL	18.98			18.98	18.98	0.00		0.00
TOTAL	16,858.46	0.00	0.00	16,858.46	2,336.85	14,521.61	0.00	14,521.61
043 - LIBRARY								
VINYL SIDING	200.95			200.95	200.95	0.00		0.00
CARPET REPLACEMENT PROGRAM	360.65			360.65	360.65	0.00		0.00
GAS POWERED GENERATOR	107.31			107.31	107.31	0.00		0.00
LIBRARY DRIVEWAY	11,797.79			11,797.79	11,797.79	0.00		0.00
SPRINKLER SYSTEM REPLACEMENT	134,522.00			134,522.00	130,040.96	4,481.04	2,346.58	2,134.46
TOTAL	146,988.70	0.00	0.00	146,988.70	142,507.66	4,481.04	2,346.58	2,134.46
044 - PARK & REC								
RAILS TO TRAILS	300.00			300.00	300.00	0.00		0.00
TOTAL	300.00	0.00	0.00	300.00	300.00	0.00	0.00	0.00
044 - PARK & REC								
CONTRACTS & AGREEMENTS	454.25			454.25	379.25	75.00		75.00
MINOR EQUIPMENT	250.00			250.00	213.89	36.11		36.11
VARIOUS PROGRAMS	1,551.33			1,551.33	1,514.29	37.04		37.04
BEACH EXPENSES	1,199.03			1,199.03	769.80	429.23		429.23
RAILS TO TRAILS	1,337.82			1,337.82	1,257.96	79.86		79.86
TOTAL	4,792.43	0.00	0.00	4,792.43	4,135.19	657.24	0.00	657.24
044 - PARK & REC								
BEACH CODE REPAIR	1,411.37			1,411.37	670.00	741.37		741.37
IRRIGATION WELLS	34,404.70			34,404.70	25,593.07	8,811.63	7,568.75	1,242.88
TOTAL	35,816.07	0.00	0.00	35,816.07	26,263.07	9,553.00	7,568.75	1,984.25
TOTAL CULTURE & RECREATION	208,423.05	0.00	0.00	208,423.05	179,210.16	29,212.89	9,915.33	19,297.56
053-HEALTH INSURANCE								
HEALTH	1,012.00			1,012.00	0.00	1,012.00		1,012.00
TOTAL	1,012.00	0.00	0.00	1,012.00	0.00	1,012.00	0.00	1,012.00
TOTAL DEBT & INTEREST	1,012.00	0.00	0.00	1,012.00	0.00	1,012.00	0.00	1,012.00
GRAND TOTAL GENERAL GOVERNMENT	1,071,299.77	0.00	0.00	1,071,299.77	827,836.82	243,462.95	83,034.37	160,428.58



FY17 BUDGET REPORT		TOTAL	SPECIAL	RESERVE	TOTAL	TOTAL	BALANCE	To	
WATER	ACCOUNT NAME	FY17 BUDGET	TOWN MEETING	FUND TRANSFER	FY17 BUDGET	EXPENDED	TO DATE	CARRIED FORWARD	RETAINED EARNINGS
ELECTED SALARIES		1,500.00	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
ELECTED SALARIES		1,500.00	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00
SALARIES		27,500.00			27,500.00	27,282.06	217.94	526.69	(308.75)
	DIRECTOR	39,965.00			39,965.00	38,553.57	1,411.43	765.56	645.87
	CLERICAL	161,615.00		10,700.00	172,315.00	168,285.13	4,029.87	2,782.21	1,247.66
	FULL TIME	14,403.00	373.00		14,776.00	14,492.50	283.50	283.05	0.45
	SUPERVISOR	18,220.00	365.00		18,585.00	18,224.89	360.11	356.28	3.83
	DPW SPECIAL ASSISTANT	3,500.00			3,500.00	1,720.00	1,780.00		1,780.00
	INSPECTOR	11,000.00			11,000.00	12,253.22	(1,253.22)	359.89	(1,613.11)
	OVERTIME	5,300.00			5,300.00	5,300.00	0.00		0.00
	PART TIME LABORERS	8,860.00	171.00		9,031.00	7,035.35	1,995.65		1,995.65
	CLERICAL PART TIME	1,506.00			1,506.00	1,321.33	184.67		184.67
	LONGEVITY	291,869.00	909.00	10,700.00	303,478.00	294,468.05	9,009.95	5,073.68	3,936.27
TOTAL		410,940.00	0.00	0.00	410,940.00	274,087.62	136,852.38	48,942.06	87,910.32
OPERATIONS		750.00			750.00	900.00	(150.00)		(150.00)
	ADVERTISEMENTS	6,000.00			6,000.00	3,365.53	2,634.47	537.93	2,096.54
	TRUCK & GEN REPAIR	35,000.00			35,000.00	25,535.67	9,464.33	8,460.74	1,003.59
	CONTRACTED EQUIP	90,000.00			90,000.00	64,994.83	25,005.17	12,020.15	12,985.02
	PUMP STATION	15,000.00			15,000.00	15,000.00	0.00		0.00
	GAS & OIL	1,200.00			1,200.00	1,200.00	0.00		0.00
	OFFICE TELEPHONE	1,000.00			1,000.00	0.00	1,000.00		1,000.00
	DUES	2,000.00			2,000.00	2,279.88	(279.88)		(279.88)
	CONSULTANT	15,000.00			15,000.00	5,705.00	9,295.00	3,795.00	5,500.00
	TESTING OF WATER	300.00			300.00	0.00	300.00		300.00
	FOOD EXPENSE	10,000.00			10,000.00	10,000.00	0.00		0.00
	POSTAGE	2,800.00			2,800.00	2,405.06	394.94	455.07	(60.13)
	UNIFORM ALLOW.	2,500.00			2,500.00	2,015.06	484.94		484.94
	CONF/TRAVEL/EDUC.	3,000.00			3,000.00	1,999.15	1,000.85		1,000.85
	D.E.P. PERMIT FEES	30,000.00			30,000.00	4,496.00	25,504.00		25,504.00
	CITY OF SPRINGFIELD	5,000.00			5,000.00	2,850.84	2,149.16	1,050.00	1,099.16
	OFFICE SUPPLIES	40,000.00			40,000.00	12,366.48	27,633.52	16,304.82	11,328.70
	STOCK SUPPLIES	15,000.00			15,000.00	1,436.92	13,563.08		13,563.08
	SURFACE MATERIAL	2,000.00			2,000.00	10,458.19	(8,458.19)	228.81	(8,687.00)
	TOOLS & EQUIPMENT	8,000.00			8,000.00	0.00	8,000.00		8,000.00
	SURGE RROJECT	1,000.00			1,000.00	311.00	689.00	189.00	500.00
	DIG SAFE MEMBERSHIP	36,000.00			36,000.00	27,059.25	8,940.75		8,940.75
	HEALTH INSURANCE	8,000.00			8,000.00	1,069.30	6,930.70	3,050.00	3,880.70
	DISINFECTION PRODUCT	3,000.00			3,000.00	749.46	2,250.54	2,850.54	(600.00)
	PRINTING OF BILLS	500.00			500.00	0.00	500.00		500.00
	PHYSICALS	77,890.00			77,890.00	77,890.00	0.00		0.00
	ADMIN EXP TO TOWN	410,940.00	0.00	0.00	410,940.00	274,087.62	136,852.38	48,942.06	87,910.32
TOTAL		410,940.00	0.00	0.00	410,940.00	274,087.62	136,852.38	48,942.06	87,910.32

FY17 BUDGET REPORT		TOTAL	SPECIAL	RESERVE	TOTAL	TOTAL	BALANCE	To	
WATER		FY17	TOWN	FUND	FY17	EXPENDED	TO	CARRIED	RETAINED
ACCOUNT NAME		BUDGET	MEETING	TRANSFER	BUDGET		DATE	FORWARD	EARNINGS
<b>CAPITAL</b>									
WATER TANK INSPECTION		5,000.00			5,000.00	4,270.00	730.00		730.00
LEAK DETECTION		10,000.00			10,000.00	0.00	10,000.00	10,000.00	0.00
HYDRANT REPLACEMENTS		20,000.00			20,000.00	7,985.00	12,015.00	11,250.00	765.00
ONE TON PICK-UP TRUCK		60,000.00			60,000.00	699.75	59,300.25	54,900.00	4,400.25
TOTAL		95,000.00	0.00	0.00	95,000.00	12,954.75	82,045.25	76,150.00	5,895.25
<b>PRINCIPLE</b>									
PUMP STATION		35,000.00			35,000.00	35,000.00	0.00		0.00
WATER LINE REPLACE-CONGAMOND ROAD		65,000.00			65,000.00	65,000.00	0.00		0.00
DPW SITE & GARAGE		25,000.00			25,000.00	25,000.00	0.00		0.00
NEW TANK		9,038.00			9,038.00	9,037.82	0.18		0.18
NEW WELL		35,000.00			35,000.00	35,000.00	0.00		0.00
WATER METERS		140,000.00			140,000.00	0.00	140,000.00		140,000.00
NEW WATER STORAGE TANK 2015		25,053.00			25,053.00	25,052.18	0.82		0.82
TOTAL		334,091.00	0.00	0.00	334,091.00	194,090.00	140,001.00	0.00	140,001.00
<b>INTEREST</b>									
PUMP STATION		16,144.00			16,144.00	16,143.75	0.25		0.25
WATER LINE PROJECT-CONGAMOND		6,175.00			6,175.00	6,175.01	(0.01)		(0.01)
DPW SITE & GARAGE		10,292.00			10,292.00	10,291.67	0.33		0.33
WATER TANK 2012		18,643.00			18,643.00	18,643.00	0.00		0.00
NEW WATER STORAGE TANK 2015		24,990.00			24,990.00	24,990.00	0.00		0.00
WATER METERS		56,000.00			56,000.00	0.00	56,000.00		56,000.00
NEW WELL		7,000.00			7,000.00	7,000.00	0.00		0.00
TOTAL		139,244.00	0.00	0.00	139,244.00	83,243.43	56,000.57	0.00	56,000.57
<b>SALARY RESERVE</b>									
SALARY RESERVE		2,800.00	(909.00)		1,891.00	0.00	1,891.00		1,891.00
TOTAL		2,800.00	(909.00)	0.00	1,891.00	0.00	1,891.00	0.00	1,891.00
<b>EMPLOYEE BENEFITS</b>									
MEDICARE		4,400.00	0.00	0.00	4,400.00	4,400.00	0.00		0.00
TOTAL		4,400.00	0.00	0.00	4,400.00	4,400.00	0.00	0.00	0.00
GRAND TOTAL WATER DEPARTMENT		1,279,844.00	0.00	10,700.00	1,290,544.00	864,743.85	425,800.15	130,165.74	295,634.41

FY 17 PRIOR YEAR WATER ACCOUNT NAME	TOTAL FY17 CARRYOVER	SPECIAL TOWN MEETING	BUDGET FY 2017	EXPENDED TO DATE	BALANCE TO DATE	CARRIED FORWARD	TO RETAINED EARNINGS
<b>SALARIES</b>							
DIRECTOR	390.38		390.38	390.38	0.00		0.00
CLERICAL	585.79		585.79	585.79	0.00		0.00
FULL TIME	2,503.12		2,503.12	2,503.12	0.00		0.00
DPW SPECIAL ASSISTANT	448.57		448.57	448.57	0.00		0.00
<b>TOTAL</b>	<b>3,927.86</b>	<b>0.00</b>	<b>3,927.86</b>	<b>3,927.86</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>OPERATIONS</b>							
ADVERTISEMENTS	300.00		300.00	90.00	210.00		210.00
TRUCK AND GEN. REPAIRS	909.66		909.66	696.39	213.27	325.40	(112.13)
CONTRACTED EQUIPMENT	7,000.00		7,000.00	0.00	7,000.00		7,000.00
PUMP STATION	24,928.06		24,928.06	7,024.40	17,903.66		17,903.66
TESTING OF WATER	1,902.00		1,902.00	370.00	1,532.00		1,532.00
UNIFORMS	153.15		153.15	57.28	95.87		95.87
CONFERENCE & TRAVEL	86.00		86.00	80.99	5.01	26.45	(21.44)
OFFICE SUPPLIES	676.65		676.65	113.48	563.17		563.17
STOCK SUPPLIES	78,910.33		78,910.33	81,080.81	(2,170.48)		(2,170.48)
SURFACE MATERIAL	3,656.80		3,656.80	206.38	3,450.42		3,450.42
HAND TOOLS & EQUIPMENT	4,700.00		4,700.00	4,263.08	436.92		436.92
DIG SAFE MEMBERSHIP	147.00		147.00	147.00	0.00		0.00
DISINFECTANT PRODUCT	5,600.00		5,600.00	5,318.69	281.31		281.31
PRINTING BILLS	1,574.50		1,574.50	154.70	1,419.80		1,419.80
<b>TOTAL</b>	<b>130,544.15</b>	<b>0.00</b>	<b>130,544.15</b>	<b>99,603.20</b>	<b>30,940.95</b>	<b>351.85</b>	<b>30,589.10</b>
<b>CAPITAL</b>							
SCADA SYSTEM	10,657.18		10,657.18	10,657.18	0.00		0.00
SCADA SYSTEM	18,100.00		18,100.00	11,157.38	6,942.62	6,942.62	0.00
WELL CLEANING	17,000.00		17,000.00	17,000.00	0.00		0.00
SECURITY UPGRADES	2,200.00		2,200.00	1,327.45	872.55		872.55
<b>TOTAL</b>	<b>47,957.18</b>	<b>0.00</b>	<b>47,957.18</b>	<b>40,142.01</b>	<b>7,815.17</b>	<b>6,942.62</b>	<b>872.55</b>
<b>INTEREST</b>							
WATER METERS	56,000.00		56,000.00	0.00	56,000.00	56,000.00	0.00
<b>TOTAL</b>	<b>56,000.00</b>	<b>0.00</b>	<b>56,000.00</b>	<b>0.00</b>	<b>56,000.00</b>	<b>56,000.00</b>	<b>0.00</b>
<b>GRAND TOTAL WATER DEPARTMENT</b>	<b>238,429.19</b>	<b>0.00</b>	<b>238,429.19</b>	<b>143,673.07</b>	<b>94,756.12</b>	<b>63,294.47</b>	<b>31,461.65</b>

FY17 BUDGET REPORT							
SEWER ACCOUNT NAME	FY17 BUDGET	SPECIAL TOWN MEETING	TOTAL BUDGET FY 2017	EXPENDED TO DATE	BALANCE TO DATE	CARRIED FORWARD	TO RETAINED EARNINGS
SALARIES							
SEWER SUPERVISOR	14,403.00	373.00	14,776.00	14,491.94	284.06	283.05	1.01
DPW SPECIAL ASSISTANT	18,220.00	365.00	18,585.00	18,218.66	366.34	355.66	10.68
MAINTENANCE STAFF	65,980.00		65,980.00	63,889.42	2,090.58	960.08	1,130.50
OVERTIME	19,700.00		19,700.00	16,108.59	3,591.41	542.33	3,049.08
LONGEVITY	452.00		452.00	450.06	1.94		1.94
CLERICAL PART-TIME	5,500.00	100.00	5,600.00	5,600.00	0.00		0.00
TOTAL	124,255.00	838.00	125,093.00	118,758.67	6,334.33	2,141.12	4,193.21
OPERATIONS							
SEWAGE FLOW FEES	260,000.00		260,000.00	159,050.49	100,949.51	81,902.20	19,047.31
IMA-CITY OF WESTFIELD / LOCAL SHARE	245,663.00		245,663.00	245,483.91	179.09		179.09
STOCK SUPPLIES	9,500.00		9,500.00	6,270.27	3,229.73	1,984.88	1,244.85
TELEPHONE MONITORING	3,000.00		3,000.00	1,765.38	1,234.62	564.78	669.84
TESTING AND SAMPLING	950.00		950.00	0.00	950.00		950.00
PUMP STATIONS	27,000.00		27,000.00	19,999.25	7,000.75	2,589.83	4,410.92
UNIFORMS	800.00		800.00	745.53	54.47	187.43	(132.96)
CONTRACTED EQUIPMENT / SVCS	17,100.00		17,100.00	16,066.26	1,033.74	2,000.00	(966.26)
OFFICE SUPPLIES / SERVICES	190.00		190.00	475.54	(285.54)	193.86	(479.40)
CONFERENCE EDUCATION	1,425.00		1,425.00	1,385.57	39.43		39.43
SEWER MISC. EQUIP. REPLACEMENT	950.00		950.00	121.94	828.06		828.06
ODOR CONTROL PRODUCT	12,500.00		12,500.00	13,626.14	(1,126.14)		(1,126.14)
VEHICLE REPAIR	1,900.00		1,900.00	1,623.88	276.12		276.12
PHYSICALS	200.00		200.00	0.00	200.00		200.00
EMPLOYEE HEALTH INSURANCE	10,500.00		10,500.00	10,432.09	67.91		67.91
TOTAL	591,678.00	0.00	591,678.00	477,046.25	114,631.75	89,422.98	25,208.77
CAPITAL							
GRINDER PUMP MAINT. EQUIP.	40,000.00		40,000.00	39,611.64	388.36		388.36
SECURITY IMPROVEMENTS	4,000.00		4,000.00	3,934.44	65.56		65.56
FLOW MONITORING INFILTRATION/INFLOW ANALYSIS	20,000.00		20,000.00	0.00	20,000.00		20,000.00
TOTAL	64,000.00	0.00	64,000.00	43,546.08	20,453.92	0.00	20,453.92
SALARY RESERVE							
SALARY RESERVE	2,000.00	(838.00)	1,162.00	0.00	1,162.00		1,162.00
TOTAL	2,000.00	(838.00)	1,162.00	0.00	1,162.00	0.00	1,162.00
PRINCIPLE							
SEWER DEBT	218,897.00		218,897.00	218,897.00	0.00		0.00
SEWER INTERCEPTOR PROJECT \$2,200,000	24,785.00		24,785.00	24,784.37	0.63		0.63
TOTAL	243,682.00	0.00	243,682.00	243,681.37	0.63	0.00	0.63
INTEREST							
SEWER INTERCEPTOR PROJECT \$2,200,000	45,081.00		45,081.00	45,080.63	0.37		0.37
BOND ANTICIPATION/CONGAMOND RD-COLLEGE HWY-POWDERMILI	15,000.00		15,000.00	0.00	15,000.00		15,000.00
SEWER INTEREST	336,143.00		336,143.00	336,142.27	0.73		0.73
TOTAL	396,224.00	0.00	396,224.00	381,222.90	15,001.10	0.00	15,001.10
GRAND TOTAL SEWER DEPARTMENT							
	1,421,839.00	0.00	1,421,839.00	1,264,255.27	157,583.73	91,564.10	66,019.63

FY 17 PRIOR YEAR						
SEWER ACCOUNT NAME	FY17 CARRYOVER	SPECIAL TOWN MEETING	TOTAL BUDGET FY 2017	EXPENDED TO DATE	BALANCE TO DATE	To RETAINED EARNINGS
SALARIES						
DPW SPECIAL ASSISTANT	299.05		299.05	299.05	0.00	0.00
MAINTENANCE STAFF	5,567.57		5,567.57	5,567.57	0.00	0.00
OVERTIME	46.29		46.29	46.29	0.00	0.00
TOTAL	5,912.91	0.00	5,912.91	5,912.91	0.00	0.00
OPERATIONS						
SEWAGE FLOW FEES	59,845.03		59,845.03	53,680.63	6,164.40	6,164.40
STOCK SUPPLIES	3,000.00		3,000.00	2,662.98	337.02	337.02
TELEPHONE MONITORING	987.06		987.06	142.86	844.20	844.20
PUMP STATIONS	5,357.81		5,357.81	1,418.20	3,939.61	3,939.61
UNIFORMS	193.32		193.32	14.78	178.54	178.54
CONTRACTED EQUIPMENT / SVCS	3,578.89		3,578.89	9,233.01	(5,654.12)	(5,654.12)
CONFERENCE EDUCATION	60.05		60.05	6.90	53.15	26.70
VEHICLE REPAIR	20.72		20.72	0.00	20.72	325.40
TOTAL	73,042.88	0.00	73,042.88	67,159.36	5,883.52	351.85
CAPITAL						
GRINDER PUMP MAINT. EQUIP.	513.54		513.54	455.85	57.69	57.69
PUMP STATION ROATATING	20,334.42		20,334.42	0.00	20,334.42	0.00
TOTAL	20,847.96	0.00	20,847.96	455.85	20,392.11	20,334.42
GRAND TOTAL SEWER DEPARTMENT						
	99,803.75	0.00	99,803.75	73,528.12	26,275.63	5,589.36

<b>TOWN OF SOUTHWICK</b>									
<b>OFFICIAL RESULTS OF THE LOCAL ELECTION</b>									
TUESDAY MAY 9, 2017									
<b>OFFICIAL RESULTS</b>									
	Party	Inc.	PCT 1	PCT 2	PCT 3	TOTALS			
<b>SELECT BOARD</b>									
<b>3 YEARS VOTE FOR ONE</b>									
BLANKS			19	6	24	49			
RUSSELL S. FOX			R	X	83	71	54	208	
WRITE IN					4	3	2	9	
TOTALS					106	80	80	266	
<b>DISTRICT SCHOOL COMMITTEE</b>									
<b>3 YEARS VOTE FOR NOT MORE THAN TWO</b>									
BLANKS					56	47	63	166	
JEFFREY T. HOULE			R	X	71	52	46	169	
JESSICA L. BOLDYGA			R	X	77	59	43	179	
CHELSEA BERRY- WRITE IN			U		6	2	1	9	
WRITE IN					2	0	7	9	
TOTALS					212	160	160	532	
<b>ASSESSOR</b>									
<b>3 YEARS VOTE FOR ONE</b>									
BLANKS					23	11	30	64	
ALAN L. HOYT			R	X	83	69	48	200	
WRITE IN					0	0	2	2	
TOTALS					106	80	80	266	
<b>ASSESSOR</b>									
<b>2 YEARS VOTE FOR ONE</b>									
BLANKS					25	12	27	64	
BOBBIE JO THIBAUT			R	X	81	68	51	200	
WRITE IN					0	0	2	2	
TOTALS					106	80	80	266	
<b>CEMETERY COMMISSION</b>									
<b>3 YEARS VOTE FOR ONE</b>									
BLANKS					23	14	26	63	
JAMES R. FAHEY			R	X	83	65	52	200	
WRITE IN					0	1	2	3	
TOTALS					106	80	80	266	

<b>TOWN OF SOUTHWICK</b>									
<b>OFFICIAL RESULTS OF THE LOCAL ELECTION</b>									
TUESDAY MAY 9, 2017									
<b>OFFICIAL RESULTS</b>									
	Party	Inc.	PCT 1	PCT 2	PCT 3	TOTALS			
<u>DICKINSON SCHOOL TRUST</u>									
<u>3 YEARS VOTE FOR ONE</u>									
BLANKS			23	14	30	67			
GENE H. THEROUX	R	X	83	66	48	197			
OTHER WRITE INS			0	0	2	2			
TOTALS			106	80	80	266			
<u>WATER COMMISSION</u>									
<u>3 YEARS VOTE FOR ONE</u>									
BLANKS			24	13	31	68			
LUTHER F. HOSMER	R	X	81	67	48	196			
WRITE IN			1	0	1	2			
TOTALS			106	80	80	266			
<u>LIBRARY TRUSTEE</u>									
<u>3 YEARS VOTE FOR NOT MORE THAN TWO</u>									
BLANKS			65	71	68	204			
MICHAEL J. McMAHON	D	X	78	49	46	173			
MARIA G. GALLO	D	X	69	40	46	155			
WRITE IN			0	0	0	0			
TOTALS			212	160	160	532			
<u>PARK AND REC COMMISSION</u>									
<u>3 YEARS VOTE FOR NOT MORE THAN TWO</u>									
BLANKS			112	104	88	304			
JOHN HENRY WHALLEY III	U	X	83	49	54	186			
MICHAEL SHEIL - WRITE IN	R	X	16	4	16	36			
WRITE IN			1	3	2	6			
TOTALS			212	160	160	532			
<u>PLANNING BOARD</u>									
<u>5 YEARS VOTE FOR ONE</u>									
BLANKS			27	14	29	70			
MICHELLE ACKERMAN	R	X	78	66	49	193			
WRITE IN			1	0	2	3			
TOTALS			106	80	80	266			

<b>TOWN OF SOUTHWICK</b>									
<b>OFFICIAL RESULTS OF THE LOCAL ELECTION</b>									
TUESDAY MAY 9, 2017									
<b>OFFICIAL RESULTS</b>									
	Party	Inc.	PCT 1		PCT 2		PCT 3		TOTALS
<b>BOARD OF HEALTH</b>									
<b>3 YEARS VOTE FOR ONE</b>									
BLANKS			17		14		28		59
EMILY SUSAN BRZOSKA	U	X	89		66		51		206
WRITE IN			0		0		1		1
TOTALS			106		80		80		266
<b>HOUSING AUTHORITY</b>									
<b>5 YEARS VOTE FOR ONE</b>									
BLANKS			29		15		31		75
JOANNE E. HORACEK	R	X	77		65		47		189
WRITE IN			0		0		2		2
TOTALS			106		80		80		266
<b>MODERATOR</b>									
<b>3 YEARS VOTE FOR ONE</b>									
BLANKS			26		7		27		60
JAMES PUTNAM II	R	X	80		73		51		204
WRITE IN			0		0		2		2
TOTALS			106		80		80		266
VOTER REGISTRATION 4/19/2017			2425		2091		2233		6749
TOTAL VOTED MAY 9, 2017			106		80		80		266
% VOTED MAY 9, 2017			4.37%		3.83%		3.58%		3.94%
A TRUE COPY ATTEST:									
Michelle L. Hill									



**DOINGS AT THE SPECIAL TOWN MEETING  
COMMONWEALTH OF MASSACHUSETTS  
Tuesday, May 16, 2017  
6:30 p.m.**

The Special Town Meeting was called to order by the Moderator, James Putnam at 6:32 PM on Tuesday, May 16, 2017 Southwick Regional School, 93 Feedings Hills Road, in the Auditorium, with approximately 62 registered voters in attendance at the start of the meeting.

A motion was made and seconded to dispense with the reading of the warrant in its entirety and to act upon each Article separately

**ARTICLE 1.** The Town of Southwick voted to appropriate and transfer from available funds (General Salary Reserve, Water and Sewer Salary Reserve) the sum of \$61,747.00 for the following salary accounts:

Selectmen's Administrative Assistant----	\$980.00	DPW Supervisor-----	\$373.00
Selectmen's Clerical-----	\$587.00	DPW Special Assistant Highway	\$365.00
Chief Administrative Officer-----	\$1,905.00	Solid Waste Overtime-----	\$6,000.00
Assistant Accountant-----	\$945.00	Sewer Implementation Clerical--	\$100.00
Finance Committee-----	\$25.00	Cemetery Sexton-----	\$320.00
Town Clerk/Treasurer/Collector-----	\$3,015.00	Director of Health Service-----	\$885.00
Assistant Town Clerk/Treasurer/Collector-----	\$917.00	Board of Health Clerical-----	\$25.00
Conservation Coordinator-----	\$621.00	Emergency Management Director	\$221.00
Planning Board Planner-----	\$510.00	Council on Aging Director-----	\$2,455.00
Planning Board Clerical-----	\$352.00	Council on Aging Clerical Staff--	\$785.00
Board of Appeals Clerical-----	\$25.00	Assistant Library Director-----	\$955.00
Computer System Administrator-----	\$1,050.00	Park and Rec Clerical-----	\$500.00
Custodial-----	\$1,000.00	Total	\$60,000.00
Town Hall Part Time-----	\$9,119.00		
Town Hall Overtime-----	\$2,000.00	<u>Sewer</u>	
Police Chief-----	\$2,500.00	DPW Special Assistant Highway	\$365.00
Police Department Secretary-----	\$915.00	DPW Supervisor-----	\$373.00
Police Department Records Clerk-----	\$305.00	Part Time Clerical Sewer-----	\$100.00
Police Department Overtime-----	\$15,000.00	Total	\$838.00
Dispatch Part-Time-----	\$4,000.00	<u>Water</u>	
Fire Department Clerical-----	\$563.00	DPW Supervisor-----	\$373.00
EMS Clerical-----	\$282.00	DPW Special Assistant Highway	\$365.00
Animal Control-----	\$300.00	Part Time Clerical Water-----	\$171.00
Animal Control Part Time-----	\$100.00	Total	\$909.00

Or take any other actions relative thereto.

**PASSED  
UNANIMOUS**

**ARTICLE 2.** The Town of Southwick voted to appropriate and transfer the sum of \$288,500.00 from available funds (Free Cash & Water Retained Earnings) for the following Operational Line items or take any other actions relative thereto

Snow/Ice Removal	\$ 270,600.00
SPD Cruiser Maintenance	\$ 4,000.00
Park/Recreation Mower Repair	\$ 3,200.00
Finance Committee Reserve Account	\$ 10,700.00

**PASSED  
UNANIMOUS**

**ARTICLE 3.** The Town of Southwick voted to appropriate and transfer from available funds (Free Cash) the sum \$363,800.00 in connection with the following Capital Items or take any other action relative thereto.

Small Bridge/Culverts	\$ 300,000.00
Building Maintenance Dept Truck	\$ 35,000.00
Building Inspector Vehicle Tires	\$ 800.00
Conservation Commission Computer	\$ 2,500.00
Planning Board Vertical File Cabinet	\$ 2,000.00
SFD Truck Fleet Tires	\$ 23,500.00

**PASSED  
UNANIMOUS**

**ARTICLE 4.** The Town of Southwick voted to appropriate and transfer from available funds (Free Cash) the sum of \$20,000.00 to the Other Post Employment Benefits Trust Fund (O.P.E.B.) established under the provisions of M.G.L Chapter 32B, Section 20 or take any other actions relative thereon.

**PASSED  
UNANIMOUS**

A Motion was made and seconded to dissolve the Special Town Meeting at 6:42 PM.

**UNANIMOUS**

A TRUE COPY OF ATTEST:

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Michelle L. Hill, Town Clerk  
Doings STM 05.16.17  
TOWN CLERK, SOUTHWICK, MA

**DOINGS AT THE ANNUAL TOWN MEETING  
COMMONWEALTH OF MASSACHUSETTS  
May 16, 2017  
7:00 p.m.**

The Annual Town Meeting was called to order by the Moderator, James Putnam at 6:55 PM on Tuesday, May 16, 2017 Southwick Regional High School, 93 Feedings Hills Road, in the Auditorium, with approximately 189 registered voters in attendance.

The following registered voters were appointed as tellers for the meeting:

Charlie Dunlap	Michael Smith
Chris Garvey	

A Pledge Allegiance to the Flag of the United States was recited.

A moment of silence was observed for: (reflects those who have passed away since December 6, 2016)

*Henry "Bomber" LaBombard – Former Chief of Police*

Daniel M. Rzonca- Former Police Officer

Lorraine Lawrence- Council on Aging Volunteer, Board Member/Chairperson

John Antonuzzo, Sr.- Past Fire Commissioner

Frank Bannish – Past Asst. Foreman for Southwick Water Department

Frederick Hanks- Previous Selectmen, Economic Development, Library Building Project

Margo Den- Poll Worker, Volunteer at Public Library and on Library Board of Trustees

All US Servicemen and Women

Advancement Placement United States Government Class.

(Assistance with microphones and lighting)

Connor Stevens	Jack Davis
Allison Scharmann	Maggie Drohen
Liz Tenerowicz	

A motion was made and seconded to allow the following non-voters on to the town meeting floor:

Michelle L. Hill, Town Clerk, Treasurer, Collector  
Benjamin Coyle, Town Counsel Attorney  
Jen Willard, Superintendent  
Carol DellaGiustina, Employee  
Art Lawler, Building Inspector  
Rich Hubbard, Franklin Land Trust  
Diane Caruso, Library Director

Detective Sgt Landis, Southwick Police  
Chris Faria, Southwick DPW  
David Ricardi, Southwick Chief of Police  
Stephen Presnal, Business Manager  
Cindy Sullivan, Council on Aging Director  
Alean Peteroy, Franklin Land Trust

ARTICLE 1. In the name of the Commonwealth of Massachusetts the Town Clerk is hereby directed to notify and warn the inhabitants of said town qualified to vote in elections and town affairs to meet and assemble at the TOWN HALL, 454 COLLEGE HIGHWAY, PRECINCTS I, II, & III, in said Southwick on Tuesday, May 9, 2017 between the hours of 7:00 A.M. and 8:00 P.M. to elect on one ballot the following officers: One Selectman for a three-year term, Two Regional School District Committee members each for a three-year term. One Assessor for a three-year term. One Assessor for a two-year term. One Cemetery Commissioner for a three-year term. One Dickinson School Trustee for a three-year term. One Southwick Housing Authority for a five year term. Two Library Trustees each for a three-year term. Two Park and Recreation Commission members each for a three-year term. One Planning Board

member for a five-year term. One Water Commissioner for a three-year term. One Board of Health member for a three-year term. One Moderator for a three-year term.

A motion was made and seconded to dispense with the reading of the warrant in its entirety and to act upon each Article separately

A motion was made and seconded to combine articles 2 through 5 under one vote as they are considered housekeeping articles.

**ARTICLE 2.** The Town of Southwick voted to accept the reports as published in the Annual Town Report of the Selectmen, Assessors, Town Accountant, Town Clerk, Water Commissioners and all others to be acted thereon, or take any other action thereon.

**ARTICLE 3.** The Town of Southwick voted to instruct the Selectmen to appoint minor officers or to take any other action relative thereon.

**ARTICLE 4.** The Town of Southwick voted to authorize the Board of Selectmen to sell or trade obsolete equipment or take any action relative thereon.

**ARTICLE 5.** The Town of Southwick voted to authorize the Board of Selectmen to apply for and accept any and all grants from private entities, the Federal Government or the Commonwealth of Massachusetts for the purposes for which said grants are authorized, or to take any other action relative thereon.

#### **Articles 2-5**

**PASSED  
MAJORITY**

**ARTICLE 6.** The Town of Southwick voted to authorize the Town Treasurer, with the approval of the Board of Selectmen, to issue bonds, notes, and certificates of indebtedness for a period of not more than two years in accordance with M.G.L. Chapter 44, Section 17 or take any other action relative thereon.

**PASSED  
UNANIMOUS**

**ARTICLE 7.** The Town of Southwick voted to appropriate \$238,000, or any other amount, to pay costs of purchasing and equipping a full-size, multi-use dump truck for the use of the Department of Public Works, and for the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereto.

**MOTION:** That the sum of \$238,000 is appropriated to pay costs of purchasing and equipping a full-size, multi-use dump truck for the use of the Department of Public Works, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, ~~or~~ pursuant to any other vote of the Town heretofore adopted, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Amendment:** A motion was made to amend the printed motion section of Article 7 for the purpose of correcting typographical errors as follows:

6<sup>th</sup> line of motion: Delete the word “Our” and replace it with “Or”

**AMENDMENT  
PASSED  
UNANIMOUS**

**ARTICLE PASSED  
TWO-THIRDS  
YES- 113 NO – 26**

**ARTICLE 8.** The Town of Southwick voted to appropriate \$400,000, or any other amount, to pay costs of upgrading and rehabilitating the College Highway and North Longyard Road Pump Stations, and for the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereto.

**MOTION:** That the sum of \$400,000 is appropriated to pay costs of upgrading and rehabilitating the College Highway and North Longyard Road Pump Stations, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §§7 and 8, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, ~~our~~ or pursuant to any other vote of the Town heretofore adopted, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. The Treasurer is further authorized to obtain all or any portion of this borrowing through the United States Department of Agriculture. The amount authorized to be borrowed by this vote shall be reduced to the extent of any grants received by the Town on account of this project.

**Amendment:** A motion was made to amend the printed motion section of Article 8 for the purpose of correcting typographical errors as follows:

6<sup>th</sup> line of motion: Delete the word “Our” and replace it with “Or”

**AMENDMENT  
PASSED  
UNANIMOUS**

**ARTICLE PASSED  
UNANIMOUS**

**ARTICLE 9.** The Town of Southwick voted to appropriate \$3,260,000, or any other amount, to pay costs of the College Highway Water Main Replacement Project, so-called, and for the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to take any other action relative thereto.

**MOTION:** That the sum of \$3,260,000 is appropriated to pay costs of the College Highway Water Main Replacement Project, so- called, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, ~~our~~ or pursuant to any other vote of the Town heretofore adopted, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. The Treasurer is further authorized to obtain all or any portion of this borrowing through the United States Department of Agriculture. The amount authorized to be borrowed by this vote shall be reduced to the extent of any grants received by the Town on account of this project.

**Amendment:** A motion was made to amend the printed motion section of Article 9 for the purpose of correcting typographical errors as follows:

6<sup>th</sup> line of motion: Delete the word “Our” and replace it with “Or”

**AMENDMENT  
PASSED  
UNANIMOUS**

**ARTICLE PASSED  
UNANIMOUS**

**ARTICLE 10.** The Town of Southwick voted to fix the compensation of elected officers and town employee salaries where stipulated, provide for a reserve fund, provide a sum of money for Capital Outlay for the following Town Departments: Building Inspector, Cable Ch. 15, Library, Assessor, Emergency Management, Park and Recreation, Cemetery, Election/Registration, Computer, Town Hall/Public Safety Buildings, Police, Fire, Lake Management, DPW (various Divisions), and EMS and determine the sum of money the Town will raise and appropriate including appropriations from available funds to defray charges and expenses of the Town including debt and interest for the ensuing FY July 1, 2017 to June 30, 2018 or to take any other action relative thereon.

The Finance Committee recommends that the Town vote to raise and appropriate the sum of \$11,568,983 and appropriate and transfer from free cash \$930,000 and appropriate and transfer from the Cable TV the sum of \$30,000 and appropriate and transfer from the sale of lots \$6,800 and appropriate and transfer from recycling grant the sum of \$6,000 and appropriate and transfer from overlay surplus the sum of \$50,000 and appropriate and transfer from Sewer Capital Account the sum of \$17,000 and appropriate and transfer from sewer retained earnings the sum of \$151,000 and appropriate and transfer from water retained earnings the sum of \$566,261 for the grand total of \$13,326,044 which represents the general fund budget in the amount of \$9,456,913 and the water fund budget of \$1,696,261 and the sewer budget of \$1,471,962 and the emergency medical services budget for \$700,908 as read by the moderator.

**PASSED  
UNANIMOUS**

**ARTICLE 11. REVOLVING ACCOUNTS**

**DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION.** The Town of Southwick voted to authorize revolving funds for certain town departments under M.G.L. C. 44 § 53E½ for the fiscal year beginning July 1, 2017, or take any other action relative thereto.

**MOTION:** That the Town reestablish revolving funds for certain town departments under M.G.L. C. 44 § 53E½ for the fiscal year beginning July 1, 2017, with the specific receipts credited to each fund, the purposes for which each fund may be spent and the maximum amount that may be spent from each fund for the fiscal year as follows:

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund	Spending Limit	Disposition of Fund Balance
Inspector's Revolving	Inspectors	Inspection permits	Inspectors fees, stipends and expenses	\$40,000	Balance available for expenditure in following fiscal year

HAZ-MAT Revolving	Police & Fire	HAZ-MAT fines	Personnel training, purchasing supplies & equip, maint & repair of equip& vehicles & anything related to HAZ-MAT response	\$40,000	Balance available for expenditure in following fiscal year
Boat Ramp Revolving	Lake Mgmt	Boat Ramp access	Seasonal employee wages & boat ramp expenses	\$50,000	Balance available for expenditure in following fiscal year
Harbormaster Revolving	Police	Fines for Lake removals	Expenses regarding removal & storage of items removed from lake	\$20,000	Balance available for expenditure in following fiscal year
Local Lake Permitting Revolving	Police & Conservation	Lake permitting fees	Expenses regarding DEP regulations for lake structures and safety patrols	\$40,000	Balance available for expenditure in following fiscal year
Custodial Service Fund	Maintenance Dept.	Fees from use	Expenses to staff and monitor events in town owned buildings	\$5,000	Balance available for expenditure in following fiscal year
COA Revolving Fund	COA	Fees/Charges	Fund Trips/Newsletter	\$10,000	Balance available for expenditures in following fiscal year
COA Classes Revolving Fund	COA	Fees/Charges	Fund Sr. Citizen Classes	\$10,000	Balance available for expenditure in following fiscal year
TOTAL SPENDING				\$215,000	

**PASSED  
UNANIMOUS**

## **ARTICLE 12. DEPARTMENTAL REVOLVING FUND BYLAW**

The Town of Southwick voted to pursuant to the provisions of M.G.L. c. 44, §53E1/2, as most recently amended, to amend the General Bylaws of the Code of the Town of Southwick to add a new CHAPTER 25 – DEPARTMENTAL REVOLVING FUND BYLAW as follows:

### **CHAPTER 25. DEPARTMENTAL REVOLVING FUND BYLAW**

#### **§25-1. Purpose.**

This by-law establishes and authorizes revolving funds for use by the town, departments, boards, committees, agencies and officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by M.G.L. c. 44, §53E1/2.

**§25-2. Expenditure Limitations**

A department or department manager, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriate subject to the following limitations:

- A. Full-time employee salaries shall not be charged to the fund unless fringe benefits associated with full-time employees are also charged to the fund.
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting on or before July 1, of that fiscal year, or any increased amount of that authorization is later approved during the fiscal year by the Select Board and Finance Committee.

**§25-3. Interest**

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

**§25-4. Procedures and Reports**

Except as provided in M.G.L. c. 44, §53E1/2 and this by-law, the laws, rules, regulations, policies or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established by this by-law. The town accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for the expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.

**§25-5. Authorized Revolving Funds**

The Table establishes:

- A. Each Revolving Fund authorized for use by a Town department, board, committee, agency or officer,
- B. The Department or agency head, board, committee or officer authorized to spend from each fund,
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant,
- D. The expenses of the program or activity for which each fund may be used,
- E. Any restrictions or conditions on expenditures from each fund,
- F. Any reporting or other requirements that apply to each fund, and
- G. The fiscal years each fund shall operate under this by-law.

A	B	C	D	E	F	G
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or other receipts credited to fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements /Reports	Fiscal Years
Inspector's Revolving	Inspectors	Inspection permits	Inspectors fees, stipends and expenses	NONE	NONE	FY that begin on or after July 1, 2017



A	B	C	D	E	F	G
HAZ-MAT Revolving	Police & Fire	HAZ-MAT fines	Personnel training, purchasing supplies & equip, maint & repair of equip & vehicles & anything related to HAZ-MAT response	NONE	NONE	FY that begin on or after July 1, 2017
Boat Ramp Revolving	Lake Mgmt	Boat Ramp access	Seasonal employee wages & boat ramp expenses	NONE	NONE	FY that begin on or after July 1, 2017
Harbormaster Revolving	Police	Fines for Lake removals	Expenses regarding removal & storage of items removed from lake	NONE	NONE	Fiscal years that begin on or after July 1, 2017
Local Lake Permitting Revolving	Police & Conservation	Lake permitting fees	Expenses regarding DEP regulations for lake structures and safety patrols	NONE	NONE	Fiscal years that begin on or after July 1, 2017
Custodial Service Fund	Maintenance Dept.	Fees from use	Expenses to staff and monitor events in town owned buildings	NONE	NONE	Fiscal years that begin on or after July 1, 2017
COA Revolving Fund	COA	Fees/Charges	Fund Trips/Newsletter	NONE	NONE	Fiscal years that begin on or after July 1, 2017
COA Classes Revolving Fund	COA	Fees/Charges	Fund Sr. Citizen Classes	NONE	NONE	Fiscal years that begin on or after July 1, 2017

**PASSED  
UNANIMOUS**

**ARTICLE 13. SPENDING LIMITS FOR REVOLVING FUNDS**

The Town of Southwick voted to set the limits on the Revolving Funds set forth in Chapter 25 of the Code of the Town of Southwick in accordance with M.G.L. c. 44, §53E1/2, as most recently amended, as follows, or take any other action relative thereto:

Revolving Fund	Limit on Spending
Inspector's Revolving	\$40,000
HAZ-MAT Revolving	\$40,000
Boat Ramp Revolving	\$50,000

Harbormaster Revolving	\$20,000
Local Lake Permitting Revolving	\$40,000
Custodial Service Fund	\$5,000
COA Revolving Fund	\$10,000
COA Classes Revolving Fund	\$10,000

**PASSED  
UNANIMOUS**

**ARTICLE 14. PEG FUND**

The Town of Southwick voted to accept M.G.L. c. 44, §53F3/4, which establishes a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2018, which begins on July 1, 2017, and further to authorize the accounting officer of the Town to transfer any balance to said PEG Access and Cable Related Fund at the beginning of the fiscal year 2018, or take any other action relative thereto.

**MOTION:** Moved that the Town accept M.G.L. c. 44, §53F3/4, which establishes a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2018, which begins on July 1, 2017, and further to authorize the accounting officer of the Town to transfer any balance to said PEG Access and Cable Related Fund at the beginning of the fiscal year 2018.

**PASSED  
UNANIMOUS**

**ARTICLE 15.** The Town of Southwick voted to act on the report of the Community Preservation Committee on the Fiscal Year 2018 Community Preservation Budget and to set up a budgeted reserve for later appropriation of monies from the Community Preservation Fund annual revenues or available funds for the undertaking of Community Preservation Projects and all other necessary and proper expenses for the year. Pursuant to Massachusetts General Laws, Chapter 44B from the estimated FY 2018 Community Preservation Fund, appropriation to be set aside as follows.

**MOTION:** To see if the town will vote to set up a budgeted reserve from the Community Preservation Fund annual revenues the amounts recommended by the Community Preservation in Fiscal Year 2018 with each item to be considered a separate reserve.

Proposed Fiscal Year 2018 Community preservation Reserves

- ☐ To reserve ~~\$42,409~~ (42,402) from FY2018 Community Preservation Fund revenues for Open Space.
- ☐ To reserve ~~\$42,409~~ (42,402) from FY2018 Community Preservation Fund revenues for Historic Resources.
- ☐ To reserve ~~\$42,409~~ (42,402) from FY2018 Community Preservation Fund revenues for Community Housing.
- ☐ To reserve ~~\$293,496~~ (296,813) from FY2018 Community Preservation Fund revenues for Community Preservation General Unreserved Fund.

Reserves	
Open Space .....	\$42,402
Historic Resources .....	\$42,402
Community Housing .....	\$42,402
General unreserved .....	\$296,813
Total .....	\$424,019

Estimated ~~FY2017~~ (FY2018) revenues = State match to be received on 10/15/17 \$130,523  
+ estimated new surcharge collections for FY2018

	<u>\$293,496</u>
Total	\$424,019

State match = FY2017 CPA commitments minus abatements  
Estimated new surcharge collections for FY2018 = FY2017 collections  
10% of estimated FY2018 revenues equal the amount reserved for each CPA purpose, Historical, Open Space and Community Housing, as required by law. 70% of estimated FY2018 revenues equal the amount reserved for the Community Preservation General Unreserved Fund

**Amendment:** A motion was made to amend the printed motion section of Article 15 for as follows:

Delete the 42,409 and replace with 42,402, delete 293,496 and replace with 296,813. Delete FY2017 and replace with FY2018. See notations above.

**AMENDMENT  
PASSED  
UNANIMOUS**

#### **ARTICLE PASSED UNANIMOUS**

**ARTICLE 16.** The Town of Southwick voted to act on the report of the Community Preservation Committee on the Fiscal Year 2018 Community Preservation Budget and appropriate 4% (\$11,872), of the monies from the Community Preservation General Unreserved Fund for the administrative and operating expenses of the Community Preservation Committee, or take any other action relative thereto.

**MOTION:** To see if the Town will vote to appropriate from the Community Preservation General Unreserved Fund \$11,872 as recommended by the Community Preservation Committee.

**PASSED  
UNANIMOUS**

#### **ARTICLE 17. NORTH POND PROJECT**

The Town of Southwick voted to authorize the Select Board to acquire by purchase, gift, eminent domain or otherwise, for open space, passive recreation and conservation purposes pursuant to G.L. c. 44B and to accept a deed to the Town of Southwick, of a fee simple interest of land located off South Longyard Road comprised of approximately 61.63 acres more or less, being a portion of land comprised of two (2) parcels of property more fully described in two (2) deeds recorded in the Hampden County Registry of Deeds in Book 20621, Page 446 [see also Assessor's Map 099, Lot 038] and Book 20621, Page 449 [see also Assessor's Map 098, Lot 83] owned by South Longyard Holding Co., Inc. and that said land be conveyed to the Town under the provisions of Massachusetts General Laws, Chapter 40, Section 8C, as amended and other Massachusetts statutes relating to conservation, be held under the care, custody and control of the Conservation Commission on behalf of the Town;

~~And that to fund said purchase, to appropriate and transfer the sum of \$1,000,000.00 from the Undesignated Community Preservation Fund for the acquisition of said Property, said funds to be expended by the Conservation Commission and the Community Preservation Committee;~~

And to authorize the Conservation Commission and the Select Board to submit on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts under the Local Acquisitions for Natural Diversity (LAND) program (M.G.L. c. 132A, §11) and/or any other state or federal programs including those in aid of conservation land acquisitions; and/or any others in any way connected with the scope of this Article; and to enter into any necessary contracts therefor;

And to authorize the Select Board to grant a perpetual conservation restriction on said parcel of land meeting the requirements of M.G.L. c. 44B, §12 and M.G.L. c. 184, §§31-33, as may be deemed appropriate and any other statutory provisions relating to the same, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effectuate said purchase, all subject to approval of town counsel,

or take any other action relative thereto.

**MOTION:** ~~To see if the Town will vote to appropriate and transfer the sum of \$1,000,000.00 from the Undesignated Community Preservation Fund for the acquisition of said Property, said funds to be expended by the Conservation Commission and the Community Preservation Committee;~~

And to authorize the Conservation Commission and the Select Board to submit on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts under the Local Acquisitions for Natural Diversity (LAND) program (M.G.L. c. 132A, §11) and/or any other state or federal programs including those in aid of conservation land acquisitions; and/or any others in any way connected with the scope of this Article; and to enter into any necessary contracts therefor;

And to authorize the Select Board to grant a perpetual conservation restriction on said parcel of land meeting the requirements of M.G.L. c. 44B, §12 and M.G.L. c. 184, §§31-33, as may be deemed appropriate and any other statutory provisions relating to the same, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effectuate said purchase, all subject to approval of town counsel

**Amendment:** A motion was made to amend the printed motion section of Article 17 for the purpose of designating the accounts from which the total appropriation will be made:

2<sup>nd</sup> paragraph will be deleted and replaced with;

“And that to purchase said funds, to appropriate and transfer: \$280,039 from the Community Preservation Open Space Reserve Account and \$719,961 from the Community Preservation General Unreserved Fund for a total appropriation of \$1,000,000.00, for the acquisition of said property, said funds to be expended by the Conversation Commission and the Community Preservation Committee.”

And further to amend the 1<sup>st</sup> paragraph of the motion to delete and replaces with;

To see if the Town will vote to appropriate and transfer: \$280,039 from the Community Preservation Open Space Reserve Account and \$719,961 from the Community Preservation General Unreserved Fund for a total appropriation of \$1,000,000.00, for the acquisition of said property, said funds to be expended by the Conversation Commission and the Community Preservation Committee.

The remaining language of Article 17 and the motion will remain unchanged.

**AMENDMENT  
PASSED  
UNANIMOUS**

Motion to move the question – DECLARED 2/3

**ARTICLE PASSED  
MAJORITY**

**ARTICLE 18. WATER LINE EASEMENT**

The Town of Southwick voted to authorize the Select Board to acquire an easement on behalf of the Town by purchase, gift, eminent domain or otherwise for purposes of constructing and maintaining a waterline and including all matters incidental and related thereto on a portion of the property to be purchased from the Franklin Land Trust, the exact location and size of said easement is to be negotiated between the Town and the Franklin Land Trust, said easement to be located on the property off of South Longyard Road which is comprised of two (2) parcels of property more fully described in two (2) deeds recorded in the Hampden County Registry of Deeds in Book 20621, Page 446 [see also Assessor's Map 099, Lot 038] and Book 20621, Page 449 [see also Assessor's Map 098, Lot 83] currently owned by South Longyard Holding Co., Inc., subject to Town Counsel approval, and further that the Select Board is authorized to execute any and all documents as may be required to acquire said easement, and further to see if the Town will vote to appropriate and transfer the sum of \$30,000.00 from the Water Retained Earnings Account to purchase said easement and for all other costs incidental and related thereto, or take any other action relative thereto.

Motion to move the question – UNANIMOUS

The Finance Committee recommends that the Town vote to appropriate and transfer the sum of \$30,000 from Water Retained Earnings for the purpose of the Water Line Easement as read by the Moderator.

**ARTICLE PASSED  
DECLARED TWO-  
THIRDS**

**ARTICLE 19.** The Town of Southwick voted to appropriate and transfer the sum of \$73,000.00 from the FY 2018 Community Preservation Unreserved Funds for a 10% local match towards the purchase of an Agricultural Preservation Restriction of 34.8 acres of farmland on Laro Road and North Longyard Road. The APR is valued at \$730,000.00. The State of Massachusetts APR program is paying \$657,000.00. Project Site: Hampden County Registry of Deeds, Book 20704, Pages 497 and 502, formally known as part of Assessors Map 23, Parcel 1 and Map 23 Parcel 9 owned by Laro West LLC and Longyard Laro LLC or take any other action relative thereto.

**MOTION:** To see if the Town will vote to appropriate the sum of \$73,000.00 in accordance with the recommendation of the Community Preservation Committee."

**PASSED  
UNANIMOUS**

**ARTICLE 20.** The Town of Southwick voted to accept the provisions of M.G.L. c. 59, §5K which authorizes the Select Board to establish a program to allow persons over the age of 60 to volunteer to provide services to the Town in exchange for a reduction in the real property tax obligations of such person over 60 in an amount not to exceed \$1,500.00 or take any other action relative thereto.

**PASSED  
UNANIMOUS**

**ARTICLE 21.** The Town of Southwick voted to raise and appropriate or transfer from available funds the sum of \$10,885,951.00 for the Southwick-Tolland-Granville Regional School District assessment for Fiscal Year 2018 commencing July 1, 2017 and ending on June 30, 2018, or take any other action thereon.

**PASSED  
DECLARED  
MAJORITY**

**ARTICLE 22.** The Town of Southwick voted to vote not to disapprove certain additional debt authorized by the Southwick-Tolland-Granville Regional School Committee under a vote dated April 4, 2017, which reads as follows:

"Voted: approve authorization to incur debt by the issuance and sale of bonds or notes for the amount of \$600,000 for the purchase of all items specified in the School District's Fiscal Year 2018 Capital Improvement Plan," or take any other action relative thereon.

**ARTICLE PASSED  
TWO-THIRDS  
YES- 65 NO – 15**

**ARTICLE 23. OPEN CONTAINER – ALCOHOL**

The Town of Southwick voted to amend the general bylaws of the Code of the Town of Southwick to add a new **CHAPTER 169 entitled ALCHOLIC BEVERAGES – OPEN CONTAINERS** as follows, and further that non-substantive changes to the lettering and numbering of the Code of the Town of Southwick be authorized to be consistent with the Code of the Town of Southwick:

**CHAPTER 169. ALCOHOLIC BEVERAGES – OPEN CONTAINERS**

**Article I. Open Containers**

**§169-1. Prohibited Acts.**

No persons shall drink any alcoholic beverage as defined in M.G.L. c. 138, §1, or possess an open container of the same, whether full or partially full, while in or upon any public place, including but not limited to, any public street, public sidewalk, public way, public footway, public passageway, public stairs, public bridge, public park, public playground, public beach, public recreation area, public boat landing, public building, public school building, public school grounds, public cemetery, public parking lot; or in or upon any area owned by or under the control of the Town of Southwick, or any place to which the public has a right of access as invitees or licensees. This section shall not apply to events or festivals duly licensed by the Select Board of the Town of Southwick.

**§169-2. Violations and Penalties.**

This bylaw may be enforced through any lawful means in law or in equity, including, but not limited to, enforcement by criminal complaint pursuant to M.G.L. c. 40, §21, or by noncriminal disposition pursuant to M.G.L. c. 40, §21D, by the Select Board, or any duly authorized agent of the Select Board or any police officer as enforcing persons. The fine for violation of this bylaw shall be \$100.00 for the first offense, \$200.00 for a second offense and \$300.00 for a third or subsequent offense.

**ARTICLE PASSED  
MAJORITY  
YES- 67 NO – 19**

**ARTICLE 24. PUBLIC CONSUMPTION MARIJUANA**

To see if the Town will vote to amend the general bylaws of the Code of the Town of Southwick to add a new **CHAPTER 170 entitled PUBLIC CONSUMPTION OR USE OF MARIJUANA OR TETRAHYDROCANNOBINOL** as follows, and further that non-substantive changes to the lettering and numbering of the Code of the Town of Southwick be authorized to be consistent with the Code of the Town of Southwick:

**CHAPTER 170. PUBLIC CONSUMPTION OR USE OF MARIJUANA OR TETRAHYDROCANNOBINOL**

**Article I. Public Consumption or Use**

**§170-1. Prohibited Acts.**

No person shall smoke, ingest, or otherwise use or consume marijuana or tetrahydrocannabinol (as defined in M.G.L. c. 94C, § 1, as amended) while in or upon any public place, including but not limited to, any public street, public sidewalk, public way, public footway, public passageway, public stairs, public bridge, public park, public playground, public beach, public recreation area, public boat landing, public building, public school building, public school grounds, public cemetery, public parking lot; or in or upon

any area owned by or under the control of the Town of Southwick, or any place to which the public has a right of access as invitees or licensees.

**§170-2. Seizure of Marijuana or Tetrahydrocannabinol.**

Any marijuana or tetrahydrocannabinol smoked, ingested, or otherwise used or consumed in violation of this By-Law shall be seized, held, and disposed of in accordance with M.G. L. c. 94C, §47A.

**§170-3. Name and Address.**

Whoever is found in violation of this By-Law shall, when requested by an official authorized to enforce this By-Law, state his true name and address to said official.

**§170-4. Enforcement.**

A. This By-Law may be enforced through any lawful means in law or in equity including, but not limited to, enforcement by criminal indictment or complaint pursuant to M.G.L. c. 40, § 21, or by non-criminal disposition pursuant to M.G.L. c. 40, § 21D, by the Select Board, or any duly authorized agent of the Select Board or any police officer as enforcing persons.

B. The fine for a violation of this By-Law shall be two hundred dollars (\$200.00) for each offense. A penalty imposed under this By-Law shall be in addition to any civil penalty imposed under M.G.L. c. 94C, § 32L.

C. If any provision of this By-Law is determined to be invalid or unenforceable by final judgment or order of a court of competent jurisdiction, the remaining provisions shall continue in effect to the extent permitted by law.

**NO ACTION TAKEN - UNANIMOUS**

**ARTICLE 25. COMMON DRIVEWAY MORATORIUM DELETION**

The Town of Southwick voted to amend Chapter 185 of the Code of the Town of Southwick by deleting Section 185-23.3 in its entirety; and further that non-substantive changes to the numbering of this bylaw be made in order to make it consistent with the numbering format and sequencing of the Code of the Town of Southwick or take any other action relative thereto.

**PASSED  
UNANIMOUS**

**ARTICLE 26. MEDICAL MARIJUANA MORATORIUM**

The Town of Southwick voted to amend the Zoning bylaws of the Code of the Town of Southwick to add a new Section 185-23.4 entitled Temporary Moratorium on Registered Marijuana Dispensaries as follows; and further that non-substantive changes to the numbering of this bylaw be made in order to make it consistent with the numbering format and sequencing of the Code of the Town of Southwick:

**§185-23.4 Temporary Moratorium on Registered Marijuana Dispensaries**

A. Purpose. By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law became effective on January 1, 2013. The Massachusetts Department of Public Health (DPH) subsequently issued regulations regarding implementation of the law. In April of 2015, the DPH announced significant changes to the Commonwealth's Medical Marijuana Dispensary program first authorized in 2012. The revised application process took effect on May 15, 2015 and applies only to new applications, not the additional Registered Marijuana Dispensaries (hereinafter "RMDs") that have been previously

B. provisionally certified and are currently in the Inspection phase. The revised process licenses RMDs in a format similar to other healthcare facilities, such as pharmacies, which DPH also administers. This process will phase out the current use of state procurement policies to register a dispensary.

According to DPH, the new process for registering dispensaries will be a fairer, more efficient, market-driven licensure process that will result in more timely approvals.

In August, 2015, the DPH updated their Guidance for Municipalities regarding the Medical Use of Marijuana. Moreover, on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. This new law prohibits zoning bylaws from barring recreational marijuana establishments where RMDs have been sited. Further, the Cannabis Control Commission is required to issue regulations regarding implementation of this new law by March 15, 2018 and these regulations may provide guidance to the Town or otherwise have an effect on the siting of RMDs. Since the process has been significantly changed and will be impacted by required future regulations, the Town of Southwick is proposing a temporary moratorium to provide time for the Town to study and consider the regulation of RMDs in Southwick. The use of property as an RMD is novel in the Town of Southwick (and the Commonwealth of Massachusetts) and the number of opinions and variables surrounding medical marijuana, including possible legal, planning, and public safety issues, make it a complex subject matter to address. The Town needs time to study and consider the regulation of RMDs and address this novel use and complex subject matter, as well as to address the potential impact of the State regulations on local zoning and undertake a planning process, if necessary, to consider amending the Zoning Bylaws to address RMDs. The Town's adoption of a temporary moratorium on the use of land and structures in the Town for RMDs will allow the Town sufficient time to engage in a process to consider and address the potential effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

C. Definition:

"Registered Marijuana Dispensary" – A not-for-profit entity registered under 105 CMR 725.100 that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers to be conducted entirely within a secure facility with no drive-thru services. Unless otherwise specified, a Registered Marijuana Dispensary refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

D. Temporary Moratorium:

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaws to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a RMD. The moratorium shall be in effect through June 30, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of RMDs and related uses in the Town, consider the Department of Public Health regulations regarding RMDs and related uses, consider the impact of the Cannabis Control Commission's regulations regarding recreational marijuana on the siting of RMDs, and shall consider adopting a new Zoning Bylaw or Bylaws to address any impact and the operation of RMDs and related uses.

E. Severability. The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Bylaw.

Or take any other action relative thereto.

**ARTICLE PASSED  
TWO-THIRDS  
YES- 80 NO – 11**

**ARTICLE 27. RECREATIONAL MARIJUANA MORATORIUM**

The Town of Southwick voted to amend the Zoning bylaws of the Code of the Town of Southwick to add a new Section 185-23.3 entitled Temporary Moratorium on the Sale and Distribution of Recreational



Marijuana as follows; and further that non-substantive changes to the numbering of this bylaw be made in order to make it consistent with the numbering format and sequencing of the Code of the Town of Southwick:

### **§185-23.3 Temporary Moratorium on the Sale and Distribution of Recreational Marijuana**

A. Purpose. By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. The law provides that it is effective on December 15, 2016 and the Cannabis Control Commission is required to issue regulations regarding implementation by September 15, 2017, which deadline has since been extended to March 15, 2018.

Any regulations promulgated by the Cannabis Control Commission are expected to provide guidance to the Town in regulating marijuana establishments. Further, the 2016 law established two important provisions that require ballot action by the Town prior to the adoption of Bylaws. The Town may, by ballot, determine whether it will limit the number of marijuana establishments in Town in the manner allowed by the law, and second, must determine, if properly petitioned, whether to allow on-site consumption of marijuana products where sold, which vote cannot occur prior to November 6, 2018, the next biennial state election.

The use of property as a marijuana establishment is novel in the Town of Southwick (and the Commonwealth of Massachusetts) and the number of opinions and variables surrounding recreational marijuana, including possible legal, planning, and public safety issues, make it a complex subject matter to address. The Town needs time to study and consider the regulation of marijuana establishments and address this novel use and complex subject matter, as well as to address the potential impact of the State regulations on local zoning and undertake a planning process, if necessary, to consider amending the Zoning Bylaws to address marijuana establishments and other related uses. The Town's adoption of a temporary moratorium on the use of land and structures in the Town for marijuana establishments will allow the Town sufficient time to engage in a process to consider and address the potential effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

B. Definitions:

"Manufacture," as used herein, means to compound, blend, extract, infuse or otherwise make or prepare a marijuana product.

"Marijuana accessories," as used herein, means equipment, products, devices or materials of any kind that are intended or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, ingesting, inhaling or otherwise introducing marijuana into the human body.

"Marijuana cultivator," as used herein, means an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

"Marijuana establishment" as used herein, means a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any type of licensed marijuana-related business.

"Marijuana product manufacturer," as used herein, means an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

"Marijuana products," as used herein, means products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms or marijuana and products

composed of marijuana and other ingredients that are intended for use of consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

“Marijuana testing facility,” as used herein, means an entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

“Marijuana retailer” as used herein, means an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

C. Temporary Moratorium.

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaws to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for marijuana establishments. The moratorium shall be in effect through June 30, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of marijuana establishments in the Town, consider the Cannabis Control Commission’s regulations regarding marijuana establishments and related uses, determine whether the Town will limit the number of marijuana establishments in Town, determine whether the Town, if properly petitioned, will prohibit on-site consumption at marijuana establishments, and shall consider adopting a new Zoning Bylaw or Bylaws to address any impact and the operation of marijuana establishments and related uses.

D. Severability. The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Bylaw.

Or take any other action relative thereto.

**PASSED  
DECLARED TWO-THIRDS**

**ARTICLE 28.** The Town of Southwick voted to authorize the Board of Selectmen to enter into a lease for all or a portion of the following properties: (1) 13 Liberty Lane consisting of approximately 0.515 acres of land, Assessor’s Map 092, Lot 032 and (2) land Off Foster Road consisting of approximately 31 acres of land and shown on Assessor’s Map 092, Lot 031 and also described in a deed recorded in the Hampden County Registry of Deeds in Book 3468, Page 167 for a term not to exceed twenty (20) years which shall include option periods and further to authorize the Select Board to negotiate the terms of said lease, subject to approval by Town Counsel, and after compliance with M.G.L. c. 30B and any other relevant provisions of the General Laws and, or take any other action relative thereto.

**PASSED  
DECLARED MAJORITY**

A Motion was made and seconded to dissolve the Annual Town Meeting at 10:22 PM.

**UNANIMOUS**

A TRUE COPY ATTEST:

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Michelle L. Hill, Town Clerk  
Doings ATM 5.16.17