

STURBRIDGE

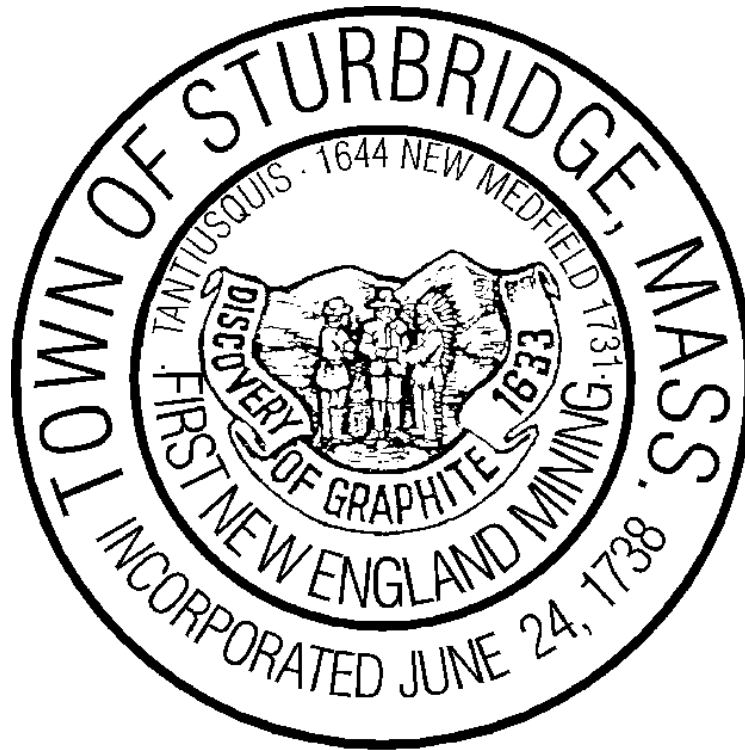
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ANNUAL TOWN REPORT

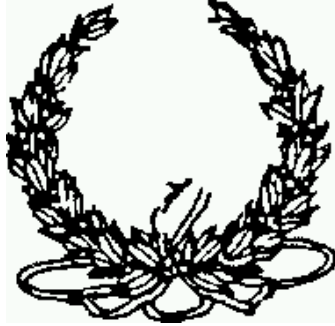
2018

**REPORT
OF THE
TOWN OFFICERS**



***FOR THE YEAR ENDING
DECEMBER 31, 2018***

*We Remember
those who have passed on*



Dolores Courtemache

Served as a Trustee of the Joshua Hyde Library,

Jim Leaming

Served on the Sturbridge Tourist Association

*We are grateful for their years of faithful service
to the Town of Sturbridge.*

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ELECTED TOWN OFFICIALS

MODERATOR - 3 Year Term (One)

Michael Caplette 2019

TOWN CLERK - 3 Year Term (One)

Lynne Girouard 2020

BOARD OF REGISTRARS - 3 Year Term (3 Members)

Lynne Girouard, Town Clerk 2020 (elected)

Cheryl Wood Creeden 2021

Janet Garon 2021

Susan Murphy 2021

BOARD OF SELECTMEN - 3 Year Term (5 members)

Mary Blanchard, Chair 2020

Priscilla Gimás, Vice Chair 2020

Mary Dowling, Clerk 2019

Michael Suprenant 2021

Chase Kaitbenski 2021

BOARD OF ASSESSORS - 3 Year Term (3 Members)

Paul Murphy, Chair 2019

Sophia Lengyel Rogers, Vice Chair 2020

Dale Meehan McNeil 2019

STURBRIDGE SCHOOL COMMITTEE - 3 Year Term (5 Members)

Megan Panek, Chair 2021

Katherine Alexander, Vice Chair 2020

Mary Bellezza 2019

Kristin Tuohey 2020

Scott D. Parker, Clerk 2019

TANTASQUA SCHOOL COMMITTEE - 3 Year Term (5 Members)

Patricia Barnicle 2020

Michelle Fitzgerald 2021

Susan Waters 2021

William Haggerty 2019

Kristen M. Leo 2019

Susan Dale Kline 2020

Zackary O'Brien 2020

CONSTABLES - 3 Year Term (3 Members)

L. David Covino 2019

Robert G. Cerny 2021

Tom Creeden 2020

ELECTED TOWN OFFICIALS

BOARD OF HEALTH - 3 Year Term (3 Members)

Linda Cocalis, Chair	2020
Richard Volpe	2019
Dr. George DeBusk	2021

RECREATION COMMITTEE - 3 Year Term (5 Members)

MaryLou Volpe, Chair	2019
Matthew Johnson, Vice Chair	2019
Erin Carson	2021
Daniel Thompson	2020
Kadion Phillips	2020

ZONING BOARD OF APPEALS - 3 Year Term (5 Elected, 2 Appointed)

Elizabeth Banks, Vice-Chair	2020 (Elected)
Diane Trapasso	2021 (Elected)
Thomas Earl	2019 (Elected)
Fidelis Onwubueke	2019 (Elected)
William Zelenak	2021 (Elected)
Michael Young	2020 (Appointed)
Marge Cooney	2019 (Appointed)

LIBRARY TRUSTEES - 3 Year Term (9 Members)

Jacqueline Belisle	2020
Patricia Howard	2020
David Peterkin	2021
Elisa Krochmalhckyj	2019
Stephen Mullen	2019
Joyce Sinnott	2019
Rebecca Celuzza	2021
Carol Mitchell	2021

APPOINTED/HIRED TOWN OFFICIALS

TOWN ADMINISTRATOR

Theodore D. Kozak	Interim Town Administrator
Leon Gaumond, Jr.	Town Administrator (resigned)
Jeneé Lacy	Administrative Assistant
Colleen King	Administrative Assistant (resigned)

FACILITIES - (3 year appointment)

Ashely Griffin	Facilities Coordinator 2021 (resigned)
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APPOINTED/HIRED TOWN OFFICIALS

FINANCE DEPARTMENT

Barbara Barry
Christopher Geraghty
Deborah Morse
Sandra Sears
Jean Campbell
Dale Meehan-McNeil

Finance Director 2020 (3 year appointment)
Town Accountant 2020 (3 year appointment)
Assistant Treasurer/Collector
Finance Clerk
Accounting Clerk
Ambulance Billing

ASSESSORS DEPARTMENT

Ann Murphy
Liza Peters

Principal Assessor 2020 (3 year appointment)
Administrative Assistant

OFFICE OF THE TOWN CLERK

Lynne Girouard
Sheila O'Connell

Town Clerk 2020
Assistant Town Clerk

BUILDING INSPECTOR/ZONING ENFORCEMENT OFFICER - (3 year appointment)

Nelson Burlingame
Cynthia Forgit

Building Inspector 2020
Administrative Assistant

WIRE INSPECTOR - (3 year appointment)

Clyde Gagnon

Wire Inspector 2021

ASSISTANT WIRE INSPECTOR - (3 year appointment)

William Gibson

Asst. Wire Inspector 2020

PLUMBING and GAS INSPECTOR - (3 year appointment)

Peter Starkus

Plumbing/Gas Inspector 2020

ASSISTANT PLUMBING and GAS INSPECTOR - (3 year appointment)

Paul Mazeika

Asst. Plumbing/Gas Inspector 2020

HEALTH DEPARTMENT

Jamie Terry
Erin Carson
Jamie Rice
Dawn Toon
Michael Mendez
Tricia Valiton
Tom Baltazar
Cheryl Rawinski

Interim Agent (resigned)
Administrative Assistant
Part-Time Inspector (resigned)
Alt. Inspector
Back-Up Inspector
Health Inspector
Beach Inspector
Nurse

APPOINTED/HIRED TOWN OFFICIALS

PLANNING DEPARTMENT

Jean Bubon
Rebekah DeCoursey

Town Planner 2020 (3 year appointment)
Administrative Assistant

CONSERVATION DEPARTMENT

Rebecca Gendreau
Ashley Piascik
Anne Renaud-Jones

Conservation Agent
Administrative Assistant
Administrative Assistant (resigned)

COUNCIL ON AGING DEPARTMENT

Heather Weston
Leslie Wong
Carmen MacGillivray
Rachel Jalbert
Jen Tetreault
Mike Alvarado

Director 2021 (3 year appointment)
Community Resource/Outreach Coordinator
Administrative Assistant
Program Assistant 2020 (3 year appointment)
Fitness Instructor
Custodian

TREE WARDEN - (3 year appointment)

Thomas Chamberland

Tree Warden 2021

CABLE ACCESS DEPARTMENT

Bruce Butcher
Stephen Sandberg

Production Coordinator
Scheduler Clerk

VETERANS DIRECTOR/SERVICES DIRECTOR - (3 year appointment)

Stephen Gagnon
Michael Struppa

Veterans Director 2020 (resigned)
Veterans Director 2021

RECREATION DEPARTMENT

Annie Roscioli

Recreation Director

DIRECTOR OF PUBLIC WORKS – 3 year appointment

Gregory Morse
Elissa Splaine
Mark Augello

Director 2020 (retired)
Administrative Assistant
Operations & Maintenance Manager

MEMBERS OF THE HIGHWAY DEPARTMENT - (3 year appointment)

Robert Anderson
John Booth
Benjamin Burlingame
Ronald Barrows

2020
2020
2021
2021

APPOINTED/HIRED TOWN OFFICIALS

MEMBERS OF THE HIGHWAY DEPARTMENT - (3 year appointment)

Brian Curboy	2020
David Lamontagne	2021
Brian Larson	2020
Brian McRoy	2020
David Mitchell	2020
Daniel Gervasi	2021
Kimberly Welton-Pulsifer	2021
Andrew Szumilas	2020
Andrew McDermott	2021

MEMBERS OF THE POLICE DEPARTMENT – 3 year appointment

Police Chief Thomas Ford, III	2021
Melissa Rozzen	Administrative Assistant

FULL-TIME OFFICERS – (3 year appointment)

Mark Saloio, Lieutenant	2019 (resigned)
Earl Dessert, Lieutenant	2019
Larry Bateman, Sergeant	2019
Joseph Lombardi, Sergeant	2019
Sean Paine, Sergeant	2019
Scott Crevier	2021
Colby Tytula	2021
Carol Benoit	2019
Hillary Murray	2021
Jeffrey Forcier	2019
David Fortier	2019
Daniel Hemingway	2020
Jeffrey Lavallee	2020
Daniel Menzone	2020
Nicole Patterson	2021
Paul Janson	2020
Ronald Obuchowski	2019
Edward Page, Jr.	2021
Thomas Giordano	2020
Garrett Danna	2020

PART-TIME OFFICER

Eric Rondina	2020 (Resigned)
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FULL-TIME DISPATCHERS - (3 year appointment)

Barbara Boiteau	2019
Scott Belanger	2021
Toniah Maloney	2019
Patricia Lupacchino	2019

APPOINTED/HIRED TOWN OFFICIALS

Alexis St. Francis	2020
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PART-TIME DISPATCHERS - (3 year appointment)

Taylor Plumley	2021
Melissa Palmer	2020
Tami Warner	2021
Eric McLaughlin	2020
Tyler Bresse	2020
Ramonita Brunell	2021
Matthew Cole	2021
John Maguire	2021
Linda Hatch	2021
Michele Rosano	2021

MEMBERS OF THE FIRE DEPARTMENT – 3 year appointment

Fire Chief John Grasso, Jr.	2020
Michelle Bossie	Administrative Assistant (resigned)
Kristin Strasheim	Administrative Assistant

FULL-TIME PERSONNEL - (3 year appointment)

Lieutenant Matthew Roderick	2019
Lieutenant John Marinelli	2019
Lieutenant Eric Riendeau	2019
Patrick Normandin	2019
Jonathan Becker	2019
MaryLou Volpe	2019
Sean Moynagh	2018
Jennifer Ashe	2021
Stephen Joyce	2020
Awtum Courville	2019
Matthew Bonneau	2021

PART-TIME PERSONNEL – (3 year appointment)

Joshua Brackett	2019
Gordon Holstrom	2019
Scott Belanger	2021
Bryan Swanda	2021
Robert Moynagh	2021
Tina Kruczek	2020
Ryan Mullen	2020
Awtumn Courville	2021
Adam Laflash	2021
Luke Quatrocelli	2021
Patrick Normandin	2021
Justin Senecal	2021

APPOINTED/HIRED TOWN OFFICIALS

Justin Pike 2021

ANIMAL CONTROL OFFICER/ROAD KILL AGENT - 3 Year appointment

Michelle Connors 2021

HISTORICAL COMMISSION (3 year appointment)

Barbara Search, Chair 2021

Cathy Zavistoski 2019

Bailey Applegate 2019

Richard Volpe 2021

FINANCE COMMITTEE - (Appointed by Town Moderator) - 3 Year Term (9 Members)

Kathleen Neal, Chair 2019

Joni Light 2020

Laurance Morrison 2019

Karen Davis 2021

Michael Hager 2020

James Waddick 2021

Bruce Bryson 2019

Jared Burns 2020

Kevin Smith 2021

PLANNING BOARD - 5 Year Term (7 Members)

Charles Blanchard, Chair 2019

Susan Waters, Clerk/Vice Chair 2022

James Cuniff 2022

Heather Hart 2019

Christopher Bouchard 2023

Michael Chisholm 2023

TOWN COUNSEL - 1 Year Term

Kopelman & Paige 2019

EMERGENCY MANAGEMENT DIRECTOR - (3 year appointment)

Police Chief Thomas Ford, III 2019

EMERGENCY MANAGEMENT COORDINATOR - (3 year appointment)

Kevin Filchak 2020

LOCAL EMERGENCY PLANNING COMMITTEE

Thomas Ford III, Emergency Management Director 2019

Theodore D. Kozak, Interim Town Administrator 2019

Kevin Filchak, Economic Development & Emergency Mgmt. 2020

Deborah Boyd, Tantasqua Reg. School District Record with Tantasqua School Dept.

Mary Blanchard, Selectman 2018

APPOINTED/HIRED TOWN OFFICIALS

Gregory Morse, DPW Director	2018
Jean Bubon, Town Planner	2018
Melissa Beauchemin, Council on Aging Director	2018
Linda Cocalis, Board of Health	2018
Brian Towns	2018
Eric Riendeau	2018
Shane Moody, Veolia Water North America	2018
Victoria Denault	2018
Richard Solari	2018

HAZARDOUS WASTE COORDINATOR - 3 year appointment

Mike Hoy	2020
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ADA COORDINATOR - 3 year appointment

Nelson Burlingame	2020
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SAFETY COMMITTEE - 3 Year Term (5 Members)

Gregory Morse, DPW Director	2020
Thomas Ford, III, Police Chief	2019
Theodore D. Kozak, Interim Town Administrator	2019
Frank McNeil	2021

PARKING CLERK

Barbara Barry

MOTH INSPECTOR

Thomas Chamberland

FENCE VIEWER

Gregory Morse

STREET LIGHT COMMITTEE - 3 Year Term (3 Members)

Police chief Thomas Ford, III	2019
Gregory Morse, DPW Director	2020

CONSERVATION COMMISSION - 3 Year Term (5 Members)

Edward Goodwin, Chair	2021
David Barnicle	2019
Steven Halterman	2019
Paul Zapun	2019
Steven Chidester	2021

COUNCIL ON AGING - 3 Year Term (Up to 9 Members)

Susan Grandone, Chair	2021
Kenneth White	2021

APPOINTED/HIRED TOWN OFFICIALS

Ann White	2019
Tina Peterson	2019
Kenneth White	2021
Gladys Santelli	2021
Barbara Gionfriddo	2019

CAPITAL PLANNING COMMITTEE - 3 year appointment

Theodore D. Kozak, Interim Town Administrator	2019
Jean Bubon	2021
Gregory Morse	2020
Kevin Smith	2021
Fire Chief John Grasso, Jr.	2019
Heather Hart	2021

TRAFFIC SAFETY COMMITTEE - 3 year appointment

Anthony Celuzza	2020
Police Chief Thomas Ford, III	2020
Marc French	2020
Gregory Morse	2019
Theodore D. Kozak, Interim Town Administrator	2019

OPEN SPACE COMMITTEE - 3 year appointment

Carol Goodwin, Chair	2021
Lynne Sarty	2021
Elissa Gelfand	2021

COMMUNITY PRESERVATION COMMITTEE - 3 Year Term (3 of 9 Members)

Penny Dumas, Chair	2021
Barbara Search	2021
Kelly Emrich	2021
Edward Goodwin, Vice Chair	2019
Heather Hart	2021
Kadion Phillips	2020
Edward Neal	2019

DESIGN REVIEW COMMITTEE - 3 Year Term (5 Members)

Chris Castendyk, Chair	2021
Christine Wilson	2019
Elaine Cook	2019
Amanda Normandin	2019
Richard Volpe	2021

TRAILS COMMITTEE - 3 Year Term

Brandon Goodwin, Chair	2021
Chris Trajkovski	2020

APPOINTED/HIRED TOWN OFFICIALS

Bill Cunningham	2020
Fritz Reeve, Clerk	2020
David Peterkin	2020
Darcy Foley	2021
Thomas Chamberland, Associate Member	2021
David Vadenais, Associate Member	2021
Richard Paradise, Associate Member	2019
Gary Staab, Associate Member	2019
Patrick McGarrah, Associate Member	2022

STURBRIDGE TOURIST ASSOCIATION - 3 Year Term

Brian Amedy, Chair	2019
Thomas Chamberland, Vice chair	2021
Kevin Filchak	2019
Nicholas Salvadore	2021
Jeff Ardis	2021

ENERGY ADVISORY COMMITTEE – 3 Year Term

John Schneider	2019
Kenneth Elkinson	2019
Kerry Fuqua	2019

SCHOOL ADMINISTRATION

Erin M. Nosek	Superintendent
Deborah Boyd	Asst. Superintendent
Jodi Bourassa	Asst. Superintendent
Brenda Looney	Special Ed. / Pupil Service Dir
Kathleen Pelley	Principal
John Canavan	Asst. Principal
Mary Jaeger	Asst. Principal
Amanda Cassina	Administrative Assistant

SPECIAL EVENTS COMMITTEE – 3 Year Term

Lisa Beaudin	2020
Mary Dowling	2020
A. Sandy Nasto	2020
Annie Roscoli - Chairman	2020
Kerry Carey	2021

STURBRIDGE DIRECTORY
www.town.sturbridge.ma.us

EMERGENCY NUMBERS

Police Emergency	911
Regular Business	347-2525
Fire Emergency	911
Regular Business	347-2525
Ambulance Emergency	911
State Police	347-3352
Poison Control	765-9101
Poison Emergency 24 Hour	1-800-682-9211
Suicide Prevention.....	765-9101
Harrington Memorial Hospital	765-9771

TOWN HALL OFFICES

Accountant.....	347-2502
Administrator.....	347-2500
Ambulance Billing.....	347-2523
Assessors.....	347-2503
Board of Health	347-2504
Board of Registrars	347-2510
Building Inspector	347-2505
Conservation Commission.....	347-2506
DPW Director.....	347-2515
Dog Officer.....	774-334-2735
Electrical Inspector.....	347-2505
Gas Inspector	347-2505
Highway Department.....	347-2515
Local Cable Access TV: Bruce Butcher, Production Coordinator.....	347-7267
Notary Public: Lynne Girouard, Town Clerk.....	347-2510
Planning Board/Town Planner	347-2508
Plumbing Inspector	347-2505
Recreation Department.....	347-2041
Recycling Center	347-7608
Rubbish/Landfill.....	347-2504
Selectmen.....	347-2500
Senior Citizens Center	347-7575
Sewer Department	347-2514
Town Clerk.....	347-2510
Town Engineer	347-2515
Treasurer/Collector	347-2509
Tree Warden.....	774-200-3947
Veterans Department	347-2044
Water Department.....	347-2513
Zoning Board of Appeals	347-2508

LIBRARY

Joshua Hyde	347-2512
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PERMITS & LICENSES

Birth Certificates	347-2510
Building Permits	347-2505
Burning Permits	347-2525
Common Victualler License.....	347-2500
Dog Licenses	347-2510
Driveway Permits.....	347-2515
Earth/Gravel Removal Permits	347-2500
Firearms I.D. Cards	347-2525
General Permits & Licenses	347-2500
Liquor Licenses.....	347-2500
Logging Permits	347-2500
Marriage Licenses	347-2510
Oil Burner Permits & Inspections	347-2525
Septic Permits	347-2504
Stove Permits	347-2525

SCHOOLS

Burgess Elementary	347-7041
Superintendent's Office	347-3077
Tantasqua Regional Jr. High.....	347-7381
Tantasqua Regional Sr. High.....	347-9301
Tantasqua Regional Technical High.....	347-3045

PLACES OF WORSHIP

His Gathering Christian Center	347-9742
St. Anne's (Catholic)	347-7338
Sturbridge Federated Church	347-3915
Bethlehem Lutheran Church.....	347-7297

CLUBS

American Legion	347-3248
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AREA INFORMATION SERVICES

Tourist Information Center/Tri-Community Chamber of Commerce	347-2761
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COUNSELING & HOTLINE SERVICES

AIDS Hot Line	1-800-235-2331
Adoption Resource Exchange	1-800-533-4346
Alcohol Referral	1-800-252-6465
Alcoholic Help Line - 24 Hour.....	1-800-331-2900
Cancer Information (Massachusetts)	1-800-4-CANCER
Child Abuse Hot Line	1-800-792-5200
Child Find, Inc. (National)	1-800-I-AM-LOST
Citizen Information Service	1-800-392-6090
Consumer Product Safety Commission.....	1-800-638-2772
Elder Affairs	1-800-882-2003
Income Tax Assistance (Federal).....	1-800-424-1040
Income Tax Assistance (State)	1-800-392-6089
Lawyer Referral Service.....	1-800-392-6164
Lead Poisoning Prevention.....	1-800-532-9571
League of Women Voters (Voter Info)	1-800-882-1649
MA Commission for the Blind	1-800-392-6450
MA Handicapped Affairs	1-800-322-2020
MA Medical Society.....	1-800-322-2303
Medicare.....	1-800-882-1228
National Missing & Exploited Children	1-800-843-5678
Nutrition Hot Line	1-800-322-7203
Parental Stress Hot Line	1-800-632-8188
Pollution/Hazardous Substances	1-800-424-8802
Runaway Hot Line - 24 Hour	1-800-621-4000
Smokers Quit Line	1-800-422-6237
Sudden Infant Death Syndrome (SIDS)	1-617-424-5742
Venereal Disease Counseling	1-800-272-2577
Veterans Benefits (Massachusetts)	1-800-392-6015

IMPORTANT GOVERNMENTAL AGENCIES

PRESIDENT: Donald J. Trump.....202-456-1414

VICE PRESIDENT: Michael R. Pence.....202-456-1414

STATE OFFICES

Auditor617-727-2075

Deputy Auditor for Administration.....617-727-6200

General Information.....617-727-6200

Audit Operations617-727-0025

Division of Local Mandates617-727-0980

Auditor's Hotline 1-800-462-COST

GENERAL AGENCIES AND OFFICES

Administration and Finance General Information617-727-2050

Budget Bureau617-727-1308

Alcoholic Beverage Control Commission617-727-3040

Attorney General's Office: Information617-727-8400

Campaign and Political Finance Office.....617-727-8352

Civil Defense Director - Headquarters617-237-0200

Community Antenna Television Commission617-727-6925

DEP: General Information617-727-2690

Education Department: General Information617-770-7500

Elder Affairs Information.....617-727-7750

Emergency Finance Board617-727-2881

Exec. Office Communities and Develop. (EOCD).....1-800-392-6445

Ethics Commission617-727-0060

Governor's Offices.....617-727-3600

Inspector General.....617-727-9140

Lt. Governor's Office.....617-727-7200

Public Health: General Information617-727-2700

Vital Statistics617-727-0036

Retirement Board1-800-392-6014

REVENUE DEPARTMENT1-800-392-6089

Bureau of Accounts.....617-727-4401

Liquor License Transfers617-727-9744

Bureau of Local Assessment617-727-4217

Division of Local Services617-626-2300

SECRETARY OF STATE

Information	617-727-2800
Elections	617-727-2828
Rules and Regulations	617-727-3831
State Treasurer	617-367-6900
Veterans Services: Information	617-727-3578

STATE HOUSE

Governor Charlie Baker	617-725-4005
Bookstore	617-727-2834
Documents Room	617-722-2860
House Ways and Means	617-722-2380
House General Information	617-722-2000
Library	617-722-2590
Senate Ways and Means	617-722-1481
Local Affairs Committee	617-722-2400

SENATORS & CONGRESSMEN

Senator Elizabeth Warren	617-565-3170
Senator Ed Markey	617-565-8519
Congressman Richard E. Neal	413-785-0325

STATE SENATOR

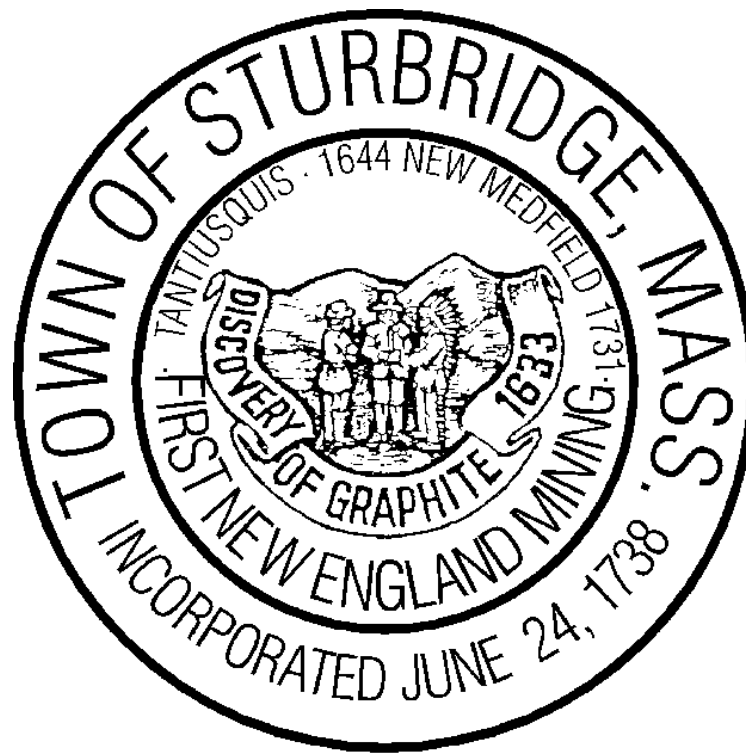
Anne Gobi	617-722-1540
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STATE REPRESENTATIVE

Todd Smola	617-722-2100
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ADMINISTRATION AND FINANCE

2018



REPORT OF THE BOARD OF SELECTMEN 2018

It is our pleasure to present the annual report of the Board of Selectmen.

Through the dedicated work of those involved in the functions of the Town much has been accomplished.

The Town remains in good, solid financial standing with a continued good bond rating and recommended balances in Free Cash and the Stabilization Fund.

There have been some personnel changes throughout the year. Most notably was the resignation of our Town Administrator, Leon Gaumond, who was hired as Town Manager in Weston. Also our DPW Director, Greg Morse, retired after 23 years of service. We appreciate their services and accomplishments for the Town and wish them well in their new endeavors. Two search committees were set up to find the best replacements for these positions.

Theodore Kozak was hired to fill the position of Interim Town Administrator.

Appointments throughout the year include:

Heather Weston – Senior Center Director
Rebecca Mimeault – Senior Center Study Committee
Jeff Ardis – Sturbridge Tourist Association
Kelly Quinlan – Cultural Council
Joanne Everson – Finance Committee Recording Secretary
Christopher Trajkovski – Associate Member Trails Committee
Ronald Barrows, Steve Sutter, David Mitchell, Andrew McDermott, David Lamontagne,
Chris Smith, Dan Gervarsi – DPW
Bryan Swanda, Matthew Bonneau, Justin Pike, Emmanuel Martin – full time Firefighters -
These positions are 75% paid through a Federal grant.
Toniah Maloney – full time Police Dispatcher
Alexis St. Francis – full time Police Dispatcher
Matthew Cole – part time Police Dispatcher
Colby Tutula – Police Officer
Michael Chisholm, Chris Bouchard – Planning Board
Amanda Normandin, Richard Volpe – Design Review Committee
Ashley Griffin – Facilities Coordinator
Jeneé Lacy – Administrative Assistant Board of Selectmen and Town Administrator
Margaret Darling, Ed Neal, Danielle LaRiviere, Matt Maselli – Housing Partnership
Ashley Piacik – Conservation Administrative Assistant
Jeremy Jalbert – IT Specialist
Janet Garon – Board of Registrars

Some of the business before the Board this year included:

- The Board authorized the TA to finalize a RFP for the purchase of land abuilding for a Senior Center.
- We approved increases in fees for the Building Department.
- We waived the Right of First Refusal for two house lots on Podunk Rd.
- The Board signed a proposal from Tighe and Bond for technical services.
- The Board approved a letter of support for The Open Space Plan.
- Along with the multitude of yearly licenses signed the Board also approved 3 Forest Cutting Plans, 2 Dock Permits, 4 Taxi/Livery Licenses, and 3 Road Race Permits.
- The Board approved an employment contract with the Police Chief.
- The Board adopted an ADA Policy and Grievance/Procedure, a Fuel Efficiency and Anti-Idle Policy, an Energy Reduction Plan and, a Right of First Refusal Policy.
- The Board voted to extend the Earth Removal Plan for Hamilton Rod and Gun Club.
- The Board signed an agreement with Tighe and Bond for the McGilpin Road Water Study.
- The Board executed the HEAL Community Benefit Agreement.
- The Board approved the job description for the IT position.
- The Board voted a single tax rate.
- The Board voted to extend Veolia's contract for five years.
- We signed a Council on Aging Formula Grant.
- In July the Board voted a six month trial of changes to the Town Hall and Center Office hours. This has since been enacted permanently.

As always, the Board of Selectmen would like to express our appreciation to all those who serve Sturbridge through employment, elected office, appointed boards, committees, commissions, and especially the citizens of Sturbridge for their continued support.

Respectfully submitted,
BOARD OF SELECTMEN

Mary Blanchard, Chairman
Priscilla Gimas, Vice Chairman
Mary Dowling, Clerk
Michael Suprenant
Chase Kaitbenski

REPORT OF THE TOWN ADMINISTRATOR

2018

To the citizens of Sturbridge it is my pleasure to submit comments for the Annual Town Report.

I have held the position of Interim Town Administrator since September 13, 2018 and would like to acknowledge the hard work of Leon Gaumond who has guided this community for the majority of the year.

Through Leon's leadership Sturbridge continues to be a thriving community with excellent services and qualified Town Personnel operating the local government.

Over the past year several goals have been accomplished among them were, the highly successful Farmer's Market, pursuit of Age/Dementia Friendly designation for the Town, establishment of a Recreational Marijuana Zoning Bylaw, establishment of an Affordable Housing Committee study, designating the Town as a Green Community, establishing an application to begin a Complete Streets Plan, continued to establish local trails for the public, through the hiring of a new Facilities Coordinator a guide to improve the Town Facilities was implemented, the Town's Police and Fire Contracts have been successfully negotiated, the Town Hall has established evening working hours to better address the Public's needs, the Town continues to study ways to address the need to increase recreational fields and the best way to improve the Senior Center. Those are a sampling of the activities the Town has undertaken in the last year and will continue to find ways to improve the services to the Town and preserve the friendly essence of the community.

I would like to thank the Board of Selectmen for the opportunity to work here and all their support. I also would like to thank Jeneé Lacy, my Administrative Assistant, who was also new on the job and has performed admirably at the role. I would also like to thank the department heads who have helped me perform in my position and are an exceptional group. And finally I would like to thank the citizens of Sturbridge and all the volunteers for your friendship and support in my time here.

Respectfully submitted,

Theodore D. Kozak, Interim Town Administrator

REPORT OF THE FINANCE DIRECTOR – FISCAL YEAR 2018

I hereby submit my report for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

Reconciliation of Treasurer's Cash	
Cash Balance July 1, 2017	\$24,238,418.18
Receipts	\$47,948,595.51
Payments Per Warrants	\$45,781,967.93
TREASURER'S CASH BALANCE, JUNE 30, 2018	\$26,405,045.76

COMPOSITION OF BALANCE ON JUNE 30, 2018

Interest Bearing Checking Accounts:

Uni-Bank (Remote Deposit)	\$96,607.20
People's United Bank (Vendor)	\$5,327.40
Total Interest Bearing Checking Accounts:	\$101,934.60

Liquid Investments:

Bartholomew & Company (Capital Stabilization Fund)	\$463,662.20
Bartholomew & Company (Fire Vehicle Stabilization Fund)	\$101,324.75
Bartholomew & Company (Stabilization Fund)	\$2,231,357.37
Bartholomew & Company (Ambulance Stabilization Fund)	\$137,085.90
Bartholomew & Company (Sewer Surplus Fund)	\$1,977,059.81
Bartholomew & Company (Elderly & Disabled Fund)	\$21,122.24
Bartholomew & Company (Community Preservation Funds)	\$2,711,308.59
Bartholomew & Company (OPEB)	\$590,001.65
Santander Bank (Investment)	\$1,217,643.46
Santander Bank (School Lunch)	\$77,562.41
People's United (Investment)	\$503,883.53
Uni-Bank (Investment)	\$3,435,080.27
Uni-Bank (Deputy Collector)	\$10.29
Uni-Bank (Online Collections)	\$844.87
Uni-Bank (Interest Allocation)	\$38,839.00
Uni-Bank (Town Clerk)	\$0.01
Massachusetts Municipal Depository Trust (Investment)	\$1,118,582.06
TDBank (Investment)	\$799,494.73
Bank Hometown (Student Activity)	\$53,616.25
Webster Bank (Investment)	\$3,843.01
Eastern Bank (Investment)	\$819,747.13
Century Bank (Investment)	\$2,232,042.23
Country Bank (Investment)	\$1,540,627.28
Easthampton Savings Bank (Investment)	\$4,399,660.06

Peoples Bank (Investment)	\$1,002,653.17
Total Liquid Investments:	\$25,477,052.27
Trust Funds:	
Bartholomew & Company	\$820,094.57
TOTAL:	\$26,399,081.44

TRUST FUNDS – FISCAL YEAR 2018

<u>General Trust Funds:</u>	<u>Principal</u>	<u>Interest</u>
A.B. Chamberlain Common Fund	500.00	1,535.97
David B. Hicks Memorial Fund	586.24	1,237.87
Watering Fund	2,000.00	24,342.75
Forrester MacDonald Memorial Fund	3,777.69	1,229.93
Franklin F. & Flora Plimpton Memorial Fund	9,750.88	19,044.34
General Trust Account	4,000.00	13,007.33
GBT Special Account	33.93	110.34
Conservation Fund	1,137.23	3,698.17
Veterans Memorial Fund	1,500.00	1,096.35
 <u>Cemetery Trust Funds:</u>	 <u>Principal</u>	 <u>Interest</u>
Town of Sturbridge Perpetual Care Funds	5,826.23	2,625.73
Perpetual Care Fund	25,249.99	19,655.68
Perpetual Care - North Cemetery	64,761.12	30,747.16
H.A. Morse	500.00	1,540.63
Gardner Bates	500.00	1,541.02
C. Anna Benson	612.00	1,886.24
Booth - Lot	0.00	30.74
Booth - Perpetual Care	150.00	460.59
Joshua Hyde	1,000.00	3,041.80
Henry Fiske	1,078.00	3,311.63
A.B. Chamberlain Headstone	1,000.00	3,072.24
Abby Grey - Perpetual Care Daniel Holmes	918.89	2,745.23
Bertha L. Wallace	2,000.00	6,144.07
 <u>Library Trust Funds:</u>	 <u>Principal</u>	 <u>Interest</u>
E. Weldon Schamacher Fund	102,124.89	128,900.30
Haynes Fund	26,156.11	57,500.69
Joshua Hyde Library Fund	71,667.22	92,357.62
Sturbridge Hill Trust for Local History	1,000.00	1,400.45
Emily Haynes Fund	48,884.06	21,115.22
 Total Trusts & Interest	 376,714.48	 443,380.09

SCHEDULE OF TAXES RECEIVABLE – YEAR ENDED JUNE 30, 2018

REAL ESTATE

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	Collected/Liened to Treasurer	Abated	Refunded	Balance
2018	\$22,802,124.47	\$22,635,544.28	\$80,440.52	\$81,813.46	\$167,953.13
2017	\$196,314.25	\$205,871.70	\$2,702.42	\$12,259.87	\$0.00
TOTAL	\$22,998,438.72	\$22,841,415.98	\$83,142.94	\$94,073.33	\$167,953.13

PERSONAL PROPERTY

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$1,017,796.78	\$1,004,946.62	\$5,192.22	\$1,108.41	\$8,766.35
2017	\$8,635.39	\$6,013.88	\$1,195.61	\$0.00	\$1,425.90
2016	\$3,879.82	\$3,051.24	\$404.04	\$0.00	\$424.54
2015	\$123.14	\$0.00	\$0.00	\$0.00	\$123.14
2014	\$138.56	\$0.00	\$0.00	\$0.00	\$138.56
2013	\$401.94	\$0.00	\$0.00	\$0.00	\$401.94
2012	\$338.50	\$0.00	\$0.00	\$0.00	\$338.50
2011	\$310.85	\$0.00	\$0.00	\$0.00	\$310.85
2010	\$311.37	\$0.00	\$0.00	\$0.00	\$311.37
TOTAL	\$1,031,936.35	\$1,014,011.74	\$6,791.87	\$1,108.41	\$12,241.15

MOTOR VEHICLE EXCISE

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$1,374,244.45	\$1,308,840.90	\$30,047.15	\$13,263.39	\$48,619.79
2017	\$222,583.83	\$206,072.95	\$22,110.49	\$20,853.57	\$15,253.96
2016	\$15,579.57	\$8,443.83	\$1,502.99	\$1,230.50	\$6,863.25
2015	\$5,498.56	\$1,194.92	\$1,210.43	\$1,160.43	\$4,253.64
2014	\$3,971.24	\$425.83	\$97.50	\$38.75	\$3,486.66
PRIOR	\$3,763.04	\$3,763.04	\$0.00	\$0.00	\$0.00
TOTAL	\$1,625,640.69	\$1,528,741.47	\$54,968.56	\$36,546.64	\$78,477.30

SCHEDULE OF TAXES RECEIVABLE – YEAR ENDED JUNE 30, 2018

BOAT EXCISE

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$6,492.00	\$5,959.35	\$474.00	\$0.00	\$58.65
2017	\$151.00	\$73.08	\$12.50	\$27.50	\$92.92
2016	\$118.00	\$0.00	\$0.00	\$0.00	\$118.00
2015	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00
2014	\$70.00	\$0.00	\$0.00	\$0.00	\$70.00
TOTAL	\$6,846.00	\$6,032.43	\$486.50	\$27.50	\$354.57

WATER USER FEES

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$1,594,705.32	\$1,513,350.69	\$283.54	\$4,310.65	\$85,381.74

SEWER USER FEES

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$2,383,629.88	\$2,261,226.02	\$29,372.93	\$11,285.00	\$104,315.93

AMBULANCE RECEIVABLE

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$1,330,010.74	\$520,548.13	\$598,045.81	\$3,776.22	\$215,193.02

SCHEDULE OF TAXES RECEIVABLE – YEAR ENDED JUNE 30, 2018

COMMUNITY PRESERVATION ACT SURCHARGE

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	Collected/Liened to Treasurer	Abated	Refunded	Balance
2018	\$466,733.34	\$462,193.88	\$1,922.36	\$252.65	\$2,869.75
2017	\$4,193.93	\$4,193.93	\$22.87	\$22.87	\$0.00
TOTAL	\$470,927.27	\$466,387.81	\$1,945.23	\$275.52	\$2,869.75

CARON ROAD VALLEY ROAD BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$9,024.90	\$9,024.90	\$0.00	\$0.00	\$0.00

MOUNTAIN BROOK BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$14,138.66	\$13,788.95	\$0.00	\$0.00	\$349.71
2017	\$699.32	\$699.32	\$0.00	\$0.00	\$0.00
TOTAL	\$14,837.98	\$14,488.27	\$0.00	\$0.00	\$349.71

PHASE II BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$150,279.11	\$148,802.60	\$0.00	\$0.00	\$1,476.51
2017	\$1,968.68	\$1,968.68	\$0.00	\$0.00	\$0.00
TOTAL	\$152,247.79	\$150,771.28	\$0.00	\$0.00	\$1,476.51

SCHEDULE OF TAXES RECEIVABLE – YEAR ENDED JUNE 30, 2018

CEDAR LAKE BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$83,256.74	\$82,765.97	\$0.00	\$0.00	\$490.77
2017	\$981.54	\$981.54	\$0.00	\$0.00	\$0.00
TOTAL	\$84,238.28	\$83,747.51	\$0.00	\$0.00	\$490.77

PHASE III BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$74,652.75	\$73,575.53	\$0.00	\$0.00	\$1,077.22
2017	\$687.45	\$687.45	\$0.00	\$0.00	\$0.00
TOTAL	\$75,340.20	\$74,262.98	\$0.00	\$0.00	\$1,077.22

BIG ALUM BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2017 & Committed FY18	COLLECTED	Abated	Refunded	Balance
2018	\$41,301.58	\$41,301.58	\$0.00	\$0.00	\$0.00
2017	\$1,555.29	\$1,555.29	\$0.00	\$0.00	\$0.00
TOTAL	\$42,856.87	\$42,856.87	\$0.00	\$0.00	\$0.00

WOODSIDE CIRCLE BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2016 & Committed FY17	COLLECTED	Abated	Refunded	Balance
2018	\$24,057.15	\$24,057.15	\$0.00	\$0.00	\$0.00
2017	\$300.46	\$300.46	\$0.00	\$0.00	\$0.00
TOTAL	\$24,357.61	\$24,357.61	\$0.00	\$0.00	\$0.00

SCHEDULE OF TAXES RECEIVABLE – YEAR ENDED JUNE 30, 2018

WATER/SEWER LIENS

	Outstanding July 1, 2016 & Committed FY17	Collected/Liened to Treasurer	Abated	Refunded	Balance
WATER	\$52,057.03	\$50,530.25	\$0.00	\$0.00	\$1,526.78
SEWER	\$64,967.33	\$63,402.58	\$0.00	\$0.00	\$1,564.75

Respectfully submitted,

Barbara A. Barry
Finance Director

2018 Calendar Year Salaries							
		Base Pay	*Add'l Pay			Base Pay	*Add'l Pay
Abrams, Amy	Speech Therapist	1,023.75		Bonneau, Matthew	Firefighter/Paramedic	12,253.36	25,546.79
Achi, Elaine	Substitute Teacher/Assistant	2,239.25		Bonnette, Louise	Senior Workoff Program	687.5	
Ahlstrand, Grace	Library Page	4,119.50		Booth, Jessica	Asst. Hazardous Waste Attendant	679.84	
Alicea, Alexander	Firefighter/EMT-B	577.88		Booth, John II	Recycling Manager	64,908.00	5,260.22
Allen, Trey	Lifeguard	2,356.62		Bouchard, Julie	Substitute Teacher/Assistant	198	
Alvarado, Jose	COA Custodian	5,759.24		Boulay, Victoria	Integration Assistant	28,319.31	
Anderson, Erin	Integration Assistant	15,822.52		Bourque, Kelsey	Occupational Therapy Assist.	30,086.92	
Anderson, Robert	Equipment Operator	32,509.28	3,199.17	Bourque, Lesley	Un 61 Occupational Therapist	81,983.49	
Antonucci, Kimberly	Long Term Substitute Teacher	10,617.88		Bresse, Tyler	Dispatcher	40,399.89	4,554.42
Arello, Jillian	Camera Operator	35		Briere, Susan	Library Assistant	4,335.57	
Arruda, Lauren	Grade 3 Teacher	81,863.44		Brooks, Barbara	Speech Therapist	58,923.58	
Ashe, Jennifer	Firefighter/Paramedic	62,131.24	14,818.08	Brosnan, Elizabeth A.	Grade 6 Teacher	97,204.26	
Ashe, Michael	On Call Firefighter/EMT-B	5,794.77		Bruinsma, Kenneth	Bus Driver	568.4	
Audette, Gabrielle	Speech Therapist	16,825.29		Bubon, Jean	Town Planner	88,827.20	
Augello, Mark	DPW Operations Manager	75,973.77		Burke, Margaret	Nurse Assistant	945.2	
Bardsley, Timothy	Registrar	891		Burlingame, Benjamin	Equip Operator/Mechanic	54,875.20	4,038.65
Baril, Dalaine	Remedial Reading Teacher	93,091.43		Burlingame, Nelson	Building Inspector	76,670.29	
Baril, Madison	Camera Operator	526		Burt, Dawn	Bus Driver	22,237.60	
Baron, John	Grade 6 Teacher	65,577.65		Butcher, Bruce	Cable Access Coordinator	53,721.24	
Barrows, Ronald	Heavy Equipment Operator	26,412.68	1,234.83	Cahill, Lynn	Special Education Teacher	100,237.44	
Barry, Barbara A.	Finance Director	105,848.01		Campbell, Jean	Accounting Clerk	13,067.92	
Bateman, Larry	Patrolman	78,195.86	40,128.72	Campiglio, Denise A.	Kindergarten Teacher	90,041.90	
Bates, Tiffany	Bus Driver	391.14		Canavan, John F.	Assistant Principal	97,232.74	
Bean, Louann	Cafeteria Specialist	6,686.61		Cantwell, Amy	Remedial Reading Teacher	79,074.71	
Beauchemin, Melissa	COA Director	6,066.15		Capaldi, Michelle	Psychologist	69,918.17	
Beaudette, Alison	Sunday Librarian	1,096.90		Caron, Dena	Library Assistant	34,539.34	
Beaudoin, Allison	Substitute Teacher/Assistant	660		Carson, Erin	BOH Administrative Assist.	24,048.05	
Beaudoin, Lynn	Substitute Teacher/Assistant	7,996.25		Cass-Evans, Samantha	Library Page	4,128.87	
Beaudry, Benjamin	Adult League Monitor	2,875.98		Cassina, Amanda	Administrative Assistant	46,128.80	
Becker, Jacqueline	On Call Firefighter/Paramedic	2,941.75		Castendyk, A. Christian	Election Worker	203.5	
Becker, Jonathan	Firefighter/Paramedic	63,828.40	5,441.34	Castendyk, Nancy	Election Worker	159.5	
Belanger, Scott	Dispatcher	62,805.16	28,065.52	Cave, Lisa	Grade 4 Teacher	47,418.36	
Bell, Mitchell	Burgess Extended Day Staff	7,151.06		Chabot, Amy	Physical Therapy Assistant	33,999.89	
Benoit, Carol	Patrolman	59,141.14	22,764.58	Chamberland, Joan	Election Worker	539	
Bernier, Katie	Remedial Reading Teacher	79,117.99		Chamberland, Russell, R.	Bus Driver	16,664.56	
Berti, Elnora	Bus Driver	20,254.81		Chamberland, Thomas	TreeWarden	3,201.65	
Blair, Brenda Mary	Bus Driver	23,238.83		Christianson, John	Laborer/Driver	33,626.42	2,477.49
Boiteau, Barbara	Dispatcher	64,089.85	34,886.57	Clark, Beth	Enrichment Teacher	69,104.29	
Bolduc, Karen	Administrative Assistant	42,221.04		Clark, Frances	Senior Workoff Program	687.5	

2018 Calendar Year Salaries							
		Base Pay	*Add'l Pay			Base Pay	*Add'l Pay
Clark, Kristen	Bus Driver	17,408.85		Dion, Madalyn	Senior Workoff Program	687.5	
Clifford, Michelle R.	Education Assist/Student Support	23,846.57		Dionne, Albert A.	Custodian	51,495.60	
Cloutier, Rebecca	Substitute Teacher/Assistant	11,615.75		DiRoberts, Grace	School Counselor	19,295.64	
Colleton, Susan A.	Special Education Teacher	109,991.19		Donato, Patricia A.	Special Education Teacher	10,225.93	
Comerford, Maryellen	Election Worker	233.75		Dono, Alicia	Grade 2 Teacher	68,665.00	
Conceison, Caroline	Substitute Teacher/Assistant	660		Dubrey, Marie	Election Worker	481.25	
Conceison, Lynne	Administrative Assistant	32,839.56		Dufresne, Tamara	Library Page	5,324.00	
Connolly, Lisa	Pathways Teacher	87,999.08		Dunlop, Lucette	Election Worker	156.75	
Connors, Michelle	Animal Control Officer	23,294.84		Earnest, Brenda L.	Kindergarten Teacher	82,102.79	
Cook, Elaine	Election Worker	743		Economos, Cheryl	Election Worker	319	
Corriveau, Carol	Senior Workoff Program	687.5		Edmonds, R. Tyler	Grade 1 Teacher	28,651.60	
Corriveau, Leah	Park & Rec Substitute Staff	3,700.14		Edmonds, Tammy	Grade 3 Teacher	82,777.99	
Corriveau, Richard	On Call Firefighter	2,521.81		Eichstaedt, Brianna	Health Agent	27,203.12	
Corriveau, Tatum	Park & Rec Substitute Staff	1,991.00		Emrich, William A.	Physical Education Teacher	83,059.21	
Corthell, Daniel	Special Education Teacher	77,241.44		Espinoza, Gayle	Substitute Teacher/Assistant	2,880.00	
Coughlin, Jill	Burgess Extended Day Staff	15,512.40		Everson, Joanne	Recording Secretary	1,035.66	
Courville, Autumn	Firefighter/EMT	8,125.70		Ferreira, Brenda	Substitute Teacher/Assistant	4,174.00	
Crevier, Scott	Patrolman	62,522.53	20,477.98	Filchak, Kevin	Economic Dev/Tourism Coord.	47,566.13	
Croteau Laflash, Danielle	Substitute Teacher/Assistant	236		Filler, Brian	Custodian	42,233.45	
Curboy, Brian W.	DPW Crew Leader	65,008.00	5,285.48	Firotucci, Stephanie	Substitute Nurse	385	
Curboy, Dawn M.	Integration Assistant	24,375.62		Forcier, Jeffrey	Patrolman	88,159.56	16,652.25
Curboy, Kenneth	Custodian	51,117.96		Ford, Thomas J. III	Police Chief	122,308.27	19,528.39
Curboy, Richard	Recycling Assistant	6,114.56		Ford Pelly, Kathleen	School Principal	113,184.07	
Curnow, Grace A.	Guidance Counselor	88,339.06		Forgit, Cynthia	Building Department Clerk	35,987.00	
Czech, Lori	Kindergarten Teacher	86,391.15		Forni, Melissa	Grade 5 Teacher	58,557.42	
Danna, Garrett	Patrolman	59,711.04	25,107.12	Fortier, David	Patrolman	68,080.40	29,651.47
Daubney Goyette, Jane	Speech Therapist	62,139.90		Foskett, Susan	Senior Workoff Program	687.5	
Davies, Kathlene	Cafeteria Manager	40,924.23		Foulis, Michelle	Integration Assistant	24,630.80	
Davis, Leonard	Bus Driver	27,995.02		Fowler, Chloe	Camera Operator	720	
Davis, Melissa	Cafeteria Worker	15,859.36		Fox, Margaret	Senior Workoff Program	687.5	
Dawber, Karen Ann	Grade 4 Teacher	83,341.21		Francolini, Erika	Burgess Extended Day Staff	8,704.30	
Decourcey, Rebekah	Planning Clerk	34,354.33		Furey, Tara	Substitute Teacher/Assistant	40,863.53	
Deluca Malizia, Julia	Educational Assistant	2,420.12		Gagnon, Clyde	Wire Inspector	23,250.00	
Demers, Cheryl	Bus Driver	16,634.82		Gagnon, Stephen	Veteran's Agent	5,203.75	
Derosé, Carol	Camera Operator	539		Gallant, Ashley	Burgess Extended Day Staff	11,073.86	
Desautels, Linda	Special Education Teacher	76,541.44		Garon, Robert	Assistant Electrical Inspector	50	
Desjardin, Jamie	Psychologist	74,039.06		Gatta, Courtney	Camera Operator	965	
Desroches, Kaylee	Substitute Teacher/Assistant	178.5		Gaudino, Noelle	ABA Behavioral Assistant	17,916.10	
Dessert, Earl	Police Sergeant	88,975.55	21,240.54	Gaumont, Leon	Town Administrator	116,801.00	

2018 Calendar Year Salaries							
		Base Pay	*Add'l Pay			Base Pay	*Add'l Pay
Gendreau, Rebecca	Conservation Agent	53,403.75		Jeffries, Patricia	Election Worker	316.25	
Geraghty, Christopher	Town Accountant	71,398.17		Jennette, Natalie	Speech Pathology Assistant	36,833.31	
Gervasi, Daniel	Heavy Equipment Operator	15,103.92		Johnson, Bruce	Bus Driver	15,682.77	
Ghantous, Nicole	Burgess Extended Day Staff	3,023.10		Johnson, Claire	Preschool Teacher	68,813.43	
Gibeault, Kelly	Bus Driver	16,609.62		Jones, Michael	Grade 6 Teacher	56,681.09	
Gibson, William	Assistant Electrical Inspector	1,840.00		Jones, Sarah	Grade 4 Teacher	68,813.43	
Gingras, Cassandra	Substitute Teacher/Assistant	18,636.43		Joyce, Stephen	Firefighter/Paramedic	58,905.12	13,048.92
Giordano, Thomas	Patrolman	60,908.40		Juozaitis, Kelsey	Substitute Teacher/Assistant	462	
Girouard, Lynne A.	Town Clerk	61,912.25		Kay, Daniel R.	Special Education Teacher	88,175.57	
Girouard, Lynne T.	Grade 2 Teacher	81,501.21		Kenneway, Maureen E.	Kindergarten Teacher	83,264.41	
Girouard, Robert	Senior Workoff Program	390.5		Keville, Nadine M.	Health Teacher	92,596.21	
Girouard, Therese	Senior Workoff Program	500.5		Keville, Shaelin	Substitute Teacher/Assistant	2,214.00	
Giroux, Nancy	Senior Workoff Program	687.5		King, Colleen	Selectmen Secretary	17,123.19	
Gorden, Lillian	Substitute Teacher/Assistant	1,963.50		Kline, Susan	Library Assistant	2,838.92	
Gordon, Emily	Remedial Reading Teacher	83,625.22		Knight, Christina	Election Worker	275	
Graham, Stephen	Technologist	21,004.94		Knight, Robert	Election Worker	415.25	
Grasso, John A. Jr.	Fire Chief	110,786.51		Knouse, Lore L.	Substitute Teacher/Assistant	3,209.75	
Green, Shelby	Grade 3 Teacher	51,498.50		Koblara, Susan	Substitute Nurse	270	
Griffin, Ashley	Facilities Coordinator	20,192.34		Konkel-Dery, Judith A.	Special Education Teacher	96,666.36	
Griswold, Gary	Seasonal DPW Laborer	12,842.72		Kosbab, Kelli	Bus Driver	20,361.48	
Grout, Ashley	Grade 4 Teacher	80,199.65		Kozak, Theodore	Interim Town Administrator	30,144.00	
Grubert, Joanne	Substitute Teacher/Assistant	236.5		Krause, Jana	Library Assistant	112.5	
Grudzien, Judith	Education Assist/Student Support	22,666.45		Krilovich, Robert J.	Music Teacher	79,533.08	
Hagen,Shauna	Integration Assistant	21,378.02		Krochmalnycky, Roman	Park & Rec Playleader	2,046.00	
Hall, Laura	Education Assistant	22,231.29		Kruczek, Tina	Call Firefighter/EMT	9,775.94	
Hemingway, Daniel	Patrolman	65,668.06	19,743.58	Kvaracein, Kimberly	Sunday Librarian	5,973.31	
Hendrick, Heather	Substitute Teacher/Assistant	170.5		Kruczek, Tina	Call Firefighter/EMT	9,775.94	
Holstrom, Gordon E.	Call Firefighter/EMT	29,759.56		Kvaracein, Kimberly	Sunday Librarian	5,973.31	
Hougaard, Kristin	Grade 1 Teacher	81,586.71		Lacy, Jeneé	Selectmen Secretary	13,305.60	
Howard, Patricia	Election Worker	530.75		Laflamme, Darlene	Substitute Teacher/Assistant	831.25	
Howe, James	Bus Driver	8,230.98		Laflash, Adam	Firefighter/Paramedic	7,780.02	
Howe, Tammy	Grade 3 Teacher	85,657.51		Lafrance, Jessica	Library Page	5,516.50	
Hoy, Pamela	Remedial Math Teacher	6,206.13		Lalli, Patricia	Assistant Children's Librarian	48,918.47	
Hoye, Michael	Chemist	1,575.00		Lamica, Sherry	Custodian	14,791.56	
Jacque, Emma	Substitute Teacher/Assistant	330		Lamontagne, David	Light Equipment Operator	12,993.92	678.48
Jaeger, Mary F.	Assistant Principal	95,947.42		Landry, Diana	Bus Driver	18,765.74	
Jalbert, Jeremy	IT Specialist	14,755.76		Langille, Jessica	Bus Driver	19,009.34	
Jalbert, Rachel	COA Program Assistant	11,826.64		Larson, Brian	Equip Operator/Mechanic	53,055.20	4,277.00
Janson, Paul	Patrolman	57,106.85	30,435.25	Lavallee, Jeffrey	Police Sergeant	72,676.52	55,615.54

2018 Calendar Year Salaries							
		Base Pay	*Add'l Pay			Base Pay	*Add'l Pay
Lemieux, Tracey	Integration Assistant	38,297.38		Menard, Lynn Ann	Grade 1 Teacher	98,892.22	
Lenti, Sylvia E.	Library Assistant	7,282.69		Menard, Matthew	Burgess Extended Day Staff	1,592.74	
Lombardi, Joseph	Patrolman	82,706.54	92,156.34	Mendez, Michael	Health Inspector	75	
Lucas, Lydia	Nurse Assistant	32,348.67		Menzone, Daniel S.	Patrolman	34,779.17	
Lupacchino, Patricia	Dispatcher	36,717.77	42,072.77	Merchant, Michael	Recycling Center Assistant	824.76	
MacConnell, Marilyn	Senior Workoff Program	687.5		Mero, Bryan	Custodian	51,392.32	
MacGillivray, Carmen	COA Clerk	20,446.24		Messina, Anthony	On Call Firefighter/EMT-B	15,767.42	
Maguire, Kimberly	Education Assistant	28,008.36		Meunier, Lisa M.	School Nurse	95,343.71	
Maguire, Sarah	Park & Rec Substitute Staff	1,914.00		Meyer, Mary	Un 61 Occupational Therapist	74,763.08	
Malizia, Lynette D.	Education Assist/Student Support	32,757.42		Minchoff, Danny	Music Teacher	90,239.08	
Mallard, Jordan	Lifeguard	2,356.62		Mitchell, David R.	Equipment Operator	45,526.48	3,039.86
Mallard, Marjorie	Integration Assistant	23,200.27		Molloy, Julia	Head Cook	11,012.50	
Mallard, Tanya	Substitute Teacher/Assistant	14,830.70		Mongeon, Anne E.	Integration Assistant	24,422.52	
Maloney, Toniah	Dispatcher	33,191.16	6,864.89	Montgomery, James	Bus Driver	6,853.78	
Marinelli, John	Firefighter/EMT	74,836.40	30,376.86	Moore, Kimberly	Grade 2 Teacher	95,007.22	
Marino, Gretchen	Substitute Nurse	638.35		Moriarty, Shannon	Education Assist/Student Support	22,527.10	
Martin, Emmanuel	Firefighter/Paramedic	9,444.87	31,141.64	Moriarty, Susan J.	Integration Assistant	22,171.12	
Matte, Daniel	Facilities Coordinator	7,473.50		Morris, Gavin	Lifeguard	2,090.55	
Mattioli, Barbara	Election Worker	667.5		Morrison, Joseph	Custodian	43,989.39	
Maus, Deborah	Integration Assistant	17,166.37		Morrissey, Marsha	Substitute Teacher/Assistant	2,283.00	
Mazeika, Paul	Assistant Plumbing Inspector	400		Morse, Deborah J.	Assistant Treasurer/Collector	52,273.63	
McCarthy, Joann	Bus Driver	17,787.03		Morse, Gregory H.	DPW Director	105,357.54	
McClain, Elaine M.	Library Assistant	29,879.47		Mortell, James	Custodian	15,371.03	
McCormick, Sheila	Grade 2 Teacher	96,043.71		Moynagh, Robert	Call Firefighter/Emt	14,601.77	
McDermott, Andrew	Laborer/Driver	11,329.61	688.7	Moynagh, Sean	Call Firefighter	68,032.24	12,243.79
McDonald, Judith C.	Library Assistant	39,881.91		Mullen, Ryan	Call Firefighter/EMT	11,830.22	
McDonough, Ruth	Senior Workoff Program	687.5		Mullin, Jennifer	Grade 3 Teacher	79,417.99	
McGarry, Jessica	Grqde 1 Teacher	95,007.22		Mundell, Cody	Technologist	23,499.97	
McHugh, Eamon	Camera Operator	345		Murphy, Ann	Principal Assessor	73,773.70	
McKeon, Cheryl A.	Cafeteria Worker	16,649.23		Murphy, Jean Terrill	Physical Education Teacher	84,682.50	
McKeon, Maureen A.	Grade 5 Teacher	89,575.57		Murray, Hillary	Patrolman	65,550.85	36,782.18
McKinstry, Carol N.	Substitute Teacher	5,429.00		Myotte, Amber	Grade 6 Teacher	84,705.22	
McLaughlin, Eric	Part-Time Dispatcher	14,543.87		Nauman, Christine	Integration Assistant	30,101.21	
McRoy, Brian L.	Senior Equipment Operator	60,121.60	4,234.49	Nicholas, Katherine	Preschool Teacher	56,635.14	
McRoy, Travis	Recycling Center Assistant	10,193.30		Nichols, Lynn	Remedial Math Teacher	96,307.22	
McRoy, Wendy	Transprtation Supervisor	46,142.50		Nikolla, Patricia	Substitute Teacher/Assistant	2,447.50	
McSweeney, Teagan	Substitute Teacher/Assistant	1,038.00		Nollstadt, Lisa	Integration Assistant	26,742.18	
Meehan McNeil, Dale	Ambulance Billing	24,121.61		Normandin, Patrick	Firefighter/Paramedic	64,814.16	20,103.42
Menafo, Alexander	Senior Workoff Program	1,375.00		Norgard, Kathleen	Senior Workoff Program	687.5	

2018 Calendar Year Salaries							
		Base Pay	*Add'l Pay			Base Pay	*Add'l Pay
O'Brien, Melissa	Education Assist/Student Support	22,556.28		Plumley, Taylor	Dispatcher	23,941.25	
O'Connell, Sheila	Assistant Town Clerk	34,176.76		Polizoti, Kathryn	Election Worker	321.75	
O'Day-Kida, Shawna	Education Assist/Student Support	264		Portwood, Nicole	Substitute Teacher/Assistant	5,522.25	
O'Donnell, Olive	Senior Workoff Program	687.5		Pressman, Sarah	Programming Assistant	23,884.68	
Obuchowski, Ronald	Patrolman	71,338.58	28,576.74	Provo, Barbara	Pathways Teacher	95,007.22	
Olander, Jamie	Substitute Teacher/Assistant	15,157.42		Provost, Dorothy	Senior Workoff Program	687.5	
Olson, Kathleen	Substitute Teacher/Assistant	1,654.25		Prue, Marilyn	Bus Driver	16,477.39	
Ouellette, Amy	Integration Assistant	25,412.60		Puckett, Edith	Senior Workoff Program	390.5	
Ouimet, Arthur Jr.	Senior Workoff Program	687.5		Pupka, Timothy	Heavy Equipment Operator	1,040.28	
Pachis, Stacy	Grade 3 Teacher	30,288.58		Quinn, Debra	Grade 4 Teacher	77,041.44	
Pacitti, Alexander	Burgess Extended Day Staff	5,269.33		Quinn, Megan	Special Education Teacher	44,063.22	
Pacitti, Genevieve V.	Education Assistant	31,523.65		Rabbitt, Susan	Substitute Teacher/Assistant	765	
Pacitti, Heather	Education Assist/Student Support	35,283.96		Rae-Sinianian, Janet	Senior Workoff Program	687.5	
Pacitti, Kaitlin	Burgess Extended Day Staff	3,289.90		Ramirez, Elizabeth	Grade 2 Teacher	98,832.22	
Page, Edward	Patrolman	70,990.44	46,336.55	Randall, Christine	Integration Assistant	26,768.81	
Paine, Sean	Patrolman	72,869.04	38,787.02	Renaud-Jones, Anne	Administrative Assistant	6,813.00	
Palmer, Melissa	Part-Time Dispatcher	1,522.73		Resener, Jessica	Grade 1 Teacher	71,148.36	
Parent, Emilie	Grade 6 Teacher	85,634.79		Rice, Jaime	BOH Inspector	22,494.65	
Parenteau, Jo-Lyn	Grade 1 Teacher	96,732.22		Rice, Lisa	Library Assistant	1,857.95	
Parker, Cecile	Senior Workoff Program	500.5		Richardson, Robert	Senior Workoff Program	687.5	
Parker, Erin M.	Technology Teacher	88,439.08		Riel, Nicole	Grade 5 Teacher	16,635.29	
Parzych, Stacey	Substitute Nurse	42.5		Riendeau, Eric	Firefighter/Paramedic	85,608.96	12,478.63
Patel, Arsh	Camera Operator	210		Ripley, Jessica	Grade 6 Teacher	49,505.86	
Pearl, Aaron	Substitute Teacher/Assistant	7,157.65		Robidoux, Madeline	Senior Workoff Program	687.5	
Pecci, Rose	Park & Rec Substitute Staff	858		Robinson, Sandra	Bus Driver	20,625.73	
Peck, Alesia M.	Grade 4 Teacher	100,119.72		Roderick, Matthew A.	Firefighter/EMT-I	80,999.76	25,933.92
Peck, Michael	Bus Driver	13,907.69		Rodier, Meghan	Occupational Therapist	64,180.06	
Peters, Liza	Administrative Assistant	28,444.31		Rodriguez, Carlos	Custodian	52,573.80	
Peters, Zachary	Camera Operator	545		Rodriguez, Erica J.	Kindergarten Teacher	72,528.91	
Phillips, Danielle	Grade 3 Teacher	73,964.71		Rondina, Eric	Reserve Police Officer	24,966.04	
Phillips, Matthew	Burgess Extended Day Staff	5,256.77		Ropiak, Judith A.	Educational Assistant/Clerk	19,097.70	
Piantoni, Gina	Library Page	24,525.29		Roscioli, Annie	Recreation Director	31,595.47	
Piascik, Ashley	Administrative Assistant	13,150.75		Rowley, Michele	Bus Driver	23,914.09	
Pike, Justin	Firefighter/EMT-B	10,778.20	26,058.87	Roy, Patricia	Election Worker	566.5	
Piscopo, Marie	Admin. Assistant to Principal	190.72		Rozzen, Melissa	Police Secretary	46,496.95	
Placella, Laurie	Integration Assistant	21,239.34		Ryan, Brenda	Election Worker	156.75	
Plimpton, Rebecca	Library Director	78,817.80		Salls, Nora	Bus Driver	12,359.02	
Plumb, Bryan	Substitute Teacher	840		Saloio, Mark G.	Police Lieutenant	76,357.64	18,592.84
Plumley, Belinda	Library Assistant	303.96		Sandberg, Stephen	Cable Access Clerk	6,850.73	

2018 Calendar Year Salaries							
		Base Pay	*Add'l Pay			Base Pay	*Add'l Pay
Schwartz, Susan	Election Worker	393.25		Tibbetts, Roberta J.	Integration Assistant	24,045.24	
Sciullo, Lisa	Education Assist/Student Support	23,272.10		Tolson, Maureen B	Speech Therapist	94,353.93	
Sears, Ryan	Park & Rec Substitute Staff	1,639.00		Thomas, Donna	Grade 6 Teacher	93,753.93	
Sears, Sandra	Finance Clerk	43,286.13		Toon, Dawn	Health Inspector	75	
Shepard, Doreen	Substitute Teacher/Assistant	467.5		Towns, James	On Call Firefighter/EMT-B	10,531.17	
Solari, Jacquelyn	Remedial Math Teacher	15,400.35		Trapasso, Diane	Planning Clerk	319	
Sosik, Amy	Grade 5 Teacher	71,564.44		Tremblay, Scott	Recycling Center Assistant	17,226.08	
Spence, Shelbia	Substitute Teacher/Assistant	363		Trent, Jessica	Conslt for Integration Teacher	44,451.65	
Splaine, Elissa	DPW Secretary	45,380.98		Tsongalis, Theresa J.	Grade 6 Teacher	66,694.93	
Spreeman, Beverly	Election Worker	330		Tytula, Colby	Patrolman	8,269.67	3,630.37
St. Francis, Alexis	Dispatcher	17,169.07	4,725.03	Valiton, Patricia	Health Inspector	16,863.89	
St. Laurent, Debra	Substitute Teacher/Assistant	16,769.37		VanWickler, Dawn	Substitute Teacher/Assistant	1,820.50	
St. Laurent, Juli	Physical Therapist	45,413.48		Vezeau, Keith	Library Assistant	3,453.29	
St. Onge, Cheryl A.	Un 61 Physical Therapist	4,612.93		Vinton, Julie	Art Teacher	88,678.51	
Starkus, Peter	Plumbing Inspector	19,720.00		Volpe, Marylou	Firefighter/EMT	70,243.36	23,301.18
Starr, Krista	Kindergarten Teacher	51,429.88		Walker, Jeffrey	Head Custodian	64,602.70	
Stern, Catherine	Remedial Math Teacher	83,876.22		Walsh, Elizabeth	Special Education Teacher	97,507.22	
Stevens, Lee	Bus Driver	25,214.01		Walsh, Pauline	Senior Workoff Program	687.5	
Stietzel, Barbara	Election Worker	253		Walters, Alison	Psychologist	53,363.29	
Stietzel, Ronald	Election Worker	830.5		Watterson, Carol	Substitute Teacher/Assistant	1,056.00	
Stoltze, Teresa	Education Assist/Student Support	20,940.43		Weeden, Erin	Substitute Teacher/Assistant	308	
Strasheim, Kristin	Administrative Assistant	22,094.02		Welton-Pulsifer, Kimberly	DPW Crew Leader	60,573.60	5,009.91
Strause, Audra	Substitute Teacher/Assistant	6,517.50		Weston, Heather	COA Director	39,034.59	
Sutter, Steven	Equipment Operator	4,086.14		White, Christina	Substitute Teacher/Assistant	2,289.49	
Swanda, Bryan	Firefighter/EMT-B	14,936.84	26,888.15	White, Kimberly	Substitute Teacher/Assistant	21,027.78	
Swift, Sarah A.	Media/Librarian	95,507.22		White, Sherri	Integration Assistant	32,723.45	
Szumilas, Andrew	Laborer/Driver	42,864.75		Williams, Sarah	Substitute Teacher/Assistant	396	
Tenerowicz, Anna	Library Page	951.5		Wilson, Christine A.	Election Worker	728.5	
Terry, Jamie	Interim Health Agent	23,666.00		Wong, Leslie	Community Resources Coord.	31,834.68	
Tetreault, Jennifer	Fitness Instructor	10,920.00		Wuelfing, Bethany	Grade 5 Teacher	76,489.71	
Thomas, Dawn	Integration Assistant	14,350.69		Yarter, Nicholas	Burgess Extended Day Staff	1,219.35	
Thomas, Donna	Grade 6 Teacher	93,753.93		Yates, Darren	Burgess Extended Day Staff	6,697.87	
Thompson, Kirstie	Behavioral Specialist	30,730.79		Zaniewski, Nikola	Camera Operator	345	
Thompson, Lori	Grade 2 Teacher	81,830.94		Zelazo, Cheryl A.	Assistant Adult Librarian	53,062.47	
Thompson, Theresa A.	Integration Assistant	22,624.74		Zikos, Lucine	Instructional Assistant	39,918.69	
Thurston, Sally	Grade 5 Teacher	88,014.08		Zilic, Samson	Substitute Teacher/Assistant	66	

*Add'l Pay includes all or some of the following: Quinn Bill, Overtime, Court Time, Extra Detail.

**REPORT OF THE TOWN ACCOUNTANT
FISCAL YEAR 2018**

I hereby submit my report for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Account Name	Year-To-Date Revenue	Totals
Taxes:		
Personal Property Taxes	1,012,908.38	
Real Estate Taxes	22,638,310.04	
Rollback Taxes	35,444.99	
Supplemental Real Estate Taxes	22,174.68	
Tax Liens Redeemed	59,569.48	
Motor Vehicle Excise	1,492,440.43	
Boat Excise	3,002.47	
Trailer Excise	36,612.00	25,300,462.47
Betterment Revenue:		
Mountain Brook Betterment	24,381.81	
Maintain Brook Betterment Interest	3,561.96	
Caron & Valley Betterment	22,910.62	
Caron & Valley Betterment Interest	1,024.85	51,879.24
Penalties & Interest On Taxes:		
Real Estate & Personal Property	37,342.84	
Motor Vehicle Excise Taxes	40,814.95	
Tax Liens	46,031.29	
Boat Liens	170.64	124,359.72
Other Taxes:		
Payments in Lieu of Taxes	21,659.91	
Room Occupancy Tax -- Hotel/Motel	674,436.27	
Forestry Products	-	
Meals Tax	464,677.11	1,160,773.29
Ambulance Service Fees	515,746.91	515,746.91
Grave Openings & Sales	9,980.28	9,980.28
Fees & Other Charges:		
Library Fax /Copier Fees	896.00	

Account Name	Year-To-Date Revenue	Totals
Town Hall Copy Receipts	1,034.80	
Town Clerk Misc	1,437.35	
Business Certifications	3,430.00	
Vital Records	11,766.00	
Flammable Storage	3,900.00	
Extended Polling Hours	320.00	
Emergency Cleanup Mass Pike	3,250.00	
Board of Health Charges, Fees & Income	8,570.00	
Police Department - Records Requests	2,131.00	
Police Department - False Alarm Fees	3,600.00	
COA Newsletter Postage	75.00	
Dog License Fees	14,892.00	
Collector's Fees	11,680.00	
Site Plan Review	8,811.50	
Zoning Board Fees	1,650.00	
Annual Cable Franchise	1,521.50	
Registry Markings	9,100.00	
Conservation Commission - Wetland Filing Fees	4,768.60	
Union 61 Reimbursement	116,567.17	
Café Benefits Reimb.	2,553.00	
MassDOT Fire Fees	-	
Fire Department - Insurance Requests	70.00	
10% Administrative Fee -- Extra Detail	17,176.76	229,200.68
Licenses & Permits:		
Alcohol Beverages Licenses	62,025.00	
Other Licenses	8,380.00	
Transient Vendor Licenses	4,350.00	
Electrical Permits	27,108.00	
Building Permits	105,727.65	
Plumbing Permits	28,368.00	
Board of Health Permits	43,510.00	
Fire Permits	7,785.00	
Fire Inspections	11,575.00	
Police Permits	5,525.00	
Driveway Permits	650.00	305,003.65
State Revenue:		
Abatements: Veterans, Blind, Surviving Spouse	29,088.00	
Elderly Abatements	8,032.00	
School Aid Chapter 70	3,795,214.00	
Charter School Reimbursement	128,534.00	

Account Name	Year-To-Date Revenue	Totals
Unrestricted Government Aid	773,978.00	
State Owned Land	133,827.00	
Veterans Benefits - Ch 115	19,848.00	
Thames River	22,218.24	
Court Fines	154,323.38	
Municipal Medicaid Reimbursement	155,897.91	5,220,960.53
Fines & Forfeitures:		
Library Fines	1,237.58	
Dog Fines	2,525.00	
Parking Fines	205.00	
Non-Criminal Dispositions	1,805.00	
Abandoned Vehicles	2,750.00	8,522.58
Miscellaneous Revenue:		
Sale of Foreclosed Property	-	
Earnings on Investments	81,148.39	
Miscellaneous Revenue	116,440.70	
Sale of Surplus Equipment	-	
I O D Reimbursement	31,514.29	
Over/Short	(50.00)	
Reimbursement - Prior Year	1,982.72	
Land Court Fees Returned	379.98	
Restitution	421.94	
Premium on Bond	4,162.99	
Water/ Sewer Liability Account	3,915.00	
Local Access Cable Payroll Deductions	13,433.27	253,349.28
Transfers From Other Funds:		
Special Revenue Funds	6,600.99	
Capital Projects	55,676.54	
Agency Funds	0.74	
Trust Funds	5,000.00	67,278.27
TOTAL GENERAL FUND REVENUES		33,247,516.90

**SPECIAL REVENUE FUNDS
FISCAL YEAR 2018**

Sewer Special Revenue Fund

Fund Balance as of June 30, 2017: \$4,564,219.02

Expenditures:

Department Head Salary	\$12,523.00
Energy	\$199,849.73
Encumbered Energy	-
Registry Feeds	-
Outside Contract	\$825,116.88
Sewer Expansion Feasibility	\$2,100.00
Billing Expense	\$4,773.33
Miscellaneous Equipment	\$60,955.73
Encumbered Misc Equipment	\$3,179.47
Chemical & Testing	-
Encumbered Chemical & Testing	\$4,947.00
Capital Replacement	\$72,858.94
Encumbered Capital Replacement	\$13,550.00
WWTP Spill Prevention	-
Debt Service	\$857,046.54
Debt Service - Phase II	\$203,576.45
Debt Service - Phase III	\$253,450.00
Debt Service - Cedar Lake	\$114,414.50
Debt Service - Big Alum	\$153,212.50
Debt Service - Woodside	\$58,412.50
Liquid Sludge Hauling	\$140,308.55
Encumbered Liquid Sludge Hauling	\$12,863.90
Southbridge Fees	\$186,061.80
Total Expenditures	\$3,179,200.82

Revenues:

Sewer User Charges	2,195,136.76
Sewer Interest Charges	12,011.70
Interest and Demand On Sewer	5,960.46
Sewer Liens	62,952.41
Interest Income - Surplus	25,589.37
Septic Revenue	80,794.38
Miscellaneous Charges	935.00

Cross Connection Fees	9,600.00
Sewer Rate Relief	-
Sewer Privilege Fees	14,212.29
Phase II Betterments	160,537.70
Phase II Interest	9,093.56
Cedar Lake Betterments	93,342.88
Cedar Lake Interest	5,058.85
Phase III Sewer Betterments	84,524.59
Phase III Sewer Interest	24,111.27
Big Alum Betterments	45,445.63
Big Alum Interest	20,045.14
Woodside Betterments	34,244.11
Woodside Interest	16,037.25
Phase II Betterment Liens	501.93
Phase III Betterment Liens	-
Cedar Lake Betterment Liens	-
Woodside Betterment Liens	-
Big Alum Betterment Liens	4,104.53
Transfer from CPF	-
Premium on Bonds	136.86
Total Revenues	<hr/> 2,904,376.67
 Fund Balance as of June 30, 2018:	 <hr/> \$4,289,394.87

**SPECIAL REVENUE FUNDS
FISCAL YEAR 2017**

Sewer Special Revenue Fund

Fund Balance as of June 30, 2016: \$4,515,204.08

Expenditures:

Department Head Salary	\$11,952.00
Energy	\$196,045.19
Encumbered Energy	\$0.00
Registry Feeds	\$600.00
Outside Contract	\$818,057.99
Sewer Expansion Feasibility	\$10,500.00
Billing Expense	\$4,899.55
Miscellaneous Equipment	\$60,474.85
Encumbered Misc Equipment	\$44,482.44
Chemical & Testing	
Capital Replacement	\$21,465.37
Encumbered Capital Replacement	\$6,357.38
WWTP Spill Prevention	
Debt Service	\$851,525.91
Debt Service - Phase II	\$206,568.60
Debt Service - Phase III	\$267,350.00
Debt Service - Cedar Lake	\$113,827.67
Debt Service - Big Alum	\$156,337.50
Debt Service - Woodside	\$59,537.50
Liquid Sludge Hauling	\$162,355.60
Southbridge Fees	\$165,000.00
Total Expenditures	\$3,157,337.55

Revenues:

Sewer User Charges	2,257,015.05
Sewer Interest Charges	12,220.00
Interest and Demand On Sewer	5,590.89
Sewer Liens	116,006.20
Interest Income - Surplus	22,662.19
Septic Revenue	181,223.48
Miscellaneous Charges	358.12
Cross Connection Fees	8,400.00
Sewer Rate Relief	622.00

Sewer Privilege Fees	23,624.16
Phase II Betterments	164,218.47
Phase II Interest	12,334.22
Cedar Lake Betterments	102,952.02
Cedar Lake Interest	7,337.34
Phase III Sewer Betterments	139,778.14
Phase III Sewer Interest	34,001.27
Big Alum Betterments	39,461.72
Big Alum Interest	20,482.00
Woodside Betterments	38,696.29
Woodside Interest	18,829.08
Phase II Betterment Liens	-
Phase III Betterment Liens	-
Cedar Lake Betterment Liens	539.85
Woodside Betterment Liens	-
Transfer from CPF	
Total Revenues	<hr/> 3,206,352.49
Fund Balance as of June 30, 2017:	<hr/> <hr/> \$4,564,219.02

Water Special Revenue Fund

Fund Balance as of June 30, 2017: \$1,629,796.21

Expenditures:

Department Head Salary	\$12,523.00
Energy	\$67,416.04
Encumbered Energy	\$1,908.43
Outside Contract	\$647,813.04
Billing Expense	\$4,466.05
Chemical & Testing	-
Miscellaneous	\$26,373.90
Capital Replacement	\$39,800.50
Encumbered Capital Replacement	\$13,800.00
Article 42 Fiske Booster Station	-
Debt Service	\$521,265.28
Water Meter Maintenance	\$8,673.22
Water Meters	-
Water Management Act Permit	-
Water Supply Study	\$19,560.00
Total Expenditures	<u>\$1,363,599.46</u>

Revenues:

Water User Charges	1,452,739.53
Water Interest Charges	9,143.73
Interest & Demand On Water	5,960.46
Water Liens	50,064.90
Miscellaneous Water	10,327.94
Cross Connection	11,585.14
Premium on Bond	117.01
Transfer from CPF	-
Total Revenues	<u>1,539,938.71</u>

Fund Balance as of June 30, 2018: \$1,806,135.46

ANNUAL ACCOUNTING OF REVOLVING FUNDS
July 1, 2017- June 30, 2018

RECREATION REVOLVING FUND

Starting Balance	\$	32,301.45
Revenue	\$	16,629.00
Expenditures	\$	8,892.63
Ending Balance	\$	40,037.82

PLANNING DEPARTMENT REVOLVING FUND

Starting Balance	\$	815.00
Revenue	\$	-
Expenditures	\$	-
Ending Balance	\$	815.00

FIRE DEPARTMENT HAZMAT REVOLVING FUND

Starting Balance	\$	2,062.10
Revenue	\$	6,421.25
Expenditures	\$	3,576.25
Ending Balance	\$	4,907.10

CONSERVATION COMMISSION REVOLVING FUND (PUBLIC LANDS)

Starting Balance	\$	800.00
Revenue	\$	-
Expenditures	\$	-
Ending Balance	\$	800.00

SENIOR CENTER REVOLVING FUND

Starting Balance	\$	3,852.39
Revenue	\$	4,590.00
Expenditures	\$	3,980.79
Ending Balance	\$	4,461.60

STURBRIDGE TOURIST ASSOCIATION REVOLVING FUND

Starting Balance	\$	254.98
Revenues	\$	-
Expenditures		
Ending Balance	\$	254.98

BOARD OF HEALTH REVOLVING FUND

Starting Balance	\$	46,313.70
Revenues	\$	15,940.00
Expenditures	\$	12,916.61
Ending Balance	\$	49,337.09

PAY AS YOU THROW PROGRAM

Starting Balance	\$	84,212.97
Revenues	\$	22,700.00
Expenditures	\$	-
Ending Balance	\$	106,912.97

CPR

Starting Balance	\$	-
Revenues	\$	-
Expenditures	\$	-
Ending Balance	\$	-

HOUSE NUMBERING

Starting Balance	\$	-
Revenues	\$	1,799.00
Expenditures	\$	1,315.98
Ending Balance	\$	483.02

**Town of Sturbridge
Fiscal Year 2018**

Department:	Budget	Expended	Unexpended
Board of Selectmen			
Salaries/Wages	\$0.00	\$0.00	\$923.00
Purchased Services	\$1,250.00	\$1,250.00	\$0.00
Other Charges/Expenses	\$2,050.00	\$355.47	\$1,694.53
Total Board of Selectmen	\$3,300.00	\$1,605.47	\$1,694.53
Town Administrator			
Department Head Salary	\$140,039.00	\$140,039.00	\$0.00
Clerical/Secretarial Salary	\$42,562.00	\$32,961.30	\$9,600.70
Merit Based Pay Incentive	\$22,912.00	\$18,762.86	\$4,149.14
Purchased Services	\$6,500.00	\$6,500.00	\$0.00
Encumbered Purchased Services	\$174.00	\$174.00	\$0.00
Supplies/Expenses	\$2,850.00	\$2,634.97	\$215.03
Other Charges/Expenses	\$6,600.00	\$6,502.44	\$97.56
Matching Grant Funds	\$20,000.00	\$4,074.00	\$15,926.00
Total Town Administrator	\$241,637.00	\$211,648.57	\$29,988.43
Finance Committee			
Salaries/Wages	\$3,468.00	\$868.89	\$2,599.11
Purchased Services	\$3,400.00	\$1,728.00	\$1,672.00
Other Charges/Expenses	\$200.00	\$180.00	\$20.00
Total Finance Committee	\$7,068.00	\$2,776.89	\$4,291.11
Town Accountant			
Department Head Salary	\$68,496.00	\$68,496.00	\$0.00
Salaries/Wages	\$14,220.00	\$12,492.19	\$1,727.81
Purchased Services	\$1,200.00	\$290.00	\$910.00
Supplies/Expenses	\$975.00	\$166.95	\$808.05
Other Charges/Expenses	\$625.00	\$50.00	\$575.00
Total Town Accountant	\$85,516.00	\$81,495.14	\$4,020.86
Board of Assessors			
Department Head Salary	\$69,935.00	\$69,935.00	\$0.00
Salaries/Wages	\$29,064.00	\$28,432.82	\$631.18
Purchased Services	\$32,565.00	\$25,447.85	\$7,117.15
Vision Upgrade	\$16,300.00	\$0.00	\$16,300.00
Encumbered Revaluation	\$0.00	\$0.00	\$0.00
Supplies/Expenses	\$1,700.00	\$1,216.95	\$483.05
Other Charges/Expenses	\$1,380.00	\$923.51	\$456.49
Total Board of Assessors	\$150,944.00	\$125,956.13	\$24,987.87

Department:	Budget	Expended	Unexpended
Finance Director			
Department Head Salary	\$99,438.00	\$99,438.00	\$0.00
Salaries/Wages	\$114,559.00	\$114,559.00	\$0.00
Longevity	\$1,400.00	\$1,400.00	\$0.00
Certificate Stipend	\$1,000.00	\$1,000.00	\$0.00
Purchased Services	\$11,275.00	\$4,776.38	\$6,498.62
Supplies/Expenses	\$7,375.00	\$6,310.07	\$1,064.93
Encumbered Supplies	\$74.00	\$73.79	\$0.21
Other Charges/Expenses	\$1,575.00	\$643.47	\$931.53
Total Finance Director	\$236,696.00	\$228,200.71	\$8,495.29
Town Counsel			
Purchased Services	\$140,000.00	\$126,716.77	\$13,283.23
Encumbered Purchased Services	\$20.00	\$19.54	\$0.46
Total Town Counsel	\$140,020.00	\$126,736.31	\$13,283.69
Information Technology			
Purchased Services	\$100,479.00	\$80,849.70	\$19,629.30
Encumbered Purchased Services	\$3,750.00	\$3,750.00	\$0.00
Supplies/Expenses	\$5,000.00	\$820.73	\$4,179.27
Capital Outlay	\$50,000.00	\$31,159.95	\$18,840.05
Total Information Technology	\$159,229.00	\$116,580.38	\$42,648.62
Town Clerk			
Department Head Salary	\$60,564.00	\$60,564.00	\$0.00
Salaries/Wages	\$34,526.00	\$32,766.44	\$1,759.56
Certification Stipend	\$0.00	\$0.00	\$0.00
Purchased Services	\$714.00	\$669.00	\$45.00
Encumbered Purchased Services	\$314.00	\$314.00	\$0.00
Supplies/Expenses	\$1,400.00	\$1,400.00	\$0.00
Other Charges/Expenses	\$1,600.00	\$603.44	\$996.56
Total Town Clerk	\$99,118.00	\$96,316.88	\$2,801.12
Election & Registration			
Board Members Salaries	\$300.00	\$300.00	\$0.00
Salaries/Wages	\$3,900.00	\$3,790.71	\$109.29
Purchased Services	\$6,480.00	\$6,251.68	\$228.32
Supplies/Expenses	\$1,100.00	\$1,083.59	\$16.41
Encumbered Supplies/ Expenses	\$48.00	\$47.57	\$0.43
Total Election & Registration	\$11,828.00	\$11,473.55	\$354.45

Department:	Budget	Expended	Unexpended
Conservation Commission			
Department Head Salary	\$53,707.00	\$53,671.82	\$35.18
Salaries/Wages	\$18,720.00	\$17,567.79	\$1,152.21
Purchased Services	\$8,068.00	\$6,588.00	\$1,480.00
Encumbered Purchased Services	\$5,700.00	\$4,212.00	\$1,488.00
Supplies/Expenses	\$1,300.00	\$941.42	\$358.58
Other Charges/Expenses	\$600.00	\$335.00	\$265.00
Total Conservation Commission	\$88,095.00	\$83,316.03	\$4,778.97
Planning Board			
Department Head Salary	\$84,447.00	\$84,447.00	\$0.00
Salaries/Wages	\$38,194.00	\$33,431.09	\$4,762.91
Longevity	\$475.00	\$475.00	\$0.00
Purchased Services	\$38,145.00	\$22,565.59	\$15,579.41
Supplies/Expenses	\$3,400.00	\$3,400.00	\$0.00
Encumbered Supplies/ Expenses	\$641.04	\$641.04	\$0.00
Regional District Assessment	\$2,527.00	\$2,526.27	\$0.73
Other Charges/Expenses	\$938.00	\$648.70	\$289.30
Total Planning Board	\$168,767.04	\$148,134.69	\$20,632.35
Zoning Board of Appeals			
Purchased Services	\$500.00	\$75.00	\$425.00
Supplies/Expenses	\$350.00	\$350.00	\$0.00
Encumbered Supplies/ Expenses	\$292.00	\$291.70	\$0.30
Other Charges/Expenses	\$90.00	\$0.00	\$90.00
Total Zoning Board of Appeals	\$1,232.00	\$716.70	\$515.30
Economic Development			
Purchased Services	\$200.00	\$125.00	\$75.00
Supplies/Expenses	\$1,200.00	\$1,085.86	\$114.14
Other Charges/Expenses	\$200.00	\$128.94	\$71.06
Total Economic Development	\$1,600.00	\$1,339.80	\$260.20
Facilities			
Salaries/Wages	\$60,480.00	\$49,496.62	\$10,983.38
Purchased Services	\$200.00	\$196.00	\$4.00
Supplies/Expenses	\$1,000.00	\$112.65	\$887.35
Other Charges/Expenses	\$300.00	\$0.00	\$300.00
Total Facilities	\$61,980.00	\$49,805.27	\$12,174.73

Department:	Budget	Expended	Unexpended
Town Hall			
Purchased Services	\$48,525.00	\$45,720.93	\$2,804.07
Supplies/Expenses	\$2,200.00	\$1,308.89	\$891.11
Total Town Hall	\$50,725.00	\$47,029.82	\$3,695.18
Center School Office			
Purchased Services	\$36,375.00	\$31,298.29	\$5,076.71
Encumbered Purchased Services	\$99.00	\$98.50	\$0.50
Supplies/Expenses	\$1,200.00	\$775.11	\$424.89
Total Center School Office	\$37,674.00	\$32,171.90	\$5,502.10
Senior Center			
Purchased Services	\$33,737.00	\$19,273.11	\$14,463.89
Supplies/Expenses	\$1,700.00	\$1,700.00	\$0.00
Total Senior Center	\$35,437.00	\$20,973.11	\$14,463.89
Joshua Hyde Library			
Purchased Services	\$34,419.00	\$31,449.30	\$2,969.70
Encumbered Purchased Services	\$99.00	\$98.60	\$0.40
Supplies/Expenses	\$1,550.00	\$1,547.07	\$2.93
Total Joshua Hyde Library	\$36,068.00	\$33,094.97	\$2,973.03
Safety Complex			
Purchased Services	\$100,720.00	\$99,344.71	\$1,375.29
Encumbered Purchased Services	\$443.00	\$443.00	\$0.00
Supplies/Expenses	\$10,200.00	\$7,678.70	\$2,521.30
Encumbered Supplies/Expenses	\$3,006.00	\$3,005.57	\$0.43
Total Safety Complex	\$114,369.00	\$110,471.98	\$3,897.02
Nursery School			
Purchased Services	\$5,300.00	\$1,000.00	\$4,300.00
Encumbered Purchased Services	\$170.00	\$169.86	\$0.14
Total Nursery School	\$5,300.00	\$1,000.00	\$4,300.00
8 Brookfield Road			
Purchased Services	\$4,300.00	\$122.22	\$4,177.78
Total 8 Brookfield Road	\$4,300.00	\$122.22	\$4,177.78
Police Department			
Department Head Salary	\$125,739.00	\$124,494.14	\$1,244.86
Salaries/Wages	\$1,767,266.00	\$1,702,360.08	\$64,905.92
Longevity	\$7,750.00	\$6,650.00	\$1,100.00

Department:	Budget	Expended	Unexpended
Emergency Management Stipend	\$6,000.00	\$6,000.00	\$0.00
Overtime Wages	\$429,368.00	\$404,648.42	\$24,719.58
Purchased Services	\$86,284.00	\$54,722.32	\$31,561.68
Encumbered Purchased Services	\$2,250.00	\$0.00	\$2,250.00
Supplies/Expenses	\$64,250.00	\$51,287.39	\$12,962.61
Other Charges/Expenses	\$7,064.00	\$5,664.88	\$1,399.12
Capital Outlay	\$106,000.00	\$102,334.66	\$3,665.34
Total Police Department	\$2,601,971.00	\$2,458,161.89	\$143,809.11
Fire Department			
Department Head Salary	\$107,100.00	\$107,100.00	\$0.00
Salaries/Wages	\$835,832.00	\$772,639.88	\$63,192.12
Longevity	\$2,150.00	\$2,150.00	
Overtime	\$212,462.00	\$193,059.11	\$19,402.89
Purchased Services	\$91,406.00	\$89,331.11	\$2,074.89
Encumbered Purchased Services	\$1,500.00	\$0.00	\$1,500.00
Supplies/Expenses	\$87,048.00	\$64,593.18	\$22,454.82
Encumbered Supplies/Expenses	\$2,273.00	\$2,272.73	\$0.27
Other Charges/Expenses	\$7,100.00	\$2,740.20	\$4,359.80
Total Fire Department	\$1,346,871.00	\$1,233,886.21	\$112,984.79
Building Inspector			
Department Head Salary	\$73,764.00	\$73,764.00	\$0.00
Salaries/Wages	\$35,217.00	\$35,217.00	\$0.00
Purchased Services	\$1,620.00	\$300.00	\$1,320.00
Supplies/Expenses	\$1,600.00	\$1,038.62	\$561.38
Other Charges/Expenses	\$700.00	\$269.94	\$430.06
Total Building Inspector	\$112,901.00	\$110,589.56	\$2,311.44
Sealer			
Purchased Services	\$5,350.00	\$5,300.00	\$50.00
Total Sealer	\$5,350.00	\$5,300.00	\$50.00
Inspectors			
Salaries/Wages	\$44,000.00	\$37,960.00	\$6,040.00
Purchased Services	\$300.00	\$0.00	\$300.00
Supplies/Expenses	\$500.00	\$69.42	\$430.58
Other Charges/Expenses	\$2,460.00	\$2,400.00	\$60.00
Total Inspectors	\$47,260.00	\$40,429.42	\$6,830.58
Tree Warden			
Department Head Salary	\$2,575.00	\$2,575.00	\$0.00

Department:	Budget	Expended	Unexpended
Purchased Services	\$15,900.00	\$14,076.75	\$1,823.25
Supplies/Expenses	\$675.00	\$529.48	\$145.52
Other Charges/Expenses	\$1,125.00	\$927.00	\$198.00
Total Tree Warden	\$20,275.00	\$18,108.23	\$2,166.77
Education			
Burgess Elementary	\$11,020,234.00	\$10,408,352.30	\$611,881.70
Encumbered Burgess Elementary	\$29,240.00	\$29,125.65	\$114.35
Summer Payroll	\$568,856.38	\$568,856.38	\$0.00
Tantasqua Town Assessment	\$6,563,877.00	\$6,563,877.00	\$0.00
Tantasqua Transportation Assessment	\$148,829.00	\$148,829.00	\$0.00
Charter School Transportation	\$6,000.00	\$1,955.00	\$4,045.00
Total Education	\$18,337,036.38	\$17,720,995.33	\$616,041.05
Department of Public Works			
Department Head Salary	\$75,137.00	\$75,137.00	\$0.00
Salaries/Wages	\$795,867.00	\$612,346.69	\$183,520.31
Longevity	\$2,150.00	\$2,050.00	\$100.00
Overtime	\$12,000.00	\$8,787.07	\$3,212.93
Purchased Services	\$80,329.00	\$64,114.83	\$16,214.17
Encumbered Purchased Services	\$485.00	\$345.00	\$140.00
Supplies/Expenses	\$76,240.00	\$75,958.91	\$281.09
Encumbered Supplies/Expenses	\$108.00	\$107.97	\$0.03
Other Charges/Expenses	\$1,430.00	\$1,358.60	\$71.40
Total Department of Public Works	\$1,043,746.00	\$840,206.07	\$203,539.93
Town Roads			
Private Road Maintenance	\$6,000.00	\$6,000.00	\$0.00
Total Town Roads	\$6,000.00	\$6,000.00	\$0.00
Snow & Ice Removal			
Overtimes	\$46,350.00	\$38,628.89	\$7,721.11
Purchased Services	\$123,743.00	\$123,742.65	\$0.35
Supplies/Expenses	\$171,854.00	\$179,575.22	(\$7,721.22)
Total Snow & Ice Removal	\$341,947.00	\$341,946.76	\$0.24
Recycling Center			
Salaries/Wages	\$106,922.00	\$97,172.78	\$9,749.22
Encumbered Salaries	\$39.00	\$38.79	\$0.21
Overtime	\$1,500.00	\$0.00	\$1,500.00
Purchased Services	\$157,460.00	\$122,364.34	\$35,095.66
Encumbered Purchased Services	\$1,250.00	\$1,250.00	\$0.00

Department:	Budget	Expended	Unexpended
Supplies/Expenses	\$9,270.00	\$5,907.43	\$3,362.57
Encumbered Supplies/ Expenses	\$1,435.00	\$1,292.67	\$142.33
Total Landfill	\$277,876.00	\$228,026.01	\$49,849.99
Board of Health			
Department Head Salary	\$69,458.00	\$40,096.60	\$29,361.40
Salaries/Wages	\$27,302.00	\$27,301.52	\$0.48
Encumbered Salaries	\$89.40	\$89.40	\$0.00
Purchased Services	\$5,771.00	\$4,299.27	\$1,471.73
Supplies/Expenses	\$2,625.00	\$1,976.60	\$648.40
Other Charges/Expenses	\$1,570.00	\$1,170.86	\$399.14
Total Board of Health	\$106,815.40	\$74,934.25	\$31,881.15
Health Care			
Community Health Care	\$4,000.00	\$3,440.00	\$560.00
Total Health Care	\$4,000.00	\$3,440.00	\$560.00
Inspections & Testing			
Public Access Inspections	\$44,117.00	\$41,272.53	\$2,844.47
Total Inspections & Testing	\$44,117.00	\$41,272.53	\$2,844.47
Council on Aging			
Department Head Salary	\$56,953.00	\$46,368.19	\$10,584.81
Salaries/Wages	\$73,929.00	\$69,879.38	\$4,049.62
Longevity	\$500.00	\$500.00	\$0.00
Purchased Services	\$1,870.00	\$1,321.00	\$549.00
Supplies/Expenses	\$1,700.00	\$1,659.95	\$40.05
Other Charges/Expenses	\$2,400.00	\$1,853.51	\$546.49
Medical Transportation	\$4,049.00	\$2,656.05	\$1,392.95
Encumbered Medical Transportation	\$49.00	\$48.95	\$0.05
Total Council on Aging	\$141,450.00	\$124,287.03	\$17,162.97
Veterans' Services			
Department Head Salary	\$5,150.00	\$5,150.00	\$0.00
Purchased Services	\$250.00	\$0.00	\$250.00
Supplies/Expenses	\$575.00	\$72.99	\$502.01
American Legion Expenses	\$1,600.00	\$1,600.00	\$0.00
Memorial & Veterans Day	\$3,000.00	\$2,710.01	\$289.99
Encumbered Memorial Day & Veterans Day	\$443.11	\$443.11	\$0.00
Other Charges/Expenses	\$500.00	\$0.00	\$500.00
Veterans' Benefits	\$50,000.00	\$26,812.99	\$23,187.01
Total Veterans' Services	\$61,518.11	\$36,789.10	\$24,729.01

Department:	Budget	Expended	Unexpended
Joshua Hyde Library			
Department Head Salary	\$74,986.00	\$74,986.00	\$0.00
Salaries/Wages	\$281,039.00	\$276,631.11	\$4,407.89
Longevity	\$1,200.00	\$1,200.00	\$0.00
Purchased Services	\$20,834.00	\$20,568.44	\$265.56
Supplies/Expenses	\$3,500.00	\$3,499.32	\$0.68
Library Supplies/ Books & Media	\$94,494.00	\$94,493.80	\$0.20
Other Charges/Expenses	\$2,565.00	\$2,565.00	\$0.00
Total Joshua Hyde Library	\$478,618.00	\$473,943.67	\$4,674.33
Recreation Department			
Department Head Salary	\$34,671.00	\$30,425.12	\$4,245.88
Salaries/Wages	\$25,173.00	\$22,846.03	\$2,326.97
Longevity	\$250.00	\$0.00	\$250.00
Purchased Services	\$12,673.00	\$10,936.00	\$1,737.00
Encumbered Purchased Services	\$1,074.00	\$566.07	\$507.93
Supplies/Expenses	\$2,650.00	\$432.25	\$2,217.75
Team Sports	\$7,500.00	\$7,500.00	\$0.00
Other Charges/Expenses	\$210.00	\$100.00	\$110.00
Total Recreation Department	\$84,201.00	\$72,805.47	\$11,395.53
Trails			
Purchased Services	\$200.00	\$0.00	\$200.00
Other Charges/ Expenses	\$100.00	\$0.00	\$100.00
Total Historical Commission	\$300.00	\$0.00	\$100.00
Historical Commission			
Purchased Services	\$300.00	\$38.00	\$262.00
Encumbered Purchased Services	\$262.00	\$262.00	\$0.00
Supplies/Expenses	\$200.00	\$3.85	\$196.15
Other Charges/Expenses	\$100.00	\$100.00	\$0.00
Total Historical Commission	\$862.00	\$403.85	\$458.15
Debt Service - Principal			
Burgess Renovation	\$915,000.00	\$915,000.00	\$0.00
Town Hall/Center Office Building	\$175,000.00	\$175,000.00	\$0.00
Total Debt Service - Principal	\$1,090,000.00	\$1,090,000.00	\$0.00
Debt Service - Interest			
Burgess Renovation	\$419,331.00	419,331.00	0.00
Town Hall/Center Office Building	\$80,368.00	80,368.00	0.00

Department:	Budget	Expended	Unexpended
Short Term Interest	\$10,000.00	0.00	10,000.00
Thall Debt Exclusion	\$4,301.00	4,300.75	0.25
Burgess Debt Exclusion	\$20,194.00	1,811.42	18,382.58
Total Debt Service - Interest	\$534,194.00	\$505,811.17	\$28,382.83
 Comm of Mass - Assessment			
MV Non-Renewal Surcharge	\$9,700.00	\$9,700.00	\$0.00
Air Pollution	\$2,795.00	\$2,795.00	\$0.00
Regional Transit	\$24,445.00	\$24,445.00	\$0.00
School Choice Assessment	\$98,796.00	\$97,540.00	\$1,256.00
Mosquito Control Project	\$98,280.00	\$98,280.00	\$0.00
Charter School Assessment	\$192,930.00	\$181,582.00	\$11,348.00
Total Comm of Mass - Assessment	\$426,946.00	\$414,342.00	\$12,604.00
 Capital Projects			
PSC Drainage Remediation	\$10,300.00	\$0.00	\$10,300.00
Senior Center Repaving	\$52,920.00	\$52,920.00	\$0.00
Dispatch Lightning Equipment	\$16,000.00	\$0.00	\$16,000.00
HVAC Study	\$24,838.00	\$6,138.00	\$18,700.00
Parking Lot Renovation	\$44,723.00	\$44,722.75	\$0.25
Painting Cupola	\$18,000.00	\$0.00	\$18,000.00
Senior Center Feasibility	\$27,893.00	\$11,117.50	\$16,775.50
Public Safety Building Feasibility	\$45,000.00	\$0.00	\$45,000.00
Public Works Building Feasibility	\$45,000.00	\$0.00	\$45,000.00
Senior Center Windows	\$28,000.00	\$28,000.00	\$0.00
Garage Waste Oil	\$8,200.00	\$8,200.00	\$0.00
DPW Rood Repair	\$42,000.00	\$0.00	\$42,000.00
Dump Truck	\$188,000.00	\$0.00	\$188,000.00
HVAC Study Town Hall & COB	\$35,000.00	\$0.00	\$35,000.00
Rescue Boat	\$28,000.00	\$28,000.00	\$0.00
Portable Two-way Radio	\$27,000.00	\$0.00	\$27,000.00
Painting- Main Floor	\$25,000.00	\$0.00	\$25,000.00
Defibrillators	\$12,600.00	\$11,970.00	\$630.00
Palm Scanner	\$25,500.00	\$21,830.92	\$3,669.08
Security Access System	\$33,000.00	\$31,699.00	\$1,301.00
4wd Utility Vehicle	\$10,500.00	\$10,481.59	\$18.41
PSC Office Chairs	\$7,500.00	\$7,137.08	\$362.92
ART 33 ADA Access	\$20,000.00	\$0.00	\$20,000.00
Generator- PSC	\$65,400.00	\$0.00	\$65,400.00
Total Capital Projects	\$840,374.00	\$262,216.84	\$578,157.16

Department:	Budget	Expended	Unexpended
Unpaid Prior Year Bills			
Unpaid Prior Year Bills	\$1,077.00	\$1,028.97	\$48.03
Unpaid Prior Year Bills	\$1,077.00	\$1,028.97	\$48.03
Unclassified			
Group Insurance	\$1,678,000.00	\$1,506,878.15	\$171,121.85
Unemployment Insurance	\$25,000.00	\$17,161.29	\$7,838.71
Worcester Regional Retirement	\$1,171,263.00	\$1,171,263.00	\$0.00
Medicare Tax	\$216,000.00	\$202,563.84	\$13,436.16
Street Lights	\$60,000.00	\$55,534.94	\$4,465.06
Energy Consultant	\$5,000.00	\$1,317.50	\$3,682.50
Town Audit	\$25,000.00	\$22,500.00	\$2,500.00
School Audit	\$4,000.00	\$4,000.00	\$0.00
OPEB Study	\$7,500.00	\$6,195.00	\$1,305.00
Legal Fees	\$20,000.00	\$7,006.10	\$12,993.90
Tax Title - Ch. 60 Sec. 50B	\$7,500.00	\$3,209.20	\$4,290.80
Town Report	\$3,000.00	\$2,221.91	\$778.09
Insurance Blanket	\$340,000.00	\$319,575.60	\$20,424.40
Reserve Fund	\$143,000.00	\$118,175.00	\$24,825.00
Student Activity Audit	\$4,000.00	\$0.00	\$4,000.00
Total Unclassified	\$3,709,263.00	\$3,437,601.53	\$271,661.47
Central Purchasing			
Telephone	\$27,000.00	\$24,994.92	\$2,005.08
Encumbered Telephone	\$570.00	\$569.94	\$0.06
Postage	\$21,000.00	\$20,722.75	\$277.25
Water/ Sewer	\$11,000.00	\$8,895.57	\$2,104.43
Slate Roof Maintenance	\$10,000.00	\$5,950.00	\$4,050.00
Copier Supplies	\$6,100.00	\$3,782.83	\$2,317.17
Encumbered Copier	\$391.00	\$391.00	\$0.00
Gasoline	\$178,500.00	\$118,659.30	\$59,840.70
Fleet Vehicles	\$1,500.00	\$563.42	\$936.58
Window Cleaning	\$3,000.00	\$1,640.00	\$1,360.00
Exterior Painting	\$10,000.00	\$9,975.00	\$25.00
Total Central Purchasing	\$269,061.00	\$196,144.73	\$72,916.27
Recurring Articles			
Road Construction and Repairs	\$836,725.00	\$153,728.92	\$682,996.08
Revaluation	\$99,395.00	\$7,520.00	\$91,875.00
Public Highway Shade Tree	\$5,000.00	\$4,945.92	\$54.08
Open Space Plan	\$5,000.00	\$5,000.00	\$0.00
Total Recurring Articles	\$946,120.00	\$171,194.84	\$774,925.16

Department:	Budget	Expended	Unexpended
Nonrecurring Articles			
Strategic Planting Plan	\$6,000.00	\$0.00	\$6,000.00
Southbridge Landfill	\$56,403.00	\$13,657.50	\$42,745.50
Server Storage Upgrade	\$56,000.00	\$53,456.00	\$2,544.00
Electronic Voting	\$19,600.00	\$0.00	\$19,600.00
PSC Energy Program	\$31,000.00	\$0.00	\$31,000.00
Library HVAC Improvements	\$10,000.00	\$0.00	\$10,000.00
Permitting Software	\$46,000.00	\$29,900.00	\$16,100.00
Art 48 Fire Ladder Truck	\$400,000.00	\$395,150.00	\$4,850.00
Total Nonrecurring Articles	\$625,003.00	\$492,163.50	\$132,839.50
Transfers			
Transfer to Ambulance Stabilization	\$60,000.00	\$60,000.00	\$0.00
Transfer to Fire Vehicle Stabilization	\$100,000.00	\$100,000.00	\$0.00
Transfer to Stabilization	\$230,000.00	\$230,000.00	\$0.00
Transfer to OPEB Trust	\$100,000.00	\$100,000.00	\$0.00
Transfer to CPF	\$159,000.00	\$159,000.00	\$0.00
Transfer to Special Revenue Fund	\$3,158.00	\$3,158.00	\$0.00
Total Transfers	\$652,158.00	\$652,158.00	\$0.00
Sturbridge Tourist Association			
Salaries/ Wages	\$34,595.00	\$34,594.56	\$0.44
Marketing/ Advertising	\$109,269.00	\$102,519.52	\$6,749.48
Community Support	\$18,094.00	\$16,654.65	\$1,439.35
Tourism Improvement	\$22,852.00	\$2,712.07	\$20,139.93
Total Sturbridge Area Tourist Association	\$184,810.00	\$156,480.80	\$28,329.20
Betterment Committee			
Flower Barrels	\$2,200.00	\$2,132.21	\$67.79
Wayfinding Streetscape	\$40,000.00	\$13,079.85	\$26,920.15
Town Hall & COB Beautification	\$2,500.00	\$735.00	\$1,765.00
Picnic Tables	\$1,093.00	\$1,093.00	\$0.00
Mower Trailer	\$3,200.00	\$3,010.00	\$190.00
Community Tourist District	\$22,000.00	\$0.00	\$22,000.00
Main Street Tree & Park Maintenance	\$2,000.00	\$1,297.96	\$702.04
Trail Construction & Improvements	\$2,033.00	\$1,270.81	\$762.19
Bloom Committee	\$450.00	\$431.94	\$18.06
Gateway Signage	\$9,288.00	\$9,287.93	\$0.07
Concerts on the Common	\$4,000.00	\$2,800.00	\$1,200.00
Tree Planting Arbor Day	\$1,500.00	\$1,500.00	\$0.00
Tree Maint. Common	\$6,025.00	\$5,729.00	\$296.00
Library Landscaping	\$2,500.00	\$2,090.00	\$410.00

Senior Center Landscaping	\$1,000.00	\$0.00	\$1,000.00
Common Decorations	\$3,500.00	\$3,500.00	\$0.00
Trail Permit- TEA Grant	\$5,427.00	\$0.00	\$5,427.00
Trail Apron Paving	\$2,996.00	\$1,300.00	\$1,696.00
Cedar Lake Water Treatment	\$1,750.00	\$1,750.00	\$0.00
SLAC	\$5,000.00	\$0.00	\$5,000.00
Tree Maintenance	\$9,250.00	\$5,724.00	\$3,526.00
Police Special Events	\$10,000.00	\$9,991.23	\$8.77
Town Office Decorations	\$5,000.00	\$3,085.00	\$1,915.00
DPW Leaf Vacuum	\$3,240.00	\$3,239.99	\$0.01
DPW Zero Turn Mower	\$3,702.00	\$3,701.75	\$0.25
DPW Lawn Tractor	\$3,404.00	\$3,403.08	\$0.92
Fire Dept Voice Pager	\$6,600.00	\$6,597.36	\$2.64
Police Solar LED	\$8,500.00	\$8,466.00	\$34.00
Police Protective Plate	\$19,980.00	\$14,603.76	\$5,376.24
COA Automatic Door	\$2,960.00	\$2,960.00	\$0.00
Safety Improvements	\$3,615.00	\$1,970.40	\$1,644.60
Recreation Ping Pong Table	\$888.00	\$888.00	\$0.00
Recreation Electrical Panel	\$1,825.00	\$1,825.00	\$0.00
Trail Trafx Counter	\$2,375.00	\$2,293.99	\$81.01
Trail Driveway	\$1,900.00	\$1,811.34	\$88.66
Sidewalk Maintenance	\$20,167.00	\$0.00	\$20,167.00
Fire Special Events	\$5,200.00	\$5,200.00	\$0.00
Total Betterment Committee	\$227,068.00	\$126,768.60	\$100,299.40

Respectfully Submitted,

Christopher Geraghty, Town Accountant

**REPORT OF THE
BOARD OF ASSESSORS
2018**

The Board of Assessors received approval of the Fiscal 2019 tax rate and the tax bills were mailed on September 21st, 2018. The total assessed value of the Town of Sturbridge is \$1,292,420,790.00. The total amount to be raised is \$41,683,857.22 and the total estimated receipts and other revenue sources are \$16,933,999.09. In accordance with Chapter 40 Section 56, the Board of Selectmen voted for a single tax rate. The tax rate for Residential, Commercial, Industrial and Personal Property is \$19.15

CLASSIFIED TAX LEVIES AND RATES:

Class	Levy Percentage	Levy by Class	Valuation	Tax Rate
Residential	81.3911	20,144,181.78	1,051,916,171	19.15
Open Space	0.0977	24,180.61	1,262,855	19.15
Commercial	11.9609	2,960,305.78	154,584,864	19.15
Industrial	2.5534	631,962.88	33,000,300	19.15
Personal	3.9969	989,227.08	51,656,600	19.15

In Fiscal 2018 there are 4,726 Real Estate parcels, 530 Personal Property parcels, 10 supplemental tax bills, and the new growth is \$305,057. There were 11,483 motor vehicle bills issued in calendar year 2018.

The Board of Assessors would like to take the opportunity to thank the Townspeople for their cooperation and continued support.

Respectfully submitted
Paul Murphy, Chairman (2019)
Sophia Lengyel, Vice Chairman (2020)
Dale Meehan McNeil, Clerk (2021)
Board of Assessors

Annual Report of the Town Clerk 2018

The Town Clerk's office responsibilities include registering, creating and maintaining official town records, including birth, death, marriage, business, pets, meetings and filings of governmental bodies. Secures records and communicates governmental vital information in a timely manner. It is the first point of contact for many residents and agency inquiries. In addition, the Town Clerk's office runs all Local and State Elections, responsible for managing town meeting in conjunction with the elected moderator, submitting results to the Attorney General's Office and the Department of Revenue. Manages the voters and resident's town census in compliance with Local, State and Federal Agencies. This office also serves as the Town's Public Records Officer.

The Town Clerk's office also offers the service of Notary Public free of charge to town residents.

Vital Statistics

Number of Births.....	8
Number of Deaths.....	88
Number of Marriages.....	110
Number of Intentions.....	113
Public Record Requests.....	19
Population.....	9,980
Registered Voters.....	7,269
Dog licenses.....	1,373
Business Certificates-New.....	50
Business Certificates-Renewals.....	50
Raffle Permits.....	9

New in 2018

- The Town Clerks Office signed up and registered 57 New Voters at Tantasqua Regional High School!
- On Board portal for our Board and Committee members was purchased and should be up and running in 2019!
- The Town Clerk Office met on 2 occasions with our seniors to discuss current requirements needed with the Real ID and Early Voting!
- The new Image Cast Voting machines were purchased and a great success at the State Primary and the November election.
- Early Voting was another great success! With over 1,165 voters taking advantage of voting early at the town clerk's office, it really kept us on our toes!

ANNUAL TOWN ELECTION

MONDAY, APRIL 09, 2018

		<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>ASSESSOR</u>					
For 3 years	Vote for One				
	Blank	54	67	59	180
	DALE MEEHAN MCNEIL	185	211	202	598
	Write In	0	1	1	2
		<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>BOARD OF SELECTMEN</u>					
For 3 years	Vote for Two				
	Blank	65	65	72	202
	CHASE KAITBENSKI	146	179	154	479
	CRAIG MORAN	121	148	126	395
	MICHAEL SUPRENANT	144	164	164	472
	Write In	2	2	8	12
		<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>MODERATOR</u>					
For 3 year	Vote for One				
	Blank	58	69	61	188
	MICHAEL V. CAPLETTE	179	209	200	588
	Write In	2	1	1	4
		<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>STURBRIDGE SCHOOL COMMITTEE</u>					
For 3 year	Vote for One				
	Blank	59	68	61	188
	MEGAN PANEK	180	209	200	589
	Write In	0	2	1	589
		<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>TANTASQUA SCHOOL COMMITTEE</u>					
For 3 years	Vote for Two				
	Blank	128	165	154	447
	MICHELE FITZGERALD	176	208	191	575
	SUSAN WATERS	174	182	179	535
	Write In	0	3	0	3
		<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>CONSTABLE</u>					
For 3 years	Vote for One				
	Blank	63	76	61	200
	ROBERT CERNY	175	203	198	576
	Write In	1	0	3	4
		<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>BOARD OF HEALTH</u>					
For 3 years	Vote for One				
	Blank	58	72	69	199
	MICHAEL GEORGE DEBUSK	180	206	192	578
	Write In	1	1	1	3

RECREATION COMMITTEE
 For 3 years Vote for One
 Blank
ERIN CARSON
 Write In

<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
63	76	62	201
175	202	199	576
1	1	1	3

ZONING BOARD OF APPEALS
 For 3 years Vote for Two
 Blank
WILLIAM ZELENACK JR.
DIANE TRAPPASO
 Write In

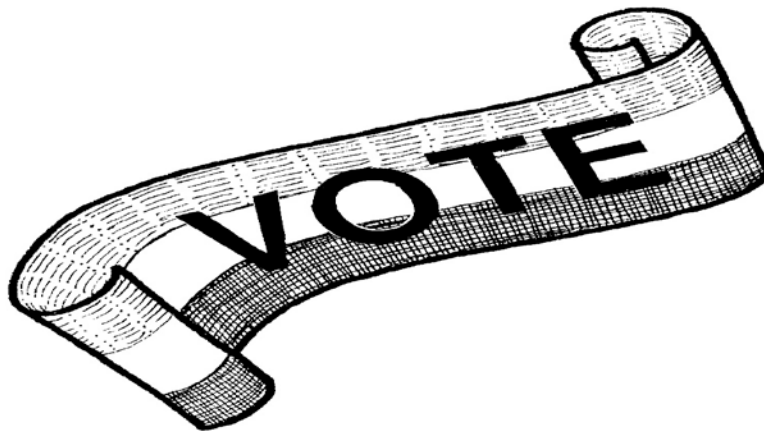
<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
255	293	275	823
157	186	179	522
38	75	63	176
28	4	7	39

LIBRARY TRUSTEES
 For 3 years Vote for Three
 Blank
REBECCA CELUZZA
CAROL MITCHELL
DAVID PETERKIN
 Write In

<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
191	223	210	624
176	202	198	576
179	205	189	573
171	206	187	564
0	0	2	2

TOTAL VOTES CAST
TOTAL # REG VOTERS
% OF VOTER TURN OUT

239	279	262	780
2391	2480	2243	7114
10%	11%	12%	11%



Our Elections run so proficiently thanks to the following election workers:

Tim Bardsley, Chris Castendyk, Nancy Castendyk, Joan Chamberland, Elaine Cook, Marie Dubrey, Pat Howard, Pat Jeffries, Robert Knight, Chris Knight, Barbara Mattioli, Kathy Polizoti, Patricia Roy, Susan Schwartz, Mary Ellen Comerford, Beverly Spreeman, Barbara Stiezel, Ron

Stietzel, Diane Trapasso, and Chris Wilson. Constables: Robert Cerney, David Covino and Tom Creeden.

Board of Registrars: Janet Garon, Susan G Murphy and Cheryl Wood - Creeden

Our Senior Workers help with Special projects in the Town Clerks Office we are so grateful to have Terry and Robert Girouard, Nancy Giroux, Louise Bonnette, Cecile Parker and Arthur Ouimet and a Special Thank you to my Assistant Town Clerk Sheila O'Connell for all her hard work!

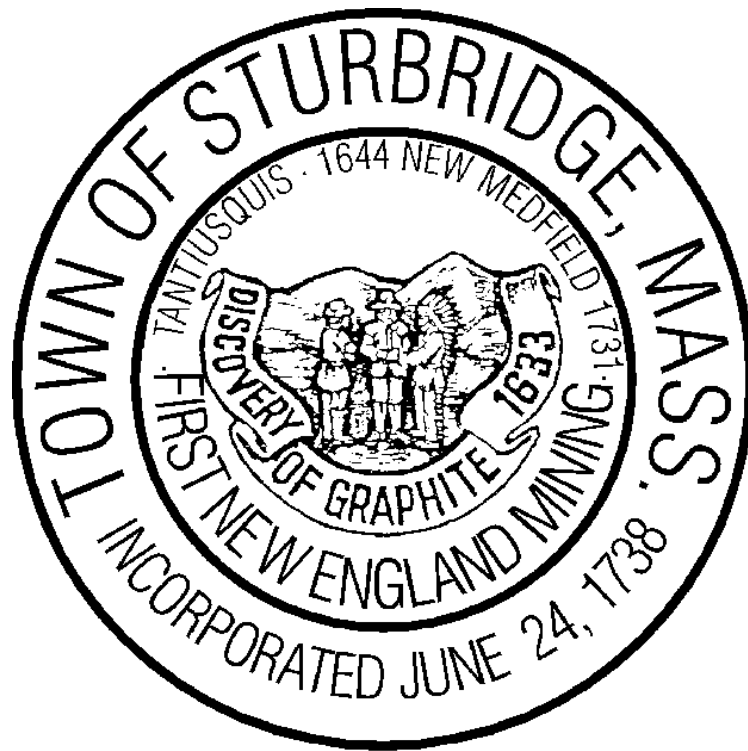
Reminder that the Town Clerks Office is open Tuesdays till 7PM.!

Respectfully Submitted,

Lynne Girouard, Town Clerk, Burial Agent and Notary

EDUCATION

2018



REPORT OF THE SCHOOL DEPARTMENT

SCHOOL COMMITTEE

Megan Panek, Chairman	Term expires 2021
Katherine Alexander, Vice-Chair	Term expires 2020
Scott Parker, Secretary	Term expires 2019
Mary Bellezza	Term expires 2019
Kristen Tuohey	Term expires 2020

Administration Office – 320A Brookfield Road – Fiskdale
Telephone – 508-347-3077

Erin M. Nosek, Ed.D	Superintendent of Schools
Deborah J. Boyd	Associate Superintendent
Jodi Bourassa	Assistant Superintendent
Brenda Looney	Special Education/Pupil Services Director
Kathleen Pelley	Principal
John Canavan	Assistant Principal
Mary Jaeger	Assistant Principal
Amanda Cassina	Administrative Assistant

SCHOOL NURSE

Lisa Meunier, R.N.	Sturbridge
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SCHOOL COMMITTEE MEETING

The first Thursday of each month at 6:30 p.m. at Burgess Elementary School

SCHOOL ENROLLMENT AS OF OCTOBER 1, 2018

Grade	Pre-S	K	1	2	3	4	5	6	Union 61	Total
Elementary	76	100	115	111	112	118	135	121	4	892
Grade			7	8	9	10	11	12	PG	Total
Tantasqua Junior			127	131						258
Tantasqua Senior					99	97	100	81	4	381
Tantasqua Technical					41	32	24	33		130
TOTAL TRSD										769
TOTAL TRSD/U61										1,661

FINANCIAL SHEET FOR JULY 1, 2017 – JUNE 30, 2018

GENERAL SCHOOL APPROPRIATIONS

\$11,020,234.00

EXPENDITURES

ADMINISTRATION

	<u>2016-2017</u>	<u>2017-2018</u>
School Committee – Sal. & Exp.	\$ 3,980.43	\$ 3,244.48
Superintendent's Office	334,376.51	334,376.51

INSTRUCTION

Administrators' Salaries	295,660.63	301,104.80
Principal's Office Expenses	180,957.21	155,432.05
Teachers' Salaries	4,514,810.70	4,526,410.34
Teacher Aides' Salaries	142,317.06	145,176.55
Teaching Supplies & Materials	77,403.50	100,491.95
Personnel Training & Travel	28,174.28	27,416.60
Special Education Teachers' Sal.	611,624.00	690,221.99
Special Education Teacher Aides' Sal.	360,249.70	413,498.67
Moderate Needs Coord., Tutors, Speech	44,425.16	0.00
Therapist & Special Tutors Sal.	223,761.00	226,999.60
Special Education Supplies & Mat.	6,593.87	6,550.90
Textbooks	14,562.05	27,117.44
Instructional Media Center/Salaries	93,460.00	94,854.00
Library Services/Aide Salary	30,045.32	34,502.72
Library Supplies, Material & Exp.	6,914.94	6,668.74
Audio Visual/Supplies & Mat.	2,054.00	0.00
Guidance Services	90,201.81	95,484.88
Psychological Services	416,662.39	385,988.89
Technology Salaries & Internet Supplies	280,408.03	491,402.68

OTHER SCHOOL SERVICES

Health Services Salaries	125,510.74	148,170.28
Health Services – Expenses	1,299.68	1,932.64
Transportation	307,247.78	327,388.98
Special Education Transportation	630,000.14	683,792.15
Field Trips	0.00	0.00

**OPERATION & MAINTENANCE OF
PLANT****2016-2017****2017-2018**

Custodial Services – Salaries	337,079.35	346,017.27
Custodial Services – Supplies & Mat.	21,953.63	27,748.41
Fuel Oil	46,097.10	58,028.02
Utility Services	174,281.92	153,320.61
Maintenance of Grounds	24,094.99	22,410.10
Maintenance of Buildings	45,604.65	22,826.54
Maintenance of Equip.	24,061.32	48,582.51

ACQUISITION OF FIXED ASSETS

New Equipment	5,000.00	0.00
Replacement of Equip.	11,900.00	10,791.00

PROGRAMS WITH OTHER DISTRICTS, REGIONAL & PRIVATE SCHOOLS

Special Education – Tuition	1,197,141.41	1,087,784.60
Vocational Schools – Tuition & Exp.	0.00	0.00

**TOTAL GENERAL APPROPRIATION
EXPENDITURES**

\$10,709,915.30 \$11,019,493.72

ESTIMATED STATE REIMBURSEMENTS

Chapter 70	\$3,769,084.00	\$3,795,214.00
Chapter 71		
Chapter 76		
SFSF Grants		
Total Estimated Reimbursement	\$3,769,084.00	\$3,795,214.00

Total Expenditures	\$10,709,915.30	\$11,019,493.72
Less Total Estimated Reimbursements	3,769,084.00	3,795,214.00
	<hr/> \$6,940,831.30	<hr/> \$7,224,279.72

2018-2019 Budget

Administration	378,359.00	385,441.00
Instruction	7,612,122.00	7,842,130.00
Other School Services	1,050,521.00	1,115,190.00
Operation & Maintenance of Plant	716,240.00	749,505.00
Acquisition of Fixed Assets	12,600.00	15,000.00
Programs with Other Districts, Regional and Private Schools	1,250,392.00	1,234,480.00
Total Appropriations	<hr/> \$11,020,234.00	<hr/> \$11,341,746.00

Burgess Elementary School
Staff Degrees 2018-2019

<u>Name</u>	<u>Degree</u>	<u>Department</u>
Kathleen Pelley	M.Ed. Leadership & Administration M.Ed. Elementary Education B.S. Elementary Ed. & Natural Science Worcester State University A. S., Quinsigamond Community College	Principal
Mary Jaeger	M.Ed. Lesley University	Asst. Principal
Jack Canavan	M.Ed. Worcester State University B.A. UMass - Amherst	Asst. Principal
Lisa Meunier	M.Ed. Cambridge College B.S.N., Southeastern MA University C.S.N., Southeastern MA University (UMass - Dartmouth)	School Nurse District Nurse Leader
Katherine Nicholas	B.S. Early Childhood Ed. Salve Regina University	Preschool
Claire Johnson	B.S. State University of New York-Utica/Rome Certification Worcester State University	Preschool
Denise Campiglio	M.A. Assumption College B.A. Assumption College	Kindergarten
Lori Czech	M.Ed. Wheelock College B.A. Marymount University	Kindergarten
Brenda Earnest	M.Ed. American International College B.S. Worcester State University	Kindergarten
Maureen Kenneway	M.A. Worcester State University B.A. Elementary Ed. & Special Ed. Providence College	Kindergarten
Erica Rodriguez	M.A. American International College B.S. Framingham State University	Kindergarten
Krista Starr	B.A. of Science in Human Development and Family Studies University of Rhode Island	Kindergarten
Tyler Edmonds	B.A. Fairleigh Dickinson University	Grade 1
Kristine Hougaard	M.Ed. Springfield College B.A. Bay Path College	Grade 1
Jessica McGarry	M.Ed. American International College B.S. Seton Hall University	Grade 1
Jessica Resener	M.S. Becker College	Grade 1
Lynn Menard	M.Ed. Worcester State University B.S. Worcester State University	Grade 1
Jo-Lyn Parenteau	C.A.G.S. University of Maine M.Ed. University of Maine B.S. University of Maine	Grade 1
Kimberly Moore	M.A. UMass – Lowell B.A. UMass - Lowell	Grade 2

Burgess Elementary School
Staff Degrees 2018-2019

<u>Name</u>	<u>Degree</u>	<u>Department</u>
Elizabeth Ramirez	M.Ed. Worcester State University	Grade 2
	B.S. Emmanuel College	
Sheila McCormick	M.A.T, Elms College	Grade 2
	B.A. Elms College	
Lynne Girouard	B.S. Westfield State College	Grade 2
Lori Thompson	M.A. Anna Maria College	Grade 2
	B.A. Endicott College	
Alicia Dono	B.A. License Anna Maria College	Grade 2
Tammy Edmonds	B.S. Worcester State University	Grade 3
Tammy Howe	M.Ed. Framingham State University	Grade 3
	B.A. UMass - Amherst	
Lauren Arruda	M.A. Clark University	Grade 3
	B.A. Clark University	
Jennifer Mullin	M.Ed. College of Saint Rose	Grade 3
	B.S. College of Saint Rose	
Danielle Phillips	M.Ed. Framingham State University	Grade 3
	B.S. Worcester State University	
Shelby Green	M.Ed. Bridgewater State University	Grade 3
	B.A. Bridgewater State University	
Lisa Cave	B.A. Elementary Ed. Johnson State Vermont	Grade 4
Sarah Jones	M.Ed. Lesley University	Grade 4
	B.S.E. University of Kansas	
Alesia Peck	M.Ed. Westfield State College	Grade 4
	B.A. Mount Holyoke College	
Karen Dawber	B.A. Villanova University	Grade 4
	Certification Worcester State University	
Debra Quinn	M.A. Full Sail University	Grade 4
	B.S. Worcester State University	
Ashley Grout	M.Ed. Framingham State University	Grade 4
	B.A. Westfield State College	
Melissa Forni	B.A. Bridgewater State University	Grade 5
	M.Ed. UMass-Amherst	
Sally Thurston	M.S. Clarkson University	Grade 5
	B.S. Clarkson University	
Maureen McKeon	M.Ed. Lesley University	Grade 5
	B.A. Colgate University	
Amy Sosik	M.Ed. American International College	Grade 5
	B.A. Boston College	
Nicole Riel	M.Ed. Merrimack College	Grade 5
	B.A. Bay Path University	

Burgess Elementary School
Staff Degrees 2018-2019

<u>Name</u>	<u>Degree</u>	<u>Department</u>
Bethany Runnals	M.Ed. Westfield State College	Grade 5
	B.A. Westfield State College	
Jessica Ripley	M.Ed. Lesley University	Grade 6
	B.A. Saint Anselm College	
Donna Thomas	M.Ed. Worcester State University	Grade 6
	B.S. Eastern Connecticut State University	
Michael Jones	M.Ed. American International College	Grade 6
	B.A. in History Framingham State College	
Elizabeth Brosnan	M.Ed. Cambridge College	Grade 6
	B.S.E. Westfield State College	
Emilie Parent	M.Ed. Lesley University	Grade 6
Amber Myotte	M.Ed. Framingham State University	Grade 6
	B.A. Emmanuel College	
Lisa Nollstadt	B.S. University of Maine Orono	Perm. Sub.
Julie Vinton	M.Ed. Anna Maria College	Art
	B.F.A. UMass-Dartmouth	
Erin Parker	M.Ed. Framingham State University	Computer
	B.S. Bridgewater State College	
Beth Clark	M.Ed. Indiana University of Pennsylvania	Enrichment
Nadine Keville	M.Ed. University of Connecticut	Health
	B.S. Worcester State University	
Sarah Swift	M.Ed. Library Media Cambridge College	Librarian
	B.A. Elmira College	
Robert Krilovich	B.A. Anna Maria College	Choral Music
Danny Minchoff	M.Ed. Worcester State University	Instrumental Music
	M.Ed. Leadership & Educational Administration Worcester State University	
	BMUS The Hartt School of Music	
William Emrich	B.S. Springfield College	Phys. Ed.
Jean Terrill-Murphy	M. Ed. Framingham State College	Phys. Ed
	B.S. Westfield State College	
Katie Bernier	M.Ed. Framingham State University	Rem. Reading
	B.S. Keene State College	
Emily Gordon	M.Ed. Boston College	Rem. Reading
	B.A. Boston College	
Dalaine Baril	M.Ed. American International College	Rem. Reading
	B.S. Framingham State University	
Amy Cantwell	M.Ed. Framingham State University	Literacy Coach
	B.A. Assumption College	
Lynn Nichols	M.Ed. Assumption College	Math Coach
	B.S. Salve Regina University	

Burgess Elementary School
Staff Degrees 2018-2019

<u>Name</u>	<u>Degree</u>	<u>Department</u>
Catherine Stern	M.A. St. Joseph's College	Rem. Math
	B.S. UMass - Amherst	
Lynn Cahill	M.Ed. Manhattanville College	Special Ed.
	B.S. State University of New York at Oneonta	
Susan Colleton	M.Ed. Lesley College	Special Ed.
	B.A. Wheaton College	
Patricia Donato	M.Ed. Boston College	Special Ed.
	B.A. Boston College	
Judith Konkell-Dery	M.Ed. Assumption College	Special Ed.
	B.A. Worcester State University	
Lisa Connolly	M.A. Assumption College	Special Ed.
	B.A. University of Rhode Island	
Daniel Corthell	B.A. Western New England University	Special Ed.
Linda Prackup-Desautels	M.A. Assumption College	Special Ed.
	M.Ed. Westfield State University	
Barbara Provo	B.A. Assumption College	Special Ed.
Elizabeth Walsh	M.Ed. Fitchburg State University	Special Ed.
	M.A. University of Connecticut	
	Certification Anna Maria College	
	B.A. University of Connecticut	
Daniel Kay	M.Ed. Assumption College	Special Ed.
	B.S. Bridgewater State College	
	B.S. Worcester State University	
Megan Quinn	B.A. Baypath University	Special Ed.
Jessica Trent	B.A. Baypath University	Special Ed.
Michelle Capaldi	C.A.G.S. Worcester State University	Psychologist
	M. Ed. Worcester State University	
Jamie Desjardin	C.A.G.S. School Psychology Massachusetts School Of Professional Psychology	Psychologist
	M.A. Professional Psychology	
	B.A. Lasell College	
Alison Walters	M.Ed. Kent State University	Psychologist
	Ed.S. Kent State University	
	B.A. College of the Holy Cross	
Grace Curnow	M.S.W. Rhode Island College	Guidance
Grace DiRoberts	M. Ed. Springfield College	Guidance
	B.S. Springfield College	
Gabrielle Audette	M.S. East Stroudsburg University of Pennsylvania	Speech
	B.S. Worcester State University	
Jane Daubney-Goyette	M.S. Worcester State University	Speech
	B.S. Worcester State University	

Burgess Elementary School
Staff Degrees 2018-2019

<u>Name</u>	<u>Degree</u>	<u>Department</u>
Maureen Tolson	M.Ed. Fitchburg State University M.S. Colorado State College B.S. University of New Hampshire	Speech
Lesley Bourque	M.Ed. Bay Path University B.S. Dominican College	Occ. Therapy
Mary Meyer	B.S. Tufts University	Occ. Therapy
Meghan Rodier	M.Ed. Occupational Therapy Springfield College B.S. Rehabilitation & Disabilities Studies	Occ. Therapy
Jennifer Stewart-Owen	M.S.C., B.S.R., McGill University University of British Columbia	Occ. Therapy
Julie St. Laurent	M.S.C., Bay Path University	Mod. Disabilities
Kirstie Thompson	M.S. Kaplan University, BCBA	Behavioral Analyst

Annual Report of the Principal Burgess Elementary School

I am pleased to submit the Burgess Elementary School Annual Report. Burgess is a very special place that provides students with a rich and rewarding elementary school experience. It is clearly evident that the Sturbridge community is sincerely dedicated to education and children. Our pre-kindergarten through grade six currently enrolls nearly 900 students.

Personnel

This year we bid farewell and offered our best wishes to John Baron, Barbara Brooks, Steven Graham, Stacy Pachis, Marie Piscopo, Nathaniel Pitnof, Cheryl St. Onge, and Theresa Tsongalis. We welcomed Gabrielle Audette, Grace DiRoberts, R. Tyler Edmonds, Pamela Hoy, Cody Mundell, Megan Quinn, and Nicole Riel to our dedicated staff.

Curriculum, Instruction, and Assessment

Students in grades three through six participated in the Next Generation MCAS (Massachusetts Curriculum Assessment System). The vast majority of Burgess students participated in the computer-based version of the assessment. Results indicated that:

- Under the new accountability system measures, Burgess overall classification is “not requiring assistance or intervention.” The reason for the classification is that Burgess met targets established by the 2017 MCAS data at a rate of seventy-eight percent. For Burgess, the target percentage is the combination of data on achievement, growth, and chronic absenteeism. For a school to be considered meeting targets, it must have a criterion-referenced target percentage of seventy-five percent or higher.
- Burgess accountability percentile is seventy-six indicating that Burgess’ overall performance relative to other schools that serve similar grades is in the top twenty-fourth percentile.
- Sixty percent of Burgess students in Grades 3-6 met or exceeded expectations on the Next Generation MCAS English Language Arts assessment compared to fifty-one percent of Massachusetts students in the same grade span.
- Sixty-seven percent of Burgess students in Grades 3-6 met or exceeded expectations on the Next Generation MCAS Mathematics assessment compared to forty-eight percent of Massachusetts students in the same grade span.
- Sixty-three percent of fifth grade Burgess students achieved a proficient or higher rating on the Legacy MCAS Science and Technology/Engineering assessment compared to forty-seven percent of Massachusetts fifth graders.
- The average scaled score for all Burgess students on the 2018 English Language Arts MCAS assessment is 503.1.
- The average scaled score for all Burgess students on the 2018 Mathematics MCAS assessment is 506.5.
- The average student growth percentile (SGP) for all Burgess students on the 2018 English Language Arts MCAS assessment is forty-nine percent.
- The average SGP for all Burgess students on the 2018 Mathematics MCAS assessment is sixty-two and a half percent.
- In the areas of mathematics and science, the all student achievement group met targets.
- Burgess fifth grade students scored at least ten points above the state average on sixteen of the forty-two test items on the Science and Technology/Engineering assessment.
- Burgess Elementary School participation rate was one hundred percent.

Burgess students continue to participate in a number of additional assessments in order to provide more information regarding student progress and growth, as well as help to inform decisions regarding curriculum

materials and instructional practices. We continue to work on improving how we communicate student progress to parents/guardians through our standard-based report card and other reports. Kindergarten through grade five classrooms implemented the National Geographic science program. Teachers in grade 6 are piloting the Pearson and Discovery Ed science programs. Work continues to be done in the areas of writing and social-emotional development.

Professional Development

To continue to provide our students with high quality instruction, we provide and encourage our staff to engage in various professional development activities. Trainings and workshops this year have included implementation of the new science program, MCAS analysis, Google tools, and instructional strategies to support all learners.

Technology

To address the increasing need for the development of technological skills, Burgess has acquired a number of mobile devices. Chromebook and iPad carts are available to all classrooms to support teaching and learning.

School Safety

The safety of the children and adults at Burgess Elementary School continues to be a top priority. We consistently review our safety practices through close collaboration with the Sturbridge police and fire departments facilitated by our school resource officer.

Burgess Parent-Teacher Organization

The commitment of the Burgess PTO is simply amazing. Their fundraising efforts, cultural arts programs, and parent-teacher help support the students and staff in a wide variety of ways. Thank you to the PTO for their dedication.

Special Events/Community Service

Throughout the year, many special events occur which support our educational program. Our Burgess Extended Day and After School Enrichment programs continue to support our students and families. Our award-winning band and choral programs continue to grow and delight audiences. Sixth grade students participated in the ecology camp at Ferry Beach. Reading is encouraged through special events such as author visits, Read to Succeed, Community Reading Day, and summer reading. Our summer learning program continues to grow to include reading, mathematics, and science units. The generosity and commitment of the entire Burgess community was very apparent during the holiday season. A number of families from our community were provided with food and gifts this year. Our fifth grade community service project provided holiday gifts for a number of children in foster care. Burgess staff members participated in the annual Festival of Giving Trees.

I would like to thank the citizens and business community of Sturbridge for their support and commitment to Burgess Elementary School. It is truly an honor to be the principal of this wonderful school and part of the outstanding community.

Respectfully Submitted,
Kathleen Pelley
Principal

**ANNUAL REPORT
OF THE
SUPERINTENDENT OF SCHOOLS**
Union 61 and Tantasqua Regional School Districts
Brimfield Brookfield Holland Sturbridge Wales

Now in my seventh year as Superintendent of Tantasqua Regional and Union 61 School Districts, I take great pride in the dedication and collaborative work of our staff as well as the accomplishments of our students.

The curriculum, instruction and assessment work in the district continues to progress and have a very positive impact on students. Teachers continue to show their commitment to all students in their classrooms. The MCAS scores highlight gains in many areas and also help our teachers identify individual student needs. Each school offers action plans to help students close any learning gaps that may exist. As the State continues to transition all tests to the new assessment system, Next Generation MCAS, we are confident that our curriculum planning and classroom instruction has prepared our students for success.

We continued to help our children grow in all of the academic areas through our commitment to rigorous instruction and appropriate assessment. We continue to transition to the new Massachusetts Science Standards and are piloting curriculum materials in this area. Teachers consistently work to ensure that our curriculum is in full alignment with the State Standards and that our children have access to all supports needed to maximize their potential. We have a strong core math program and continue to improve literacy skills by reading complex texts and improving writing skills using Collins writing strategies. Civics education is currently a new focus area across all grade levels. We are implementing a new Science program (National Geographic Explorer) in grades K-5 and piloting two separate Science programs (Pearson/Discovery) in grades 6, 7 and 8.

We support our faculty members and paraprofessionals by continuing to provide professional development opportunities. In addition to our two full-day professional development days, we schedule four early release days during the year. We have offered training in Writing, as well as common assessment development, technology integration, Applied Non-Violence Interventions, MCAS Data Analysis, Social Emotional Learning (SEL), CPR and AED training, and content based best practices. Additionally, there is a great deal of professional development to support the needs of students with learning disabilities. As evidenced by the many high-quality activities undertaken throughout Tantasqua and Union 61, our district's mission is alive and well.

In FY 2018, many technology improvements were implemented. During the summer of 2017 we successfully migrated from Microsoft Exchange to GSuite for Education. GSuite for Education will allow students and staff to collaborate quickly and effectively. High School students have individual GSuite accounts that allow them to take part in Google Classroom. Expanded options for assistive technology continue as vendors integrate offerings. We utilize an MDM (Mobile Device Management) platform district/union wide. This allows our support team to more easily deploy apps and manage our mobile devices, while giving staff flexibility with the devices. Numerous carts of mobile devices were employed at various buildings. Upgrades to our SIS (Student Information System) to accommodate real time reporting to the state SIF (School

Interoperability Framework) were successful. We continue to work on IT centralization to better support our students and staff. Our department was able to secure eRate funding for Category 1 connections. The technology team completed over 2400 helpdesk tickets between the seven buildings.

The new cafeteria management program with Chartwells, implemented for our Tantasqua schools, has been a success. The variety of food selections resulted in a 7.9% increase in lunch purchases and a 75.2% increase in ala cart purchases.

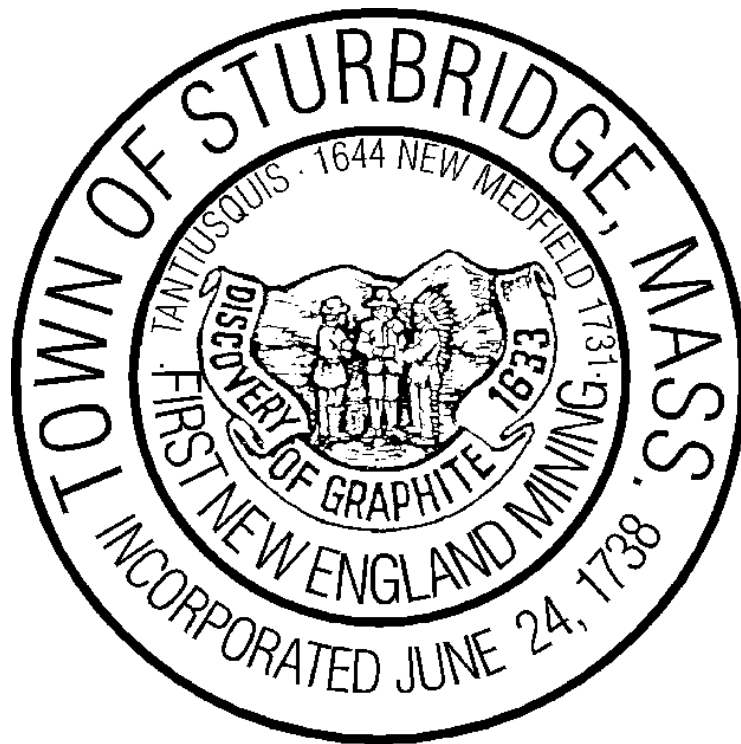
The 17-18 school year brought changes to our administrative leadership team. Assistant Superintendent of Learning and Teaching, Jeff Zanghi left our district to accept a Superintendent position, and Jodi Bourassa joined our senior administrative team filling the position. Sean Gilrein served as the Interim Principal of the junior high school, and we are thankful for his many contributions. A search committee selected Greg Sturges to serve as the new Principal at Tantasqua Junior High School. Long time Principal Richard Zinkus retired from Wales Elementary School at the end of 2017-2018 school year. His professionalism and gregarious personality will be missed. We welcomed Linda Christofori as the new Principal of Wales Elementary School.

As always, the Administration of the Tantasqua Regional/School Union 61 Districts is deeply appreciative and values the support of our school committees and community members. We continue to work together collaboratively to achieve the goal of providing our students with every possibility for success.

Respectfully,
Erin M. Nosek, Ed. D
Superintendent of Schools

PUBLIC SAFETY

2018





Sturbridge Police Department **ANNUAL REPORT 2018**

AN ACCREDITED POLICING AGENCY



Sturbridge Police Department ANNUAL REPORT 2018

Message from Chief Thomas J. Ford III

Dear Members of Our Community,

I am happy to present the 2018 Sturbridge Police Department Annual Report. This informative report contains a glimpse into the many services and initiatives provided to you by the members of our police department. I would like to thank you, the citizens of Sturbridge, for your continued support and partnership that allows us to provide you with the best and most competent police services available. Our partnership with our community continues to be the foundation for many of our successes. I would especially like to thank the dedicated men and women of the Sturbridge Police Department who work and train tirelessly, day in and day out, to be the best in the business.

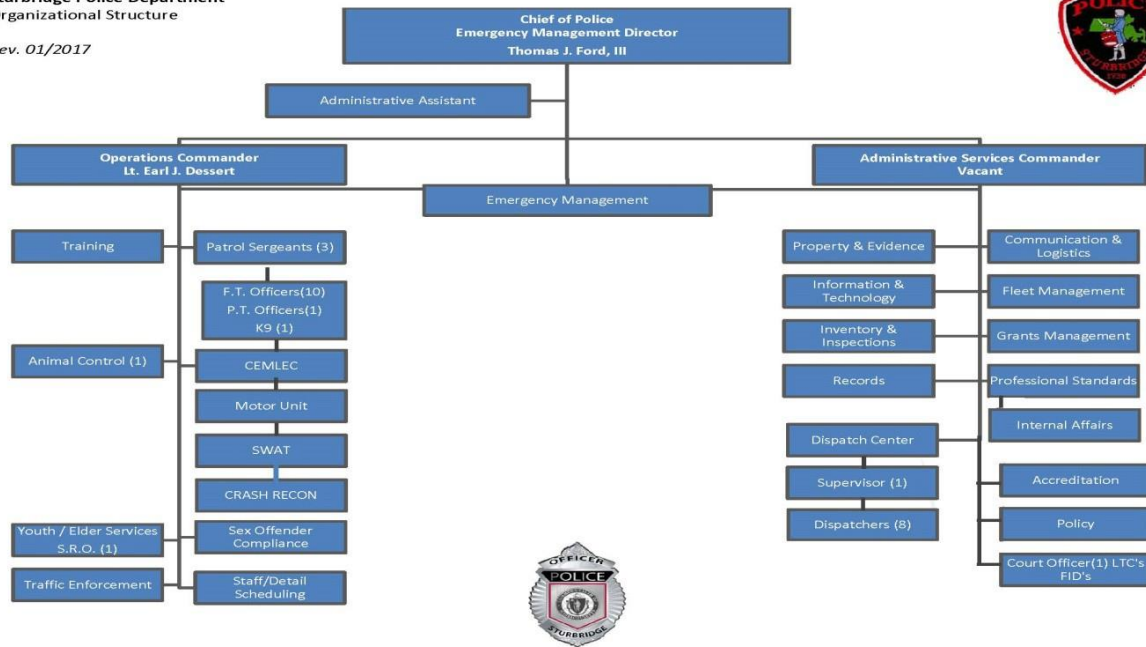
Two Thousand and Eighteen was another busy year for our department. The Town increased our staffing by adding a School Resource Officer position for the Tantasqua Regional Senior and Junior Highs Schools as well as adding a desperately needed full-time dispatcher position. The Sturbridge Police Department continues to evolve and train to keep pace with the ever changing complexity of modern day policing.

I would like to wish Lieutenant Mark Saloio the best of luck with his new endeavor as the Chief of Police in Tisbury, MA. I would also like to thank Officer Dan Menzone for years of loyal service to the Town of Sturbridge and I wish him all the best as he begins the retirement chapter of his life. We would like to welcome Officer Colby Tytula and Dispatcher Mathew Cole to our team.

I remain honored to serve as your Police Chief and thank you for your continuing confidence and provision.

Respectfully Yours in Safety and Service,

Thomas J. Ford III
Chief of Police



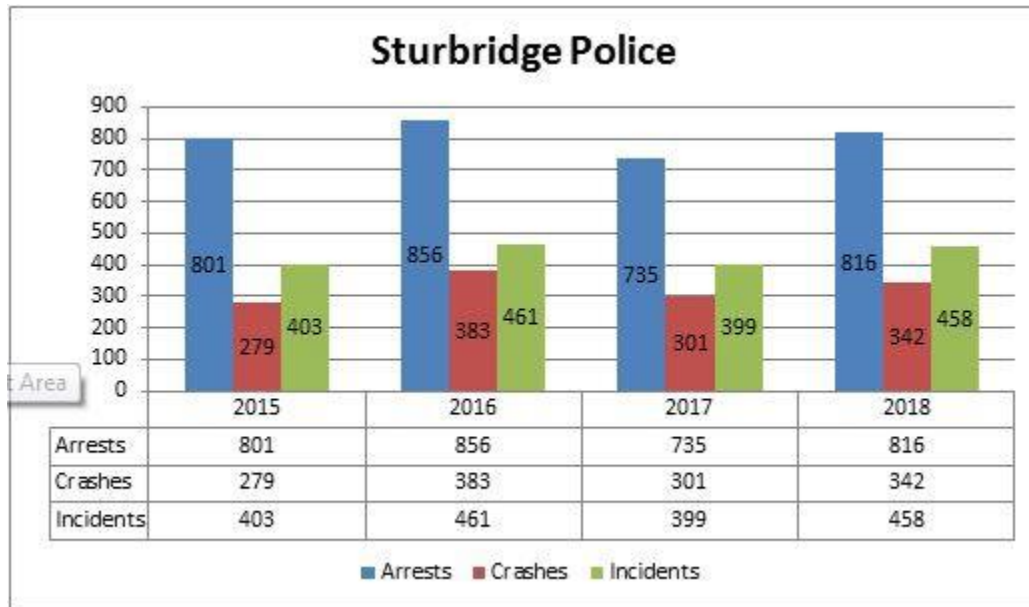
Patrol

Officers assigned to patrol are responsible for continually patrolling all areas within the town of Sturbridge to deter criminal activity. In addition they also, investigate crimes, enforce town ordinances, make arrests, investigate traffic crashes and provide services and assistance to citizens.

The Sturbridge Police Department's dedication and commitment to protecting the citizens of Sturbridge is unparalleled. We actively pursue innovative community oriented policing programs throughout the town. Our uniformed officers participate in school programs, Citizen Academies, Seniors and Law Enforcement working Together (S.A.L.T), Car Seat Checkpoints, Kids Fairs, Pan Mass Challenge, community events and other crime prevention initiatives.

Our police officers who are on the streets 24/7 are the backbone of our agency. Patrol is the most readily identified function, therefore, the most visible to the public. Police Officers are the one's responsible for protecting and serving the people, places and property of the Town of Sturbridge. The Sturbridge Police Department continually provides top quality police services in an effort to promote our professional image and to demonstrate our commitment to our community.

If you have an encounter with a Sturbridge Police officer and you think the service was exceptional please tell us about it by visiting our website at www.town.sturbridge.ma.us/police and clicking the link to thank an officer.



Dispatchers

Each day, thousands of Americans dial 9-1-1 for help in emergencies that span a wide spectrum ranging from life-threatening situations and crimes in progress to minor accidents and unusual situations. The professional public safety telecommunicators who answer these urgent calls, gather essential information, and dispatch the appropriate assistance, often make the difference between life and death for persons in need.

The Sturbridge Police Department Dispatchers are usually the first responders to citizens' calls for help. They also dispatch and coordinate the Police, Fire and Emergency Medical Services (EMS) for the Town of Sturbridge. Our dispatchers are the first person that most people reach when calling for help in times of crisis, the first face they see when they enter the Public Safety Complex, and often times the last people recognized for their service to the public safety community.

We would like to thank all of the Sturbridge Public Safety Dispatchers for their professionalism, commitment to duty and dedication to serving this community in the highest standard. Also, in 2018 the town approved the hiring of a sixth full-time dispatcher. Having a sixth full-time dispatcher will allow for two dispatchers to be on the desk more often and ensure the public is getting the exceptional service that is expected of our professional telecommunicators. We expect this new position to be filled in early 2019. Thank you for supporting this much needed position.

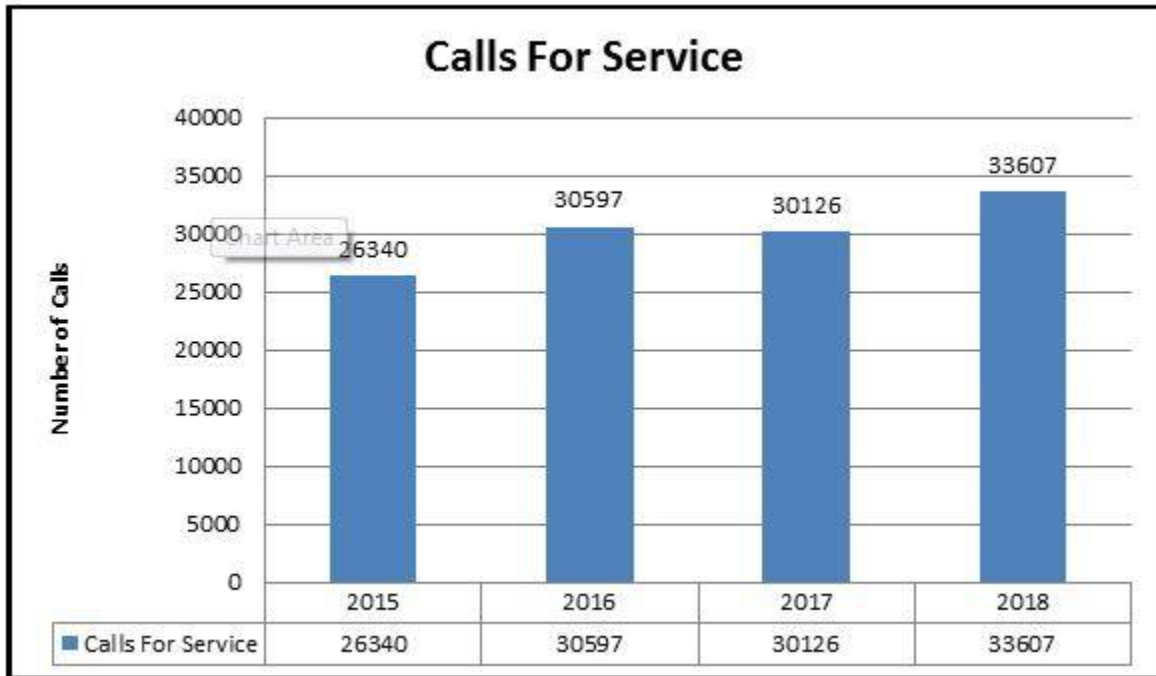
Full Time Dispatchers

Part Time Dispatchers

Barbara Boiteau, Lead Dispatcher	Melissa Palmer
Toniah Maloney	Taylor Plumley
Scott Belanger	Eric McLaughlin
Patti Lupacchino	Tyler Bresse
Alexis St. Francis	Matthew Cole

Calls For Service:

Police calls for service; (CFS) is either a citizen initiated or is a self-initiated call by an officer that is tracked by the computer aided dispatch (CAD) system, which requires an action to be taken by one or more Police units. A total of 33,607 calls for service were generated in 2018. In 2018 the Sturbridge Public Safety Communication Center experienced an 11.5% increase in calls.



Administrative Assistant to the Chief

Another valued member of the Sturbridge Police Department is the Administrative Assistant to the Chief, Missy Rozzen. Missy plays a vital role within the police department and she falls under the direction of the Police Chief. She coordinates and performs a variety of administrative support and clerical duties: types and processes records, reports, memos and correspondence; processes purchase requisitions, equipment orders, budget documents and other information. Missy is the “go to” person in the department when officers have questions about any expenses/benefits and payroll. Missy is a hardworking dedicated employee of the Sturbridge Police Department and is a key player on our team. On behalf of the members of the Sturbridge Police Department we thank you Missy for all your hard work and dedication.



Community Policing

Community policing is a philosophy that promotes organizational strategies, which support the systematic use of partnerships and problem solving techniques, to proactively address the immediate conditions that give rise to public safety issues, such as crime, social disorder, and fear of crime.

Community policing recognizes that police can rarely solve public safety problems alone and encourages interactive partnerships with relevant stakeholders. The range of potential partners includes other government agencies, businesses, nonprofits, individual community members, and the media.

The Sturbridge Police Department is committed to community oriented policing. As you will see from this annual report, the Sturbridge Police Department's members are dedicated individuals who subscribe to the community oriented policing philosophy. Below you will find several of our many community initiatives. If you have any neighborhood problems that you would like addressed we encourage you to contact us so we can take the appropriate steps and work on those concerns.

National Night Out

National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live. National Night Out enhances the relationship between neighbors and law enforcement while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances. National Night Out takes place on the first Tuesday in August.

In 2018 Sgt. Larry Bateman and Lead Dispatcher Boiteau organized National Night Out for Sturbridge. This event took place on the Common and was a huge success thanks to Sgt. Bateman and Lead Dispatcher Boiteau's efforts. Sgt. Bateman and Lead Dispatcher Boiteau start the planning for this annual event about six months in advance to ensure it is a fun event for the community. At National Night Out there were local vendors, raffles, K-9 demonstrations, a bounce house, police and fire vehicles on display, a disc jockey and many more fun things to do.



Citizens Police Academy

One of our more popular community policing initiatives is the Citizen Police Academy. The Citizen Police Academy allows for residence to get a true inside look at what goes on in law enforcement. It also allows for members of the community to see how their police department operates and gives them a chance to meet the fine men and women of the Sturbridge Police. Class participants get lessons on Constitutional Law, Motor Vehicle Law, Criminal Law, K-9 uses, specialty unit usage just to name a few. These classes are taught by various members of the police department. Upon completion of the 8 week program all participants are invited to do a ride-along with a Sturbridge Police Officer. Below you will see Chief Ford Giving opening remark and Sgt. Paine instructing a class.



Student Police Academy

During 2018 Officer Paul Janson coordinated the Student Police Academy. The Student Police Academy took place at Tantasqua Regional High School. This academy was incorporated into two Dynamics of Democracy classes which comprised of thirty eight students. Officer Janson worked with two teachers and several other members of the Sturbridge Police Department along with officers of the Union 61 District. Some topics discussed were Constitutional Law, search and seizures, active shooter scenarios, K9s in policing and motor vehicle law. Students also took a field trip to Dudley District Court to observe the inner workings of the courthouse. Chief Ford received positive feedback from students and faculty on the presentations presented at the academy. This class was a great success in 2018 and as a result the Sturbridge Police are invited back to coordinate a 2019 Student Police Academy. In addition, Officer Janson along with Officer Marino of the Brookfield Police Department taught Driver's Education and gave several presentations in a health class on drugs and the effects of substance abuse. This is another initiative where the Sturbridge Police has partnered with our school and neighboring police departments to maintain our community partnership.

School Resource Officer

Our School Resource Officer, Hillary Murray continued to be fully committed to educating and ensuring everyone's safety at Burgess Elementary School. Officer Murray taught multiple safety related lessons throughout the school year – including but not limited to bus safety, bullying prevention, drug and alcohol awareness, stranger safety, bike safety, and 911: what is an emergency? She also helped to coordinate and assist with A.L.I.C.E. drills throughout the Tantasqua School District, update and modify the School Safety Plan at Burgess Elementary, and assist administration in a various ways including implementing best safety practices. She also instructed new faculty and staff members of the school district in the A.L.I.C.E. protocol. Officer Murray also attends numerous trainings related to school safety throughout the year. Officer Murray conducted two radKIDS sessions during the summer months – this is a program that encourages self-empowerment in children, teaches them how to be safe, strengthens their knowledge and teaches them basic self-defense techniques.

As for other school community related events, she helped to plan and coordinate the 1st annual Burgess Bear 5k Road Race. Lastly, Officer Murray also assisted in coordinating and helping the Burgess community with the local toy drive and helping families in need this past holiday season.

In 2018, the School Committee along with the voters supported funding an additional School Resource Officer position that will be assigned to both the junior and senior high school. Officer Garrett Danna was selected for this position and will begin his new role in early 2019. Thank you for supporting this new position; the safety of our students is our top priority and having an officer assigned to the schools not only adds to the security but it gives our younger resident's a chance to interact with a police officer in an educational environment opposed to interactions during routine police business.



Officer Murray teaching Halloween Safety

School Safety

The Sturbridge Police Department participated in "Operation Yellow Blitz". During this operation period the Sturbridge Police shadowed school buses in marked and unmarked patrol vehicles and cited those motorists who did not stop for the flashing red lights. The fine for this violation is \$255!! Please be sure you stop for all school buses when the red lights are flashing! Also, the Sturbridge Police in collaboration with the Tantasqua and Union 61 police department's assisted the schools administrative staff with bus evacuations.



PMC

In August, the Pan Mass Challenge (PMC) 2018 again brought thousands of cyclists and spectators into our community. The PMC is an annual cycling event that raises millions of dollars for cancer research. On August 4, 2018 at 5am, the five thousand plus riders began their 192 mile journey from Sturbridge to Provincetown. The Sturbridge Police Officers and members of MEMA, CEMLEC, Quincy Police, Massachusetts State Police as well as surrounding area Police Departments, worked through the entire event to ensure the safety and security of all riders, volunteers and visitors so that everyone had a great lasting impression of our community.



S.A.L.T

(Seniors and Law Enforcement Together)

SALT Mission Statement: SALT is a voice to advocate for action to ensure that seniors live in a healthy, safe, enjoyable and vibrant community. The team will act as a communication link between seniors and service providers, increase awareness of services for seniors and support seniors in the community. SALT acknowledges seniors as an important and valuable resource in the community.

The Sturbridge Police takes great pride in their partnership with the senior citizens of our community. On the third Thursday of every month, members of the Sturbridge Police Department go to the Senior Center and give various presentations to those who attend. This year, Sergeant Sean Paine assumed the role as the liaison to the senior community. Sergeant Paine now oversees the SALT program and is assisted by various officers over the course of the year.

This year, presentation topics included Safeguarding Your Identity, Motor Vehicle Stops, Active Killer, Personal Safety and Crime Prevention, and Alzheimer's and Dementia. The seniors were also treated to presentations by Emergency Management Coordinator Kevin Filchak, and the Massachusetts Environmental Police.

In November, the Massachusetts Office on Disability gave a presentation on Disaster Preparedness. In addition to our monthly meetings the Sturbridge Police Department hosts two larger events on an annual basis. These events are the senior cookout and spaghetti dinner. Both of these events are coordinated by Lead Dispatcher Barbara Boiteau.

In August 2018, the Sturbridge Police Department hosted the 12th annual SALT cookout. This year, like every year we had a great turn out and many seniors attended and met with members of the Sturbridge Police and Fire Departments.

On December 2nd, the officers and dispatchers of the Sturbridge Police Department, along with their families, turned their uniforms in and became waiters and waitresses for the annual spaghetti dinner. This dinner is hosted at the Senior Center. During this event, all attendees received a gift that had been donated by individuals or local businesses. The attendees were also treated to spaghetti, meatballs, bread, dessert and coffee. The spaghetti and meatballs for this event was donated by Village Pizza.

On December 12, 2018, Sergeant Paine attended Dementia Friends Champion Training at the Senior Center. During the class, Sergeant Paine learned additional tools to share with families of those living with Dementia. As a result of the training, Sturbridge Police Officers are now better equipped to effectively deal with emergencies involving those living with Dementia. The training was a part of the Dementia Friendly America Initiative which promotes compassion, understanding, and patience for anyone living with the disease.



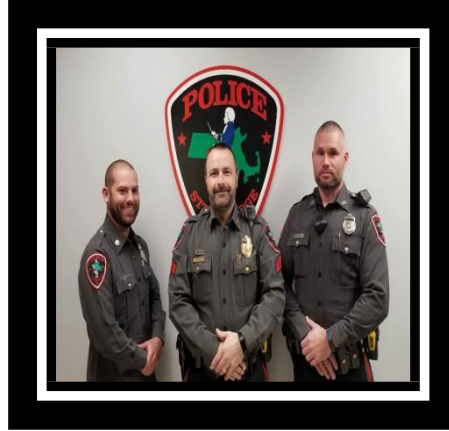
Toys for Tots

The Sturbridge Police Department hosted a Toys for Tots drive here at the Public Safety Complex on Saturday December 6th from 10a.- 2p. Toys for Tots is a program run by the United States Marine Corps Reserve which distributes toys to children who may be less fortunate than others. The program was founded in 1947 by reservist Major Bill Hendricks. The Sturbridge Police has been very successful over the past few years helping out with this drive and we had another successful year. Our agency assisted the Toys for Tots drive in 2018, with the help of our citizens, and donated over 1000 individual toys to Toys for Tots. This toy drive was coordinated by Sgt. Larry Bateman.



No Shave November

Members of the Sturbridge Police Department once again participated in "No- Shave November". The goal of No-Shave November is to increase cancer awareness. The members of the Sturbridge Police Department paid \$40 each to participate in this 30 day journey of no shaving (that somehow carried into December). In the end our police department members raised over \$1550 to support Cops For Kids With Cancer. If you want to learn more about Cops for Kids With Cancer please visit <https://copsforkidswithcancer.org>.



Emergency Management

Emergency management is the managerial public safety function charged with creating the framework within which communities reduce vulnerability to hazards and cope with disasters. The Office of Emergency Management for Sturbridge falls under the direct supervision of Police Chief Thomas J. Ford III serving as the Emergency Management Director and Kevin Filchak who serves as the Emergency Management Coordinator.

In late 2017, Kevin Filchak was hired to fill the Emergency Management Coordinator position. In 2018 Kevin Filchak coordinated a number of high level projects and initiatives to help ensure that the town's readiness to mitigate, prepare for, respond to and recover from any and all hazards that could affect Sturbridge. In 2018 the Office of Emergency Management updated the town's Comprehensive Emergency Management Plan (CEMP), supported increased operational use of the town's Community Emergency Response Team (CERT), helped to restart the Local Emergency Planning Committee (LEPC), and organized presentations on emergency preparedness. Also the office has been an active participant with our partner agencies such as MEMA and Tri-Epic. Finally, the office participated in several trainings offered and spent the fall preparing for a January 2019 shelter training/drill. The Emergency Management office shall continue its efforts begun in 2018 and expand its response capabilities to help keep Sturbridge safe in 2019.

Community Emergency Response Team (C.E.R.T.)

The Community Emergency Response Team (CERT) program educates volunteers about disaster preparedness for the hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations.

2018 was an active year for Sturbridge CERT as our members participated in a greater number of deployments and actively trained to enhance their preparedness capabilities.

This year CERT supported Police and Fire operations at the Pan-Mass Challenge, the Rick Hoyt Sturbridge Half Marathon, the Burgess 5k and more. Additionally in August our CERT team was deployed to assist the communities of Webster and Dudley after they were impacted by a tornado; CERT members assisted the Red Cross and local officials in the tornado response. In addition to these deployments, Sturbridge CERT has worked to increase their preparedness capabilities by taking time every month to improve their skill set, be it learning sheltering protocols or traffic control techniques.

Sturbridge CERT is an active organization and plans to only increase its capabilities in the coming year. The town would like to thank those active members of CERT for their hard work and dedication:

1. Andi Henge	10. Holly Merchant
2. April Gingras	11. Jackie Brogna
3. Barry Gingras	12. Marion Reilly
4. Christie George	13. Michael Merchant
5. Dan Sopher	14. Michele DeMauro
6. David DeMings, CERT Leader	15. Michelle Scott
7. Debra Ryzewski	16. Peter Zeh
8. Dick LaFranchise	17. Raki Zwiebel
9. Don Cummings	18. Susan Irving

Boat Patrol

In late August 2016 the police department purchased a 2017 Zodiac Bayrunner Pro155 with a Yamaha F60 four stroke motor. The Bayrunner was placed into service May 2017 and will patrol the five major waterways in town. In 2018 Officers performed boat patrols to ensure that boaters are not operating their watercrafts recklessly and they also conducted numerous safety inspections to ensure boaters are in compliance with the safety regulations set forth in MGL 90B.



Memorial Day

Every year members of the Sturbridge Police Department march in the Memorial Day Parade to show their respect for those who made the ultimate sacrifice. The year 2018 was no different and as you can see below the SPD marched with pride being led by Chief Thomas J. Ford III.



Social Media

The Sturbridge Police Department is very active in Social Media and currently uses Facebook and Twitter. We have found that Social media is a useful tool to warn residents of safety concerns and solve crimes. We also use social media to show our community many of the day to day events we are involved with. Follow us on Twitter and Like us on Facebook!!



<https://www.facebook.com/SturbridgePD>

https://twitter.com/Sturbridge_PD

Staff

Police	Dispatchers
Chief Thomas Ford III	Lead Dispatcher Barbara Boiteau
Lt. Earl Dessert	Toniah Maloney
Sgt. Larry Bateman	Scott Belanger
Sgt. Joseph Lombardi	Patricia Lupacchino
Sgt. Sean Paine	Alexis St. Francis
Officer Jeffrey Lavallee	Melissa Palmer
Officer Ronald Obuchowski	Eric McLaughlin
Officer David Fortier	Tyler Breese
Officer Hillary DaDalt (School Resource Officer)	Taylor Plumley
Officer Daniel Hemingway (K-9 Officer)	Matthew Cole
Officer Jeffrey Forcier	
Officer Edward Page (Court Officer)	
Officer Paul Janson	
Officer Scott Crevier	
Officer Garrett Danna	
Officer Thomas Giordano	
Officer Colby Tytula	
Michelle Connors (Animal Control Officer)	

Professional Standards Review

The purpose of the Sturbridge Police Department's Professional Standards Unit is to establish a system for the receipt, investigation, and resolution of complaints of misconduct received against sworn members of the Department. Our goal is to ensure that the integrity of this agency is maintained using a system of internal discipline where an impartial and objective investigation will make certain that fairness and justice will be served to both the Officer and the complainant. Complaint types are classified in two categories, Supervisory Inquiry and Internal Affairs Complaint. Complaint types are categorized by the seriousness of the complaint. Less serious offenses are classified as Supervisory Inquires which can be investigated by a patrol sergeant. Internal Affairs complaints are for serious offenses which may result in a Letter of Reprimand, suspension, demotion and/or termination. All complaints are normally investigated by an active member of the administrative staff, such as a Sergeant, Lieutenant or the Chief of Police. The outcomes are defined as follows:

Unfounded: The investigation conclusively proved that the act or acts complained of did not occur, or the member named in the allegation was not involved in the act or acts, which may have occurred.

Exonerated: The act or acts, which provided the basis for the allegation or complaint occurred, however, the investigation revealed they were justified, lawful, and proper.

Not Sustained: The investigation failed to disclose sufficient evidence to clearly prove or disprove the allegation made in the complaint.

No Finding: The complainant failed to disclose promised information needed to further the investigation.

Sustained: The investigation disclosed sufficient evidence to clearly prove the allegation made in the complaint. If a complaint is sustained disciplinary action will follow up to termination and or criminal charges depending on the incident.

Below is an annual review of complaints generated both internally and externally:

2018

Complaint Type	Number
Supervisory Inquiry	4
Internal Affairs Complaint	4

During 2018 one supervisory complaint was not sustained, two were sustained and one was unfounded. Three Internal Affairs Complaints were sustained and one was not sustained.



Accreditation

Police accreditation is a process by which a police department formally evaluates its activities and seeks and independent judgement that it substantially achieves its own objectives and is generally equal in quality to comparable agencies. In order to be a Massachusetts accredited police department, the Sturbridge Police Department must meet defined standards established by the Massachusetts Police Accreditation Commission. These standards reflect the best professional practices in police management, administration, operation, and support services. The accreditation process involves five (5) phases: application; self-assessment; pre-assessment; onsite assessment; commission review and maintenance of compliance. The accreditation assessment consists of 257 mandatory standards as well as 125 optional standards.

These carefully selected standards reflect critical areas of police management, operations, and technical support activities. They cover areas such as policy development, emergency response planning, training, communications, property and evidence handling, use of force, vehicular pursuit, prisoner transportation and holding facilities.

Lt. Earl J. Dessert serves as the Department's Accreditation Manager. He is tasked with keeping all files, documents, forms and accreditation standards up to date. Our last accreditation assessment took place in Feb 2017 and the department was re-accredited in May 2017. The Sturbridge Police Department has maintained full accreditation status from the Massachusetts Police Accreditation throughout 2015, 2016 and 2017. The Sturbridge Police will be up for re-accreditation in February 2020. Maintaining accreditation is a collaborative effort throughout the rank and file. The men and women of the Sturbridge Police Department work hard and continuously strive to maintain this professional status.

“The standards used for accreditation deal with the Police Department, not individuals within the Department. Accreditation is not a performance evaluation of individuals. It is a national measure of procedures and policies for police agencies. These standards most often deal with whether the department has a written guideline - a policy, rule or procedure - covering particular aspects of its operation.” – William Bratton

AAA Traffic Safety Award

The Sturbridge Police takes traffic safety very serious and throughout the year we participate in many traffic safety campaigns, (Click it or Ticket; Distracted Driving; Yellow Blitz; Drive Sober or get Pulled Over) to enhance traffic safety and reduce the amount of crashes in Sturbridge. All campaigns are fully funded by grants obtained through the Executive Office of Public Safety and Security (EOPSS). Because of our efforts in traffic safety, AAA of New England has once again recognized the Sturbridge Police Department with the Gold Award in 2018. Also recognized at the AAA award ceremony were Officers Ronald Obuchowski and Paul Janson for their outstanding dedication to Traffic Safety! Congratulations to both of them for their outstanding work!!



Grants

In 2018, the Sturbridge Police Department was awarded numerous grants that enabled the department to cover and/or defray costs on several operations, initiatives and events. Below are some of the notable awards:

GRANT	FUNDING AGENCY	PURPOSE	AMOUNT FUNDED
Child Passenger Equipment	EOPPS	To purchase items to help ensure child safety, i.e. Car seats, bicycle helmets, etc.	\$3,500.00
911 Training Grant	State 911	To offset the cost of advanced training for Dispatchers.	\$10,000.00
Traffic Enforcement & Ped/Bike Safety	EOPPS	To enhance traffic enforcement efforts; to reduce traffic crash fatalities through pro- active enforcement.	\$10,525.0
Support and Incentive	State 911	To offset the cost in order to have two dispatchers on-duty.	\$29,006.00
Citizen Corp Program	MEMA	Support C.E.R.T Activities/ Equipment	\$2,484.00
EMPG	MEMA	Emergency Management Enhancements	\$2,780.00
HMEP	MEMA	Hazardous Material Training	\$1,150.00
Total Amount Awarded			\$59,445.00

Training

The Sturbridge Police Department recognizes the importance of keeping our officers well trained and therefore we have continuous training throughout the year. The training consisted of the basic mandated police and dispatcher training such as Firearms Qualification, Taser Training, First Responder and Use of Force. In addition to the mandated training, members of the Sturbridge Police Department attended many advanced technical trainings such as Crash Reconstruction, Car Seat Tech, Alzheimer and Dementia Awareness, Next Gen 911, dynamics of addiction, officer in charge and Emergency Vehicle Operation to name a few.

FBI National Academy

Lieutenant Earl Dessert was among 232 law enforcement officers who graduated from the FBI National Academy Program at Quantico, Virginia on June 8th, 2018. The 272nd session of the National Academy consisted of men and women from 48 states. Also included in the class are members of law enforcement agencies from the District of Columbia, 25 international countries, five military organizations, and several federal organizations.

Internationally known for its academic excellence, the prestigious National Academy Program, held at the FBI Academy, offers ten weeks of advanced communication, leadership, and fitness training for selected officers having proven records as professionals within their agencies.

Training for the program is provided by the FBI Academy instructional staff, Special Agents and other staff members holding advanced degrees, many of whom are recognized internationally in their fields of expertise.

Throughout the ten week academy students participate in seven physical fitness challenges that lead up to the final fitness challenge called the Yellow Brick Road. The Yellow Brick Road is a grueling 6.5-mile run over the Marine Corps officer school's obstacle course. The FBI describes the course as running through "lowlands, woods, muddy waters and simulated windows, up hills, over walls, under barbed wire and across a cargo net."



Retirement and Resignation

In 2018, Officer Daniel Menzone retired from the Sturbridge Police Department after serving the Town of Sturbridge for 18 years. Officer Menzone was great asset to the Sturbridge Police and will be missed by the men and women of the police department. We thank you for your dedicated service to the town, and wish you the best in your future endeavors.

In 2018, Lt. Mark Saloio resigned from the Sturbridge Police Department to take on a Police Chiefs job in Tisbury Massachusetts. Lt. Saloio served the Town of Sturbridge for 20 years as Patrol Officer, Court Officer, Detective, Detective Sergeant and Administrative Lieutenant. Thank you Lt. Saloio for your years of service with the town, and we wish you the best of luck in your new position as Police Chief.

Fallen Heros

Law enforcement continues to be one of the most dangerous professions in America. In 2018 there were 148 police officers killed in the line of duty. This was a 6% increase from 2017. In 2018 two Massachusetts Police Officers made the ultimate sacrifice while protecting the citizens of their communities. Let us never forget these two heroes; Sgt. Gannon and Sgt. Chesna the Sturbridge Police Department salutes you for your service. May you forever Rest in Peace.



Sergeant Sean McNamee Gannon
Yarmouth Police Department, MA
EOW: Thursday, April 12, 2018
Cause: Gunfire



Sergeant Michael C. Chesna
Weymouth Police Department, MA
EOW: Sunday, July 15, 2018
Cause: Gunfire

“The Mission of the Sturbridge Police Department is to work in partnership with the Community to protect life and property, solve neighborhood problems, and enhance the quality of life in our Town”.

2018 Annual Report of the Fire Department

Dear Residents of Sturbridge,

On behalf of the members of the Sturbridge Fire Department, thank you for taking the time to review our annual report. The Sturbridge Fire Department has provided fire protection, rescue, emergency medical services (EMS), and fire prevention/education to the Town for over 84 years. Founded in 1934 as a largely volunteer effort, the department continues to adapt and grow with the ever-changing world of fire and emergency medical service delivery. Today, our staff of fourteen (14) full-time firefighters, including the Fire Chief, and ten (10) part-time/on-call firefighters, strives to better themselves through continued and expansive training and education. We work diligently to maintain all of our equipment in order to deliver the highest quality emergency services to our community whenever duty calls. In addition, we attempt to inspect all publicly accessible buildings, helping to ensure the safety of all their occupants and visitors. We do these things for you, our customers.

Personnel

The most valuable asset that any organization has is its people. The Sturbridge Fire Department is always seeking to add to its staff of paid “part-time/on-call” personnel. During 2018, the Department sought candidates to fill vacancies within both its full-time and part-time staff. After months of reviewing resumes and conducting interviews, we welcomed several new people to the Department.

In 2018 the Department was fortunate to receive a grant from FEMA. The Staffing for Adequate Fire & Emergency Response (SAFER) Grant was created to provide funding directly to fire departments to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720). As a result of this award The Sturbridge Fire Department was able to hire four new full-time firefighters. We welcomed: Firefighter/Paramedic Matthew Bonneau, Firefighter/EMT Bryan Swanda, Firefighter/Paramedic Emmanuel Martin, and Firefighter/EMT Justin Pike to our ranks. Firefighters Swanda and Pike are currently enrolled in paramedic school and are expected to complete their training late this summer.

In addition to full-time personnel we welcomed the following part-time/on-call personnel: Firefighter/Paramedic Jacqueline Becker, Firefighter/EMT Anthony Messina, Firefighter/EMT James Towns, Firefighter/EMT Alexander Alicea and Firefighters Michael Ashe and Richard Corriveau.

DIVISION REPORTS

Fire Prevention

The Fire Prevention Division is charged with the responsibility of conducting fire safety inspections for all businesses and publicly accessible buildings in the Town. Additionally, any new construction or projects that involve major renovations must be reviewed and approved by the Fire Department prior to any work beginning in order to ensure all fire life safety codes are addressed. The primary responsibility for these activities falls to our Fire Inspector, Lt. John Marinelli. He is supported by the on-duty staff, which also performs some routine pre fire planning of buildings within the town.

In 2018 the Fire Inspector attended several classes and training sessions designed to assist the Department in understanding and applying the newly implemented State Fire Codes and Building Codes. In addition, the Fire Prevention Division logged over 588 various activities; including residential and commercial fire inspections, processing permit requests for propane and oil burner installations, and numerous plan reviews of new buildings and proposed major renovations to existing building and homes within the Town of Sturbridge.

The Fire Prevention Division is also responsible for Fire Investigation of case and origin of all fires within the Town of Sturbridge. All reports that have to be generated for case and origin are prepared through the Fire Prevention Division.

The Fire Prevention Division applied for and received a grant through FM global for two iPads for the department to use for inspections and investigations out in the field. This will enhance our ability to document our findings in real time.

Along with the normal fire safety inspections, the Fire Prevention Division assists the Building Department and Board of Health with annual inspections. This is a group effort which helps the local business owners to only have to make one appointment with the town for their annual inspections.

Training

In 2018 the Fire Department continued with its structured training program. Under the direction of Lt. Matthew Roderick, department personnel engaged in over 1941 hours of training in all facets of firefighting, rescue and emergency medical techniques. A training program was adjusted to include a daily training segment to be accomplished by the members while on duty. The Department membership completed all required annual refresher training on topics that fall under Federal and State regulations, such as driver safety training and hazardous materials operations.

I am pleased to announce that Recruit Firefighters Anthony Messina, James Towns and Mike Ashe graduated from the Massachusetts Fire Academy Call/Volunteer Recruit program. The program consists of 240 hours of classroom and practical training involving the fundamentals of fire suppression, rescue and hazardous materials operations. All three recruits are now certified as a Firefighter I/II and Haz-Mat Operational Responder. Anthony, James and Mike are working hard

at completing the in-house Driver/Operator program. We are very proud of their accomplishments; and they have proven to be an asset to the department.



We were also extremely proud to present Recruit Firefighter Anthony Messina the Martin H. McNamara Award in his academy class. The McNamara Award is given to one outstanding student of each Massachusetts Firefighting Academy Call/Volunteer Training Class based on his high performance levels in both academic exams and practical skill applications. I was honored to present the award to him at his graduation.

The department was fortunate to participate in a full day live fire training at the North Brookfield Fire training facility. Members were able to practice basic firefighting skills in realistic conditions.



The Department hosted two Massachusetts Firefighting Academy (MFA) classes in 2018. In April members spent a weekend taking the Pumps and Hydraulics course and in September we attended the day-long Electric Vehicle Safety course. Such courses are provided free of charge to the members through the MFA.

Several members of the department took advantage of additional training programs offered through the MFA, below is a record of such training attended in 2017. It is important to note that none of the classes/certifications from the MFA were included in the totals hours of department-sponsored training.

Lt. Riendeau - Fire Officer III

FF Patrick Normandin - Fire Instructor I

Fire Officer I

FF Sean Moynagh - Rope Rescue Operations

Rapid Intervention

Emergency Medical Services (EMS)

In 2018, the Sturbridge Fire Department continued training Town employees, day care facility staff, pre-school staff, and Town residents in American Heart Association HeartSaver CPR/AED. In addition to CPR training, the Department began training and certifying restaurant employees with a ChokeSaver Course. This course teaches employees techniques to assist people that may be choking. Since this program began in 2017, we have trained several employees from over eight different restaurants here in the Town of Sturbridge.

The Department continued its EMS training program. Lt. Riendeau, along with our Medical Director Affiliate, Dr. Andrew Marino, continued to supervise a monthly training program. In 2018 a program was put into place; any personnel that were interested in teaching a monthly training were allowed. The interested members were required to submit an outline and create a PowerPoint presentation on an EMS related subject. I am pleased to report that eighty percent of the career members got involved with this program. This allowed the members to each have an opportunity to teach in front of a crowd and to be part of the educational training of their fellow members. We will continue this program and possibly expand with new ideas moving forward.

The Sturbridge Fire Department, with the assistance of Lt. Riendeau, is able to teach and certify the personnel of this Department and others with Con-Ed classes, PHTLS, AMLS, ACLS, CPR, and a NCCR class. This allows for members to reach their continuing education requirements set by OEMS and the National Registry of Emergency Technicians on a two-year recertification cycle.

The Sturbridge Fire Department responded to a total of 1384 EMS calls in 2018, which is a 16.26% percent increase over the previous year (2017). The Sturbridge Fire Department had a 25% Percent increase in Advanced Life Support calls over the previous year. This year the crews responded to 26 Priority 1 calls (injuries or medical conditions that could lead to eminent death), 5 of these calls required transport by a medical helicopter and 17 of these calls were from a cardiac arrest. In the year of 2018 we received a total of 306 requests for an ambulance to respond for a second call (duty crew was dedicated to another call). Part of our mutual aid agreement is that we provide EMS assistance to the surrounding towns. Assistance was provided 172 times to the surrounding towns, because they were unable to provide resources of their own to cover these calls. The request for another town to assist Sturbridge with a mutual aid ambulance was only needed 76 times, while the remaining 230 ambulance calls were covered by the second ambulance from Sturbridge. The second ambulance was covered by full-time and part-time staff returning back to the station on a recall and by the third member from the original duty crew. In 2018 our calls for mutual aid to the surrounding towns has increased 30.23% percent and our calls requesting assistance from the surrounding towns has increased 32.89% percent.

Public Education

Public Education plays a vital role in ensuring that our message of fire safety reaches everyone. There are various approaches to teaching fire safety but with a large target demographic, it is important that the message be consistent. Thanks to the tireless efforts of Firefighter MaryLou Volpe, this important and often lifesaving information is shared with the breadth of citizens and children by a series of presentations/demonstrations throughout the year.

Through much hard work and long hours Firefighter Volpe has applied for and received grants totaling thousands of dollars from State and Federal programs over the years. These grants have enabled the department to continue bringing safety education to *all* of our residents. The Department is proud to announce we were able to add two new programs this year to go with our current S.A.F.E. (Student Awareness of Fire Education) and Senior S.A.F.E. programs for our schools and the community.

- Help Us Help You – A program designed to help handicapped residents in the event of an emergency.
- Smoke/CO Detector Program – Run in conjunction with the American Red Cross to distribute and install units for residents needing assistance.

The Fire Department will continue to be pro-active and continue to apply for grants that will help us educate and assist the residents regarding fire safety.





RESPONSE STATISTICS for 2017

Fire Calls	36
Overpressure, rupture, Explosion, Overheating	5
Rescue & Emergency Medical Services	1354
Hazardous Conditions (no fire)	78
Service Calls	300
Good Intent Calls	108
False Alarms/False Calls	237
Special Incident Types	02
TOTAL RESPONSES	2,120

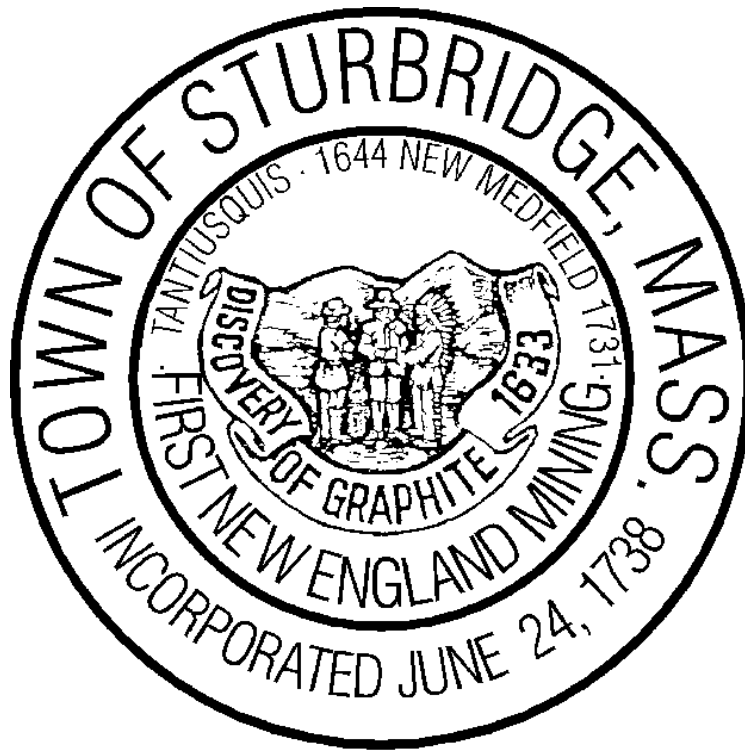
I wish to remind our customers that we are here 24 hours a day, every day, to serve you. Feel free to call us anytime you have a question or a concern, or if you just wish to stop in and see your fire station, please do so. Our doors are always open to you!

John A. Grasso, Jr.

John A. Grasso, Jr., MBA, MSOL
Fire Chief

PUBLIC WORKS

2018



ANNUAL REPORT OF THE DEPARTMENT OF PUBLIC WORKS 2018

The Town Engineer's office has been occupied by Brad Cheney of C.M.E. Associates with offices in Southbridge, Massachusetts and Woodstock, Connecticut. The D.P.W. Director remained the same for this year. Mark Augello is the Operations Manager for the D.P.W. The responsibilities of the Department include the Administration, supervision and operations of the Highway, Landfill, Water and Sewer Departments, Tree Warden and maintenance duties associated with the Cemeteries and Recreational Department. The D.P.W. conducts plan reviews for the Planning and Zoning Boards and interacts with several other committees as needed.

The Town's Water/Wastewater contract operator remains Veolia Water North America Operating Services, LLC. Shane Moody is presently Veolia's manager of operations. The Department of Public Works has been involved with several on-going projects during the year and we are pleased with their progress.

Miscellaneous Projects:

The Department of Public Works was involved in miscellaneous bids. The Town advertised the bids and accepted the low bidders.

1. **Remove and Replace Tennis and Basketball Courts** Contractor of Record: J.H. Lynch & Sons, Inc., Millbury, Ma (work complete).



The Department of Public Works submits the following list of work completed during this year's construction season.

1. <u>Road Construction and Paving</u>	<u>Mileage</u>
a. Brookfield Road	1.84 Miles
b. Podunk Road	1.50 Miles

2. **Crack sealing of various Town Roads:**

Approximately 5,028 gallons of sealant was applied on roads during this construction season.

3. Trail System:

The Department of Public Works has worked on several projects related to the Trail System this year. Material deliveries to various sites for trail maintenance and expansion, brush clearing and field mowing. At the OSV site this department increased parking spaces and included a gravel turnaround.

4. Sidewalk Maintenance and Repair:

- a. Sweep sidewalks on Route 20 and Route 131
- b. Weed Control Program on Route 20 and Route 131

5. General Road Maintenance:

Grading all gravel roads (11+ miles), brush cutting (50+ miles) and street sweeping (80 + miles) were completed during this construction season.

6. Roadside Litter:

Five truckloads of debris were removed from Town Road Right-of-Ways and various properties. Over 131 bags of litter, 16 tires, 1 dishwasher, 1 swing set, 1 water tank, 1 chair, 1 pallet of red brick, 1 television and 1 computer were also collected this year. Please report any illicit dumping activities to the D.P.W. or Police Department to help reduce this increasing ongoing problem. To all residents and volunteers who are providing support, your assistance is greatly appreciated.

7. Drainage Structure Repair and Cleaning:

As part of the D.P.W.'s ongoing catch basin cleaning program over 451 structures were cleaned and 37 structures were repaired or replaced.

8. Miscellaneous Improvements:

- a. Approximately 236 linear feet of drainage pipe was removed and replaced at various locations. Approximately 304 linear feet of new drainage pipe was installed. Sizes ranged from 12"-15" diameter.
- b. Four low pressure sewer force mains were flushed representing a distance over 18,000 L-F of pipe around the lakes. This preventative maintenance helps reduce emergency repair work associated with breaks or blockages.
- c. 213,269 L-F of line stripping was completed during this construction season. The Department also painted 85 stop lines town wide.
- d. 2 hydrants were replaced or repaired in various locations.
- e. Bury trash weekly at the Landfill.

- f. The Department completed 11 burials during this calendar year.
- g. Set new vertical post and repaired chain link fence at Big Alum Dam structure.
- h. The Department maintains over 70 vehicles for Town Hall, Fire, Police, Water, Sewer and D.P.W. staff.
- i. Excavation for 7 water and 2 sewer field repairs were required during the construction season.
- j. Remove and replace Ice Skating Rink (seasonally).
- k. Clean the Sewer Plant drying beds for the year.
- l. Removed and replaced 27 concrete guardrail posts various locations throughout town.
- m. Continue to update GIS mapping for the water and sewer systems in town

9. New Equipment Purchased:

The Department of Public Works was extremely happy to purchase several key pieces of Equipment this year.

2018 one ton truck, a roller with trailer and a 2018 International



The Department of Public Works with deep regret announces the retirement of Greg Morse, DPW Director for 23 years and wish him nothing but the best. The Department of Public Works is pleased to announce Daniel Gervasi has accepted the Landfill/Heavy Equipment Operator, David Lamontagne has accepted the Light Equipment Operator and Andrew McDermott has accepted the Labor/Driver position. Thank you for your continued support.

Respectfully submitted,
Department of Public Works

Wastewater Operations – 2018

Veolia is proud to have successfully completed twenty nine years and six months of operation to the Wastewater Department as of December 31st, 2018. Our relationship with the Town of Sturbridge grows stronger each year as we continue to work together. This report summarizes the activities that took place during the calendar year.



Veolia staffs the Sturbridge Water Pollution Control Facility (WPCF) seven days a week, 365 days a year. We have an Operation and Maintenance (O&M) staff of nine, which is responsible for providing daily department operations and 24 hour emergency coverage.

All Veolia employees in Sturbridge are cross-trained between both Water and Wastewater Departments. They are assessed on an annual basis with regard to their training progress, level of responsibility, reliability, and work efficiency. The employees are compensated according to their level of performance in those categories.

The table below profiles the O&M staff of the Wastewater Department, showing job titles, project roles, and certification levels at the project in 2018:

Wastewater Department O&M Staff		
Employee	Title/Project Role	Certification Level
Shane Moody	Project Manager/Facility Manager	Grade VI
Zachary Donahue	Chief Operator III	Grade VII
Thomas Potvin	Operator II	Grade VII
Joshua Earnest	Operator I	Grade VI
Wayne Johnson	Operator/Maintenance Mechanic II	Grade III
Vincent Masterson	Operator II	Grade V
Steven Saletnik	Operator II/Project Operator	OIT
Jacob Allard	Operator I	OIT
Jacob Putis	Operator I	OIT

Veolia understands the importance of having highly-qualified and certified personnel operating the Wastewater facilities, and we provide our employees with extensive training in many areas. Employees are encouraged to upgrade skills and achieve higher levels of certification through our ongoing training, certification bonus, and tuition reimbursement programs.

In 2018, there were 11 new sewer customers connected to the wastewater collection system. The wastewater collection system at the end of 2018 served roughly 2,076 customers. Approximately 8% of the facility's flow originates from local industries, 37% from commercial connections, and 4% from non-classified connections. The remaining 51% is domestic sewage generated from residential and public sources. In addition, the WPCF

accepts and treats septage wastes from private septic systems as well as leachate generated from the Sturbridge landfill.

In 2018, the Wastewater Department performed the following services:

• Wastewater Department/system emergency calls	175
• Wastewater collection system main/services repairs	0
• Wastewater collection system inspections	11
• Environment One grinder pumps replaced	115
• Environment One grinder pumps rebuilt	104
• Environment One system inspection/startups (new)	11
• Environment One system startups/shutoffs (seasonal)	39/42
• Preventive maintenance work orders completed	2380
• Corrective maintenance work orders completed	157

Facility Performance – 2018

The Sturbridge WPCF has an average daily design flow capacity of 1.3 million gallons a day.

In 2018, the Sturbridge WPCF effectively treated an average of 507,000 gallons of Wastewater daily. This amounted to a total of over 185 million gallons of wastewater treated and discharged to the Quinebaug River. The treatment process had an annual average of 98.6% removal of solids entering the facility. This facility's high quality effluent continues to protect the river while improving the water quality downstream. This was achieved through strict adherence to Federal and State regulations, expert process control, preventive and corrective maintenance, and a high level of personnel training. Over the past 12 months, Veolia continued to improve upon pollutant removal and provided high quality effluent in the face of increasingly stringent regulations.

In an effort to conserve the Town's drinking water, the facility recycles a portion of the discharge water. This recycled water is used throughout the treatment process. In 2018, this saved over 56 million gallons of town drinking water. Also in 2018, equipment changes saved an additional 754,000 gallons of drinking water.

The Sturbridge WPCF is an extended aeration activated sludge process with BioMag technology. It also utilizes tertiary treatment in the form of CoMag technology for additional solids, metals, and nutrient removal. The facility is designed to meet all present National Pollution Discharge Elimination System (NPDES) permit requirements and limits.

The town continues to make great strides toward preserving and maintaining its Landfill for many years to come by trucking sludge out of town for disposal. Of the 270 tons of sludge processed in 2018, 100% was disposed and incinerated out of state. Veolia will continue to dispose all the sludge produced at the WPCF in this way. The screening system removed 25 tons of screenings, which were also disposed of out of town.

As a result of Veolia's services, environmental quality is preserved, community and employee health and safety are enhanced, and public and private investments are protected. The facility's performance is measured by compliance with the NPDES permit. This permit defines compliance limits for effluent quality to ensure that receiving waters are safe from

pollution. In recent years, regulations have become increasingly stringent and have required greater process control to maintain compliance. All 2018 permit required procedures, samples, tests, and reports for the Sturbridge WPCF were conducted according to U.S. Environmental Protection Agency (EPA) and MA Department of Environmental Protection (MADEP) rules and regulations.

Veolia maintained 99.2% compliance with our current NPDES permit with no preventable violations for the year. The project also had no lost time accidents for the 16th year in a row and only one in 29 years. Veolia continued routine upgrades and additions to our Process Control System (PCS). All equipment is on a scheduled maintenance program. We also continue to maintain and utilize our Tier II database for Emergency Management and Intelex software for Environmental, Health, and Safety Management.

Veolia is committed to providing prompt and courteous service at a reasonable and stable cost to the Town of Sturbridge. We at Veolia appreciate the support received during the past year by the Department of Public Works, the Board of Health, the Town Administrator, and the Selectmen, as well as all the other Departments, Boards, and Committees here in Sturbridge.

As always, if any residents have questions regarding Water or Wastewater issues, please do not hesitate to contact our office.

Respectfully Submitted,

Shane Moody, Project Manager

WTP: 508 347-2513

WPCF: 508 347-2514

Fax: 508 347-1241

E-mail: shane.moody@veolia.com

Water Operations – 2018

Veolia is proud to have successfully completed twenty nine years and six months of operation of the Water Department as of December 31st, 2018. Our relationship with the Town of Sturbridge grows stronger each year as we continue to work together. It has been our pleasure to serve the town during the past twenty nine years. This report summarizes the activities that took place during the calendar year 2018.



Veolia staffs the Sturbridge Water Treatment Plant (WTP) seven days a week, 365 days a year. We have an Operations and Maintenance (O&M) staff of nine, which is responsible for daily department operations and 24 hour emergency coverage.

All employees at the Sturbridge project are cross-trained between the Water and Wastewater Departments and are assessed on an annual basis with regard to their training progress, level of responsibility, reliability, and work efficiency. The employees are compensated according to their level of performance in those categories.

The table below profiles the O&M staff of the Water Department, showing job titles, project roles, and certification levels at the project in 2018:

Water Department O&M Staff		
Employee	Title/Project Role	Certification Level
Shane Moody	Project Manager/Plant Manager	Grade 3T, 4D
Steven Saletnik	Operator II/Chief Operator	Grade 2T, 2D
Thomas Potvin	Operator II	Grade 3T
Wayne Johnson	Operator/Maintenance Mechanic II	Grade 1T, 1D
Vincent Masterson	Operator II	Grade 2T, 3D
Jacob Allard	Operator I	Grade 1T, 2D
Jacob Putis	Operator I	Grade 1T, 2D
Zachary Donahue	Operator I	OIT
Joshua Earnest	Operator I	OIT

Veolia understands the importance of having highly-qualified and certified personnel operating the water facilities, and we provide our employees with extensive training in many areas. Employees are encouraged to upgrade skills and achieve higher levels of certification through our ongoing training, certification bonus, and tuition reimbursement programs.

At the end of 2018, there were 1,716 active water service connections with over 5,046 people served by the town's water supply. Approximately 19% of the facility's flow originated from Well #1, 24% from Well #3, 50% from Well #4, and 7% from Well #5, for a total of 187.4 million gallons of treated water.

In 2018, the Water Department performed the following services:

• Water Department/system service calls	293
• Water Department home leak tests	18
• Water Department/system emergency calls	70
• Dig-Safe mark-outs	341
• Water hydrants repaired or replaced	7
• Water distribution main repairs	2
• Water services repaired or replaced	5
• Water gate boxes and curb stops repaired or replaced	7
• Preventive maintenance work orders closed	510
• Corrective maintenance work orders closed	365

Plant Performance – 2018

The Sturbridge WTP has an average daily design flow capacity of 1.23 million gallons. The Well #4 water plant has an average daily design flow capacity of 0.46 million gallons. The town's water storage capacity is 2.3 million gallons, which equals three days of normal water usage.

The Sturbridge WTP effectively treated and supplied an average of 513,521 gallons of water daily. This amounted to a total of 187,435,000 gallons of finished water produced and pumped into the town's distribution system. The entire distribution system was flushed twice last year to ensure water quality.

To ensure the quality of the town's drinking water, the water plant must meet an array of state and federal drinking water quality requirements. These regulations require testing for everything from the aesthetic quality of the water, including color and clarity, to parameters not detectable to taste or vision, such as coliform, lead, and copper. All sampling and testing was performed according to all water quality standards set forth by the Federal Safe Drinking Water Act. The town reported 99.9% compliance with these regulations.

In 2017, a round of lead and copper testing was completed. This sampled 20 approved locations throughout the distribution system as well as all schools and daycare facilities within the town. Testing results were found to be in compliance with EPA regulations.

Veolia ensures that the quality of the Town of Sturbridge's drinking water is consistently high through operating efficiencies such as:

- Monitoring of water characteristics, chemical dosing, and treatment plant operations through daily influent and effluent water sampling and testing
- Inline pH, chlorine, and turbidity analysis for constant 24 hour per day monitoring
- SCADA notification and plant shutdown interlocks checked monthly for functionality
- Establishing an efficient filter backwash schedule that includes a bi-weekly high pressure air scrubbing cycle

- Maintaining a comprehensive corrosion control program through the addition of phosphate to sequester iron and manganese and to prevent the leaching of lead and copper from the distribution system
- Sampling and testing weekly at multiple locations throughout the town in order to monitor water quality in the distribution system
- Sampling and testing monthly for total coliform and chlorine residual in the distribution system
- Pressure logging at key points in the distribution system
- Use of water hydrant bleeders at location in town with dead-ends to keep water fresh and prevent water from becoming stagnant and stale
- Biannual water hydrant flushing to keep water distribution system clean

We continued use of our Hach Wims Database and Job Plus maintenance program. We also continue to maintain and utilize our Tier II database for Emergency Management and Intellex database for Environmental, Health, and Safety Management.

In 2018, a system wide leak detection survey was conducted. This is a physical evaluation done to identify the locations of leaking pipes or fittings within the town's distribution system. Once located, the proper actions can take place to repair the leaks. There are several benefits of locating and repairing leaks, one of them being water conservation. During the year, two minor leaks were found and repaired accordingly.

Veolia and the staff of the Water Department continue to ensure the protection of the town's water supply, water storage, and water distribution system. We are committed to providing safe, high quality water to the customers of Sturbridge with courteous and prompt service.

We at Veolia appreciate the support received during the past year by the Department of Public Works, the Board of Health, the Town Administrator, and the Selectmen, as well as all the other Departments, Boards, and Committees here in Sturbridge.

As always, if any residents have questions regarding Water or Wastewater issues, please do not hesitate to contact our office.

Respectfully Submitted,

Shane M. Moody, Project Manager

WTP: 508-347-2513

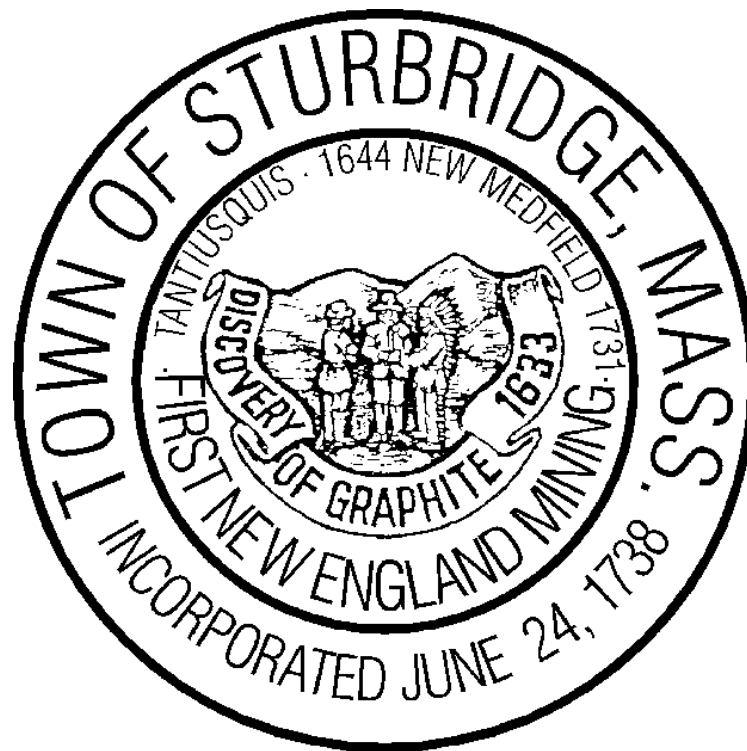
WPCF: 508-347-2514

Fax: 508-347-1241

E-mail: shane.moody@veolia.com

PLANNING, DEVELOPMENT AND REGULATION

2018



REPORT OF THE PLANNING BOARD

The Sturbridge Planning Board, consisting of seven (7) appointed members, met regularly during 2018. It has always been the Board's policy to meet as often as necessary to conduct business deemed appropriate under Massachusetts General Laws and the Charter of the Town of Sturbridge. The Board normally meets on the second and fourth Tuesdays of the month at 6:30 PM. However, this schedule can change from time to time due to availability of the meeting room, and other conflicts. The meetings and agendas are posted on the Town Calendar and on the Town Clerk's Bulletin Board. All meetings are taped, and are subsequently broadcast via the local public access cable television.

The principal responsibilities of the Planning Board are to foster sound community growth and development while preserving community character, heritage, and natural resources. To do so the Board reviews and evaluates commercial site plans, subdivisions, subdivision "approval not required" plans (ANRs), proposed zoning bylaws, and map amendments. The Board also has the responsibility for the preparation and adoption of a Master Plan. Its authority and responsibilities are contained in the Massachusetts Zoning Act, Chapter 40A, and the Municipal Planning and Subdivision Legislation, Chapter 40A. Local authority and responsibilities are found in the Town's *Zoning Bylaws*, adopted and amended at Town Meetings, and the Board's *Subdivision Rules and Regulations* (2002).

The Planning Board members and staff are as follows:

Planning Board

Chair	Charles Blanchard
Clerk	Susan Waters
Members	Chris Bouchard
	Russell Chamberland
	Michael Chisholm
	James Cunniff
	Heather Hart

Staff

Town Planner	Jean M. Bubon, AICP
Administrative Assistant	Rebekah L. DeCoursey

The year 2018 was one of change for the Board. After serving the town in various capacities for twenty-eight years, Sandra Gibson-Quigley retired from the Planning Board. The Board would like to thank Ms. Gibson-Quigley for her service to the Town and to the Planning Board. The Board also lost Penny Dumas from the Board when the Board of Selectmen did not confirm her re-appointment. Ms. Dumas was appointed to the Board in 2006. The Planning Board would like to thank Ms. Dumas for her many years of service as well. Ms. Dumas continues to serve the Town on the Community Preservation Committee.

The Board welcomed Mr. Frank McNeil and Mr. Michael Chisholm who were appointed to fill the two seats on the Planning Board. However, due to personal commitments, Mr. McNeil resigned from the Board after two months. After his resignation, Chris Bouchard was welcomed as the newest appointee to the Planning Board.

During the calendar year 2018, the Planning Board held nineteen (19) regular meetings. In addition to our own meetings, we have also had meetings with other Boards and Committees and have attended seminars and workshops to help better prepare our members for the positions for which they have been appointed. Many members serve the community on other Committees as well, these include:

James Cunniff	Betterment Committee Community Development Advisory Committee
Michael Chisholm	Representative to CMRPC
Heather Hart	Community Preservation Committee Representative
Michael Chisholm	Alternate Representative to CMRPC

This past year has been a very busy one for the Board with the Board participating in a variety of projects in addition to the normal permitting reviews. Below are highlights of the articles.

Zoning Article Summary

Article 30 – Zoning Bylaw Prohibition of Recreational Marijuana

The Planning Board held a Public Hearing on Tuesday, April 10, 2018 to consider a proposed amendment to the Zoning Bylaw that would insert a new Chapter 32 – Marijuana Not Medically Prescribed as petitioned by the Board of Selectmen. This article would amend the Town's Zoning Bylaw to prohibit all types of commercial, non-medical, marijuana establishments as allowed by the petitioned ballot question approved in November 2016.

This identical article was defeated at last year's Annual Town Meeting. It is a companion article to the ballot question presented to the voters on April 10, 2017. It would prohibit all non-medical commercial businesses related to marijuana. This proposal would not prohibit the personal use of marijuana or growing of marijuana at a residence as permitted by law.

This Article was petitioned by the Board of Selectmen but failed to garner the required 2/3 vote at Town Meeting.

Article 30 – Zoning Bylaw Adult Use Marijuana

The Planning Board held a Public Hearing on Tuesday, October 9, 2018 to consider a proposed amendment to the Zoning Bylaw by deleting Chapter 31 – Temporary Moratorium on Recreational Marijuana Establishments and inserting a new Chapter 31 – Adult Use Marijuana

that would regulate all adult use marijuana establishments within the Town of Sturbridge. Also proposed are related definitions to be inserted into Chapter 2 – Definitions and amendments to the existing definitions of Off Site Medical Marijuana Dispensary and Registered Marijuana Dispensary to be consistent with current law.

This Article was petitioned by the Planning Board and was approved at the Special Town Meeting.

Master Plan Implementation Committee

The MPIC is an advisory body, functioning as a subcommittee of the Planning Board. While the Master Plan Implementation Committee is responsible for overseeing implementation of the Master Plan, the MPIC does not perform the work necessary to achieve the goals of the Plan. It should be noted that the MPIC has not been able to meet for some time due to a lack of members.

The members of the Committee are:

Sandra Gibson-Quigley, Chair
David Barnicle

Each year, the MPIC asks that all groups file a report with the MPIC indicating which goals it is working towards, goals that may have been completed, and goals that may not be implemented for some reason. Several Boards, Committees and Departments have filed a report with the MPIC and most of the goals of the Master Plan have been accomplished. A sampling of the goals accomplished this year follows:

The Planning Department staff and Open Space Committee finalized the Open Space and Recreation Plan Update. The plan was approved by DCR and is valid for a period of seven years.

The Town Planner completed the designation criteria for the Green Communities program and the Town was designated as a Green Community in December.

The Economic Development and Tourism Coordinator worked with Central Massachusetts Regional Planning Commission on the preparation of a Market Study for the Route 15 Corridor. The purpose of the study was to identify the types of uses that would support a robust, local economy in that corridor.

The Historical Commission continues to inventory the built environment, identify properties eligible for listing in the National Register of Historic Places, and pursue such listings.

The MPIC will meet during the coming year if sufficient members are recruited. Otherwise the Town Planner will continue to follow up with Boards, Committees and Departments to document the completion of goals contained within the Master Plan.

Regular Business

The following is an overview of actions taken by the Board in 2018, along with a summary of some of the Special Meetings in 2018:

January 9, 2018

ANR – William T. Laughlin – property located on The Trail. Endorsed.

ANR – Harris Holdings – Breakneck Road. Endorsed.

ANR – Harris Holdings (Chechile Parcels) – Breakneck Road. Endorsed.

Waiver of Site Plan – Rapsallion Brewery requested a Waiver of Site Plan for a 480 square foot addition to the building to be used for the storage of brewing process material. The property is located at 195 Arnold Road. Approved.

Special Permit – Om Shri Ambika, LLC requested a Special Permit to allow erection and maintenance of signs in excess of what is specifically allowed in the Bylaws Chapter 25 Section 25.05.5. Applicant proposed one freestanding sign for the multi-tenant building, building mounted signs for Panera Bread, drive-thru menus boards, and directional signs for traffic. Approved.

January 16, 2018

Planning Board at Board of Selectmen. Discussion by Town Counsel regarding Recreational Marijuana.

January 23, 2018

ANR – Julieanne L. Parrettie – Long Avenue.

Joint meeting Planning Board and Design Review Committee. Waiver of Site Plan – Om Shri Ambika, LLC requested a Waiver of Site Plan Review for site and architectural modification for the property at 21 New Boston Road. Approved with conditions.

February 27, 2018

Review master list of Master Plan Goals and review and adopt outstanding Master Plan Goals document.

Begin discussions on Industrial Park Zoning. Current permitted uses and lot size analysis were provided by the Planning Department.

Begin discussions on Recreational Marijuana Bylaw considerations. The Board of Selectmen is taking lead for a proposed prohibition.

March 14, 2018

ANR – Robert & Kenneth Kaszowski – Podunk Road.

ANR – Trustees of the Suprenant Realty Trust – Tannery Road.

ANR – Charles & Nancy McDevitt Revocable Trust – Hillside Drive and Shephard Road.

March 27, 2018

ANR The Allen Homestead – Suprenant Realty Trust prepared for Randy Bercume plan endorsed. This plan replaced the plan endorsed at the previous meeting.

Endorsed Form K for Allen Homestead.

Site Plan Review – Hadley Zabinski – 1 River Road. The applicant requested Site Plan Approval for redevelopment of the property from the existing retail facility to a luxury full-service pet daycare, lodging, training and grooming facility. Approved with conditions.

Site Plan Review and Special Permit Request – Petrogas Group New England – 234-236 Haynes Street / Route 15. The applicant requested Site Plan Approval for the extension of a pre-existing non-conforming structure and use. Applicant also requested a Special Permit for a greater number of signs at the location than allowed by the Zoning Bylaws. Site Plan approved with conditions and Special Permit approved.

Waiver of Site Plan – Modification of Site Plan – Heal, Inc. Applicant is requesting a Waiver of Site Plan Review for modification of approved Site Plan. Approved with existing conditions.

Baba Sushi – 453 Main Street – to discuss parking arrangements. 453 Main Street will continue to monitor parking until June 1st, and then approach Planning Board to discuss termination of shared parking lease.

April 10, 2018

ANR – Suzanne Lulu – New Boston Road/Adams Road.

Public Hearing – Proposed Zoning Bylaw – proposal would amend the Zoning Bylaw by inserting a new Chapter 32 – Marijuana Not Medically Prescribed which would prohibit all non-medical marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana related businesses within the Town of Sturbridge. The Board approved to recommend forwarding the proposal to the Town Administrator to be placed on the town meeting warrant.

Release of Property from 61A – Kenneth P. Kaszowski – Podunk Road
Two small parcels were divided on an ANR at the previous meeting. The Board is recommending to the Board of Selectmen to not act on the right of first refusal for this property.

MassDOT correspondence regarding Route 20 and New Boston Road intersection. The report is available for viewing on the Planning Department Website. MassDOT is not taking action at this time and will continue to monitor the intersection for the next two years.

April 24, 2018

Douglas Rawan- Drew Mortgage– informal discussion regarding the redevelopment of 9 Holland Road. Proposed mixed-use development with condominiums, retail space, under building parking, a river walk, and connections to existing trails.

May 22, 2018

ANR – Robert J. & Kenneth P. Kaszowski – ANR Plan of Land Podunk Road Sturbridge, MA.

ANR – Russell B. & Wendie L. LeBlanc – 130 Brookfield Road.

June 12, 2018

Public Hearing – Scenic Road Application – Douty Road. This was a joint public hearing of the Tree Warden and the Planning Board. The applicant has submitted an application for the removal of trees and stone walls for the construction of driveways. The applicant also seeks after the fact approval for the removal of trees. The applicant also seeks after the fact approval for the removal of trees. The Planning Board and Thomas Chamberland, Tree Warden, granted the Scenic Road Special Permit per Section 3.74 and Section 8 of the Bylaws as requested by the application with conditions.

The Board issued a letter of support for the 2018 Update of the Open Space and Recreation Plan.

June 26, 2018

Waiver of Site Plan Review – Applicant is requesting a Waiver of Site Plan Review for the property at 440 Main Street. Patricia Shevory and Jessica Garneau have proposed to redevelop the property into Sturbridge Early Learning Academy with minor changes to the exterior of the property. Approved.

Baba Sushi – 453 Main Street to discuss parking arrangements. The Board approved termination of their current parking lease; a new lease agreement with Southbridge Sheetmetal when heavy weekend traffic is anticipated.

July 17, 2018

ANR – Dyana and Michael Nickl – 188 New Boston Road

Site Plan Review – The applicant requested Site Plan Approval for the re-development of the site at 30 River Road. The proposal for Pine Lake RV Resort (formerly Yogi Bear’s Jellystone Resort) includes demolition of existing buildings and redevelopment including renovating campsites, new bathhouses and launderettes, three conference centers, one swimming pool and a storage building.

Discussion of building plans for the project site at 234-236 Haynes Street/Route 15. After a walk through with a structural engineer, the owners will need to demolish 90% of the former Roy Rogers building due to structural limitations. Architectural design and layout will not change. The Board approved.

August 14, 2018

Begin review and discussion of draft bylaw proposed on Adult Use Marijuana.

September 11, 2018

ANR – Joel Casaubon – 286 Big Alum Road & Clarke Road Extension. Endorsed.

ANR – Jean M. Sullivan – 42 Champeaux Road. Endorsed.

ANR – Robert & Virginia Commito – 11 Hillside Drive. Endorsed.

Public Hearing – Special Permit – 198 Charlton Road. Applicant requested a Special Permit for sign relief for the newly constructed multi-tenant building. Applicant requested 104 sq. ft. of signage where 50 sq. ft. is allowed to accommodate up to 12 tenants and help with traffic safety on Charlton Road Approved.

Continued review and discussion of Adult Use Marijuana Draft Bylaw.

October 9, 2018

ANR – Peter O’Connell – Douty Road. Revision of lot lines.

Public Hearing. Site Plan Review – Edy Wahib – 40 Main Street. Applicant requested Site Plan Review for the redevelopment of an automobile service station and gas pumps.

Public Hearing – proposed bylaw on Adult Use Marijuana. To consider amending the Zoning Bylaw by deleting Chapter 31 – Temporary Moratorium on Recreational Marijuana Establishments and inserting a new Chapter 31 – Adult Use Marijuana that would regulate all adult use marijuana establishments within the Town of Sturbridge. Also proposed are related definitions to be inserted into Chapter 2 – Definitions and amendments to the existing definitions of Off Site Medical Marijuana Dispensary and Registered Marijuana Dispensary to be consistent with current law.

October 23, 2018

Informal Discussion. Dan Gonya requested to meet to discuss options for increasing parking capacity at 420 Main Street. The intention of Table 3 would be to request that the parcel they own at 7 Cedar Street be re-zoned to accommodate the need for additional parking at that location. Also discussed was the possibility of constructing an Inn at that location to better accommodate the many weddings and functions that are hosted at The Barn.

November 27, 2018

Discussion regarding submitting public comment for the proposed LNG Facility at 249 Sturbridge Road in Charlton. The Board voted to submit official comment to the Energy Siting Facility Board voicing their concerns regards potential traffic issues imposed by the facility, and also requested that regional safety training be considered rather than solely for the town of Charlton.

Discussion regarding moving forward with a joint working session with the Board of Selectmen to discuss zoning changes to Route 15.

In closing, the Planning Board would like to thank the citizens of Sturbridge, elected and appointed officials, Town boards, and the Planning Department staff for assisting us in our planning endeavors.

Respectfully Submitted,
Charles Blanchard
Chair

REPORT OF THE ZONING BOARD OF APPEALS 2018

The Zoning Board of Appeals is made of up five (5) elected officials and two (2) appointed officials. The purpose of the Sturbridge Zoning Bylaws is to promote the health, safety, convenience, morals and welfare of the town's present and future inhabitants, as well as the Town of Sturbridge. Further purposes are to lessen the congestion in the streets, to secure safety from fire, panic and other dangers, to provide adequate air and light, to prevent the overcrowding of land, to avoid undue concentration of population, to facilitate the adequate provision of transportation, water, sewerage, schools, parks, open space, and other public requirements, as to increase the amenities of the municipality. The use, construction, repair, alteration and height of buildings and structures and the use of land in the Town of Sturbridge are thus restricted and regulated as the Zoning Bylaws present.

The year 2018 was busy for the Zoning Board of Appeals with Requests for Determinations, Special Permits, and one Variance.

The following are the cases and results seen by the Board in 2018. All projects were approved unless otherwise noted:

DETERMINATIONS:

Wendy Stearns – 202 Lake Road – to demolish an existing single family residence and construct a new 2 story residence.

Gerge & Rebecca Kondylis – 47 Seneca Lane – raze of single family home and garage and rebuild on new foundation.

Danial & Marcia Wildgrube – 112 Westwood Drive – for a 2'x12' bump out on the front of the house.

Stanley & Kathryn Iwonicki – 21 Long Avenue – requesting installation of an 8'x8' deck onto a single family home.

Betty Rae Poppo – 6 Cormack Road – for change in roofline from flat to pitched.

Daniel Z. Pelissier – 128 Lane Ten – new construction of a 30'x35' detached garage abutting an existing driveway.

H. Lorraine Herbert – 19 Woodside Circle – small addition to increase kitchen area on the first floor and shifting access to the rear deck.

SPECIAL PERMITS:

Ruth Fitzgerald – 26 Long Avenue – 6’ addition on house currently under construction and a 9’ porch on rear of house. Application withdrawn without prejudice.

Peter O. Vogliazzo – 300 Clarke Road Extension – request for an 8’x12’ addition onto an existing dwelling.

Hadley Zabinski – 1 River Road – request approval for a change in use from existing retail facility to a luxury full-service pet daycare, lodging, training and grooming facility.

Petrogas Group New England, Inc. – 234 & 246 Haynes Street (Route 15) – request approval for the extension of a pre-existing non-conforming structure and use.

Julie & Wayne Zuidema – 114 Lane Ten – request for special permit for a 20’x24’ addition onto an existing house and a 12’x16’ deck within the setback.

Arthur Jr. & Beverly Sikes – 84 McGargle Road – raze and reconstruction of a seasonal residence.

Edy Wahib – 40 Main Street – request for a special permit for the extension, change or alteration of non-conforming use and structure. Relocation of gas pump canopy further to the south and further from the road, and move the gas tanks to the old canopy location.

VARIANCE:

Julie & Wayne Zuidema – 114 Lane Ten – request a variance for a 20’x24’ addition onto an existing house and a 12’x16’ deck within the setback.

ORGANIZATION OF THE BOARD

Elizabeth Banks, Chair
Margaret Cooney
Thomas Earls
Fidelis Onwubueke
Diane Trapasso
Michael Young, Vice Chair/Clerk
William Zelenak



Town of Sturbridge

Department of Inspectional Services

Report of the Building Commissioner – 2018

To the Honorable Board of Selectmen and the citizens of the Town of Sturbridge:

The mission of the Department of Inspectional Services is to contribute to the protection of the public through the enforcement of all state building, plumbing and electrical codes as well as general bylaws and zoning bylaws for the Town of Sturbridge.

Our office issues permits, inspects construction sites and in conjunction with the Fire Department, conducts periodic inspections of restaurants and other places of assembly. We handle numerous zoning issues, such as complaints, buildable lot verification, business certificates, sign permits and address zoning questions and concerns.

We are committed to working and communicating with other departments to enforce the town's rules and regulations in a fair and equitable way to improve Sturbridge. We have an open door policy and look forward to any questions or concerns you may have. It is our belief that public health and safety is a joint responsibility.

A total of 1,168 permits were issued in 2018, with \$168,786.55 in fees collected. The department members and breakdown of permits is as follows:

Plumbing Inspector:	Peter Starkus	128	Plumbing Permits
Gas Inspector:	Peter Starkus	148	Gas Permits
Alternate Plumbing & Gas Inspector:	Paul Mazeika		
Electrical Inspector:	Clyde Gagnon	284	Electrical Permits
Alternate Electrical Inspector:	Robert Garon		
	William Gibson		
Building Commissioner:	Nelson Burlingame	608	Building Permits
		104	Yearly Business Inspections

Inspectional Services Administrative Assistant: Cindy Forgit

A few of the larger projects that are presently being worked on in town are as follows:

- Marijuana Medical Facility
- Pawz Plaza Doggie Day Care (old Herbert Candy building)
- Panera Bread Restaurant
- Harrington Medical Office Building (198 Charlton Road.)
- Pine Lake Resort (former Jellystone Park)

Respectfully submitted,
Nelson Burlingame
Building Commissioner
Zoning Enforcement Official

REPORT OF THE BOARD OF HEALTH 2018

It is the mission Board of Health/Health Department to preserve and to protect the public health in the community, by preventing illness and promoting public health for the residents and visitors in the Town of Sturbridge. This is accomplished in a variety of ways, including, oversight of food establishments, public accommodations (hotels/motels/inns), private septic systems, private wells, housing, communicable disease investigations, nuisance concerns, and solid waste management. The department also develops regulations and programs to address existing and future public health issues and to promote preventative public health. It is through these efforts that the Health Department is helping to improve the status and quality of life for all residents in the community.

The Board of Health is a three-member board comprised of: Linda Cocalis, Chair, Richard Volpe, and Dr. George DeBusk.

Routine inspections continued throughout the year with education and guidance given where needed. Inspections are routinely performed at food establishments, tanning salons, non-private swimming pools, camps and hotel/motels. Compliance checks are also done at establishments that sell tobacco.

The Board of Health monitors the required State mandated testing of semi-public/public beaches on Cedar Lake, at the Recreation Area and Host Hotel. Walker Pond, at the Main Beach and Oak Cove and Big Alum Lake, including the private beach at The Trail and the Italian Club beach. The Board monitors beaches at Sturbridge Campground (Thousand Trails) and the former Yogi Bear Campground.

The Board of Health permits and inspects an extensive 3-dayTattoo Festival at which over seventy six body art artists participate. This was a significant undertaking for the Board and the promoters reported another successful event.

Sturbridge also participates in the Department of Public Health Worcester County Tobacco Collaborative, which monitors tobacco sales to minors and provides the health effect statistics of smoking. This year the Board updated our Tobacco Regulations to include increasing the legal age to purchase tobacco products to 21.

License and permit fees collected by the Board of Health are sufficient to offset all of the costs to the Town for pool, food and public accommodations inspections. Payment of the license and permit fees are deposited to the Town's General Fund. Special event fees and fines are entered into a revolving fund for public health inspections, special events and emergencies.

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2018 calendar year:

Food Service Permits	130	Tattoo Permits	76
Temporary Food Permits	98	Camp/campground Permit	1
Septic Installer Permits	16	Tobacco Permit	17
Septic Permits	19	Motel Licenses	15
Septage Haulers	10	Waste Hauling Permits	8
Semi Public Swimming Pool Permits	16	Tanning Salon Permits	1

The Health Department, working with the contracted Public Health Nurse, Cheryl Rawinski, RN, also investigated the following communicable diseases in 2018.

Confirmed, Probable, Suspect, and Investigated Communicable Disease Cases in 2016			
Babebiosis	1	Malaria	1
Campylobacteriosis	1	Pertussis	2
Group A streptococcus	4	Salmonellosis	2
Haemophilus influenzae	1	Shiga toxin producing organism	1
Hepatitis B	3	Steptococcus pnueumoniae	1
Hepatitis C	10	Tickborne (other)	1
Human Granulocytic Anaplasmosis	7	Tuberculosis	4
Influenza	32	Varicella	2
Lyme Disease	36	Zika virus infection	4

SOLID WASTE MANAGEMENT & RECYCLING CENTER

The Board of Health oversees the operation of the Town's Recycling Center and Landfill. The Board licenses and monitors the private waste haulers who offer curbside trash and recyclables collection to the residents and businesses of Sturbridge. The Board requires

that the haulers all provide recycling opportunities to their customers with the proper DEP State waste bans.

The residents of the Town of Sturbridge who utilize the Recycling Center/Landfill should be proud that Sturbridge was recognized for excellent recycling rates. Sturbridge was also named the #1 Recycling Facility in the state.

John Booth is the manager of the Sturbridge Recycling Center and the Board would like to acknowledge the excellent efforts that John and his team, which includes, Scott Tremblay, Michael Merchant, Rick Curboy, & Travis McRoy put forth.

MEDICAL RESERVE CORPS (MRC)

The Board of Health would like to take a moment to encourage all residents to consider volunteering for the Medical Reserve Corps (MRC). The MRC is a group of medical as well as non-medical volunteers who are willing to help out in the event of a public health emergency. In addition to this, please utilize our resources made available through the Town website or in our office to best prepare yourself and your family in case of an emergency.

SOUTHBRIDGE LANDFILL UPDATE

As many of you are aware the Board of Health has been working tirelessly to protect the citizens in Sturbridge from any potential water quality issues that could arise from the neighboring Southbridge Landfill. Board members have spent an incredible amount of time and energy on educating themselves and continuously monitoring reports submitted on many areas of the impacts of the landfill. The Board has sought expert advice and responded in person and in writing to their concerns regarding this Landfill. In 2017, the Massachusetts Department of Environmental Protection denied Casella's request for expansion of this Landfill. The Southbridge Landfill began its closure in 2018 and the Health Department continues to monitor the activity and impacts of the landfill for the residents of Sturbridge.

Respectfully submitted,

Linda Cocalis, Chairwoman
Richard Volpe, Member
Dr. George DeBusk, Member

REPORT OF THE CONSERVATION COMMISSION

2018

The Sturbridge Conservation Commission (SCC) is comprised of residents who volunteer to serve their community. These residents take pride in protecting our wetland resource areas and managing our open space. Members are appointed at the end of each three-year term by the Board of Selectmen. The Commission consists of Ed Goodwin (Chair; term expires in 2021), Steven Chidester (Vice Chair; term expires in 2021), David Barnicle (term expires in 2019), Steven Halterman (term expires in 2019), and Paul Zapun (term expires in 2019).

In July 2018, Ed Goodwin was voted to serve again as Chair of the Commission, with Steven Chidester resuming his position as Vice-Chair. As of this year, there are currently two vacant positions for

“Associate Members.” The Commission typically holds meetings on the first and third Tuesday of the month in the Center Office Building.

The town currently employs two staff to assist with the Conservation Commission’s responsibilities. The Conservation Department consists of a full time Conservation Agent and a part-time Administrative Assistant. Rebecca Gendreau has been the Conservation Agent since October 2017. In early April 2018, Anne Renaud-Jones, retired from the Conservation Department where she worked as the Administrative Assistant. Anne served as the Administrative Assistant for approximately three years. We would like to thank Anne for her devotion to the Sturbridge Conservation Commission. In late May 2018, Ashley Piascik was appointed to fill the vacant position.

The Conservation Commission is responsible for many aspects related to the protection of our natural resources. The main responsibility of the Conservation Commission is to protect our wetland resource areas. This is mainly accomplished through the review of proposed projects for compliance under the MA Wetland Protection Act (WPA) and the Sturbridge Wetland Bylaw (SWB). Proposed projects or activities located within a jurisdictional resource area or their buffer zone require review pursuant to the WPA and the SWB. These laws set forth a public review process to ensure that the activities do not result in an impact to our wetland resources. The WPA and SWB state that resource areas serve important functions for the public. A few examples of these “interests” include: the protection of public and private water supply, the protection of ground water supply, flood control, storm damage prevention and the protection of wildlife habitat.

Applications reviewed by the SCC include: Notice of Intent (NOIs), Requests for Determinations of Applicability (RDAs), Abbreviated Notices of Resource Area Delineations (ANRADs), Forest Cutting Plans (FCPs) Wetland Bylaw Letter Permit Applications and Tree Removal Permit Applications.

In 2018, the Conservation Department received 26 Notice of Intent Applications. These projects were either in a resource area, or in the buffer zone and large enough that without special precautions, they could result in detrimental impacts to the wetlands. These projects included but are not limited to the

reconstruction and/or development of residential and commercial properties, septic replacements, site improvement projects for commercial and residential sites, and utility related projects.

As part of the review process, the SCC is able to work with project proponents to condition projects to protect our resource areas. This year, the SCC facilitated and had the opportunity to assist with the restoration of multiple streams, culvert replacement improvements, wetland restorations, lakeshores stabilization projects and were able to assist with stormwater improvements throughout our town.

12 RDAs were received in 2018. These projects are generally proposed within the 100 foot Buffer Zone and due to their size or other factors may proceed without the issuance of Orders of Conditions. These projects still require Abutter Notification, Legal Advertisement and a Public Hearing. However, these projects do not require the issuance of Orders of Conditions. This saves the project proponent both time and expense, while still being able to condition the project to protect the interests of both the Wetlands Protection Act and the Sturbridge Wetlands Bylaw.

The Conservation Commission has seen a significant increase in Letter Permits. In 2018, the SCC issued a total of 81 Letter Permits (12 of which were Determinations of Applicability) for projects with smaller scopes of work. The SSC also received 2 Abbreviated Notices of Resource Area Delineation, 5 Forest Cutting Plans and 41 Requests for Certificates of Compliance this year. Certificates of Compliance are issued by the Conservation Commission after all of the conditions outlined in an Order of Conditions have been met. The Conservation Agent performs a thorough review of the permit and supporting documentation and performs a site visit for each project site prior to the issuance of a Certificate of Compliance.

All of these filings involve at least one or more site visits by the agent and/or the commissioners. Over 100 site visits for new projects alone are estimated to have taken place this year. The Conservation Agent and/or members of the Commission also perform site visits for on-going projects. Many of the projects involve site visits by the Conservation Agent to monitor conditions throughout the life of the project. Regular monitoring and good communication with landowners and contractors ensures that the conditions are met and that the project moves forward smoothly and in compliance with the issued permit.

In an effort to assist potential project proponents, the Conservation Department and the SCC offer pre-permitting guidance. This extra step can provide project proponents with important feedback on wetland permitting standards early in the design phase. This can assist with avoiding project revisions and project deadlines.

In addition to the SCC's permitting responsibilities, they are also responsible for the continued care and custody of many of our conservation properties. The SCC has been working to identify opportunities to better manage and to make improvements on these properties. In the coming year, the Conservation Department anticipates working on the development of management plans for our properties which will assist us in identifying management opportunities for habitat improvement projects, forest management, invasive species removal, trail development, educational uses and funding opportunities at the local, state and federal level.

In November, the SCC adopted a revised version of the Sturbridge Wetland Bylaw Regulations. The SCC has been working over the past few years to update these supporting regulations. The Conservation Commission determined that a thorough review and update of the document would be useful. These regulations were first adopted in 2002 and the first and only revision was in 2004. The primary focus was to make the content shorter and easier to understand for the general public. Despite the reduction in document size, the majority of the Regulations remain unchanged.

Lakes monitoring was again conducted in July 2018. Lake testing and monitoring is important in understanding the current status of our lakes. Testing is made possible by the devotion of time by volunteers and the Sturbridge Lakes Advisory Committee (SLAC). In addition, funding is provided by the Sturbridge Conservation Commission. The program was again organized and directed by Christopher Mazeika.

SLAC issues an Annual Monitoring Report which summarizes the results of nutrients, water clarity and dissolved oxygen levels. This year's report indicates that our Great Lakes are in good health and that they are able to support active use of these lakes. More information can be obtained from the Sturbridge Conservation Commission or from SLAC.

The SCC held their Annual Earth Day Neighborhood Trash Pick Up, on the weekend of April 21st and 22nd. This event was a success as town residents assisted with cleaning up their neighborhoods. Many young families and local organizations volunteered with this effort. Heavy-duty trash bags were donated for the cleanup and the Department of Public Works provided free trash pickup on the following day. We look forward to continued success with this event and the promotion of environmental stewardship with our residents especially our youth.

Respectfully submitted,
Sturbridge Conservation Commission
Rebecca Gendreau (Agent)
Ed Goodwin (Chair)
Steven Chidester (Vice-Chair)
David Barnicle
Steven Halterman
Paul Zapun

DESIGN REVIEW COMMITTEE

Annual Report 2018

The year 2018 was a busy one for the Design Review Committee. We had two new members join the Committee this year. There are several new businesses that opened in Sturbridge this year, as well as many existing businesses updating their brand identity either through signage updates, façade updates, or both. All of these changes required applications with the Design Review Committee. We have worked diligently to provide guidance to applicants and have processed many applications this past year. We granted twenty-six approvals for either sign permits or architectural permits during the ten meetings held during 2018.

DATE	BUSINESS NAME	PROPERTY ADDRESS	TYPE
January 8	G&F Precision Molding	709 Main Street	Sign
February 12	Mainline Energy Systems, Inc.	138 Main Street	Sign
March 5	Sturbridge Fudge Company	630 Main Street	Sign
	Wild Flour Kolaches	55 Main Street	Sign
	The Painted Stone Emporium	302 Main Street	Sign
	Petrogas Group New England, Inc.	234-236 Haynes Street	Signs and Architecture
May 7	Marshalls/HomeGoods	110 Charlton Road	Sign
	Yankee Spirits	376 Main Street	Sign
	Baystate Dental of Sturbridge	100 Charlton Road	Sign
June 4	KW Pinnacle Crossroads	58 Main Street	Sign
	Savers Bank	55 Main Street	Sign
	Sturbridge Early Learning Academy	440 Main Street	Sign
August 6	Karymil Hair Design	171 Main Street	Sign
	Heal, Inc.	660 Main Street	Sign
	Meraki Hair Company	57 Main Street #7	Sign
September 10	Arland Tool	198 Charlton Road	Multi-tenant sign
	Village Pizza	487 Main Street	Sign
	Interstate Towing	201 Charlton Road	Sign
October 15	Whoopie-dooo & Cupcake too	179 Main Street	Sign
	Verizon	135 Main Street	Sign
	Paw Plaza	1 River Road	Sign
November 5	Transform Warm Yoga Studio	71 Main Street	Sign
	Edward's Gas	40 Main Street	Architecture
December 3	23 Eats	27A Main Street	Sign
	The Painted Stone Emporium	320 Main Street	Sign
	Vintage Home	531 Main Street	Sign

Design Review Committee would like to thank everyone for their help and cooperation this past year.

Respectfully submitted, Design Review Committee: Chris Castendyk, Elaine Cook, Christine Wilson, Amanda Normandin and Richard Volpe (Chair).



Economic Development and Tourism 2018 Annual Report

2018 has proven to be a strong year for the Sturbridge economy as we have seen growth, development and positive shifts in our town's narrative. Some of these efforts have been undertaken by this office, while others were taken by our fellow staff. We encourage you to review what the town has done collectively to improve business relations over the past year as it has been, and continues to be, a community wide effort. Below are some of the ways in which Sturbridge supported the business community in 2018. If you would like routine updates from the town, you can view and subscribe to our monthly business newsletter at the following URL: www.town.sturbridge.ma.us/for-business. The following items are listed in no particular order.

2018 Economic Development and Tourism Efforts

Business Outreach: A continuous goal of the town is to maintain a healthy and strong dialogue with local businesses. To that end the town hosted three business breakfasts in 2018 as well as two business classes, all aimed at supporting businesses with useful information and continuing education. In addition to these planned events, the Economic Development office has also endeavored to visit the many wonderful businesses here in Sturbridge.

Comprehensive Economic Development Strategy (CEDS): Beginning in the fall of 2016, the Economic Development office worked to represent Sturbridge in the development of the southern Worcester County's Comprehensive Economic Development Strategy or CEDS. The office represented the town on the CEDS Strategy Committee and helped to develop the regional plan. The report was adopted as the regional strategy in September 2018.

Farmers Market: One of the most successful events over the past year, the town was fortunate enough, through the hard work of the Special Events Committee, the Sturbridge Tourist Association and most importantly the Farmers Market Volunteers, to bring a Farmers Market to Sturbridge. Operating Sundays during the summer between late June and early October, this market brought hundreds of patrons and dozens of vendors to our Town Common every week. The town is excited to say that the market will continue in 2019.

First Impressions Program: Initially learned from the University of Connecticut, this program pairs two like communities and conducts an exchange program whereby each sends a 'secret shopper' delegation to critically examine a community from the viewpoint of a first time visitor. Sturbridge paired itself with the town of Williamstown and in doing so was able to gain some important insights into our community.

Improvements to the Town's Website: The town's web-presence is continuously updated with new information that references local events, properties for sale and lease, as well as important reference materials and resources for businesses.

Newsletters: Every month a business and event newsletter is published on the town's website. Each highlights important or exciting items for people and businesses to be aware of. These documents are posted and archived on the town's website under its business and visitor pages.

Promotion of the Town: At various times throughout the year the Economic Development office has participated in events to promote Sturbridge throughout the region. These have included (but are not limited to) appearing on News 8 in Connecticut, attending the AAA Travel Show, staffing a booth at the Harvest Festival and helping promote the Commonwealth at the Big E in the Massachusetts Exhibit Hall.

Regional Collaboration: During the past year the office has worked closely with several of our regional partners including the Chamber of Central Massachusetts South, Discover Central Massachusetts, the Central Massachusetts Regional Planning Commission and the Worcester Chamber of Commerce. We have undertaken or participated in various projects with each of the aforementioned groups, many of which are detailed in this memorandum.

Rick Hoyt Sturbridge Half Marathon: Beginning as a goal of the Special Events Committee, the Town worked closely with Team Hoyt and Venture Community Services to bring a half marathon to Sturbridge. This past September the event brought a hundred and ninety (190) runners and their families to town to honor local hero Rick Hoyt. Throughout this process the Economic Development office supported the race committee and helped to coordinate the deployment of local public safety assets for the event.

Route 15: In March of 2017 the Economic Development office wrote a District Local Technical Assistance (DLTA) grant to perform a market study of the Route 15 corridor with the Central Massachusetts Regional Planning Commission (CMRPC). The final report was produced and submitted to the town in June 2018. The Planning Department and Economic Development office are now working to implement some of the recommendations found in the study.

Sturbridge Community Bonfire: One of the events developed by the Special Events Committee, the Community Bonfire was planned in a little over a month. Full credit and thanks to the Sturbridge Host Hotel for their willingness to work with the town to help bring the event to fruition so quickly. The bonfire proved to be a success even with multiple conflicting events occurring that same evening. Our plans are to host a similar event sometime in the spring.

Sturbridge Express & the Business Advocacy Group: Beginning in the fall of 2017, the Economic Development office started gathering a group of local business leaders to help better understand business needs in town. Rapidly that evolved to become its own entity whereby the members wished to become an independent advocacy group for businesses; they became known as the Sturbridge Business Advocacy Group or BAG. One of the BAG's goals that they were able to bring to a successful start was the creation of the *Sturbridge Express* shuttle service in town which served over 400 riders during a 13 week pilot program. The Economic Development office and the BAG are working to continue the program in 2019.

Summary

These are just a few of the highlights from the Economic Development office from the past year. To stay current on all economic development or tourism matters in 2019, please either follow us on twitter @visitsturbridge or checkout our websites at www.visitsturbridge.org or www.town.sturbridge.ma.us/for-business.

Respectfully Submitted

Kevin Filchak, M.P.A.

Economic Development and Tourism Coordinator



STURBRIDGE TOURIST ASSOCIATION

A COMMITTEE OF THE TOWN OF STURBRIDGE

2018 Annual Report

The Sturbridge Tourist Association (STA) is an active participant in our local tourist economy. With an increasing budget thanks entirely to the continued increase in visitations to our local hotels, the STA was able to support even more events and expand its outreach during the 2018 year. Below are a few of the items that the STA has worked on over the past year.

Membership

In 2018 the STA welcomed two new members to the committee: Jeff Ardis and Nick Salvatore. We wish them the best of luck during their tenure. There was and remains a vacancy on the STA for a member of the Sturbridge business community and/or a Sturbridge Resident. The members hope to fill this position in 2019.

The STA would also like to thank Jim Leaming and Kristie Galonek, who both stepped down as committee members this year, for their time serving on the STA.

Marketing the Town

Over the past year, the STA has spent approximately \$35,482 as of the drafting of this report purely on their own efforts to market the town of Sturbridge. This has included the creation of print and digital marketing campaigns with Worcester Magazine and the Hartford Courant, going to events such as the AAA Travel Show and the Big E, appearing on TV to promote Sturbridge and more. Beyond the money that the STA has allocated for its own efforts, they have sponsored numerous promotional efforts for other local groups such as Old Sturbridge Village (\$13,000 for Christmas by Candlelight marketing) and the Chamber of Commerce (\$19,000 for marketing in the New York market). All told in 2018 the STA has spent approximately \$102,956 on efforts to market the town and the events it holds.

Supporting Local Events

As the fiduciary of a portion of the hotel/motel tax revenues collected for Sturbridge, the STA re-invests those funds to support local programs and events in town. In the 2018 year these included (but were not limited to) supporting the New England Shake Up, the Big MOE, Pintastic, the Rick Hoyt Sturbridge Half Marathon and the annual Harvest Festival. In 2018 alone the STA funded approximately \$45,292 worth of events in town. By helping to fund these events the STA helps to

increases the number of visitors coming to town which supports local businesses and brings more revenue to Sturbridge.

Sturbridge Express Pilot Program

A unique partnership this year, the STA and the Sturbridge Business Advocacy Group (an organization of local business owners) came together to help fund a pilot shuttle service in town on Saturday nights. This program was called the *Sturbridge Express* and it ran for thirteen (13) weeks and it ended up providing over four hundred (400) rides to residents and visitors in Sturbridge. Both groups are interested in continuing this program in 2019 and will explore ways to do so.

Publications

As they have done every year, the STA partnered with a publisher to produce the Sturbridge Visitor Guide, which was printed and distributed throughout south-central Massachusetts and northern Connecticut. A copy of the guide can be viewed here:

www.town.sturbridge.ma.us/sites/sturbridgema/files/uploads/sturbridge_guide_2018.pdf

In addition to the aforementioned publication, the STA also partnered with a local publisher to produce marketing folders to help promote Sturbridge at conventions and more. Finally the STA partnered with the Massachusetts Department of Corrections to create padfolios to distribute to its local partners.

Summary

The STA is working hard to foster positive economic growth in the tourism sector here in Sturbridge by supporting local initiatives that brings visitors and promotes the town. The STA has plans to continue and increase their efforts in the 2019 calendar year and is optimistic for the coming year.

If you wish to help support the mission of the STA, there is currently a vacancy on the board. Anyone interested in participating is encouraged to contact the Town Administrator.

Respectfully Submitted,

Brian Amedy, Chair

Tom Chamberland, Vice-Chair

Jeff Ardis

Nick Salvatore



Town of Sturbridge

Thomas A. Chamberland, Tree Warden

MQTW, ISA -TRAQ Certified Arborist #NE 1075A

2018 ANNUAL REPORT OF THE TREE WARDEN

I am pleased to report on the tree management activities of the Tree Warden for 2018.

This year the Town celebrated its 29th anniversary as a “TREE CITY USA”, by the National Arbor Day Foundation. To receive this award, Arbor Day was celebrated with several events including the 6th grade classes at Burgess Elementary School bagging over 1000 seedlings so all students received a tree seedling, and a special tree planting by the town as our annual Arbor Day celebration. The town also planted 16 more street trees; tree planting funds are available; any resident, who would like a tree planted along their street, is encouraged to contact my office.

I continue to provide consultation to the Planning Board, Conservation Commission, Zoning Board of Appeals, Design Review and Town Planner in matters relating to trees, landscaping and site development plan reviews. There was one hearing held under MGL chapter 87, this year. National Grid continues with tree trimming on their circuits in the town with an emphasis on Ash tree removal to proactively address the Emerald Ash Borer invasion. I continue to promote proper tree trimming, while allowing for safe line clearance for their wires. Risk tree removal and selected appropriate tree trimming is conducted as funds allow. The town wide street tree inventory continued; this hopefully will be completed in 2018.

In May I successfully completed the Massachusetts Qualified Tree Warden course. One of the first 50 tree wardens in Mass to be so qualified.

In June many residents observed the high number of dead trees along our streets due to the combined effect of the gypsy moth infestation of the last three years and 5 year spring/summer drought pattern. In July I was able to obtain the assistance of the Urban Forest Strike Team to help assess the number and locations of dead trees. This 12 member assessment team, over 4 days, identified by address, tree size, type and condition over 980 dead or trees needing pruning. Over the fall I put together a budget, sought out and received the assistance of National Grid, and with the October Special Town meeting, received approval to start a town wide risk tree removal program. That work will continue well into 2019, but hopefully by July 2019 we will be complete.

The TWAC currently has three vacancies, and without a quorum, cannot function. Anyone interested in serving on this committee is asked to submit their request to the Town Administrator for appointment.

The Town Common trees continue to deteriorate due to soil compaction and heavy use, my previous requests to prohibit, or significantly limit event parking on the common were addressed with the formation of a Town Common Study Committee. This comm has made several recommendations that have not been fully executed. Based on this continued and additional use of the town common as a parking lot, I feel confident in predicting the smaller trees we have now will never reach the large maturity of the remaining ash trees if we do not take action to reduce this level of parking activity on the common.

The Emerald Ash Borer (EAB) has been detected in Sturbridge along with 20 other communities in Massachusetts. The need for appropriate funding to focus on yearly treatments to the three remaining Ash trees on the common to keep them healthy and resistant to the EAB was approved in 2015 and will need to continue. I plan to continue the EAB trapping program throughout town to monitor for the pest.

You can read proper tree care and tips to beautify and maintain your yard on the Town's Web site under Tree Warden.

As always, if any resident has a question on trees and their care, please give me a call at 508-347-2500 x 1410 or send me an email at: tchamberland@town.sturbridge.ma.us

Respectfully submitted:

Thomas A. Chamberland, Tree Warden

COMMUNITY PRESERVATION COMMITTEE 2018 ANNUAL REPORT

What is the Community Preservation Act (CPA) (M.G.L. Chapter 44B)?

- Dedicated funding for: Open Space, Historic, Affordable Housing, Recreation
- State revenue is collected from every real estate deed transfer in Massachusetts
- Local CPA funds are matched by the state revenues.

How has the State contributed to Sturbridge's CPA fund?

- Since 2002, Sturbridge has received **\$3,670,052.00** from the State
- In 2018, Sturbridge received **\$168,029.00** from the State (**a 36.2% match**)

The Community Preservation Committee (CPC) presented the following articles to the voters at the Annual Town Meeting on Monday, June 4, 2018:

- 1) Community Preservation Fund Undesignated Fund Balance the sum of NINE THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$9,500.00) to be allocated for the purpose of conservation, rehabilitation and restoration of the Old Burial Ground and North Cemetery and related administrative costs; or take any action relative thereto. -Passed
- 2) Community Preservation Open Space Fund Balance the sum of THIRTY THOUSAND AND 00/100 DOLLARS (\$30,000.00) to be allocated general trail funds for the design, engineering, permitting, construction, material, and supplies to build and preserve trails, parking lots, related facilities and administrative costs on CPC purchased properties in the Town of Sturbridge for open space and recreational purposes; or take any action relative thereto. -Passed
- 3) Community Preservation Fund Historic Fund Balance the sum of FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) to be allocated for weatherizing and installing storm windows for the purpose of conservation and rehabilitation of the historic Center Office Building; or take any other action relative thereto. -Passed
- 4) Community Preservation Fund Undesignated Fund Balance the sum of FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) to be allocated for the purpose of operating and administrative expenses in FY 2019 for the Community Preservation Committee (CPC); or take any action relative thereto. -Passed

The Community Preservation Committee (CPC) presented the following articles to the voters at

the Special Town Meeting October 29, 2018

1) Community Preservation Fund – Undesignated Fund Balance the sum of ONE HUNDRED FIFTY-SIX THOUSAND THREE HUNDRED FORTY EIGHT AND 00/100 DOLLARS

(\$156,438.00) to be allocated for lighting on Town Barn Field for open space and recreational purposes; or take any action relative thereto. -Passed

2) Community Preservation Fund – Undesignated Fund Balance the sum of EIGHT THOUSAND THREE HUNDRED FIFTY FIVE AND 00/100 DOLLARS (\$8,355.00) to be allocated for the removal of a dilapidated outbuilding on the Plimpton Property for conservation, rehabilitation and restoration purposes; or take any action relative thereto. Passed

The CPC welcomed Ed Neal as a new member. Ed Neal is the Housing Partnership delegate to the CPC and fills an important position which has been open for several years. With a newly appointed Housing Partnership, a CPC Housing Partnership delegate and a CPA Affordable Housing Fund balance of just under \$800,000.00 the CPC is confident that the town will have the opportunity to vote on important Housing proposals at future town meetings.

Summary

CPA projects and proposals can come from interested citizens, land owners, various committees and Town boards. Any proposal submitted to the CPC is given full recognition and is studied carefully. Proposals accepted by the CPC are brought forward to the Board of Selectmen, the Finance Committee and ultimately the Town Meeting voters. The CPC encourages all to attend our meetings, which are posted on the Town website.

Respectfully Submitted,

Penny Dumas, Chair Kelly Emrich, Clerk

Ed Goodwin, Vice Chair Barbara Search

Heather Hart Ed Neal

Kadion Philips

Historical Commission Annual Report 2018

Massachusetts General Laws Chapter 40 Section 8D states a city or town may establish a local historical commission for the preservation, protection and development of the historic or archeological assets of such city or town.

The FY 2019 Annual Town Meeting and the Community Preservation Committee approved \$15,000 to be secured from the Community Preservation Fund under Historical Resources for exterior storm windows to be installed on the Center Office building. Installation is expected in the spring of 2019.

The Historic Assets Survey conducted by Pioneer Valley Planning Commission in 2016 – 2017 is available on the Town webpage under the Historical Commission. Five Area (Form A) forms for a total of 33 buildings and 69 individual Building (Form B) forms are available for public view.

The Historic Assets Survey conducted by Professional Archeological Laboratories (PAL) conducted from 2017 -2018 is also complete and is expected to be online soon. The PAL survey includes 1 Park & Landscape (Form H) form, 3 Area (Form A) forms, and individual Building (Form B) forms for a total of 134 properties and structures. Funding for the PAL survey was provided by the Community Preservation Fund under Historical Resources for \$10,000 and a matching grant from the Massachusetts Historical Commission.

We encourage everyone to visit the Town website to see if your home is on one of the surveys. The forms include a photograph of the property taken from the street, its location, the style, the builder (if known), material used for the exterior, and condition. There is an architectural description, historical narrative, and a list of resources. Generally the ownership information extends to the 1960s but some may go later.

The Sturbridge Historical Commission continues to strive to highlight historic assets in Sturbridge and to advocate for their preservation. Historic preservation contributes to our community's economy and to our sense of place.

The Sturbridge Historical Commission is a five-member board currently looking for one more "history advocate" and any number of non-voting associate members. Please contact a current member or the Town Administrator if you are interested in joining our efforts.

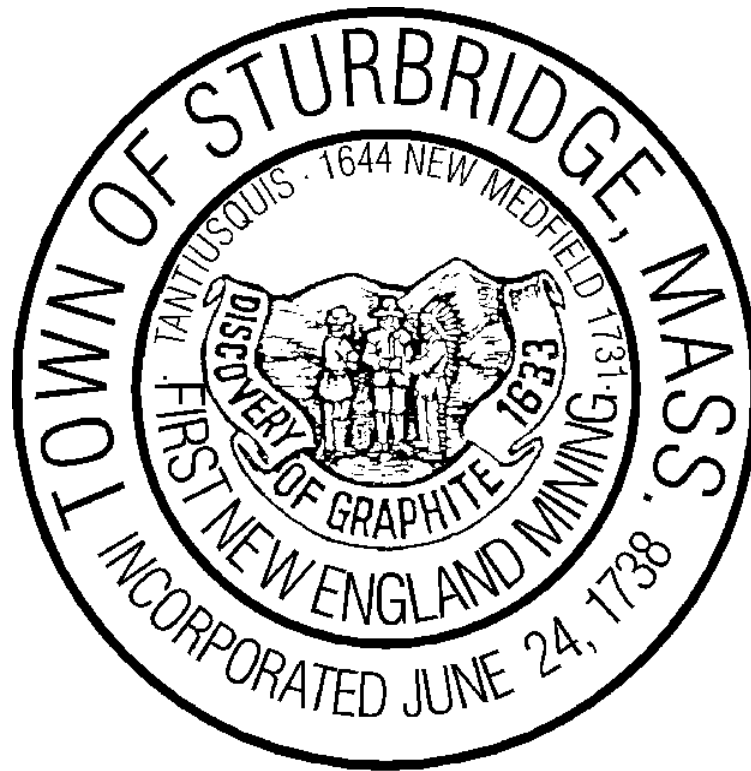
Finally, we wish to thank all the people who help the Historical Commission advocate for preservation and who support our mission.

Respectfully Submitted,

Barbara A. Search, Chair (2021)
Richard Volpe, Vice Chair (2021)
Cathy Zavistoski, Clerk (2019)
Bailey Applegate (2019)

COMMUNITY SERVICES

2018



**Sturbridge/Fiskdale Council on Aging
2018**

Senior Center is open Monday-Friday, 8:00 a.m. to 4:00 p.m.

The mission of the Sturbridge Council on Aging is to promote the physical, emotional and economic well-being of elder adults and to promote their participation in all aspects of community life. This has been achieved with the help of many dedicated people including the following:

Council on Aging Board-3 Year Terms

- Susan Grandone-Chair (6/18/2021)
- Kenneth White-Co-Chair (6/18/2021)
- Anne White-Secretary (6/20/2021)
- Tina Peterson-Treasurer (6/20/2021)
- Barb Gionfriddo-Member
- Gladys Santelli-Member
- Frances Clark-Member

The mission of the board is to bring dynamics and new ideas to the forefront and advocate for our senior population.

Friend's Officers-2 Year Terms

- Ed Neal-President (6/30/2019)
- Frank Dorigi-Vice President (6/30/2019)
- Carolyn DeLong-Secretary (6/30/2019)
- Joan Chamberland-Treasurer (6/30/2019)

The Friends is a private non-profit group that meets on the third Wednesday of every month. They are always welcoming new members. As in previous years, the Friends' major fundraiser was the very successful yard sale. This event and others required endless hours of work by the board and all of our devoted volunteers.

The senior center received a much needed air conditioning system this year for the second floor, thanks to the incredible donation of the Sturbridge Rotary Club. This new A/C allowed us to utilize this second floor a lot more often, while making exercise classes, meetings, parties and our memory café much more enjoyable during the hot, sticky summer months.

The Sturbridge/Fiskdale Senior Center would like to thank the Massachusetts Council on Aging (MCOA) and the Department of Elder Affairs for the \$4000.00 Incentive Grant that the senior center received in May 2018 to establish a Memory Café. Our "Caring Place" Memory Café has been open once a month since June 2018 and remains steady and true to giving those living with a cognitive illness or injury and their caregivers a fun, safe and much needed place away from their daily routines to just enjoy each other's company and spend time with others who are living with the same illness/injuries. A special thank you to the following: Seven Hills, Fallon Health Summit Care, Southbridge Rehabilitation Center, the Sturbridge Recreational Dept., The Assessor's Office and private sponsors for sponsoring a Memory Café during the 2018 year and to those who have already offered to sponsor a Memory Café for 2019.

Our 3rd Annual Go4Life Walk took place this year at Burgess Elementary School in October as an intergenerational walk. This walk is sponsored annually by the Massachusetts Councils on Aging and Blue Cross Blue Shield of MA to encourage seniors to keep moving. We had been awarded a \$300.00 grant from the MCOA to help with expenses for the walk which once again brought seniors and the students together.

On October 15, 2018 the Town Select Board and the Interim Town Administrator took “THE PLEDGE” with Patty Sullivan from the MCOA to become a Dementia Friendly Community. Since then and even before that night, the senior center staff has been focusing on education, training and information sharing with respect to Dementia and Alzheimer’s. A Task Force has been put in place with a representative from many of the different sectors of the town being represented to help the Town of Sturbridge on this journey. A Rough Draft Action Plan has been established to direct the town in such things as the following: Dementia Friendly Businesses and Restaurants (Purple Table Reservations), Dementia Friendly Town Events, Dementia Friendly Transportation, Parking and even Dementia Friendly Housing for the future. The senior center and the town are dedicated to making a difference in the lives of those living with cognitive illnesses and injuries with the Dementia Friendly Massachusetts State Wide Initiative “until all the pieces fit”.

The senior center has many on-going activities but we are pleased to announce the addition of;

- Hours with Senator Ann Gobi’s Aid
- Veteran’s Agent hours
- Foot Care with Nurse Jayne
- Addition of a second Exercise with Jen class Mondays, Wednesdays and Fridays.
- Sister Sarah Outreach program with Jake (intergenerational outreach program)
- Dementia Friendly Community Initiative

In addition to these new programs and activities, the senior center also hosted many others: AAA Real ID, Overview Project with Annie, Medicare Fraud, Scams Awareness, Chicken 101, Interactive Rock & Roll, Magic Show, Grocery Bingo, Drum Circle, Holiday Trivia w/Tantasqua, Gypsy Moon Belly Dancers, Ragtime with Jack, Luau Party, Oktoberfest, Holiday Party with a guest appearance from Santa, Noon Year’s Eve Party and several Memorial Receptions to honor those seniors we have lost recently. The senior center also re-established a relationship with S.A.L.T./SALT Expo, Clear Captions Phones, Heritage Hearing Clinic, Talk of the Town, Fallon Open Enrollment, bus trips through our Friends Group, caroling with Tantasqua and the Burgess students, pre-school kids trick or treating, Volunteer Appreciation Day and Veteran’s Luncheon. We recognized Breast Cancer Awareness Month with PINGO (Bingo with pink prizes), The Dementia Conversation with the Alzheimer’s Association, and Dr. Jonathan Jackson on Dementia/Alzheimer’s Education and Diabetes Awareness Month in November. We gave back by collecting Thanksgiving food items for the families at Burgess. We wrote letters to soldiers overseas through the American Red Cross, and we offered Senior Safe with Marylou Volpe & the American Red Cross. We will finish out the fiscal year with

Tub Safety, guest speakers from Christopher Heights, Harrington Hospital and Compassus and a Blood Drive in April.

Ongoing Services, Programs and Volunteer Opportunities

- Monthly newsletter (1800 per month)
- Medical transportation
- Delivery of Library materials
- Senior Tax Work-Off Program opportunities
- SHINE: (Serving Health Insurance Needs of Elders)
- Tri-Valley Congregate (on-site) meal and Meals on Wheels delivery

Information, Outreach and Referral:

- Fuel Assistance
- SNAP (food stamps) & Food Closet/Food Pantries
- RUOK Program
- File of Life/Emergency Info Cards
- S.A.L.T. (Seniors and Law Enforcement Together); Safety Presentations
- Assistance with completion of applications/forms and making phone calls
- Drop-Ins at senior housing complexes; quarterly or monthly

Varied exercise program:

- M, W, & F Exercise Classes
- Fit 4 Life
- Chair Yoga & Yoga
- Silver Sneakers
- Treadmills, elliptical and bike in basement for individual use/on own

Support Groups:

- Parkinson's Support Group
- Caregiver's Support Group
- Memory Café
- Veteran's Agent

Health and Wellness:

- Blood Pressure Clinic monthly
- Ask the Nurse Clinic monthly
- Flu shots/clinic annually
- TOPS-(Taking off Pounds Sensibly) weekly
- Nurse Jayne-Nail Care (diabetics welcome) monthly
- Durable medical equipment loan program

Fundraising: (Friend's Group) for the benefit of Sturbridge seniors

We were honored to have District Attorney Joseph Early come and speak to our seniors about Senior Safety which included senior abuse, elder scams, Medicare scams, etc.

We continue to appreciate the efforts of the Senior Center Study Committee. Their mission is to work with the Town Administrator and Senior Center Director to establish a plan for a facility to serve the present and future needs of our seniors. The members of the committee are:

- Mary Blanchard
- Elizabeth Chapdelaine
- Susan Grandone
- Gladys Santelli
- Gerald Suprenant
- Ann and Ken White

This year we said goodbye to our Town Administrator Leon Gaumond but welcomed an Interim Town Administrator Theodore Kozak. We would like to thank Ted for his ongoing support for our seniors and senior center in these later months. A special thank you to the following town departments for helping us keep our senior center operating smoothly on a daily basis: Facility Coordinator-Ashley Griffin, Department of Public Works, Accounting, Cable Access, Finance, as well as the Board of Selectmen and Finance Committee. We also owe a tremendous thanks to the Police Department for their monthly S.A.L.T. (Seniors and Law Enforcement Together) meetings, annual picnic at the Safety Complex and always being there and taking the time to come visit our seniors at the senior center. Thanks also to the Fire Department for the times they came and did blood pressure clinics and more importantly for their quick responses when we needed them.

Our center owes a great deal of gratitude to our many wonderful volunteers numbering well over 50 members. They serve in many capacities including medical drivers, receptionists, coordinating cribbage, pitch, book club, movies, collating newsletters (sent out to over 1750 households monthly), friendly visitors to home-bound seniors, and so much more. We are appreciative of Dick Lisi for taking over the task of organizing trips.

Last but not least, our dedicated staff:

Heather Weston-Director
 Leslie Wong-Outreach Coordinator
 Carmen MacGillivray-Administrative Assistant
 Rachel Jalbert-Program Assistant
 Mike Alvarado-Custodian
 Jen Tetreault-Fitness Instructor

In conclusion, we would like to express our gratitude to the members of the community who have supported our Senior Center.

Respectfully,
 Heather Weston, Director

STURBRIDGE RECREATION COMMITTEE

2018 ANNUAL TOWN REPORT

The Sturbridge Parks and Recreation Committee is responsible for the beautification and maintenance of town property and the development of recreational facilities and programs for all of Sturbridge.

This year, The Recreation Committee offered the following events for the Sturbridge community:

- Coed Adult Volleyball Leagues
- Men's Basketball League
- Women's Basketball League
- Youth Sport Leagues
- 6th Annual Family Ham Toss
- Pickleball at Cedar Lake Recreation Area
- Two trips to NYC, April and December
- Summer Recreation Program
- Mini Program Summer Program
- Summer Concert Series
- Town Bonfire with Special Events Committee
- Annual Tree Lighting Ceremony
- Town Common Skating Rink

Participation in our Town's youth sports leagues, **“Team Sports”**, continues to grow. These leagues have been and continue to be popular due to the dedication of the league organizers, coaches and parent volunteers. The Recreation Committee was able to continue helping these leagues through the purchase of equipment thanks to funding support from the Betterment Committee.

We would like to thank these dedicated individuals who make these leagues possible.

- Brian Sommer - Little League Baseball
- Amanda Normandin – Girls Softball
- Jen Bailey – TRY Soccer
- Michael Coleman – Pop Warner Football and Cheer
- Tracey Rapose – Youth Recreational Basketball
- Patti Bamberger- TRY Lacrosse

The Sturbridge Parks and Recreation Department hosted the **6th Annual Family Ham Toss** on Friday, March 23rd at Burgess Elementary School. 50 participants took to the foul lines to take their chance at winning a holiday ham for their family.

Winners in the following divisions:

4 and Under: Maya Bellofatto (35 Points)

5-6: Gabrielle Bellofatto (43 Points)

7-8: Alexander Green (41 Points)

9-10: Jonas Kupranowicz (46 Points)

11-12: Sophia Pachis (44 Points)

13-14: Troy Reed (39 Points)

15-17: Will Pieczyuski (50 Points)

Raffle Winner: Scanlon Family

A very special ***Thank You*** to Justin Cournoyer of Micknuck's Fresh Market Place for the donation of the Holiday Ham gift cards! Also, Thank You to Ryan Sears for donating his time and helping to make this event a family fun filled evening!



On Friday, June 15 2018 the **newly redone basketball and tennis courts** at Cedar Lake Recreational Area (Cedar Pond RD) were officially open for use by the public. The courts, lighting, and fencing were entirely updated over the winter. *Thank you* to Greg Morse and Mark Augello for their hard work and overseeing this project.



In addition to the new courts, lines for **PICKLEBALL** were added. Pickleball is a growing sport in the area. If you're interested in learning or looking for a group to play with, come to the Cedar Lake Rec Courts during meeting times and have some fun!

Saturdays: 9:30-11:30AM

Tuesdays: 2:30-4:30PM

Thank you to Brian Friedmann and Linda Simpson for working to coordinate this.

This summer, the Recreation Committee offered a **Summer Recreation Program** for our youth at the Cedar Lake Recreation Area. This year the eight week program attracted 80 participants, and welcomed many new families to the program. The youth enjoyed tennis lessons, organized games, arts and crafts, and swim activities. Special themed days such as Tournament Tuesday, Wacky Water Wednesday and Pizza Friday were extremely popular with the kids. The children were able to participate in a field trip to the Norcross Wildlife Sanctuary, and also welcomed Horizon Wings Raptor Rehabilitation & Education for a morning show at the summer program.

The Recreation Committee also offered a **Summer Recreation Mini Program**, for Sturbridge residents ages 3-6. This two week morning program was hosted by two Occupational Therapists students at Bay Path College and provides adequate games, tennis lessons, arts and crafts, and other activities for participants who aren't quite ready to spend the day yet.

The Committee wishes to acknowledge the dedication of our Summer Recreation staff.

- Genevieve Pacetti – Director
- Ben Beaudry- Lifeguard
- Jordan Mallard– Lifeguard
- Gavin Morris– Lifeguard
- Trey Allen- Lifeguard
- Tatum Corriveau-Tennis Instructor
- Roman Krochmalnyckyj- Tennis Instructor
- Tanya Mallard –Play Leader
- Ryan Sears– Play Leader
- Sarah McGuire- Arts and Crafts Instructor



Our **Summer Concerts On The Common Series** continues to be one of our more popular programs. With funding provided by the Betterment Committee, Sturbridge Tourist Association, Lions Club, Rotary Club, Sturbridge Cultural Council, Publick House, Sturbridge Orthodontics, and Savers Bank we were able to present the following Thursday Evening Concerts:

- June 14- Worcester Youth Wind Ensemble (Youth Orchestra)
- June 21- Throwback to the 60s (Lighter side of '60s)
- June 28- Pandemonium (A-Z Dance Rock)
- July 5- Uncle Sam's Patriotic Jazz Band (Patriotic Music New Orleans Style)
- July 12- Nowhere Men (Beatles)
- July 19- Abletones (18 Piece Orchestra)
- July 26- Yankee Notions (New England Folk)
- August 2- Island Castaways (Summer Music)
- August 9- LA's Backstage Pass ('80s Rock Tribute)
- August 16- The Real Deal (Rock n Roll)
- August 23- Glenwood Mills Band with Mark Chevalier (Blues, Rock, R&B)



The Annual Tree Lighting Ceremony was held on Friday, November 23, 2018. It was a very successful event with our largest crowd yet; including both residential attendance and number of vendors present. Temperatures were freezing however 150 kids were able to sit on Santa's lap. We continued the tradition of the kid's **Coloring Contest** as well as the **Letters to Santa** program, and another year with the fire barrels was enjoyed! We had two amazing performances thanks to Kidz Rock and the Tantasqua Choraleers.

A special thanks to the following participants:

- Sturbridge Police Department
- Sturbridge Fire Department
- Sturbridge Highway Department
- Boys Scout Troop #161 & Erin Perrault
- Santa Claus
- Publick House
- Annie's Country Kitchen
- Southbridge Credit Union
- Sturbridge Republican Committee
- Savers Bank
- Cornerstone Bank
- Maggie the Elf



There is continuing interest in our **Adult Recreational Programs**. We have had a great Adult Coed Volleyball, Adult Competitive Volleyball, and Men's Basketball program this year with over 100 active participants! The program runs from October 2018-April 2019, playing one night per week, per league. A special thanks to the custodial staff at Tantasqua Regional High School!

The **Town Common Skating Rink** remains popular and was highly anticipated by many. Although the rink is weather dependent and we have had an unusually warm season, residents were patient in allowing the rink to slowly freeze over and we were able to open mid-January this year. We are very fortunate with the many volunteers who kept the ice clear of snow, and we thank you very much!



As always, a special **Thank You** to Greg Morse, Mark Augello, and team for the help in keeping our properties in outstanding shape.

Staff Contact

Name	Title	Phone
Annie Roscioli	Recreation Director	508-347-2041

Committee Members

Name	Title	Term
MaryLou Volpe	Chair	2019
Matt Johnson	Vice Chair	2020
Kadion Phillips	Treasurer	2020
Erin Carson	Secretary	2021
Dan Thompson	Member	2020

The Committee can always use assistance with our programs. Our meetings are open to the public, and interested citizens are welcome to attend and get involved. Please feel free to call the recreation office at 508-347-2041 or visit the Recreation Department's web site.

Respectfully Submitted,

Sturbridge Recreation Committee
MaryLou Volpe, Chairman
Matt Johnson, Vice Chair
Dan Thompson
Kadion Phillip
Erin Carson
Annie Roscioli, Recreation Director

Joshua Hyde Public Library 2018 Annual Report

The library has 47,819 items on its shelves and over 110,000 ebooks, downloadable audio and video available to Sturbridge patrons. In 2018, we circulated \$1.61 Million worth of physical materials at the Joshua Hyde Public Library – 95,240 items. 6,224 Sturbridge residents have library cards.

Sadly, again this year the library lost a trustee and supporter, Dolores Courtemanche. Dolores had been a trustee and member of the Friends of the JHPL for many years and will be missed.

With significant input from the community, the library's Strategic Plan was completed and approved by the Massachusetts Board of Library Commissioners. The plan can be accessed through the library's website at www.sturbridgelibrary.org

The Friends of the Library continue to financially support all of the programs offered at the library. Programs this year ranged from the tried and true, to some new additions to the line up. Please see below for some of these programs.

Our dedicated staff this year: Cheryl Zelazo, Patricia Lalli, Dena Caron, Jude McDonald, Sylvia Lenti, Elaine McClain, Susan Briere, Kim Kvaracein, Susan Kline, Gina Piantoni, Anthony Messina, Keith Vezeau, Jessica LaFrance, Lisa Rice, Grace Ahlstrand, Tammy Dufresne, Samantha Cass-Evans.

Respectfully submitted,
Becky Plimpton
Director

A sample of programs this year sponsored by the Friends of the JHPL





REPORT OF THE TRAILS COMMITTEE 2018

In 2018, the Sturbridge Trails Committee (STC) continued the primary focus of building a sustainable town wide trail system and making existing trails more available to the public. Aside from the normal trail building and maintenance that occurs annually, the three key areas of focus were again to accelerate the building of planned trails, complete the mapping and marking of existing trails and continue public outreach. Leadmine Mountain, Plimpton and Riverlands are the properties that received a majority of the committees focus in 2018.

On the trail improvements and construction front, we continued to accomplish a significant amount of work at minimal cost via our dedicated volunteers and trail building equipment. The committee received outstanding public support in 2018. We hold approximately 8 volunteer workdays a year on the 3rd Saturday of every month (April-Nov). These are the days where anyone was welcome to come help us work on trail projects. The committee also continued the number of workdays that occur during the week due to a strong and continued interest from the volunteer base.

Continued progress was made by the committee to reach out into the community in 2018. We continued to communicate on trail work days via email, website and Facebook. In our efforts to do more than just build trails, we also held a number of events to get people on the trails. Richard Paradise and Denise Lachapelle hosted several walks on the Leadmine Mountain Conservation area and held the sixth Annual First Day Hike for 50 New Year enthusiasts.

Organization

The Trails Committee, operating at the direction of the Board of Selectmen as an appointed committee, provides for the development, maintenance, coordination and promotion of the Sturbridge trail system. The committee also monitors and acts in an advisory capacity in regard to public lands, for the respective entity, exercising care custody and control.

The committee is made up of five voting members and five nonvoting associate members. At year end, the committee was made up by the members listed below.

Voting members:

Brandon Goodwin, Chairman
Gary Staab, Vice Chairman
Fritz Reeve, Secretary
Dave Peterkin
Darcy Foley

Associate members:

Richard Paradise, Trail Day Project Lead
Tom Chamberland, Treasurer
David Vadenais
Christopher Trajkovski
Patrick McGarrah

In addition to the above named committee members, we would like to recognize the following individuals for their continued involvement and support:

Leon Gaumond, Town Administrator
Dave Barnicle, Conservation Commission (trails liason)
Greg Morse, DPW
Rebecca Gendreau, Conservation Agent
Jean Bubon, Planning Dept.
Anne Renaud-Jones, Conservation Commission Clerk
Craig Moran, Sturbridge Service Center
Keith Mero, THS Carpentry Instructor

Again, the support from Greg Morse and the Department of Public Works employees have helped the Trail Committee with many projects that we couldn't complete alone. Their expertise and time accelerated many projects, whether it was reviewing plans, moving material or even building small sections of trail, the DPW has been an invaluable resource. Congratulations to Greg on his retirement, he will be missed.

We also want to thank and recognize the Sturbridge Tourist Association for their continued funding for printing brochures and related support. Through their support, we were able to spend the year distributing the first booklet which includes maps to all of the trails in Sturbridge.

Volunteers

Volunteers working on construction related activities (not including normal meetings, administrative duties, or Frost events) generated 788hrs of labor valued at \$24,896.35. Approximately a third of these hours were provided by the carpentry students at the high school.

Phil Cambo and Northern Tree were huge advocates and generous supporters of the Sturbridge Trail system in 2018. Phil's willingness to donate the unique pieces of equipment when needed has been instrumental in supporting the volunteer efforts and completing projects that require heavy equipment beyond the means of the committee.

Old Sturbridge Village continues to be a great partner and neighbor at Leadmine Mountain. There are a number of minor access issues, where their continued patience and guidance were greatly appreciated.

Regional Trails

The Sturbridge Committee stays active with the Regional Trails Committee, which is a coalition of members representing Sturbridge, Southbridge, Brimfield, Holland, US Army Corps of Engineers, Palmer and the Friends of the Titanic Rail Trail (formerly the Grand Trunk Trail Blazers).

Funding

The development of trails within the town, received funding from several sources depending upon availability and applicability to the land upon which the trail resides. The primary funding sources are

federal, state and private grants, Community Preservation Act, Betterment Fund Distributions, donations, FrOST and volunteers.

Accomplishments / Activities

Sturbridge Trail Guide: Available at the town hall or from the committee. It includes all open space properties in Sturbridge with existing trails. Committee started the second revision of this booklet.

Burgess Discovery Trail: Completed trails that require minimal maintenance.

Heins Farm: Completed trails that require minimal maintenance.

Leadmine Mountain Conservation Land: This property had the most trail committee activity in 2018. With the help of the Sturbridge DPW, after the dams were removed, we were able to build a large parking area near the back gate to the village. This has created a very family friendly area to access the trails. The High School used the property again for cross country races. We hired a team from the Student Conservation Association for two weeks to build trails, bridges and install signs. This team worked hard and completed another half mile of complex trail for the town.

Plimpton: Based on the approved trail plan, the committee continued building and marking the main trails on this property. There will be a heavy focus on this property in 2019 with the key focus of opening the property to broader use by the public.

Grand Trunk Trail: The town is still waiting for the appropriate state agencies to access the existing funds that would connect Faquhar Road to Westville Recreation Area trail system along the Quinebaug River. Progress has been made on aligning the funds in 2018, planning should begin in 2019.

Riverlands: The core trail plan is complete. The parking lot design has been completed and grants were applied for to fund 50% of the construction. There are easements that are still required on this property and will be addressed in 2019 with the new town administrator. The carpentry students from the high school expanded the equipment shed in a very fast paced project.

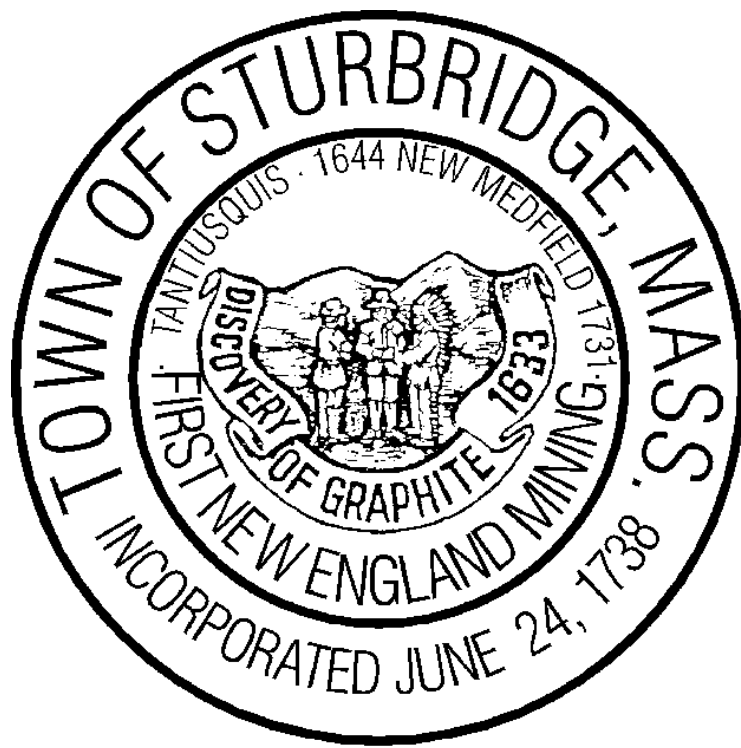
FrOST: In January, FrOST (Friends of the Sturbridge Trails) held its annual meeting at the Public House, in a room kindly provided at no charge. The purpose of the friends group is to help the Trail Committee maximize its volunteer effort and promote events on our open space lands.

Sturbridge Trails Website: The committee continues to maintain the Sturbridge trails web site: <http://www.sturbridgetrails.org/index.html> and Facebook page: www.facebook.com/pages/Friends-of-Sturbridge-Trails The website averages hundreds of unique visitors per week and the facebook page has over 1000 likes and followers. The Web site is maintained by volunteers and is now updated on a regular basis to include a current activity list and the latest trail maps where available. Our Facebook page also lists upcoming events as well as information on hiking safely, and area events related to the outdoors.

Respectfully submitted,
Brandon Goodwin Chairman

ANNUAL & SPECIAL TOWN MEETING WARRANTS

2018



**TOWN OF STURBRIDGE
SPECIAL TOWN MEETING WARRANT**



**TANTASQUA REGIONAL HIGH SCHOOL
MONDAY, FEBRUARY 26, 2018 @ 7:00 P.M.**

**ARTICLE 42
TOWN REPORT - RECREATION**

To hear an update on the field project by the Recreation Committee; or take any action relative thereto.

**ARTICLE 43
FREE CASH TRANSFER – INSPECTORS PERSONNEL COSTS**

To see if the Town will vote to transfer FOUR THOUSAND AND 00/100 DOLLARS (\$4,000.00) from Free Cash to the Inspector's (Plumbing and Electrical) Personnel Costs Account #12451-51130; or take any action relative thereto.

**ARTICLE 44
FREE CASH TRANSFER – STUDENT ACTIVITY ACCOUNT AUDIT**

To see if the Town will vote to transfer the sum of FOUR THOUSAND AND 00/100 DOLLARS (\$4,000.00) from Free Cash for a Student Activity Account audit; or take any action relative thereto.

**ARTICLE 45
TRANSFER OF FUNDS – SOUTHBRIDGE FEES**

To see if the Town will vote to transfer the sum of FIVE THOUSAND FOUR HUNDRED AND 00/100 DOLLARS (\$5,400.00) from the Sewer Reserve Fund Balance to the Southbridge Fees Account #28440-59500; or take any action relative thereto.

ARTICLE 46
FREE CASH TRANSFER - ELECTRONIC VOTE TABULATORS

To see if the Town will vote to transfer the sum of NINETEEN THOUSAND SIX HUNDRED AND 00/100 DOLLARS (\$19,600.00) from Free Cash for the purchase of new Electronic Vote Tabulators; or take any action relative thereto.

ARTICLE 47
FREE CASH TRANSFER – FIRE DEPARTMENT ENERGY EFFICIENCY PROGRAM

To see if the Town will vote to transfer the sum of THIRTY ONE THOUSAND AND 00/100 DOLLARS (\$31,000.00) from Free Cash to enter into an energy efficiency program at the Public Safety Complex; or take any action relative thereto.

ARTICLE 48
FREE CASH TRANSFER – LIBRARY HVAC IMPROVEMENTS

To see if the Town will vote to transfer the sum of TEN THOUSAND and 00/100 DOLLARS (\$10,000.00) from Free Cash to make improvements to heating & air conditioning system at the Joshua Hyde Public Library; or take any action relative thereto.

ARTICLE 49
GENERAL BYLAW AMENDMENT – REVOLVING FUNDS

To see if the town will vote to amend the General By-laws of the Town of Sturbridge by adding a new by-law to establish and authorize various revolving funds for use by certain town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½ by adding the following new section as Section 8.60:

DEPARTMENTAL REVOLVING FUNDS

1. Purpose. This by-law establishes and authorizes revolving funds for use by town departments, boards, committees, agencies or 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 General Laws Chapter 44, § 53E½.
2. Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
 - B. No liability shall be incurred in excess of the available balance in the fund.
 - C. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during the fiscal year by the Board of Selectmen and Finance Committee.
3. Interest. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.
4. Procedures and Reports. Except as provided in General Laws Chapter 44 § 53E½, and this by-law, the laws, charter provisions, by-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 and authorized by this by-law. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charge to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.
5. Authorized Revolving Funds.

Recreation Revolving Fund

Fund Name. There shall be a separate fund called the Recreation Revolving Fund authorized for use by the Recreation Committee.

Revenues. The Town Accountant shall establish the Recreation Revolving Fund as a separate account and credit to the fund all of the program fees, donations, gifts, private sponsorships, and facilities fees charged and received by the Recreation Committee in connection with the recreational programs and activities offered.

Purposes and Expenditures. During each fiscal year, the Recreation Committee may incur liabilities against and spend monies from the Recreation Revolving Fund all of the costs associated with recreational programs, activities and facility improvements in connection with the recreational programs and activities offered.

Fiscal Years. The Recreation Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

HazMat Cleanup Revolving Fund

Fund Name. There shall be a separate fund called the HazMat Cleanup Revolving Fund authorized for use by the Fire Chief.

Revenues. The Town Accountant shall establish the HazMat Cleanup Revolving Fund as a separate account and credit to the fund all of the insurance proceeds and other proceeds charged and received by the HazMat Team for services in connection with HazMat situations.

Purposes and Expenditures. During each fiscal year, the Fire Chief may incur liabilities against and spend monies from the HazMat Revolving Fund for addressing hazardous materials spills and providing the Fire Department the means to bill insurance companies and refurbish supplies used in HazMat spills in connection with HazMat situations.

Fiscal Years. The HazMat Cleanup Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

Board of Health Revolving Fund

Fund Name. There shall be a separate fund called the Board of Health Revolving Fund authorized for use by the Board of Health.

Revenues. The Town Accountant shall establish the Board of Health Revolving Fund as a separate account and credit to the fund all of the amounts received for temporary permits and licenses, fines levied by the Board of Health and fees for initial restaurant consultations, excess food service inspections, beach testing, and fees from complex Title 5 engineering services charged and received by the Board of Health in connection with the operation of the Board of Health.

Purposes and Expenditures. During each fiscal year, the Board of Health may incur liabilities against and spend monies from the Board of Health Revolving Fund for payment for clerical support and staff required to service large events such as festivals and fairs, initial restaurant consultations and restaurant inspections beyond two per year, public health inspections, engineering, public health nursing and emergencies in connection with the operation of the Board of Health.

Fiscal Years. The Board of Health Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

Board of Health Pay-As-Your Throw Program Revolving Fund

Fund Name. There shall be a separate fund called the Board of Health Pay-As-You-Throw Revolving Fund authorized for use by the Board of Health.

Revenues. The Town Accountant shall establish the Board of Health Pay-As-You-Throw Revolving Fund as a separate account and credit to the fund all of the program fees including, but not limited to, receipts for program bags, stickers or other fees that may be established from time to time and donations charged and received by the Board of Health in connection with the operation of the Pay-As-You-Throw program.

Purposes and Expenditures. During each fiscal year, the Board of Health may incur liabilities against and spend monies from the Board of Health Pay-As-You-Throw Revolving Fund for any and all costs associated with the planning, promoting or implementing the PAYT Program, or the operational expenses, equipment or supplies of the PAYT program in connection with the operation of the PAYT Program.

Fiscal Years. The Board of Health Pay-As-You-Throw Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

Senior Center Revolving Fund

Fund Name. There shall be a separate fund called the Senior Center Revolving Fund authorized for use by the Council on Aging.

Revenues. The Town Accountant shall establish the Senior Center Revolving Fund as a separate account and credit to the fund all of the program fees, private sponsorship, donations and participation fees charged and received by the Council on Aging in connection with the operation of the Senior Center.

Purposes and Expenditures. During each fiscal year, the Council on Aging may incur liabilities against and spend monies from the Senior Center Revolving Fund for payment to instructors, presenters, service providers, supplies for special programs and repairs in connection with the operation of the Senior Center.

Fiscal Years. The Senior Center Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

Planning Department Revolving Fund

Fund Name. There shall be a separate fund called the Planning Department Revolving Fund authorized for use by the Town Planner.

Revenues. The Town Accountant shall establish the Planning Department Revolving Fund as a separate account and credit to the fund all of the fees for GIS support services including fees collected for the development and printing of maps and other GIS data requests charged and received by the Planning Department in connection with GIS support services.

Purposes and Expenditures. During each fiscal year, the Town Planner may incur liabilities against and spend monies from the Planning Department Revolving Fund for payment for any and all costs associated with the Town's Geographic Information System including the acquisition of software, hardware and maintenance of the same and supplies, data and the development and/or conversion of data including the costs of consultant services to develop GIS related products for the town, or other related expenses in connection with the GIS support services.

Fiscal Years. The Planning Department Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

Public Lands Revolving Fund

Fund Name. There shall be a separate fund called the Public Lands Revolving Fund authorized for use by the Conservation Commission.

Revenues. The Town Accountant shall establish the Public Lands Revolving Fund as a separate account and credit to the fund all of the fees from forestry management and donations charged and received by the Conservation Commission in connection with public lands.

Purposes and Expenditures. During each fiscal year, the Conservation Commission may incur liabilities against and spend monies from the Public Lands Revolving Fund for the development and implementation of forestry management plans, trail development and maintenance, signage, trail maps, construction of foot bridges, purchase of supplies and development of access for public use, educational purposes and general maintenance of open space parcels owned by the Town in connection with public lands.

Fiscal Years. The Public Lands Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

Sturbridge Tourist Association Revolving Fund

Fund Name. There shall be a separate fund called the Sturbridge Tourist Association Revolving Fund authorized for use by the Sturbridge Tourist Association.

Revenues. The Town Accountant shall establish the Sturbridge Tourist Association Revolving Fund as a separate account and credit to the fund all of the revenue generated through tourist events and promotions; program fees and donations charged and received by the Sturbridge Tourist Association in connection with tourism.

Purposes and Expenditures. During each fiscal year, the Sturbridge Tourist Association may incur liabilities against and spend monies from the Sturbridge Tourist Association Revolving Fund for any and all costs associated with planning, promoting or implementing Sturbridge tourist related events in connection with tourism.

Fiscal Years. The Sturbridge Tourist Association Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

CPR Revolving Fund

Fund Name. There shall be a separate fund called the CPR Revolving Fund authorized for use by the Fire Chief.

Revenues. The Town Accountant shall establish the CPR Revolving Fund as a separate account and credit to the fund all of the program fees and donations charged and received by the Fire Department in connection with CPR classes.

Purposes and Expenditures. During each fiscal year, the Fire Chief may incur liabilities against and spend monies from the CPR Revolving Fund for all costs for the support of the CPR classes offered by the Sturbridge Fire Department including replacement of training materials in connection with CPR classes.

Fiscal Years. The CPR Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

House Numbering Revolving Account

Fund Name. There shall be a separate fund called the House Numbering Revolving Fund authorized for use by the Fire Chief.

Revenues. The Town Accountant shall establish the House Numbering Revolving Fund as a separate account and credit to the fund all of the program fees and donations charged and received in connection with the house numbering program.

Purposes and Expenditures. During each fiscal year, the Fire Chief may incur liabilities against and spend monies from the House Numbering Revolving Fund for

all costs for the support of the House Numbering program offered by the Sturbridge Fire Department in connection with house numbering program.

Fiscal Years. The House Numbering Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

or take any action relative thereto.

ARTICLE 50

GENERAL BYLAW – LOGGING VIOLATIONS

To see if the Town will vote to delete General Bylaws, Chapter 3.32 through 3.35 and replace with the following language:

3.32 PROCEDURE

No logging operation shall commence unless the landowner has received the Board of Selectmen's written consent (the "Certificate of Approval"). The landowner shall comply with the terms and conditions set forth herein, except to the extent modified in the Certificate of Approval.

(A) To obtain a Certificate of Approval, the applicant must submit the following materials to the Office of the Town Administrator:

- (1) Copy of State Certified Cutting Plan signed by State Forester and copy of overall plot plan.
- (2) Proof of notification to the Sturbridge Conservation Commission.
- (3) Correspondence from DPW Director regarding driveway permit as required by Sturbridge General Bylaws, Section 6.60 and proposed bonding for road repairs and/or erosion control.
- (4) Certified list of abutters within 200 feet of the cutting area.
- (5) Proof of land ownership and/or a notarized letter from land owner giving permission to harvest or to gain access to harvesting operations if the operation requires access from property other than that being harvested.
- (6) Copy of Massachusetts State Timber Harvester's License.
- (7) Reforestation plan for clear cutting projects.
- (8) Filing fee of \$10.00.

(B) The Office of the Town Administrator shall forward the applicant's information to the Board of Selectmen, Department of Public Works and Conservation Department for review and comment.

(C) The Board of Selectmen shall hold a public hearing on each application for a Certificate of Approval, notice of which hearing shall be published in a local newspaper. The cost of such notice is to be borne by the applicant. The applicant must mail notice of said public hearing certified mail, return receipt requested, to all parties on the Certified Abutters

List at least seven (7) days prior to the hearing date. The form of said notice shall be provided by the Office of the Town Administrator.

3.33 HEARING

The applicant shall appear at the time and date of the scheduled hearing and shall furnish proof of notification to abutters by certified mail. At this time, the applicant may bring dated photographs showing the condition of all access roadways prior to the operation in order to document the condition of said roadways and avoid repair claims post operation. The Board of Selectmen shall hear comments from any and all interested parties.

3.34 RESTRICTIONS AND CONDITIONS

The Board of Selectmen has established certain reasonable restrictions and conditions for logging permits issued within the Town. They are:

1. Logging operations shall be allowed Monday through Friday (with no harvesting on recognized Massachusetts legal holidays) from 7:00 a.m. to dusk; and on Saturdays from 8:00 a.m. until 12:00 p.m. Noon; no Sunday or holiday hours;
2. Prior to the commencement of logging operations, the applicant shall coordinate transportation with the Town's school bus schedule to avoid conflict between logging operations and school bus operations;
3. Work shall be performed when the ground is dry, frozen or otherwise stable;
4. A \$5,000 road maintenance bond shall be submitted to the Town Administrator before work commences to ensure that repairs are made to any Town roads damaged as a result of the subject forestry harvest project and the Town may additionally require a performance bond to ensure erosion control measures before, during and, for a reasonable period of time, after the proposed operation. Said bond shall be released by the Treasurer upon inspection and a satisfactory finding by the DPW Director.
5. A licensed timber harvester is identified prior to commencement.
6. The DPW Director and Conservation Agent must be notified before starting work.

In addition, the Selectmen may issue additional restrictions and conditions as deemed necessary by the Board of Selectmen.

3.35 LOGGING VIOLATION

Every person or contractor violating any provision of this bylaw shall be punished by a fine of fifty (\$50.00) dollars. Every violator of any provision of this bylaw shall be guilty of a separate offense for every day such violation shall continue and shall be subject to the penalty imposed by this section for each and every separate offense.

or take any other action relative thereto.

ARTICLE 51
GENERAL BYLAW – NON-CRIMINAL DISPOSITION

To see if the Town will vote to amend Section 9.02 of the General Bylaws by inserting the following section as appropriate:

Violation of General Bylaw - Chapter 3.35 - “Logging Violation”
Enforcing Agents: Police Department
Penalty: First and Subsequent Offense: \$50.00

or take any other action relative thereto.

ARTICLE 52
GENERAL BYLAW – FALSE ALARMS

To see if the Town will vote to delete sections 8.40 through 8.52 inclusive in their entirety and replace them with the following:

8.40 FALSE ALARMS

Definitions – For the purpose of this bylaw, the following terms, phrases, words and their derivations shall have the following meaning. The word “shall” is always mandatory and not merely directory.

Alarm	System
An assembly of equipment and/or devices or a single device arranged to signal the presence of a hazard requiring urgent attention and to which police or fire personnel are expected to respond. This includes, but is not limited to, all burglar alarms, fire alarms, smoke alarms, carbon monoxide alarms, hold-up alarms, telephone dialer alarms, premises alarms, or alarms on motor vehicles.	

False	Alarm
Activation of an alarm system through mechanical failure, malfunction, improper installation, or the negligence of the owner or lessee of an alarm system or his employees or agents; Alarms caused by power outages, hurricanes, tornadoes, earthquakes, other similar weather or atmospheric disturbances shall not be deemed to be false alarms.	

8.41 ADMINISTRATIVE RULES

The Police Chief or Fire Chief may promulgate such rules as may be necessary for the implementation of this bylaw.

8.42 MAINTENANCE AND UPKEEP; ALARMS PERMISSIBLE WITHOUT PENALTY.

The owners or lessees of an alarm are responsible for the maintenance and upkeep of any Alarm System located on their premises.

A maximum of two (2) False Alarms shall be allowed from any alarm system without penalty, during any calendar year.

8.43 VIOLATIONS; PENALTIES FOR OFFENSES

The Sturbridge Police Department shall maintain records of the number of False Alarms and violations of §8.42.

Effective January 1 of each calendar year, beginning with the 3rd false activation of the system, a fine of \$25.00 shall be imposed.

Beginning with the 4th false alarm and any False Alarm thereafter within the same calendar year, a False Alarm shall result in a fine of \$50.00 for each false activation.

8.44 AUDIBLE BELL OR HORN

All Alarm Systems which use an audible bell or horn shall be equipped with an automatic shut off device which will deactivate the Alarm System within ten (10) minutes. All Alarm users with an audible bell or horn must comply with this section within ninety (90) days of the adoption of this bylaw.

Any alarm which fails to comply with the above paragraph and emits a continuous an uninterrupted signal for more than thirty (30) minutes which cannot be shut off or otherwise curtailed due to the absence or unavailability of the alarm user or those persons designated by him, and which disturbs the peace, comfort and repose of a community or neighborhood of the area where the Alarm System is located, shall constitute a public nuisance. Upon receiving complaints regarding such a continuous and uninterrupted signal, the Police Chief and/or Fire Chief shall endeavor to contact the alarm user, or the members of the alarm user's family or those persons designated by the alarm user under this section in an effort to abate the nuisance. The Police Chief and/or Fire Chief shall record the time each complaint was made.

In the event that the Police or Fire Department is unable to contact the alarm user, a member of the alarm user's family, or those persons designated by the alarm user under the definitions of this section cannot or will not curtail the audible signal being emitted by the alarm system, and if the Police or Fire Department is otherwise unable to abate the nuisance, a police officer or firefighter or a qualified alarm technician may be authorized enter upon property inside or outside the home or building in which the alarm system is located and take any reasonable action necessary to abate the nuisance.

After entry upon property has been made in accordance with this section and the nuisance abated, the police department or fire department shall have the property secured, if necessary. The reasonable costs and expense of abating a nuisance in accordance with this section may be assessed to the alarm user. These funds shall be deposited in the Town's General Fund.

8.45 NOTIFICATION AND APPEAL

The police or fire department, depending upon the type of alarm shall notify the responsible alarm user of any false alarm charges by mail. Within fourteen (14) days after the mailing of such notice, the alarm user may file written notice with the appropriate Department Chief to include information to show that the alarm was not a false alarm within the meaning of this bylaw.

The appropriate department chief shall consider such information, reaffirm or rescind the false alarm charge, and notify the alarm user of his decision by mail. Each notice of a false alarm charge or a reaffirmation of such a charge, by the police or fire department to the alarm user shall refer to and provide instructions concerning the alarm user's right to further recourse by filing an appeal with the Appeal Board.

Within fourteen (14) days after mailing of such notice, the alarm user may file with the Board of Selectmen, herein after referred to as the Alarm Appeal Board, an appeal in writing.

8.46 APPEAL TO THE ALARM APPEAL BOARD

Upon the receipt of a timely appeal from a false alarm charge, the Alarm Appeal Board shall hold a hearing to consider it and shall mail notice of the time and place of said hearing to the alarm user making the appeal at his last known address at least fourteen (14) days before the hearing.

On the basis of information provided by the alarm user and other information introduced at the hearing, the Board shall affirm the charge if it finds that the charge was properly imposed or rescind the charge if the charge was not properly imposed.

If the Board finds that the charge was properly assessed, the charge shall be paid immediately.

8.47 ENFORCEMENT OF THIS BYLAW

The Town, upon authorization by the Selectmen, may institute civil proceedings to enforce the provisions of this bylaw.

8.48 SEVERABILITY

The invalidity of any part or parts of this bylaw shall not affect the validity of the remaining parts.

or take any action relative thereto.

ARTICLE 53
STREET ACCEPTANCE – ACORN LANE

To see if the Town will vote to accept as a public way the roadway known as Acorn Lane, as heretofore laid out by the Board of Selectmen and shown on a plan entitled “Street Acceptance Plan Sturbridge, MA,” dated October 12, 2017, prepared by Thomas R. Fancy Land Surveyor, and on a plan entitled “Laurel Woods Definitive Subdivision Plan, Sturbridge, MA, Prepared for Escape Estates Inc.,” dated June 27, 2017, prepared by Fancy Land Surveying, Inc., and recorded with the Worcester South District Registry of Deeds in Plan Book 840, Plan 78, copies of which plans are on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, on behalf of the Town, by gift, purchase, and/or eminent domain, a permanent easement to use Acorn Lane for all purposes for which public ways are used in the Town of Sturbridge and any and all permanent drainage, access, utility and/or other easements related thereto; or take any action relative thereto.

ARTICLE 54
STREET ACCEPTANCE – OLD TOWNE WAY

To see if the Town will vote to accept as a public way the roadway known as Old Towne Way, as heretofore laid out by the Board of Selectmen and shown on a plan entitled “As Built Plan and Profile of Old Towne Way”, dated December 8, 2004, revised December 1, 2017, prepared by Para Land Surveying Inc., and on a plan entitled “Definitive Plan of Spring Hill Estates in Sturbridge, Massachusetts Owned by GMN Inc., dated October 13, 1994, recorded with the Worcester South District Registry of Deeds in Plan Book 697, Plan 41 (which roadway is shown as Spring Hill Road on said plan), copies of which plans are on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, on behalf of the Town, by gift, purchase, and/or eminent domain, a permanent easement to use Old Towne Way for all purposes for which public ways are used in the Town of Sturbridge and any and all permanent drainage, access, utility and/or other easements related thereto; or take any action relative thereto.

ARTICLE 55
UNPAID BILLS OF A PREVIOUS FISCAL YEAR
9/10ths vote

To see if the Town will vote to transfer the sum of ONE THOUSAND SEVENTY SIX AND 09/100 DOLLARS (\$1,076.09) from Free Cash for the purpose of paying unpaid bills of a prior fiscal year; or take any action relative thereto.

ARTICLE 56
ACCEPTANCE OF GENERAL LAWS CHAPTER 59 § 57A

To see if the Town will vote to accept the provisions of General Laws Chapter 59, Section 57A, which make property tax bills of \$100 or less payable in a single installment, beginning in fiscal year 2019, or take any action relative thereto.

ARTICLE 57
COMMUNITY PRESERVATION – DEBT SERVICE

To see if the Town will vote to transfer from the Community Preservation Fund – Undesignated Fund Balance, the sum of FOUR THOUSAND SEVEN HUNDRED TWENTY-THREE AND 08/100 DOLLARS (\$4,723.08) for the purpose of paying the debt service for the Recreation Courts; or take any action relative thereto.

ARTICLE 58
FREE CASH TRANSFER – STABILIZATION FUND

To see if the town will vote to transfer TWO HUNDRED THIRTY THOUSAND AND 00/100 DOLLARS (\$230,000.00) from Free Cash to the Stabilization Fund; or take any action relative thereto.

ARTICLE 59
FREE CASH TRANSFER – TOWN COUNSEL

To see if the town will vote to transfer SIXTY THOUSAND AND 00/100 DOLLARS (\$60,000.00) from Free Cash to the Town Counsel Line (11512-52000); or take any action relative thereto.

ARTICLE 60
GENERAL BYLAW AMENDMENT – LICENSES AND PERMITS
OF DELINQUENT TAXPAYERS

To see if the Town will vote to amend Section 8.00 of the General By-laws - Licenses and Permits of Delinquent Taxpayers by deleting Section (1) (2) (3) (4)(5) in their entirety and inserting in their place the following:

(1) The Finance Director (Treasurer/Collector) shall annually, and may periodically, furnish to each department, board, commission or division, hereinafter referred to as the “licensing authority”, that issues licenses or permits including renewals and transfers, a list of any person, corporation or business enterprise, hereinafter referred to as the “party”, that has neglected or refused to pay any locals taxes, fees, assessments, betterments or other municipal

charges and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

(2) The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the Finance Director (Treasurer/Collector) or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised to is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the Finance Director (Treasurer/Collector); provided however that written notice is given to the party and the Finance Director (Treasurer/Collector), as required by applicable provision of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The Finance Director (Treasurer/Collector) shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the Finance Director (Treasurer/Collector) that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payables to the municipality as the date of issuance of said certificate.

(3) Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

And further by renumbering subsection (6) to subsection (4) and correcting the reference to M.G.L. from Chapter 268 § 1 therein to M.G.L. Chapter 268A § 1 or take any action relative thereto.

ARTICLE 61
PETITION TO GENERAL COURT FOR A PACKAGE STORE LIQUOR LICENSE
FOR LUCKY MART (122 MAIN STREET)

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act in the form set forth below, authorizing the Board to issue an off-premises all-alcoholic beverages license to Lucky Mart, 122 Main Street; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court;

and, provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT AUTHORIZING THE TOWN OF STURBRIDGE TO ISSUE ONE ADDITIONAL LICENSE FOR THE SALE OF ALL-ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES AT 122 MAIN STREET.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding section 17 of chapter 138 of the General Laws, the local licensing authority of the town of Sturbridge may grant 1 additional license for the sale of all alcoholic beverages not to be drunk on the premises, pursuant to section 15 of said chapter 138, to an entity known as Marutinandan Inc. d/b/a Lucky Mart, located at 122 Main Street in the town of Sturbridge. The license shall be subject to all of said chapter 138, except said section 17.

The licensing authority shall not approve the transfer of the license to any other location but it may grant the license to a new applicant at the same location if the applicant files with the licensing authority a letter from the department of revenue and a letter from the department of unemployment assistance indicating that the license is in good standing with those departments and that all applicable taxes, fees and contributions have been paid.

If the license granted pursuant to this act is cancelled, revoked or no longer in use at the location of original issuance, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority and the licensing authority may then grant the license to a new applicant at the same location under the same conditions as specified in this act.

SECTION 2. This act shall take effect upon its passage.

ARTICLE 62
PETITIONED ARTICLE – STRONG FIRE CHIEF

The purpose of this petition is to change the Town Charter to bring back ‘The Strong Chief’ wording for the Sturbridge Fire Department.

TOWN OF STURBRIDGE ANNUAL TOWN MEETING WARRANT



TANTASQUA REGIONAL HIGH SCHOOL MONDAY, JUNE 4, 2018 @ 7:00 P.M.

ARTICLE 1 TOWN REPORTS

To hear the reports of the several Boards and Town Officials and any other Committee that may be ready; or take any action relative thereto.

ARTICLE 2 COMMUNITY PRESERVATION COMMITTEE REPORT

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2019 Community Preservation budget and to appropriate from the Community Preservation Fund a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2019; and further to reserve for future appropriation amounts as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation and preservation of open space, a sum of money for acquisition and preservation of historic resources, and a sum of a money for the creation, preservation and support of community housing; or take any action relative thereto.

ARTICLE 3 COMMUNITY PRESERVATION – HISTORIC CEMETERY RESTORATION

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of NINE THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$9,500.00) to be allocated for the purpose of conservation, rehabilitation and restoration of the Old Burial Ground and North Cemetery and related administrative costs; or take any action relative thereto.

ARTICLE 4 COMMUNITY PRESERVATION – OPEN SPACE/TRAILS

To see if the Town will vote to appropriate from the Community Preservation Open Space Fund Balance the sum of THIRTY THOUSAND AND 00/100 DOLLARS (\$30,000.00) to be allocated general trail funds for the design, engineering, permitting, construction, material,

and supplies to build and preserve trails, parking lots, related facilities and administrative costs on CPC purchased properties in the Town of Sturbridge for open space and recreational purposes; or take any action relative thereto.

ARTICLE 5
COMMUNITY PRESERVATION – WINDOW WEATHERIZATION PROJECT AT
CENTER OFFICE BUILDING

To see if the Town will vote to appropriate from Community Preservation Fund Historic Fund Balance the sum of FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) to be allocated for weatherizing and installing storm windows for the purpose of conservation and rehabilitation of the historic Center Office Building; or take any other action relative thereto.

ARTICLE 6
COMMUNITY PRESERVATION-ADMINISTRATION

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) to be allocated for the purpose of operating and administrative expenses in FY 2019 for the Community Preservation Committee (CPC); or take any action relative thereto.

ARTICLE 7
ROAD CONSTRUCTION, REPAIRS AND MAINTENANCE

To see if the Town will vote to raise and appropriate FOUR HUNDRED FIFTY-EIGHT THOUSAND AND 00/100 DOLLARS (\$458,000.00) to the Road Construction, Repairs and Maintenance Account in order to fund the road construction, repairs and maintenance of town roads as determined by the DPW Director; or take any action relative thereto.

ARTICLE 8
TOWN BUDGET

To see if the Town will vote to raise and appropriate a sum of money as may be necessary to pay the Town charges for the fiscal year beginning July 1, 2018 and vote to fix salary and compensation of all elected officials of the Town in accordance with the provisions of Massachusetts General Laws, Chapter 41, Section 108, effective July 1, 2018; or take any action relative thereto.

ARTICLE 9
WATER DEPARTMENT

To see if the Town will vote to raise and appropriate, through the fixing and collection of just and equitable prices and rates set by the Board of Selectmen (acting as Water Commissioners), the sum of ONE MILLION FOUR HUNDRED SIXTY-TWO THOUSAND FIVE HUNDRED SEVENTY-FIVE AND 00/100 DOLLARS (\$1,462,575.00), for the expenses of the Water Department; or take any action relative thereto.

Estimated budget for FY19 is:

Contract Operations	\$ 695,881.00
Electricity	\$ 140,000.00
Chemicals, Testing & Propane	\$ 33,355.00
DPW Director	\$ 13,308.00
Meter Maintenance	\$ 10,000.00
Billing Expense	\$ 4,900.00
Legal/Administrative Expense	\$ 5,000.00
Debt Service	\$ 453,131.00
Miscellaneous	\$ 40,000.00
Capital Replacement	\$ <u>67,000.00</u>
Total:	\$ 1,462,575.00

ARTICLE 10
SEWER DEPARTMENT

To see if the Town will vote to raise and appropriate, through the fixing and collection of just and equitable prices and rates set by the Board of Selectmen (acting as Sewer Commissioners) the sum of TWO MILLION FOUR HUNDRED FORTY THOUSAND SEVEN HUNDRED FIFTY-NINE AND 00/100 DOLLARS (\$2,440,759.00) and by transferring the sum of ONE HUNDRED EIGHTY-TWO THOUSAND AND 00/100 DOLLARS (\$182,000.00) from Sewer Reserve Fund Balance, for a total sum of TWO MILLION SIX HUNDRED TWENTY-TWO THOUSAND SEVEN HUNDRED FIFTY-NINE AND 00/100 DOLLARS (\$2,622,759.00) for the expenses of the Sewer Department; or take any action relative thereto.

Estimated budget for FY19 is:

Contract Operations	\$ 915,050.00
Electricity	\$ 235,000.00
Chemicals, Testing & Diesel	\$ 40,000.00
DPW Director	\$ 13,309.00
Billing Expense	\$ 4,900.00
Legal/Administrative Expense	\$ 5,000.00
Debt Service	\$ 840,700.00
Southbridge Fees	\$ 198,000.00
Liquid Sludge Handling	\$ 267,500.00
Miscellaneous Expenses	\$ 56,000.00
Capital Replacement	\$ <u>47,300.00</u>
Total:	\$ 2,622,759.00

ARTICLE 11
SEWER PROJECT DEBT

To see if the Town will vote to transfer the sum of:

- ONE HUNDRED NINETY-NINE THOUSAND EIGHTEEN AND 00/100 DOLLARS (\$199,018.00) from the F/B Reserved for Sewer Betterments to the Phase II Sewer Debt Account #28440-59100;
- TWO HUNDRED THIRTY-NINE THOUSAND SEVEN HUNDRED FIFTY AND 00/100 DOLLARS (\$239,750.00) from the F/B Reserved for Sewer Betterments to the Phase III Sewer Debt Account #28440-59300;
- ONE HUNDRED FIFTEEN THOUSAND TWO HUNDRED FOUR AND 00/100 DOLLARS (\$115,204.00) from the F/B Reserved for Sewer Betterments to the Cedar Lake Sewer Debt Account #28440-59200;
- ONE HUNDRED FIFTY THOUSAND FOUR HUNDRED AND 00/100 DOLLARS (\$150,400.00) from the F/B Reserved for Sewer Betterments to the Big Alum Sewer Debt Account #28440-59220; and
- FIFTY-SEVEN THOUSAND FOUR HUNDRED AND 00/100 DOLLARS (\$57,400.00) from the F/B Reserved for Sewer Betterments to the Woodside/Westwood Sewer Debt Account #28440-59230;

for the purpose of paying the debt service due on these sewer projects for FY19; or take any action relative thereto.

ARTICLE 12
PUBLIC ACCESS DEPARTMENT

To see if the Town will vote to appropriate from the PEG Access and Cable Related Fund, the sum of ONE HUNDRED SEVENTY-FOUR THOUSAND ONE HUNDRED FORTY-THREE AND 00/100 DOLLARS (\$174,143.00) for the expenses of Public Access as follows:

Estimated budget for FY19 is:

Salaries/Wages	\$	71,668.00
Employee Benefits	\$	16,875.00
Operating Expenses	\$	5,600.00
Capital	\$	80,000.00
Total	\$	<hr/> 174,143.00

or take any action relative thereto.

ARTICLE 13
COMMUNITY PRESERVATION DEBT SERVICE

To see if the Town will vote to transfer from the Community Preservation Fund – Undesignated Fund Balance, the sum of:

- EIGHTY-FOUR THOUSAND FIVE HUNDRED FIFTY AND 00/100 DOLLARS (\$84,550.00) for the purpose of paying the debt service for the OSV Land Acquisition;
- FIFTY-ONE THOUSAND NINE HUNDRED FIFTY AND 00/100 DOLLARS (\$51,950.00) for the purpose of paying the debt service for the Heins Farm Acquisition;
- ONE HUNDRED NINE THOUSAND FOUR HUNDRED EIGHTY-TWO AND 00/100 DOLLARS (\$109,482.00) for the purpose of paying the debt service for the Town Hall/Center Office renovation project;
- THIRTY-TWO THOUSAND THREE HUNDRED NINETY AND 00/100 DOLLARS (\$32,390.00) for the purpose of paying the debt service for the Recreation Court project;

or take any action relative thereto.

ARTICLE 14
TOWN BARN FIELD PROJECT
(2/3 Vote Required)

To see if the Town will appropriate the sum of SIX MILLION SEVEN HUNDRED THOUSAND AND 00/100 DOLLARS (\$6,700,000.00), or any other amount, to pay costs of designing, reconstructing and equipping Town Barn Field, including the payment of all costs incidental and related thereto, and to determine whether this amount shall be raised by taxation, borrowing, transfer from available funds, or otherwise provided, and to meet said appropriation the Treasurer, with the approval of the Board of Selectman, is authorized to borrow the full amount of such appropriation under G.L. c. 44, c. 44B, or any other general or special law, and to issue bonds or notes of the Town in connection therewith; and further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any 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 G.L. c. 44 §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; or take any other action relative thereto.

ARTICLE 15
STURBRIDGE TOURIST ASSOCIATION

To see if the Town will transfer and appropriate from the Hotel/Motel Special Account to the Sturbridge Tourist Association Account the sum of ONE HUNDRED EIGHTY-TWO THOUSAND TWO HUNDRED TWENTY-ONE AND 00/100 DOLLARS (\$182,221.00); or to take any action relative thereto.

Estimated budget for FY19:

Community Support	\$ 36,024.88
Marketing & Advertising	\$ 109,332.60
Economic Development/Tourism Coordinator	<u>\$ 36,863.52</u>
Total	\$ 182,221.00

ARTICLE 16
BETTERMENT COMMITTEE

To see if the Town will vote to transfer and appropriate from the Hotel/Motel Special Account to the Betterment Account the sum of ONE HUNDRED EIGHTY-TWO THOUSAND TWO HUNDRED TWENTY-ONE AND 00/100 DOLLARS (\$182,221.00); for the following items:

Flower Barrels	\$ 2,200.00
Plantings (Bloom Committee)	\$ 450.00
Beautification of Senior Center and/or Grounds	\$ 750.00
Beautification Joshua Hyde Library	\$ 2,500.00
Wayfinding Streetscape Improvements	\$ 23,750.00
Beautification at Town Hall and Center Office Building	\$ 2,500.00
Tree Planting - Arbor Day Program	\$ 1,725.00
Town Offices & Library Decorations	\$ 5,000.00
Historical Award Plaques	\$ 1,000.00
American Flags (Telephone Poles in Historic District)	\$ 2,000.00
Sidewalk Maintenance	\$ 20,000.00
Tree Maintenance (town-wide)	\$ 9,500.00
Town Common Tree Maintenance	\$ 6,992.00
Main Street Tree and Park Maint. (Street Landscaping)	\$ 2,000.00
Special Event Overtime (Police)	\$ 10,000.00
Replacement Crosswalk Signs	\$ 3,676.00
Harley Davidson Police Motorcycle	\$ 23,500.00
Protective Firefighting Gear	\$ 13,500.00
Special Event Overtime (Fire)	\$ 5,775.00
Fire Turnout Gear Drying Cabinet	\$ 10,500.00
Cedar Lake (Town Beach) Water Treatment	\$ 1,750.00
Town Common Summer Concert Series	\$ 4,000.00
Decorations for Town Common	\$ 3,550.00
Portable Lifeguard Chairs	\$ 917.00
PA System	\$ 2,049.00
Wall Mount Horizontal Message Center	\$ 500.00
Backstop at Turner's Field	\$ 4,220.00
Fencing at Turner's Field	\$ 6,400.00
Trail Shed Addition	\$ 3,970.00
Trail Tools	\$ 1,225.00
Funding for Special Events in the Community	\$ 1,322.00

SLAC / Great Ponds Weed & Safety Program	\$ 5,000.00

TOTAL	\$182,221.00

or to take any action relative thereto.

ARTICLE 17 **CAPITAL IMPROVEMENT PLAN**

To see if the Town will vote to transfer from Free Cash and appropriate the sum of FIVE HUNDRED TWO THOUSAND EIGHT HUNDRED FIFTY AND 00/100 DOLLARS (\$502,850.00) and to transfer from Water Special Revenue Fund Balance and appropriate the sum of SEVENTY THOUSAND AND 00/100 DOLLARS (\$70,000.00) to the Capital Improvement Account for the purpose of funding the following items, including the payment of all costs incidental and related thereto, from the Capital Improvement Plan to be undertaken for the Fiscal Year beginning July 1, 2018:

<u>Department</u>	<u>Item Approved</u>	<u>Amount</u>
Library	Main Floor Furnishings	\$ 60,000.00
Public Safety Complex	Upgrade fire alarm system	\$ 16,000.00
DPW	Mack Chassis Dump Truck	\$ 198,000.00
Water	Utility Truck with Crane	\$ 70,000.00
Fire	Ambulance	\$ 175,000.00
Police	Two Radar Speed Signs	\$ 7,000.00
Police	Railmounted Tactical Lights	\$ 7,300.00
Public Safety Complex	Rooftop Cooling Unit	\$ 25,000.00
Public Safety Complex	Apparatus Bay Electrical Upgrades	\$ 14,550.00

TOTAL:		\$ 572,850.00

or take any action relative thereto.

ARTICLE 18 **TREE PLANTING TRANSFER OF FUNDS**

To see if the Town will vote to transfer the sum of SIX THOUSAND AND 00/100 DOLLARS (\$6,000.00) from the Watering Fund Account to the Public Highway Shade Tree Account for the purpose of setting out and caring for shade trees along the public highways of the town; or take any action relative thereto.

ARTICLE 19 **AMBULANCE STABILIZATION FUND**

To see if the Town will vote to raise and appropriate SIXTY THOUSAND AND 00/100 DOLLARS (\$60,000.00) to the Ambulance Stabilization Fund for the purpose of reserving funds for the future purchase of an ambulance including the payment of all costs incidental and related thereto; or take any action relative thereto.

ARTICLE 20
FIRE VEHICLE STABILIZATION FUND

To see if the Town will vote to raise and appropriate ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$100,000.00) to the Fire Vehicle Stabilization Fund for the purpose of reserving funds for the future purchase of major fire apparatus including the payment of all costs incidental and related thereto; or take any action relative thereto.

ARTICLE 21
OPEB TRUST FUND

To see if the Town will vote to raise and appropriate ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$100,000.00) to the Other Post-Employment Benefits Liability Trust Fund Account; or take any action relative thereto.

ARTICLE 22
TAX RATE RELIEF

To see if the Town will vote to authorize the Board of Assessors to use the amount of THREE HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$350,000.00) from Free Cash to lower the tax rate for the fiscal year beginning on July 1, 2018; or take any action relative thereto.

ARTICLE 23
CAPITAL STABILIZATION FUND

To see if the Town will vote to raise and appropriate ONE HUNDRED SIXTY-THREE THOUSAND AND 00/100 DOLLARS (\$163,000.00) to the Capital Stabilization Fund; or take any action relative thereto.

ARTICLE 24
FREE CASH TRANSFER – DATA CENTER UPGRADE (PUBLIC SAFETY COMPLEX)

To see if the Town will vote to transfer the sum of EIGHTY THOUSAND AND 00/100 DOLLARS (\$80,000.00) from Free Cash for a data service upgrade at the Public Safety Complex including the payment of all costs incidental and related thereto; or take any action relative thereto.

ARTICLE 25
REVALUATION/INTERIM ADJUSTMENTS

To see if the Town will vote to raise and appropriate FORTY THOUSAND AND 00/100 DOLLARS (\$40,000.00) to the Revaluation/Interim Adjustments Account; or take any action relative thereto.

ARTICLE 26
AMBULANCE STABILIZATION FUND TRANSFER – AMBULANCE PURCHASE
(2/3 Vote Required)

To see if the Town will vote to transfer the sum of ONE HUNDRED THIRTY-TWO THOUSAND AND 00/100 DOLLARS (\$132,000.00) from the Ambulance Stabilization Fund for the purchase of a replacement ambulance including the payment of all costs incidental and related thereto; or take any action relative thereto.

ARTICLE 27
FREE CASH TRANSFER – ABANDONED PROPERTIES DEMOLITION

To see if the Town will vote to transfer the sum of SEVENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$75,000.00) from Free Cash for the abatement of hazardous materials, demolition and any related costs of properties deemed by the Board of Selectman to be abandoned and which pose a safety hazard to the community; or take any action relative thereto.

ARTICLE 28
REVOLVING FUNDS – SPENDING LIMITS FY19

To see if the Town will vote pursuant to the provisions of Chapter 44, Section 53 E ½, to set the FY19 spending limits for certain revolving funds as follows:

<u>Revolving Fund:</u>	<u>Maximum Expenditure:</u>
Recreation	\$30,000.00
HazMat Cleanup	\$20,000.00
Board of Health	\$20,000.00
BOH: Pay-As-You-Throw Program	\$20,000.00
Senior Center	\$10,000.00
Planning Department	\$10,000.00
Public Lands	\$20,000.00
Sturbridge Tourist Association	\$20,000.00
CPR	\$ 5,000.00
House Numbering	\$ 5,000.00

or take any action relative thereto.

ARTICLE 29
BETTERMENT PAYOFFS – DISSOLVING OF BETTERMENT

To see if the Town will vote to transfer the sum of ONE HUNDRED FIFTY AND 00/100 DOLLARS (\$150.00) from the F/B Reserved for Sewer Betterments for the purpose of paying recording fees to the Registry of Deeds; or take any action relative thereto.

ARTICLE 30
ZONING BYLAW – PROHIBITION OF RECREATIONAL MARIJUANA
(2/3 Vote Required)

To see if the Town will vote to amend the Zoning Bylaw by inserting a new Chapter 32 – Marijuana Not Medically Prescribed by inserting the language below:

CHAPTER 32 –MARIJUANA NOT MEDICALLY PRESCRIBED
Chapter 32 - Marijuana Not Medically Prescribed

Consistent with MGL Ch. 94G, Section 3(a)(2), all types of marijuana establishments as defined in MGL Ch. 94G, Section 1(j), to include all marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Sturbridge; or take any action relative thereto.

ARTICLE 31
AMEND GENERAL BYLAWS - FALSE ALARM BYLAW

To see if the Town will vote to delete sections 8.40 through 8.52 of the General Bylaws, inclusive in their entirety and replace them with the following:

8.40 FALSE ALARMS

Definitions: For the purpose of this bylaw, the following terms, phrases, words and their derivations shall have the following meaning. The word “shall” is always mandatory and not merely directory.

Alarm User - Any homeowner, renter, lessee, or other resident and any renter, lessee, or owner of a business or other establishment or building (other than a government facility) who is primarily responsible for an Alarm System and/or an activation of an Alarm System.

Alarm System - An assembly of equipment and/or devices or a single device arranged to signal the presence of a hazard requiring urgent attention and to which police or fire personnel are expected to respond. This includes, but is not limited to, all burglar alarms, fire alarms, smoke alarms, carbon monoxide alarms, hold-up alarms, telephone dialer alarms, premises alarms, or alarms on motor vehicles.

False Alarm - Activation of an alarm system through mechanical failure, malfunction, improper installation, or the negligence of the owner or lessee of an alarm system or his employees or agents; Alarms caused by power outages, hurricanes, tornadoes, earthquakes, other similar severe weather or severe atmospheric disturbances shall not be deemed to be false alarms.

8.41 ADMINISTRATIVE RULES

The Police Chief or Fire Chief may promulgate such rules as may be necessary for the implementation of this bylaw.

8.42 MAINTENANCE AND UPKEEP; ALARMS PERMISSIBLE WITHOUT PENALTY.

The owners or lessees of an alarm are responsible for the maintenance and upkeep of any Alarm System located on their premises.

A maximum of two (2) False Alarms warnings shall be allowed from any alarm system without penalty, during any calendar year.

8.43 VIOLATIONS; PENALTIES FOR OFFENSES

The Sturbridge Police Department shall maintain records of the number of False Alarms and violations of §8.42.

Effective January 1 of each calendar year, beginning with the 3rd false activation of the system, a fine of \$25.00 shall be imposed.

Beginning with the 4th false alarm and any False Alarm thereafter within the same calendar year, a False Alarm shall result in a fine of \$50.00 for each false activation.

8.44 AUDIBLE BELL OR HORN

All Alarm Systems which use an audible bell or horn shall be equipped with an automatic shut off device which will deactivate the Alarm System within ten (10) minutes. All Alarm users with an audible bell or horn must comply with this section within ninety (90) days of the adoption of this bylaw.

Any alarm which fails to comply with the above paragraph and emits a continuous and uninterrupted signal for more than thirty (30) minutes which cannot be shut off or otherwise curtailed due to the absence or unavailability of the alarm user or those persons designated by him, and which disturbs the peace, comfort and repose of a community or neighborhood of the area where the Alarm System is located, shall constitute a public nuisance. Upon receiving complaints regarding such a continuous and uninterrupted signal, the Police Department and/or Fire Department shall endeavor to contact the alarm user, or the members of the alarm user's family or those persons designated by the alarm user under this section in an effort to abate the nuisance. The Police Department and/or Fire Department shall record the time each complaint was made.

In the event that the Police or Fire Department is unable to contact the alarm user, a member of the alarm user's family, or those persons designated by the alarm user cannot or will not

curtail the audible signal being emitted by the Alarm System, the Police or Fire Department may take any reasonable action necessary to abate the nuisance.

After entry upon property has been made in accordance with this section and the nuisance abated, the Police or Fire Department shall have the property secured, if necessary. The reasonable costs and expense of abating a nuisance in accordance with this section may be assessed to the alarm user. These funds shall be deposited in the Town's General Fund.

8.45 NOTIFICATION AND APPEAL

The Police or Fire department, depending upon the type of alarm shall notify the responsible alarm user of any False Alarm warnings or charges by mail. Within fourteen (14) days after the mailing of such notice, the alarm user may file written notice with the appropriate Department Chief to include information to show that the alarm was not a False Alarm within the meaning of this bylaw.

The appropriate Department Chief shall consider such information, reaffirm or rescind the False Alarm charge, and notify the alarm user of his decision by mail. Each notice of a False Alarm charge or a reaffirmation of such a charge, by the Police or Fire Department to the alarm user shall refer to and provide instructions concerning the alarm user's right to further recourse by filing an appeal with the Appeal Board.

Within fourteen (14) days after mailing of such notice, the alarm user may file with the Board of Selectmen, herein after referred to as the Alarm Appeal Board, an appeal in writing.

8.46 APPEAL TO THE ALARM APPEAL BOARD

Upon the receipt of a timely appeal from a False Alarm charge, the Alarm Appeal Board shall hold a hearing to consider it and shall mail notice of the time and place of said hearing to the alarm user making the appeal at his last known address at least fourteen (14) days before the hearing.

On the basis of information provided by the alarm user and other information introduced at the hearing, the Board shall affirm the charge if it finds that the charge was properly imposed or rescind the charge if the charge was not properly imposed.

If the Board finds that the charge was properly assessed, the charge shall be paid immediately.

8.47 ENFORCEMENT OF THIS BYLAW

This by-law may be enforced by any means available in law or in equity, including non-criminal disposition in accordance with G.L. c.40, §21D. The Town, upon authorization by the Selectmen, may institute civil proceedings to enforce the provisions of this bylaw.

8.48 CONFIDENTIALITY

The Town recognizes that it is subject to the requirements of the Public Records Law, Section 10 of Chapter 66 of the Massachusetts General laws. However, in the interests of public safety, it is the intention of the Town, to the extent permitted by law, to maintain confidentially personal information and infrastructure information regarding Alarm Systems, including, but not limited to, that information specifically identifying the location, operations or other proprietary information contained in the information it receives.

8.49 GOVERNMENT IMMUNITY

Notwithstanding the provisions of this by-law, the Town, its departments, officials, officers, agents and employees shall be under no duty or obligation, either express or implied, of response or the adequacy, operation or maintenance of any Alarm System or of the alarm monitoring facilities at Police and Fire Department. Any and all liability resulting from the Town's failure to respond to a notification is hereby disclaimed; governmental immunity, as provided by law, is retained. Alarm owners and users in Town shall acknowledge that law enforcement response may be influenced by factors such as, but not limited to: the availability of police and fire units, staffing levels, the priority of calls, weather, traffic and emergency conditions.

8.50 SEVERABILITY

The invalidity of any part or parts of this bylaw shall not affect the validity of the remaining parts; or take any action relative thereto.

ARTICLE 32

GENERAL BYLAWS – ADOPTION OF THE STRETCH ENERGY CODE

To see if the Town will vote to enact Chapter 8.60 of the Town of Sturbridge General Bylaws, entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, with an effective date of January 1, 2019, a copy of which is on file with the Town Clerk, or take any other action relative thereto.

ARTICLE 33

RESCISSION OF TOWN ACCEPTANCE OF MGL CHAPTER 90 SEC 22B (b-k)

To see if the Town will vote to rescind its acceptance of G.L. chapter 90, section 22B (b)-(k); or take any other action in relation thereto.

**TOWN OF STURBRIDGE
SPECIAL TOWN MEETING WARRANT**



**TANTASQUA REGIONAL HIGH SCHOOL
MONDAY, JUNE 4, 2018 @ 7:00 P.M.**

ARTICLE 63

FREE CASH TRANSFER - SNOW AND ICE DEFICIT

To see if the Town will vote to transfer a sum of money from Free Cash to the Snow & Ice Account (#11432); or take any action relative thereto.

ARTICLE 64

UNPAID BILLS OF A PREVIOUS FISCAL YEAR

(9/10 vote required)

To see if the Town will vote to transfer a sum of money from Free Cash for the purpose of paying unpaid bills of a prior fiscal year; or take any action relative thereto.

**TOWN OF STURBRIDGE
SPECIAL TOWN MEETING WARRANT**



**TANTASQUA REGIONAL HIGH SCHOOL
MONDAY, OCTOBER 29, 2018 @ 7:00 P.M.**

**ARTICLE 34
UNPAID BILLS OF A PREVIOUS FISCAL YEAR
(9/10th vote required)**

To see if the Town will vote to transfer a sum of money from Free Cash for the purpose of paying unpaid bills of a prior fiscal year; or take any action relative thereto.

**ARTICLE 35
FREE CASH TRANSFER – COSTS ASSOCIATED WITH THE TOWN
ADMINISTRATOR SEARCH**

To see if the Town will vote to transfer a sum of money from Free Cash for the purpose of costs associated with the Town Administrator Search; or take any action relative thereto.

**ARTICLE 36
FREE CASH TRANSFER – TOWN ADMINISTRATOR SALARY ACCOUNT**

To see if the Town will vote to transfer a sum of money from Free Cash to the Town Administrator Salary Account (#11231); or take any action relative thereto.

**ARTICLE 37
COMMUNITY PRESERVATION – LIGHTING TOWN BARN FIELD**

To see if the Town will vote to appropriate from the Community Preservation Fund – Undesignated Fund Balance the sum of ONE HUNDRED FIFTY-SIX THOUSAND THREE HUNDRED FORTY EIGHT AND 00/100 DOLLARS (\$156,438.00) to be allocated for lighting on Town Barn Field for open space and recreational purposes; or take any action relative thereto.

ARTICLE 38
COMMUNITY PRESERVATION – REMOVAL OF OUTBUILDING PLIMPTON
PROPERTY

To see if the Town will vote to appropriate from the Community Preservation Fund – Undesignated Fund Balance the sum of EIGHT THOUSAND THREE HUNDRED FIFTY FIVE AND 00/100 DOLLARS (\$8,355.00) to be allocated for the removal of a dilapidated outbuilding on the Plimpton Property for conservation, rehabilitation and restoration purposes; or take any action relative thereto.

ARTICLE 39
ONLINE BOARD AND COMMITTEE DATABASE SOFTWARE

To see if the Town will vote to transfer from Free Cash the sum of ONE THOUSAND FIVE HUNDRED DOLLARS AND 00/100 (\$1,500.00) for the purpose of purchasing Online Board and Committee Database Software and all costs incidental and related thereto; or take any action relative thereto.

ARTICLE 40
TREE REMOVAL AND PRUNING DUE TO GYPSY MOTH DAMAGE

To see if the Town will vote to transfer from Free Cash the sum of TWO HUNDRED SEVENTY THOUSAND AND 00/100 DOLLARS (\$270,000.00) to the Gypsy Moth Dead Tree Account for the purposes of removing dead public shade trees and pruning dead limbs caused by the recent gypsy moth infestation and related costs; or take any action relative thereto.

ARTICLE 41
UNDERGROUND UTILITIES STUDY

To see if the Town will vote to transfer from Free Cash the sum of NINETY THOUSAND SIX HUNDRED AND 00/100 DOLLARS (\$90,600.00) for the purpose of funding a study to determine the cost and feasibility of undergrounding the existing overhead utilities on Main Street (Route 20) between Brookfield Road and New Boston Road; or take any action relative thereto.

ARTICLE 42
EMERGENCY REPAIRS TO WELL #5

To see if the Town will vote to transfer from the Water Reserve Fund Balance the sum of ELEVEN THOUSAND TWO HUNDRED AND 00/100 DOLLARS (\$11,200.00) for the purpose of covering expenses associated with emergency repairs to Well #5; or take any action relative thereto.

ARTICLE 43
EXPANDING PERCHLORATE INVESTIGATION

To see if the Town will vote to transfer from the Water Reserve Fund Balance the sum of THIRTY TWO THOUSAND NINE HUNDRED AND 00/100 DOLLARS (\$32,900.00) for the purpose of covering costs associated with additional required testing to determine the source of Perchlorate; or take any action relative thereto.

ARTICLE 44
BUILDING INSPECTOR STEP INCREASE

To see if the Town will vote to transfer from Free Cash the sum of THREE THOUSAND NINETY ONE AND 00/100 DOLLARS (\$3,091.00) to the Building Inspector Salary Account (#12411) to provide funding for a step increase for the Building Inspector; or take any action relative thereto.

ARTICLE 45
FULL TIME POLICE OFFICER/SCHOOL RESOURCE OFFICER

To see if the Town will vote to transfer from Free Cash the sum of FIFTY THREE THOUSAND SIX HUNDRED FORTY THREE AND 00/100 DOLLARS (\$53,643.00) to the Police Salaries and Wages Account (#12101-51130), THREE THOUSAND NINE HUNDRED ELEVEN AND 00/100 DOLLARS (\$3,911.00) to the Police Overtime Account (#12101-51300), EIGHT THOUSAND THREE HUNDRED FIFTY AND 00/100 DOLLARS (\$8,350.00) to the Police Supplies Account (#12102-54000), and SIX HUNDRED TWENTY AND 00/100 DOLLARS (\$620.00) to the Police Purchase of Service Account (#12102-52000) for the purpose of funding a Police Officer/SRO position and related costs; or take any action relative thereto.

ARTICLE 46
FULL TIME PUBLIC SAFETY DISPATCHER

To see if the Town will vote to transfer from Free Cash the sum of THIRTY TWO THOUSAND NINE HUNDRED SEVENTY TWO AND 00/100 DOLLARS (\$32,972.00) to the Police Salaries and Wages Account (#12101-51130), ELEVEN THOUSAND THIRTY AND 00/100 DOLLARS (\$11,030.00) to the Police Overtime Account (#12101-51300), FIVE HUNDRED AND 00/100 DOLLARS (\$500.00) to the Police Supplies Account (#12102-54000), and TWO THOUSAND FIVE HUNDRED SEVENTY AND 00/100 (\$2,570.00) to the Police Purchase of Service Account (#12102-52000) for the purpose of funding a Public Safety Dispatcher and related costs; or take any action in relation thereto.

**ARTICLE 47
AMBULANCE STRETCHER**

To see if the Town will vote to transfer from Free Cash the sum of SIXTY THOUSAND AND 00/100 DOLLARS (\$60,000.00) for the purpose of funding the purchase of an ambulance stretcher system and all costs incidental and related thereto; or take any action relative thereto.

**ARTICLE 48
RESERVE FUND**

To see if the Town will vote to transfer from Free Cash the sum of FIFTY-FIVE THOUSAND AND 00/100 DOLLARS (\$55,000.00) to the Reserve Fund Account (#19102-57800); or take any action relative thereto.

**ARTICLE 49
APPROPRIATION OF UNUSED BOND PREMIUMS**

To see if the Town will appropriate premium received upon the sale of bonds or notes to pay costs of one or more capital projects, thereby reducing the amount authorized to be borrowed for such project or projects by a like amount; or to take any action relative thereto.

**ARTICLE 50
ADULT USE MARIJUANA ZONING BYLAW CHAPTER 31
(2/3rd vote required)**

To see if the Town will vote to amend the Zoning Bylaw by deleting the existing Chapter 31 – Temporary Moratorium on Recreational Marijuana Establishments and inserting a new Chapter 31 – Adult Use Marijuana, by inserting the language below; or take any action relative thereto.

CHAPTER 31–ADULT USE MARIJUANA

Propose to repeal Section 31 – Temporary Moratorium on Recreational Marijuana Establishments and replace that with the following new Section 31 – Adult Use Marijuana.

Proposed New Chapter 31 – Adult Use Marijuana

31.01 Purpose:

The purpose of this Section is to provide for the limited establishment of adult use marijuana establishments in the Town of Sturbridge, in appropriate locations. It is the express purpose and intent of this Bylaw to minimize the adverse impacts adult use marijuana establishments may have on residential neighborhoods and other potentially incompatible land uses and to provide standards for the placement, design, siting, and safety of adult use marijuana establishments subject to reasonable conditions that will protect the public health, safety and welfare. This

Bylaw is intended to be used in conjunction with other regulations adopted by the Town of Sturbridge designed to encourage appropriate land use and reasonable safeguards to govern the time, place and manner of Marijuana Establishment operations.

31.02 Applicability:

Nothing in this section shall be construed to supersede federal and state laws governing the sale and distribution of marijuana. This section shall not be construed to prevent the conversion of a Registered Marijuana Dispensary (also known as “Medical Marijuana Treatment Center”) licensed or registered no later than July 1, 2017 engaged in the cultivation, manufacture or sale of marijuana or marijuana products to an Adult Use Marijuana Establishment engaged in the same type of activity, provided, however, any such medical marijuana treatment center obtains Site Plan Approval pursuant to Chapter 25 of the Zoning Bylaw and pursuant to the requirements of this Section for any such conversion to an adult use Marijuana Establishment.

31.03 Use Regulations:

- A. With the exception of the conversion of a licensed Registered Marijuana Dispensary to an Adult Use Marijuana Establishment, an Adult Use Marijuana Establishment shall be permitted by Special Permit only in the IP, GI and MMOD zoning districts, except a marijuana retailer which may be permitted in the MMOD or C Districts and only then upon the issuance of a Special Permit and Site Plan Approval by the Planning Board acting in accordance with the standards and procedures set forth in this section and Chapters 24 and 25 of the Zoning Bylaw.
- B. The number of Marijuana Retailers that shall be permitted in Town shall be limited to (20%) of the number of licenses issued within the Town of Sturbridge for the retail sale of alcoholic beverages not to be drunk on the premises where sold under MGL Ch. 138, Section 15. In the event that 20% of said licenses is not a whole number, the limit shall be rounded up to the nearest whole number.
- C. The following Marijuana Establishments shall be eligible for a Special Permit:
 - Marijuana Cultivator
 - Marijuana Independent Testing Laboratory
 - Marijuana Product Manufacturer
 - Marijuana Research Facility
 - Marijuana Retailer
 - Marijuana Transporter
 - Marijuana Micro-Business
- D. With the exception of the conversion of a Medical Marijuana Treatment Facility, no Special Permit shall be granted for any Marijuana Establishment within a radius of five hundred feet of a pre-existing public or private, school (pre-school through Grade 12), child care facility, public playground, public park, youth center, library, or similar facility in which children commonly congregate. The 500-foot distance under this section shall be measured in a straight line from the nearest point of the property line of the protected

uses noted above to the nearest point of the property line of proposed Marijuana Establishment. Each applicant for a special permit under this section shall submit a plan signed by a licensed surveyor, depicting compliance with the linear distance requirements set forth herein.

- E. All aspects of a Marijuana Establishment relative to the cultivation, possession, processing, sales, distribution, dispensing or administration of marijuana, marijuana products, or related supplies must take place at a fixed location within a fully enclosed building and shall not be visible from the exterior of the building. A Marijuana Establishment shall not be located in a trailer, storage freight container, motor vehicle or other similar movable enclosure, unless operating as a licensed Marijuana Transporter.
- F. No outside storage of marijuana, marijuana products, or related supplies is permitted.
- G. The hours of operation of a Marijuana Establishment shall be set by the SPGA, but in no event shall a Marijuana Establishment be open to the public, nor shall any sale or other distribution of marijuana occur upon the premises or via delivery from the premises outside the hours of 8:00 am through 11:00 p.m. Monday through Saturday or before 10 a.m. on Sundays.
- H. The Marijuana Establishment shall provide an odor control plan that provides for proper and adequate ventilation at such facilities in such a manner so as to prevent pesticides, insecticides or other chemicals used in the cultivation or processing of marijuana or marijuana related products from being dispersed or released outside the facilities and to and prevent odor from marijuana or its processing from being detected by a person with an unimpaired and otherwise normal sense of smell at the exterior of such facility or at any adjoining use or property. Application of pesticides shall be performed in compliance with M.G.L. c. 132B and the regulations promulgated at 333 CMR 2.00 through 333 CMR 14.00.
- I. No use shall be allowed at a Marijuana Establishment which creates a nuisance to abutters or to the surrounding area, or which creates any hazard, including but not limited to, fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive sound or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area.
- J. The Marijuana Establishment shall provide for adequate and proper security at the premises to ensure the safety of employees and the public and to protect the premises property from theft or other criminal activity.
- K. No marijuana or marijuana product shall be smoked, eaten or otherwise consumed or ingested on the premises of any Marijuana Establishment unless expressly permitted under this law and permitted by state law or regulation. The prohibition on on-site consumption shall also include private social clubs or any other establishment which

allows for social consumption of marijuana or marijuana products on the premises, regardless of whether the product is sold to consumers on site.

- L. No drive-through service shall be permitted at a Marijuana Establishment.
- M. Clubs, lodges, or other private grounds (non-profit and private) allowing on site social consumption of marijuana or marijuana products, but not operating as a licensed marijuana social consumption operator are prohibited.
- N. All signage must comply with the requirements of the Sturbridge Zoning Bylaw, Design Review Committee and any other applicable bylaws or regulations. In the case of a conflict, the stricter requirement shall apply.

31.04 Procedure:

The Planning Board shall be the Special Permit Granting Authority (SPGA) for a Special Permit for an Adult Use Marijuana Establishment. In addition to a Special Permit, Site Plan Approval is required for all Adult Use Marijuana Establishments in accordance with Chapter 25 of the Zoning Bylaw.

31.05 Application Requirements:

All applicants are encouraged to contact the Planning Department staff to schedule a pre-application meeting.

In addition to all the application requirements related to Special Permits and Site Plan Approval under Chapters 24 and 25 of the Zoning Bylaw, the applicant shall include the following at the time of application:

- A. Copies of all licenses, permits and documentation demonstrating application status, registration or licensure by the Commonwealth of Massachusetts Cannabis Control Commission, including but not limited to a copy of an executed Host Community Agreement.
- B. A security plan showing the arrangement of pedestrian circulation and access to the public points of entry to the premises from the nearest public or private street or off-street parking area. The security plan shall detail how the property will be monitored so as to ensure the safety of employees and the public and to protect the premises property from theft or other criminal activity and shall show the location of any walkway structures, lighting, gates, fencing and landscaping.
- C. A list of all managers, officers, directors, persons or entities having direct or indirect authority over the management, policies, security operations or cultivation operations of the Marijuana Establishment.

- D. An odor control plan detailing the specific odor-emitting activities or processes to be conducted on-site, the source of those odors, the locations from which they are emitted from the facility, the frequency of such odor-emitting activities, the duration of such odor-emitting activities, and the administrative and engineering controls that will be implemented to control such odors, including maintenance of such controls.
- E. An applicant who is not the property owner shall submit evidence in the form of a deed, an executed lease or valid purchase and sale agreement documenting the applicant's contingent property interest and legal right to operate a Marijuana Establishment at the property.

2. The SPGA shall refer copies of the application and plan to the Building Department, Fire Department, Police Department, Board of Health, Conservation Commission and Department of Public Works. These Departments shall review the application and shall submit their written recommendations. Failure to make recommendations within 35 days of referral of the application shall be deemed lack of opposition.

31.06 Findings:

In addition to the standard Findings for Special Permit and Site Plan Approval the SPGA must also find all the following:

- A. The Marijuana Establishment does not derogate from the purposes and intent of this Section and the Zoning Bylaw.
- B. The application information submitted is adequate for the SPGA to consider approving the special permit request.
- C. The proposed establishment is designed to minimize any adverse impacts on abutting properties.
- D. The security plan provides, in the opinion of the Chief of Police, sufficient assurance that adequate security controls will be implemented to ensure the protection of the public health and safety during hours of operation and that any marijuana or marijuana related products are adequately secured on-site or via delivery.
- E. The odor control plan proposed adequately provides for the ongoing safe operation of the establishment and minimizes any adverse impacts to abutting properties from odor-emitting activities to be conducted on-site.
- F. The proposed design and operation of the Marijuana Establishment will meet the requirements of this Section.

31.07 Severability:

The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw of 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.

ARTICLE 51
ADULT USE MARIJUANA ZONING BYLAW CHAPTER 2 DEFINITIONS
(2/3rd vote required)

To see if the Town will vote to amend the Zoning Bylaw, Chapter 2 – Definitions, by inserting the following new definitions in their appropriate locations within Chapter 2, and further by amending the definitions for Off Site Medical Marijuana Dispensary (OMMD) and Registered Marijuana Dispensary; or take any action relative thereto.

CRAFT MARIJUANA CULTIVATOR COOPERATIVE: a marijuana cultivator comprised of residents of the commonwealth organized as a limited liability company or limited liability partnership under the laws of the commonwealth, or an appropriate business structure as determined by the Massachusetts Cannabis Control Commission, and that is licensed to cultivate, obtain, manufacture, process, package and brand marijuana and marijuana products to deliver marijuana to Marijuana Establishments but not to consumers.

MARIJUANA: all parts of any plant of the genus Cannabis, not excepted below and whether growing or not; the seeds thereof; and resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin including tetrahydrocannabinol as defined in section 1 of chapter 94C; provided, however, that “marijuana” shall not include: (i) the mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks, fiber, oil or cake made from the seeds of the plant or the sterilized seed of the plant that is incapable of germination; (ii) hemp; or (iii) the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink or other products.

MARIJUANA CULTIVATOR: 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. A Craft Marijuana Cultivator Cooperative is a type of marijuana cultivator.

MARIJUANA ESTABLISHMENT: a marijuana cultivator, independent testing laboratory, marijuana research facility, marijuana manufacturer, marijuana retailer, or any other type of licensed marijuana-related business, except a Registered Marijuana Dispensary and Off Site Medical Marijuana Dispensary.

MARIJUANA INDEPENDENT TESTING LABORATORY: a laboratory that is licensed by the Cannabis Control Commission and is: (i) accredited to the most current International Organization for Standardization 17025 by a third-party accrediting body that is a signatory to the International Laboratory Accreditation Accrediting Cooperation mutual recognition

arrangement or that is otherwise approved by the Cannabis Control Commission; (ii) independent financially from any medical marijuana treatment center or any licensee or marijuana establishment for which it conducts a test; and (iii) qualified to test marijuana in compliance with 935 CMR 500.160 and M.G.L. c. 94C, § 34.

MARIJUANA PRODUCT MANUFACTURER: 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: products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

MARIJUANA RESEARCH FACILITY: an entity licensed to engage in research projects by the Cannabis Control Commission.

MARIJUANA RETAILER: an entity licensed to purchase and transport cannabis or marijuana product from Marijuana Establishments and to sell or otherwise transfer this product to marijuana establishments and to consumers.

MARIJUANA TRANSPORTER: an entity, not otherwise licensed by the Cannabis Control Commission, that is licensed to purchase, obtain, and possess marijuana and marijuana products solely for the purpose of transporting, temporary storage, sale and distribution to marijuana establishments, not for sale to consumers.

MICRO-BUSINESS: a co-located marijuana establishment that can be either a Tier 1 Marijuana Cultivator or Product Manufacturer or both pursuant to state regulations, in compliance with the operating procedures for each license. A Microbusiness that is a Marijuana Product Manufacturer may purchase no more than 2,000 pounds of marijuana per year from other Marijuana Establishments.

And further to amend certain existing definitions by deleting the strike-through text as follows:

Off Site Medical Marijuana Dispensary (OMMD) - A Registered Marijuana Dispensary that is located offsite from the cultivation/processing facility (and controlled and operated by the same registered and approved ~~non-for-profit~~ entity which operates an affiliated RMD) but which serves only to dispense the processed marijuana, related supplies and educational materials to registered Qualifying Patients or their personal caregivers in accordance with the provisions of 105 CMR 725.00, or such other state regulation, as the case may be.

Registered Marijuana Dispensary - also known as a Medical Marijuana Treatment Center, means an ~~not-for-profit~~ entity registered under 105 CMR 725.100, or such other state regulation, as the case may be, that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products (“MIPs”), 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. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

ARTICLE 52

STRETCH CODE RENUMBERING

To see if the Town will vote to correct the General Bylaw numbering of Article #32 of the June 4, 2018 Annual Town Meeting from Chapter 8.60 Stretch Code to Chapter 8.70 Stretch Code; or take any other action relative thereto.

ARTICLE 53

FREE CASH TRANSFER - SENIOR CENTER FLOORING

To see if the Town will vote to transfer from Free Cash the sum of TEN THOUSAND FORTY-TWO AND 00/100 DOLLARS (\$10,042.00) for the purpose of replacing the flooring on the second floor of the large meeting space in the Senior Center including related costs; or take any action relative thereto.

Town of Sturbridge Charter



**Town Hall
308 Main Street
Sturbridge, MA 01566**

Approved: April 10, 2017

CHARTER TOWN OF STURBRIDGE

ARTICLE 1 DEFINITIONS

Unless another meaning is clearly apparent from the manner in which the word is used, the following words as used in the charter will have the following meanings:

- (A) Charter - The word "charter" shall mean this charter and amendments to it through any of the methods provided under the amendments to the state constitution.
- (B) Town - The word "town" shall mean the Town of Sturbridge.
- (C) Majority Vote - The words "majority vote" shall mean a majority of those present and voting.
- (D) Voters - The word "voters" shall mean registered voters of the Town of Sturbridge.
- (E) Gender - The reference to the generic pronoun "he" throughout the charter refers to both the male and female gender.
- (F) Days - When the period of time prescribed or allowed is less than seven days, Saturdays, Sundays and legal holidays shall be excluded in the computation. "Legal Holiday" includes those days specified in Massachusetts General Laws (M.G.L.) Chapter 4, Section 7 and any other day designated a holiday by the President and the Congress of the United States. If more than seven days, every day shall be counted.
- (G) Warrant – The "Warrant" is a document issued by the Board of Selectmen to call a Town Meeting. The Warrant states the time and place at which the Town Meeting is to convene, and, by separate articles, the subject matter to be acted upon, and further defined by Massachusetts General Laws, Chapter 39, Section 10.
- (H) Officer - All officers listed in Section 4-1(A) and any other person holding a position under Massachusetts General Laws (M.G.L.).

ARTICLE 2 INCORPORATION, POWERS

Section 2-1 Incorporation.

The inhabitants of the Town of Sturbridge, within the territorial limits as now or hereafter may be established in the manner provided by law, shall continue to be a body corporate and politic with perpetual succession under the name "Town of Sturbridge."

Section 2-2 Short Title.

This instrument shall be known and may be cited as the Sturbridge Home Rule Charter.

Section 2-3 Powers.

The form of government provided by this charter shall be known as the Sturbridge Selectmen-Open Town Meeting plan. Pursuant to the provisions of this charter and subject only to such limitations as may be imposed by the Constitution and the General Laws of the Commonwealth, the Town shall have all powers possible for a town to have under the Constitution and General Laws as fully and completely as though they were specifically enumerated in this charter.

Section 2-4 Construction.

The powers of the Town of Sturbridge under this charter shall be construed liberally in favor of the Town and the specific mention of particular powers in the charter shall not be construed as limiting in any way the general power stated in this article.

Section 2-5 Intergovernmental Relations.

Subject to the applicable requirements of any provision of the Constitution or General Laws of the Commonwealth, the Town of Sturbridge may exercise any of its powers or perform any of its functions and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with any one or more states or civil divisions or agencies thereof, or the United States or any agency thereof.

ARTICLE 3 LEGISLATIVE BRANCH

Section 3-1 Town Meeting.

The legislative powers of the Town shall continue to be exercised by a town meeting open to all voters.

Section 3-2 Presiding Officer.

The Moderator, as provided in Section 4-3 shall function as the presiding officer at all sessions of the town meeting. At the first town meeting session at which he presides following his election, the Moderator shall appoint a Deputy Moderator to serve as acting Moderator in the event of his temporary absence or disability. The appointment of a Deputy Moderator shall be subject to confirmation by the town meeting.

Subject to the provisions of the charter and such bylaws regarding committees as may be approved by the town meeting, he shall appoint the members of such committees of the town meeting, special or standing, as may from time to time be approved by the Town Meeting.

The Presiding Officer shall perform such other duties as may from time to time be assigned to the office of Moderator by bylaw or other vote of the town meeting.

Section 3-3 Time of Meeting.

The regular annual town meeting of the Town of Sturbridge for the transaction of business relating to the prudential affairs of the town shall be held on the first Monday of June or on such date as may from time to time be fixed in the bylaws of the town.

Section 3-4 Preparation of Warrant for Annual and Special Town Meetings.

The Selectmen shall prepare the warrant for the annual town meeting and for special town meetings.

Section 3-5 Town Meeting Warrant - Posting.

The Town Clerk shall cause to be posted the warrant for the annual town meeting and all special town meetings in the town hall, the post offices, and the town library on the dates required by law. The warrant shall also be posted on any web site established as the official web site for the Town of Sturbridge.

Section 3-6 Insertion of Warrant Article by Petition.

Insertion of articles in the warrant for town meetings by petition of the voters shall follow the procedures and stipulations of Chapter 39, Section 10 of the General Laws; namely, articles shall be inserted in the warrant for an annual town meeting by the Selectmen upon receipt in writing of a petition signed by ten (10) or more registered voters of the town. Petitions for insertion of articles in the warrant for special town meeting shall be signed by one hundred (100) or more registered voters.

Section 3-7 Call of Special Town Meeting by Petition.

A special town meeting shall be called by the Board of Selectmen within forty-five (45) days after receipt by them of a petition for that purpose signed by two hundred (200) or more registered voters of the town. Signatures on said petition shall be certified by the registrars of voters.

Section 3-8 Availability of Town Officials at Town Meetings.

Every town officer, the head of each department and the head of each division within the said department shall attend all sessions of the town meeting for the purpose of providing the town meeting with pertinent information. In the event any town officer, department head or division head is to be absent due to illness or other reasonable cause, he shall designate a deputy to attend in his place.

ARTICLE 4 ELECTED OFFICIALS

Section 4-1 General Provisions.

(A) Elective Offices - The offices to be filled by ballot of the whole town shall be:

A Board of Selectmen, a moderator, a school committee, a board of assessors, a board of health, and such members of regional authorities or districts as may be established by statute, inter-local agreement or otherwise.

(B) Eligibility - Any registered voter shall be eligible to hold any elective town office except that no full time employee of the town reporting to the Board of Selectmen, either directly or through the Town Administrator, may simultaneously hold the position of Selectman.

(C) Election - The regular elections for town office shall be held annually on the second Monday of April or such a date as may from time to time be fixed in the bylaws of the town.

ELECTED OFFICES

<u>Board</u>	<u>No. of Members</u>	<u>Term</u>
Board of Selectmen	5	3
Moderator	1	3
Town Clerk	1	3
Assessors	3	3
Constables	3	3
Library Trustees	9	3
School Committee (Elementary)	5	3
Board of Health	3	3

Zoning Board of Appeals	5 ¹	3
Tantasqua Regional School Committee	Variable	3
Recreation Committee	5	3

Section 4-2 Selectmen: Composition, Term of Office, Compensation, Powers and Duties, Etc.

- (A) Composition, Term of Office - There shall be a Board of Selectmen consisting of five (5) members elected by the voters for three year terms, so arranged that the term of office of at least one member, but not more than two members shall expire each year.
- (B) Compensation - The Selectmen shall receive for their services such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties in General - The executive powers of the town shall be vested in the Board of Selectmen, and may be exercised by them jointly or through the town agencies and offices under their general supervision and control. The Board of Selectmen shall cause the laws and orders for the government of the town to be enforced, and shall cause a record of all their official acts to be kept, and for that purpose and to aid them in their official duties, they shall appoint a Town Administrator. The Board of Selectmen shall act as the Water and Sewer Commissioners and have the power and authority of Water and Sewer Commissioners as provided by Massachusetts General Laws.
- (D) Appointment - The Selectmen shall appoint a Town Administrator and members of the Board of Registrars.
- (E) Restrictions on members of the board - Selectmen shall not hold any other elected Town of Sturbridge office, or any office appointed by the Town Administrator under Section 6-1 of the charter which is subject to confirmation by the Board of Selectmen.

Section 4-3 Moderator: Term of office; Compensation; Powers and Duties.

- (A) Term of Office - At each town election at which the term of office expires or when a vacancy exists a moderator shall be chosen by the voters for a term of three years. He shall not hold any other Town office, elected or appointed.
- (B) Compensation - The moderator shall receive for his services such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The moderator shall have the powers and duties provided for that office by statute, by this charter, by bylaws and by other vote of the town meeting.
- (D) Appointments - The moderator shall appoint a nine member finance committee. The term shall be for three years so arranged that the term of office of three members shall expire each year. The finance committee shall review all town meeting warrants and advise the town meeting of their recommended action. The finance committee shall have all the powers available in the general laws, granted by town meeting or specified by this charter.

The moderator shall make appointments to other committees where so authorized by town meeting.

Section 4-4 Elementary School Committee: Composition; Term of Office; Compensation; Powers and Duties.

¹ Two additional members appointed by the Town Administrator

- (A) Composition, Term of Office - There shall be a school committee consisting of five (5) members elected by voters for three year terms such that the term of office of at least one member, but not more than two members, shall expire each year.
- (B) Compensation - School committee members shall be compensated as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The school committee shall have all of the powers and duties school committees may have under the Constitution and General Laws of the Commonwealth, and it shall have such additional powers and duties as may be authorized by this charter or by bylaw, including the use of land and buildings.

Section 4-5 Tantasqua Regional School Committee: Composition; Term of Office; Compensation; Powers and Duties.

- (A) Composition, Term of Office - There shall be elected representatives to the regional school committee variable in number as provided in the Tantasqua and Union 61 Regional School Agreement for a term of three years so arranged that the term of office of at least one member shall expire each year. One member shall be elected annually by the elementary school committee from the elementary school committee.
- (B) Compensation - Regional school committee members shall receive for their services such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The regional school committee shall have all the powers and duties school committees may have under the Constitution, the General Laws of the Commonwealth, the regional school agreement, and it shall have such additional powers and duties as may be authorized by this charter or by bylaw.

Section 4-6 Board of Assessors: Composition; Term of Office; Compensation, Powers and Duties.

- (A) Composition, Term of Office - There shall be a board of assessors consisting of three (3) members elected by the voters for three-year terms, such that the term of office of one member shall expire each year.
- (B) Compensation - The assessors shall receive for their services such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The assessors shall annually make a fair cash valuation of all property, real and personal, subject to taxation within the town. They shall have such other powers and duties as are provided by law for assessors.

Section 4-7 Town Clerk: Composition; Term of Office; Powers and Duties.

- (A) Term of Office - There shall be a town clerk elected by the voters at large for the term of three years.
- (B) Powers and Duties - The town clerk shall have all of the powers and duties town clerks may have under the Constitution and General Laws of the Commonwealth. The town clerk may also exercise such additional powers and duties as may from time to time be assigned to that office by the charter, by bylaw or by other vote of the town meeting.

Section 4-8 Board of Health: Composition; Term of Office; Compensation; Powers and Duties.

- (A) Composition, Term of Office - there shall be a board of health consisting of three (3) members elected by the voters for terms of three years so arranged that the term of office of one member shall expire each year.
- (B) Compensation - The members of the board of health shall receive for their services such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - the board of health may make reasonable health regulations and shall enforce the laws relating to public health, the provisions of the state sanitary code and all local health regulations.

Section 4-10 Zoning Board of Appeals: Composition; Term of Office; Powers and Duties.

- (A) Composition, Term of Office - there shall be a Zoning Board of Appeals consisting of seven (7) members. Five (5) members shall be elected by the voters for three year terms such that the term of office of at least one member, but not more than two members, shall expire each year. Two (2) members shall be appointed by the town administrator for three year terms so arranged that the terms of office will not expire in the same year.
- (B) Powers and Duties - The Zoning Board of Appeals shall have all powers which are conferred on Zoning Boards of Appeal by the general laws, and such additional powers and duties as may be provided in the zoning bylaws.

Section 4-11. Recreation Committee: Composition; Term of Office; Powers and Duties.

- (A) Composition, Term of Office - There shall be a recreation committee consisting of five members elected by the voters for three years, such that the term of office of at least one member, but not more than two members, shall expire each year.
- (B) Powers and Duties - The recreation committee shall plan, organize and implement programs in response to the recreational needs of the town.

Section 4-12 Other Elected Officers: Powers and Duties.

All other elected officers shall have all the powers and duties conferred upon their office by the general laws, Sturbridge Town Charter and the town bylaws.

Section 4-13 Recall Petition.

- (A) Any holder of an elective office, as defined in Section 4-1(A), may be recalled by the voters as herein provided.
- (B) Recall Petition – Any voter may file with the Town Clerk a signed and dated affidavit containing the name of the officer sought to be recalled and a statement of the grounds for the recall. The Town Clerk shall deliver to said voter making the affidavit copies of petition blanks demanding such recall, and keep printed copies of the petition blanks available. The printed petition blanks shall be issued by the Town Clerk with his signature and official seal affixed. They shall be dated, shall be addressed to the Selectmen and shall contain the name or names of all persons to whom they are issued, the name of the person whose recall is sought, the grounds of recall as stated in the affidavit and shall demand a recall election. A copy of the petition shall be entered in a record book to be kept in the office of the Town Clerk. The recall petition shall be entered in a record book

to be kept in the office of the Town Clerk. The recall petition shall be returned and filed with the Town Clerk within thirty (30) days after the filing of the affidavit and shall have been signed by at least twenty (20) percent of the voters who shall add to their signatures the street and number of their residences.

The town clerk shall within twenty-four (24) hours of receipt submit the petition to the Board of Registrars of voters in the town, and the registrars shall forthwith certify the number of signatures which are names of voters.

- (C) Selectmen's Action on Receiving Petition - If the petition shall be found and certified by the board of registrars to be sufficient they shall submit the same with their certificate to the Selectmen without delay, and the Selectmen shall forthwith give written notice of the receipt of the certificate to the officer sought to be recalled and shall, if the officer does not resign within five (5) days thereafter, order an election to be held on a date fixed by them not less than twenty-five (25) days nor more than thirty-five (35) days after the date of the board of registrars' certificate, provided however, that if any other town election is to occur within sixty (60) days after the date of the certificate, the Selectmen shall postpone the holding of the recall election to the date of such other election. If a vacancy occurs in said office after a recall election has been ordered, the election shall nevertheless proceed as provided in this section.
- (D) Incumbent Holds Office Until Recall Election - The incumbent shall continue to perform the duties of his office until the recall election. If not recalled he shall continue in office for the remainder of his unexpired term, subject to recall as before, except as provided in this section. If recalled he shall be deemed removed from office, and the vacant office filled by appointment by the Board of Selectmen until the next election.
- (E) Proposition on Ballot - Ballots used in a recall election shall submit the following proposition in the order indicated:

For the recall of (name of officer):
Against the recall of (name of officer):
Title of office:
- (F) Repeat of Recall Petition - No recall petition shall be filed against an officer within three (3) months after he takes office, nor, in the case of an officer subject to a recall election and not recalled thereby, until at least three (3) months after the election at which his recall was submitted to the voters.
- (G) Appointment of Person Recalled - No person who has been recalled from an office, or who has resigned from office while recall proceedings were pending against him, shall be appointed to any town office within two (2) years after such recall or such resignation.

ARTICLE 5 TOWN ADMINISTRATOR

Section 5-1 Appointment; Qualifications; Term.

The Board of Selectmen shall appoint a Town Administrator for an indefinite term and fix his compensation within the amount appropriated by the town. The Town Administrator shall be appointed solely on the basis of his executive and administrative qualifications. He shall be a person especially fitted by education, training and/or previous experience in management or administration to perform the duties of the office. The town may from time to time establish by bylaw such additional qualifications as seem necessary and appropriate.

Any vacancy in the office of the town administrator shall be filled in accordance with Section 4-2 by the Board of Selectmen. Meanwhile they shall appoint a suitable person as temporary Town Administrator to perform the duties of the office. Such temporary appointment may not exceed three (3) months but one additional renewal may be voted by the Board of Selectmen not to exceed a second three (3) months. Compensation for such person shall be set by the Board of Selectmen.

Section 5-2 Town Administrator - Appointive Procedure.

The Board of Selectmen shall appoint a five member Town Administrator search committee consisting of the following:

One member of the Board of Selectmen,

One town department head,

Three registered voters of the town at large not employed by the town. The search committee shall advertise the available position, screen all applicants and present three candidates to the Board of Selectmen. The search committee shall follow the affirmative action guidelines as established by Federal Law. The Board of Selectmen shall interview the candidates presented by the search committee at a regular meeting of the board, and elect by majority vote, the Town Administrator.

In the event of any vacancy in the office of the Town Administrator, the Board of Selectmen will initiate the appointment procedure within a period of ten (10) working days.

Section 5-3 Powers and Duties.

The Town Administrator shall be the chief administrative officer of the town and be directly responsible to the Board of Selectmen for the administration of all town affairs placed in his charge by or under this charter. He shall have the following powers and duties:

- (A) He shall supervise and direct the administration of all departments, agencies and offices for whose function he is responsible.
- (B) The Town Administrator shall appoint, subject to confirmation by the Board of Selectmen, all appointive town officers as described in section 6-1 utilizing procedures described in section 6-5.

The Town Administrator shall make notification of all unfilled positions within the town by posting a notice on the bulletin boards at the Town Hall and on cable television for a period of not less than five (5) days, and by notification in writing to the local new media.

- (C) He shall fix the compensation of all town officers and employees appointed by him within the limits established by existing appropriations and town bylaws.
- (D) He shall attend all regular meetings of the Board of Selectmen unless excused at his own request, except meetings at which his removal is being considered, and shall have a voice but no vote in all of its deliberations.
- (E) He shall keep full and complete records of his office and shall render as often as may be required by the Board of Selectmen, but not less once in each year, a full report of all operations during the period reported on, which report shall be made available to the public.

- (F) He shall keep the Board of Selectmen fully advised as to the needs of the town and shall recommend to the Board of Selectmen for adoption such measures requiring action by them or by the town meeting as he may deem necessary or expedient.
- (G) He shall have full jurisdiction over the rental and use of all town property except school property and property under the control of the conservation commission. He shall be responsible for the maintenance and repair of all town buildings and facilities placed under his control by this charter, by bylaw, by vote of the town or otherwise.
- (H) He shall present to the Board of Selectmen the annual budget of the town and shall also be responsible for the development and annual updating of the capital improvement program.
- (I) He shall keep a full and complete inventory of all property of the town, both real and personal.
- (J) Copies of all proposed contracts, including personnel, shall be provided to the Finance Committee by the Board of Selectmen within 10 days of approval for record purposes.
- (K) He shall be responsible as Chief Procurement Officer of the town for purchasing all supplies, material and equipment for all departments under his jurisdiction.
- (L) He shall see that all of the provisions of the general laws, of the charter, of votes of the town meeting and votes of the Board of Selectmen which require enforcement by him or officers subject to his direction and supervision are faithfully carried out.
- (M) He shall prepare and revise, as necessary, a plan establishing personnel requirements. It shall include job descriptions, together with wage and salary schedules, for all departments established by this charter, administrative code or town bylaw, except school department employees, and it shall become effective within 30 days of submission to the Board of Selectmen unless, rejected by them.
- (N) He may at any time inquire into the conduct of office of any officer or employee or department, board or commission under his jurisdiction.
- (O) He shall attend all sessions of the town meetings and answer all questions directed to him by the voters of the town which relate to his office.
- (P) He shall perform any other duties required by the bylaws, administrative code, the voters of the town meeting, or the votes of the Board of Selectmen.

Section 5-4 Acting Town Administrator.

By letter filed with the town clerk, the Town Administrator shall designate a qualified town administrative employee or officer to exercise the powers and perform the duties of Town Administrator during his temporary absence. During his absence the Board of Selectmen may not revoke such designation until at least ten (10) working days have elapsed whereupon it may appoint another qualified town administrative employee or officer to serve until the Town Administrator shall return.

In the event the Board of Selectmen deem the Town Administrator as unable to perform his assigned duties, the Board of Selectmen shall appoint a department head to serve as acting Town Administrator.

Section 5-5 Removal and Suspension.

The Board of Selectmen may, by majority vote of the full board, terminate and remove or suspend the Town Administrator from his office in accordance with the following procedure.

Before the Town Administrator may be removed, if he so demands, he shall be given a written statement of the reasons alleged for his removal and shall have a right to be heard publicly thereon at a meeting of the Board of Selectmen prior to a final vote on his removal, but pending and during such hearing the Board of Selectmen may suspend him from his office. The action of the Board of Selectmen in suspending or removing the Town Administrator from office shall be final, it being the intention of this provision to vest all authority and to fix all responsibility for such suspension or removal solely in the Board of Selectmen. The Town Administrator shall continue to receive his salary until the effective date of a final vote of removal. The town may, by bylaw, establish a procedure for removal or suspension of a Town Administrator in such detail as it may deem necessary or desirable.

ARTICLE 6 APPOINTED OFFICIALS, BOARDS, COMMISSIONS & EMPLOYEES

Section 6-1 Appointments

Section 6-1

- (A) Appointments to all boards, commissions, and committees consisting of more than one member and where terms are greater than one year shall be made in a manner that all terms of all incumbents do not expire in the same year. Wherever possible, an equal number of members of each board, commission, and committee shall come to the end of their terms of office in each year.
- (B) The Town Clerk shall maintain, electronically, a list of all of the offices, boards and committees of the Town of Sturbridge, including the name of the office, board or committee, purpose or objective, number of membership, term of appointment, and the appointing authority. The Town Clerk shall update the list of offices, boards and committees as they are formed or dissolved, post a copy on the official website of the Town of Sturbridge, and cause it to be included in the annual town report.
- (C) Annual appointments to all boards, commissions and committees shall be made by July 1 of each year. Whenever a board, commission, or committee member resigns or otherwise is no longer on the board, commission or committee, the responsible appointing authority shall appoint a new member within 45 days.
- (E) The Town Administrator shall have the power to appoint such other individual town officers and members of boards and committees as are authorized by the Massachusetts General Laws, this Charter, or Town Bylaws, for which the method of appointment is not otherwise provided.

Section 6-2 Appointments by the Town Administrator

The Town Administrator shall make appointments to the following offices, boards, and commissions for the specified term, subject to the confirmation by a majority vote of the Board of Selectmen at a regularly scheduled meeting and administration of the oath of office by the Town Clerk.

<u>Office(s)</u>	<u>Term(s) of Office</u>
Town Counsel	1 Year
Finance Director	3 Years
Town Accountant	3 Years
Principal Assessor	3 Years
Director, Department of Public Works	3 Years
Members of the Department of Public Works	3 Years
Tree Warden	3 Years
Chief of Police	3 Years
Members of the Police Department	3 Years
Fire Chief	3 Years
Members of Fire Department	3 Years
Hazardous Waste Coordinator	3 Years
Building Inspector/Zoning Enforcement Officer	3 Years
Other Inspectors (excluding Board of Health appointees)	3 Years
Emergency Management Coordinator	3 Years
Director of Veteran's Affairs & Soldiers Burial	3 Years
Animal Control Officer	3 Years
Town Planner	3 Years
Council on Aging Director	3 Years

<u>Boards and Commissions</u>	<u>Number of Members</u>	<u>Term(s) of Office</u>
Planning Board	7	5 Years
Design Review	5	3 Years
Zoning Board of Appeals	2	3 Years
Conservation Commission	5	3 Years
Safety Committee	5	3 Years
Historical Commission	5	3 Years
Cultural Council	7	3 Years
Council on Aging	9	3 Years
Street Light Committee	3	3 Years
Housing Partnership Committee	5	3 Years
Cable Advisory Committee	5	3 Years

Partial Appointments

Sturbridge Tourist Association	6 of 7	3 Years
Personnel Classification Committee	4 of 5	3 Years
Community Preservation Committee	3 of 9	3 Years
Zoning Board of Appeals	2 of 7	3 Years

Section 6-3 Power to Rescind Appointments.

The Town Administrator shall, subject to confirmation by vote of the Board of Selectmen, have the power to rescind for cause, including excessive and unexcused absenteeism, any

appointment made by him to any board, commission, committee, or individual officer under authority of this charter, provided that the appointee shall first have been served with a written notice of the Town Administrator's intention, specifying the reasons for the proposed removal, and informing the appointee of his right to be heard, if requested in writing, at a public meeting of the Board of Selectmen.

Section 6-4 Merit Principle.

All appointments and promotions of town officers and employees shall be made solely on the basis of merit and fitness demonstrated by examination or other evidence of competence and suitability.

Section 6-5 Appointments by the Town Administrator - Procedure.

1. Procedure for Appointment of Department Heads

Fire Chief
Director of Department of Public Works
Police Chief

Upon vacancy, the town administrator shall appoint a five (5) member search committee, consisting of the following: (1) Town Administrator, (2) Two voters not currently employed by the town appointed by the Town Administrator, (3) Two members qualified to assist in the search process and appointed by the Town Administrator. The search committee shall screen all applicants, interview the top applicants at a legally advertised public meeting, and the Town Administrator shall select the best applicant for appointment, subject to confirmation by the Board of Selectmen.

2. Procedure for the Appointment of Town Employees.

The Town Administrator shall advertise all available positions, screen all applicants, and select the best qualified applicant for appointment subject to confirmation by the Board of Selectmen.

ARTICLE 7 ADMINISTRATIVE ORGANIZATION.

Section 7-1 Department of Public Works.

There shall be a department of public works appointed by the Town Administrator in accordance with Section 6-1. The director of the department of public works so appointed shall be a person especially fitted by education, training, and/or previous experience to perform the duties of the office.

The director of the department of public works shall be responsible for the supervision and coordination of all public works operations of the town which are placed under his control by this charter, by bylaw, by vote of the town, or otherwise.

The department of public works shall be responsible for the following town functions: engineering, highways, water system, sewerage system, maintenance of town properties including cemeteries and recreation areas and other related functions assigned by the Town Administrator or director of public works.

Section 7-2 Principal Assessor

There shall be a full-time Principal Assessor appointed by the Town Administrator subject to confirmation by a majority vote of the Board of Selectmen. The Principal Assessor shall be appointed for a term of three years and shall be a person especially fitted by education, training,

and/or previous experience to perform the duties of the office. The responsibility of the Principal Assessor will include the daily operation of the assessors' department.

ARTICLE 8 GENERAL PROVISIONS.

Section 8-1 Relation of Charter to Town Bylaws, Rules, Regulations, Orders and Special Laws.

Where provisions of this charter conflict with provision of town bylaws, rules, regulations, orders and special laws, the charter provisions shall govern. All provisions of town bylaws, rules, regulations, orders and special laws not superseded by this charter shall remain in force.

Section 8-2 Severability.

If any provisions of this charter are held invalid, the other provisions of the charter shall not be affected thereby. If the application of the charter or any of its provisions to any person or circumstance is held invalid, the application of this charter and its provisions to other persons and circumstances shall not be affected thereby.

Section 8-3 Specific Provisions Shall Prevail.

To the extent that any specific provision of this charter shall conflict with any provision expressed in general terms, the specific provision shall prevail.

Section 8-4 Publication of Charter and Bylaws.

The Board of Selectmen shall, within one year of the adoption of this charter and subsequent revisions thereafter, cause to be prepared copies of said Charter and Town Bylaws to be available to the public in a suitable format in the office of the Town Clerk and posted on the web site established as the official web site for the Town of Sturbridge.

Section 8-5 Charter Revision.

Amendments to this charter relating in any way to the composition of the town meeting or the composition or mode of election or terms of office of the Board of Selectmen may be proposed only by a charter commission elected under the General Laws of the Commonwealth.

Amendments to this charter relating to other matters may be proposed at a duly called town meeting. Proposed amendments approved by a two-thirds majority town meeting vote shall be acted upon by ballot of the whole town at a regular election of town officers held in accordance with the General Laws. The effective date of revisions will be the date the town clerk certifies that the proposed amendment was approved by a majority of valid ballots cast.

The Board of Selectmen shall every five years, form a committee to study the working of town government. The committee shall recommend procedures to revise the charter, if that is deemed advisable.

Section 8-6 Resignations.

Any person holding an appointive or elective office may resign the office by filing a letter of resignation with the town clerk. The effective date of resignation shall be upon receipt by the town clerk unless a time certain is specified therein when it shall take effect. The town clerk shall notify the Town Administrator, and/or Board of Selectmen within 24 hours of receipt of a letter of resignation by forwarding a copy of the letter with date received. The town clerk shall resign the office by submitting a letter so stating to the Board of Selectmen.

Section 8-7 Numbering of Charter Provisions

The numbering of sections, subsections, paragraphs and subparagraphs in this Charter is deemed non-substantive and ministerial in nature, and the Town Clerk, after consultation with Town Counsel, may make appropriate revisions to the same solely for the purpose of ensuring consistent and appropriate sequencing of such numbering; provided, however, that the Town Clerk shall keep a record of all such revisions which record shall include the date and substance of all such revisions. Note: This section, though approved by AG, still needs to be voted on by ballot.

ARTICLE 9 TRANSITIONAL PROVISIONS.

Section 9-1 Continuation of Existing Laws.

All general laws, special laws, town bylaws, votes, rules and regulations of or pertaining to the town which are in force when the charter takes effect and which are not repealed directly or indirectly hereby, shall continue in full force and effect until amended or rescinded by due course of law or expire by their own limitation.

Section 9-2 Continuation of Government.

- (A) All town officers and all members of all boards, commissions, and committees who have heretofore been elected and who will henceforth be appointed under the provisions of this charter, shall serve for the balance of the term for which they were elected but their successors shall be appointed.
- (B) All committee, commissions, boards, departments, offices and other agencies of the town shall continue to perform their duties until reappointed, or until successors to their respective positions are duly appointed or elected or their duties have been transferred in accordance with the provisions of the charter.

Section 9-3 Continuation of Administrative Personnel.

Any person holding an office or position in the administrative service of the town, or any person serving in the employment of the town shall retain such office or position and shall continue to perform the duties until provisions shall have been made in accordance with the charter for the performance of the said duties by another person or agency. Nothing contained in the charter shall be construed as to grant to the incumbent of any office at the time the charter is adopted any right or privilege to be retained in the employment of the town.

Section 9-4 Transfer of Records and Property.

All records, property and equipment whatsoever of any office, department or agency or part thereof, the powers and duties of which are assigned in whole or in part to another office or agency shall be transferred forthwith to the office, department or agency to which such powers and duties are assigned.

Section 9-5 Effective Date.

This charter shall take effect upon its adoption by the voters of Sturbridge.

Front Cover Illustration By: Cindy Forget, Administrative Assistant to Building Inspector

Cover Illustration Includes: (From left: The Blackington Building, Sturbridge Town Hall, The Oxhead Tavern, Old Sturbridge Village Center Meetinghouse)