

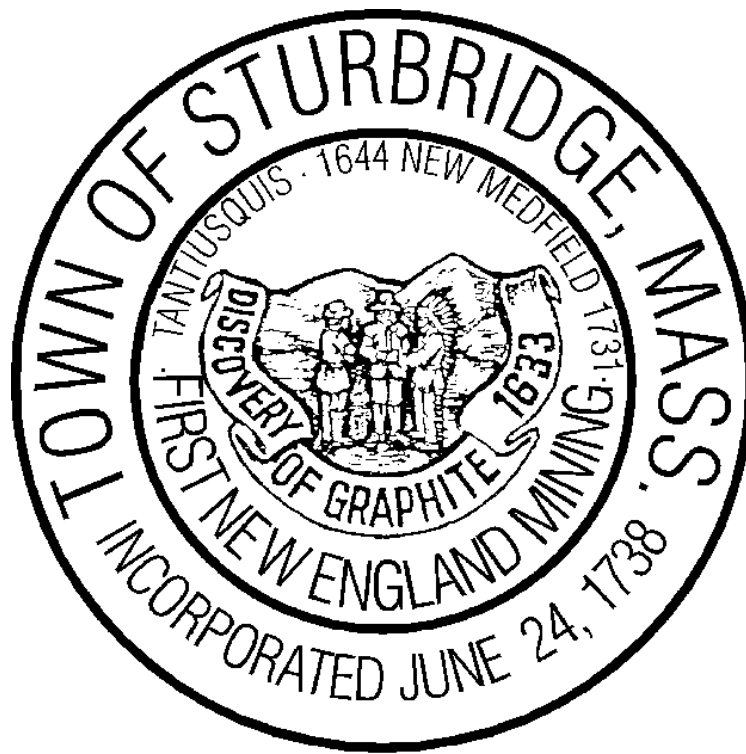
OF STURBRIDGE MASSACHUSETTS  
**STURBRIDGE**  
MASSACHUSETTS



**ANNUAL TOWN REPORT**

2021

**REPORT  
OF THE  
TOWN OFFICERS**



**FOR THE YEAR ENDING  
DECEMBER 31, 2021**



# *Town of Sturbridge*

Lynne Girouard  
Town Clerk-Burial Agent -Notary

In Memory of those we have lost in 2021

Michael Coleman 1-6-2021 Flag Football Coach

Elaine Mc Clain 4-19-2021 Librarian

Carrold Gregory 4-30-21 Bus Driver

Modestina Galati 5-22-2021 Mrs Clause for the Town Tree Lighting COA Member

Roland Hewitt 8-26-2021 Sturbridge Water Department

Rita Roymans Sturbridge 9-17-2021 Sturbridge School Teacher

Gladys Santelli 10-15-2021 Council on Aging Member

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

## TABLE OF CONTENTS

Annual and Special Town Meeting Warrants .....	202
Appointed/Hired Officials.....	2
Board of Assessors Annual Report.....	64
Board of Health Annual Report.....	153
Board of Selectmen Annual Report.....	18
Building Inspector Annual Report.....	151
Burgess Elementary School Annual Report.....	81
Burgess Elementary School Teachers In-Service.....	75
Charter - Town of Sturbridge .....	277
Community Preservation Act Committee Annual Report.....	172
Conservation Commission Annual Report.....	155
Council on Aging Annual Report.....	177
Counseling and Hotline Services.....	14
Department of Public Works Annual Report .....	126
Design Review Committee Annual Report.....	160
Economic Development and Tourism Annual Report.....	164
Elected Town Officials.....	1
Facilities Department Annual Report.....	196
Finance Director Annual Report.....	25
Fire Department Annual Report.....	112
Governmental Agencies.....	15
Historical Commission .....	174
Housing Partnership.....	150
Information Technology.....	200
Joshua Hyde Library Director Annual Report.....	187
Municipal Salaries.....	31
Open Space Committee Annual Report.....	162
Planning Board Annual Report.....	138
Police Department Annual Report.....	86
Public Access.....	199
Recreation Committee Annual Report.....	180
School Department Annual Report.....	71
Special Events Committee Annual Report.....	167
Sturbridge Directory.....	12
Sturbridge Tourist Association.....	169
Superintendent of Schools Annual Report.....	83
Town Accountant Annual Report.....	44
Town Administrator Annual Report .....	23
Town Clerk Annual Report.....	65
Trails Committee Annual Report.....	190
Tree Warden Annual Report.....	171
Veolia Water North America Operating Services Annual Report.....	130
Veteran Services Director Annual Report.....	194
Zoning Board of Appeals Annual Report.....	148

# ELECTED TOWN OFFICIALS

## **MODERATOR - 3 Year Term (One)**

Michael Caplette 2024

## **TOWN CLERK - 3 Year Term (One)**

Lynne Girouard 2022

## **BOARD OF REGISTRARS - 3 Year Term (3 Members)**

Lynne Girouard, Town Clerk 2022 (elected)

Susan Murphy 2024

## **BOARD OF SELECTMEN - 3 Year Term (5 members)**

Mary Blanchard, Chair 2023

Mary Dowling, Vice Chair 2022

Chase Kaitbenski, Clerk 2021

Ian Dunnigan 2023

Jamie Goodwin 2024

## **BOARD OF ASSESSORS - 3 Year Term (3 Members)**

Paul Murphy, Chair 2024

Moira M. McGrath, Vice Chair 2023

## **STURBRIDGE SCHOOL COMMITTEE - 3 Year Term (5 Members)**

Samantha L. Kaitbenski, Chair 2024

Mary Bellezza 2022

Kristin Tuohey, Secretary 2023

Karen Kowal 2022

Jenna Ventetuolo 2024

## **TANTASQUA SCHOOL COMMITTEE - 3 Year Term (5 Members)**

Patricia Barnicle 2023

Michelle Fitzgerald 2024

William Haggerty 2022

Kristen M. Leo 2022

Ted "Ed" Goodwin 2023

Megan Haggerty Panek 2024

## **CONSTABLES - 3 Year Term (3 Members)**

L. David Covino 2022

Timothy Grant 2023

Robert G. Cerny 2024

# ELECTED TOWN OFFICIALS

## **BOARD OF HEALTH - 3 Year Term (3 Members)**

Linda Cocalis, Chair 2023

Richard Volpe, Vice Chair 2022

Dr. Louis E. Fazen, III 2024

**RECREATION COMMITTEE - 3 Year Term (5 Members)**

MaryLou Volpe, Chair 2022  
Cindy Sowa Forgit 2022  
Kadion Phillips 2023  
Jeffery Scott Shapiro 2023  
Juliana R. Kuszewski 2024

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

Elizabeth Banks, Chair 2023 (Elected)  
Diane Trapasso, Vice Chair/Clerk 2024 (Elected)  
Thomas Earls 2022 (Elected)  
Fidelis Onwubueke 2022 (Elected)  
Michael Young 2023 (Appointed)  
Margaret Cooney 2022 (Appointed)  
David Zonia 2024 (Elected)

**LIBRARY TRUSTEES - 3 Year Term (9 Members)**

Sandra Gibson-Quigley 2023  
Stephen Mullen, Secretary 2022  
Joyce Sinnott, Chair 2022  
Melissa Earls, Vice Chair 2022  
Carol Mitchell 2024  
Elisa Krochmalnyckys 2023  
Jessica M. Colati 2023  
Michele Latour 2024  
Michael Kemezis 2024

**APPOINTED/HIRED TOWN OFFICIALS**

**TOWN ADMINISTRATOR**

Jeff Bridges (resigned) Town Administrator  
Alexandra McConnon (resigned) Executive Assistant  
Michelle Garman Executive Assistant

**FACILITIES DEPARTMENT**

Robyn Chrabaszcz Facilities Manager  
James Mortell Custodian  
Michael DeHaan Custodian  
Gary Archambault Custodian

**FINANCE DEPARTMENT**

Barbara Barry Finance Director, Treasurer/Collector  
Christopher Geraghty Town Accountant  
Sandra Sears Assistant Treasurer/Collector  
Jean Campbell Accounting Clerk  
Dale Meehan-McNeil Ambulance Billing  
Laura Bonnette Finance Clerk

**ASSESSORS DEPARTMENT**

Ann Murphy  
Liza Peters

Principal Assessor  
Administrative Assistant

**OFFICE OF THE TOWN CLERK**

Lynne Girouard  
Sheila O’Connell

Town Clerk 2022  
Assistant Town Clerk

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

Nelson Burlingame

Building Inspector & Zoning Enforcement  
Official

Walter White  
Cynthia Forgit

Temporary Building Inspector  
Administrative Assistant

**WIRE INSPECTOR - (3 year appointment)**

Clyde Gagnon

Wire Inspector 2023

**ASSISTANT WIRE INSPECTOR - (3 year appointment)**

William Gibson

Asst. Wire Inspector 2024

**PLUMBING and GAS INSPECTOR - (3 year appointment)**

Peter Starkus

Plumbing/Gas Inspector 2023

**ASSISTANT PLUMBING and GAS INSPECTOR - (3 year appointment)**

Paul Mazeikas

Asst. Plumbing/Gas Inspector 2023

**ELECTRICAL INSPECTOR – (3 year appointment)**

Robert Garon Electrical Inspector 2024

**ECONOMIC DEVELOPMENT**

Terrence Masterson

Economic Development & Tourism  
Coordinator

**APPOINTED/HIRED TOWN OFFICIALS**

**HEALTH DEPARTMENT**

Ken Lacey, Jr.  
Laura Sherris  
Tricia Valiton  
Cheryl Rawinski  
Lisa Meunier  
Michelle Seremet  
Ashley Chakkiath  
Susan Koblara

Health Agent  
Administrative Assistant  
Health Inspector  
Nurse  
Nurse  
Nurse  
Nurse  
Nurse

**PLANNING DEPARTMENT**

Jean Bubon  
Jeneé Lacy

Town Planner  
Administrative Assistant

**CONSERVATION DEPARTMENT**

Rebecca Gendreau  
Erin Carson

Conservation Agent  
Administrative Assistant

**COUNCIL ON AGING DEPARTMENT**

Leslie Wong  
Marcia Wildgrube  
Carmen MacGillivray  
Jennifer Babcock  
Jen Tetreault

Director  
Outreach Coordinator  
Administrative Assistant  
Program Assistant  
Fitness Instructor

**TREE WARDEN - (3 year appointment)**

Anthony Crane

Tree Warden

**CABLE ACCESS DEPARTMENT**

Bruce Butcher  
Stephen Sandberg

Production Coordinator  
Scheduler Clerk

**VETERANS DIRECTOR/SERVICES DIRECTOR - (3 year appointment)**

Michael Struppa

Veterans Director

**RECREATION DEPARTMENT**

Annie Roscioli

Recreation Director

**DIRECTOR OF PUBLIC WORKS – (3 year appointment)**

Butch Jackson  
April Denault  
Mark Augello

Director  
Administrative Assistant  
Operations & Maintenance Manager

**MEMBERS OF THE HIGHWAY DEPARTMENT - (3 year appointment)**

John Booth  
Benjamin Burlingame

2023  
2021

**APPOINTED/HIRED TOWN OFFICIALS**

**MEMBERS OF THE HIGHWAY DEPARTMENT - (3 year appointment)**

Brian Curboy  
David Lamontagne  
Brian Larson  
Brian McRoy  
Daniel Gervasi  
Kimberly Welton-Pulsifer  
Andrew McDermott  
Andrew Szumilas  
David Bond  
Gary Griswold (Seasonal)

2023  
2024  
2023  
2023  
2024  
2024  
2024  
2023  
2024



**MEMBERS OF THE POLICE DEPARTMENT - 3 year appointment**

Police Chief Earl Dessert 2023  
Melissa Rozzen Administrative Assistant

**FULL-TIME OFFICERS – (3 year appointment)**

Larry Bateman, Lieutenant 2023  
Joseph Lombardi, Lieutenant 2022  
Sean Paine, Sergeant 2021  
Scott Crevier 2021  
Colby Tytula 2021  
Hillary Murray, Sergeant 2021  
Jeffrey Forcier 2022  
David Fortier, Sergeant 2024  
Nicole Patterson 2022  
Paul Janson 2023  
Ronald Obuchowski 2021  
Thomas Giordano 2023  
Garrett Danna 2023  
Daniel Hemingway 2023  
Melissa Cunningham 2022  
Corey Giguere 2023  
Phillip Derry 2024  
Robert Archambault (resigned) 2023  
Edward Page (resigned) 2023  
Nicholas Mardirosian 2024  
Zachary Marderosian 2024

**PART-TIME OFFICERS – (3 year appointment)**

James Kodzis (resigned) 2023  
Darren Cook 2024  
Jeffrey Lavallee 2023

**APPOINTED/HIRED TOWN OFFICIALS**

**FULL-TIME DISPATCHERS - (3 year appointment)**

Barbara Boiteau 2023  
Scott Belanger (resigned) 2021  
Patricia Lupacchino 2021  
Toniah Maloney 2023  
Trevor Bresse 2022  
Meghan Cassavant 2023  
Trisha Towns 2023  
Christopher Kane (resigned) 2023  
Marc Widing Jr. 2023

**PART-TIME DISPATCHERS - (3 year appointment)**

Melissa Palmer (resigned)	2023
Tami Warner (resigned)	2022
Pearl Lutta (resigned)	2022
Trevor Bresse (resigned)	2022
Matthew Cole	2021
Linda Hatch (resigned)	2022
Michele Rosano	2022
Tyler Bresse (resigned)	2023
Ashley Griffin (resigned)	2022

**MEMBERS OF THE FIRE DEPARTMENT - 3 year appointment**

Fire Chief John Grasso, Jr.	2023
Kristin Strasheim	Administrative Assistant

**FULL-TIME PERSONNEL - (3 year appointment)**

Lieutenant Matthew Roderick	2021
Lieutenant John Marinelli (retired)	2021
Lieutenant Eric Riendeau	2023
Patrick Normandin (resigned)	2022
Jonathan Becker	2022
Sean Moynagh	2021
Jennifer Ashe	2021
Stephen Joyce	2023
Matthew Bonneau	2021
Robert Moynagh	2021
Joshua Thomas (resigned)	2022
James Towns	2021
Dave Hoyt	2023
Douglas Cutler	2024

**PART-TIME PERSONNEL - (3 year appointment)**

Michael Ashe	2021
Jacqueline Becker (resigned)	2021
Scott Belanger (resigned)	2021

## **APPOINTED/HIRED TOWN OFFICIALS**

**PART-TIME PERSONNEL - (3 year appointment)**

Ryan Mullen	2023
Tina Kruczek	2023
Jason Edson	2023
Anthony Gianfriddo	2024

**ANIMAL CONTROL OFFICER/ROAD KILL AGENT - 3 Year appointment**

Michelle Connors	2024
------------------	------

**HISTORICAL COMMISSION - (3 year appointment)**

Barbara Search	2024
Cathy Zavistoski	2022
Bailey Applegate	2022
Richard Volpe, Chair	2024
Charles Blanchard, Co-Chair	2022

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

Kathleen Neal	2022
Larry Morrison	2022
Michael Hager	2023
James Waddick	2024
Ken Talentino	2022
Kevin Smith, Chair	2022
Bruce Bryson	2022
Leigh Darrin	2022
Joe Freitas	2022

**PLANNING BOARD - 5 Year Term (7 Members)**

Charles Blanchard, Chair	2026
Susan Waters, Clerk/Vice Chair	2022
Dane LaBonte	2022
Jeffrey Adams	2023
Michael Chisholm	2023
Christopher Bouchard	2023
Walter Hersee	2026

## **APPOINTED/HIRED TOWN OFFICIALS**

**TOWN COUNSEL - 1 Year Term**

Kopelman & Paige

**EMERGENCY MANAGEMENT DIRECTOR - (3 year appointment)**

Earl Dessert, Police Chief	2022
----------------------------	------

**EMERGENCY MANAGEMENT COORDINATOR - (3 year appointment)**

Matthew Wyke	2023
--------------	------

**LOCAL EMERGENCY PLANNING COMMITTEE**

Earl Dessert, Emergency Management Director  
Matthew Wyke, Emergency Management Coordinator  
Deborah Boyd, Tantasqua Reg. School District  
Barbara Barry, Finance Director  
Butch (Vernon) Jackson, DPW Director  
Jean Bubon, Town Planner  
Leslie Wong, Council on Aging Director  
Ken Lacey, Health Agent  
Nelson Burlingame, Building Commissioner  
John Degnan, Resident

Rebecca Gendreau, Conservation  
 David Demings, CERT (resigned)  
 Paul Watson, OFS  
 Kristen Gerome, MEMA  
 John Grasso, Fire Chief  
 John Marinelli, FD – EMS  
 Wendy McRoy, Transportation  
 Wanda O’Connor, Harrington Hospital  
 Carlton Rondeau-Harrington, Harrington Hospital

**HAZARDOUS WASTE COORDINATOR - 3 year appointment**

Mike Hoy 2023

**ADA COORDINATOR - 3 year appointment**

Nelson Burlingame 2023

**APPOINTED/HIRED TOWN OFFICIALS**

**SAFETY COMMITTEE - 3 Year Term (5 Members)**

Butch (Vernon Jackson), DPW Director 2023  
 Earl Dessert, Police Chief 2022

**PARKING CLERK**

Barbara Barry 2023

**MOTH INSPECTOR**

Anthony Crane 2022

**FENCE VIEWER**

Butch (Vernon) Jackson 2022

**STREET LIGHT COMMITTEE - 3 Year Term (3 Members)**

Earl Dessert, Police Chief 2022  
 Butch (Vernon) Jackson , DPW Director 2022

**CONSERVATION COMMISSION - 3 Year Term (5 Members)**

Edward Goodwin, Chair 2024  
 David Barnicle 2022  
 Erik Gaspar 2022  
 Steven Chidester, Vice Chair 2024  
 Roy Bishop

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

Susan Grandone, Chair 2024  
 Ann White 2022  
 Barbara Gionfriddo 2022  
 Annette Roberts 2023

Ken White	
Mary Lawless	2023
Rebecca Mimeault, Vice Chair	2023
Margaret Darling	2024

**CAPITAL PLANNING COMMITTEE - 3 year appointment**

Jeff Bridges, Town Administrator (resigned)	2023
Jean Bubon	2023
Kathleen Neal	2023
Butch Jackson	2023
Fire Chief John Grasso, Jr.	2023

## **APPOINTED/HIRED TOWN OFFICIALS**

**TRAFFIC SAFETY COMMITTEE - 3 year appointment**

Anthony Celuzza	2022
Earl Dessert, Police Chief	2024
Marc French	2022
Butch (Vernon) Jackson	2022
Jeff Bridges, Town Administrator (resigned)	2022

**OPEN SPACE COMMITTEE - 3 year appointment**

Carol Goodwin, Chair	2024
Lynne Sarty-Peterson	2024
Teresa Gorman	2022
Lauren Trifone	2024

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

Penny Dumas, Chair	2024
Barbara Search	2024
Kelly Emrich	2024
Edward Goodwin, Vice Chair	2022
Kadion Phillips, Member	2023
Edward Neal	2021
Lauren Trifone	
Walter Hersee	

**DESIGN REVIEW COMMITTEE - 3 Year Term (5 Members)**

Chris Castendyk	2024
Christine Wilson	2022
Elaine Cook	2022
Richard Volpe, Chair	2024
Brad Goodwin	2024

# APPOINTED/HIRED TOWN OFFICIALS

## TRAILS COMMITTEE - 3 Year Term

Brandon Goodwin, Chair	2022
Fritz Reeve, Clerk	2024
David Peterkin	2023
Darcy Foley	2024
Richard Paradise	2023
Thomas Chamberland, Associate Member	2022
David Vadenais, Associate Member	2024
Nick Sokol, Associate Member	2022
Jennifer Scherer	2024

## STURBRIDGE TOURIST ASSOCIATION - 3 Year Term

Brian Amedy, Chair	2022
Thomas Chamberland, Vice Chair	2021
Dawn Merriman	2022
Nicholas Salvadore	2021
Sandra Gibson-Quigley	2024

## SCHOOL ADMINISTRATION

Erin M. Nosek	Superintendent
Deborah Boyd	Assoc. Superintendent
Jodi Bourassa	Asst. Superintendent
Brenda Looney	Special Ed. / Pupil Service Dir.
Kathleen Pelley	Principal, Burgess
Mary Jaeger	Asst. Principal, Burgess
Paul Guerin	Asst. Principal, Burgess
Amanda Cassina	Administrative Assistant

## STURBRIDGE LAKE ASSOCIATION

Mary Dowling	2022
Laurel Carpenter	2022
Leigh Darrin	2022
Bruce Gran	2022
Thomas Quinlan	2022
Laurie Palmer	2022
Marita Tasse	2022
Charles Roy, Jr.	2022
Erik Gaspar	2022
Chris Mazeika	2022
Victor Pollock	2022
Marcia Riggsby	2024

Heather Egan	2024
James Dinoloulos	2022

**CULTURAL COUNCIL**

Joyce Sinnott	2023
Jim Douglas	2024
Alicia Reddin	2023
Kerry Carey	2024
Antonia Squier	2024
Edward Cornely	2022
Roxanne Smith	2022
Reed Ide	2023
Joanne Dupre	2024

**BETTERMENT COMMITTEE**

Earl Dessert, Chief of Police	2024
Mary Blanchard	2021
Jeff Bridges, Town Administrator (resigned)	2021
Russell Chamberland	2021

**HOUSING PARTNERSHIP**

Edmond Neal	2021
Walter Hersee	2021
Margaret Darling	2021
Matthew Masselli	2021

**PERSONNEL COMMITTEE**

Joni Light (resigned)	2021
Sara Terwillinger	2021
Joan Chamberland	2021
Mary Blanchard	2021
Reed Hillman	2021

**STURBRIDGE DIRECTORY**

[www.sturbridge.gov](http://www.sturbridge.gov)

***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**

***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**

***AREA INFORMATION SERVICES***

**Tourist Information Center/Tri-Community Chamber of Commerce..... 347-2761**

***COUNSELING & HOTLINE SERVICES***

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

## IMPORTANT GOVERNMENTAL AGENCIES

**PRESIDENT:** Joseph R. Biden Jr. ....202-456-1414

**VICE PRESIDENT:** Kamala D. Harris .....202-456-1414

### **STATE OFFICES**

**Auditor** .....617-727-2075

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

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

**Audit Operations** .....617-727-0025

**Division of Local Mandates** .....617-727-0980

**Auditor's Hotline** .....1-800-462-COST

### **GENERAL AGENCIES AND OFFICES**

**Administration and Finance General Information** .....617-727-2050

**Budget Bureau** .....617-727-1308

**Alcoholic Beverage Control Commission** .....617-727-3040

**Attorney General's Office: Information** .....617-727-8400

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

**Civil Defense Director - Headquarters** .....617-237-0200

**Community Antenna Television Commission** .....617-727-6925

**DEP: General Information** .....617-727-2690

**Education Department: General Information** .....617-770-7500

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

**Emergency Finance Board** .....617-727-2881

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

**Ethics Commission** .....617-727-0060

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

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

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

**Public Health: General Information** .....617-727-2700

**Vital Statistics** .....617-727-0036

**Retirement Board** .....1-800-392-6014

**REVENUE DEPARTMENT** .....1-800-392-6089

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

**Liquor License Transfers** .....617-727-9744

**Bureau of Local Assessment** .....617-727-4217

**Division of Local Services** .....617-626-2300

***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**

***STATE REPRESENTATIVE***

**Todd Smola .....617-722-2100**

# ADMINISTRATION AND FINANCE

2021



## **REPORT OF THE BOARD OF SELECTMEN**

**2021**

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. Covid – 19 certainly has had a negative impact on the Town’s function and Citizens. With increased testing and vaccinations, we are seeing a slow but steady recovery from the pandemic.

There have been personnel changes throughout the year. Most notable was the resignation of our Town Administrator, Jeff Bridges. We thank him for his leadership and service and wish him well in his new endeavor.

Our Annual Town Elections brought a change to the Board Jamie Goodwin was elected to replace Mike Suprenant. We welcome Jamie and thank Mike for his service.

Some of the action items of the Board this year include:

- The Board approved a change order for the Public Safety Complex RTU #1 Replacement Order.
- The Board approved a request for sewer service at 1 Old Towne Way.
- The Board approved a Community Preservation Grant Agreement for the Habitat for Humanity Metro/West Greater Worcester Inc. for a proposed house at 226 Cedar Street.
- The Board approved a Sale and Purchase Agreement with Habitat for Humanity.
- The Board established a new position of Food Service Coordinator for the Council on Aging paid through a grant.
- The Board adopted a Vaccination Leave Policy.
- The Board voted to adopt the Trails Committee’s Plan for the Riverlands Phase 1 Map.
- The Board granted permission for a grant request by the Historical Commission.
- The Board accepted a bid for the appraisal of 8 Brookfield Road.
- The Board accepted a bid from Associate Building Wreckers for demolition of outbuildings on Conservation properties.
- The Board signed a proposal for the Project Monitoring Summary Report with Fuss and O’Neil.
- The Board ordered the extension of Hillside Drive as a Public Way.
- The Board approved the parking lot extension for 420 Main Street

- The Board approved Megan Michalski as manager for Caregiver Patient Connection.
- The Board approved a license for a private water line under a Public Way at 116 Wallace Road.
- The Board accepted a proposal from Tighe & Bond for a Sewer and Water Rate Study.
- The Board waived the site plan application for a parking lot at 501 Main Street.
- The Board accepted the resignation of Brian McRoy from the DPW.
- The Board signed an application for a grant for sidewalks at the Junior High.
- The Board signed a grant application for the Green Communities Grant.
- April 1<sup>st</sup> was the Board's first hybrid meeting after several months of remote only meetings.
- The Board approved the Compensation and Classification Plan.
- The Board approved a TIF for Complete Regional LLC.
- Accepted resignation of Sophia Lengrel Rogers from the Board of Assessors.
- The Board voted to support the ire Chief's request for a Deputy Chief.
- The Board approve Juneteenth as a paid holiday.
- Accepted resignation of Call Firefighter Anthony Messina.
- The Board signed a contract with E5 Building LLC for \$49;980 to partially renovate the lobby at the Safety Complex.
- The Board signed a contract with Otis Elevator.
- Accepted resignation of Firefighter Lt. John Marinelli.
- The Board approved a proposal from Premier Sealcoat and Line Striping for resurfacing the tennis courts at a cost of \$21,700.
- The Board approved a manager for Heal Sturbridge Inc.
- The Board approved a contract with Velzone Engineering for a HVAC study.
- Accepted a proposal from MEC Morse for construction of sidewalks at the Junior High School.
- The Board authorized the purchase of the SCADA System for the Fiske Hill Water Pump Station.
- The Board approved the TIF Agreement with Complete Cold Logistics LLC.
- Accepted resignation of Full Time Police Officer Robert Archambault.
- The Board reappointed Susan Murphy to the Board of Registrars.
- The Board approved use of Poll Pads for Town Meetings.
- The Board waived the Right of First Refusal for 49 Bushnell Road.
- The Board approved an agreement with Tighe & Bond for Stormwater GIS services.

- The Board voted to exercise the Town's option to purchase 133 Fiske Hill Road, 137 Fiske Hill Road, 139 Fiske Hill Road and 48 Old Farm Road. Town Meeting later voted to approve the purchase.
- The Board voted to approve the Police Department participation in the South Worcester Drug Task Force.
- The Board voted to accept a \$15,000 Historic Preservation Grant.
- Accepted the retirement of Police Officer Jeffery Lavallee.
- The Board approved an engineering agreement Tighe & Bond for a Main Street Pump Station and Force Main.
- The Board approved use of Chapter 90 funds for summer paving.
- Accepted resignation of Tyler Gustafson from the DPW.
- Accepted resignation of Tami Warner as a Part Time Dispatcher.
- Accepted resignation of Joni Light from the Personnel Committee.
- Accepted Green Communities Grant.
- Accepted Trails Grant.
- Accepted resignation of Ashley Griffin as a Full Time Dispatcher.
- The Board vote to not exercise our Right of First Refusal for 355 Leadmine Road.
- The Board approved a revised job description for the F.D. Lieutenant.
- Accepted resignation of Amanda Normandin from the Design Review Committee.
- The Board adopted a single tax rate.
- The Board to use \$632,000 of ARPA funds towards setting the tax rate.
- The Board voted to support the renovation and addition to the Senior Center on Main Street. Town Meeting also voted approval.
- The Board added 37 and 39 Westwood Drive to the Sewer Service Connection Reserve List.
- Accepted a proposal from ACD Telecom for Emergency Radio System valuation and Technical Support.
- The Board voted to approve the location of a running horse racing facility, subject to local permitting and oversight and execution of a Host Agreement, contingent on the passing of an Overlay District Bylaw at Town Meeting. Town Meeting defeated the proposal.
- Accepted resignation of Alexandria McConnon as Executive Assistant.
- Accepted resignation of Custodian Sean Lans.
- Accepted resignation of Darcy Foley from the Trails Committee.
- The Board approved snowplowing rates.
- The Board appointed 5 members to the Charter Review Committee.
- Accepted resignation of Town Administrator Jeff Bridges.
- Accepted resignation of Ken Benson from the Council on Aging.



- The Board allocated \$1,136.96 from Grant Matching Funds toward the purchase of Dude Solutions Software.
- The Board accepted fuel bids for FY 22.
- Along with the yearly licenses and permits signed, the Board also approved 8 One Day Liquor Licenses, 2 All Alcohol Licenses, 1 Farmer Series Pouring License, 2 Expansion of Premises, 8 Common Victualler Licenses, 6 Change of Managers on liquor licenses, 7 National Grid Pole Permits, 4 Hawker and Peddler Licenses, 5 Dock Permits, 1 Road Race Permit, 2 Taxi/Livery Licenses, 2 Transient Vendor Licenses, 1 Auctioneer License, 2 Propane and 2 Gasoline Storage Licenses, and 1 Logging Permit.

Appointments made throughout the year include:

Phillip Deery – Full Time Police Officer  
 Ben Burlingame – Heavy Equipment Operator DPW  
 Matthew Wyke – Emergency Management Coordinator  
 Dan Gervasi – Senior Equipment Operator DPW  
 Sgt. Joe Lombardi to Lieutenant in the Police Department  
 Officer Hillary Murray to Sergeant in the Police Department  
 Lauren Triffone – Open Space Committee  
 David Bond – Mechanic/Operator DPW  
 Tyler Gustafson – Heavy Equipment Operator DPW  
 Gary Archambault – Part Time Custodian  
 Nicholas Mardirosian – Police Officer  
 Gary Griswold – Seasonal Worker DPW  
 Jean Borowski – Food Service Coordinator at the Senior Center  
 Darren Cook – Part Time Police Officer  
 Sergeant Larry Bateman to Lieutenant in the Police Department  
 Officer David Fortier to Sergeant in the Police Department  
 Walter Hersee – Planning Board  
 Jeff Lavalley – Part Time Police Officer  
 James Louyakis – Driver/Laborer DPW  
 Zachary Maderosian -Full Time Police Officer  
 Jennifer Scherer – Trails Committee  
 David Hoyt – Full Time Firefighter  
 Andrew McDermott – Heavy Equipment Operator DPW  
 Michelle Garman – Executive Assistant to the Town Administrator and Board of Selectmen  
 Jennah Venteluolo – Burgess School Committee  
 Douglas Cutler – Full Time Firefighter/Paramedic  
 Anthony Gianfriddo – Call Firefighter  
 Andy Szumilas – Equipment Operator DPW

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 for their continued support.

Respectfully submitted,  
BOARD OF SELECTMEN

Mary Blanchard, Chair  
Mary Dowling, Vice Chair  
Chase Kaitbenski, Clerk  
Ian Dunnigan  
Jamie Goodwin

## **REPORT OF THE TOWN ADMINISTRATOR**

**2021**

2021 was a year of many changes beginning in the Selectmen's office. Mr. Jeff Bridges took the position of Town Administrator for the town of Spencer, MA leaving Sturbridge after years of dedicated service and accomplishments too numerous to mention. We wish Jeff the best of success in his new position. Also, Ms. Michelle Garman was hired in November as the Executive Assistant to the Board of Selectmen and Town Administrator and she is adapting well to this demanding role.

The Town has many ongoing projects:

Tighe and Bond is continuing the sewer and rate study and it is hoped that the findings may be ready for implementation at the annual town meeting. This firm is also doing engineering work for a possible sewer line extension on Main St. as the long standing wastewater agreement Sturbridge has with the Town of Southbridge will soon need to be renewed and the Town must be prepared for any eventuality.

Bids were solicited for the sale of 8 Brookfield Road and, unfortunately, none were submitted. The Selectmen are considering various other courses of action on this parcel including leasing, rebuilding and demolition.

The Town has several trails projects underway and one in particular that has occupied this office as well as the Town Planner and Trails Committee is the Grand Trunk trail project. Travelling from the Calcutt Bridge to the intersection of Farquhar and Bridge Roads this trail project combines multiple government agencies and funding sources. We are in the process of hiring an engineering firm to provide construction and bid documents as well as project supervision and are confident that this project will be completed during the 2022 construction season.

The renovation and addition to the Senior Center was approved at Town Meeting and is moving forward to a debt exclusion vote in January, 2022. Many other capital improvement projects will need funding in the short term including a Library HVAC replacement, an Emergency Radio Communications Project, upgrades to the Sewer and Water plants, the renovation of the DPW facility, upgrades to the Maple Street water line, improvements to recreation fields and many more. This office will be working on a Capital Improvement by-law to formalize the capital process and help integrate short and long term capital needs into the budget planning. The constraints of Proposition 2 ½ continue to tighten town budgets and make the "big ticket" items increasingly difficult to finance. A Capital Improvement process will aid in the scheduling and financing of these large budget items.

There are many other items that will await action by the next Town Administrator. These include: a bridge repair program; an upgrade to the traffic rules and regulations; develop affordable housing opportunities; a long term municipal solid waste plan; a dog park; additional recreation fields and

exploring WRTA service to Sturbridge. There are always a great many challenges facing communities and this is certainly true in Sturbridge.

I would like to thank all those who participate and contribute on the various town boards and committees. Towns could not continue to do business without those willing to volunteer their services. I would also like to thank the Board of Selectmen and the many town employees and department heads. Their cooperation and support have been most gratifying and I know that they will continue their excellent service to the town in the future.

Respectfully submitted

Robert T. Reed

Interim Town Administrator

I hereby submit my report for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

Reconciliation of Treasurer's Cash	
Cash Balance July 1, 2020	\$ 29,296,921.80
Receipts	\$ 52,584,251.25
Payments Per Warrants	\$ 51,073,072.66
TREASURER'S CASH BALANCE, JUNE 30, 2021	<u>\$ 30,808,100.39</u>

COMPOSITION OF BALANCE ON JUNE 30, 2021

Interest Bearing Checking Accounts:	
People's United Bank (Vendor)	\$ 1,076.66
Unibank (Remote Deposit)	\$ 331,535.85
Unibank (Online Collections)	\$ 703.46
Unibank (Town Clerk)	\$ 154.02
Unibank (Deputy Collector)	\$ 21.48
Century Bank (Lockbox)	\$ 1,466.65
Total Interest Bearing Checking Accounts:	<u>\$ 334,958.12</u>

Liquid Investments:

Bartholomew & Company (Ambulance Stabilization Fund)	\$ 191,047.66
Bartholomew & Company (Community Preservation Funds)	\$ 4,068,621.80
Bartholomew & Company (Elderly & Disabled Fund)	\$ 23,747.41
Bartholomew & Company (Sewer Surplus Fund)	\$ 1,887,085.46
Bartholomew & Company (Stabilization Fund)	\$ 1,790,355.20
Bartholomew & Company (Fire Vehicle Stabilization Fund)	\$ 7,240.49
Bartholomew & Company (Capital Stabilization Fund)	\$ 835,901.92
Santander Bank (Investment)	\$ 694,662.29
Santander Bank (School Lunch)	\$ 136,695.96
People's United (Investment)	\$ 220,935.47
Uni-Bank (Investment)	\$ 2,451,774.47
Uni-Bank (Interest Allocation)	\$ 69,233.81
Massachusetts Municipal Depository Trust (Investment)	\$ 1,167,995.25
TDBank (Investment)	\$ 807,386.48
Bank Hometown (Investment)	\$ 4,173.04
Bank Hometown (Student Activity)	\$ 53,043.35
Eastern Bank (Investment)	\$ 441,411.19
Century Bank (Investment)	\$ 3,883,883.32
Country Bank (Investment)	\$ 1,160,897.71
Easthampton Savings Bank (Investment)	\$ 5,281,545.12
Easthampton Savings Bank (ARPA)	\$ 502,270.64
Peoples Bank (Investment)	\$ 1,495,806.05
The Cooperative Bank of Cape Cod (Investment)	\$ 1,339,674.74
Total Liquid Investments:	<u>\$ 28,515,388.83</u>

Trust Funds:

Bartholomew & Company Trust Fund	\$ 796,056.34
Bartholomew & Company OPEB	\$ 1,158,430.21
Total Trust Funds:	<u>\$ 1,954,486.55</u>

TOTAL: \$ 30,804,833.50

**REAL ESTATE**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>Collected/Liened to Treasurer</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$25,227,615.40	\$24,925,012.10	\$222,116.02	\$86,106.65	\$166,593.93
2020	\$420,393.55	\$448,972.22	\$1,127.72	\$59,286.50	\$29,580.11
2019	\$53,820.35	\$53,820.35	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$25,701,829.30</b>	<b>\$25,427,804.67</b>	<b>\$223,243.74</b>	<b>\$145,393.15</b>	<b>\$196,174.04</b>

**PERSONAL PROPERTY**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$1,014,936.85	\$987,237.10	\$4,161.43	\$2,222.88	\$25,761.20
2020	\$35,843.96	\$27,297.46	\$1,146.15	\$172.95	\$7,573.30
2019	\$7,619.92	\$582.03	\$2,323.87	\$0.00	\$4,714.02
2018	\$1,299.55	\$118.58	\$247.85	\$0.00	\$933.12
2017	\$1,109.68	\$122.22	\$83.42	\$0.00	\$904.04
Previous Years	\$1,508.44	\$96.05	\$26.89	\$0.00	\$1,385.50
<b>TOTAL</b>	<b>\$1,062,318.40</b>	<b>\$1,015,453.44</b>	<b>\$7,989.61</b>	<b>\$2,395.83</b>	<b>\$41,271.18</b>

**MOTOR VEHICLE EXCISE**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$1,413,312.61	\$1,271,636.95	\$39,361.43	\$7,542.13	\$109,856.36
2020	\$288,418.69	\$265,225.69	\$18,714.32	\$14,595.03	\$19,073.71
2019	\$17,556.14	\$9,666.56	\$293.23	\$293.23	\$7,889.58
2018	\$10,952.14	\$2,519.39	\$157.60	\$200.41	\$8,475.56
2017	\$5,137.93	\$995.86	\$20.93	\$0.00	\$4,121.14
2016	\$4,292.60	\$421.25	\$0.00	\$0.00	\$3,871.35
<b>TOTAL</b>	<b>\$1,739,670.11</b>	<b>\$1,550,465.70</b>	<b>\$58,547.51</b>	<b>\$22,630.80</b>	<b>\$153,287.70</b>

**BOAT EXCISE**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$7,162.00	\$6,671.00	\$262.00	\$45.00	\$274.00
2020	\$1,315.01	\$251.78	\$422.00	\$45.00	\$686.23
2019	\$110.00	\$15.00	\$0.00	\$0.00	\$95.00
2017	\$78.00	\$0.00	\$0.00	\$0.00	\$78.00
<b>TOTAL</b>	<b>\$8,665.01</b>	<b>\$6,937.78</b>	<b>\$684.00</b>	<b>\$90.00</b>	<b>\$1,133.23</b>

**WATER USER FEES**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$1,457,946.67	\$1,441,958.75	\$3,380.59	\$16,592.40	\$29,199.73

**SEWER USER FEES**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$2,207,635.47	\$2,134,317.55	\$19,904.86	\$100.45	\$53,513.51

**AMBULANCE RECEIVABLE**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$1,756,371.51	\$603,437.07	\$846,456.12	\$3,629.92	\$310,108.24

**COMMUNITY PRESERVATION ACT SURCHARGE**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>Collected/Liened to Treasurer</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$541,681.28	\$533,462.35	\$5,955.65	\$570.28	\$2,833.56
2020	\$8,309.04	\$7,907.56	\$0.00	\$253.84	\$655.32
2019	\$913.79	\$913.79	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$550,904.11</b>	<b>\$542,283.70</b>	<b>\$5,955.65</b>	<b>\$824.12</b>	<b>\$3,488.88</b>

**CARON ROAD VALLEY ROAD BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$9,025.76	\$9,025.76	\$0.00	\$0.00	\$0.00

**MOUNTAIN BROOK BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$9,092.45	\$8,742.74	\$0.00	\$0.00	\$349.71
2020	\$349.71	\$349.71	\$0.00	\$0.00	\$0.00
Total	\$9,442.16	\$9,092.45	\$0.00	\$0.00	\$349.71

**PHASE II BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2020	\$3,357.66	\$3,357.66	\$0.00	\$0.00	\$0.00
2019	\$492.17	\$492.17	\$0.00	\$0.00	\$0.00
TOTAL	\$3,849.83	\$3,849.83	\$0.00	\$0.00	\$0.00

**CEDAR LAKE BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2020	\$500.54	\$500.54	\$0.00	\$0.00	\$0.00

**PHASE III BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$65,864.27	\$65,864.27	\$0.00	\$0.00	\$0.00
2020	\$2,199.85	\$2,199.85	\$0.00	\$0.00	\$0.00
Total	\$68,064.12	\$68,064.12	\$0.00	\$0.00	\$0.00



**BIG ALUM BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$35,253.24	\$33,941.89	\$0.00	\$0.00	\$1,311.35
2020	\$3,629.01	\$3,629.01	\$0.00	\$0.00	\$0.00
2019	\$518.43	\$518.43	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$39,400.68</b>	<b>\$38,089.33</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,311.35</b>

**WOODSIDE CIRCLE BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2021	\$21,091.20	\$21,091.20	\$0.00	\$0.00	\$0.00

**WATER/SEWER LIENS**

	<b>Outstanding July 1, 2020 &amp; Committed FY21</b>	<b>Collected/Liened to Treasurer</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
WATER	\$45,608.59	\$43,755.07	\$0.00	\$0.00	\$1,853.52
SEWER	\$76,991.66	\$74,968.82	\$0.00	\$0.00	\$2,022.84

Respectfully submitted,

Barbara A. Barry  
Finance Director

<b><u>General Trust Funds:</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>
A.B. Chamberlain Common Fund	\$500.00	\$1,658.89
David B. Hicks Memorial Fund	\$586.24	\$1,347.98
Watering Fund	\$2,000.00	\$14,344.33
Forrester MacDonald Memorial Fund	\$3,777.69	\$1,225.41
Franklin F. & Flora Plimpton Memorial Fund	\$9,750.88	\$20,782.57
General Trust Account	\$4,000.00	\$14,034.01
GBT Special Account	\$33.93	\$119.01
Conservation Fund	\$1,137.23	\$3,990.06
Veterans Memorial Fund	\$1,500.00	\$1,253.07
<b><u>Cemetery Trust Funds:</u></b>	<b><u>Principal</u></b>	
Town of Sturbridge Perpetual Care Funds	\$5,826.23	\$3,135.95
Perpetual Care Fund	\$25,249.99	\$22,366.44
Perpetual Care - North Cemetery	\$74,386.12	\$36,796.31
H.A. Morse	\$500.00	\$1,663.82
Gardner Bates	\$500.00	\$1,664.25
C. Anna Benson	\$612.00	\$2,037.05
Booth – Lot	\$0.00	\$32.57
Booth - Perpetual Care	\$150.00	\$497.48
Joshua Hyde	\$1,000.00	\$3,285.80
Henry Fiske	\$1,078.00	\$3,576.60
A.B. Chamberlain Headstone	\$1,000.00	\$3,318.08
Abby Grey - Perpetual Care Daniel Holmes	\$918.89	\$2,966.38
Bertha L. Wallace	\$2,000.00	\$6,635.65
<b><u>Library Trust Funds:</u></b>	<b><u>Principal</u></b>	
E. Weldon Schamacher Fund	\$101,239.65	\$133,325.76
Haynes Fund	\$26,156.11	\$62,550.65
Joshua Hyde Library Fund	\$71,667.22	\$41,107.80
Sturbridge Hill Trust for Local History	\$1,000.00	\$1,545.42
Emily Haynes Fund	\$48,884.06	\$25,340.76
<b>Total Trusts &amp; Interest</b>	<b>\$796,056.34</b>	

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Achi, Elaine	Substitute Teacher/Assistant	\$7,429.50	\$2,334.00
Agonmoh, Chineye	ABA Behavioral Assistant	\$12,713.96	
Ahlstrand, Grace	Substitute Teacher	\$1,464.75	
Akinlosotu, Peggy	Bus Driver	\$3,349.91	
Allen, Trey	Lifeguard/Burgess Extended Day	\$3,141.50	
Anderson, Erin	Integration Assistant	\$12,285.84	\$6,084.32
Andrade, Darci	Integration Assistant	\$11,370.64	\$2,826.25
Archambault, Gary	Custodian	\$4,064.04	
Archambault, Robert	Police Officer	\$16,107.38	\$2,297.32
Arena, Emily	Integration Assistant	\$162.00	
Arruda, Lauren	Grade 3 Teacher	\$93,145.95	\$415.35
Ashe, Jennifer	Firefighter/Paramedic	\$72,650.52	\$8,184.23
Ashe, Michael	On Call Firefighter/EMT-B	\$39,469.27	\$1,310.32
Audette, Jessica	Substitute Teacher	\$900.00	
Augello, Mark	DPW Operations Manager	\$88,594.27	\$150.00
Babcock, Jennifer	Program Assistant for COA	\$11,643.93	
Bachand, Samuel	Park & Rec Lifeguard	\$1,952.00	
Bak, Melissa	Patrolman	\$91,330.04	\$10,638.28
Bardsley, Timothy	Registrar	\$403.89	
Baril, Dalaine	Remedial Reading Teacher	\$96,559.92	\$326.87
Barry, Barbara	Finance Director	\$114,470.20	\$4,743.00
Bateman, Larry	Police Lieutenant	\$105,972.64	\$20,728.94
Bates, Tiffany	Bus Driver	\$175.96	
Bean, Carly	Bus Driver	\$19,585.83	
Bean, Louann	Cafeteria Specialist	\$23,326.47	\$634.50
Beaudoin, Allison	Substitute Teacher	\$3,388.50	
Beaudoin, Lynn	Substitute Teacher/Assistant	\$10,013.88	
Beaudoin, Zachary	Substitute Teacher	\$651.00	
Becker, Jonathan	Firefighter/Paramedic	\$87,076.62	\$10,467.99
Beckwith, Wayne	Recycling Center Assistant	\$9,243.84	
Bell, Mitchell	Burgess Extended Day Staff	\$5,072.50	\$300.00
Bellezza, Mary	Substitute Teacher	\$924.76	
Bergeron, Danielle	Substitute Teacher	\$810.00	
Bernier, Katie	Remedial Reading Teacher	\$82,111.20	
Berti, Elnora	Bus Driver	\$23,484.97	\$400.00
Bertrand, Ronald	Bus Driver	\$15,067.95	
Bishop, Cheyanne	ABA Behavioral Assistant	\$3,797.54	

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Blair, Brenda Mary	Bus Driver/Bus Office Administrator	\$12,718.58	\$400.00
Blais, Erika	Special Education Teacher	\$62,115.01	
Blow, Jacqueline	Camera Operator	\$1,425.00	
Boiteau, Barbara	Lead Dispatcher	\$67,649.61	\$36,713.76
Bolduc, Karen	Administrative Assistant	\$46,061.60	\$500.00
Bond, David	Equip Operator/Mechanic	\$34,666.99	\$3,104.77
Bonneau, Matthew	Firefighter/Paramedic	\$73,469.59	\$11,891.85
Bonnette, Laura	Finance Clerk	\$41,739.90	\$73.05
Bonnette, Louise	Senior Work Off Program	\$609.00	
Booth, Jessica	Asst. Hazardous Waste Attendant	\$4,060.24	
Booth, John II	Recycling Manager	\$69,552.32	\$6,781.72
Borowski, Jean	Food Service Coordinator	\$1,725.00	
Boulay, Victoria	Integration Assistant	\$27,310.35	\$1,825.00
Bourdeau, Keren	Senior Work Off Program	\$541.88	
Bourque, Lesley	Un 61 Occupational Therapist	\$82,111.20	\$3,661.82
Breitenfeld, Phyllis	Senior Work Off Program	\$510.00	
Brennan, Fiona	ABA Behavioral Assistant	\$9,691.18	
Brennan, Maura	Substitute Teacher	\$1,444.50	
Bresse, Trevor	Dispatcher	\$51,142.80	\$11,701.85
Bridges, Jeffrey	Town Administrator	\$164,346.85	
Briere, Susan	Library Assistant	\$4,542.56	
Brosnan, Elizabeth	Grade 6 Teacher	\$96,559.93	\$778.84
Brunnett, Becca	Substitute Teacher/Extended Day Staff	\$11,122.50	\$352.50
Bubon, Jean	Town Planner	\$101,289.06	\$2,435.00
Burlingame, Benjamin	Heavy Equip Operator	\$52,633.37	\$13,772.15
Burlingame, Nelson	Building Inspector	\$86,257.53	\$2,864.71
Burt, Dawn	Bus Driver	\$19,998.60	\$3,968.96
Butcher, Bruce	Cable Access Coordinator	\$61,225.87	\$375.58
Butts, Allen	Senior Work Off Program	\$510.00	
Buzanoski, Patricia	Library Program Coordinator	\$315.32	
Callahan, Deanna	Library Page	\$2,932.88	
Campbell, Jean	Accounting Clerk	\$16,179.79	
Campiglio, Andrew	Burgess Extended Day Staff	\$165.00	
Campiglio, Denise	Kindergarten Teacher	\$89,554.15	\$5,921.35
Cantwell, Amy	Remedial Reading Teacher	\$85,812.63	\$1,775.00
Capaldi, Michelle	Psychologist	\$84,478.15	\$1,062.40
Carrier, Carrie Anne	Substitute Teacher	\$1,365.75	

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Carson, Erin	Conservation Administrative Assist.	\$32,632.51	
Carvill, Lynemarie	Cafeteria Worker	\$3,503.25	
Cassavant, Meghan	Police Officer/Dispatcher	\$45,812.68	\$14,331.01
Cassina, Amanda	Administrative Assistant to Principal	\$53,528.80	\$850.00
Castendyk, A. Christian	Election Worker	\$229.50	
Castendyk, Nancy	Election Worker	\$184.50	
Cave, Carly	Substitute Teacher	\$1,819.13	
Cave, Lisa	Grade 4 Teacher	\$55,380.47	
Celuzza, Thomas	Library Page	\$2,311.88	
Chamberland, Joan	Election Worker	\$273.38	
Chamberland, Russell	Bus Driver	\$19,402.17	
Champagne, Grace	Substitute Teacher	\$1,867.50	
Chrabaszcz, Robyn	Facilities Manager	\$69,180.33	\$1,445.62
Clark, Beth	Enrichment Teacher	\$75,207.11	\$100.00
Clark, Frances	Senior Work Off Program	\$522.75	
Clark, Kristen	Bus Driver	\$19,726.29	\$200.00
Clark, Nicole	Grade 3 Teacher	\$18,422.28	\$2,520.00
Clifford, Michelle	Education Assist/Student Support	\$13,894.08	
Cloutier, Rebecca	Substitute Teacher/Assistant	\$16,932.00	
Cole, Matthew	Dispatcher	\$11,407.54	\$846.99
Colleton, Susan	Special Education Teacher	\$96,559.91	\$11,453.83
Comerford, Maryellen	Election Worker	\$360.95	
Conceison, Lynne	Administrative Assistant	\$46,061.60	\$500.00
Connolly, Lisa	Pathways Teacher	\$89,274.62	\$1,199.07
Connors, Michelle	Animal Control Officer	\$26,326.56	\$100.00
Cook, Darren	Part Time Police Officer	\$15,604.71	\$24,124.71
Cook, Elaine	Election Worker	\$401.07	
Corriveau, Tatum	Park & Rec Tennis Instructor	\$9,679.50	
Corthell, Daniel	Special Education Teacher	\$82,111.19	\$275.00
Coughlin, Jill	Burgess Extended Day Staff/Substitute Teacher	\$13,722.35	\$6,111.88
Crane, Anthony	Tree Warden	\$8,860.35	\$600.00
Creelman, Jennifer	Integration Assistant	\$35,154.37	\$1,694.00
Crevier, Scott	Police Officer	\$82,879.71	\$17,336.07
Curboy, Brian	DPW Crew Leader	\$60,683.51	\$19,336.90
Curboy, Dawn	Integration Assistant	\$25,055.79	\$425.00
Curboy, Kenneth	Custodian	\$54,163.20	\$300.00
Curboy, Richard	Recycling Assistant	\$4,178.88	

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Curnow, Grace	Guidance Counselor	\$89,274.62	\$653.84
Cutler, Douglas	Firefighter/Paramedic	\$3,268.32	
Czech, Lori	Kindergarten Teacher	\$90,572.69	
Danna, Garrett	Police Officer	\$82,269.44	\$28,411.84
Daubney Goyette, Jane	Speech Therapist	\$82,111.19	\$2,884.62
Davies, Kathlene	Cafeteria Manager	\$43,141.30	\$3,079.32
Davis, Leonard	Bus Driver	\$27,950.28	\$200.00
Davis, Melissa	Education Assist/Student Support	\$21,976.26	\$1,192.50
Dawber, Karen Ann	Grade 4 Teacher	\$82,111.20	\$2,503.83
Dehann, Michael	Custodian	\$16,943.71	\$99.51
Demers, Cheryl	Bus Driver	\$19,090.25	
Demings, David	Emergency Management Coordinator	\$1,365.46	
Denault, April	Administrative Assistant	\$41,874.41	
Derose, Carol	Camera Operator	\$90.00	
Derry, Phillip	School Resource Officer	\$51,553.52	\$30,808.87
Desautels, Linda	Special Education Teacher	\$82,111.21	\$300.00
Desjardin, Jamie	Psychologist/Team Chair	\$75,686.12	\$6,826.21
Dessert, Earl	Police Chief	\$143,730.03	\$11,735.91
Dion, Madalyn	Senior Work Off Program	\$503.63	
Dionne, Albert	Custodian	\$54,163.20	\$888.58
Dono, Alicia	Grade 2 Teacher	\$78,617.14	
Donovan, Sherrie	Physical Therapy Assistant	\$45,761.30	
Dowling, Mary	Substitute Teacher	\$3,093.75	
Dubrey, Marie	Election Worker	\$286.88	
Dufresne, Tamara	Library Assistant	\$5,017.13	
Dunlop, Lucette	Election Worker	\$286.88	
Duprey, Nathan	Substitute Teacher	\$4,271.68	
Duvernay, Wynn	Senior Work Off Program	\$548.25	
Earnest, Brenda	Kindergarten Teacher	\$82,111.19	\$1,551.89
Economos, Cheryl	Election Worker	\$195.75	
Edmonds, Tammy	Grade 3 Teacher	\$82,111.19	\$1,744.00
Edmonds, R. Tyler	Grade 1 Teacher	\$50,609.00	
Edson, Jason	Firefighter/EMT	\$3,630.06	\$300.16
Ekstrom, Courtney	Library Assistant	\$2,775.76	
Elston, Deanna	Substitute Teacher	\$2,688.50	
Emrich, William	Substitute Teacher/Assistant	\$11,590.00	\$200.00
Espinoza, Victor	Substitute Teacher/Substitute Custodian	\$35,037.31	\$13,752.25

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Everson, Joanne	Recording Secretary	\$1,878.98	
Fahl, Jessica	Substitute Teacher/Assistant	\$5,210.00	
Fancy, Emma	Burgess Extended Day Staff	\$1,136.25	
Fancy, Spencer	Burgess Extended Day Staff	\$525.00	
Forcier, Jeffrey	Court Officer	\$71,618.88	\$29,081.62
Ford Pelly, Kathleen	School Principal	\$119,838.86	
Forgit, Cynthia	Permit Technician	\$41,468.89	\$1,410.00
Forni, Melissa	Grade 5 Teacher	\$67,352.40	
Fors, Nancy	Election Worker	\$256.50	
Fortier, David	Police Sergeant	\$73,687.56	\$37,418.59
Foskett, Susan	Senior Work Off Program	\$594.47	
Foulis, Michelle	Integration Assistant	\$25,265.92	\$250.00
Francolini, Erika	Burgess Extended Day Staff	\$13,532.97	
Freeland, Susan	Substitute Nurse	\$375.00	
Frisella, Hailey	Park & Rec Substitute Staff	\$486.00	
Furey, Tara	Assistant Nurse	\$14,434.34	\$30,810.69
Gagnon, Clyde	Wire Inspector	\$12,350.00	\$400.00
Galonek, Rebecca	Substitute Teacher/Assistant	\$8,184.50	\$500.00
Garman, Michelle	Executive Assistant	\$5,525.25	
Garon, Emily	Grade 3 Teacher	\$17,211.15	
Garon, Robert	Assistant Wire Inspector	\$9,800.00	
Gendreau, Rebecca	Conservation Agent	\$69,795.59	\$1,287.00
Geraghty, Christopher	Town Accountant	\$84,132.02	\$1,784.00
Gervasi, Daniel	Senior Equipment Operator	\$52,615.52	\$13,921.57
Ghantous, Christina	Burgess Extended Day Staff	\$765.00	
Gianfriddo, Anthony	FireFighter	\$281.40	
Gibeault, Kelly	Bus Driver	\$18,970.82	
Gibson, William	Assistant Electrical Inspector	\$12,150.00	
Giguere, Corey	Police Officer	\$58,853.04	\$44,589.60
Gingras, Cassandra	ABA Behavioral Assistant	\$25,945.64	
Giordano, Thomas	Police Officer	\$80,051.21	\$26,287.57
Girouard, Lynne A.	Town Clerk	\$71,929.29	\$1,098.09
Girouard, Lynne T.	Grade 2 Teacher	\$82,111.21	\$653.84
Girouard, Robert	Senior Work Off Program	\$606.75	
Girouard, Therese	Senior Work Off Program	\$606.75	
Glazebrook, Abigail	Integration Assistant	\$17,496.07	\$4,785.00
Gordon, Emily	Remedial Reading Teacher	\$94,542.03	\$50.00

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Grasso, John Jr.	Fire Chief	\$116,863.19	\$2,290.00
Green, Shelby	Grade 3 Teacher	\$59,081.88	\$300.00
Griffin, Ashley	Dispatcher	\$39,559.43	\$23,409.49
Griswold, Gary	Seasonal DPW Laborer	\$11,880.00	
Grout, Ashley	Grade 4 Teacher	\$89,274.64	\$173.07
Grubert, Joanne	Substitute Teacher/Assistant	\$4,011.75	
Grudzien, Judith	Education Assist/Student Support	\$23,359.47	\$250.00
Guerin, Paul	Assistant Principal	\$85,105.27	
Gustafson, Tyler	Heavy Equip Operator	\$22,200.36	\$8,853.26
Hagen,Shauna	Education Assist/Student Support	\$15,635.24	
Hall, Laura	Education Assist/Student Support	\$8,472.90	\$150.00
Hemingway, Daniel	K-9 Officer	\$68,821.48	\$24,135.86
Hiestand, Jessica	Library Assist	\$11,562.83	
Hougaard, Kristin	Grade 1 Teacher	\$87,884.63	
Howard, Patricia	Election Worker	\$87.75	
Howe, James	Bus Driver	\$11,573.87	\$200.00
Howe, Tammy	Grade 3 Teacher	\$89,274.64	\$1,576.91
Hoy, Pamela	Special Education Teacher	\$50,609.00	
Hoye, Michael	Chemist	\$1,540.00	
Hoyt, David	Firefighter/EMT	\$14,823.01	\$3,236.57
Iacovone, Jeanne	Bus Driver	\$19,484.02	
Jackson, Vernon	DPW Director	\$85,280.29	\$30,601.14
Jaeger, Mary	Assistant Principal	\$101,185.65	\$50.00
Jalbert, Jeremy	IT Administrator	\$68,811.84	\$1,326.00
Jalbert, Rachel	Substitute Teacher/Assistant	\$7,712.79	
Janson, Paul	Police Officer	\$79,580.76	\$30,378.94
Johnson, Bruce	Bus Driver	\$20,623.86	\$200.00
Johnson, Claire	Preschool Teacher	\$77,825.50	\$814.19
Jones, Michael	Grade 6 Teacher	\$59,497.24	\$1,871.25
Jones, Sarah	Grade 4 Teacher	\$48,934.78	
Joyce, Stephen	Firefighter/Paramedic	\$82,362.42	\$13,374.06
Juozaitis Rodriguez, Erica	Kindergarten Teacher	\$77,825.47	\$1,346.22
Karamanakis, Fotini	Substitute Teacher	\$1,100.25	
Kay, Daniel R.	Special Education Teacher	\$89,274.64	\$653.84
Kenneway, Brenna	Burgess Extended Day Staff	\$1,327.50	
Kenneway, Maureen	Kindergarten Teacher	\$82,572.74	\$4,695.07
Keville, Nadine	Health Teacher	\$92,845.94	\$3,850.01



		<u>Base Pay</u>	<u>*Add'l Pay</u>
Khayat-Oneyssi, Lama	Substitute Teacher	\$54.00	
Kirwan, Christopher	Physical Education Teacher	\$16,344.00	
Klein, Megan	Occupational Therapist	\$18,422.28	
Knight, Robert	Election Worker	\$280.13	
Konkel-Dery, Judith	Special Education Teacher	\$96,559.91	\$2,553.83
Kosbab, Kelli	Bus Driver	\$9,292.45	\$12,289.44
Krilovich, Robert	Music Teacher	\$76,292.61	\$2,984.69
Kruczek, Tina	Call Firefighter/EMT	\$198.15	
Kvaracein, Kimberly	Library Assistant	\$5,582.44	
Lacey, Kenneth	Board of Health Agent	\$77,431.84	\$1,495.00
Lacy, Jeneé	Administrative Assistant	\$37,713.22	\$234.52
Laflamme, Darlene	Substitute Teacher/Assistant	\$9,332.15	
Lalli, Patricia	Children's Services Librarian	\$53,855.52	\$300.00
Lamontagne, David	DPW Foreman	\$58,954.40	\$22,986.70
Landry, Diana	Bus Driver	\$20,403.25	
Langille, Jessica	Bus Driver	\$22,426.47	
Langille, Kyrach	Park & Rec Substitute Staff	\$1,336.50	
Larson, Brian	Head Mechanic	\$62,166.90	\$14,984.37
Lavallee, Jeffrey	Police Officer	\$55,102.91	\$69,049.24
Leboeuf, Kayla	Administrative Assistant	\$14,326.63	\$3,077.64
Lemieux, Tracey	Library Instructional Asst.	\$39,359.97	\$1,299.75
Lenti, Sylvia	Library Assistant	\$8,203.88	
Lepage, William	On Call Building Inspector	\$797.50	
Lockwood, Megan	Library Program Coordinator	\$339.20	
Lombardi, Joseph	Police Lieutenant	\$113,399.11	\$46,136.56
Louyakis, James	Laborer/Driver	\$15,643.87	\$1,334.45
Lucas, Lydia	Nurse Assistant	\$34,504.01	\$150.00
Lupacchino, Patricia	Dispatcher	\$57,731.76	\$26,249.28
MacConnell, Marilyn	Senior Work Off Program	\$535.50	
MacGillivray, Carmen	COA Clerk	\$14,010.06	\$175.00
Maguire, Kimberly	ABA Behavioral Assistant	\$27,776.02	\$851.39
Malizia, Lynette	Integration Assistant	\$25,354.58	\$4,244.00
Mallard, Marjorie	ABA Behavioral Assistant	\$25,615.75	\$1,785.00
Mallard, Tanya	Integration Assistant	\$19,509.04	\$3,405.00
Maloney, Toniah	Dispatcher	\$54,226.53	\$14,079.91
Marderosian, Zachary	Police Officer	\$22,451.36	\$10,522.26
Mardirosian, Nicholas	School Resource Officer	\$39,976.47	\$12,755.65

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Marinelli, John	Firefighter/EMT	\$55,335.13	\$1,211.16
Masterson, Terence	Economic Development	\$47,574.62	\$8,373.53
Matheson, Lara	Library Page	\$1,407.38	
Maus, Deborah	Cafeteria Worker	\$19,398.42	\$150.00
May, Brittany	Cert Occupational Therapy Asst.	\$21,953.26	
Mayen, Tasha	Library Admin and Circulation Assistant	\$28,309.29	
McCarthy, Joann	Bus Driver	\$18,357.55	\$200.00
McClain, Elaine	Library Assistant	\$239.82	
McConnon, Alexandra	Executive Assistant	\$32,089.98	
McCormick, Sheila	Grade 2 Teacher	\$96,559.87	\$753.82
McDermott, Andrew	Heavy Equip Operator	\$44,847.54	\$12,306.52
McDonald, Judith	Library Assistant	\$17,369.56	\$810.82
McDonough, Ruth	Senior Work Off Program	\$750.00	
McGarry, Jessica	Grade 1 Teacher	\$96,559.87	
McKenna, Gabrielle	Speech Pathologist	\$54,260.30	\$2,868.00
McKeon, Cheryl	Cafeteria Worker	\$17,582.10	\$425.00
McKeon, Maureen	Grade 5 Teacher	\$89,274.65	\$2,200.02
McKinstry, Carol	Substitute Teacher	\$15,082.88	\$253.50
McNeil, Dale	Ambulance Billing	\$29,370.66	\$100.00
McRoy, Brian	Vehicle Service Manager/Mechanic	\$67,245.63	\$6,339.15
McRoy, Travis	Recycling Center Assistant	\$334.35	
McRoy, Wendy	Transportation Supervisor	\$47,572.41	\$250.00
Menard, Jade	Burgess Extended Day	\$2,170.50	\$461.25
Menard, Lynn Ann	Grade 1 Teacher	\$96,559.88	\$2,503.78
Mero, Bryan	Custodian	\$53,820.52	\$850.00
Messina, Anthony	On Call Firefighter/EMT-B	\$12,137.25	\$380.90
Messina, Nancy	Bus Driver	\$21,838.92	
Meunier, Lisa	School Nurse	\$96,559.93	\$33,253.84
Meyer, Mary	Un 61 Occupational Therapist	\$77,230.05	\$1,591.10
Michalak, Sarah	Education Assistant	\$3,316.73	
Miller, Nancy	Senior Work Off Program	\$490.88	
Minchoff, Danny	Music Teacher	\$89,274.64	\$499.98
Mitchell, David	Heavy Equipment Operator	\$49,495.28	\$12,640.65
Mongeon, Anne	Integration Assistant	\$25,535.81	\$425.00
Montgomery, James	Bus Driver	\$4,737.16	
Moore, Kimberly	Grade 2 Teacher	\$96,559.93	
Moran, Michele	Election Worker	\$87.75	

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Moran, Susan	Senior Work Off Program	\$561.00	
Moriarty, Shannon	ABA Behavioral Assistant	\$3,468.27	
Morrison, Joseph	Custodian	\$50,419.20	\$1,089.09
Mortell, James	Custodian	\$17,307.28	
Moynagh, Robert	Firefighter/EMT	\$74,959.37	\$12,950.29
Moynagh, Sean	Firefighter/Paramedic	\$91,278.09	\$11,868.36
Mullen, Ryan	Call Firefighter/EMT	\$30,594.40	\$1,533.57
Mullin, Jennifer	Grade 3 Teacher	\$83,456.35	
Murphy, Ann	Principal Assessor	\$88,213.40	\$1,853.00
Murphy, Jean Terrill	Physical Education Teacher	\$85,812.67	\$753.82
Murphy, Siobhain	Parks & Rec Lifeguard	\$2,691.63	
Murphy, Susan	Election Worker	\$283.50	
Murray, Hillary	Police Sergeant	\$85,557.65	\$31,553.05
Myotte, Amber	Grade 6 Teacher	\$81,872.73	
Nault, Ashley	Integration Assistant	\$12,243.38	\$23,937.77
Nauman, Christine	Integration Assistant	\$26,320.79	\$3,841.50
Neslusan, Christine	Substitute Teacher	\$81.00	
Ng, Michael	Library Page	\$4,262.63	
Nicholas, Katherine	Preschool Teacher	\$62,115.02	\$5,862.64
Nichols, Lynn	Remedial Math Teacher	\$96,559.93	\$1,350.00
Nikolla, Patricia	Education Assistant	\$17,255.15	\$773.00
Nollstadt, Carrie	Substitute Teacher	\$3,425.26	\$2,670.00
Nollstadt, Lisa	Administrative Assistant	\$32,816.71	\$75.00
Normandin, Patrick	Firefighter/Paramedic	\$82,828.98	\$14,442.00
Norrgard, Kathleen	Senior Work Off Program	\$601.50	
Obuchowski, Ronald	Police Officer	\$67,400.40	\$52,612.72
O'Connell, Sheila	Assistant Town Clerk	\$39,229.42	\$431.73
O'Donnell, Olive	Senior Work Off Program	\$637.88	
Olander, Jamie	ABA Behavioral Assistant	\$11,899.05	\$2,145.71
Olander, Kaylee	Substitute Teacher	\$1,982.25	\$1,644.00
Olson, Kathleen	Substitute Teacher/Assistant	\$17,233.85	\$6.00
Olson, Stephanie	ABA Behavioral Assistant	\$689.04	
Ortiz, Demitris	Park & Rec Play Leader	\$1,863.00	
Osberg, Grace	School Adjustment Counselor	\$63,052.93	\$699.30
Ouellette, Amy	ABA Behavioral Assistant	\$16,095.23	\$3,000.00
Ouimet, Arthur Jr.	Senior Work Off Program	\$1,029.00	
Owens, Patricia	Library Program Coordinator	\$4,815.76	

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Pacitti, Genevieve	Education Assist/Student Support	\$23,473.47	\$10,397.00
Pacitti, Heather	ABA Behavioral Assistant	\$27,587.55	\$18,493.56
Pacitti, Kaitlin	Substitute Teacher/Assistant	\$11,025.00	\$300.00
Paine, Sean	Police Officer/Sergeant	\$94,126.13	\$35,325.95
Parent, Emilie	Grade 6 Teacher	\$85,812.67	\$1,625.00
Parenteau, Jo-Lyn	Grade 1 Teacher	\$96,559.87	5,901.49
Parker, Erin M.	Technology Teacher	\$90,572.71	\$2,203.82
Patterson, Nicole	Police Officer	\$74,273.68	\$36,286.18
Pecci, Rose	Park & Rec Play Leader	\$1,755.00	
Peck, Alesia	Grade 4 Teacher	\$96,559.93	\$4,450.00
Pelletier, Meghan	Un 61 Physical Therapist	\$78,691.87	\$156.00
Pepe, Alison	Psychologist	\$61,092.20	\$390.00
Peters, Liza	Administrative Assistant	\$30,663.34	\$100.00
Petrillo, Kenneth	School custodian	\$11,448.30	
Piantoni, Gina	ILL & Adult Services Assistant	\$37,439.28	
Placella, Laurie	Education Assistant/Student Support	\$23,136.51	\$783.75
Plimpton, Rebecca	Library Director	\$88,580.91	\$3,062.81
Plumb, Bryan	Substitute Teacher	\$360.00	
Portwood, Nicole	Substitute Teacher/Assistant	\$2,321.00	
Provo, Barbara	Pathways Teacher	\$96,559.91	
Provost, Dorothy	Senior Work Off Program	\$636.75	
Provost, Rolland	Senior Work Off Program	\$636.75	
Quinn, Debra	Grade 4 Teacher	\$82,111.22	\$2,403.78
Quinn, Megan	Special Education Teacher	\$54,102.19	\$300.00
Rae-Sinanian, Janet	Senior Work Off Program	\$594.51	
Ramirez, Elizabeth	Grade 2 Teacher	\$96,559.87	\$4,475.00
Randall, Christine	ABA Behavioral Assistant	\$24,339.99	\$978.75
Randall, Jessica	Integration Assistant	\$6,433.65	
Reddy, Shenandoah	Recycling Center Assistant	\$996.24	
Reed, Tina	Cafeteria Worker	\$14,894.15	
Resener, Jessica	Grade 1 Teacher	\$81,862.67	
Rice, Lisa	Library Assistant	\$32,290.06	
Richardson, Robert	Senior Work Off Program	\$13.50	
Riel, Nicole	Grade 5 Teacher	\$54,260.30	\$2,119.00
Riendeau, Eric	Firefighter/Paramedic	\$108,863.70	\$24,582.59
Ripley, Jessica	Grade 6 Teacher	\$56,878.95	
Roderick, Matthew	Firefighter/EMT-I	\$108,984.96	\$21,307.76

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Rodier, Meghan	Un 61 Occupational Therapist	\$45,678.95	\$1,814.19
Rodriguez, Carlos	Custodian	\$54,163.20	\$500.00
Ropiak, Judith A.	Educational Assistant	\$16,861.76	\$425.00
Rosano, Michele	Dispatcher	\$9,615.77	\$908.14
Roscioli, Annie	Recreation Director	\$56,931.58	\$977.00
Rowley, Michele	Bus Driver	\$24,894.00	\$305.55
Roy, Patricia	Election Worker	\$394.88	
Rozzen, Melissa	Executive Assistant	\$50,140.00	\$598.81
Sampson, Bradley	Substitute Aide/Custodian	\$919.20	
Sandberg, Stephen	Cable Access Clerk	\$8,510.38	
Schiaraffa, Jeremiah	Park & Rec Referee	\$210.00	
Schwartz, Susan	Election Worker	\$354.38	
Sciullo, Lisa	Education Assist/Student Support	\$23,277.47	\$150.00
Sears, Ryan	Park & Rec Play Leader	\$2,247.75	
Sears, Sandra	Assistant Treasurer/Collector	\$50,633.86	\$500.00
Shanahan, Dara	Library Assistant	\$9,485.22	\$799.60
Shepard, Doreen	Substitute Teacher	\$4,291.88	
Sherris, Laura	Administrative Assistant	\$4,716.54	
Snyder, Jason	Library Page	\$1,302.75	
Solari, Jacquelyn	Remedial Math Teacher	\$16,222.86	
Soriano, Naomi	Park & Rec Lifeguard	\$1,570.75	
Sosik , Amy	Grade 5 Teacher	\$80,444.13	\$150.00
Soto, Phelicia	ABA Behavioral Assistant	\$1,823.75	
Spence, Shelbia	Substitute Teacher/Assistant	\$934.00	
Sprague, Rachel	Senior Work Off Program	\$892.50	
Spreeman, Beverly	Election Worker	\$371.26	
St. Laurent, Debra	Education Assist/Student Support	\$22,341.98	\$1,400.00
Starkus, Peter	Plumbing Inspector	\$19,250.00	\$1,200.00
Starr, Krista	Kindergarten Teacher	\$65,151.70	
Steele, Kaylee	Integration Assistant	\$28,282.14	\$2,550.13
Stern, Catherine	Remedial Math Teacher	\$87,070.94	
Stevens, Lee	Bus Driver	\$17,697.39	\$786.36
Stietzel, Barbara	Election Worker	\$54.00	
Stietzel, Ronald	Election Worker	\$93.38	
Stoltze, Teresa	Education Assist/Student Support	\$23,060.29	\$300.00
Struppa, Michael	Veteran's Agent	\$9,731.40	
Svedberg, Michael	Technologist	\$49,108.84	\$2,035.62

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Szumilas, Andrew	Equipment Operator	\$43,700.30	\$3,164.75
Tetreault, Jennifer	Fitness Instructor	\$11,360.00	
Thomas, Donna	Grade 6 Teacher	\$92,845.99	\$1,999.99
Thomas, Joshua	Firefighter/Paramedic	\$59,051.52	\$15,535.40
Thompson, Emma	Substitute Teacher	\$972.00	
Thompson, Kirstie	BCBA Behavioral Specialist	\$58,776.98	\$3,450.00
Thompson, Lori	Grade 2 Teacher	\$92,845.93	\$326.93
Thompson, Theresa	Education Assist/Student Support	\$23,208.07	\$425.00
Thurston, Sally	Grade 5 Teacher	\$89,274.64	\$50.00
Tibbetts, Roberta	Integration Assistant	\$22,555.05	\$2,661.60
Tolson, Maureen	Speech Therapist	\$92,845.95	\$2,884.54
Tomko, Caitlin	Farmers Market Manager	\$2,000.00	
Topolewski, Chelsea	Integration Assistant	\$5,380.05	
Towns, James	Firefighter/Paramedic	\$85,153.74	\$10,074.04
Towns, Trisha	Dispatcher	\$43,429.42	\$13,573.76
Trapasso, Diane	Election Worker	\$172.13	
Tremblay, Scott	Recycling Center Assistant	\$23,498.29	\$100.00
Trent, Jessica	Special Ed. Consulting Teacher for Integration	\$55,380.49	
Trifone, Judith	Door Attendant	\$599.25	
Tytula, Colby	Police Officer	\$74,235.71	\$36,997.69
Valiton, Patricia	Health Inspector	\$51,196.71	\$39.88
Ventetuolo, Jennah	Substitute Nurse	\$250.00	
Vezeau, Keith	Library Assistant	\$4,469.18	
Vinton, Julie	Art Teacher	\$89,274.64	\$400.00
Vinton, Rachel	Substitute Teacher	\$162.00	
Walker, Jeffrey	Head Custodian	\$68,891.88	\$447.33
Walker, Rebekah	ABA Behavioral Assistant	\$8,643.73	\$146.25
Walsh, Pauline	Senior Work Off Program	\$612.00	
Warner, Tami	Dispatcher	\$2,111.42	\$164.99
Weeden, Erin	Substitute Teacher/Assistant	\$2,722.14	\$1,046.26
Welton-Pulsifer, Kimberly	DPW Crew Leader	\$61,628.46	\$17,401.30
Weissman, Christine	Substitute Teacher	\$823.50	
White, Kimberly	Education Assist/Student Support	\$18,728.05	\$7,072.11
White, Sherri	ABA Behavioral Assistant	\$27,083.83	\$6,033.03
White, Walter	Interim Building Inspector	\$10,890.00	
Widing, Marc Jr.	Part Time Dispatcher	\$27,248.16	\$7,625.40

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Wildgrube, Marcia	Outreach Coordinator	\$27,797.78	
Wilmarth, Kristin	Administrative Assistant	\$36,329.40	
Wilson, Christine	Election Worker	\$418.50	
Wright, Heather	Integration Assistant	\$9,337.32	
Wong, Leslie	COA Director	\$66,403.92	\$1,598.00
Wuelfing, Bethany	Grade 5 Teacher	\$82,111.21	\$3,754.32
Wyke, Matthew	Emergency Management Coordinator	\$11,980.92	
Yates, Darren	Burgess Extended Day Staff	\$12,243.00	
Zelazo, Cheryl	Adult & YA Services Librarian	\$56,554.64	\$509.24
Zikos, Lucine	Technology Instructional Assistant	\$39,517.80	\$250.00

**REPORT OF THE TOWN ACCOUNTANT  
FISCAL YEAR 2021**

I hereby submit my report for the fiscal year beginning July 1, 2020 and ending June 30, 2021

Account Name	Year-To-Date Revenue	Totals
<b>Taxes:</b>		
Personal Property Taxes	1,013,063.17	
Real Estate Taxes	25,150,626.18	
Rollback Taxes	5,234.95	
Supplemental Real Estate Taxes	17,825.52	
Tax Liens Redeemed	9,008.69	
Motor Vehicle Excise	1,527,906.03	
Boat Excise	3,436.57	
Trailer Excise	36,372.00	27,763,473.11
<b>Betterment Revenue:</b>		
Mountain Brook Betterment	10,491.28	
Maintain Brook Betterment Interest	3,461.27	
Caron & Valley Betterment	9,025.76	
Caron & Valley Betterment Interest	2,791.06	25,769.37
<b>Penalties &amp; Interest On Taxes:</b>		
Real Estate & Personal Property	65,468.82	
Motor Vehicle Excise Taxes	43,419.02	
Tax Liens	58,299.19	
Boat Liens	353.74	167,540.77
<b>Other Taxes:</b>		
Payments in Lieu of Taxes	28,007.87	
Room Occupancy Tax -- Hotel/Motel	302,319.25	
Forestry Products	-	
Meals Tax	332,577.25	662,904.37
Ambulance Service Fees	545,366.94	545,366.94
Grave Openings & Sales	7,949.00	7,949.00
<b>Fees &amp; Other Charges:</b>		
Library Fax /Copier Fees	50.00	
Town Hall Copy Receipts	1,069.09	
Town Clerk Misc	350.00	
Business Certifications	4,850.00	
Vital Records	10,584.00	



Flammable Storage	4,175.00	
Extended Polling Hours	2,887.95	
Emergency Cleanup Mass Pike		
Board of Health Charges, Fees & Income	26,590.00	
Police Department - Records Requests		
Police Department - False Alarm Fees	550.00	
COA Newsletter Postage		
Dog License Fees	14,912.00	
Collector's Fees	19,279.00	
Site Plan Review	87,583.00	
<b>Account Name</b>	<b>Year-To-Date</b>	<b>Totals</b>
	<b>Revenue</b>	
Zoning Board Fees	975.00	
Annual Cable Franchise	1,228.01	
Registry Markings	9,160.00	
Conservation Commission - Wetland Filing Fees	5,454.80	
Union 61 Reimbursement	165,276.53	
Fire Department - Insurance Requests	25.00	
10% Administrative Fee -- Extra Detail	23,404.05	378,403.43
<b>Licenses &amp; Permits:</b>		
Alcohol Beverages Licenses	55,765.00	
Other Licenses	6,950.54	
Transient Vendor Licenses	390.00	
Electrical Permits	48,556.00	
Building Permits	353,125.11	
Plumbing Permits	33,039.00	
Board of Health Permits	50,180.00	
Fire Permits	13,785.00	
Fire Inspections	12,650.00	
Police Permits	8,212.50	
Driveway Permits	1,750.00	584,403.15
<b>State Revenue:</b>		
Cannibus Tax	7,833.08	
Elderly Abatements	6,526.00	
School Aid Chapter 70	3,846,634.00	
Charter School Reimbursement	42,002.00	
Unrestricted Government Aid	822,696.00	
State Owned Land	147,076.00	
Veterans Benefits - Ch 115	33,297.00	
Thames River		
Court Fines	91,494.08	
Municipal Medicaid Reimbursement	96,896.71	5,094,454.87

**Fines & Forfeitures:**

Library Fines	261.27	
Dog Fines	1,400.00	
Parking Fines	350.00	
Non-Criminal Dispositions	25.00	
Abandoned Vehicles	4,020.00	6,056.27

**Miscellaneous Revenue:**

Sale of Foreclosed Property		
Earnings on Investments	39,612.97	
Miscellaneous Revenue	449,398.05	
Sale of Surplus Equipment	56,221.75	

Account Name	Year-To-Date Revenue	Totals
I O D Reimbursement	32,440.16	
Settlement	6,960.43	
FEMA Reimbursement		
Reimbursement - Prior Year	7,193.37	
Land Court Fees Returned		
Workmens Comp Reimbursement	7,605.39	
Premium on Bond		
Homeless Transportation		
Reimbursable Payroll Deductions	28,261.47	627,693.59
<b>Transfers From Other Funds:</b>		
Special Revenue Funds	96,690.64	
Capital Projects		
Stabilization	874,000.00	
Trust Funds		970,690.64
<b>TOTAL GENERAL FUND REVENUES</b>		<b>36,834,705.51</b>

**SPECIAL REVENUE FUNDS  
FISCAL YEAR 2021**

**Sewer Special Revenue Fund**

Fund Balance as of June 30, 2020: \$4,046,338.06

**Expenditures:**

Department Head Salary	\$13,879.00
Energy	\$137,159.44
Registry Feeds	\$1,785.00
Outside Contract	\$879,520.68
Billing Expense	\$4,388.80
Miscellaneous Equipment	\$70,048.20
Chemical & Testing	\$12,762.79
Water & Sewer Rate	\$1,275.00
Capital Replacement	\$53,997.27
Inflow & Infiltration	\$79,850.00
Prior Year Bills	
Debt Service	\$861,012.64
Debt Service - Phase II	\$15,768.75
Debt Service - Phase III	\$220,587.50
Debt Service - Cedar Lake	\$0.00
Debt Service - Big Alum	\$143,525.00
Debt Service - Woodside	\$54,925.00
Reserve Fund	\$18,880.66
Liquid Sludge Hauling	\$160,471.02
Southbridge Fees	\$201,234.77
<b>Total Expenditures</b>	<b>\$2,931,071.52</b>

**Revenues:**

Sewer User Charges	2,078,036.02
Sewer Interest Charges	8,806.03
Interest and Demand On Sewer	
Sewer Liens	74,276.64
Interest Income - Surplus	55,150.44
Septic Revenue	206,923.81
Miscellaneous Charges	595.00
Cross Connection Fees	6,000.00
Sewer Rate Relief	1,477.00
Sewer Privilege Fees	49,312.00
Demand on Sewer	4,605.70
Phase II Betterments	

Phase II Interest	70.16
Cedar Lake Betterments	10.85
Cedar Lake Interest	
Phase III Sewer Betterments	67,680.52
Phase III Sewer Interest	
Big Alum Betterments	44,699.24
Big Alum Interest	10,420.19
Woodside Betterments	21,174.52
Woodside Interest	9,939.02
Cedar Lien Interest	10.33
Big Alum Lien Interest	13.34
Phase II Betterment Liens	4,346.81
Phase III Betterment Liens	8,774.80
<b>Total Revenues</b>	<u>2,652,322.42</u>

Fund Balance as of June 30, 2021:	<u><u>\$3,767,588.96</u></u>
-----------------------------------	------------------------------

## Water Special Revenue Fund

Fund Balance as of June 30, 2020:	\$2,141,289.25
 <b>Expenditures:</b>	
Department Head Salary	\$13,879.00
Energy	\$64,105.05
Outside Contract	\$678,557.00
Billing Expense	\$3,948.81
Encumbered Supplies	\$780.00
Chemicals & Testing	
Miscellaneous	\$64,789.98
Capital Replacement	\$43,676.47
Encumbered Capital Replacement	\$1,583.45
Debt Service	\$413,880.59
Badger Meter System	\$15,750.00
Water Meter Maintenance	\$3,634.82
Water & Sewer Rate	\$1,275.00
Utility Truck	
Perchlorate Testing	\$7,890.00
Floride Analyzer	
Upgrade Fisk Hill Pump Station	\$698,596.64
Bond Refunding	
Reserve Fund	\$11,724.00
<b>Total Expenditures</b>	<b>\$2,024,070.81</b>
 <b>Revenues:</b>	
Water User Charges	1,380,228.24
Water Interest Charges	5,873.02
Demand On Water	4,605.71
Water Liens	42,515.63
Miscellaneous Water	11,255.57
Cross Connection	13,080.40
Bond Proceeds	
Premium on Bond Refunding	
<b>Total Revenues</b>	<b>1,457,558.57</b>
 Fund Balance as of June 30, 2021:	 <b>\$1,574,777.01</b>

Town of Sturbridge  
Fiscal Year 2021

Department:	Budget	Expended	Unexpended
<b>Board of Selectmen</b>			
Salaries/Wages	\$0.00	\$0.00	\$923.00
Purchased Services	\$2,200.00	\$624.16	\$1,575.84
Other Charges/Expenses	\$1,400.00	\$60.00	\$1,340.00
<b>Total Board of Selectmen</b>	<b>\$3,600.00</b>	<b>\$684.16</b>	<b>\$2,915.84</b>
<b>Town Administrator</b>			
Department Head Salary	\$150,000.00	\$150,000.00	\$0.00
Clerical/Secretarial Salary	\$38,967.00	\$38,941.68	\$25.32
Merit Based Pay Incentive	\$26,602.00	\$23,099.00	\$3,503.00
Purchased Services	\$19,500.00	\$15,143.84	\$4,356.16
Encumbered Purchased Services	\$89.00	\$88.77	\$0.23
Supplies/Expenses	\$2,850.00	\$2,337.30	\$512.70
Other Charges/Expenses	\$6,000.00	\$3,162.00	\$2,838.00
Matching Grant Funds	\$5,000.00	\$0.00	\$5,000.00
<b>Total Town Administrator</b>	<b>\$249,008.00</b>	<b>\$232,772.59</b>	<b>\$16,235.41</b>
<b>Finance Committee</b>			
Salaries/Wages	\$3,688.00	\$965.80	\$2,722.20
Purchased Services	\$3,400.00	\$665.00	\$2,735.00
Other Charges/Expenses	\$200.00	\$180.00	\$20.00
<b>Total Finance Committee</b>	<b>\$7,288.00</b>	<b>\$1,810.80</b>	<b>\$5,477.20</b>
<b>Town Accountant</b>			
Department Head Salary	\$81,695.00	\$81,695.00	\$0.00
Salaries/Wages	\$15,884.00	\$15,884.00	\$0.00
Longevity	\$150.00	\$150.00	
Purchased Services	\$2,900.00	\$2,575.00	\$325.00
Supplies/Expenses	\$675.00	\$600.63	\$74.37
Other Charges/Expenses	\$225.00	\$50.00	\$175.00
<b>Total Town Accountant</b>	<b>\$101,529.00</b>	<b>\$100,954.63</b>	<b>\$574.37</b>
<b>Board of Assessors</b>			
Department Head Salary	\$85,169.00	\$85,169.00	\$0.00
Salaries/Wages	\$31,200.00	\$30,080.28	\$1,119.72
Longevity	\$250.00	\$250.00	
Purchased Services	\$29,070.00	\$23,272.00	\$5,798.00
Encumbered Purchased Services	\$9,900.00	\$9,900.00	\$0.00
Supplies/Expenses	\$1,700.00	\$824.84	\$875.16
Other Charges/Expenses	\$1,190.00	\$272.00	\$918.00
<b>Total Board of Assessors</b>	<b>\$158,479.00</b>	<b>\$149,768.12</b>	<b>\$8,710.88</b>

**Finance Director**

Department Head Salary	\$112,139.00	\$112,139.00	\$0.00
Salaries/Wages	\$116,631.00	\$116,631.00	\$0.00
Longevity	\$950.00	\$950.00	\$0.00
Certificate Stipend	\$1,000.00	\$1,000.00	\$0.00
Purchased Services	\$26,960.00	\$12,744.19	\$14,215.81
Supplies/Expenses	\$7,375.00	\$5,135.38	\$2,239.62
Other Charges/Expenses	\$1,375.00	\$185.00	\$1,190.00
<b>Total Finance Director</b>	<b>\$266,430.00</b>	<b>\$248,784.57</b>	<b>\$17,645.43</b>

**Town Counsel**

Purchased Services	\$100,000.00	\$89,776.40	\$10,223.60
<b>Total Town Counsel</b>	<b>\$100,000.00</b>	<b>\$89,776.40</b>	<b>\$10,223.60</b>

**Information Technology**

Department Head Salary	\$66,303.00	\$66,303.00	\$0.00
Purchased Services	\$72,995.00	\$63,818.15	\$9,176.85
Supplies/Expenses	\$5,000.00	\$3,469.07	\$1,530.93
Capital Outlay	\$42,876.00	\$29,017.11	\$13,858.89
<b>Total Information Technology</b>	<b>\$187,174.00</b>	<b>\$162,607.33</b>	<b>\$24,566.67</b>

**Town Clerk**

Department Head Salary	\$70,000.00	\$70,000.00	\$0.00
Salaries/Wages	\$37,801.00	\$37,801.00	\$0.00
Purchased Services	\$1,973.00	\$1,036.00	\$937.00
Supplies/Expenses	\$1,400.00	\$1,320.05	\$79.95
Other Charges/Expenses	\$1,500.00	\$738.50	\$761.50
<b>Total Town Clerk</b>	<b>\$112,674.00</b>	<b>\$110,895.55</b>	<b>\$1,778.45</b>

**Election & Registration**

Board Members Salaries	\$300.00	\$300.00	\$0.00
Salaries/Wages	\$15,100.00	\$12,990.93	\$2,109.07
Purchased Services	\$15,350.00	\$10,969.38	\$4,380.62
Supplies/Expenses	\$2,781.00	\$2,707.90	\$73.10
<b>Total Election &amp; Registration</b>	<b>\$33,531.00</b>	<b>\$26,968.21</b>	<b>\$6,562.79</b>

**Conservation Commission**

Department Head Salary	\$64,349.00	\$64,349.00	\$0.00
Salaries/Wages	\$21,868.00	\$21,867.90	\$0.10
Purchased Services	\$11,068.00	\$4,301.76	\$6,766.24
Supplies/Expenses	\$1,650.00	\$1,374.17	\$275.83
Other Charges/Expenses	\$667.00	\$453.00	\$214.00
<b>Total Conservation Commission</b>	<b>\$99,602.00</b>	<b>\$92,345.83</b>	<b>\$7,256.17</b>

**Planning Board**

Department Head Salary	\$99,226.00	\$99,226.00	\$0.00
Salaries/Wages	\$36,632.00	\$36,632.00	\$0.00
Longevity	\$300.00	\$300.00	\$0.00

Purchased Services	\$39,145.00	\$36,225.76	\$2,919.24
Encumbered Purchased Services	\$6,692.00	\$0.00	\$6,692.00
Supplies/Expenses	\$3,750.00	\$2,201.69	\$1,548.31
Regional District Assessment	\$2,721.00	\$2,720.44	\$0.56
Other Charges/Expenses	\$1,225.00	\$696.00	\$529.00
<b>Total Planning Board</b>	<b>\$189,691.00</b>	<b>\$178,001.89</b>	<b>\$11,689.11</b>

**Zoning Board of Appeals**

Purchased Services	\$500.00	\$392.80	\$107.20
Other Charges/Expenses	\$90.00	\$0.00	\$90.00
<b>Total Zoning Board of Appeals</b>	<b>\$590.00</b>	<b>\$392.80</b>	<b>\$197.20</b>

**Economic Development**

Salaries/Wages	\$19,868.00	\$17,897.21	
Purchased Services	\$150.00	\$0.00	\$150.00
Supplies/Expenses	\$1,000.00	\$126.65	\$873.35
Other Charges/Expenses	\$150.00	\$0.00	\$150.00
<b>Total Economic Development</b>	<b>\$21,168.00</b>	<b>\$18,023.86</b>	<b>\$1,173.35</b>

**Facilities**

Department Head Salary	\$67,762.00	\$67,762.00	
Salaries/Wages	\$49,655.00	\$37,587.57	\$12,067.43
Purchased Services	\$721.00	\$565.35	\$155.65
Supplies/Expenses	\$4,100.00	\$3,606.37	\$493.63
Other Charges/Expenses	\$929.00	\$929.28	(\$0.28)
<b>Total Facilities</b>	<b>\$55,405.00</b>	<b>\$42,688.57</b>	<b>\$12,716.43</b>

**Town Hall**

Purchased Services	\$45,813.00	\$36,638.53	\$9,174.47
Supplies/Expenses	\$2,500.00	\$1,831.93	\$668.07
<b>Total Town Hall</b>	<b>\$48,313.00</b>	<b>\$38,470.46</b>	<b>\$9,842.54</b>

**Center School Office**

Purchased Services	\$36,142.00	\$30,634.90	\$5,507.10
Supplies/Expenses	\$5,700.00	\$5,515.57	\$184.43
<b>Total Center School Office</b>	<b>\$41,842.00</b>	<b>\$36,150.47</b>	<b>\$5,691.53</b>

**Senior Center**

Purchased Services	\$25,410.00	\$20,153.80	\$5,256.20
Supplies/Expenses	\$2,500.00	\$2,371.46	\$128.54
<b>Total Senior Center</b>	<b>\$27,910.00</b>	<b>\$22,525.26</b>	<b>\$5,384.74</b>

**Joshua Hyde Library**

Purchased Services	\$21,680.00	\$18,883.83	\$2,796.17
Supplies/Expenses	\$1,650.00	\$1,124.43	\$525.57
<b>Total Joshua Hyde Library</b>	<b>\$23,330.00</b>	<b>\$20,008.26</b>	<b>\$3,321.74</b>

**Safety Complex**



Purchased Services	\$76,895.00	\$46,977.22	\$29,917.78
Encumbered Purchased Services	\$3,233.00	\$3,232.91	
Supplies/Expenses	\$9,500.00	\$7,060.68	\$2,439.32
Encumbered Supplies/Expenses	\$165.00	\$164.76	\$0.24
<b>Total Safety Complex</b>	<b>\$89,793.00</b>	<b>\$57,435.57</b>	<b>\$32,357.43</b>

**Nursery School**

Purchased Services	\$3,700.00	\$3,360.00	\$340.00
<b>Total Nursery School</b>	<b>\$3,700.00</b>	<b>\$3,360.00</b>	<b>\$340.00</b>

**8 Brookfield Road**

Purchased Services	\$900.00	\$0.00	\$900.00
<b>Total 8 Brookfield Road</b>	<b>\$900.00</b>	<b>\$0.00</b>	<b>\$900.00</b>

**Police Department**

Department Head Salary	\$125,000.00	\$75,007.31	\$49,992.69
Salaries/Wages	\$2,292,216.00	\$2,034,252.11	\$257,963.89
Encumbered Salaries	\$5,502.00	\$5,502.45	
Longevity	\$8,200.00	\$6,400.00	\$1,800.00
Emergency Management Stipend	\$0.00	\$0.00	\$0.00
Overtime/Wages	\$464,728.00	\$364,758.08	\$99,969.92
Encumbered Overtime Wages	\$2,923.00	\$2,923.20	
Purchased Services	\$94,941.00	\$81,525.25	\$13,415.75
Supplies/Expenses	\$65,012.00	\$59,035.94	\$5,976.06
Other Charges/Expenses	\$10,257.00	\$4,543.84	\$5,713.16
Capital Outlay	\$61,800.00	\$53,513.10	\$8,286.90
<b>Total Police Department</b>	<b>\$3,130,579.00</b>	<b>\$2,687,461.28</b>	<b>\$443,118.37</b>

**Fire Department**

Department Head Salary	\$114,483.00	\$114,483.00	\$0.00
Salaries/Wages	\$1,188,061.00	\$1,053,545.30	\$134,515.70
Longevity	\$2,050.00	\$1,650.00	\$400.00
Overtime	\$254,952.00	\$222,242.42	\$32,709.58
Purchased Services	\$115,424.00	\$108,802.43	\$6,621.57
Supplies/Expenses	\$75,800.00	\$74,346.23	\$1,453.77
Encumbered Supplies/Expenses	\$31,796.34	\$31,796.34	\$0.00
Other Charges/Expenses	\$6,900.00	\$2,656.07	\$4,243.93
<b>Total Fire Department</b>	<b>\$1,789,466.34</b>	<b>\$1,609,521.79</b>	<b>\$179,944.55</b>

**Building Inspector**

Department Head Salary	\$85,643.00	\$85,643.00	\$0.00
Salaries/Wages	\$40,323.00	\$40,323.00	\$0.00
Longevity	\$300.00	\$300.00	\$0.00
Purchased Services	\$921.00	\$0.00	\$921.00
Supplies/Expenses	\$1,990.00	\$1,878.11	\$111.89
Other Charges/Expenses	\$1,399.40	\$1,399.40	\$0.00
<b>Total Building Inspector</b>	<b>\$130,576.40</b>	<b>\$129,543.51</b>	<b>\$1,032.89</b>

**Sealer**

Purchased Services	\$5,350.00	\$5,300.00	\$50.00
<b>Total Sealer</b>	<u>\$5,350.00</u>	<u>\$5,300.00</u>	<u>\$50.00</u>

**Inspectors**

Salaries/Wages	\$58,000.00	\$56,950.00	\$1,050.00
Purchased Services	\$593.00	\$0.00	\$593.00
Supplies/Expenses	\$341.00	\$0.00	\$341.00
Other Charges/Expenses	\$2,465.00	\$2,100.00	\$365.00
<b>Total Inspectors</b>	<u>\$61,399.00</u>	<u>\$59,050.00</u>	<u>\$2,349.00</u>

**Tree Warden**

Department Head Salary	\$8,787.00	\$8,787.00	\$0.00
Purchased Services	\$16,956.00	\$15,164.80	\$1,791.20
Supplies/Expenses	\$675.00	\$600.00	\$75.00
Other Charges/Expenses	\$1,185.00	\$600.00	\$585.00
<b>Total Tree Warden</b>	<u>\$27,603.00</u>	<u>\$25,151.80</u>	<u>\$2,451.20</u>

**Education**

Burgess Elementary	\$12,047,819.00	\$11,936,251.65	\$111,567.35
Tantasqua Town Assessment	\$7,373,098.00	\$7,373,098.00	\$0.00
Tantasqua Transportation Assessment	\$106,405.00	\$106,405.00	\$0.00
Charter School Transportation	\$6,000.00	\$0.00	\$6,000.00
Encumbered Supplies	\$700,691.00	\$33,733.55	\$666,957.45
<b>Total Education</b>	<u>\$20,234,013.00</u>	<u>\$19,449,488.20</u>	<u>\$784,524.80</u>

**Department of Public Works**

Department Head Salary	\$83,275.00	\$83,275.00	\$0.00
Salaries/Wages	\$832,076.00	\$777,380.39	\$54,695.61
Longevity	\$1,250.00	\$1,250.00	\$0.00
Overtime	\$14,000.00	\$12,041.54	\$1,958.46
Purchased Services	\$72,010.00	\$69,609.92	\$2,400.08
Encumbered Purchased Services	\$630.00	\$629.23	\$0.77
Supplies/Expenses	\$94,500.00	\$93,216.24	\$1,283.76
Other Charges/Expenses	\$6,800.00	\$2,003.23	\$4,796.77
<b>Total Department of Public Works</b>	<u>\$1,104,541.00</u>	<u>\$1,039,405.55</u>	<u>\$65,135.45</u>

**Town Roads**

Private Road Maintenance	\$6,000.00	\$4,258.66	\$1,741.34
<b>Total Town Roads</b>	<u>\$6,000.00</u>	<u>\$4,258.66</u>	<u>\$1,741.34</u>

**Snow & Ice Removal**

Overtimes	\$70,391.00	\$70,390.81	\$0.19
Purchased Services	\$74,338.00	\$74,337.65	\$0.35
Supplies/Expenses	\$138,471.00	\$138,467.79	\$3.21
<b>Total Snow &amp; Ice Removal</b>	<u>\$283,200.00</u>	<u>\$283,196.25</u>	<u>\$3.75</u>

**Recycling Center**

Salaries/Wages	\$118,126.00	\$108,356.70	\$9,769.30
Encumbered Salaries/ Wages	\$66.30	\$66.30	\$0.00
Longevity	\$100.00	\$100.00	\$0.00
Overtime	\$1,500.00	\$396.36	\$1,103.64
Purchased Services	\$164,535.00	\$138,263.92	\$26,271.08
Encumbered Purchased Services	\$3,985.00	\$3,984.87	\$0.13
Supplies/Expenses	\$5,100.00	\$2,316.55	\$2,783.45
<b>Total Landfill</b>	<b>\$293,412.30</b>	<b>\$253,484.70</b>	<b>\$39,927.60</b>

**Board of Health**

Department Head Salary	\$74,757.00	\$74,757.00	\$0.00
Salaries/Wages	\$26,506.00	\$21,981.90	\$4,524.10
Purchased Services	\$4,450.00	\$554.30	\$3,895.70
Supplies/Expenses	\$2,600.00	\$2,511.54	\$88.46
Other Charges/Expenses	\$1,800.00	\$929.02	\$870.98
<b>Total Board of Health</b>	<b>\$110,113.00</b>	<b>\$100,733.76</b>	<b>\$9,379.24</b>

**Health Care**

Community Health Care	\$4,000.00	\$4,000.00	\$0.00
<b>Total Health Care</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>	<b>\$0.00</b>

**Inspections & Testing**

Public Inspections	\$47,338.00	\$47,338.00	\$0.00
<b>Total Inspections &amp; Testing</b>	<b>\$47,338.00</b>	<b>\$47,338.00</b>	<b>\$0.00</b>

**Council on Aging**

Department Head Salary	\$60,880.00	\$60,211.94	\$668.06
Salaries/Wages	\$72,750.00	\$48,258.28	\$24,491.72
Longevity	\$475.00	\$175.00	\$300.00
Purchased Services	\$2,030.00	\$1,237.90	\$792.10
Supplies/Expenses	\$1,975.00	\$701.41	\$1,273.59
Other Charges/Expenses	\$725.00	\$180.00	\$545.00
Medical Transportation	\$4,000.00	\$0.00	\$4,000.00
<b>Total Council on Aging</b>	<b>\$142,835.00</b>	<b>\$110,764.53</b>	<b>\$32,070.47</b>

**Veterans' Services**

Department Head Salary	\$9,651.00	\$9,651.00	\$0.00
Purchased Services	\$250.00	\$0.00	\$250.00
Supplies/Expenses	\$575.00	\$353.83	\$221.17
American Legion Expenses	\$1,600.00	\$807.41	\$792.59
Memorial & Veterans Day	\$3,200.00	\$2,420.17	\$779.83
Encumbered Memorial & Veterans Day	\$740.02	\$740.02	\$0.00
Other Charges/Expenses	\$500.00	\$85.00	\$415.00
Veterans' Benefits	\$51,500.00	\$50,865.64	\$634.36
<b>Total Veterans' Services</b>	<b>\$68,016.02</b>	<b>\$64,923.07</b>	<b>\$3,092.95</b>

**Joshua Hyde Library**

Department Head Salary	\$86,115.00	\$86,115.00	\$0.00
------------------------	-------------	-------------	--------

Salaries/Wages	\$300,264.00	\$284,674.30	\$15,589.70
Longevity	\$1,550.00	\$1,550.00	\$0.00
Purchased Services	\$19,707.00	\$17,022.15	\$2,684.85
Encumbered Purchased Services	\$478.00	\$477.60	\$0.40
Supplies/Expenses	\$3,600.00	\$3,595.48	\$4.52
Library Supplies/ Books & Media	\$100,000.00	\$100,000.00	\$0.00
Other Charges/Expenses	\$2,400.00	\$384.62	\$2,015.38
<b>Total Joshua Hyde Library</b>	<b>\$514,114.00</b>	<b>\$493,819.15</b>	<b>\$20,294.85</b>

**Recreation Department**

Department Head Salary	\$49,055.00	\$49,055.00	\$0.00
Salaries/Wages	\$31,457.00	\$24,375.30	\$7,081.70
Purchased Services	\$12,079.00	\$12,038.02	\$40.98
Supplies/Expenses	\$2,680.00	\$2,649.25	\$30.75
Team Sports	\$7,500.00	\$4,097.17	\$3,402.83
Other Charges/Expenses	\$210.00	\$149.00	\$61.00
<b>Total Recreation Department</b>	<b>\$102,981.00</b>	<b>\$92,363.74</b>	<b>\$10,617.26</b>

**Trails**

Purchased Services	\$110.00	\$0.00	\$110.00
Other Charges/ Expenses	\$100.00	\$0.00	\$100.00
<b>Total Historical Commission</b>	<b>\$210.00</b>	<b>\$0.00</b>	<b>\$210.00</b>

**Historical Commission**

Purchased Services	\$1,750.00	\$0.00	\$1,750.00
Supplies/Expenses	\$100.00	\$0.00	\$100.00
Other Charges/Expenses	\$200.00	\$0.00	\$200.00
<b>Total Historical Commission</b>	<b>\$2,050.00</b>	<b>\$0.00</b>	<b>\$2,050.00</b>

**Debt Service - Principal**

Burgess Renovation	\$915,000.00	\$915,000.00	\$0.00
Town Hall/Center Office Building	\$170,000.00	\$170,000.00	\$0.00
<b>Total Debt Service - Principal</b>	<b>\$1,085,000.00</b>	<b>\$1,085,000.00</b>	<b>\$0.00</b>

**Debt Service - Interest**

Burgess Renovation	\$310,966.00	310,966.00	0.00
Town Hall/Center Office Building	\$53,303.00	53,303.00	0.00
Short Term Interest	\$5,000.00	0.00	5,000.00
Thall Debt Exclusion	\$4,317.00	4,317.00	0.00
Burgess Debt Exclusion	\$19,849.00	19,849.00	0.00
<b>Total Debt Service - Interest</b>	<b>\$393,435.00</b>	<b>\$388,435.00</b>	<b>\$5,000.00</b>

**Comm of Mass - Assessment**

MV Non-Renewal Surcharge	\$10,040.00	\$10,040.00	\$0.00
Air Pollution	\$2,946.00	\$2,946.00	\$0.00
Regional Transit	\$38,734.00	\$38,734.00	\$0.00
School Choise Assessment	\$111,248.00	\$111,248.00	\$0.00
Special Education Assessment	\$0.00	\$0.00	\$0.00

Mosquito Control Project	\$105,454.00	\$105,454.00	\$0.00
Charter School Assessment	\$182,676.00	\$182,676.00	\$0.00
<b>Total Comm of Mass - Assessment</b>	<b>\$451,098.00</b>	<b>\$451,098.00</b>	<b>\$0.00</b>

**Capital Projects**

HVAC Study Replace	\$18,700.00	\$0.00	\$18,700.00
Dispatch Lighting	\$16,000.00	\$15,460.42	\$539.58
Painting Cupola & Trim	\$18,000.00	\$0.00	\$18,000.00
PSC Feasibility Study	\$45,000.00	\$0.00	\$45,000.00
Public Works Building Feasibility	\$45,000.00	\$0.00	\$45,000.00
Senior Center Feasibility	\$62,865.00	\$36,671.73	\$26,193.27
HVAC Study TH/ COB	\$35,000.00	\$0.00	\$35,000.00
Mack Dump Truck	\$28,430.00	\$20,700.00	\$7,730.00
PSC Rooftop Cooling Unit	\$8,500.00	\$2,452.40	\$6,047.60
SCBA Voice Amplifier	\$26,900.00	\$0.00	\$26,900.00
Apparatus Overhead Doors	\$74,500.00	\$74,359.00	\$141.00
Senior Center Fire Alarm Panel	\$4,600.00	\$2,860.00	\$1,740.00
Nursery School Fire Alarm Panel	\$5,650.00	\$0.00	\$5,650.00
Apparatus Floor	\$95,000.00	\$0.00	\$95,000.00
PSC Entrance Trim	\$7,400.00	\$0.00	\$7,400.00
Library Storage Weatherization	\$1,009.00	\$841.64	\$167.36
ADA Access	\$20,000.00	\$0.00	\$20,000.00
Digitally Capable Radios	\$7,566.00	\$7,566.00	\$0.00
Copier PSC	\$8,000.00	\$7,978.80	\$21.20
PSC Security Camera	\$90,000.00	\$89,992.76	\$7.24
F350 Dump Truck	\$66,000.00	\$58,447.00	\$7,553.00
Dispatch Chairs	\$3,396.00	\$3,025.00	\$371.00
F150 Pick-up Truck	\$35,000.00	\$34,610.00	\$390.00
GAS Pump Replacement	\$14,000.00	\$14,000.00	\$0.00
Town Hall & COB Cameras	\$25,000.00	\$18,786.84	\$6,213.16
Varidesk Station	\$6,029.00	\$5,683.56	\$345.44
Sander Body	\$14,000.00	\$12,653.45	\$1,346.55
Grinder Pump	\$15,000.00	\$6,361.66	\$8,638.34
Power Washer	\$6,000.00	\$5,794.00	\$206.00
Exterior Storage	\$7,000.00	\$3,120.00	\$3,880.00
Station Alerting System	\$12,750.00	\$0.00	\$12,750.00
Fire Pumper FY21	\$750,000.00	\$63,166.91	\$686,833.09
<b>Total Capital Projects</b>	<b>\$1,572,295.00</b>	<b>\$484,531.17</b>	<b>\$1,087,763.83</b>

**Unpaid Prior Year Bills**

Unpaid Prior Year Bills	\$1,024.30	\$1,024.30	\$0.00
<b>Unpaid Prior Year Bills</b>	<b>\$1,024.30</b>	<b>\$1,024.30</b>	<b>\$0.00</b>

**Unclassified**

Group Insurance	\$1,820,000.00	\$1,724,991.06	\$95,008.94
Unemployment Insurance	\$25,000.00	\$19,062.99	\$5,937.01
Worcester Regional Retirement	\$1,507,654.00	\$1,507,643.66	\$10.34
Medicare Tax	\$241,000.00	\$230,570.10	\$10,429.90
Street Lights	\$60,000.00	\$30,129.25	\$29,870.75

Energy Consultant	\$4,000.00	\$2,800.00	\$1,200.00
Town Audit	\$31,000.00	\$26,000.00	\$5,000.00
School Audit	\$4,000.00	\$0.00	\$4,000.00
OPEB Study	\$1,750.00	\$750.00	\$1,000.00
Legal Fees	\$10,000.00	\$2,392.50	\$7,607.50
Tax Title - Ch. 60 Sec. 50B	\$5,000.00	\$1,417.50	\$3,582.50
Town Report	\$3,000.00	\$2,442.20	\$557.80
Insurance Blanket	\$392,000.00	\$371,380.80	\$20,619.20
Reserve Fund	\$163,000.00	\$28,960.00	\$134,040.00
Insurance Deductable	\$5,000.00	\$5,000.00	\$0.00
Future Wage Obligation	\$100,000.00	\$23,670.90	\$76,329.10
<b>Total Unclassified</b>	<b>\$4,372,404.00</b>	<b>\$3,977,210.96</b>	<b>\$395,193.04</b>

### Central Purchasing

Telephone	\$35,000.00	\$29,632.88	\$5,367.12
Postage	\$21,000.00	\$20,891.76	\$108.24
Water/ Sewer	\$12,000.00	\$8,529.56	\$3,470.44
Copier Supplies	\$6,100.00	\$3,564.94	\$2,535.06
Gasoline	\$150,000.00	\$109,821.17	\$40,178.83
COVID Expenses	\$20,000.00	\$0.00	\$20,000.00
Fleet Vehicles	\$1,500.00	\$562.59	\$937.41
EZ Pass	\$1,200.00	\$270.50	\$929.50
Electricity	\$80,000.00	\$65,211.19	\$14,788.81
Trash Removal	\$9,200.00	\$7,658.80	\$1,541.20
Fire Extinguishers	\$3,000.00	\$2,785.45	\$214.55
<b>Total Central Purchasing</b>	<b>\$339,000.00</b>	<b>\$248,928.84</b>	<b>\$90,071.16</b>

### Recurring Articles

Road Construction and Repairs	\$295,058.00	\$167,098.65	\$127,959.35
Revaluation	\$85,418.00	\$9,340.00	\$76,078.00
MS4 Permitting	\$15,000.00	\$11,000.00	
Public Highway Shade Tree	\$6,054.00	\$0.00	\$6,054.00
<b>Total Recurring Articles</b>	<b>\$401,530.00</b>	<b>\$187,438.65</b>	<b>\$214,091.35</b>

### Nonrecurring Articles

South Pond Alum Treatment	\$55,000.00	\$0.00	\$55,000.00
Strategic Planting Plan	\$6,000.00	\$0.00	\$6,000.00
Southbridge Landfill	\$42,745.00	\$0.00	\$42,745.00
Emergency Action Plan	\$33,572.00	\$0.00	\$33,572.00
Codification Services	\$7,807.00	\$6,245.60	\$1,561.40
Personnal Classification	\$18,350.00	\$18,350.00	\$0.00
Recreation Feasibility	\$34,884.00	\$8,305.00	\$26,579.00
Library HVAC	\$10,000.00	\$0.00	\$10,000.00
Abandoned Building	\$75,000.00	\$0.00	\$75,000.00
Parking Lot Design	\$15,000.00	\$13,106.49	\$1,893.51
PSC HCAV Unit	\$76,325.00	\$64,183.03	\$12,141.97
Cemetery Records	\$13,500.00	\$0.00	\$13,500.00
Landfill Drove	\$9,000.00	\$6,833.34	\$2,166.66

<b>Total Nonrecurring Articles</b>	\$397,183.00	\$117,023.46	\$280,159.54
<b>Transfers</b>			
Transfer to Ambulance Stabilization	\$60,000.00	\$60,000.00	\$0.00
Transfer to OPEB Trust	\$75,000.00	\$75,000.00	\$0.00
Transfer to SRF	\$2,485.00	\$2,485.00	\$0.00
<b>Total Transfers</b>	\$137,485.00	\$137,485.00	\$0.00
<b>Sturbridge Tourist Association</b>			
Salaries/ Wages	\$32,509.00	\$24,933.07	\$7,575.93
Employee Benefits	\$13,066.00	\$6,228.70	\$6,837.30
Marketing/ Advertising	\$136,491.00	\$70,664.05	\$65,826.95
Community Support	\$18,471.00	\$3,437.40	\$15,033.60
<b>Total Sturbridge Area Tourist Association</b>	\$200,537.00	\$105,263.22	\$95,273.78
<b>Betterment Committee</b>			
Flower Barrels	\$2,200.00	\$2,046.00	\$154.00
Wayfinding Street Scapes	\$65,168.00	\$0.00	\$65,168.00
Town Hall & COB Beautification	\$2,500.00	\$2,440.00	\$60.00
Community Tourism District Plan	\$21,823.22	\$0.00	\$21,823.22
Main Street & Park Tree Maint.	\$2,000.00	\$0.00	\$2,000.00
Bloom Committee	\$575.00	\$247.94	\$327.06
Concert on the Common	\$3,500.00	\$900.00	\$2,600.00
Tree Planting Arbor Day	\$1,910.00	\$1,895.50	\$14.50
Tree Maint. Common & Cemetary	\$7,322.00	\$3,946.00	\$3,376.00
Library Landscaping Service	\$3,800.00	\$3,800.00	\$0.00
Common Decorations	\$3,600.00	\$3,600.00	\$0.00
Trail Contruction & Maint.	\$596.00	\$283.44	\$312.56
Cedar Lake Treatment	\$1,795.00	\$0.00	\$1,795.00
SLAC	\$6,000.00	\$5,000.00	\$1,000.00
Tree Maintenance	\$10,000.00	\$0.00	\$10,000.00
Police Special Events	\$9,000.00	\$3,476.60	\$5,523.40
Town Office Decorations	\$3,240.00	\$175.94	\$3,064.06
Historical Plaque	\$1,000.00	\$747.26	\$252.74
Protective Fire Gear	\$40,500.00	\$0.00	\$40,500.00
Special Events	\$9,145.00	\$5,130.92	\$4,014.08
RIG Series First Aid	\$3,710.00	\$3,650.48	\$59.52
Custom Event Canopy	\$1,329.00	\$1,329.00	\$0.00
Bleeding Control Training Kits	\$950.00	\$950.00	\$0.00
Ventilation Saw	\$3,000.00	\$2,930.00	\$70.00
Bleachers- Turner	\$5,150.00	\$5,149.96	\$0.04
Soccer Goals	\$9,285.00	\$8,297.14	\$987.86
Softball Shade Canopies	\$10,680.00	\$10,680.00	\$0.00
Fix-it Bike Repair	\$1,560.00	\$1,560.00	\$0.00
Trafx IR Counter	\$1,165.00	\$1,165.00	\$0.00
Sidewalk Maint.	\$32,799.00	\$8,540.00	\$24,259.00
Fire Special Events	\$5,050.00	\$0.00	\$5,050.00
<b>Total Betterment Committee</b>	\$270,352.22	\$77,941.18	\$192,411.04

# ANNUAL ACCOUNTING OF REVOLVING FUNDS

July 1, 2020- June 30, 2021

## RECREATION REVOLVING FUND

Starting Balance	\$	35,809.71
Revenue	\$	15,565.36
Expenditures	\$	20,253.66
<b>Ending Balance</b>	<b>\$</b>	<b>31,121.41</b>

## PLANNING DEPARTMENT REVOLVING FUND

Starting Balance	\$	815.00
Revenue	\$	-
Expenditures	\$	-
<b>Ending Balance</b>	<b>\$</b>	<b>815.00</b>

## FIRE DEPARTMENT HAZMAT REVOLVING FUND

Starting Balance	\$	6,618.10
Revenue	\$	-
Expenditures	\$	672.90
<b>Ending Balance</b>	<b>\$</b>	<b>5,945.20</b>

## CONSERVATION COMMISSION REVOLVING FUND (PUBLIC LANDS)

Starting Balance	\$	800.00
Revenue	\$	-
Expenditures	\$	-
<b>Ending Balance</b>	<b>\$</b>	<b>800.00</b>

## SENIOR CENTER REVOLVING FUND

Starting Balance	\$	1,303.85
Revenue	\$	11,878.00
Expenditures	\$	10,000.00
<b>Ending Balance</b>	<b>\$</b>	<b>3,181.85</b>

## STURBRIDGE TOURIST ASSOCIATION REVOLVING FUND

Starting Balance	\$	254.98
Revenues	\$	-
Expenditures	\$	-
<b>Ending Balance</b>	<b>\$</b>	<b>254.98</b>

## BOARD OF HEALTH REVOLVING FUND

Starting Balance	\$	56,317.50
Revenues	\$	645.00
Expenditures	\$	5,024.50
<b>Ending Balance</b>	<b>\$</b>	<b>51,938.00</b>

## PAY AS YOU THROW PROGRAM

Starting Balance	\$	132,237.51
Revenues	\$	31,499.00



Expenditures	\$	18,471.25
<b>Ending Balance</b>	\$	145,265.26

**CPR**

Starting Balance	\$	34.00
Revenues	\$	-
Expenditures	\$	-
<b>Ending Balance</b>	\$	34.00

**HOUSE NUMBERING**

Starting Balance	\$	458.44
Revenues	\$	699.00
Expenditures	\$	1,112.23
<b>Ending Balance</b>	\$	45.21


# ANNUAL ACCOUNTING OF REVOLVING FUNDS

July 1, 2013 - June 30, 2014

**24100 RECREATION REVOLVING FUND**

Starting Balance	
Revenue	
Expenditures	
<b>Ending Balance</b>	

**24510 PLANNING DEPARTMENT REVOLVING FUND**

Starting Balance	
Revenue	
Expenditures	
<b>Ending Balance</b>	

**23800 FIRE DEPARTMENT HAZMAT REVOLVING FUND**

Starting Balance	
Revenue	
Expenditures	
<b>Ending Balance</b>	

**24105 CONSERVATION COMMISSION REVOLVING FUND (PUBLIC LANDS)**

Starting Balance	
Revenue	
Expenditures	
<b>Ending Balance</b>	

**29320 SENIOR CENTER REVOLVING FUND**

Starting Balance	
Revenue	
Expenditures	
<b>Ending Balance</b>	

**27170 STURBRIDGE TOURIST ASSOCIATION REVOLVING FUND**

Starting Balance	
Revenues	
Expenditures	
<b>Ending Balance</b>	

**24480 BOARD OF HEALTH REVOLVING FUND**

Starting Balance	
Revenues	
Expenditures	
<b>Ending Balance</b>	

**24401 PAY AS YOU THROW PROGRAM**

Starting Balance	
Revenues	
Expenditures	
<b>Ending Balance</b>	

27570 CPR

Starting Balance	
Revenues	
Expenditures	
<b>Ending Balance</b>	

27560 HOUSE NUMBERING

Starting Balance	
Revenues	
Expenditures	
<b>Ending Balance</b>	

**REPORT OF THE  
BOARD OF ASSESSORS  
2021**

The Board of Assessors received approval of the Fiscal 2022 tax rate and the tax bills were mailed on October 1st, 2021. The total assessed value of the Town of Sturbridge is \$1,448,453,940.00. The total amount to be raised is \$45,048,855.69 and the total estimated receipts and other revenue sources are \$17,310,962.75 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:**

<b>Class</b>	<b>Levy Percentage</b>	<b>Levy by Class</b>	<b>Valuation</b>	<b>Tax Rate</b>
<b>Residential</b>	<b>84.2766</b>	<b>23,376,553.08</b>	<b>1,220,708,056</b>	<b>19.15</b>
<b>Open Space</b>	<b>0.0956</b>	<b>26,517.43</b>	<b>1,385,138</b>	<b>19.15</b>
<b>Commercial</b>	<b>9.5512</b>	<b>2,649,301.63</b>	<b>138,345,056</b>	<b>19.15</b>
<b>Industrial</b>	<b>2.2250</b>	<b>617,168.12</b>	<b>32,227,600</b>	<b>19.15</b>
<b>Personal</b>	<b>3.8516</b>	<b>1,068,352.68</b>	<b>55,788,090</b>	<b>19.15</b>

In Fiscal 2021 there are 4463 Real Estate parcels, 555 Personal Property parcels, 14 supplemental tax bills, and the new growth is \$398,417. There were 11,872 motor vehicle bills issued in calendar year 2021.

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 (2024)  
Moira McGrath, Vice Chairman (2023)

Board of Assessors

## **REPORT OF THE TOWN CLERK 2021**

The most significant event affecting the Town Clerk's office in 2021 was the loss of our polling location at Old Sturbridge Village.

With the expansion of the Old Sturbridge Village Charter School to include the Oliver Wight Building, the Bookstore and the Gift shop locations, we were unable to use Old Sturbridge Village for our current and future election needs.

Sheila and I viewed many options such as our local churches, Sturbridge Host Hotel, Holiday Inn Express, Sturbridge Worship Center, the Hay Loft Steppers Barn, 198 Charlton Road Office Building, The Winthrop Room at Cedar Street, However liability and ADA issues keep us from state compliance with some of these locations.

Our new polling location going forward will be located at The Sturbridge Town Hall 308 Main Street for the Special Town Election on Monday January 24, 2022 no such change would have a disparate, adverse impact on access to the polls on the basis of race, national origin, disability, income or age”.

I have attended three MTCA conferences and numerous workshops this year in our attempt to stay abreast of the continual changes in laws that affect our office as well as moving forward to enact our new voting requirements/ equipment.

Polls pads and the voting clickers have been instrumental in 2021 especially with our Special Town Meeting in October with close to 1,000 in attendance. With three controversial articles on the floor such as the Field Project, Senior Center and the proposed Race Track, we could have never had such as smooth check in and vote count with-out these devices.

The use of the Poll Pads has made check in at the Polls and Town Meeting a stress free task for residents and election workers alike.

The state has also reviewed our current submission of re-dividing the three precincts within the Town of Sturbridge and we currently meet the requirements of MGL chapter 54, section 6 at this time, which for our Townspeople means no significant changes to our current precincts.

## VITAL STATISTICS

<b>BIRTHS</b>	<b>89</b>
<b>DEATHS</b>	<b>89</b>
<b>MARRIAGES</b>	<b>135</b>
<b>INTENTIONS</b>	<b>137</b>
<b>POPULATION</b>	<b>9,185</b>
<b>REGISTERED VOTERS</b>	<b>7145</b>
<b>DOG LICENSES:</b>	<b>1,339</b>
<b>BUSINESS CERTIFICATES</b>	<b>New 27 Renewal 61</b>
<b>RAFFLE PERMITS</b>	<b>2</b>

## RESIGNATIONS

Joni Light –Personnel Committee Ambulance Collections  
John Marinelli, Joshua Thomas- Fire Department  
Ron Sparrow & Victor Pollack – Sturbridge Lakes Advisory Committee  
Steve Halterman- Sturbridge Conservation Commission  
Tami Warner – Part Time Dispatcher  
Sophia Rogers-Lengyel- Board of Assessors  
Anthony Messina- Sturbridge Fire Department  
Amanda Normandin- Design Review Committee  
Jeff Bridges –Town Administrator  
Alex Mc Connon– Executive Secretary to the BOS / TAPanning Board  
Ken Benson – Council on Aging  
Darcy Foley– Sturbridge Trails Committee

**ANNUAL TOWN ELECTION**

April 12, 2021

	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<b>BOARD OF SELECTMEN</b>				
For 3 years	Vote for Two			
Blank	105	102	79	286
Chase S. Kaitbenski	170	213	180	563
Michael G. Suprenant	140	129	133	402
Priscilla C. Gimas	99	69	95	263
Jaime Goodwin	247	245	182	674
Write In				0
Write In				0
<b>ASSESSOR - 3 Year Term</b>				
For 3 year	Vote for One			
Blank	75	85	77	237
Paul J. Murphy	306	295	259	860
Write-In	0	0	0	0
Write-In				0
<b>ASSESSOR - 2 Year Term</b>				
For 2 Year	Vote for One			
Blank	76	74	86	236
Moira M. MCGrath	306	302	251	859
Write-In				0
Write-In				0
<b>MODERATOR</b>				
For 3 years	Vote for One			
Blank	88	92	89	269
Michael V. Caplette	291	285	244	820
Write-In				0
Write-In				0
<b>STURBRIDGE SCHOOL COMMITTEE</b>				
For 3 Years	Vote For One			
Blank	35	29	34	98
Daniel J. Stern	177	170	134	481
Samantha L. Kaitbenski	171	179	169	519
Write-In				0
Write-In				0
<b>Board of Health</b>				
For 3 year	Vote for One			
Blank	82	88	96	266
Dr. Louis E. Fazen, III	300	290	239	829
Write In				0
Write In				0
<b>TANTASQUA SCHOOL COMMITTEE</b>				
For 3 years	Vote for Two			
Blank	128	136	136	400
Michelle Fitzgerald	233	247	204	684
Susan Waters	186	142	150	478
Megan Haggerty Panek	216	226	181	623
Write In				0
Write In				0
<b>CONSTABLE</b>				
For 3 years	Vote for One			
Blank	87	90	95	272
Robert G. Cerny	294	289	241	824
Write In				0
Write In				0
<b>RECREATION COMMITTEE</b>				
For 3 years	Vote for One			
Blank	87	92	93	272
Juliana R. Kuszewski	293	286	243	822

Write In				0
Write-In				0
<b>ZONING BOARD OF APPEALS</b>				
For 3 years	Vote for Two			
Blank	445	445	407	1297
Diane M. Trapasso	296	289	238	823
David Zonia	9	15	10	34
Thomas Welch	1	3	6	10
<b>LIBRARY TRUSTEES</b>				
For 3 years	Vote for Three			
Blank	545	566	533	1644
Carol E. Mitchell	283	287	224	794
Michele Latour	287	262	226	775
Michael Kemezis	13	10	10	33
Jacqueline Blow	6		2	8
<b>TOTAL VOTES CAST</b>	381	377	332	1090
<b>TOTAL # REG VOTERS</b>	2362	2391	2191	6944
<b>% OF VOTER TURN OUT</b>	16%	16%	15%	16%

Poll Workers included: Tim Bardsley, Chris Castendyk, Nancy Castendyk, Joan Chamberland, Mary Ellen Comerford, Elaine Cook, Marie Dubrey, Lucille Dunlop-Favreau, Cheryl Economos, Bob Knight, Susan Murphy, Patricia Roy, Susan Schwartz, Bev Spreeman and Chris Wilson. Constables: David Covino, Timothy Grant. Town Clerk Lynne Girouard, swore the poll workers in and lead them in the Pledge of Allegiance. She reviewed procedures for Poll Pad use, inactive voters, provisional ballots and those needing to show ID.

1090 registered voters came out to cast their vote for a 16% turnout.



## **2021 ANNUAL TOWN ELECTION**

The 2021 Annual Town Election was held at the Old Sturbridge Gift Shop/ Bookstore on Monday, April 12, 2021. The polls opened from 6:30 AM – 8PM. The new Poll Pad equipment was used for the 1<sup>st</sup> time. Presiding over the Election was Town Clerk Lynne Girouard. The results of the election were as follows:

Main Street 2<sup>nd</sup> Floor. A reminder that our Polls open at 6:30AM – 8:00PM and our Office is open on Tuesdays till 7PM.

The Town Clerks Office and Elections would not run as proficiently without our: Poll Workers, Senior Workers, DPW. And a Special Thank You to my Assistant Sheila O'Connell for all her hard work.

Board of Registrars: Janet Garon, Cheryl Wood Creeden, Susan G Murphy and Town Clerk Lynne Girouard

Respectfully submitted,

Lynne Girouard, CMMC  
Notary, Burial Agent  
Town Clerk

# EDUCATION

2021



**REPORT OF THE SCHOOL DEPARTMENT**

**SCHOOL COMMITTEE**

Kristen Tuohey, Chair	Term expires 2023
Samantha Kaitbenski, Vice-Chair	Term expires 2024
Mary Bellezza	Term expires 2022
Karen Kowal, Secretary	Term expires 2022
Jannah Ventetuolo	Term expires 2022

Administration Office – 320A Brookfield Road – Fiskdale

Telephone – 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
Paul Guerin	Assistant Principal
Mary Jaeger	Assistant Principal
Amanda Cassina	Administrative Assistant

**SCHOOL NURSE**

Lisa Meunier, R.N.	Sturbridge
--------------------	------------

**SCHOOL COMMITTEE MEETING**

The first Thursday of each month at 6:00 p.m. at Burgess Elementary School.

**SCHOOL ENROLLMENT AS OF OCTOBER 1, 2021**

<b><u>Grade</u></b>	<b><u>Pre-S</u></b>	<b><u>K</u></b>	<b><u>1</u></b>	<b><u>2</u></b>	<b><u>3</u></b>	<b><u>4</u></b>	<b><u>5</u></b>	<b><u>6</u></b>	<b><u>Union 61</u></b>	<b><u>Total</u></b>
Elementary	64	116	102	113	97	113	128	115	3	851
<b><u>Grade</u></b>			<b><u>7</u></b>	<b><u>8</u></b>	<b><u>9</u></b>	<b><u>10</u></b>	<b><u>11</u></b>	<b><u>12</u></b>	<b><u>PG</u></b>	
Tantasqua Junior			134	142						276
Tantasqua Senior					82	85	86	93	2	348
Tantasqua Technical					47	44	36	30		<u>157</u>
TOTAL TRSD										781
TOTAL TRSD/U61										1,632

**FINANCIAL SHEET FOR JULY 1, 2020 – JUNE 30, 2021**

**GENERAL SCHOOL APPROPRIATIONS**

\$11,770,442.00

**EXPENDITURES**

**ADMINISTRATION**

**2019-2020**

**2020-2021**

School Committee – Sal. & Exp.		4,238.94	3,706.31
Superintendent’s Office		372,875.51	384,541.28
<b>INSTRUCTION</b>			
Administrators’ Salaries		314,358.96	306,564.69
Principal’s Office Expenses		184,141.64	187,575.44
Teachers’ Salaries		4,758,412.24	4,779,753.46
Teacher Aides’ Salaries		139,113.19	170,835.39
Teaching Supplies & Materials		46,640.43	80,535.35
Personnel Training & Travel		27,156.10	14,740.04
Special Education Teachers’ Sal.		673,105.76	693,056.00
Special Education Teacher Aides’ Sal.		450,892.61	425,782.53
Moderate Needs Coord., Tutors, Speech Therapist & Special Tutors Sal.		235,963.00	242,121.00
Special Education Supplies & Mat.		8,460.24	7,909.15
Textbooks		4,919.78	51,448.14
Instructional Media Center/Salaries		98,907.00	0.00
Library Services/Aide Salary		36,370.76	39,097.67
Library Supplies, Material & Exp.		7,648.07	6,824.41
Audio Visual/Supplies & Mat.		0.00	0.00
Guidance Services		159,652.42	164,779.31
Psychological Services		215,862.00	228,203.00
Technology Salaries & Internet Supplies		340,573.83	327,255.40
<b>OTHER SCHOOL SERVICES</b>			
Health Services Salaries	179,444.02	180,888.58	179,444.02
Health Services – Expenses	3,212.16	507.25	3,212.16
Transportation	379,324.60	343,784.33	379,324.60
Special Education Transportation	572,670.08	714,614.20	572,670.08
Field Trips	0.00	0.00	0.00

<b>OPERATION &amp; MAINTENANCE OF PLANT</b>	<b><u>2019-2020</u></b>	<b><u>2020-2021</u></b>
Cafeteria Expense	10,821.70	0
Custodial Services – Salaries	367,396.69	374,364.34
Custodial Services – Supplies & Mat.	29,689.98	21,426.42
Fuel Oil	67,979.70	101,563.96
Utility Services	118,288.97	131,467.25
Maintenance of Grounds	20,371.49	21,290.72
Maintenance of Buildings	19,389.38	29,675.69
Maintenance of Equip.	55,761.57	65,178.29
<b>ACQUISITION OF FIXED ASSETS</b>		
New Equipment	2,000.00	0.00
Replacement of Equip.	22,327.02	34,997.42
<b>PROGRAMS WITH OTHER DISTRICTS, REGIONAL &amp; PRIVATE SCHOOLS</b>		
Special Education – Tuition	1,369,259.71	1,411,901.82
Vocational Schools – Tuition & Exp.	0.00	
<b>TOTAL GENERAL APPROPRIATION EXPENDITURES</b>	11,297,724.33	11,635,141.40
<b>ESTIMATED STATE REIMBURSEMENTS</b>		0.00
Chapter 70	3,846,634.00	3,880,134.00
Chapter 71		
Chapter 76		
SFSF Grants		
Total Estimated Reimbursement	3,846,634.00	3,880,134.00
Total Expenditures	11,635,141.40	11,734,703.75
Less Total Estimated Reimbursements	3,846,634.00	3,880,134.00
	7,788,507.40	7,854,569.75

**2020-2021 Budget**

	<b><u>2020-2021</u></b>	<b><u>2021-2022</u></b>
Administration	385,115.00	376,854.00
Instruction	8,227,612.00	8,544,705.00
Other School Services	1,273,738.00	1,344,963.00
Operation & Maintenance of Plant	748,454.00	793,294.00
Acquisition of Fixed Assets	20,000.00	23,551.00
Programs with Other Districts, Regional and Private Schools	<u>1,392,900.00</u>	<u>1,296,200.00</u>
Total Appropriations	12,047,819.00	12,379,567.00

**Burgess Elementary School  
Staff Degrees 2020-2021**

<b>Name</b>	<b>Degree</b>	<b>Department</b>
Kathleen Pelley	M.Ed. Leadership & Administration M.Ed. Elementary Education B.S. Elementary Ed. & Natural Science Worcester State University Associate of Science Quinsigamond Community College	Principal
Mary Jaeger	M.Ed. Lesley University	Asst. Principal
Paul Guerin	M.Ed. School Leadership Boston College B.A. Philosophy St. Anselm College	Asst. Principal
Lisa Meunier	M.Ed. Cambridge College B.S.N., 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	CAGS Early Childhood Education American International Col 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

<b>Name</b>	<b>Degree</b>	<b>Department</b>
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	B.S. Becker College	Grade 1
Lynn Menard	M.Ed. Worcester State University B.S. Worcester State University	Grade 1
Jo-Lyn Parenteau	M.Ed. University of Maine B.S. University of Maine C.A.G.S. University of Maine	Grade 1
Kimberly Moore	M.A. UMass – Lowell B.A. UMass - Lowell	Grade 2
Elizabeth Ramirez	M.Ed. Worcester State University B.S. Emmanuel College	Grade 2
Sheila McCormick	M.A.T, Elms College B.A. Elms College	Grade 2
Lynne Girouard	B.S. Westfield State College	Grade 2
Lori Thompson	M.A. Anna Maria College B.A. Endicott College	Grade 2
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 B.A. UMass - Amherst	Grade 3
Lauren Arruda	M.A. Clark University B.A. Clark University	Grade 3
Jennifer Mullin	M.Ed. College of Saint Rose B.S. College of Saint Rose	Grade 3
Danielle Phillips	M.Ed. Framingham State University B.S. Worcester State University	Grade 3
Shelby Green	M.Ed. Bridgewater State University B.A. Bridgewater State University	Grade 3



<b>Name</b>	<b>Degree</b>	<b>Department</b>
Lisa Cave	B.A. Elementary Ed. Johnson State Vermont	Grade 4
Sarah Jones	M.Ed. Lesley University B.S.E. University of Kansas	Grade 4
Alesia Peck	M.Ed. Westfield State College B.A. Mount Holyoke College	Grade 4
Karen Dawber	B.A. Villanova University Certification Worcester State University	Grade 4
Debra Quinn	M.A. Full Sail University B.S. Worcester State University	Grade 4
Ashley Grout	M.Ed. Framingham State University B.A. Westfield State College	Grade 4
Melissa Forni	B.A. Bridgewater State University M.Ed. UMass-Amherst	Grade 5
Sally Thurston	M.S. Clarkson University B.S. Clarkson University	Grade 5
Maureen McKeon	M.Ed. Lesley University B.A. Colgate University	Grade 5
Amy Sosik	M.Ed. American International College B.A. Boston College	Grade 5
Nicole Riel	M.Ed. Merrimack College B.A. Bay Path University	Grade 5
Bethany Runnals	M.Ed. Westfield State College B.A. Westfield State College	Grade 5
Jessica Ripley	M.Ed. Lesley University B.A. Saint Anselm College	Grade 6
Donna Thomas	M.Ed. Worcester State University B.S. Eastern Connecticut State University	Grade 6
Michael Jones	M.Ed. American International College B.A. in History Framingham State College	Grade 6
Elizabeth Brosnan	M.Ed. Cambridge College B.S.E. Westfield State College	Grade 6
Emilie Parent	M.Ed. Lesley University	Grade 6

<b>Name</b>	<b>Degree</b>	<b>Department</b>
Amber Myotte	M.Ed. Framingham State University B.A. Emmanuel College	Grade 6
Julie Vinton	M.Ed. Anna Maria College B.F.A. UMass-Dartmouth	Art
Erin Parker	M.Ed. Framingham State University B.S. Bridgewater State College	Computer
Beth Clark	M.Ed. Indiana University of Pennsylvania	Enrichment
Nadine Keville	M.Ed. University of Connecticut B.S. Worcester State University	Health
Robert Krilovich	B.A. Anna Maria College	Choral Music
Danny Minchoff	M.Ed. Worcester State University M.Ed. Leadership & Educational Administration Worcester State University BMUS The Hartt School of Music	Instrumental Music
Jean Terrill-Murphy	M. Ed. Framingham State College B.S. Westfield State College	Phys. Ed
Katie Bernier	M.Ed. Framingham State University B.S. Keene State College	Rem. Reading
Emily Gordon	M.Ed. Boston College B.A. Boston College	Rem. Reading
Dalaine Baril	M.Ed. American International College B.S. Framingham State University	Rem. Reading
Amy Cantwell	M.Ed. Framingham State University B.A. Assumption College	Literacy Coach
Lynn Nichols	M.Ed. Assumption College B.S. Salve Regina University	Math Coach
Jacquelyn Solari	M.Ed. University of Massachusetts Boston B.A. College of the Holy Cross	Rem. Math
Catherine Stern	M.A. St. Joseph's College B.S. UMass - Amherst	Rem. Math
Susan Colleton	M.Ed. Lesley College B.A. Wheaton College	Special Ed.

<b>Name</b>	<b>Degree</b>	<b>Department</b>
Judith Konkell-Dery	M.Ed. Assumption College B.A. Worcester State University	Special Ed.
Lisa Connolly	M.A. Assumption College B.A. University of Rhode Island	Special Ed.
Daniel Corthell	M.Ed. Westfield State University B.A. Western New England University	Special Ed.
Linda Prackup-Desautels	M.Ed. Assumption College M.A. Counseling Psych Assumption College B.A. Salve Regina College	Special Ed.
Barbara Provo	B.A. Assumption College	Special Ed.
Daniel Kay	M.Ed. Assumption College B.S. Bridgewater State College B.S. Worcester State University	Special Ed.
Megan Quinn	B.A. Baypath University	Special Ed.
Jessica Trent	B.A. Baypath University	Special Ed.
Michelle Capaldi	M. Ed. Worcester State University B.S. Worcester State University C.A.G.S. Worcester State University	Psychologist
Jamie Desjardin	M.A. Professional Psychology B.A. Lasell College C.A.G.S. School Psychology Massachusetts School of Professional Psychology	Psychologist
Alison Walters	M.Ed. Kent State University Ed.S. Kent State University B.A. College of the Holy Cross	Psychologist
Grace Curnow	M.S.W. Rhode Island College	Guidance
Gracie Osberg	M. Ed. Springfield College B.S. Springfield College	Guidance
Gabrielle McKenna	M.S. East Stroudsburg University of Pennsylvania B.S. Worcester State University	Speech
Jane Daubney-Goyette	M.S. Worcester State University B.S. Worcester State University	Speech
Maureen Tolson	M.S. Colorado State University B.S. University of New Hampshire	Speech

<b>Name</b>	<b>Degree</b>	<b>Department</b>
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
Brittany May	B.S Worcester State University A.S Quinsigamond Community College	Occ. Therapy
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 children and education. Our pre-kindergarten through grade six currently enrolls over 850 students.

The 2020-2021 school year continued to present unique challenges due to the world-wide pandemic caused by the coronavirus, COVID-19. In preparation for the school year, families were allowed to select the best learning model for their children. Choices included a hybrid model in which students attended in-person learning one week and remotely the next week; a full remote learning model provided by a Burgess teacher; and a full remote learning model provided by a Massachusetts Department of Elementary and Secondary Education (DESE) approved institution. After a delayed start in order to provide teachers and staff with additional training and preparation time, students arrived at Burgess on September 16, 2020 for the first time in more than six months. Full-time, in-person learning for all students opting to attend began on April 5, 2021. Throughout the entire school year, health and safety protocols and procedures established by administration in accordance with guidance provided by DESE and the Sturbridge Board of Health (BoH) were closely adhered to. Lisa Meunier, the Burgess School nurse, worked with various health and regulatory agencies on multiple initiatives designed to keep everyone healthy and safe.

### Curriculum, Instruction, and Assessment

The MCAS (Massachusetts Curriculum Assessment System) was administered in the spring of 2021 to both students learning in-person and those participating remotely. The Spring 2021 results will be utilized as the new baseline for accountability measures. Grades 1 and 2 adopted the *Wilson Reading Foundations* program for explicit, systematic phonics instruction.

### Professional Development

To support teachers and staff, the majority of professional development time during the 2020-2021 school year was dedicated to planning and collaboration. Additionally, the Burgess technology support team provided teachers and staff with trainings and support.

### Technology

Technology continued to play a critical role in the success of our students and staff. A tremendous thank you to the entire technology staff for all their hard work and support of our teachers, students, and families.

### 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. The 2020-2021 school year added an increased emphasis on health safety. In order to ensure safe operations, rigorous daily cleaning schedules continued.

### Burgess Parent-Teacher Organization

The Burgess PTO continued to support the Burgess community during the pandemic. Thank you to the PTO for their dedication.

Personnel

We bid farewell and offer our best wishes to Erin Anderson, Michelle Clifford, Shauna Hagan, Monique Langevin, Shannon Moriarty, Jamie Olander, and Amy Ouellette, and Danielle Phillips.

In closing, I would like to thank the entire Sturbridge community for their support and commitment to Burgess Elementary School. The 2020-2021 school year continued to present unforeseen obstacles and challenges; however, the teachers, students, families, and the community continued to rise to the occasion. We have learned much and will move forward with pride knowing we have done our very best.

Respectfully Submitted,  
Kathleen Pelley  
Principal

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

Now in my tenth and final year as Superintendent of the Tantasqua Regional and Union 61 School Districts, I continue to be so proud of the dedication and collective efforts of our staff as well as the many achievements of our students. Even during the most challenging of times, our students remained resilient and our staff remained committed to their profession. I have been able to look back at the accomplishments within our Districts with such gratitude and appreciation for all of the support that we receive. I truly believe our students and staff are amazing, and I could not have been more honored to serve as your Superintendent for these past many years. Deborah Boyd has been appointed as the next Superintendent and will transition to the position on January 1, 2022. Deb has served the Districts for over 20 years, and is a true asset to our schools and communities. I look forward to hearing of the continued success of our schools under the leadership of Superintendent Deborah Boyd.

The district continues to improve its curriculum which has had a very positive impact on students. The district's work is centered on a multi-tiered system of supports (MTSS), a framework to provide targeted support for all students. It aims to address academic and behavior challenges in an effort to accelerate learning. As a result, the district continues to improve its curriculum, instruction and assessment work and have a very positive impact on students. Our teachers and support staff remain committed to our students as shown in their innovative and supportive classroom environments. Our teachers analyze classroom assessment data so that they may determine any curriculum or instructional adjustments, as well as identifying individual student needs. Each school offers action plans to help students close any learning gaps that may exist.

Our commitment to enhanced writing, reading, and rigorous standards based instruction, continues to help our children grow in all of the academic areas. Currently, in our Elementary Districts, we are implementing *Foundations* in grades Kindergarten through Grade 3. This program is a researched based, multisensory, structured language program that provides critical groundwork for life-long literacy. Additionally, all elementary grades are engaging students seamlessly across multiple learning environments while following safe & healthy protocols.

In a similar learning environment, Tantasqua Junior and Senior High School teachers continue to work with curriculum that is in full alignment with the State Standards, and ensure that our students experience a strong academic program throughout their day. We have a strong core math program and continue to improve literacy skills by reading complex texts. Civics education is currently the new focus area across secondary grade levels. All students will complete a non-partisan, student-led civics project in Grade 8 and again during high school. These projects are rooted in action civics—a process of applying civic knowledge, skills and dispositions that are necessary for informed civic participation. In Science, *Project Lead the Way* continues to provide hands-on, transformative learning experiences for students to help develop in-demand knowledge and skills they need to thrive.

Our faculty members and support staff are provided numerous professional development opportunities. Full-day professional development sessions as well as early release days, provide many opportunities for training in current best practice in an effort to gain access in ready-to-use digital tools for our current day's learning environments. Our district's mission to promote and support our staff and students is evidenced by the many high-quality, professional learning activities throughout Tantasqua and Union 61.

Many technology improvements were implemented over this past year. During the 2020-2021 school year, we continued to support our students and staff in a hybrid schedule. We also continued to increase the use of GSuite for Education, which allows students and staff to collaborate quickly and effectively. With the support of our school committees we continue to expand wireless devices to further support a variety of learning models that we may encounter in the 21-22 school year.

The IT team supported multiple curriculum initiatives which required a technical component for content delivery. We continued to work on IT centralization to better support our students and staff. We secured eRate funding for Category 1 connections. Over this past year, the technology team completed over 2,000 helpdesk tickets between the seven buildings.

School year 2020-21 will be remembered as a time of unprecedented challenges, but one in which we saw amazing flexibility, cooperation and strength, as we all worked towards the common goal of keeping students and staff safe, while providing the maximum amount of in-person learning possible. Everyone worked so hard to meet the challenges associated with the hybrid instructional model while maintaining all of the health and safety protocols associated with the COVID 19 Pandemic. The support of our School Committees, families, and community members was, and continues to be, invaluable to the administration and staff of the Tantasqua Regional and Union 61 School Districts. We are greatly appreciative of the efforts and ideals we share as we continue to work to achieve the goal of providing our students with every opportunity for success. It has truly been an honor to serve you all, and I am so thankful to have been part of this outstanding educational community.

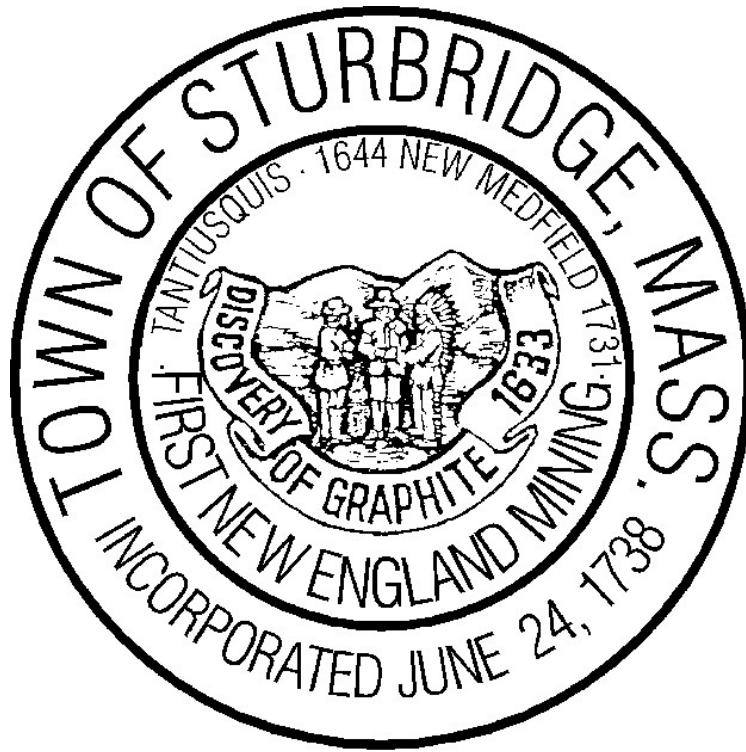
Respectfully,

Erin M. Nosek, Ed. D  
Superintendent of Schools



# PUBLIC SAFETY

2021



# **STURBRIDGE POLICE DEPARTMENT**



**2021 ANNUAL REPORT**

## Message From Chief Earl Dessert

I would like to start off by saying how proud of the immense work that was done by the men and women of the Sturbridge Police Department during 2021. Our men and women have remained unwavering to keep moving forward as a department despite the many challenges that they faced this year. Some challenges faced in 2021 were the formation of a new command staff, working through Covid, Police Reform as well as what our police officers and dispatchers face in their regular duties.

As a result of my promotion in late December 2020, the Sturbridge Police Department underwent the establishing of essentially an entire new command staff by promoting from within to fill the command vacancies. I proudly promoted two new lieutenants and two new sergeants in 2021, to include our very first female sergeant. Since the promotions, all the new supervisors have been attending the highest quality training to ensure our agency is being led by highly trained, competent and compassionate leaders who understand the mission of the Sturbridge Police Department.

On December 31<sup>st</sup>, 2020, the Massachusetts Legislation established An Act Relative to Justice, Equity and Accountability in Law Enforcement. With this Act comes many mandates to include policy changes, training requirements, required department reporting obligations, mandated hiring practices and many other directives that focus on the professionalism in the policing industry. I am pleased to say that because we are an accredited police agency we were already in compliance with many of the new requirements that are considered the best practices in the industry. As the new mandates continue, we are committed to achieving those requirements as well.

As your Chief of Police, I am honored to serve this community. I deeply appreciate the support and confidence that has been extended to me by our elected officials, the members of this agency and the residents of this town.

Lastly, this report represents only a small sampling of what our men and women, sworn, civilian, and volunteers do every day, and I hope it reflects their spirit of service to you.

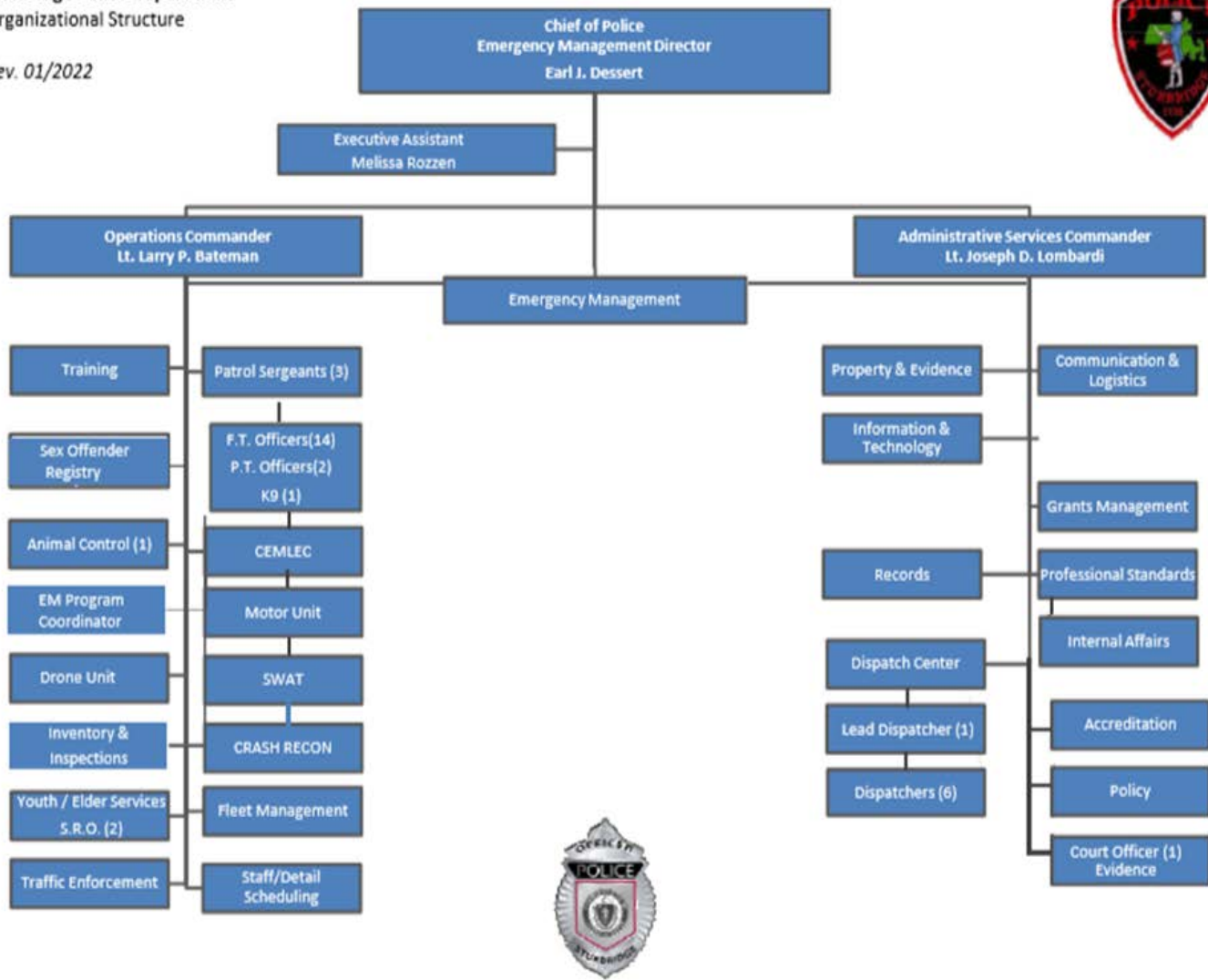
Yours In Safety,

*Earl J. Dessert*



**Sturbridge Police Department**  
Organizational Structure

Rev. 01/2022



Currently the Sturbridge Police Department consists of:

- (1) Chief of Police/Emergency Management Director
- (2) Lieutenants
- (3) Sergeants
- (14) Full-Time Patrol Officers- includes the School Resource Officers and a Canine Handler
- (2) Part-Time Police Officers
- (7) Full-Time dispatchers
- (3) Part-Time Dispatchers
- (1) Part-Time Emergency Management Program Coordinator
- (1) Part-Time Animal Control Officer
- (1) Executive Assistant

As you can see from our Organizational Chart we have a variety of specialty positions. The specialized positions require specialized training above and beyond what is provided at the police academy. The SPD is fortunate to have many talented officers with a wide variety of training that serve in multiple disciplines on our agency.

## PROMOTIONS & NEW ROLES

As a result of Chief Dessert getting promoted in December of 2020 there were several vacant command level positions that had to be filled. A comprehensive promotional process for the positions of Lieutenant and Sergeant was performed. The process took three days and included a written examination (Sergeant portion only), an assessment center, and a panel interview. The assessment center consisted of three different scenario based exercises relevant to the respective rank that the candidate sought. The panel interview consisted of knowledge of the 21<sup>st</sup> Century Policing Model, Polices and Leadership. The panel interview was held with Chief Earl Dessert, Major Mike Jagoda of the University of Rhode Island Police Department, and Captain Carl Mazzaferro of the Longmeadow Police Department.

As a result of the Lieutenant's process, Sgt. Joseph Lombardi distinguished himself as the top Lieutenant candidate. Sgt. Lombardi has been a valuable member of the Sturbridge Police Department since 2001 and has been recognized for his accomplishment through several awards and commendations. He has a Bachelor's Degree in Criminal Justice/Sociology from Assumption College and is currently completing his Master's Degree in Criminal Justice and Administrative Leadership at Anna Maria College. Lt. Lombardi has settled into his new position and currently is the Administrative Services Commander for the department.

As a result of the Sergeant's process, Officer Hillary Murray distinguished herself as the top Sergeant candidate. Officer Murray has been a valuable member of the Sturbridge Police Department since 2006 and has been recognized for her accomplishment as well through several awards and commendations. She has a Bachelor's Degree in Psychology from Providence College and a Master's Degree in Criminal Justice from UMass-Lowell. Officer Murray has been assigned as the School Resource Officer at Burgess Elementary School since 2013. She has had a very productive career with the department and has helped our agency move forward with starting up our own email and paging system as well as involvement in social media. Most notable is that Sgt. Murray is the first female Sergeant in the history of the Sturbridge Police Department.

On April 5, 2021, after a unanimous vote by the Board of Selectmen, Sgt. Joseph Lombardi was promoted to Lieutenant and Officer Hillary Murray was promoted to Sergeant.



Pictured left to right: Chief Earl Dessert,  
Lieutenant Joseph Lombardi,  
Sergeant Hillary Murray

## PROMOTIONS & NEW ROLES (CONT)

Change did not stop there. Chief Dessert recognized that our agency needed to bring back the second Lieutenant position to help offset all the responsibilities that the Sergeants had been assisting with while the second Lieutenant's position remained unfilled. Thankfully, the Town agreed and approved resurrecting the second Lieutenant's position that was vacant for a year.

Once the position was approved, Sgt. Larry Bateman was promoted to Lieutenant and serves as the Operations Division Commander. Sgt. Bateman has been a valuable member of the Sturbridge Police Department since 2004 and has been recognized for his accomplishment through several awards and commendations. He has a Bachelor's Degree in Public Administration and is currently completing his Master's Degree in Criminal Justice. Lt. Bateman is currently the Operations Commander for the department.

As a result of Lt. Bateman's promotion, that left a sergeant's position open. Officer David Fortier was selected to be promoted to Sergeant based on his ranking in the promotional process. Officer Fortier has also been a valuable member of the Sturbridge Police Department since 2004 and has been recognized for his accomplishment through several awards and commendations. He has an Associate's Degree in Criminal Justice and is currently working on his Bachelor's Degree in Criminal Justice. Officer Fortier has served in several specialty positions to include being a member of the CEMLEC S.W.A.T. Team and a Motorcycle Officer.

On June 21, 2021, in a unanimous vote, the Board of Selectmen voted to approve the recommendation for the two promotions with the Town Administrator also concurring. Sgt. Larry Bateman was promoted to Lieutenant and Officer David Fortier was promoted to Sergeant.

Pictured left to right:  
Lieutenant Joseph Lombardi  
Chief Earl Dessert,  
Lieutenant Larry Bateman,  
Sergeant David Fortier



## **LEADERSHIP TRAINING FOR COMMAND STAFF**

Following all the promotions, the new Lieutenants and Sergeants have started attending more training to help assist them to better understand their new positions and to gain more knowledge and insight to help them all become great leaders in their respective positions. Sgt. Murray and Sgt. Fortier have attended Roger Williams University and completed First Line Supervisor Training. Lt. Lombardi and Lt. Bateman also attended Roger Williams University and completed Mid-Management Level training.

## **PATROL DIVISION**

Our Patrol Officers are the foundation of our agency and do an outstanding job serving our community 24/7. They 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, multiple road races, National Night Out, community events and other crime prevention initiatives.

Patrol is the most readily identified function, therefore, the most visible to the public. Police Officers are the ones 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 <https://www.sturbridge.gov/police> and clicking the link to thank an officer.

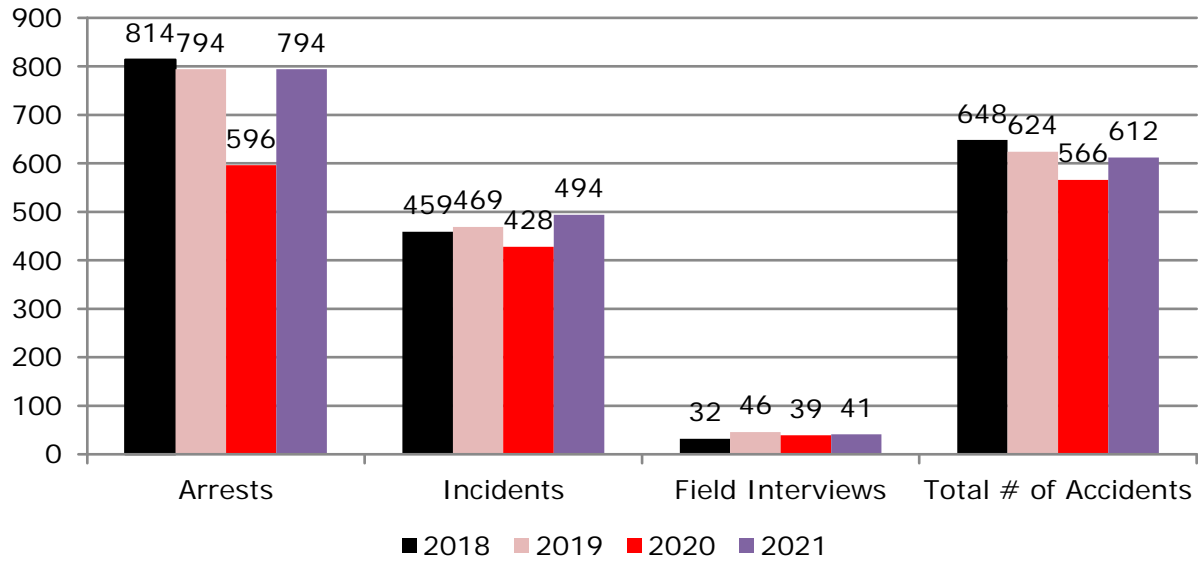


Members and participants from the Faith and Blue event pose for a group photo.

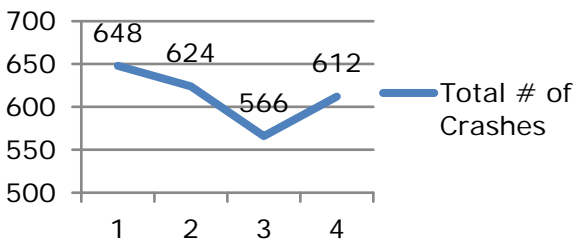


Officer Corey Giguere stands in front of a cruiser with a couple of young community members at the town common.

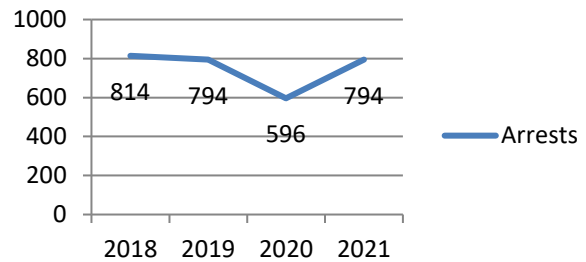
## The Years in Review



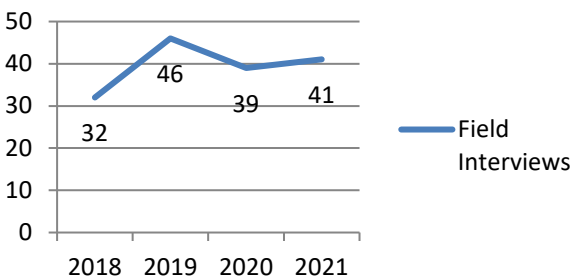
### Total # of Crashes



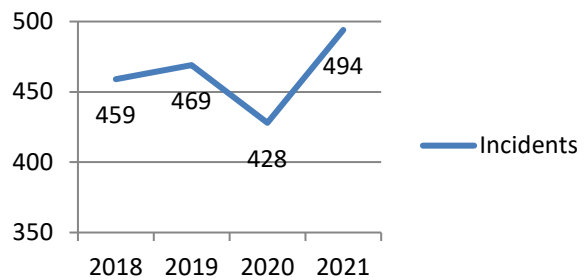
### Arrests



### Field Interviews



### Incident Reports



Total number of calls for service taken in 2021: 28,410  
 Total number of reports taken in 2021: 1,582



## DISPATCHERS

The Sturbridge Public Safety Dispatchers dispatch for police, fire, EMS and DPW. All of our dispatchers are trained as Emergency Medical Dispatchers. This allows our dispatchers to provide lifesaving instructions over the phone at the onset of an emergency call. This can range from CPR instructions to helping deliver a baby over the phone. Not only do our dispatchers answer 911 calls, they also answer all non-emergency calls for the police department and fire department. The Sturbridge Public Safety Dispatchers are unsung heroes that do an outstanding job behind the scenes. Our Communications Center answered 28,410 calls for the year 2021.

Thanks to a fully funded Corona Virus Relief Grant, the communications center lobby has transitioned to an interior vestibule that is locked until a dispatcher acknowledges and allows access into the main lobby via electronic control switch. This renovation now allows dispatchers to screen people for COVID symptoms and doubles as an extra layer of security to keep our staff safe.

### **Full Time Dispatchers**

### **Part Time Dispatchers**

Barbara Boiteau, Lead Dispatcher	Ashley Griffin
Toniah Maloney, CTO	Matthew Cole
Patricia Lupacchino, 911 Trainer	Michele Rosano
Trevor Bresse	
Meghan Cassavant	
Trisha Towns	
Marc Widing Jr	

We would like to thank all the Public Safety Dispatchers for their commitment and dedication in serving their community.



## COMMUNITY POLICING

Community Policing is a collaborative partnership between the law enforcement agency, individuals and organizations they serve to develop solutions to problems and increase trust in police

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 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 to address those concerns.



SPD officers at the Coats for Vets Drive in Foxborough



Members of the Mass State Police along with SPD Officers and dispatchers at the car seat safety checkpoint.

“The Police are the Public; the Public are the Police. The Police are paid to give full time attention to duties that are incumbent upon every citizen in the interest of community welfare and existence.”

~Sir Robert Peele~ 1829

## BURGESS SCHOOL RESOURCE OFFICERS

On January 21st, 2021, Officer Derry was hired by the Sturbridge Police Department. On April 1st, 2021, Officer Derry was selected to be the School Resource Officer (SRO) at Burgess Elementary. After being selected as the SRO, Officer Derry was sent to the following trainings: Basic SRO, Sexual Assault Investigator, Autism Awareness, C.I.T, car seat installation technician, and juvenile law. This training will help Officer Derry meet all the needs of his new position.

During Officer Derry's time as an SRO, he has established a great working relationship with the staff of Burgess Elementary School and the students. He has hosted Coffee with a Cop, Whiffle Ball Wednesday, taught multiple safety classes at the school and has conducted a Car Seat Checkpoint. Working within the school provides a great opportunity to interact with student and build relationships that will last for many years.

School Resource Officer Phil Derry teaches a class at Burgess Elementary School



School Resource Officer Phil Derry stands proudly with the new SPD e-bike.



## TANTASQUA SCHOOL RESOURCE OFFICER

Officer Mardirosian was hired in mid-May of 2021. Officer Mardirosian previously worked at the Town of West Brookfield Police Department for almost two years. After completing our required field training, Officer Mardirosian was selected for our School Resource Officer position at Tantasqua Regional Senior and Junior High School.

Since becoming the new School Resource Officer, Officer Mardirosian has successfully completed the National School Resource Officer (NASRO) schooling. He is a trained Sexual Assault Investigator and has advanced training in street level drug recognition for patrol officers. Officer Mardirosian has also received training in Crisis Intervention Training (CIT) and Autism and Law Enforcement Education Coalition (ALEC) along with juvenile law training.

At the beginning of January, 2022 Officer Mardirosian will be attending, Active Threat Integrated Response Course (ATIRC), Solving the Crime; Adapting to the Important Role of Detective. Officer Mardirosian plans on getting certified as a Rape, Aggression, Defense (R.A.D) instructor for adults and juveniles. He will be working with the school and other police agencies to host classes for students and family members to be trained on self-defense; he plans to have classes rolled out in the spring of 2022.



School Resource Officer Nicholas Mardirosian out for a field day with students from Tantasqua Regional Junior High School.

As we know, COVID-19 was not easy for anyone and the uncertainty of how students will reintegrate back into school was unknown. Officer Mardirosian has been very busy adapting to his role at Tantasqua Senior and Junior High Schools. He responds to and investigates any threat that arises during the school day. He also investigates many crimes that occur outside of school that make an impact on students during their school day. Officer Mardirosian also teaches many classes at both schools. These classes include: Internet Safety, Consent, Bullying/Harassment, Domestic Violence, Vaping, and Substance Abuse. Officer Mardirosian also coordinates and plans the school's annual Alert, Lockdown, Inform, Counter, Evacuate (ALICE) drill. Officer Mardirosian has also been working on and coordinating with additional resource for parents to meet and emergency personal in the event of an active shooter.

## SCHOOL SAFETY

The Sturbridge Police Department participated in “Operation Yellow Blitz” at the beginning of the school year. 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. Please know that we take this violation serious and we also shadow buses throughout the school year looking for violations. The fine for this violation is \$255!! Please be sure you stop for all school buses when the red lights are flashing!



SPD officers assisting with the bus evacuation drills at the Junior and Senior High Schools.

## SENIORS AND LAW ENFORCEMENT TOGETHER (S.A.L.T.)

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. Sergeant Paine is the liaison to the senior community and oversees the SALT program. He is assisted by various officers over the course of the year.

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 2021, the Sturbridge Police Department and the Sturbridge Council on Aging hosted the 14th annual SALT cookout. Owner of Hearthstone Marketplace, Leonard Petrillo, provided salads and service for this great event. This year the event was held at the Sturbridge Public Safety Complex with approximately 15 seniors in attendance.

In December 2021, the officers and dispatchers of the Sturbridge Police Department served spaghetti dinner at the Sturbridge Senior Center. Seniors were treated to spaghetti, meatballs, bread, and dessert. The spaghetti and meatballs for this event were donated by Village Pizza. In addition, owner Leonard Petrillo of Hearthstone Marketplace, provided condiments, gift cards, and helped serve the seniors for this wonderful event.

**SENIORS AND LAW ENFORCEMENT TOGETHER (S.A.L.T.)**



Members from SPD gather to assist in offering a meal for the SALT members at the Sturbridge Senior Center.

**BREAST CANCER AWARENESS MONTH**

For the first time in 2021, Officers wore pink badges for the entire month of October to show support for those affected by breast cancer. We hope to help raise awareness on the impact of breast cancer amongst our community.



## NO SHAVE NOVEMBER

Officers and Dispatchers of the Sturbridge Police Department again participated in No Shave November. The officers have participated in this event for the past several years. The officers and dispatchers make donations to Cops for Kids with Cancer. Male officers are allowed to grow beards for the month and female officers are allowed to paint their nails for the month. When the department is successful in raising money, Chief Dessert will sometimes allow the officers to extend this to the end of the year. This year officers raised \$2173.00 for this charity.

Cops for Kids with Cancer is an organization that raises and donates money to local families with children who have been diagnosed with cancer. There have been several Sturbridge families that have received donations from them. The organization started in 2002 by giving money to oncology departments at hospitals and has now grown to donate to families who are having children undergoing treatment.

Below are several pictures of our officers participating in No Shave November.



## **2021 TOY DRIVE**

On November 26, 2021 members of the Sturbridge Police Department held a toy drive to collect toys for Cops and Kids. This event was very successful and members of this community were very generous their donations of gifts. There is no doubt that because of your generosity there was many happy children opening gifts on Christmas Day. In fact, enough toys were donated to help 500 families. A heartfelt Thank You for your generosity!

The toy drive was a partnership with the Sturbridge Police/Fire Departments, Southbridge Police Department and the Lions Club.

As part of this event, officers also participated in Shop with a Cop. Shop with a Cop is funded by donations that are collected throughout the year. Officers from Sturbridge and Southbridge use that money and go shopping for toys that go to families in need.



Multiple members from local agencies gather for Shop with a Cop and the annual Toy Drive

## **DRUG TASK FORCE**

Sturbridge was added to the South Worcester County Crime and Drug Task Force in May of 2021. This task force is made up of Officers, Detectives and Supervisors from the neighboring towns of Southbridge, Dudley, Webster, Charlton and Oxford. The task force was created to share resources and intelligence to combat not only narcotic dealings but also any major crimes that need additional manpower and/or resources. The task force also has a member of the State Police and the Federal DEA attached to it for additional resource sharing. All members of the task force will eventually be sworn by the Worcester County Sheriff's Department as Deputy Sheriffs to combat any jurisdictional issues, allowing the members of the task force to make arrests anywhere in Worcester County should the need arise.



## EMERGENCY MANAGEMENT

In Sturbridge, the Office of Emergency Management is a division of the Police Department. The Police Chief doubles as the Emergency Management Director. Matthew Wyke is the Emergency Management Program Coordinator. The Office of Emergency Management's primary role is to plan, prepare, mitigate and train for all emergencies to include, natural disasters, hazardous material spills and now pandemics.

2021 has proven to be a very busy year for the Office of Emergency Management. In addition to this, there has been numerous changing of the guard in all levels of our leadership structure. Thankfully all members of the office have proven to coalesce very quickly, forming a very effective group.

COVID-19 is continuing to demand a lot from Emergency Management. Tracking town wide expenses related to COVID and coordinating with FEMA, MEMA, and the Finance Department for federal reimbursement has been a challenging on-going effort.

The Office of Emergency Management also coordinated numerous public events, including the Pan Mass Challenge, numerous road races and events on the common. The Office has also set up numerous heating/cooling/charging centers during times of inclement weather. This was done in collaboration with the police department, senior center, and fire department.

We continue to maintain an updated list of all Tier II hazardous materials facilities and have brought the entire town into 100% compliance. We are in the process of updating our Local Emergency Planning Committee and restart our meetings post COVID.

The office has continued to apply for, and has been awarded numerous Emergency Management grants. The funds from these grants have been applied towards body armor for the Sturbridge Paramedics, safety equipment for our local C.E.R.T and various training events. One of the significant trainings paid for by a grant was a mock Haz-Mat spill. This training involved collaboration with OSF, Sturbridge Fire Department, Town Officials, C.E.R.T. and Harington Staff. Jointly all participants worked their way through a scenario that involved a mock crash with hazardous material.

Through coordination with the Central Massachusetts Regional Planning Commission, the Town of Sturbridge has become a certified Municipal Vulnerability Preparedness Community. This opens the town to MVP grants funding in regards to community resilience and climate change.

The Office of Emergency Management is also in the process of updating the Town's Comprehensive Emergency Management Plan and Continuity of Operations Plan. These critical documents are the framework that the town utilizes to respond to disasters and guides us how we maintain a functioning government at all times.

The office has also begun to build a cache of safety and preparedness handouts, children's activities, and equipment available to be handed out to residents. This year we also participated in the 12<sup>th</sup> Annual Winter Tree Scavenger Hunt, decorating a tree on the Pond Loop Trail along with some preparedness goodies left for the children.

## **EMERGENCY MANAGEMENT(CONT.)**

Finally, the Office of Emergency Management has also striven to build connections as well as improve our preparedness supplies, sheltering capabilities, Emergency Operations Center functionality, and general town wide coordination. This is an ongoing effort that we will continue with to ensure are community is prepared in the event of a disaster.

Emergency management along with Chief Dessert pose for a photo.



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

C.E.R.T. is a group of civilians who volunteer their time to train on preparedness and safety, first aid, fire safety, light search and rescue and more. These invaluable volunteers then protect their community, support first responders during emergencies, and assist/protect the public during events. You may have seen them directing traffic during a road race, manning a cooling shelter, handing out preparedness fliers during an event on the common, or maintaining safety guidelines during a public meeting. In years past, they have even responded to the tornado that struck Webster through our regional coordination with Tri-EPIC Regional Emergency Planning Committee. Not only does this better protect the town and save money through volunteered time, that volunteered time can then be further used to offset the costs we owe when federal funding requires a local percentage match (at a rate of \$28.54 per hour volunteered). Our C.E.R.T. members are an incredible asset for the town!

The C.E.R.T was very active in 2021. They had more deployments this year than in years past. Part of this was due to the COVID-19 pandemic. Members performed door safety monitoring for the town as well as assisted Harrington Hospital with the regional vaccine clinic at the Southbridge Armory. Their service was critical to the success of that program, which was one of the first, and largest, vaccine clinics in the state. This resulted in the administration of hundreds of doses of vaccine every day; over 50,000 in total! The Office of Emergency Management would like to profusely thank our C.E.R.T. volunteers for all they have done this year in protecting the Town of Sturbridge and beyond.

Sturbridge maintains one of the largest and most active C.E.R.T. teams in the region and has attempted to bolster this by improving coordination with the Charlton C.E.R.T., the other large and active team in the area. This cooperation has resulted in joint trainings and deployments, improving service to both communities. However, the team is always in need of new members. If you desire to serve and protect your neighbors and community in this manner, you can join by contacting our Team Leader, Jennifer, at [CERT@sturbridgepd.com](mailto:CERT@sturbridgepd.com). Training and equipment are provided by the town. We would love to see you here.

## COMMUNITY EMERGENCY RESPONSE TEAM (C.E.R.T.)(Cont)

Below is a current list of our current C.E.R.T. members:

David DeMings	Don Cummings	Dan Soper	Michele DeMauro
April Gingras	Barry Gingras	Dick LaFranchise	Marion Reilly
Debra Ryzewski	Michelle Scott	Susan Irving	Peter Zeh
Christine Zelenak	Warren Zelenak	William Zelenak	Claire Matlak
Erin Weeden	Jennifer Brown	Jennifer Neely	Michael Metras
Christine George	Zachary Burgess	Raki Zweibel	Andi Henge

### CAR SEAT INSTALLATION

The Sturbridge Police Department car seat technicians inspected or assisted multiple parents/guardians in the correct installation of child safety seats throughout 2021. This agency, with the assistance of a grant funded by the Executive Office of Public Safety and Security (EOPSS), was able to provide many parents/guardians with the child car seats as needed. Our technicians inspected, installed, and or corrected numerous child seats throughout the year.

On June 17, 2021 the Sturbridge Police Department held a Car Seat Checkpoint at the Sturbridge Learning Academy; our technicians inspected and installed 8 child seats during this event. During this event 7 seats were provided to replace expired, or defective seats.

On September 23, 2021 car technicians partnered with the Mass State Police and held a car seat checkpoint. This checkpoint resulted in inspecting, installing, and providing car seats to approximately 15 vehicles.

The Sturbridge Police Department currently has four car seat technicians.

Barbara Boiteau, Lead Dispatcher	Melissa Cunningham, Police Officer
Phillip Derry, School Resource Officer	Ashley Griffin, P/T Dispatcher

Car seats are still important:

With all the news regarding the ongoing pandemic it is important not to overlook the safety of our children and adults. Vehicle crashes are the #1 cause of fatal injury for children and adults, age groups 1 to 34. Selecting a safe car and correctly using child restraints and seat-belts may be the most important things you can do to protect your family. Call to speak with a Car Seat Technician if you have any questions or information needed at Sturbridge Police Department 508-347-2525.

## **BOAT PATROL**

In 2021, officers performed boat patrols on all of our major waterways enforcing Massachusetts General Laws Boating Regulations. Officers also conducted numerous safety inspections to ensure boaters are in compliance with the safety regulations set forth in MGL 90B. For more information on Massachusetts boating regulations and safety information please visit <https://www.mass.gov/service-details/massachusetts-boating-safety-guide>.



**Sturbridge Police Zodiac Boat**

## 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:

<b>Complaint Type</b>	<b>Unfounded</b>	<b>Exonerated</b>	<b>Sustained</b>	<b>Not Sustained</b>	<b>Total</b>
<b>Supervisory Inquiry</b>	0	0	4	0	4
<b>Administrative Inquiry</b>	0	0	1	0	1



## **ACCREDITATION**

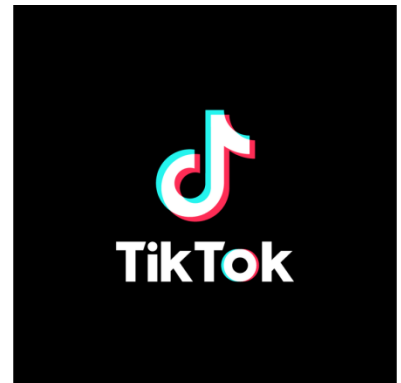
Police accreditation is a process by which a police department formally evaluates its activities and seeks and independent judgement that it substantially achieves its own objectives and is generally equal in quality to comparable agencies. In order to be a Massachusetts accredited police department, 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. Joseph D. Lombardi serves as the Department's Accreditation Manager. He is tasked with keeping all files, documents, forms and accreditation standards up to date. The Sturbridge Police Department has maintained full accreditation status from the Massachusetts Police Accreditation since 2015. Our next official assessment will take place in 2023. 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 and our accreditation team is perpetually reviewing policies and best practices to ensure we are in line with the standards set forth by the commission.

## **SOCIAL MEDIA**

The Sturbridge Police Department is very active in Social Media and currently uses Facebook, Twitter, and as of the end of 2021, TikTok. 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. Like us on Facebook and follow us on Twitter and TikTok!



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

[https://twitter.com/sturbridge\\_pd](https://twitter.com/sturbridge_pd)

<https://www.tiktok.com/@sturbridgepd?>

## GRANTS

In 2021, 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:

<b>GRANT</b>	<b>FUNDING AGENCY</b>	<b>PURPOSE</b>	<b>AMOUNT FUNDED</b>
Body Worn Cameras FY 2022	EOPSS	To enhance our video technology by purchasing Body Worn Cameras that in conjunction with our in-car video system.	\$44,430.00
HMEP FY 2021-2022	MEMA	Hazardous Materials Emergency Preparedness – assisted in funding a table top exercise.	\$3,000.00
EMD FY 2022	MEMA	Emergency medical dispatch funds utilized for training.	\$2,476.87
Road Safety Program FY 2021	State 911	To enforce/educate the motoring public on distracted driving, impaired driving, crosswalk enforcement, speeding, and more.	\$11,970.00
State 911 Training FY 2022	State 911	To assist with training and salaries for dispatchers.	\$32,535.04
Support & Incentive FY 2022	State 911	To assist with salaries, wages, and supplies for the communication center.	\$41,506.00
Municipal Road Safety FY 2022	EOPSS	To enforce/educate the motoring public on distracted driving, impaired driving, crosswalk enforcement, speeding, and more.	\$19,990.38
<b>Total Amount Awarded</b>			<b>\$155,908.29</b>

## **MANDATED & SPECIALIZED 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, and Emergency Medical Dispatch.

In addition to the mandated training, members of the Sturbridge Police Department attended many advanced technical trainings such as Car Seat Technician, Sexual Assault Investigations, Interview and Interrogation, Basic School Resource Officer, Crisis Intervention Training, and Police Accreditation to name a few.

Sergeant Murray attended supervisor training through the FBI Law Enforcement Executive Development Association (LEEDA). Sergeant Murray completed the Supervisor Leadership Institute training in November 2021.

The Sturbridge Police Department has recognized the mental health crisis that has had great impact on law enforcement officers nationwide. The Crisis Intervention Team (CIT) program is a community partnership of law enforcement, mental health and addiction professionals, individuals who live with mental illness and/or addiction disorders, their families and other advocates. It is an innovative first-responder model of police-based crisis intervention training to help persons with mental disorders and/or addictions access medical treatment rather than place them in the criminal justice system due to illness related behaviors. It also promotes officer safety and the safety of the individual in crisis. Officers continued to go to this 40 hour training throughout 2021.

Each officer of the department also received training in the Duty to Intervene. Each officer is aware of their responsibility to intervene and report the use of excessive force by other officers.

Officer Derry and Officer Mardirosian attended the 40-hour NASRO School Resource Officer Course. This is a basic course for those becoming a School Resource Officer.

## **CEMLEC S.W.A.T UNIT**

Currently the Sturbridge Police Department has Officer Giordano and Officer Phillip Derry assigned to the S.W.A.T. Unit. This unit is comprised of numerous local agencies throughout Worcester County. During 2021 the unit assisted our town along with neighboring communities with safely executing several high risk warrants, peacefully ending barricaded subject incidents, and also assisted the Foxborough Police Department with the security at Gillette Stadium during games. Sergeant Fortier retired from the CEMLEC SWAT Team after serving for fifteen years on the team; the last four as a team leader.





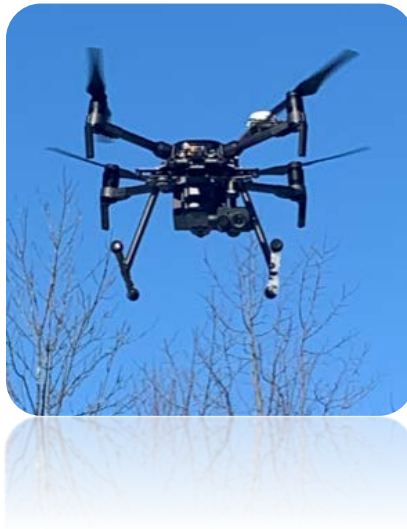
## **DRONE UNIT**

Officer Janson is the Pilot for our Drone. He is an active member of the Central Massachusetts Law Enforcement Council (CEMLEC) Drone Team. The team trains at least once a month practicing all duties of a public safety drone operator. In addition, he trains on his own with the Sturbridge Drone to improve and maintain flight skills.

The Drone Unit is available for searches, Aerial photos/views, identifying hot spots at structure fires and surveillance from a distance as needed (Mental Health calls, Suicidal subjects etc..). Drones can enter dangerous situations where personnel cannot by searching a large amount of area in a small amount of time. Drones offer a different field of view from the sky. The Sturbridge Drone has a thermal camera that can view heat from a person which people on the ground can't see.

In the past year and a half since the Sturbridge Drone Unit has been operational Officer Janson has responded to five search and rescue missions, one fleeing felon mission, one demonstration and one scene overview mission.

SPD's Drone in mid-flight.



## **COVID-19 PANDEMIC**

2021 was a rebuilding year for the world, for the country, for the Commonwealth of Massachusetts and here in the Town of Sturbridge. Though most every aspect of our operation was impacted in one way or another by the pandemic, the officers, dispatchers, and administration of this agency continued to provide unparalleled law enforcement services to the community.

The Sturbridge Police Department collaborated with local, state, and federal agencies to ensure our members were equipped with Personal Protection Equipment (PPE) including masks, gloves and hand sanitizer. This enabled our officers to continue to answer calls for service in the safest possible manner.

## PERSONNEL

Police	Dispatchers
Chief Earl J. Dessert	Lead Dispatcher Barbara Boiteau
Lieutenant Joseph Lombardi	Toniah Maloney
Lieutenant Larry Bateman	Patricia Lupacchino
Sergeant Sean Paine	Trevor Bresse
Sergeant Hillary Murray	Meghan Cassavant
Sergeant David Fortier	Trisha Towns
Officer Ronald Obuchowski	Marc Widing Jr.
Officer Daniel Hemingway (K-9 Officer)	Ashley Griffin
Officer Jeffrey Forcier (Court Officer)	Matthew Cole
Officer Paul Janson	Michele Rosano
Officer Scott Crevier	
Officer Garrett Danna	
Officer Thomas Giordano	
Officer Colby Tytula	
Officer Nicole Patterson	
Officer Melissa Bak	
Officer Corey Giguere	
Officer Phillip Derry (School Resource Officer)	
Officer Nicholas Mardirosian (School Resource Officer)	
Officer Zachary Marderosian	
Officer Jeffrey Lavallee (P/T)	
Officer Darren Cook (P/T)	
Michelle Connors (Animal Control Officer)	
Melissa Rozzen, Executive Assistant	

## PROMOTIONS

Sergeant Lombardi promoted to Lieutenant- 04/05/21

Sergeant Bateman promoted to Lieutenant -06/21/21

Officer Murray promoted to Sergeant -04/05/21

Officer Fortier promoted to Sergeant-06/21/21

## NEW HIRES

Phillip Derry, FT Police Officer 01/22/2021

Nicholas Mardirosian, FT Police Officer 05/18/2021

Zachary Marderosian, FT Police Officer 08/23/2021

Jeffrey Lavallee, PT Police Officer 07/20/2021

Darren Cook, PT Police Officer 06/08/2021

Marc Widing Jr., FT Dispatcher 09/09/2021

Ashley Griffin PT Dispatcher 07/31/21

## **RESIGNATIONS**

Jeffrey Lavallee FT Police Officer 07/01/2021  
Robert Archambault FT Police Officer 3/4/21  
Tami Warner- PT Dispatcher 6/28/21  
Ashley Griffin- FT Dispatcher 7/31/21

### **Officer Jeffrey Lavallee FT Police Officer (Ret.)**

On July 01, 2021, Officer Jeffrey Lavallee retired after 24 years and 5 months of service to the Town of Sturbridge. Officer Lavallee began his career with the Sturbridge Police Department after working for both North Brookfield and West Brookfield for approximately 8 years. Officer Lavallee became an officer in February 1997, and served as a sergeant for 13 years.

When Officer Lavallee retired, he subsequently assumed the role of a Part-Time Officer within this agency, and continues to provide service to this agency and the Sturbridge community. Thank you for your service to our agency and our community!

## **THANK YOU**

From the members of the Sturbridge Police Department, we hope you enjoyed our year in review. We want to thank the community for the continued support throughout the years. We wish you all a happy, healthy and safe 2022!

*“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”.*

# **2021 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 87 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 thirteen (13) full time firefighters, including the Fire Chief, and four (4) part-time 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 publically 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 staff is a dedicated group of firefighters always striving to provide the best customer service possible. During 2021, the Department sought candidates to fill vacancies within both its full time and part time staff. After several months of reviewing resumes and conducting interviews, we welcomed several new people to the Department. Dave Hoyt was added to the roster of full-time employees. Dave had been a part-time firefighter with the department since 2020. Doug Cutler was also added to the roster as a full-time firefighter/paramedic. In December, Anthony Gianfriddo was added to the roster of part-time firefighters. Staffing levels remain a concern for the fire department however with the support of the Town and the community I look forward to increasing the number of personnel able to respond to your calls for service.

## **Grants**

In 2021 the Department was fortunate to receive a grant Massachusetts Department of Fire Services in the amount of \$12,500 to use toward the purchase of a state of the art accountability system to keep track of our personnel at emergency scenes. On behalf of the Town and The Sturbridge Fire Department, thank you for your kindness and generosity.

## **Apparatus**

In June the Town accepted delivery of a new, custom built Pierce Enforcer 1500 GPM PUB Pumper. This piece of apparatus replaces a 1998 Freightliner FL80 which had been running as Engine 2 and suffered a catastrophic mechanical failure. All personnel were trained to operate the new pumper and it was placed in service in early fall.



## **DIVISION REPORTS**

### **Fire Prevention**

The Fire Prevention Division is charged with the responsibility of conducting fire safety inspections for all business and town buildings. Additionally, any new constructions or projects that involves major renovations must be reviewed and approved by the Fire Department prior to any work being done in order to ensure all life safety codes are addressed. 2021 was a transition year for inspectional services. With no full-time fire inspector, inspections were handled by a number of on duty personnel. While this is not ideal, we appreciate everyone's patience and understanding. We look forward to working with you in the future.

In 2021 the Fire Prevention Division of the Sturbridge Fire Department conducted and logged over 319 various activities; including residential and commercial fire inspections, processing permit requests for propane and oil burner installations, and reviews of building plans for proposed projects within the Town of Sturbridge.

The Fire Prevention Division is also responsible for Fire Investigation of cause and origin of all fires within the Town of Sturbridge. All the reports that have to be generated for cause and origin are prepared through Fire Prevention Division. The reports are generated by Firefighter Mathew Bonneau and approved by the Chief of the Fire Department.

## **Training**

In 2021 the Fire Department continued with its structured training program. Under the direction of Lt. Matthew Roderick, department personnel engaged in over 1132 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.

The year 2021 remained somewhat challenging to provide firefighting training due to the Coronavirus pandemic. Most fire and rescue based training is hands-on based with multiple members involved, this proved to be a very challenging obstacle to overcome. The Massachusetts's Firefighting Academy and National Fire Academy have practically shut down and offer limited on-line training. No new members have been put through the recruit training program.

I would like to mention a couple of areas of Training we focused on during 2021 that were in addition to our regular training program. During the spring of 2021 we were notified that the Sturbridge Fire Department had received a generous grant from the Dennis Leary Firefighters Foundation which provided each member a complete "Bail-Out" kit. The Bail-out system is integrated in our turnout gear and is designed to provide for a rapid egress through a window in the event a firefighter finds him/herself in a flashover condition. Included in the grant funding was hands on training for each member to develop confidence in the Bail-out system. The training was provided by Northeast Squad concepts and was held at the North Brookfield Fire Dept. Training center.

Secondly, hundreds of hours were spent on training with the Department's new pumper, Engine 2. Engine 2 is a 2021 Pierce PUC/Enforcer. This pumper is significantly different from Engines we have bought in the past as technology has rapidly advanced in the 10 years since the department has purchased Engine 1. All members of the department attended manufacturers provided training as well as minimum road time and pumping time both from pressurized and static sources.

I would like to note several of our members were able to accomplish training and certifications through the Massachusetts Fire Academy.

Sean Moynagh – Fire Officer I

Jen Ashe – Instructor I, Fire Officer I, Fire Prevention Officer I/II, PFALSE

Dave Hoyt – Instructor I



## **Emergency Medical Services (EMS)**

The Sturbridge Fire Department strives to supply the highest level of pre-hospital medical care to the residents of Sturbridge. The year 2021 was a difficult year for the Sturbridge Fire Department with the ongoing challenges of COVID -19. The pandemic has taken an emotional and physical toll on all first responders across the country. Here at the Sturbridge Fire Department we continue to take extreme measures to keep the residents in town and the personnel as safe as possible. With the AreoClave that we purchased in 2020, we were able to continue decontaminating the Ambulances on a regular basis to keep the equipment clean and mission ready. The availability for the proper PPE has been challenging to acquire with the steady increase in COVID cases. The cooperation of our trusted suppliers allowed us to maintain an adequate level of supplies to operate safely.

The Sturbridge Fire Department, with the assistance of Lt. Riendeau, is able to teach and certify department personnel in many areas such as Con-Ed classes, PHTLS, AMLS, ACLS, CPR, and a NCCR class. These trainings needed to be offered in a virtual and online platform due to all of the State COVID regulations and mandates. This was made possible by the Department utilizing an online LMS system set up to allow the personnel to do a large portion of the training online. This allowed for safer and smaller class sizes to perform the necessary practical assessments. These trainings assist personnel in obtaining the necessary continuing education requirements set by OEMS and the National Registry of Emergency Technicians on a two-year recertification cycle.

In 2021 the Sturbridge Fire Department welcomed FF David Hoyt and FF Douglas Cutler to the full time roster. Hoyt joins the department as Firefighter I/II certified, State and National Registry EMT Basic certifications. FF Hoyt was a member of our part-time personnel and comes to us with many years of firefighting experience. FF Cutler comes to us as a certified MA State Paramedic with over 20 years of experience. FF Cutler will be attending the Massachusetts Fire Fighting academy in May of 2022. Both FF Cutler and FF Hoyt have been assigned to Group 3. All three groups now operate with three paramedics and an Officer. The Department also added one new part time firefighter/EMT to the roster with Anthony Gianfriddo. He is a National and State certified Emergency Medical Technician with several years of firefighting experience.

In 2021 the Sturbridge Fire department responded to a record number of calls. 2021 was the busiest it has ever been with a total of 2519 calls (27% increase from 2019 and a 29.91% increase from 2020). The Sturbridge Fire Department responded to 1650 EMS calls in 2021 (25.85% increase from 2019 and a 31.16% increase from 2020). The Ambulance calls are separated into Advanced Life Support (ALS) and Basic Life Support (BLS), this depends on the severity of the patient's medical presentation. In 2021 we had an increase of 24% in ALS responses and a 40% increase in BLS from 2020. Part of our mutual aid agreement is that we provide EMS assistance to the surrounding towns. EMS assistance was provided 129 times (13.41% decrease from 2019 and a 32.98% increase from 2020) 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 needed 166 times (295.23% increase from 2019 and a 268.88% increase from 2020), this is due to the staffing shortage to cover the second/third ambulance requests in the town of Sturbridge. The Sturbridge Fire Department and the Fire Departments in our neighboring towns are still falling short to maintain adequate staffing coverage, to keep up with the ever-growing demands for Fire and EMS services in our area. However, we continue to strive to provide the highest level of service possible.

## **Public Education**

The goal of the public education/SAFE division of the Sturbridge Fire Department is to educate the public on how to take precautions to prevent harmful fires and other emergency incidents and to educate them on how to survive these incidents when they occur. It is a proactive method of reducing emergencies and the damage caused by them. It can never be quantified the number of incidents that are prevented due to proactive public education outreach in the community. When incidents are unavoidable, the efforts of this division of the fire department give the public their best chance at survival with multifaceted knowledge and strategies.



Public education plays a vital role in ensuring that our message of fire and life safety reaches everyone. With a large multi-aged target audience from students to seniors, the

approaches to teaching fire safety varies by presentation type however the importance safety messages remain the same. Through the efforts of our SAFE coordinator Firefighter Joyce along with many assisting SFD members, this important lifesaving information is shared with the entire community throughout the year. We have applied for and received grants totaling thousands of dollars from State, Federal and Local programs over the years. These grants have enabled the department to continue bringing safety education to all members of the Sturbridge community. The Sturbridge Fire Department will continue to be pro-active and continue to apply for grants that will help us educate and assist the public regarding fire and life safety topics.



The Sturbridge Fire SAFE division continues to adapt the public outreach mission in the continuing wake of the COVID-19 pandemic. While some organizations did allow some presentations, some of our normally scheduled indoor interactions did not occur for the second year in a row due to continued gathering/visitation restrictions in place. We continue to look forward to the future where we can fully interact with our public in person. In 2021 we began monthly Senior SAFE meetings at the senior center in collaboration with the SALT program of the Sturbridge Police Department. These meetings allow for both departments to present important topics/lessons to our seniors as well as maintain a regular connection to our senior community as an avenue to address their safety concerns and questions with us. We thank the Sturbridge Police Department and the Senior Center/Council on Aging for their teamwork on

this new initiative. We also continue to proactively use our social media accounts to get important SAFE and Senior SAFE messages and information to the public on a regular basis. The use of technological methods of communication has proven very valuable in the fallout of the COVID Pandemic so that we keep on our mission even when usual events are sometimes cancelled. We were fortunate to hold both the National Night Out event in August as well as the Horrible Parade for Halloween this year. We also made two special appearances at the Sturbridge Farmers Market. All were a great success. We thank our community partners that assist us in these events annually as well as hosting us at their events.



In closing, the public education division of the Sturbridge Fire Department will always remain as an active, difference making initiative in Sturbridge. We take pride in our close community connections. We thoroughly enjoy getting these safety messages out in the community as well as allowing people to get to know us all in person ahead of an emergency scene. The safety of all persons of all age groups is our mission. Thank you!



## **Roster**

### Full-time Personnel

Chief John A. Grasso, Jr.

Lt. Matthew Roderick

Lt. Eric Riendeau

FF Sean Moynagh

FF Jonathan Becker

FF Jennifer Ashe

FF Stephen Joyce

FF Matthew Bonneau

FF James Towns

FF Robert Moynagh

FF Dave Hoyt

FF Douglas Cutler

### Part-time Personnel

FF Tina Kruczek

FF Ryan Mullen

FF Michael Ashe

FF Anthony Gianfriddo

# Sturbridge Fire Department Response Statistics for 2021



INCIDENT TYPE	# INCIDENTS
100 - Fire, other	7
111 - Building fire	11
112 - Fires in structure other than in a building	1
113 - Cooking fire, confined to container	6
114 - Chimney or flue fire, confined to chimney or flue	2
118 - Trash or rubbish fire, contained	1
131 - Passenger vehicle fire	8
132 - Road freight or transport vehicle fire	3
140 - Natural vegetation fire, other	5
142 - Brush or brush-and-grass mixture fire	9
143 - Grass fire	3
151 - Outside rubbish, trash or waste fire	3
154 - Dumpster or other outside trash receptacle fire	1
162 - Outside equipment fire	1
210 - Overpressure rupture from steam, other	1
231 - Chemical reaction rupture of process vessel	1
251 - Excessive heat, scorch burns with no ignition	4
300 - Rescue, EMS incident, other	1
311 - Medical assist, assist EMS crew	11
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	1508
322 - Motor vehicle accident with injuries	87
323 - Motor vehicle/pedestrian accident (MV Ped)	9
324 - Motor vehicle accident with no injuries.	17
331 - Lock-in (if lock out , use 511 )	2
340 - Search for lost person, other	1
341 - Search for person on land	3
350 - Extrication, rescue, other	1
353 - Removal of victim(s) from stalled elevator	5
365 - Watercraft rescue	1
381 - Rescue or EMS standby	3
400 - Hazardous condition, other	2
410 - Combustible/flammable gas/liquid condition, other	2
411 - Gasoline or other flammable liquid spill	4
412 - Gas leak (natural gas or LPG)	5
413 - Oil or other combustible liquid spill	7

420 - Toxic condition, other	1
424 - Carbon monoxide incident	15
440 - Electrical wiring/equipment problem, other	2
442 - Overheated motor	1
444 - Power line down	10
445 - Arcing, shorted electrical equipment	7
461 - Building or structure weakened or collapsed	4
463 - Vehicle accident, general cleanup	1
471 - Explosive, bomb removal (for bomb scare, use 721)	1
500 - Service Call, other	13
510 - Person in distress, other	1
511 - Lock-out	11
512 - Ring or jewelry removal	1
520 - Water problem, other	1
521 - Water evacuation	1
522 - Water or steam leak	1
531 - Smoke or odor removal	7
540 - Animal problem, other	1
542 - Animal rescue	1
550 - Public service assistance, other	26
551 - Assist police or other governmental agency	25
552 - Police matter	3
553 - Public service	90
554 - Assist invalid	70
561 - Unauthorized burning	13
571 - Cover assignment, standby, moveup	20
600 - Good intent call, other	15
611 - Dispatched & cancelled en route	67
622 - No incident found on arrival at dispatch address	19
631 - Authorized controlled burning	2
632 - Prescribed fire	1
651 - Smoke scare, odor of smoke	10
652 - Steam, vapor, fog or dust thought to be smoke	1
653 - Smoke from barbecue, tar kettle	2
661 - EMS call, party transported by non-fire agency	1
671 - HazMat release investigation w/no HazMat	1
700 - False alarm or false call, other	3
710 - Malicious, mischievous false call, other	2
714 - Central station, malicious false alarm	2
730 - System malfunction, other	7
731 - Sprinkler activation due to malfunction	3
732 - Extinguishing system activation due to malfunction	2

734 - Heat detector activation due to malfunction	4
735 - Alarm system sounded due to malfunction	23
736 - CO detector activation due to malfunction	25
740 - Unintentional transmission of alarm, other	18
741 - Sprinkler activation, no fire - unintentional	1
742 - Extinguishing system activation	1
743 - Smoke detector activation, no fire - unintentional	64
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	27
746 - Carbon monoxide detector activation, no CO	5
900 - Special type of incident, other	70
911 - Citizen complaint	15
<b>Total Incidents 01/01/2021 to 12/31/2021</b>	<b>2519</b>

I wish to remind our community members 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!

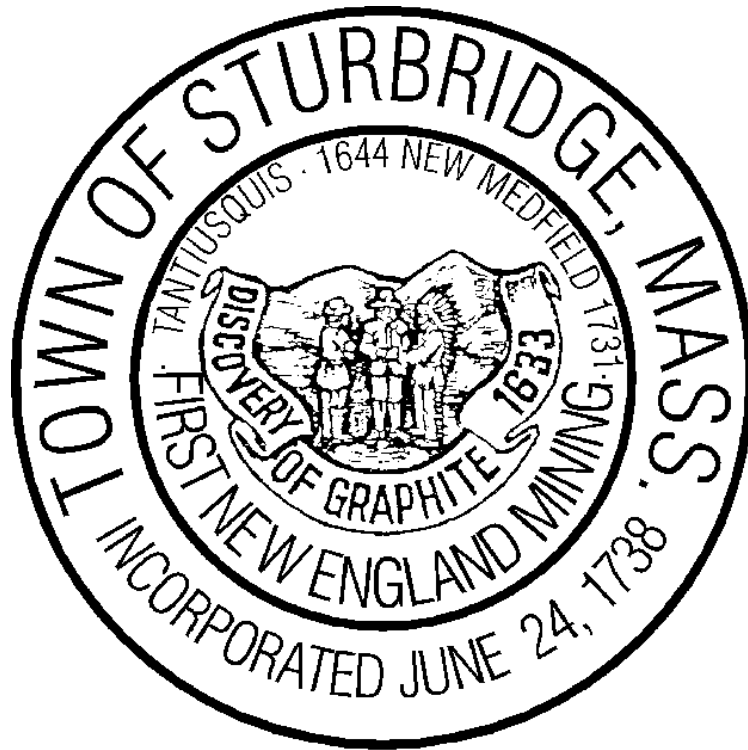
---

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



# PUBLIC WORKS

2021



**ANNUAL REPORT OF THE DEPARTMENT OF PUBLIC WORKS  
2021**

Vernon Jackson remains as D.P.W Director. Mark Augello is the Operations Manager for the D.P.W. The responsibilities of the Department include Administration, supervision and operations of the Highway, Landfill, Water and Sewer Departments, Tree Warden and maintenance duties associated with Cemeteries and Recreational Department. The D.P.W. conducts plan reviews for the Planning 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 completion.

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

<b>1. <u>Road Construction and Paving</u></b>	<b><u>Mileage</u></b>
a. North Drive	0.30 Miles
b. Summit Ridge	0.07 Miles
c. Brookfield Road	1.20 Miles
d. Hawthorne Road	0.13 Miles
e. Glenridge Road	0.17 Miles
f. Finlay Road	0.81 Miles
g. Apple Hill	0.103 Miles
h. Blueberry Lane	0.18 Miles
i. Podunk Road	1.25 Miles

Total 4.5 miles



Podunk Road



Podunk Road



Finlay Road

**2. General Road Maintenance:**

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

### **3. Roadside Litter:**

Several truckloads of debris were removed from the Town Road Right-of-Ways and various properties. Picked up over 100 bags of litter and 20 tires were 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.

### **4. Drainage Structure Repair and Cleaning:**

As part of D.P.W.'s ongoing catch basin cleaning program, over 95 structures were cleaned and 35 structures were repaired or replaced.

### **5. Trail System:**

The Riverlands Trail project of a new gravel parking lot across the Street from Old Sturbridge Village started in December 2019. The DPW assisted in finalizing this project in November 2021 giving the trails 18 parking spaces along with horse trailer parking. A new phase for the trail is expected in 2022.



Riverlands Trail

## 6. Miscellaneous Improvements:

- a. Approximately 28 feet of drainage pipe was installed on Hall Road.



- b. 62,892 L-F of line stripping was completed during this construction season.
  - i. The department also painted 85-stop lines town wide.
- c. Bury trash weekly at landfill.
- d. Remove and replace Skating Rink (seasonally).
- e. Flushed sewer lines.
- f. The Department completed 16 burials during this calendar year.
- g. The Department maintains over 70 vehicles for Town Hall, Fire, Police, Water, Sewer and D.P.W. staff.
- h. Updated GIS Storm water mapping for the storm water systems.
- i. Clean the Sewer Drying plants for the year.
- j. Excavation for one water field repair was required during the construction period.
- k. Installed a new retaining divider wall behind the Safety Complex to make way for a new Conex box.

**7. New Equipment Purchased:**

The Department of Public Works was happy to purchase a 2021 Skid-Steer loader with pallet forks, snow blower and bucket attachments. Trucks H8 and H9 had new ground speed control spreaders installed. The DPW has also purchased two new 2021 ¾-ton picks-ups that are still on order due to a microchip shortage.



Ground Speed Controls Spreader System



Bobcat

The Department of Public Works is pleased to announce Daniel Gervasi has accepted the Senior Equipment Operator position. Ben Burlingame and Andrew Mcdermott have accepted the Heavy Equipment Operator position and Andrew Szumilas has accepted the Equipment Operator position. Thank you for your continued support.

Respectfully submitted,  
Department of Public Works

## Wastewater Operations – 2021

Veolia is proud to have successfully completed thirty-two years and six months of operation of the Sturbridge Wastewater Department as of December 31<sup>st</sup>, 2021. 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 calendar year 2021.

Veolia staffs the Sturbridge Water Pollution Control Facility (WPCF) seven days a week, 365 days a year. We have an Operations 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. 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 2021:

Wastewater Department O&M Staff		
Employee	Title/Project Role	Certification Level
Shane Moody	Project Manager/Facility Manager	Grade VI
Joshua Earnest	Assistant Project Manager	Grade VII
Thomas Potvin	Operator III/Operations Supervisor	Grade VII
Jacob Allard	Operator I	Grade V
Wayne Johnson	Operator/Maintenance Mechanic II	Grade III
Jacob Putis	Operator II	Grade III
Hunter Kelley	Operator II	Grade III
Steven Saletnik	Operator III/Project Operator	OIT

Veolia understands the importance of having highly-qualified and certified personnel operating the Water Pollution Control Facility and the Collection System, 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 2021, there were six new sewer customers connected to the Wastewater Collection System. By the end of 2021, the Collection System served roughly 2,087 customers. Approximately 8% of the Water Pollution Control Facility's flow originates from local industry, 37% originates from commercial connections, and 4% originates from non-classified connections. The remaining 51% is domestic sewage generated by residential and public sources. In addition, the Facility accepts and treats septage wastes from private septic systems as well as leachate taken from the Sturbridge Landfill.

**In 2021, the Wastewater Department performed the following services:**

- Wastewater Department/system emergency calls 120
- Wastewater Collection System main/services repairs 2
- Wastewater Collection System inspections 6
- Environment One grinder pumps replaced 81
- Environment One grinder pumps rebuilt 52
- Environment One system inspection/startups (new) 5
- Environment One system startups/shutoffs (seasonal) 31/31
- Preventive maintenance work orders completed 2592
- Corrective maintenance work orders completed 134

**Facility Performance – 2021**

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

In 2021, the Facility effectively treated an average of 454,909 gallons of wastewater daily. This amounted to a total of over 165 million gallons of wastewater treated and discharged to the Quinebaug River. The treatment process had an annual average of 98.4% 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 of Sturbridge's drinking water, the Facility recycles a portion of the discharge water to be used upstream throughout the treatment process. In 2021, this saved over 55 million gallons of drinking water.

The Town continues to make great strides toward preserving and maintaining its Landfill for years to come by trucking sludge generated by the treatment facility out of town for disposal. In 2021, 100% of the 244 tons of sludge produced by the Facility was shipped and incinerated out of the state. Veolia will continue to dispose of all sludge produced by the Facility in this way. The screening system at the head of the Facility removed 48 tons of screenings, which were also shipped and 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 its 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 2021 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 99.9% compliance with our current NPDES Permit with no preventable violations for the year. The project also had no lost time accidents for the 19<sup>th</sup> year in a row and has only had one in the last 32 years. Veolia continued routine upgrades and additions to our Process Control System (PCS). All equipment is on a scheduled maintenance program. We continue to maintain and utilize our Tier II program for Emergency Management and Intalex 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.

2022 is shaping up to be another busy year. We will continue to do our best and look forward to the challenges to come.

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](mailto:shane.moody@veolia.com)



## Water Operations – 2021

Veolia is proud to have successfully completed thirty-two years and six months of operation of the Sturbridge Water Department as of December 31<sup>st</sup>, 2021. 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 thirty-two years. This report summarizes the activities that took place during calendar year 2021.

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 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. 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 2021:



Water Department O&M Staff		
Employee	Title/Project Role	Certification Level
Shane Moody	Project Manager/Facility Manager	Grade 3T, 4D
Steven Saletnik	Operator III/Operations Supervisor	Grade 2T, 2D
Jacob Allard	Operator II	Grade 3T, 2D
Thomas Potvin	Operator II	Grade 3T
Jacob Putis	Operator II	Grade 2T, 2D
Wayne Johnson	Operator/Maintenance Mechanic II	Grade 2T, 1D
Hunter Kelley	Operator II	Grade 2T, 2D
Joshua Earnest	Operator II	Grade 1T, 1D

Veolia understands the importance of having highly-qualified and certified personnel operating the Water Treatment Plant and Distribution System, 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 2021, there were 1,750 active water service connections to the Water Distribution System with over 4,480 people served by the Town’s water supply. Approximately 18% of the facility’s flow originated from Well #1, 32% originated from Well #3, 38% originated from Well #4, and 12% originated from Well #5, resulting in a total of 167.2 million gallons of water treated.

**In 2021, the Water Department performed the following services:**

• Water Department/system service calls	282
• Water Department home leak tests	24
• Water Department/system emergency calls	162
• Dig-Safe mark-outs	367
• Water hydrants repaired or replaced	4
• Water distribution main repairs	1
• Water services repaired or replaced	0
• Water gate boxes and curb stops repaired or replaced	5
• Preventive maintenance work orders closed	504
• Corrective maintenance work orders closed	206

**Plant Performance – 2021**

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 458,058 gallons of water daily. This amounted to a total of 167,191,000 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 by 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 100% compliance with these regulations.

In 2020, 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 locations 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 continue use of our Hach Wims Database and Job Plus maintenance program. We also continue to maintain and utilize our Tier II program for Emergency Management and Intalex software for Environmental, Health, and Safety Management.

In 2021, 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, four 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.

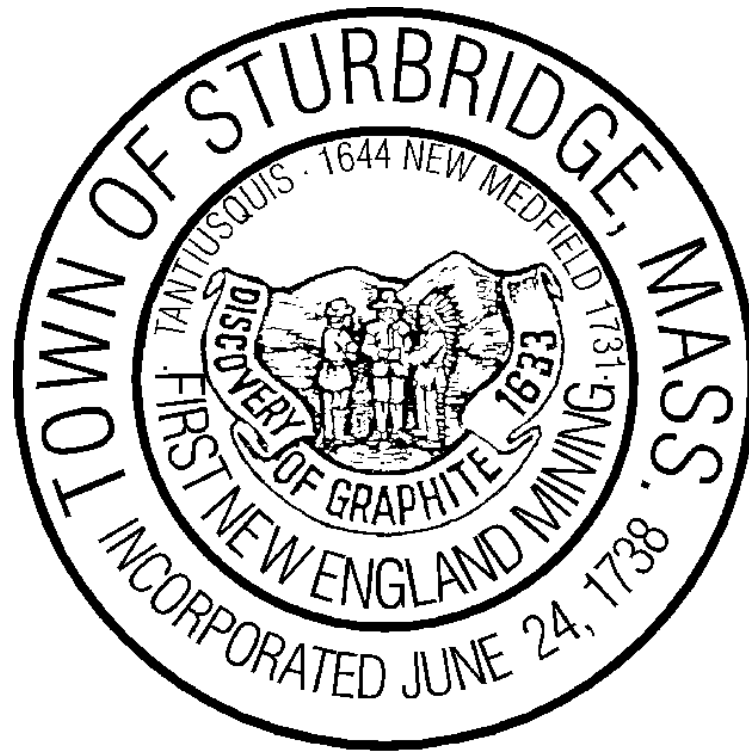
As always, if any residents have questions regarding Water or Wastewater issues, please do not hesitate to contact our office.

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](mailto:shane.moody@veolia.com)

# PLANNING, DEVELOPMENT AND REGULATION

2021



## REPORT OF THE PLANNING BOARD

The Sturbridge Planning Board, consisting of seven (7) appointed members, met regularly during 2020. 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. This year the Board had to change its practices due to Covid 19, beginning in March, the Planning Board as well as other Boards and Committees began to meet virtually using the GoTo Meeting platform.

The year continued to be challenging as the pandemic continued. The Board had a mix of in person and remote meetings and hybrid meetings. We have all adjusted to this new normal, but are looking forward to the days when all public business is conducted in person. The Board would like to thank all the staff members from the various departments that have helped make our virtual and hybrid sessions work smoothly.

The Board normally meets on the second and fourth Tuesdays of the month at 6:30 PM and this schedule has been maintained. When the meetings have not been in person and have been remote or hybrid, the applicants have been provided with log in information so they may present their plans to the Board and abutters and interested parties are able to call in on a conference line that has been established for this purpose. As in the past, all meetings are taped, and are subsequently broadcast via the local public access cable television. The meetings and agendas are posted on the Town Calendar and on the Town Clerk's Bulletin Board.

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	Jeff Adams
	Chris Bouchard
	Russell Chamberland
	Michael Chisholm
	Dane LaBonte

Staff

Town Planner	Jean M. Bubon, AICP
Administrative Assistant	Jeneé Lacy

The Board accepted, with regret the resignation of Russell Chamberland after serving 16 years with the Board. The Board and the Planning Department staff would like to thank Mr. Chamberland for all his years of dedicated service to the Town. In addition to all he did to serve the Planning Board, Mr. Chamberland participated in Sub-Committee work including the Sign Bylaw Sub-Committee and served as the Planning Board designee to the Betterment Committee.

The Board also welcomed Mr. Wally Hersee who was appointed to fill the vacancy left by Mr. Chamberland; his first meeting was July 13, 2021.

During the calendar year 2021, the Planning Board held twenty (20) 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:

Russell Chamberland	Betterment Committee
Jeff Adams	Representative to CMRPC
Wally Hersee	Community Preservation Committee Representative

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.

**Regular Business**

The following is an overview of actions taken by the Board in 2021, along with a summary of some of the Special Meetings in 2021:

**January 12, 2021**

ANR – 164 Lake Road – Gary Galonek - The applicant was requesting the creation of Parcel, A which is, noted “Not a Building Lot”, the remaining land (Lot 1 R) meets the requirements. Endorsed 6-0

Acceptance of Hillside Drive Cul-de-sac - A request from Charles McDevitt requesting that the Cul-de-sac at the end of Hillside Drive be accepted as part of the public way. Hillside Drive was accepted in 1965 at which time the cul-de-sac did not exist and in 1994, the Planning Board approved a plan showing a cul-de-sac at the end of Hillside Drive that provides the frontage for four lots. –The Planning Board recommended acceptance of the roadway at Town Meeting 6-0.

RLS Complete – Informal discussion and review of concept plans for a proposed cold storage facility to be constructed at 90 Charlton Road.

The Board heard an update on the Blue Wave solar facility that is located off Hare Road. All the compromised vegetation has been replaced and the permit is ready to close out.

The Board was provided information on a new tattoo studio going in at 484 Main Street, Unit 2. Hidden Muse Tattoo.

### **January 26, 2021**

ANR – 116 Wallace Road – Laurie Boniface - The applicant was requesting the creation of Lot 1 (116 Wallace Road) which meets the requirements. – Endorsed 6-0

Public Hearing – Fiske Hill East Realty Trust requests definitive Subdivision approval for property located at 30 Main St. & 20 Fiske Hill Rd. - The application of Fiske Hill East Realty Trust for Definitive Subdivision Plan approval for a proposed five lot mixed use (residential and commercial) subdivision. The plan is entitled Definitive Subdivision Plan “Fiske Hill East” 30 Main Street and 20 Fiske Hill Road, Sturbridge, Massachusetts and was prepared by McClure Engineering, Inc. The property is located at 30 Main Street and 20 Fiske Hill Road and contains 134 acres +/- . The Board approved a variety of waiver requests and the Hearing was continued.

### **February 9, 2021**

ANR – Charles B. & Nancy A. McDevitt – Shepard Road and Hillside Drive - The applicant was requesting the consolidation of Lot 51 (F) Shepard Road and Lot 53 (E) Hillside Drive to form a single integral lot, which meets the requirements. – Endorsed 7-0

Public Hearing – Special Permit & Site Plan – 420 Main Street – Porchlight Investments III, LLC - Applicant requests approval to allow for the conversion of <1 acre of CT zoned lightly wooded property adjacent to the existing 420 Main Street parking lot to an overflow parking lot to support additional business planned for the Table 3 Restaurant Group and existing tenants & shared agreements. – Public Hearing was continued to February 23, 2021

Public Hearing – To consider the proposal to amend Chapter Twenty Seven – Village Gateway District, Section 27.04 B. by inserting 7) Fast Food Establishment. Also, the proposal to amend the definition of Fast Casual (found in Chapter Two) by deleting the language “that is at least 4,000 square feet in area”. – Amendments supported 7-0. Town Meeting voters later approved these changes.

Public Hearing – To consider the proposal to amend the Accessory Dwelling Unit Bylaw – Chapter Eighteen - The amendments eliminate the renewal process, eliminate the maximum square footage requirement and instead require that the unit be subordinate to the principal dwelling, and also contain provisions for an accessory dwelling unit located within the accessory structure. – Amendments supported 7-0. Town Meeting voters later approved these changes.

Right of First Refusal - Amber N. Herting as the Trustee for the Hillman Family Irrevocable Trust - 49 Bushnell Road - The Hillman Family Irrevocable Trust has a purchase and sale agreement to sell 49 Bushnell Road to Linda & David Donaldson. The property contains a single family home and the intent is that this property will continue to be used as a private residence. The property is



in Chapter Land and therefore and the Town has the First Right of Refusal. - The Planning Board voted to not recommend that the Town exercise its First Right of First Refusal 7-0.

**February 23, 2021**

ANR – 120/140 Fiske Hill Road – Allworth Realty - The applicant was requesting the creation of Lot A from the existing lot located at 120 Fiske Hill Road and the remaining land of Allworth, LLC, which meets the requirements. – Endorsed 6-0

Continuation of Public Hearing – Fiske Hill East Realty Trust requests definitive Subdivision approval for property located at 30 Main St. & 20 Fiske Hill Rd. – Public Hearing was continued to April 13, 2021

Continuation of Public Hearing – Special Permit & Site Plan – 420 Main Street – Porchlight Investments III, LLC – Approved 6-0

Public Hearing – Special Permit & Site Plan – 90 Charlton Road – RLS Complete - The Applicant requests Site Plan approval to allow for the construction of an 83,035 square foot cold storage facility for the import and distribution of frozen food products throughout the region and related site improvements. The applicant is also requesting a Special Permit to construct a building that is greater than 35’ high in accordance with Chapter 10, Section 10.02 (c) of the Zoning Bylaw. The applicant is proposing a max building height of 57’. – Approved 6-0

Right of First Refusal – Spencer Solar, LLC – 133, 137, 139 Fiske Hill Road & 48 Old Farm Road - Spencer Solar has a Purchase and Sale Agreement to sell 133, 137 and 139 Fiske Hill Road to Joshua Wages. The potential buyers plan to create a Christmas tree farm and use 137 and 139 as two house lots. The property is in Chapter Land and therefore the Town has the First Right of Refusal. This parcel is not identified as a parcel of interest in the most recent Open Space and Recreation Plan and since only an agricultural use and two homes are proposed on the entire tract, the proposal seems reasonable. – Voted to support the Trails Committee and recommend that the Town exercise its Right of First Refusal.

**March 9, 2021**

ANR – 91/97 Clarke Road – Jane Simpson - The applicant was requesting the creation of Lot 91A from the existing lot 97 Clarke Road, lot 91A would not be considered a building lot and is to be conveyed with and combined with Lot 91 to form a contiguous lot. – Endorsed 5-0.

**March 23, 2021**

ANR – 566 Route 15 – Silver Tree Realty - ANR was to create Lot 3 from the remaining land of Silvertree Realty, Inc. on Route 15, both Lot 3 and the remaining land have sufficient frontage. – Endorsed 7-0.

Public Hearing – Site Plan Approval – 501 Main Street – Town of Sturbridge - The applicant is requesting Site Plan Approval to construct a parking lot on the property located at 501 Main Street. The parking lot will be located on approximately .53 acres of the land recently re-zoned Commercial Tourist District. The parking lot will serve the existing Commercial Tourist businesses and eventually trail users with access to the Riverlands proposed in this location. The

parking lot will have 25 parking spaces and 1 ADA compliant space. The property is located in the Groundwater Protection District but since the impervious area is being reduced to 10,210 square feet of impervious surface a Special Permit is not required. – Approved 7-0

**April 13, 2021**

ANR – 566 Route 15 – Silver Tree Realty - ANR was to create Lot 6 from the remaining land of Silvertree Realty, Inc. on Route 15. Both Lot 6 and the remaining land have sufficient frontage and since the plan meets the requirement. – Endorsed 6-0

ANR – 249 Brookfield Road – Kapa Property Management, LLC - The ANR was to divide 249 Brookfield Road into Lots 100, 101 and 102. Lot 100 contains the existing home at 249 Brookfield Road and all the proposed lots meet the requirements. – Endorsed 6-0

Continuation of Public Hearing – Fiske Hill East Realty Trust – Public Hearing continued to May 25, 2021

Public Hearing – To consider the proposal to amend the Floodplain District sections of Chapter Three of the Zoning Bylaws – Approved 6-0. Town Meeting voters later approved these changes.

Public Hearing – Special Permit – 423 Main Street – STL423, LLC - The applicant has applied for a Special Permit and a Waiver of Site Plan to pave the parking lot located at 423 Main Street. She stated that the Conservation Commission conducted a review of the Stormwater Management System during its permitting process and has approved the system and the Board of Selectmen acting as Water Commissioners voted that it had no concerns with the proposal. – Approved 6-0

Public Hearing – To consider the proposal to renumber and revise the Zoning Bylaw – Approved 6-0. Town Meeting voters later approved these changes.

**April 27, 2021**

Public Hearing – Special Permit & Site Plan Approval – 195, 197, 201 & 201A Charlton Road – Noble Energy Real Estate Holdings, LLC - The applicant, Noble Energy Real Estate Holdings, LLC is requesting Site Plan Approval for the redevelopment of the properties located at 195, 197, 201 and 201A Charlton Road that will be divided into Lot 1 and Lot 2 to construct an 8,437sq.ft. Travel Plaza consisting of a Noble Energy Filling Station/Convenience Store with Drive Thru coffee/sandwich shop and “Frisbie’s Ice Cream” take out and outdoor walk-up service window. Lot 2 will be developed with the construction of a 16,640sq.ft. 2-story Electric Vehicle Discovery Center which will include a first floor not for profit electric vehicle display showroom and discovery learning center, the second floor will include a 120 seat restaurant and bar, outdoor patio and separate office as shown on the plans submitted. – Public Hearing Continued to May 25, 2021.

Waiver of Site Plan – 371 Main Street – Saw Dust Coffee House - The applicant was requesting a Waiver of Site Plan to allow outdoor seating established during the Covid exemption period to remain as permanent seasonal outdoor seating. J. Bubon stated that she recommends the Board grant the Waiver of Site Plan to allow the outdoor seating on the patio to be used as permanent seasonal seating with the following conditions:

1. No more than 74 seats be used at any time unless additional parking can be created or leased from a neighboring property owner;
2. The applicant shall return to the Board for approval of any additional parking and any increase in capacity;
3. Permits must be obtained from the Fire Department for any outdoor heaters.

Approved 7-0

Waiver of Site Plan – 559 Main Street – Altruist Brewery - The applicant, Nancy Ferreira-Bixby, is requesting a Waiver of Site Plan to allow outdoor seating established during the Covid exemption period to remain as permanent seasonal outdoor seating, in 2016 the Planning Board approved the opening of Altruist Brewing with a maximum capacity of 85 seats inside and 20 seats to be added in a Beer Garden at a later date for a total of 105 seats. The current proposal for the Beer Garden is to have a maximum of 36 seats outside; this would mean that during the outdoor season, the maximum seats inside would need to be reduced so that the total seating does not exceed 105. The applicant is proposing to create a formal deck in this area when the budget allows – Approved 7-0

**May 11, 2021**

Waiver of Site Plan – 138 Main Street – The Granite Group - The applicant is requesting a waiver of site plan to operate a wholesale/retail plumbing supply house within the existing building and to install a fence on the existing paved area to separate the loading dock and storage area from the public parking spaces. – Approved 7-0

**May 25, 2021**

ANR – 305 Cedar Street/71 Gay Road – Michael Steuer - The land owned by Michael Steuer has 47 acres, 35 acres in Brookfield and 12 acres in Sturbridge. They would like to divide 10 acres from the rest of the property in which a small amount of that land is in Sturbridge. The remaining land has 200 feet of frontage in Sturbridge. – Endorsed 7-0

Continuation of Public Hearing – Fiske Hill East Realty Trust requests definitive Subdivision approval for property located at 30 Main St. & 20 Fiske Hill Rd. – Public Hearing Continued to June 22, 2021

Continuation of Public Hearing – Special Permit & Site Plan Approval – 195, 197, 201 & 201A Charlton Road – Noble Energy Real Estate Holdings, LLC

- Approved the Noble Energy ID Building Sign as proposed not to exceed 50sq.ft. 6-0-1
- Approved the Noble Logo signs on each side of the gas canopies as proposed - 8 Signs @ 13.75 square feet 7-0
- Approved the Freestanding Multi-tenant Travel Center sign as proposed not to exceed 65 square feet 7-0
- Approved the EV Discovery Center ID signs as proposed – Sign #1 not to exceed 144 square feet and Sign #2 not to exceed 230 square feet. 6-0-1
- Granted the waiver to the front landscaping requirement as allowed for in Section 25.07 O (1) of the Zoning Bylaw. 6-0-1

### **June 22, 2021**

Public Hearing – Special Permit – 178 Main Street – Shaw’s Supermarket - The applicant is requesting Special Permit to erect a second building sign on the front façade, to promote a new contactless grocery shopping service, which is in excess of the two on premise signs, per brand, allowed under the sign bylaw. – Approved 6-0

Continuation of Public Hearing – Special Permit & Site Plan Approval – 195, 197, 201 & 201A Charlton Road – Noble Energy Real Estate Holdings, LLC – Approved 6-0

Modification of Curb-side Pick Up – 365 Main Street – Local Roots - The request for the modification of the curbside pickup operation, which entailed moving the pickup location from the back of the building to the front to make the operation more efficient and safer. – Approved 6-0

Consideration of Right of First Refusal 355 Leadmine Road - J. Bubon stated that she recommends the Board table voting on this Right of First Refusal. J. Bridges stated that the notice received was insufficient and would need to be sent to the Town again.

Old/New Business - J. Bubon stated that this meeting would be Russell Chamberland’ s last and acknowledged him for his 16 years on the Board and thanked him for his service.

C. Blanchard made a small speech recognizing Russell Chamberland’ s service to the Planning Board and thanked him for his time and service.

### **July 13, 2021**

The Board welcomed Wally Hersee to the Board

Public Hearing – Special Permit – 178 Main Street – Dragonfly Ibis Sturbridge, LLC – No Quorum – Continued to July 27, 2021

Consideration of Right of First Refusal for Property Located at 355 Leadmine Road - J. Bubon stated that she spoke with the Trails Committee and they do not have an interest in the property. She stated there is a young couple that wants to buy the property to build a small home and that she recommends that the Planning Board not exercise their first right of refusal. – Voted to recommend to the Board of Selectmen that the Town should not exercise the right of first refusal 4-0

### **July 27, 2021**

Continuation of Public Hearing - Special Permit – 178 Main Street – Dragonfly Ibis Sturbridge, LLC – Applicant is requesting a Special Permit to allow a reduction in the required off-street parking to satisfy the Town’s parking requirements in regards to the proposed redevelopment of three new tenant retail spaces within the commercial unit formerly occupied by JC Penny’s along with the replacement of the existing monument sign at the plaza main entry. – Approved reduction of parking 5-0 – Approved multi-tenant sign 5-0.

Waiver of Site Plan – 365 Main Street – Derrico’s Market - applicant requests a Waiver of Site Plan for the installation of a 10x10 cooler unit that will take up two parking spaces, which will leave 41 parking spaces. – Approved 5-0

**August 24, 2021**

ANR – 165 & 175 Shepard Road – Laurie Boniface, the applicant requested that Parcel A-1 be created from land located at 175 Shepard Road, in which that parcel would be conveyed and combined with 165 Shepard Road. – Endorsed 6-0

Public Hearing – Site Plan Approval – 122 Main Street – Swaminarayan Realty, LLC (LuckyMart) – Approved 6-0, the Site Plan to relocate the existing pump island and canopy, add two building additions, and reconfigure the available parking spaces, with conditions.

**September 14, 2021**

ANR – 236 Podunk Road – AH & DB Custom Homes, Inc. (Kenneth Kaszowski), the applicant requested that Lots A, B, C & D be created from land on Podunk Road. – Endorsed 6-0

New England Horse Park, LLC – Equine Center Conceptual Presentation to the Planning Board

**September 28, 2021**

ANR – 40 Champeaux Road – Jean Sullivan, the plan creates a new parcel from land known as 800 Main Street to create a new Parcel 2 – Endorsed 7-0

ANR – 195 Charlton Road – Noble Energy, the applicant requests that the land at 195, 197, 201 and 201A be consolidated and re-divided into two lots – Endorsed 7-0

Public Hearing – Proposed Zoning Amendments – Agricultural Entertainment Overlay District – Approved 6-0, to support the amendments to the Zoning Bylaw that would insert a new Article XXI – Agricultural Entertainment Overlay District within the Zoning Bylaw, add a new definition for Equine Center to be inserted in its appropriate location in Section 300-2.2, and amend the Zoning Map by establishing an Agricultural Entertainment Overlay District consisting of the following parcels of land 180 and 181 Breakneck Road and 16 Cross Road. Voters at Town Meeting rejected these changes.

Public Hearing – Special Permit – 178 Main Street – Ocean State Job Lot - the applicant is requesting a Special Permit to allow for a new wall mounted sign that will be 87.5 square feet. – Approved 7-0

J. Bubon updated the Board on the Habitat for Humanity project at 226 Cedar Street and their groundbreaking.

Public Hearing – Scenic Road Special Permit – 72 Farquhar Road - requesting a Scenic Road Special Permit to allow for the removal of two trees near 72 Farquhar Road to accommodate a pole re-location that is necessary in conjunction with the construction of the Grand Trunk Trail. – Approved 7-0

Waiver of Site Plan – 178 Main Street – Dragonfly Ibis (Planet Fitness) - applicant was requesting a Waiver of Site Plan to allow for the installation of a temporary office trailer within the existing parking lot along with the placement of a temporary banner on the side of the trailer. – Approved 7-0 to allow the installation of a temporary office trailer within the existing parking lot and to allow for a temporary sign and banner on the trailer or a temporary sign on the trailer and a temporary a-frame sign.

Waiver of Site Plan – 559 Main Street – Deep Roots Distillery USA - requesting a Waiver of Site Plan to allow for the operation of a distillery with tasting room on the premises of 559 Main Street. – Approved 7-0, to change the use of unit 209 located at 559 Main Street to a Distillery and change the floor plan of the space as presented.

Public Hearing – Site Plan Review – 2 School Street/602 Main Street – STL Group, LLC, the applicant is requesting a Site Plan Review to allow for the renovation of the existing building into six two-bedroom artist studios and to construct a new building on the property that will contain six one-bedroom artist studios for compliance with the requirements. Approved 6-0

### **November 9, 2021**

Request Approval of Street Name – Fiske Hill East Realty Trust – the applicant is requesting approval for the name Berry Farms Road for the recently approved Fiske Hill East Subdivision.

Public Hearing – Modification of Site Plan – 21 New Boston Road – Om Shri Ambika, LLC, the applicant is requesting a modification of the previously approved Site Plan to include a proposed 4,800 square foot full service restaurant in place of the previously approved 3,775 square foot bank, all other project components will remain the same. – Voted to Continue 7-0 to December 14, 2021

### **November 23, 2021**

ANR – 106 – 114 Arnold Road – Ronald Wassmer, the applicant is requesting to adjust the lot lines to convey 0.038 acres from Lot 114R to 106R. – Endorsed 7-0

Waiver of Site Plan – 367 Main Street – Gido’s Brick Oven Pizza & Ice Cream, the applicant is requesting approval to renovate the existing building at 367 Main Street (Formerly Friendly’s) into a new 150 seat restaurant with a seasonal outdoor patio located on the west side of the building and an ice cream take out window on the east side of the building. – Approved 7-0

Waiver of Site Plan – 413 Main Street – Catering & Tasting Co., the applicant is requesting a change of occupancy from an ice cream and sandwich shop to a catering and tasting company. – Approved 7-0

### **December 14, 2021**

ANR – 140 Fiske Hill Road/Lot 1 McGilpin Road – George Goulas, requesting to divide 140 Fiske Hill Road/McGilpin into Lot A and remaining land. – Endorsed 7-0

Continuation of Public Hearing – Modification of Site Plan – 21 New Boston Road – Om Shri Ambika, LLC – Approved 7-0

Old/New Business

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 2021**

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.

This year the Board welcomed a new member, David Zonia. Member William Zelenak decided not to seek re-election and March 17<sup>th</sup> marked his last meeting. The Board thanks him for his service.

The year 2021 continued to have challenges due to Covid and at times the Board was meeting remotely and at other times in person or even a hybrid format. The Board appreciates the assistance from all the town staff that helped to make this happen so that the business of the Board could continue to be carried out during these challenging times. Despite the challenges of the pandemic, the year 2021 was busy for the Zoning Board of Appeals with Requests for Determinations and Special Permits.

The following are the cases and results seen by the Board in 2021. All projects were approved unless otherwise noted:

### **March 17, 2021**

Public Hearing – Special Permit – 122 Main Street – Lucky Mart - The applicant is requesting a Special Permit for the relocation of the canopy for the fuel islands in order to reposition parking adjacent to the convenience store. – Approved 5-1

Determination – 65 Westwood Drive – Alan & Mary Hussey - to construct a carport adjacent to the existing shed on the property, stating that the property is located in the Suburban Residential Zoning District and is non-conforming only in regards to contiguous frontage. The property was divided in 1975 as shown on the survey and in 1981, the Town changed the definition of frontage to require 125' of contiguous frontage. – Approved 6-0

### **April 21, 2021**

Public Hearing – Special Permit – 20 Cedar Lake Drive – Brian & Sarah Oxman - The applicant is requesting a Special Permit to allow the demolition of the existing home and outbuilding and the construction of a new single family home and outbuilding on the property. – Approved 6-0  
Determination – 57 Caron Road – Jennifer & Jesse Casaubon - The applicant is requesting a determination to allow the construction of an addition, landings, stairs, and patio on the premises. – Approved 6-0



**May 19, 2021**

Public Hearing – Special Permit – 59 Bennetts Road – Dale Perry - The applicant is requesting a Special Permit to raze and rebuild the existing residential structure. The proposed new single family home will be placed at the same rear and side setbacks, however, the front setback will become more non-conforming with an 11.3’ front setback proposed vs. the existing 14.7’ setback. – Approved 7-0.

NBM Realty – Request for extension of Comprehensive Permit granted for 152 Main Street -- the applicant is requesting an extension of time to commence construction for a one year period until June 9, 2022 for the previously approved Comprehensive Permit granted for 152 Main Street (Five Leaves). The applicant has been trying to work through water and sewer fee issues so that they can move forward and has plans to reduce the number of units. The Board approved the extension of the Comprehensive Permit until June 9, 2022. – Approved 7-0

**August 18, 2021**

Public Hearing – Special Permit – 100 Paradise Lane – Detarando, the applicant is requesting to raze and rebuild the existing single-family house and build a detached garage. The new residence will be constructed 45.3 feet from the shoreline and the detached garage will be constructed 29.7 feet from the existing road. – Approved 5-0

Determination – 9 Williams Road – Michael Harriman, the applicant requests a Determination to construct a 12’x18-6’ deck at the rear of the house. – Approved 5-0

**October 20, 2021**

Determination – 92 Stallion Hill Road – Pamela Soper, the applicant is requesting a determination for the construction of a 26x28 addition on to the existing dwelling.–Approved 5-0

Determination – 584 Main Street – Stephen Comtois, the applicant is requesting a determination to raze and rebuild a two family house in the existing footprint. – Approved 5-0

**December 15, 2021**

Determination – 147 Cedar Street – Fidan Kurtulus, the applicant is requesting a determination for the construction of a 15x24 garage with breezeway. – Approved 5-0

Respectfully Submitted,

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

2021 REPORT OF THE STURBRIDGE  
HOUSING PARTNERSHIP COMMITTEE

2021 was a year of transition for the Housing Partnership.

Working with the Town Planner, the Central Mass Regional Planning Commission, the Planning Board, the Board of Selectman and the State, the Town approved a five year housing production plan at the end of 2020.

The provisions of M.G.L. c. 44, sec. 55 were approved at Town Meeting, establishing an Affordable Housing Trust Fund, which will exist as a separate entity to work with the Board of Selectmen and various town committees to seize marketing opportunities timely as they arise from time to time, consistent with the Housing Production Plan.

In Spring, 2021 the Town broke ground on a Town owned property for construction of a three bedroom family home on Cedar Street. The project was initiated by the Housing Partnership and funding approved by Town Meeting. Currently, the foundation has been poured and the first floor framed. Habitat for Humanity is the General Contractor on the project.

For 2022 the Housing Partnership looks forward to the implementation of the Affordable Housing Trust and finding new opportunities for housing creation and development.

Respectfully submitted,

Ed Neal, Chair  
Margaret Darling  
Matt Masselli  
Wally Herzee



# Town of Sturbridge Department of Inspectional

## Report of the Building Inspector - 2021

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 Massachusetts building, plumbing, and electrical codes, Mass. General and Zoning Laws, and the Town of Sturbridge's General and Zoning Bylaws.

Our office issues and reviews 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. Any suggestions for improvements are always welcome. It is our belief that public health and safety is a joint responsibility.

A total of **1374** permits were issued in 2021, totaling **\$256,558.20** in fees collected. The department members and breakdown of permits are as follows:

<b><i>Plumbing Inspector:</i></b> Peter Starkus	<b>162</b> Plumbing Permits
<b><i>Gas Inspector:</i></b> Peter Starkus	<b>154</b> Gas Permits
<b><i>Alternate Plumbing, Gas Inspector:</i></b> Paul Mazeika	
<b><i>Electrical Inspector:</i></b> Clyde Gagnon (Out on sick leave)	<b>337</b> Electrical Permits
<b><i>Alternate Electrical Inspectors:</i></b> Robert Garon, William Gibson	
<b><i>Building Inspector:</i></b> Nelson Burlingame	<b>81</b> Building Permits
	<b>110</b> Safety Inspections

***Inspectional Services Administrative Assistant:*** Cindy Forgit

Some of the larger commercial projects in 2021 are as follows:

- Day's Inn Renovations(interior)
- 6 Picker Rd. Cold Storage new 120,549 sq. ft. with 55 ft. ceiling facility and single story 3,300 office area.
- 90 Charlton Rd Cold Storage new 80,000 sq. ft.52 ft. ceiling facility with two story 50,000sq. ft. Office

- 69 Hall Rd. Renovation 3,136 sq. ft. dental office with eight new treatment rooms
- 3 Arnold Rd. Rapsallion Brewery Pub completely renovated top floor
- 198 Charlton Rd 3473 sq. ft. fit-up insurance office building first floor.
- 200 Charlton rd. Corner Stone Bank new façade and reconfigured inside to be more user friendly.
- 40 Edward's Gas, Remodeling outside new façade and remodeling inside to convenient store.
- New renovated Granite group wholesale plumbing supply house at 138 Main the old Paoletti fruit building.

The Department of Inspectional Services would like to thank all the people that have worked so hard to save lives and help control the spread of the coronavirus. This has been another unique year and the town worked diligently to keep town services as normal and safe as possible under the circumstances.

Respectfully Submitted,

Nelson Burlingame  
Building Inspector  
Zoning Official

## **REPORT OF THE BOARD OF HEALTH 2021**

The Board of Health is a three-member elected board. Our term of office is three years each, with members elected on consecutive years. Our current members include: Linda Cocalis (2020-2023), Chair, Richard Volpe (2019-2022), Vice-Chair, and Louis Fazen (2021-2024).

The mission of the Board of Health/Health Department is 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 task is accomplished in a variety of ways including education, public outreach, oversight and inspections of food establishments, inspections of public accommodations (hotels/motels/inns), oversight and permitting of private septic systems, permitting of private wells, communicable disease investigations, investigation of nuisance and housing complaints, and solid waste management. The department also develops regulations and programs to address existing and future public health issues and to promote policies for preventative public health concerns. Through these efforts the Health Department is working to improve the quality of life for all residents in the community.

We would like to thank our diligent staff, Health Inspector, Patricia Valiton and Health Agent, Kenneth B. Lacey, Jr., and we would like to welcome our newest member, Laura Sherris, as our Administrative Assistant.

### **COVID-19 PANDEMIC**

The Board of Health appointed 4 Public Health Nurses to manage active COVID-19 cases in town, which includes contact tracing, isolation orders and follow-up. We would like to acknowledge our Public Health nurses Lisa Meunier, Michelle Seremet, Ashley Chakkiath, and Susan Koblara. All of our nurses show exceptional professionalism and dedication and worked tirelessly throughout this pandemic.

Our Health Agent worked continuously with school leadership throughout the year to assist with planning and execution of guidance from DESE and the Governor's Office. In addition, we worked actively with multiple community stakeholders to proactively prepare for the vaccination of our residents. We partnered with other communities to support regional clinics at Harrington Hospital in Southbridge and the Palmer Public Health Coalition Vaccination Clinic in Palmer.

Our Health Agent and Health Inspector have worked diligently with businesses in town to help them interpret and maintain compliance with the Governor's orders and safety protocols, both proactively and in response to complaints and positive cases.

### **INSPECTIONS AND MONITORING**

The Health Department monitors the State mandated testing of semi-public/public beaches in town. These beaches currently include: Cedar Lake Recreation Area; Walker Pond, at the Main Beach and Oak Cove; Big Alum Lake, including the beaches on The Trail and the Italian Club;

and the beach at Sturbridge RV Resort. Our monitoring includes reviewing the beach inspection and water quality testing reports for public safety.

Routine inspections resumed, following the COVID-19 closures, with education and guidance given where needed. Inspections are performed at food establishments, tanning and tattoo establishments, non-private swimming pools, camps, campgrounds, mobile home parks and hotels/motels/inns, and tobacco retailers. Housing inspections are also conducted in response to complaints.

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2021 calendar year:

Food Service Permits	109	Body Art Permits	3
Temporary Food Permits	49	Tanning Salon Permits	2
Septic Installer Permits	24	Tobacco Permits	12
Septic Permits	29	Hotel/Motel Licenses	12
Septage Haulers	11	Mobile Home Park Permits	3
Waste Hauling Permits	10	Campground Permits	2
Public/Semi-Public Pool/Spa Permits	14	Camp Permits	2
Public/Semi-Public Beaches	6	Wells	20

The Health Department, working with our Public Health Nurse, Cheryl Rawinski, RN, also oversees epidemiology follow-up on local cases. Cases that are reported to the State are distributed to local Boards and Health Departments through the Massachusetts Virtual Epidemiologic Network (MAVEN). MAVEN is a web-based disease surveillance and case management system that enables state and local health departments to capture and transfer appropriate public health, laboratory, and clinical data efficiently and securely over the Internet in real-time. The system interfaces with Electronic Laboratory Reporting (ELR) efforts, has automatic (24/7/365) notification of state and local officials of any event requiring their attention and geographic information system (GIS) activities.

## **EMERGENCY MANAGEMENT**

The Sturbridge Health Department is a member of the Massachusetts Region 2 Public Health Emergency Preparedness (PHEP) Coalition. The Massachusetts Region 2 (PHEP) Coalition is comprised of representatives from the seventy-four local public health departments within the region. Established in 2004, the PHEP Coalition works on joint initiatives related to Public Health emergency planning and response, including fulfillment of the PHEP grant deliverables. The coalition is funded through a grant from the Centers for Disease Control and Prevention via the Massachusetts Department of Public Health Office of Preparedness and Emergency Management.

The PHEP Coalition currently funds some of our emergency management communications programs, helps with funding for emergency management education, and has provided grants over the years to help outfit the Health Department with supplies to prepare us for public health emergency preparedness. Our Health Agent, Kenneth B. Lacey, Jr, currently serves on the Executive Committee of the Region 2 PHEP Coalition.

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 and non-medical volunteers who are willing to help out in the event of a public health emergency. Any citizen interested in volunteering with the MRC should contact the Worcester Regional Medical Reserve Corps.

### **SOLID WASTE MANAGEMENT & RECYCLING CENTER**

The Board of Health oversees the operation of the Recycling Center and Landfill, and licenses private waste haulers who offer curbside trash and recyclables collection to the residents and businesses of Sturbridge. The Board requires that the haulers provide recycling opportunities to their customers to adhere to the State DEP waste bans.

Management of the waste stream from the Recycling Center is increasingly difficult each year due to the constantly changing recycling markets. John Booth is the manager of the Sturbridge Recycling Center and the BOH would like to acknowledge the excellent effort that John puts in each year trying to manage costs by finding the best prices he can for the wastes at the Recycling Center. We would also like to acknowledge his team of dedicated workers that includes Wayne Beckwith, Jessica Booth, Richard Curboy, Shenandoah Reddy and Scott Tremblay.

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 a top 10 recycling facility in the state. This rating comes from diligent recycling, active monitoring by our staff, and a commitment by all to keep recyclable products out of the landfill.

### **SOUTHBRIDGE LANDFILL CLOSURE UPDATE:**

The Board of Health is working to protect the citizens in Sturbridge from any potential water quality issues that could arise from the neighboring Southbridge Landfill. Board members spent an incredible amount of time and energy on educating themselves and continuously monitoring reports. 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, Vice-Chair  
Louis Fazen

## REPORT OF THE CONSERVATION COMMISSION 2021

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), Steven Chidester (Vice Chair), David Barnicle, Erik Gaspar and Roy Bishop. Steve Halterman resigned from the SCC in 2021 after 5 years of service. We would like to thank Steve for sharing his knowledge, his time and for his devotion to the protection of our natural resources.

### Did You Know ...

- ◆ Wetlands reduce flooding, provide wildlife habitat, recharge aquifers, and cleanse water supplies. Wetlands function best in a natural state. Don't "clean them up;" wildlife thrives in areas with brush piles, rotting logs and other "untidy" things.
  - ◆ Wetlands can be wet, wooded and/or meadow-like.
  - ◆ Wetlands on public & private property are regulated.
  - ◆ Many activities in or near wetlands require a permit.
    - Cutting trees or shrubs
    - Dumping yard waste, dirt, etc.
    - Grading, excavating, filling, or redoing lawns
    - Building structures
    - Changing drainage
- Owners are responsible for all activities on their properties. Before hiring workers, call the Conservation Office to determine if a permit is needed.

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 and Erin Carson has been the Administrative Assistant October 2020.

The SCC is responsible for many aspects related to the protection of our natural resources, most importantly is the protection of 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 a significant impact to our wetland resource areas. 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), Wetland Bylaw Letter Permit Applications and Tree Removal Permit Applications. The SCC also reviews Forest Cutting Plans, Amendment Requests and Permit Extensions.

As reported last year, the COVID-19 Pandemic had presented some challenges for our functions particularly which had created additional administrative processes required as state agencies worked from home. As state agencies continue to work from home, we are still operating under



their initial guidance. In light of the pandemic, we have found that some of these modified processes have been beneficial internally and externally. For example, we are now utilizing electronic signatures which expedites our ability to issue permits and the SCC has continued with hybrid meetings which has been favorably received by some applicants and representatives who may have had to travel to attend a meeting.

Last year we reported that despite the pandemic, we had seen an increase in permitting. During FY 21 we continued to see this increase. Please see the table below for permitting during FY21. With this table we have included other reviews/actions taken by the SCC which include Emergency Authorizations, Extension Requests, Amendment Requests and Certificates of Compliances.

We have also reviewed permitting trends over the past 10 years. A review of the data indicates that the SCC's permitting requirements have increased and are significantly higher than 10 years ago. Please see the graph at the end of this report. The data illustrates that there has been a 119 % increase in permitting since FY 12.

A sampling of the FY 21 projects includes new large commercial developments and redevelopments, residential projects and site and resource area improvement related

Orders Of Conditions	<b>34</b>
Determination Of Applicability	<b>23</b>
Order Of Resource Area Delineation	<b>2</b>
Sturbridge Wetland Bylaw Orders Of Conditions	<b>7</b>
Sturbridge Wetland Bylaw-Commission Approval	<b>29</b>
Sturbridge Wetland Bylaw-Agent Approval	<b>48</b>
Permit Amendments	<b>4</b>
Events/Special Permits	<b>2</b>
Certificate Of Compliance	<b>31</b>
Emergency Authorizations	<b>5</b>
Permit Amendments	<b>7</b>
	<b>192</b>

projects. One new commercial development includes the storage facility on Picker Road. This project includes a spanned intermittent stream crossing, wetland replication and stormwater controls. We have also worked on commercial re-developments. Some of the projects are Land Uses with High Pollutants Loads. Here the SCC has been able to work with project proponents to develop plans to improve existing outdated stormwater systems. Reducing site runoff assists with groundwater recharge during draughts and assists with reducing damage to properties during flooding events. Providing additional storm-water treatment measures to remove contaminants not only protects our environment but also protects drinking water supplies. One example includes the redeveloped travel center on Haynes Street. Here significant stormwater improvements were incorporated to protect one of our groundwater protection zones and to protect Hamant Brook which is a coldwater fisheries habitat. Coldwater fisheries habitat is a declining resource in MA.

Stormwater discharges and the loss of vegetated buffer zones adjacent to streams are significant threats.

We have also seen many residential projects which include new house lot developments, raze and rebuilds of summer lakefront cottages to year round houses, septic replacements, home improvement projects (such as pools, house additions, etc.) and lake shoreline wall projects. In the past few years, we have seen an increase in applications to replace existing lake shoreline walls. Many of these walls are unnatural vertical walls made of either timbers, concrete or blocks. The SCC has worked with homeowners to implement more natural designs which are not only better for the ecosystems but are more resistant to wave action which reduces maintenance activities and potential wall failures.

In addition to project review last year, the SCC and the Conservation Department have been working on projects related to our Conservation properties and education. The SCC has the care and custody of approx. 1,500 acres of conservation and holds easements and restrictions on additional lands.

The SCC and Conservation Department continued to identify management opportunities for habitat improvement projects, invasive species removal, trail development and educational uses. This past Fall, CPC funds were utilized to demarcate the Long Pond property boundaries, the first step for future passive recreational use of the property. The Conservation Department has been working on the removal of dilapidated structures found on some of the conservation properties. These structures were remnants of past uses which have deteriorated over time and contained low levels of hazards. This year the remaining six structures were removed within three different locations. The removal of these structures completes a multi-year effort to tackle this project.

The Conservation Department continues to assist with the design and permitting of trail related projects. Staff have been assisting with the Grand Trunk Trail project over the past few years and this year we completed the permitting applications for this project. We assisted WPI students with a project developing trails, educational opportunities and river access from the future municipal parking.

Lastly a major goal of the Conservation Department is community outreach through the conservation properties. This year the SCC held their 12<sup>th</sup> Annual Heins' Farm Winter Tree Scavenger Hunt. The SCC encourages residents and visitors to walk the trails of the Heins' Farm to find trees decorated by Town Departments and local businesses and organizations. Youth are encouraged to submit photographs of the decorated trees for a chance to win a prize. This past Spring, the Conservation Department and the Recreation Department sponsored our first Discover Sturbridge Hike and Seek. This was a self-guided scavenger hunt at the Heins' Farm and Leadmine Mountain Conservation Area. It allows participants to use technology in a simple, positive way to learn about nature and the properties' history encouraging observations and sharing of discoveries. We look forward to continuing to offer this event. One of our goals for the upcoming year is to

devote more time on educational events and opportunities to help foster a better understanding of the importance on natural resource protection.

Staff continue to work to make processes more efficient and completed an overhaul of our file organization. We were fortunate to have a past intern, National Honor Society students and senior workers assist with completing this project.

The lakes monitoring program was again conducted this year. Lake testing is made possible by volunteers and the Sturbridge Lakes Advisory Committee (SLAC). Funding is provided by the Town through the SCC. Sturbridge has six Great Ponds which include: Cedar Pond, South Pond, Walker Pond, Leadmine Pond, Long Pond, and Big Alum Pond. Lake testing and monitoring is important in understanding the current status of our lakes.

The SCC held a joint Earth Day trash cleanup with the Department of Public Works. Historically, the SCC held a weekend Earth Day event but has been modified since COVID occurred providing participants more opportunities to participate over a longer timeframe.

Respectfully submitted,  
Sturbridge Conservation Commission  
Rebecca Gendreau (Agent)  
Ed Goodwin (Chair)  
Steven Chidester (Vice-Chair)  
David Barnicle  
Roy Bishop  
Erik Gaspar

**DESIGN REVIEW COMMITTEE  
Annual Report 2021**

The year 2021 was a busy one for the Design Review Committee. 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-seven approvals for either sign permits or architectural permits during the fourteen meetings held during 2021. We also bid farewell to Amanda Normandin and thanked her for her service and we welcomed Brad Goodwin to the Committee.

<b>DATE</b>	<b>BUSINESS NAME</b>	<b>PROPERTY ADDRESS</b>	<b>TYPE</b>
February 1	Rapsallion/Homefield	3 Arnold Rd/484 Main St	Sign
	RLS Complete	90 Charlton Road	Architecture
March 2	Coldwell Banker Realty	135 Main Street	Sign
April 5	Manny's Taqueria	559 Main Street	Sign
	STL423, LLC	423 Main Street	Sign
	Wicked Licks	380 Main Street	Sign
	Noble Energy	195,197,201 & 201A Charlton Rd	Architecture & Sign
April 13	Manny's Taqueria	559 Main Street	Sign
	Wicked Licks	380 Main Street	Sign
April 26	Noble Energy	195,197,201 & 201A Charlton Rd	Architecture & Sign
May 3	Missy Body Spa	504 Main Street	Sign
May 17	Japa Inc. dba Dunkin	469 Main Street	Sign
	Noble Energy	195,197,201 & 201A Charlton Rd	Architecture & Sign
June 21	Shaws Supermarket	178 Main Street	Sign
	The Vascular Care Group	214 Charlton Road	Sign
	Burger King	374 Main Street	Architecture & Sign
July 19	Cano Auto Service	33 Main Street	Sign
	Christian Church Door to Heaven	450 Main Street	Sign
August 2	Lucky Mart	122 Main Street	Architecture
	Ocean State Job Lot	178 Main Street	Sign
September 22	Burger King	374 Main Street	Architecture
	Dunkin Donuts	120 Main Street	Sign
	Sturbridge Common Plaza	392 Main Street	Architecture
	Cormier & Rea Tax	73 Main Street	Sign
	Fitzgerald Dance and Fitness	71 Main Street	Sign
	Economy Lodge	682 Main Street	Architecture
	Deep Roots Distillery USA, LLC	559 Main Street	Sign
	Dragonfly Ibis, LLC	178 Main Street	Architecture & Sign
October 4	New England Cold Storage, LLC	6 Picker Road	Sign
November 1	Interstate Towing	150 Charlton Road	Architecture & Sign
	Gido's Brick Oven Pizza	367 Main Street	Architecture & Sign
December 6	Planet Fitness	178 Main Street	Sign
	The Fix Burger Bar	21 New Boston Road	Architecture

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

Chris Wilson

Brad Goodwin

Richard Volpe (Chair).

## **Sturbridge Open Space Committee 2021 Annual Report**

The goals of the Open Space Committee continue to be:

- Resource Protection
- Community and habitat preservation
- Recreation opportunities for residents and visitors
- Preservation of the Town's character

With another year of Covid 19 the availability of Open Space properties has been a welcome benefit to our community, providing many safe venues and trails for our residents. The efforts of our Trail Committee have made many of our lives much more bearable in these times of isolation.

Many of the projects that we deemed important have moved forward.

Among these are:

The passage at the 2021 Annual Town Meeting for the funding of the new access to Streeter Beach for a public swimming area.

Conversations about the acquisition of the Belanger property for the Grand Trunk Trail on the River Land have continued.

Building a bridge over the Quinnebaug River to connect the Riverland's trails to the Route 20 Commercial Tourist Zone is a project that has been a part of the Revitalization of the Commercial Tourist Corridor. The Trail Committee continues to work with WPI to bring this project to fruition.

The Open Space Committee, working with the Trail Committee and the Fiske Hill neighborhood, participated in the acquisition by the town of approximately 55 acres at 133, 137, and 139 Fiske Hill at the 2021 Annual Town Meeting. This property will provide permanently preserved open space for the neighborhood and additional connectivity to the rest of the town and, hopefully, to the Hobbs Brook and the Town Common areas. We will actively be seeking input from residents in different areas of the community who would be interested in this concept. An important 20 acre piece of property for the Grand Trunk Trail was acquired for permanent preservation at 9 River Road by a caring, private citizen with the help of the Open Space Committee and the Trails Committee. The Open Space Committee is committed to forming partnerships with state and private entities to benefit Sturbridge in a resourceful way.

There are a number of newly proposed projects being presented in Sturbridge and we are advocating that the developments include Open Space concepts which make every project more attractive and sustainable.

The Open Space Committee is looking forward to a productive 2022, working with the various committees in town. We encourage the utilization of the Open Space Plan as a valuable resource to all.

Respectfully submitted,

Carol Goodwin, Lauren Trifone, Teresa Gorman, Lynne Petersen



# Town of Sturbridge

Economic Development & Tourism Coordinator  
Terry Masterson

**Date:** 15 March 2022  
**To:** Robert Reed, Interim Town Administrator  
**CC:** Sturbridge Tourist Association  
**Subject:** **2021 Annual Report – Economic Development and Tourism**

---

2020 was a challenging year for Sturbridge with 2021 offering some returns to normalcy. There are positive actions to report and new initiatives that will pave the way for strong activities in 2022. This year the Town began a study to understand the needs of its business community, invested in new programming for residents and fostered business development and expansion. A *few* of the key initiatives in 2020 are listed below for this report.

## Community Events

In cooperation with the Town's Special Events Committee, the Economic Development and Tourism Coordinator helped organize and manage the following community events during 2020:

- Sturbridge Farmers Market, June – October 2020
- Home of the Brave 5k, November 2021

These events will attract hundreds of local residents to our community, fostering positive community spirit and experiences for those in attendance. Efforts will be made in 2021 to sponsor and support more events for Spring, Summer and Fall 2021 as Covid impacts subside.

## Business Outreach Efforts

During 2021, several outreaches were conducted despite the limitations on in person meetings or visitations.

- In early 2021, there were two Zoom meetings open to hoteliers to brief them on current local economic spending data and brief them on current development/tourism efforts.
- Additionally, at this time a regional roundtable for small businesses was held with regional tourism staff from Discover Central Massachusetts to review regional promotion efforts.
- In August an open meeting at Town Hall was held to present the final Economic Assessment Report by McCabe Enterprises.
- In December surveys were sent to hoteliers and small businesses to gauge how they are doing and to also solicit their views and outlooks for 2022.



## **Business Outreach cont'd**

- A new Annual Town Economic Review meeting is being planned for Spring of 2022 in order to present local economic indicators for consumer spending and other benchmarks.

The surveys sent in December indicated positive interest in informational business meetings so in addition to the upcoming Annual Review, there will be business meetings offered in 2022 to see if this level of interest generates attendance.

### **Business Services: Local Recovery Planning Grant (LRP)**

In late 2020, the Town applied to the Commonwealth for a “Local Recovery Program Grant” to pay for a consultant to work with Sturbridge small businesses on recovery measures post Covid. In February, 2021 the grant was awarded to the Town. During 2021, the Town worked with Stantec consulting services. While this program offers no direct grants on loans to small businesses, it has identified challenges with remedies and paths forward so that when resources are available the advance work will have been completed. In January of 2022, the Town applied for a Commonwealth tourism grant. Prior participation in this LRP program was viewed as a positive.

### **Business Services: Business Grants**

Grants for small businesses with under 5 employees were offered in late 2020 by the Quaboag Valley CDC using HUD funds. The Town has reached out to the Sturbridge business community to alert them to the availability of these funds. Grants are based on a budgeted amount of dollars but each business can apply for up to \$10,000 in grant funding.

### **Grant Applications and Funding Opportunities**

Due to the Covid 19 related declines in revenues it is worthwhile to pursue any grant or funding opportunities. The Town has filed for two tourism grant potentials with a third potential open for application this Spring of 2022.

### **Completed Report: Economic Development Self-Assessment and Benchmarking**

In 2019 the Town of Sturbridge applied for and was subsequently awarded a \$24,850 Commonwealth Community Compact grant to conduct an economic development self-assessment and community benchmarking project. The goal of the project is to better understand Sturbridge’s current economic standing (i.e. strengths, weaknesses, opportunities) and to then compare the Town to five similar communities to (A) see how it compares and (B) to learn best practices. The Town will then use this information to develop a roadmap for improving economic development and tourism in Sturbridge over the coming three year period. This grant allowed the Town to hire Boston based consultant McCabe Enterprises who conducted surveys, interviews, and background research for the project. The final report was presented to the Town in 2021.

### **New Construction**

The year 2021 and 2022 will witness the construction of two separate cold storage facilities (Complete Cold Storage and New England Cold Storage) totaling over 200,000 square feet of floor space, over 45 jobs and adding significant financial value to the Town’s tax base. Also ongoing in 2022 will be the new construction of a D’Errico’s specialty food outlet and a positive expansion of Teddy G’s into the vacant Friendly’s building on Route 20. There are several other

positive ongoing projects in the Town's retail and food/beverage sector in 2022. Meals spending for Sturbridge from 2017 to 2019 averaged over \$60 million which is an impressive figure.

### **Support for Sturbridge Tourist Association (STA)**

In 2020, the STA worked to improve the tourist experience in Sturbridge through the implementation of several new initiatives. In brief, 2021 saw the STA (1) invest in a town wide branding and marketing initiative (2) complete and post a new tourism web site (3) publish local visitor and trail guides (4) offer local grants to support events and exhibit shows and (5) commission individually or partner with OSV on far reaching seasonal digital marketing campaigns to promote Sturbridge. These efforts are explained in greater detail within the STA section of this annual report.

### **Summary**

Despite the challenges of Covid-19 Sturbridge made positive advancements in 2021, while laying important groundwork for 2022 growth. The major studies referenced will provide committees and staff with clear steps for how best to support and enhance the Sturbridge economy in the coming years. It is our continued goal to take all steps to ensure a strong and robust economy in Sturbridge for years to come.

To all those in Sturbridge who have or are considering business opportunities, we encourage you to contact the Town anytime at [www.sturbridge.gov/for-business](http://www.sturbridge.gov/for-business) and allow us to be your partners here in this great community.



# Town of Sturbridge

## Special Events Committee

---

**Date:** 15 March 2022

**To:** Robert Reed, Interim Town Administrator

**CC:** Special Events Committee

**Subject:** **Special Events Committee (SEC) – 2021 Annual Report**

---

The Covid-19 impacts from 2020 severely restricted or postponed outdoor events such as the Spring and Fall Bonfires and pre-concert lawn games. Thankfully, outdoor events did return in 2021 such as the Fall Bonfire this past October. Heading into 2022, the Special Events Committee looks forward to continuing to be an incubator for fostering new events and community activities.

### **Farmers Market on the Town Common**

During 2021 the Market continued to serve hundreds of residents and visitors with a wide range of foods and consumer products. Beginning in early June and ending in early October, the Sturbridge Farmers Market attracts dozens of vendors and hundreds of patrons to the Town Common every Sunday. This event has proved hugely successful to Sturbridge and the Special Events Committee is proud to continue supporting this event. For more information on the market, please go to [www.sturbridgefarmersmarket.com](http://www.sturbridgefarmersmarket.com). The Director of the Market, Caitlin Tomko expressed her view to a recent SEC meeting that the Sturbridge Market is one of the better markets outside of Boston.

### **Home of the Brave Race 5K**

On November 13, 2021 the Special Events Committee, Sturbridge Veterans Services Department and the Friends of Sturbridge Fiskdale Seniors partnered to host the Home of the Brave 5k, a road race to honor and support local veterans.



### **Home of the Brave 5k – cont'd**

The race had 114 registered runners with 116 finishers which included 2 runners from Team Hoyt and 2 enrolled virtual runners. An impressive sum of \$6,000 was raised for local Veteran's Services. Many felt that the race was a success. The SEC would also like to specifically thank the Race Director, Christine Neslusan, for her hard work and dedication to make this event possible. Special thanks also to Ken Benson with the Sturbridge Fiskdale Senior who volunteered his time and talents as well.

### **Looking Toward 2022**

The Special Events Committee is proud of what it was able to put forth for Sturbridge in 2021. To that end the Committee thanks all of the Volunteers and Town Staff who worked so hard to help organize these events. The Committee is actively preparing for returning events for 2022 and to consider potential new events as well. . To keep up to date on all events here in Sturbridge, please go to [www.sturbridge.gov](http://www.sturbridge.gov) for more information.

Lisa Beaudin, Chair  
Mary Dowling  
Kerry Carey  
Sandra Nasto  
Mary Lou Volpe



# Sturbridge Tourist Association

*A Committee of the Town of Sturbridge*

---

**Date:** 15 March 2022

**To:** Robert Reed, Town Administrator

**CC:** Sturbridge Tourist Association

**Subject:** **2021 Annual Report**

---

Despite the Covid impacts in 2020, the STA was able to work on several fronts in 2021 as noted below.

## **2021 – 2022 Sturbridge Visitor Guide**

For several years, the STA has funded the printing of two publications, the Sturbridge Trail Guide and the 2020 Visitor Guide. Both guides have been distributed throughout the region, for free, to help promote our community to visitors and tourists. The STA has supported the funding of these informational guides annually and looks forward to doing so in the years ahead. Planning is underway to compile the 2022-2023 Tour Guide with distribution and web site posting later this Summer.

## **“Experience Sturbridge” Branding and Marketing Campaign**

In the summer of 2019, the STA solicited proposals from qualified vendors for the development of a town brand and three year marketing strategy. After careful consideration the STA selected Open the Door, a consulting company out of Boston, for the development of the new Town brand and three year marketing strategy. One of the goals of this strategy was to create a new tourism centered web site as noted below.

## **Completion of a New Tourism Web Site**

In late 2020, the STA started the process of recruiting a web development firm to design and construct a stand alone web site that will promote all of Sturbridge’s tourism attractions such as its trails and Old Sturbridge Village along with its hotels, inns, restaurants and specialty shops. The web site “Experience Sturbridge.com” has been completed and is being finalized in time for the Spring and Summer tourism season.

## **Continued Support for Local Events**

Every year the STA provides grant support to local tourism events in Sturbridge to support their efforts to attract more visitors and commerce to Sturbridge. Although 2020 was a constricted year due to Covid, the year 2021 saw a return of many events. These events were:

- Herbfest
- Doll and Bear Miniature Show
- The Chamber’s Harvest Festival
- Pintastic New England Pinball Convention
- The Antiques Collectible Show

### **Local Events (cont'd)**

The Pintastic Show draws hundreds of day trip participants along with extended hotel stays generated during the weekend times of these events. The Pintastic Show occurred in June and will return in November of 2022.

### **Summer Marketing Campaign**

In the Summer of 2021, the STA commissioned a digital media marketing campaign to promote Sturbridge. This campaign purchased digital advertising with several name brand sites which included AARP, Smithsonian, Yankee Magazine and Yankee Magazine Online as well as Boston.com. The results of this outreach were hundreds of thousands of impressions across New England and into the nationally based readers of AARP and Smithsonian.

### **Support for Old Sturbridge Village**

In 2021, the STA extended financial support totaling \$36,000 to Old Sturbridge Village (OSV) to support 3 initiatives. One was to share the costs of their 75<sup>th</sup> Anniversary promotional utility pole banners. Secondly, to share the costs of paying for a bus tour consultant to book bus tours to OSV. Thirdly, to pay for a share of a Summer and Early Fall promotional marketing campaign. The hope is that helping OSV in marketing and promotion will increase or sustain visitorship and in turn, support local shopping.

### **Businesses of the Year (BOY) Awards**

In 2019 for the first time, the STA recognized four businesses for their outstanding achievements over the past year. Although Covid prevented this program from being offered in 2020, there are plans to resume the BOY awards in the Spring of 2022.

In 2019, the STA had received seventy-five nominations. After careful consideration, the STA decided to award the title of Business of the Year to the following businesses:

Shop: Alternatives for Health

Eat: Sturbridge Seafood

Stay: Comfort Inn and Suites – Sturbridge

Play: Escape the Pike

Those four winners were awarded (1) the title of Business of the Year, (2) a \$1,000 reimbursable marketing grant, and (3) a one year membership to Discover Central Massachusetts.

### **Summary**

In 2022 the STA shall continue to foster positive economic growth in Sturbridge through the support of tourism in our community. With the new tourism web site being rolled out, the STA expects 2022 to be an exciting year that will provide many tangible and visible benefits to Sturbridge.

Respectfully Submitted:

Brian Amedy, STA Chair

Tom Chamberland, STA Vice-Chair

Sandra Gibson-Quigley, STA Member

Nick Salvatore, STA Member

Dawn Merriman, STA Member

## **Report of the Tree Warden 2021**

I am pleased to report on the tree management activities of the Tree Warden for 2021.

It is my responsibility to provide consultation to the Planning Board, Conservation Commission, Zoning Board of Appeals, Design review Committee and Town Planner in matters related to trees. I am also consulted on landscape and development plans involving town property. Most importantly however, it is my duty to meet with any resident that call my office with tree questions or concerns. I would like to thank Mark Augello, the DPW operations manager, for keeping me up to speed on approximately 8 driveway requests for 2020 and Rebecca Gendreau Conservation Agent, for her quick response on the many dead trees that were addressed in and around conservation land.

The majority of my time is spent evaluating and scheduling the removal of dead trees along the town public ROW, as it has been since I began this job in 2019. Although the caterpillars have not been as destructive in the last few years, the stress they created in the past has continued to create a tremendous amount of tree failures. Along with the decline in Oaks, we have also seen Ash tree failures on the increase as a result of the “Ash Borer”. All trees I identified as in need of removal are placed on a priority list based on a multitude of factors as well as budget restraints. I again would like to thank everyone for sharing locations of trees in need as well as having patience while they wait for removal.

This year between National Grid contractors and Northern Tree I approved approximately 725 trees for removal or trimming. In the last few years National Grid has also added a “hazardous tree mitigation” division which addressed an additional 18 trees of concern to the utilities as well as the public. My budget includes funds for maintaining the trees at the town common and again we had them treated for disease prevention as well as a deep root fertilization. We also planted a Weeping Eastern Redbud and a Sweet Gum Silver King on town property. Thanks goes out to Joe Kowalski from Ganesh Tree Health Care for these special projects.

The Arbor Day program was again altered because of the Corona Virus. Unable to visit the kids in the class room I again chose to set up a table outside the safety complex allowing social distancing and sharing this year’s seedlings. I was fortunate to pick a perfect weather weekend in April and enjoyed meeting over 800 parents and children that were excited to be able to plant new young trees in Sturbridge. Thanks to the Sturbridge Community page as well as the girls at the safety complex, who helped spread the word quickly.

The Tree Wardens Advisory currently has vacancies. Anyone interested in serving on this committee is asked to submit their request to the Town Administrator for appointment.

Respectfully Submitted,  
Tony Crane  
[tcrane@sturbridge.gov](mailto:tcrane@sturbridge.gov)

## COMMUNITY PRESERVATION COMMITTEE 2021 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 \$4,650,170.00 from the State
- For FY2021, Sturbridge received \$438,058.00 CPA Funds from the State (81.8% match)

The Community Preservation Coalition hosts the website [www.communitypreservation.org](http://www.communitypreservation.org), which offers valuable information regarding the CPA.

The Community Preservation Committee (CPC) presented the following articles to the voters at the **June 7, 2021 Special Town Meeting:**

- To appropriate and transfer from the Community Preservation Fund – Undesignated Fund Balance - the sum of ONE HUNDRED FIFTY-FIVE THOUSAND AND 00/100 DOLLARS (\$155,000.00) for the purpose of acquiring the parcels of land located at 48 Old Farm Road and 133, 137, and 139 Fiske Hill Road, (passed)

The Community Preservation Committee (CPC) presented the following articles to the voters at the **June 7, 2021 Annual Town Meeting:**

- Administrative Funds - \$15,000.00 -- Undesignated Fund Balance (passed)
- FY20 Debt Payments - \$253,000.00 — Undesignated Fund Balance (passed)
- Gravestone Restoration - \$9,500.00 -- Historic Fund Balance (passed)
- Community-wide Historic Preservation Plan- \$20,00.00 -- Historic Fund Balance (passed)
- Draper-Mills Cemetery Monument in the North Cemetery - \$17,500.00 -- Historic Fund Balance (passed)
- Recreational trails masterplan update - \$11,000.00 — Undesignated Fund Balance (passed)
- Feasibility study, design and permitting of a new entry driveway for the Streeter Beach Recreation Area for recreational purposes - \$35,000.00— Undesignated Fund Balance (passed)
- Signage, materials and labor for trail construction on Community Preservation Act purchased parcels - \$24,000.00 — Undesignated Fund Balance (passed)

The Community Preservation Committee (CPC) presented the following articles to the voters at the **October 28, 2021 Special Town Meeting:**

- Committed \$1,000,000 CPA Funds for the purpose of contributing to the construction project of a multi-use field and other improvements at the Cedar Lake Recreation Area—(failed)
- Fund the construction of a portion of the Grant Trunk Trail in Sturbridge - \$92,000.00 (passed)
- Additional funding to an approved project to remove outbuilding on various Conservation Commission Properties - \$10,000.00 - (passed)

Due to Covid-19, the CPC tabled planning for the next Community Needs Study. In January 2020, the Chair sent information to various Boards and Committees, to include them in the process. It is our goal to continue planning, once we can invite the public to attend informational meetings at Town Hall. Residents are encouraged to attend the public hearing and share their ideas for use of CPA funds.

### 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, Edward Goodwin; Vice Chair, Kelly Emrich, Kadion Philips, Barbara Search , Edmond Neal, Walter Hersee, Lauren Trifone

# HISTORICAL COMMISSION

## ANNUAL REPORT 2021

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 Historical Commission's goals and long-term plans along with other town commissions were dealt a blow by Covid 19. We lost a number of members and now stand at only three. As you can see below, we continue to try to bring our town's history to our residents.

1. **Demo – Delay Procedure** – the Historical Commission worked with the town to change the charter to have the Historical Commission become a key part of the procedure. No longer can a building be taken down until we review it to see if said building as historical or archeological significance. This was done in response to the Fair Ground situation.
2. **Historical Preservation Grant** – the Commission was able to obtain a grant from the state for \$15,000 plus matching funds from the CPC to total \$35,000. The plan for these funds was to find a historical preservation consultant to help with our goal. To present to the town a “Town of Sturbridge Community wide Historical Preservation Plan’ We sent out bids to 7 different companies to complete the plan, due to COVID no one had the people available. We have been able to get an extension until September 2023, when things may be back to normal.
3. **Boston Tea Party Event** – the historical commission was contacted by the Boston Tea Party Ships and Museum, concerning one of our past famous residents. Samuel Hobbs of Sturbridge participated in the Boston Tea Party and is buried in the Old Burial Ground. This group wanted to come to Sturbridge and place a special marker at his grave noting his exploits. On November 9 2021 a group of over 100 people attended the plaque ceremony. Representatives from the daughters and sons of the revolution, family decadents. Politicians and people interested in history. Thanks to Bob Brier who worked tirelessly to get this program moving.
4. The Historical Commission received from the Haynes family a donation of a cradle from 1790. The Haynes family were a major force in the creation of the town library, we are working on setting up a display or pictures remembering their effort.
5. **The Lafayette Trail Marker** – the historical commission has been approached by an organization that is placing markers following his trip to America. On September 24, 1824 Lafayette was in Sturbridge – hopefully we can make this program as successful as the Boston Tea Party event.
6. The Historical Commission was awarded an A rating from the state for having a complete and easy to use historical town web site. Many thanks to Barbara Search who started this putting information on this site and keeping it up to date.

7. During the year the Historical Commission has received various requests from the State concerning projects that may impact Native American burial grounds in Sturbridge.

The Sturbridge Historical Commission continues to strive to highlights historic assets in Sturbridge and to advocate to their preservation. Historical preservation contributes to our community's economy and to our sense of place. We appreciate all of the help and encouragement we have received throughout the year and all the people our mission.

The Sturbridge Historical Commission is a five-member board. We currently have two open spots and welcome anyone interested in history to join us at our meetings

Respectfully Submitted

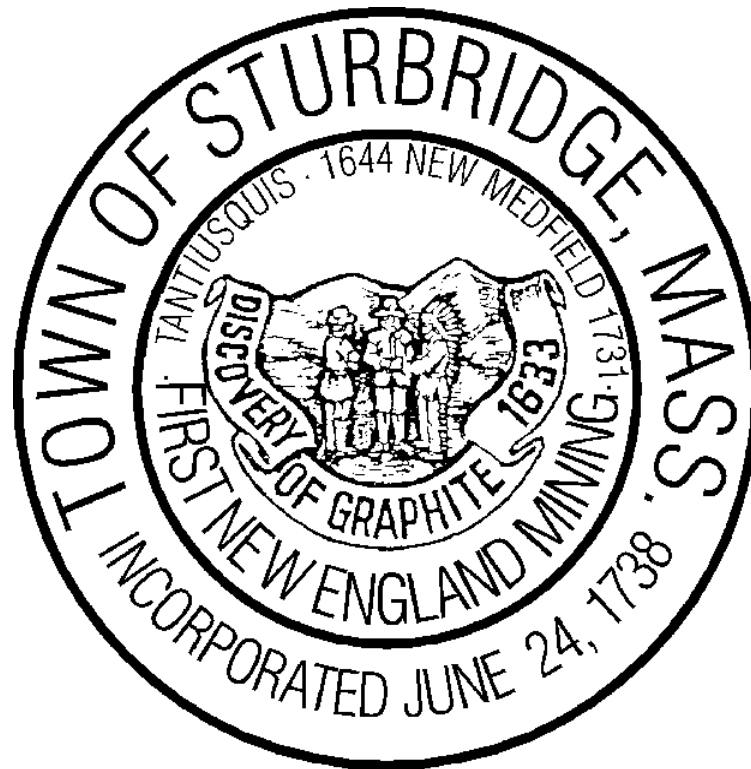
Richard L Volpe Chair (2021)

Charles Blanchard Vice Chair (2022)

Barbara A. Search (2021)

# COMMUNITY SERVICES

2021



## REPORT OF THE COUNCIL ON AGING



2021

The Sturbridge/Fiskdale Council on Aging continues to prove that it is a viable, fundable, and quantified provider of services for older adults, their families, caregivers and the community; we have grown to 1,948 residents age 60 +; we continue to sustain programs within our limited space.

The My Senior Center statistical program reported 46 new participants in various activities offered. The Call Connect System that we implemented during the beginning of the Pandemic continues to serve as a valuable marketing tool for the Council on Aging. Emergency health and weather alerts as well as educational workshops are a few resources this service provides.

Throughout the portion of closure this year, we sent call out updates, posted information on our website and Facebook, as well as changed up our monthly newsletter with games, puzzles, and other resource information.

We continued to provide program content to our local cable channel SturbridgeTV, as it was available. The Massachusetts Council on Aging (MCOA) organization, became a key provider of information and connection to other Senior Centers. This allowed Senior Centers to stay on top of new ideas. We continue to stay active within the MCOA community by attending their monthly virtual meetings, workshops, and trainings offered.

Outreach Coordinator, Marcia Wildgrube provided numerous hours of assistance in educating and informing older adults of resources available in keeping them safe in their own homes, while maintaining dignity, and independence. Fuel Assistance, SNAP (food assistance), Senior/Veterans

As the vaccine became available in mid February we were able to assist over 600 residents with appointments for both first and second vaccines. Based on our mission, we were able to continue providing opportunities for social engagement and food insecurities which was highly sought after during that time.

This past year the COA has assisted approximately 973 people (unduplicated). On average, 64 people call or visit the center each day.



***Over 75 bags were purchased & donated from the pre-bagged items . Stop & Shop provided the community pre-bagged items in the month of January.***



Tax Work Off program, and referrals to local agencies and organizations who provide assistance in the home are a few services provided by the Coordinator.

Town departments and the COA work closely to maintain communication in the event of specific situations. The Outreach Coordinator and COA Director are mandated reporters assisting those seniors in crisis and reporting to the appropriate agencies any suspected elder abuse, neglect or financial exploitation.

As the winter months passed, our outlook was becoming brighter. Plans were changing for us to start bringing our friends back in. One of the many successes through the months that we were closed was meeting new residents that showed interest in becoming involved with the center. We invited the folks that showed interest in possibly becoming a member on the COA Board. We have welcomed four new members that have immersed themselves in the center.

We welcome Margaret Darling, Mary Lawless, Rebecca Mimeault, and Annette Roberts.  
A big thank you to retiree Frances Clark for your service on the Board.

Program Coordinator, Jennifer Babcock, coordinates, organizes and edits the schedule for our monthly newsletter. Jennifer is continuously searching for up and coming programs to offer the community. Our newsletter is distributed via email, standard mail and hand delivered. We have 1750 published monthly. This publication is partially funded from Elder Affairs and business advertisements.

Office Assistant, Carmen MacGillivray continues her role greeting visitors, fielding phone calls, maintaining center's data and doing whatever it takes to support the center.

Our Welcome back open house in June was well received with new faces, fresh ideas and a positive future outlook.



With the Board of Selectmen voting unanimously to move forward with the proposed renovations and addition at the current location, the vote was set for the Special Town Meeting (STM) late October. The vote outcome from the STM was overwhelming, 660 to 126 in favor. The next step will be a ballot question for the proposition 2 ½ on January 24, 2022 at the election at Town Hall.

The Friends of the Sturbridge/Fiskdale Seniors have come back in full swing with Ken Benson as their president. Fundraising efforts began with a generous donation from an estate. The Friends group held an estate sale with the guidance and knowledge of Laurie Boniface, proprietor of Sadie Greens. With proceeds benefiting the future of our center, we will continue to work closely with the Friends board to help meet our goals.

The accomplishments of this past year are due to the dedication and devotion of the staff, COA board and the volunteers. We are grateful for the collaborations of so many to ensure that Sturbridge is a desirable town to age in place. There are no membership requirements to participate in activities and the majority of our programs and services are free and open to all.

The center is your space. As we move forward with expanding our space and services, we look forward to your ideas and input.

Respectfully Submitted,

Leslie Wong

## **2021 ANNUAL TOWN REPORT**

### **STURBRIDGE RECREATION COMMITTEE**

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

In 2021, The Recreation Committee continued to face the challenges of COVID-19 while working to offer adjusted programming for the Sturbridge community, as allowed by State Guidelines.

The following programs were provided for the Sturbridge community:

- Sturbridge Hike & Seek with Sturbridge Conservation
- Letters from the Easter Bunny
- Free Outdoor Programming Series “Free Fun Fridays”
- Spring/Summer/Fall Youth Sport Leagues
- Outdoor Competitive Basketball League
- Cedar Recreation Area, Public Swimming and Town Courts
- Pickleball at Cedar Lake Recreation Area
- Concerts on the Common
- Summer Recreation Program, Summer Mini Recreation Program
- First Annual Town Wide Yard Sale
- Home of the Brave 5K with Special Events Committee
- Public CPR/First Aid/AED Training Class
- Fall Concert on the Common
- Fall Town Bonfire
- Annual Tree Lighting Ceremony
- Coloring Contest and Letters to Santa
- 2<sup>nd</sup> Annual Light Up Sturbridge!
- Town Common Ice Skating Rink

Canceled due to COVID-19 Guidelines:

- 2<sup>nd</sup> Annual Sturbridge Winter Outing
- Coed Adult Volleyball Leagues
- Men’s Basketball League
- Women’s Basketball League
- 9<sup>th</sup> Annual Family Ham Toss
- Easter Egg Hunt with Sturbridge Federated Church
- Bus trips to NYC, April and December



The Town's Youth Sports Leagues were very excited to return to the fields! With safety guidelines implemented Soccer, Baseball, Softball, Lacrosse, Football and Cheer were able to participate in practices, games, and tournaments. The year prior, these leagues faced cancelations, postponed seasons, and adjusted modifications required to play. The Youth Leagues came back very strong with high registration numbers. We thank the dedication of the league organizers, coaches and parent volunteers that were able to conduct games and practices. The Recreation Committee was able to continue helping the Youth 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 - Sturbridge Little League Baseball
- Mike Lemovitz - Sturbridge Girls Softball League
- Jennifer Bailey - Sturbridge Recreation Soccer, TRY Soccer
- Brian Miller - Tantasqua Youth Football and Cheer
- Tracy Rapose - Sturbridge Youth Basketball

### **Spring Free Fun Fridays**

A variety of free weekly programs to explore the outdoors on various Town properties. Thank you to our local business and organizations for their partnership to provide these opportunities!

The following offerings were available;

April 2- Group walk with Recreation Director at the Westville Recreation Area  
April 9- Guided Trail Walk with FroST at the Leadmine Trails  
April 16- Guided Trail Walk with FroST at the Heins Farm Trails  
April 23- Intro to Pickleball with Sturbridge Pickleball at the Cedar Rec Courts  
April 30- Guided Trail Walk with FroST at the Leadmine Trails  
May 7- Guided Trail Walk with FroST at the Heins Farm Trails  
May 14- Intro to Kickboxing with Alice's Fitness & Dance on the Town Common  
May 14- Intro to Kenpo Karate/Self Defense at the Cedar Rec Area  
May 21- Dance Fit with Alice's Fitness & Dance on the Town Common  
May 28- Intro to Mass Motion Dance Class at Turners Field  
June 4- Guided Trail Walk with FroST at the Heins Farm Trails

### **Outdoor Competitive Basketball League**

Available for ages 14-21, this competitive series plays weekly at the Cedar Recreation Area in June and July. The Recreation Committee extends a ***Thank You*** to Drew Darger for donating his time to coordinate the series and final tournament. The 2021 series has 32 young adults registered.

### **Summer Recreation Program**

The Summer Recreation Program returned to Sturbridge! While 2020 only permitted small educational classes at Cedar Recreation Area, in 2021 operations were able to resume with guidelines. The Recreation Department worked closely with summer staff to implement safety

guidelines while providing a fun outdoor experience for children ages 7-14. This year the program attracted 118 participants, welcoming both new and returning 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, Pizza Friday, Halloween, and Christmas in July were popular with the kids. The children were able to participate in two on-site programs hosted by Horizon Wings Raptor Rehab & Education, and Flying High Disc Dogs.

The Recreation Department also offered the Summer Recreation Mini Program, for Sturbridge residents ages 3-6. This two-week, morning program is hosted at the Cedar Lake Recreation Area 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 – Summer Program Coordinator
- Trey Allen - Lifeguard
- Siobhain Murphy - Lifeguard
- Samuel Bachand - Lifeguard
- Naomi Sariano - Lifeguard
- Tatum Corriveau -Tennis Instructor
- Tanya Mallard - Tennis Instructor
- Ryan Sears - Play Leader
- Rose Pecci - Play Leader
- Erika Francolini - Arts and Crafts



### **Pickleball at Cedar Recreation Area**

Pickleball continues to be a growing sport in the area. If you are interested in learning or looking for a group to play with, please email [sturbridgepickleball@gmail.com](mailto:sturbridgepickleball@gmail.com) to join the mailing list. *Thank you* to Brian Friedmann and Linda Simpson for their work in coordinating this group!



### **Summer Concerts On The Common Series**

An 11-week Concert Series featured on our beautiful Town Common! This series continues to be one of our most popular programs and attracts attendees of all ages. The Recreation Department has worked with the scheduled bands to reproduce the canceled 2020 season in 2021.

Through our local sponsors such as the Betterment Committee, Sturbridge Tourist Association, Lions Club, Rotary Club, Sturbridge Cultural Council, Southbridge Credit Union and Savers Bank the following performances were provided;

June 10- Axis (Classic Rock) Sponsored by Sturbridge Cultural Council

June 17- Banda Gan Ainm (Irish) Sponsored by Betterment Committee featuring Food Combi Food Truck

June 24- My Other Band (Dance Music) Sponsored by Southbridge Credit Union featuring The Fork Food Truck

July 1- Uncle Sam's Jazz Band (Patriotic) Sponsored by G&F Precision Molding featuring Get Baked Potato Company Food Truck

July 8- Holdin' Back Band (Rock, Oldies) Sponsored by Sturbridge Cultural Council featuring Moes Street Eats Food Truck

July 15- Jumpin' Juba (Blues, Folk) Sponsored by Betterment Committee featuring Food Combi Food Truck

July 22- Music Matters Band (Top Hits) Sponsored by Sturbridge Cultural Council featuring The Fork Food Truck

July 29- (Rescheduled to 8/26)

August 5- Union Jack (Ed Sullivan Tribute) Sponsored by Betterment Committee featuring The Fork Food Truck

August 12- Tequila Bonfire (Country) Sponsored by Betterment Committee featuring Moes Street Eats Food Truck

August 19- Island Castaways (Trop Rock) Sponsored by Savers Bank featuring Get Baked Potato Company Food Truck

August 26- Dan Gabel and The Abletones (Glenn Miller Tribute) Sponsored by Lions and Rotary Clubs

*Concerts take place on the Sturbridge Town Common, Thursdays from 6:00-8:00 PM.*



### **1<sup>st</sup> Annual Town Wide Yard Sale**

The Recreation Committee hosted the First Annual Town Wide Yard Sale on the third weekend of September for Sturbridge residents. Interested parties registered in advance, while the Recreation Department provided an organized list and driving maps of all 65 addresses! The Committee looks forward to hosting this town wide event in future years.

### **Fall Concert on the Common**

Sponsored by Sturbridge Cultural Council, the Recreation Committee hosted a fall concert on Sunday, October 10 featuring Holdin' Back Band and Food Combi Food Truck. The afternoon was filled with sunshine and great tunes!

### **Fall Free Fun Series**

Based on the success of the Spring Free Fun Series, the Recreation Department provided a fall series to connect residents and businesses in Town. *Thank you* to our local business and organizations for their partnership to provide these opportunities!

#### Saturday Programs:

- Sept 4- Yoga with Emily Louise Yoga at the Town Common
- Sept 11- Total Barre Fitness with Fitzgerald Dance at the Town Common
- Sept 18- HIIT Class (High Intensity Interval Training) with Julie Gerrish Fitness at the Town Common
- Sept 25- Yoga with Emily Louise Yoga at the Town Common
- Oct 2- Dance Fit with Alice's Fitness at the Town Common
- Oct 9- Guided Trail Walk with FroST, at the Heins Farm Trails
- Oct 16- Harvest Fest on the Town Common
- Oct 23- Guided Trail Walk with Rec at Westville Recreation Area
- Oct 30- Functional Fitness with Flow Fitness, at the Town Common

### **Fall Town Bonfire**

Recently transitioned from the Special Events Committee to the Recreation Committee, the Fall Town Bonfire was hosted on the Town Common on Saturday October 23, 2021. This four hour event featured live music from by Sunshine and Blue Skies Band, sponsored by Sturbridge Agricultural & Equestrian Center, Face Painting by Maggie the Clown and Little Rascals Craft Table sponsored by Rec Committee. Featured vendors included Pup's Wood Fired Pizza, Greater Good Imperial Brewing, and Sturbridge Coffee Roasters. The bonfire was built and fed by Scouts BSA Boy Unit 161 and Scouts BSA Girl Unit 163, *Thank You!*



### **Annual Tree Lighting Ceremony**

The Annual Tree Lighting Ceremony took place on Friday November 26, 2021. This year's event featured Santa Claus, Tantasqua Choraleers, DJ Music Matters, and Holly the Elf with balloon animals for entertainment. Local vendors included The Candle Rescue, Crafty Lou's Creations, Cherished Scarves, Northeast Novelty, Mondovi Dental, Wreaths by Boy Scouts Troop 161, and Wings of Freedom Animal Rescue. Hot Chocolate and cookies were donated by Hearthstone Market and The Publick House! The Sturbridge Fire Department escorted Santa by fire truck, while the crowd enjoyed the fire barrels. It was a magical evening featuring the first snow of the year! *Thank you* to our performers, vendors, and attendees!



### **2<sup>nd</sup> Annual Light Up Sturbridge!**

The 2<sup>nd</sup> Annual Light Up Sturbridge returned to Town! This community wide decorating contest featured 51 registered addresses, including both residential and business, to create a magical holiday light drive for members of the community. This year, Light Up Sturbridge offered four decorating categories to choose from; Traditional/Classic, Holiday Spirit, Go Big or Go Home, and Best of Sturbridge Businesses. Lights were required to be on the first three weekends in December,



and voting was completed by the public via an online link through the Town's GIS System. Maps were available online as an interactive map and PDF format, as well as an organized list of participating addresses. *Thank you* to the Sturbridge Planning Department for their assistance in coordinating the list of participants with online mapping, providing accessibility to all.

#### ***Best of Sturbridge Businesses***

**1<sup>st</sup> Place: Saw Dust Coffee House**

2<sup>nd</sup> Place: Heal Cannabis

3<sup>rd</sup> Place: BT's Smoke House

#### ***Holiday Spirit***

**1<sup>st</sup> Place: 6 Lakewood Trail**

2<sup>nd</sup> Place: 98 Fiske Hill Road

3<sup>rd</sup> Place: 69 Shattuck Road

#### ***Go Big or Go Home***

**1<sup>st</sup> Place: 84 Breakneck Road**

2<sup>nd</sup> Place: 151 Stallion Hill Road

3<sup>rd</sup> Place: 2 Apple Hill Road

#### ***Traditional/Classic***

**1<sup>st</sup> Place: 72 Farquhar Road**

2<sup>nd</sup> Place: 78 Fiske Hill Road

3<sup>rd</sup> Place: 45 Shattuck Road

### **Town Common Skating Rink**

Located on the Sturbridge Town Common, the skating rink is open for public use from dawn to dusk. The annual installation of this rink is highly anticipated by many! The rink is assembled and maintained by the Sturbridge DPW. *Thank You* to Butch Jackson, Mark Augello and the DPW crew for their assistance in assembling and maintain the community rink.



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 Department at 508-347-2041 or visit the Recreation Department's web site.

*Respectfully Submitted,*

Sturbridge Recreation Committee  
MaryLou Volpe, Chairman  
Kadion Phillips  
Cindy Sowa-Forgit  
Jeff Shapiro  
Juliana Kuszewski  
Annie Roscioli, Recreation Director

# Joshua Hyde Public Library

## 2021 Annual Report

Because of the ongoing coronavirus pandemic, the library started this year with the building closed to the public. Staff continued to work in the building providing curbside delivery of materials as well as telephone reference, interlibrary loan, assistance with copying and faxing, and computers available by appointment in the meeting room. During this time, staff provided online book discussions, offered a winter reading program for kids and teens, planned virtual spring gardening programs in cooperation with area libraries, put together book bundles on particular subjects for kids, and provided “take and make” craft kits. In March, the library welcomed the public back into the building for browsing. After 362 days, the children’s room was open again!



In April, staff started offering a combination of in person and virtual programs. When the weather cooperated, staff held in person outdoor story times and other programs.

The Friends of the JHPL were able to hold several contact-free book sales on the front lawn. The Friends provide the majority of the funding for the programs that the library offers, so continuing their fundraising efforts was important to everyone. Thank you to all of the volunteers who made this possible.

While the library is generally open 7 days a week over the winter, we were able to shift the Sundays to be open April through June this year.



"Joshua Hyde Public Library is committed to creating a community in which all patrons can participate in and contribute to the life of the library, regardless of race, gender, gender identity, class, religion, sexual orientation, or any other aspect of their identity."  
- JHPL DEI Statement

Upon completion by the Library Trustees of a Diversity, Equity, and Inclusion Statement, a committee was formed to plan the kick off of the year-long *You Belong Here* campaign.

Promotion of the campaign in the library and on the library’s social media and website began in May with a community read for adults, teens, and children. Books were chosen for each age group and distributed free of charge at our community and business partner locations. Every Monday and Wednesday we post a book suggestion on social media for adults and kids that support the campaign’s mission.



The library offered programs celebrating Juneteenth, a virtual tour of Ellis Island, a button making workshop for teens, an author talk on breaking the color barrier in baseball, an introduction to Lebanese culture, the use of flags in society, an author presentation on Native American code talkers in WWII, a winter holiday story time, and partnered with Translate Gender.

There are more amazing programs to come in 2022 as part of this campaign.



The staff of the JHPL were honored in June by the Central Mass South Chamber of Commerce as one of the “Local COVID Heroes” for their work to continue to provide access to materials, computers and information throughout the pandemic.

Through the summer and fall the library provided programs for kids and adults that inspired and informed.



The library has 46,429 items on its shelves and over 170,000 downloadable ebooks, audio, and video available to Sturbridge patrons. In 2021, we circulated over \$2.13 Million worth of physical materials at the Joshua Hyde Public Library .





This year we celebrated the retirement of children's assistant, Jude McDonald, after more than 20 years of service at the library.



And we mourned the loss of long time library employee and friend, Elaine McClain.

Our dedicated staff this year: Susan Briere, Deanna Callahan, Tom Celuzza, Tammy Dufresne, Courtney Ekstrom, Jessica Hiestand, Kim Kvaracein, Patricia Lalli, Sylvia Lenti, Elaine McClain, Jude McDonald, Lara Matheson, Tasha Mayen, Michael Ng, Patricia Owens, Gina Piantoni, Lisa Rice, Dara Shanahan, Jason Snyder, Keith Vezeau, Cheryl Zelazo.

Respectfully submitted,

Becky Plimpton  
Director



## REPORT OF THE TRAILS COMMITTEE 2021

In 2021, 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, improve the maps and marking of existing trails and expand our public outreach. While the pandemic continued to discourage volunteers to come out on workdays, the committee made great strides in moving some of the more complex projects forward. Plus the heavy pandemic use of the trails continued throughout 2021 with a total of 77,650 tracked trail visits.

As in previous years, we continued to accomplish a significant amount of work at minimal cost via our dedicated volunteers, use of our trail building equipment and the amazing support of the Sturbridge DPW. We held 8 volunteer workdays on the 3<sup>rd</sup> Saturday of every month (April-Nov) in 2021. All volunteers are welcome to attend these workdays to help with lighter trail projects and appropriately distanced as required by the Covid restrictions. The committee also continued the weekday work crews that focused on more complex ongoing projects from a very specific group of volunteers.

While the pandemic forced us to cancel most of our trail events open to the public, we did hold an Ice Sculpture Contest and support the Rotary clubs Halloween 5K that was on part of the Leadmine Mountain property. We still continued to promote the trails via Facebook keeping it current on all trail changes. Copies of the latest trail guide can be downloaded or picked up at townhall.

### **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  
Fritz Reeve, Secretary  
Jennifer Scherer  
Dave Peterkin  
Richard Paradise

#### **Associate members:**

Tom Chamberland, Treasurer  
David Vadenais  
Open Position  
Open Position  
Open Position

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

Darcy Foley – Recently retired from trails committee  
Jeff Bridges, Town Administrator  
Dave Barnicle, Conservation Commission (trails liaison)  
Phil Cambo – Northern Tree  
Butch Jackson, DPW Director  
Mark Augello, DPW Operations Manager  
Rebecca Gendreau, Conservation Agent  
Jean Bubon, Planning Dept.  
Keith Mero, THS Carpentry Instructor

Again, the support from Butch Jackson 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.

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 second printing of the booklet which includes maps to all of the trails in Sturbridge.

### **Volunteers**

Volunteers working on trail construction and maintenance related activities (not including normal meetings, administrative duties, or Frost events) generated 511hrs of labor valued at \$18,340. Weekday volunteers were Bob Laurensen, Bob Barnes, Ed Smith and Jon Pevner, along with trail members Dave P, Dave V and Tom C. Boy Scouts and THS Honor society students were also among the volunteers.

Northern Tree were huge advocates and generous supporters of the Sturbridge Trail system again in 2021. Their willingness to donate the unique pieces of equipment and technical tree removals 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.

### **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 (Mass trails) and private grants, Community Preservation Act, Betterment Fund Distributions, donations, FrOST and volunteers.

**Sturbridge Trail Guide (Version 2):** Available at the town hall or from the committee. It includes all open space properties in Sturbridge with existing trails. Download a copy at [www.sturbridgetrails.org](http://www.sturbridgetrails.org).

## **Property Accomplishments / Activities**

**Burgess Discovery Trail:** Completed trail. Minimal maintenance completed.

**Heins Farm:** Completed trail network. Minimal maintenance completed.

**Leadmine Mountain Conservation Land:** Existing trail network, modifications still required for easy access. Sand Hill Trail completed by the SCA crew after ten days of work. Trail markers refreshed on all trails. Brush on all trails cut back.

**Plimpton:** Plimpton and Holden trail loop mowed and stumps were ground down to improve access. Boy scouts installed five sign posts and six marker posts. Two new gates were installed to allow parking down near the kiosk.

**Grand Trunk Trail:** The town has worked closely with the appropriate state agencies to gain access to the federal grant we received and move this project forward. The grant was awarded to complete a .75 mile section of trail to connect Farquhar Road to Westville Recreation Area trail system along the Quinebaug River. Additional funds acquired that were critical to hire an engineer to manage the project for the town. Construction starts in spring of 2022.

**Riverlands:** 20 car parking lot was constructed along with 0.4 miles of Grand Trunk trail. Flow Trails RFP was finalized and 1.5 miles of trail will be built in spring of 2022, 66% of the construction costs are covered by a state trails grant. Thank you to Morse Engineering & Construction, Green Hill Engineering and Steadfast Fence for their work on this project

**Long Pond:** Trail gate added on the NorthEast corner of the property to allow vehicle access. Was previously a large pile of debris that blocked access to the property. A project is planned with the Boy Scouts to clear the trail along the west side of long pond. A trail system design is the next step for this property.

**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](http://www.facebook.com/pages/Friends-of-Sturbridge-Trails) 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  
Chair

## **Annual Report from the Director of Veterans' Services**

*(The hours listed below are based on hours worked from 1 JAN 2021 – 31 DEC 2021.)*

Veterans' Services continued to fulfill Requests for Information (RFIs) from Veterans, Military members and Military families throughout the ongoing pandemic. The Director of Veterans Services completed a Veterans Mediator Training Course to better serve and assist Veterans, Military members and Military families resolve issues between themselves and other parties. In November 2021 the 3<sup>rd</sup> Annual Home of the Brave (HOTB) 5k and Resource Fair and Winter Market was held on Sturbridge Town Common. This year's HOTB objective was to establish and establish base funds for the Sturbridge Veterans Assistance Fund (SVAF.) The SVAF will assist Sturbridge Veterans, military members and military families in need of financial assistance (focusing on those who may not qualify for other assistance programs due to certain income limits.) The HOTB event resulted in the raising of over **\$6,000 for the SVAF!** I look forward to the HOTB event every year and hope to see you at the next HOTB event. The Veterans' Services Department is currently collecting names that may be missing from the Town's Veterans' Memorials and if you know of a Veterans' name that is missing, please contact my office.

The Town of Sturbridge continued to provide over \$50,000 of Chapter 115 financial aid to Sturbridge's low income Veterans and widows/widowers of Veterans. Veterans Services continued to assist veterans/families making claims for benefits accrued through their military service. **As of October 2021: 143 Disabled Veterans in Sturbridge and Fiskdale received VA Compensation payments totaling \$231,027.20.**

The Department's Twitter handle is @SturbridgeVSO. The Department's page <https://www.sturbridge.gov/veterans-services> contains information on benefits, office hours, contact information for the Director and events available to Veterans and military families. I look forward to continuing to serve the Veterans of our communities for many years.

Thank you for Your Service.

*Based on hours worked from 1 JAN 2021 – 31 DEC 2021.  
(Compared to similar 2020 timeframe)*

Total Veterans/Military Families w/Services Rendered: 220 (-14)

Requests for Chapter 115 benefits: 9 cases (-)

Total hours spent on Chapter 115 assistance: 70 hours (-3)

Total hours spent on funeral and burial assistance: 37 hours (-1)

**Requests for Federal VA Claims assistance: 87 (+34)**

**Total hours spent on Federal VA Claims assistance: 133 hours (+51)**

**Total hours spent on outreach and ceremonies: 136 hours (+48)**

**Hours spent on Requests for Information, VSO training/update meetings: 352 hours (+100)**

The Facilities Department insures that public buildings are properly maintained and repaired in the most economical and efficient manner. This includes regular cleanings, and managing and directing the preventative maintenance and repairs of building systems, centralizing services for cost savings, and project management of capital and special projects. At the end of 2021, the department consisted of three part-time custodians and the full-time Facilities Manager, with one vacancy for a part-time custodian.

Facilities has spent time cleaning, maintaining, and identifying needs and operations at these Town-owned buildings:

- Town Hall,
- Center Office Building,
- Joshua Hyde Library,
- Public Safety Complex (Fire and Police Station),
- DPW/Highway Garage, and
- Senior Center.

We have also been monitoring and/or assisting as necessary at 8 Brookfield Road, Animal Control Building, North Cemetery Building, Cooperative Nursery School, Burgess Elementary, Conservation, Recreation, and water and sewer properties, all of which are town-owned facilities.

Under the Town's Insurance through MIIA, Facilities applied for and received a grant funds towards the purchase of Facilities Management Software that will be implemented in early 2022. This software will allow the tracking of assets, including but not limited to their preventative maintenance schedule, service records, drawings, manuals, and work orders all in one location for multiple buildings. It will be exciting to centralize this data and streamline the facility management.

Facilities also now has its own Department page on the Town website, where information on various buildings and projects is publicly available.

**Project Updates:** Facilities has been working across the Town's buildings and with multiple departments to accomplish projects that have been previously approved for funding and planning for future projects. Facilities thanks the Town staff for all of their assistance and patience with these projects. The following funded projects and related tasks were accomplished in 2021:

- **Little League:** Lighting Project was completed for the spring season, and has been a wonderful asset to the field this year.
- **Center Office:** Basement Archival Storage has increased the storage capacity of the building for the Planning, Building, Conservation and Board of Health.
- **DPW:** Installation of new garage door lift operators with remotes. DPW staff is enjoying the efficiency and convenience of having remotes for the first time.
- **Library:** Updated and completed an HVAC study of the building, which is available online for viewing on the Facilities page.
- **Public Safety:**
  - The RTU #1 Replacement project concluded. Commissioning did the best it could, but brought to the forefront the fact that the entire HVAC distribution system is original to 1989, and as parts begin to fail they are not replaceable – leading to the staff to rely on supplemental cooling with window AC units. It can be expected that when the feasibility study for the building gets underway, that the HVAC system will need to be replaced in its entirety. The Fire, Police, and



Emergency Management are eagerly awaiting their chance to begin their feasibility study phase, which is in the pipeline after the Senior Center and DPW.

- Installed Lightning Protection for the Radio Tower;
- Partial Lobby Renovation for increased security and safety, and included Replacement of Front Door.



*Public Safety Lobby Before*



*Public Safety Lobby After*

**Senior Center:** Staff spent the spring and summer educating the public on the results of the feasibility study for the senior center and committee recommendations which lead to the public hearing on September 7, 2021 for the Board. The Board of Selectmen reviewed the project, and brought a warrant article to the October 28, 2021 Special Town Meeting for the renovation/addition of the current building at 480 Main Street that passed. On January 24, 2022, the ballot vote passed for this debt exclusion. The staff looks forward to moving this project ahead.



*Proposed concept rendering of Senior Center Project at 480 Main Street*

**501 Main Street** Parking Lot was designed and permitted with Conservation and Planning with the services of CHA Companies engineering. This site was the only respondent to an RFP for purchase of property along the Main Street corridor, and was approved at town meeting for site purchase and engineering/design. With the design approved by the Planning and Conservation boards complying with all of the Town's requirements, the project is ready to move on but has not yet been appropriated funding to complete construction.

This year, the **Green Communities** Grant funded building related projects that are near completion:

- Weatherization at Wastewater Plant: Including new weatherstripping on doors and air sealing.
- Installation of LED Lighting at Multiple Water Department buildings: Including replacement of some light fixtures, and retrofit of other fixtures with LED kits.
- Installation of LED Lighting at Burgess Elementary School (Phase 2).
- Installation of a new variable-frequency drive at Well #3.

Some projects are intentionally being pushed to spring 2022 work in hopes the cost of construction materials comes back down to affordable prices, especially steel and metal. Projects on the list to hopefully complete this fiscal year by June 30, 2022 are:

- Town Hall Storm Windows;
- Town Hall/COB HVAC Study;
- Nursery School Fire Alarm;
- Library Window Restoration;
- Fire Dept. Apparatus Garage Flooring;
- Animal Control Shed Fencing;
- Town Buildings Lightning Protection;
- North Cemetery Building Rehabilitation; and
- Accessibility improvements.

As Facilities Manager, I would like to thank the custodians and our Senior Work-Off Program help for their contributions to the team and efforts to continually care for and improve the Town's facilities. I look forward to continuing to complete funded projects and plan for the future projects of the Town facilities in conjunction with the needs of each department and building, and look forward to next year's update.

# **Public Access Annual Report**

**2021**

Sturbridge Community Public Access Television (**SCTV**) maintains local Government and Public television channels.

Government channel 191 is for “cable-casting” live government meetings and posting other town government information. Meetings are recorded and replayed on channel 191 and on YouTube.

Public Channel 192 is for public programming; various programs, public bulletin board that includes Sturbridge community information.

**SCTV** maintains a Castus server system for its programming, scheduling and playback including Video On Demand

Major technological improvements made in 2021 include new microphones, overhead projector, three new cameras and a Tricaster production system in both the Town Hall and the Center Office Buildings.

Submitted by  
Bruce C. Butcher  
Production Coordinator

## **IT Department Annual Report**

2021 was another exciting and progressive year for the IT Department as it was kept very busy in its support of the Police and Fire Departments, Library, Center Office Building, Senior Center, and Town Hall.

The Town was awarded the Community Compact IT Grant in the amount of \$194,374. These funds were used to improve the Town's network infrastructure. We ran dark fiber from the Town Hall to Tantasqua Junior High connecting all the main town buildings along the way.

IT and the Town Clerk worked in unison to test and purchase an electronic voting system that we refer to as "Clickers" for Town Meetings, and happily they worked great, with many people expressing how happy they were with them. In addition, IT provided guidance and assistance to the Clerk in the purchase and implementation of the Poll Pads which have made for a faster more efficient processing of checking into Elections and Town Meetings.

The DPW's network needed a complete overhaul, and with the help from the Tantasqua High School students and Noel Lamothe, the project was completed professionally and under budget. Thanks to all from Tantasqua.

SCTV and IT worked together to bring the Center Office Building meeting room technology to the 21<sup>st</sup> century, stay tuned there is more to come.

In addition to the daily addressing of Computer glitches and other user issues, IT was able to keep Laptops and desktops refreshed throughout the year to ensure town employees had the tools needed to get their work completed.

IT was instrumental in installing a new camera system at the recreation area at 60 Cedar Street, in an effort to help battle recent vandalism. There are plans for an expansion in the coming year.

Police safety is always a priority for the Town. With that said, the GPS system on the cruisers was updated. The new system offers more options, notifications and the GPS is more accurate.

In addition, the IT Department handled just under 200 documented help-desk tickets; this does not include all of the email, text message, or passerby tickets that were completed as well.

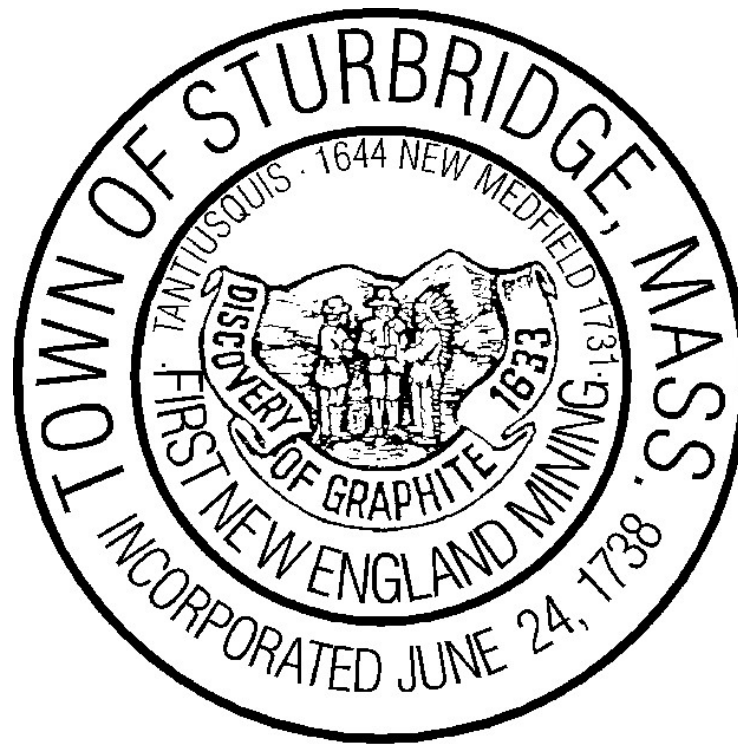
All in all, 2021 presented many changes, challenges, and chances to improve and grow the IT Department.

Respectfully submitted,

Jeremy Jalbert

# ANNUAL & SPECIAL TOWN MEETING WARRANTS

2021



Annual Town Meeting Warrant Articles  
Tantasqua Regional High School  
June 7, 2021  
7:00pm

The Annual Town meeting came to order promptly at 7PM at the Tantasqua Regional High School Auditorium. Poll Pads were used to check in the 242 registered residents, clickers were handed to each resident along with the finance committee book which included the warrant. Non Voters and non-residents were asked to sign in before entering the auditorium. Atty. Michael Caplette called the meeting to order and asked that all in attendance to please be seated, noted the fire exits and explained the use of the voting clickers. Two test questions were asked of the audience to test the clickers then the moderator proceeded to the articles at hand. After all 45 ATM Articles were voted on a 15 Minute Break ensued before the Special Town meeting began the computer went down with 5 Articles to be voted on the STM. The meeting was dissolved at 11:30PM.

TOWN OF STURBRIDGE  
ANNUAL TOWN MEETING WARRANT ARTICLES  
TANTASQUA REGIONAL HIGH SCHOOL

JUNE 7, 2021

7:00 pm



---

ARTICLE 1

Passed 193/4

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.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This article is the acceptance of all reports as included in the Annual Town Report. The Town Meeting usually waives the actual reading of the reports as they are provided in a printed format.

ARTICLE 2 Passed 185/8

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 2022 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 2022; 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.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The CPC is required to submit a report to Town Meeting on the proposed use of CPA Funds. The CPC Report is an appendix to the Finance Committee Report.

ARTICLE 3                      Passed 180/9  
COMMUNITY PRESERVATION ADMINISTRATION FUNDS

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 FY2022 for the Community Preservation Committee (CPC); or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6-0-0.

Summary: These funds would be used to provide operating and administrative expenses for the Community Preservation Committee, including legal expenses, appraisal reports, general office supplies, CPA Coalition Dues, informational brochures and postage relating to locations, features and uses of CPA parcels. Any unused funds appropriated shall revert to the CPA Undesignated Fund Balance at the close of the fiscal year.



ARTICLE 4 Passed 190/16

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 THOUSAND AND 00/100 DOLLARS (\$80,000.00) for the purpose of paying the debt service for the OSV Land Acquisition;
- ☐ FORTY-SIX THOUSAND FOUR HUNDRED AND 00/100 DOLLARS (\$46,400.00) for the purpose of paying the debt service for the Heins Farm Acquisition;
- ☐ NINETY-EIGHT THOUSAND SIX HUNDRED FIFTY AND 00/100 DOLLARS (\$98,650.00) for the purpose of paying the debt service for the Town Hall/Center Office renovation project;
- ☐ TWENTY-SEVEN THOUSAND NINE HUNDRED FIFTY AND 00/100 DOLLARS (\$27,950.00) for the purpose of paying the debt service for the Recreation Court project;

or take any action relative thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This article provides the appropriation to pay the costs for previously approved debt issuances for the acquisition of open space known as the Heins Farm, Old Sturbridge Village parcels, the renovation of the Town Hall and Center Office Building and the Recreation Court Project.

ARTICLE 5 Passed 191/15

COMMUNITY PRESERVATION COMMUNITY-WIDE HISTORIC PRESERVATION PLAN

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) for the purpose of matching grant funds for the Historical Commission to undertake a Community-wide Historic Preservation Plan; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written: Voted 6-0-0.

Summary: The Sturbridge Historical Commission would like to undertake a community-wide historic preservation plan and has received a \$15,000 State Historic Preservation Grant. The Community Preservation Funds would be used in part as matching funds to the grant.

ARTICLE 6 Passed 164/39

COMMUNITY PRESERVATION DRAPER-MILLS MONUMENT RESTORATION

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of SEVENTEEN THOUSAND FIVE HUNDRED DOLLARS (\$17,500.00) for the purpose of historic preservation and restoration of the Draper-Mills Cemetery Monument in the North Cemetery, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 4-0-1.

Summary: The Draper-Mills monument was damaged by a tree limb in a wind storm. This amount is to fund the repair to the monument.

ARTICLE 7 Passed 181/18 7  
COMMUNITY PRESERVATION GRAVESTONE RESTORATION

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of NINE THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$9,500.00) for the purpose of North Cemetery and/or Old Burial Ground historic preservation and restoration work, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 4-0-1.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written: Voted 6-0-0.

Summary: The purpose of this article is to fund the gravestone/monument conservation services for the North Cemetery and Old Burial Ground.
---

ARTICLE 8 Passed 180/27  
COMMUNITY PRESERVATION RECREATIONAL TRAILS MASTER PLAN

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of ELEVEN THOUSAND AND 00/100 DOLLARS (\$11,000.00) for the purpose of updating the Recreational Trails Master Plan, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

Summary: In 2012, the Sturbridge Recreation Master Trails Plan Subcommittee coordinated the preparation of a trails Master Plan for the town. It is a comprehensive look at the trail system and includes dozens of resources needed for implementation. One important element that is lacking in the master plan is a map showing how the various town properties and trails are connected, either physically or ecologically. This update will bring the plan up to date, to be more useful and valuable.

ARTICLE 9 Passed 159/59

COMMUNITY  
PRESERVATION STREETER BEACH ENTRY ROAD FEASIBILITY  
STUDY AND DESIGN

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of THIRTY-FIVE THOUSAND AND 00/100 DOLLARS (\$35,000.00) to fund the feasibility study, design and permitting of a new entry driveway for the Streeter Beach Recreation Area for recreational purposes; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 5-2-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0.

Summary: Streeter Road was abandoned by the Town in 1957. This new driveway would be designed and constructed to provide access to the beach area and not interfere with the traffic at the adjacent parcel. The overall goal is to reopen Streeter Beach to the public by leasing the site from the Army Corp of Engineers.

ARTICLE 10 Passed 181/36

COMMUNITY PRESERVATION TRAIL CONSTRUCTION

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of TWENTY-FOUR THOUSAND AND 00/100 DOLLARS (\$24,000.00) for the purpose of funding signage, materials, and labor for trail construction on Community Preservation Act purchased parcels for recreational purposes; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

Summary: Funds will be used for the purpose of funding trail construction including bridges, materials, supplies, permitting, equipment and labor, on the following properties: Leadmine, Plimpton, Long Pond, Heins and Riverlands.

ARTICLE 11 Passed 192/24  
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, 2021 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, 2021; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

Summary: This article is for the approval of the Town and School operating budgets for Fiscal Year 2022.

ARTICLE 12 Passed 205/7  
ROAD CONSTRUCTION, REPAIRS AND MAINTENANCE

To see if the Town will vote to raise and appropriate to the Road Construction, Repairs and Maintenance Account ONE HUNDRED FIFTY THOUSAND DOLLARS 00/100 (\$150,000.00) in order to fund road construction, repairs and maintenance of town roads as determined by the DPW Director; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The Town funds road repair and maintenance through an annual warrant article which does not expire at the end of the Fiscal Year to provide the Department of Public Works with greater flexibility in meeting the needs of the community.

ARTICLE 13 Passed 175/35  
PUBLIC ACCESS DEPARTMENT

To see if the Town will vote to appropriate from the PEG Access and Cable Related Fund the sum of TWO HUNDRED FIFTY-TWO THOUSAND SIX HUNDRED FORTY-ONE DOLLARS AND 00/100 (\$252,641.00); or take any action relative thereto.

Estimated budget for FY22 is:

Salaries/Wages	\$ 81,582.00
Longevity	\$ 300.00
Employee Benefits	\$ 22,269.00
Operating Expenses	\$ 21,750.00
Capital	<u>\$126,740.00</u>
Total	\$252,641.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This proposed budget provides for the operations of the Town's cable access service. Funds for this article are provided via a surcharge on each cable bill. Also, the Town Hall and Center Office Building meeting rooms are in need of a technology update. Both these rooms are still using older analog technology. This capital project will update these facilities to digital technology. A digital signal will improve the picture quality that is sent to Charter to broadcast town meetings. The Cable Access Department would also like the ability to "Go Live" anywhere. This could be beneficial at outdoor venues such as the Town Common and Recreation Fields.

ARTICLE 14 Passed 197/19  
STURBRIDGE TOURIST ASSOCIATION

To see if the Town will vote to transfer and appropriate from the Hotel/Motel Special Account to the Sturbridge Tourist Association Account the sum of ONE HUNDRED NINETEEN THOUSAND SEVEN HUNDRED EIGHTY-FIVE DOLLARS AND 00/100 (\$119,785.00); or take any action relative thereto.

Estimated budget for FY22 is:

Community Support	\$ 19,422.00
Marketing	\$ 63,490.00
Salaries/Wages	\$ 29,665.00
Employee Benefits	<u>\$ 7,208.00</u>
Total	\$119,785.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The revenues come from a 6% hotel/motel tax which is split with 67.5% going to the General Fund, 16.25% used for funding the Sturbridge Tourist Association and 16.25% used for the Betterment Committee. This budget is available for marketing the community for tourism, as well as partial funding for the Economic Development/Tourism Coordinator position.

ARTICLE 15 Passed 205/10  
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 NINETEEN THOUSAND SEVEN HUNDRED EIGHTY-FIVE AND 00/100 DOLLARS (\$119,785.00) for the following items:

Requested By	Item	Amount
Polly Currier	Flower Barrels	\$ 2,200.00
Recreation	Plantings (Bloom Committee)	\$ 575.00
Library	Beautification Joshua Hyde Library	\$ 3,800.00
Town Planner	Wayfinding Streetscape Improvements	\$10,000.00
Finance Director	Beautification at Town Hall and Center Office Building	\$ 2,500.00
Tree Warden	Tree Planting - Arbor Day Program	\$ 1,910.00

Recreation	Town Offices & Library Decorations	\$ 4,000.00
DPW	Sidewalk Maintenance	\$10,250.00
Tree Warden	Tree Maintenance (town-wide)	\$10,000.00
Tree Warden	Town Common Tree Maintenance	\$ 7,322.00
Tree Warden	Main Street Tree and Park Maint.(Street Landscaping)	\$ 2,000.00
Police Department	Special Event Overtime (Police)	\$10,000.00
Police Department	Recon Power Bike – Recon Interceptor	\$ 5,369.00
Fire Department	Protective Firefighting Gear	\$13,500.00
Fire Department	Special Events Overtime (Fire)	\$ 7,300.00
Recreation	Cedar Lake (Town Beach) Water Treatment	\$ 1,795.00
Recreation	Town Common Summer Concert Series	\$ 4,000.00
Recreation	Decorations for Town Common	\$ 4,445.00
Recreation	Turner’s Field – Infield Rehab	\$ 6,819.00
SLAC	Great Pond Weed & Safety Program	\$ 6,000.00
Recreation	Funding for Special Events in the Community	\$ 6,000.00
	<b>Total:</b>	<hr/> \$119,785.00

or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

That the Town vote to approve the article as written. Voted: 7-0-0.

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The revenues come from a 6% hotel/motel tax which is split with 67.5% going to the General Fund, 16.25% used for funding the Sturbridge Tourist Association and 16.25% used for the Betterment Committee. Betterment Committee funds are utilized for public safety, recreation and the beautification of the community.

ARTICLE 16 Passed 187/25  
CAPITAL IMPROVEMENT PLAN

To see if the Town will vote to transfer from Free Cash and appropriate the sum of FIVE HUNDRED TWELVE THOUSAND ONE HUNDRED SEVENTY-NINE AND 00/100 DOLLARS (\$512,179.00), to transfer from the WATER RESERVE FUND BALANCE and appropriate the sum of NINETEEN THOUSAND NINE HUNDRED SEVENTY-FIVE AND 00/100 DOLLARS (\$19,975.00), and to transfer from the SEWER RESERVE FUND BALANCE and appropriate the sum of NINETEEN THOUSAND NINE HUNDRED SEVENTY-FIVE AND 00/100 DOLLARS (\$19,975.00) for the purpose of funding the following items, including the



payment of all costs incidental and related thereto, for the Capital Improvement Plan to be undertaken for the Fiscal Year beginning July 1, 2021;

Department	Item	Amount
Facilities	Fire Alarm (Nursery School)	\$20,000.00
Fire	Holmatro Rescue Tool	\$41,500.00
IT	Copier (Center Office Building)	\$ 8,000.00
DPW	3/4 ton pickup truck with plow	\$39,950.00
IT	Copier (Library)	\$ 9,600.00
DPW	Two (2) Ground Speed Control Spreader Systems	\$12,000.00
Facilities	Fencing/Signage (Animal Control)	\$ 6,500.00
Facilities	Lift Operators Replacement (DPW)	\$15,000.00
Facilities	Lightning Protection (Town Buildings)	\$97,000.00
DPW (Water/Sewer)	3/4 ton pickup truck with plow	\$39,950.00
Fire	Ford Explorer	\$52,750.00
Police	Six (6) Rifles & Magazines	\$ 6,852.00
IT	Interior Security Camera System (TH, COB)	\$27,300.00
Fire	Apparatus Technology Upgrades	\$76,527.00
DPW	Skid-Steer Loader with attachments	\$49,000.00
Facilities	Basement Archival Storage (COB)	\$20,200.00
Facilities	Rehabilitation of Building (North Cemetery)	\$30,000.00

Total

\$552,129.00

or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

That the Town vote to approve the article as written. Voted: 7-0-0.

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

That the Town vote to approve the article as written. Voted: 3-0-0.

Summary: This budget funds a portion of the highest rated capital needs of the Town. The Capital Plan as presented is consistent with the Comprehensive Fiscal Policies approved by the Selectmen and Finance Committee. Under this policy, capital expenditures rated as high priorities but costing under \$5,000.00 are included in department budgets; capital expenditures over \$5,000.00 and under \$100,000.00 are included in this article to be funded using free cash; and capital expenditures over \$100,000.00 are included and recommended as short-term borrowing or raise and appropriate articles.

ARTICLE 17 Passed 203/10  
AMBULANCE STABILIZATION FUND

To see if the Town will vote to raise and appropriate the sum of THIRTY THOUSAND AND 00/100 DOLLARS (\$30,000.00) 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.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: Each year, the Town sets aside a sum of money to assist the Town in replacing its ambulances on a seven-year schedule. If approved, the approximate balance in the Ambulance Stabilization Fund will be \$218,282.00.

ARTICLE 18 Passed 183/26  
OPEB TRUST FUND

To see if the Town will vote to raise and appropriate the sum of 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.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The Government Accounting Standards Board (GASB) has determined that Other Post-Employment Benefits (OPEB) are part of the compensation that employees earn each year notwithstanding that such benefits are not tendered until after employment has ended. These benefits include health insurance, prescription or other related benefits provided to eligible retirees. GASB-45 mandates that municipalities account for and, eventually, fund these benefits. The fund was established and capitalized with \$100,000.00 at the 2011 Annual Meeting. In accordance with the Town's financial policies, an annual contribution of not less than \$50,000.00 should be allocated to the fund until such time as the actuarially

calculated OPEB liability of \$22.5 million dollars is realized. If approved, Sturbridge will have approximately \$1,248,364.00 in the fund.

ARTICLE 19 Passed 203/11  
TAX RATE RELIEF

To see if the Town will vote to authorize the Board of Assessors to use FOUR HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$450,000.00) from Free Cash to support the tax rate for the fiscal year beginning on July 1, 2021; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The Town has historically utilized available Free Cash to reduce the tax rate when finances have allowed.

ARTICLE 20 Passed 188/29  
REVALUATION/INTERIM ADJUSTMENTS

To see if the Town will vote to raise and appropriate TEN THOUSAND AND 00/100 DOLLARS (\$10,000.00) to the Revaluation/Interim Adjustments Account; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This article provides annual funding for property revaluations and interim adjustments that the town is required to perform in accordance with Massachusetts General Law.

ARTICLE 21 Passed 198/12  
REVOLVING FUNDS – SPENDING LIMITS FY22

To see if the Town will vote pursuant to the provisions of Chapter 44, Section 53E½, to set the FY22 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.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The departmental revolving fund statute, G.L. c. 44, 53E 1/2, was amended by the Municipal Modernization Act in 2016, which eliminated the caps on the amount that could be spent from the revolving funds. At the Special Town Meeting in February 26, 2018, the revolving fund bylaw was adopted per the Municipal Modernization Act; however, Town Meeting must continue to vote annually on or before July 1 on the amount that may be spent from each fund during the upcoming fiscal year.

ARTICLE 22 Passed 197/13  
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), a sum of ONE MILLION THREE HUNDRED NINETY THOUSAND NINE HUNDRED THREE AND 00/100 DOLLARS (\$1,390,903.00) for the expenses of the Water Department; or take any action relative thereto.

Estimated budget for FY22 is:

Contract Operations                      \$ 690,467.00

Electricity	\$ 85,000.00
Perchlorate Testing	\$ 10,000.00
DPW Director	\$ 14,300.00
Meter Maintenance	\$ 10,000.00
Billing Expense	\$ 5,400.00
Debt Service	\$ 402,536.00
Miscellaneous	\$ 41,500.00
Capital Replacement	\$ 81,700.00
Reserve Account	\$ 50,000.00
Total:	\$1,390,903.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

Summary: This budget covers the operating expenses for providing public water in Sturbridge. The current rate for water service will remain unchanged.

ARTICLE 23 Passed 205/15  
SEWER DEPARTMENT

To see if the Town will vote to raise and appropriate, through fixing and collection of just and equitable prices and rates set by the Board of Selectmen (acting as Sewer Commissioners) a sum of TWO MILLION FOUR HUNDRED TWO THOUSAND NINE HUNDRED NINETY-TWO AND 00/100 DOLLARS (\$2,402,992.00) and to transfer the sum of THREE HUNDRED FORTY-TWO THOUSAND AND 00/100 DOLLARS (\$342,000.00) from the Sewer Reserve Fund Balance, for a total sum of TWO MILLION SEVEN HUNDRED FORTY-FOUR THOUSAND NINE HUNDRED NINETY-TWO AND 00/100 DOLLARS (\$2,744,992.00) for the expenses of the Sewer Department; or take any action relative thereto.

Estimated budget for FY22 is:

Contract Operations	\$ 895,007.00
Electricity	\$ 210,000.00
Chemicals	\$ 15,000.00
DPW Director	\$ 14,300.00
Billing Expense	\$ 4,900.00
Debt Service	\$ 866,625.00
Southbridge Fees	\$ 200,000.00
Liquid Sludge Handling	\$ 200,000.00
Miscellaneous	\$ 166,160.00

Capital Replacement	\$ 123,000.00
Reserve Account	<u>\$ 50,000.00</u>
Total:	\$2,744,992.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

Summary: This budget covers the operating expenses for providing public sewer in Sturbridge. The current rate for sewer service will remain unchanged.

ARTICLE 24 Passed 1 98/8  
SEWER PROJECT DEBT

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

- ☐ FIFTEEN THOUSAND TWO HUNDRED SIXTY-THREE AND 00/100 DOLLARS (\$15,263.00) from the F/B Reserved for Sewer Betterments to the Phase II Sewer Debt Account #28440-59100;
- ☐ TWO HUNDRED EIGHT THOUSAND FIVE HUNDRED EIGHTY-EIGHT AND 00/100 DOLLARS (\$208,588.00) from the F/B Reserved for Sewer Betterments to the Phase III Sewer Debt Account #28440-59300;
- ☐ ONE HUNDRED THIRTY-NINE THOUSAND SEVEN HUNDRED SEVENTY-FIVE AND 00/100 DOLLARS (\$139,775.00) from the F/B Reserved for Sewer Betterments to the Big Alum Sewer Debt Account #28440-59220; and
- ☐ FIFTY-THREE THOUSAND FIVE HUNDRED SEVENTY-FIVE AND 00/100 DOLLARS (\$53,575.00) from the F/B Reserved for Sewer Betterments to the Woodside/Westwood Sewer Debt Account #28440-59230;

for the purpose of paying debt service due on these sewer projects for FY22; or take any action relative thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This warrant article appropriates the funds necessary to pay debt service on the several sewer projects the Town of Sturbridge has undertaken over the past decade. These debt service payments are repaid through betterment assessments from the property owners within the specific sewer area and are not supported by either general property taxes or other sewer customers through the sewer rate.

ARTICLE 25      Passed 162/56  
PIPE COATINGS MAINTENANCE PROGRAM

To see if the Town will vote to transfer from the Sewer Reserve Fund Balance the sum of TWO HUNDRED SIXTY THOUSAND AND 00/100 DOLLARS (\$260,000.00) for the first year of a three year program to repaint and reseal tanking and piping at the wastewater treatment facility, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This program will provide for the stripping and recoating of both tertiary clarifiers as well as the interior steel tank and associated with tank # 1. All mechanical components within these tanks will need to be stripped clean and then primed and two coats of sealer applied.

~~ARTICLE 26 Passed 162/56~~  
~~DESIGN~~

~~AND PERMITTING FOR A NEW WASTEWATER PUMP STATION AND FORCE  
MAIN TO SERVICE THE FISKE HILL AREA~~

To see if the Town will vote to transfer from the Sewer Reserve Fund Balance the sum of TWO HUNDRED THOUSAND DOLLARS AND 00/100 DOLLARS (\$200,000.00) for the design and permitting of a new wastewater pump station and force main to service the Fiske Hill area of Town, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The Town wants to design and permit a new sewer pump station and force main to provide sewer service to the Fiske Hill area of Town. Currently, that area of Town is served through contract by the Town of Southbridge. This study will also review the adequacy of the Hobbs Brook pump station.

ARTICLE 27      Passed 192/21  
INFLOW AND INFILTRATION STUDY AND REPAIRS

To see if the Town will vote to transfer from the Sewer Reserve Fund Balance the sum of NINETY THOUSAND AND 00/100 DOLLARS (\$90,000.00) for funding the ongoing Inflow and Infiltration improvement program for the municipal sewer system, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This study is a mandatory program of the Department of Environmental Protection (DEP) involving every wastewater collection system in Massachusetts. This program requires that all our collection systems be examined to identify necessary repairs. This is year two of a recurring annual cost for the next ten years and will keep the Town in compliance with the DEP regulations.

ARTICLE 28      Passed 143/81      TAX  
INCREMENT FINANCING AGREEMENT AND PROJECT CERTIFICATION: RLS  
COMPLETE REGIONAL. LLC

To see if the Town will vote to approve and certify the Local Incentive Application submitted for a 83,000 square feet or greater cold storage facility including 5,000 square feet of office space and mechanical rooms located at 90 Charlton Road, as shown on the Project Certification Application, and to authorize the Board of Selectmen to enter into a Tax Increment Financing Agreement, pursuant to the provisions of G.L. Chapter 40, section 59, with RLS Complete Regional, LLC, or its acceptable designee, all in substantially the form submitted to this Town Meeting, a copy of which has been placed on file with the Town Clerk, such approval serving to confirm the information contained in the Project Certification Application that (1) the project as proposed is consistent with the Town's economic development objectives and can reasonably be expected to benefit



significantly from the Tax Increment Financing Agreement; (2) the project will not overburden the Town's infrastructure and utilities servicing the Economic Opportunity Area; and (3) the project, as described in the Project Certification Application, will have a reasonable chance of increasing employment opportunities; and to authorize designation of the project as a certified project for a term of ten (10) years and a tax increment financing plan of not more than ten (10) years providing for real estate tax exemptions at the following exemption rate on the added value resulting from the project:

Year	Percentage
1 <sup>st</sup> Year	100%
2 <sup>nd</sup> Year	90%
3 <sup>rd</sup> Year	80%
4 <sup>th</sup> Year	70%
5 <sup>th</sup> Year	60%
6 <sup>th</sup> Year	50%
7 <sup>th</sup> Year	40%
8 <sup>th</sup> Year	30%
9 <sup>th</sup> Year	20%
10 <sup>th</sup> Year	10%

or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

That the Town vote to approve the article as written. Voted: 7-0-0.

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This article would authorize the Board of Selectmen to offer a TIF to RLS Complete Regional, LLC cold storage facility or acceptable designee, for purposes of facilitating the construction of an 83,000 square feet or greater cold storage facility including 5,000 square feet of office space and mechanical rooms located at 90 Charlton Road.

**ARTICLE 29 Passed 196/26 EMERGENCY**  
SERVICES RADIO SYSTEM EVALUATION AND TECHNICAL SUPPORT FOR  
IMPLEMENTATION OF A NEW INTEROPERABLE RADIO SYSTEM

To see if the town will vote to transfer from Free Cash the sum of ONE HUNDRED SEVENTY THOUSAND AND 00/100 DOLLARS (\$170,000.00) for technical support and owner's representation for the evaluation, configuration, purchase, and implementation of a new public safety radio system; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The Town's current public safety radio system was built several decades ago and is not sufficient for current operations. Moreover, there are portions of the town where the system has areas that are not serviced. The funds requested will hire a consultant to evaluate the needs of a new system which will include police, fire, public works, public schools, and emergency dispatch, evaluate current and potential radio tower sites, and develop specifications for a new system to meet the needs of the community. This consultant will also serve as the town's representative during the bidding and implementation process.

ARTICLE 30 Passed 203/11 EASEMENT  
TO NATIONAL GRID/MASS. ELECTRIC FOR UTILITY POLE /ANCHOR AND GUY-  
WIRE, 65 WHITTEMORE ROAD

To see if the Town will vote to authorize the Board of Selectmen to grant to the Massachusetts Electric Company and/or National Grid, and to Verizon New England Inc., a perpetual easement to construct, maintain, operate, and repair, for the transmission of electricity and intelligence, utility poles, anchors, guys and related equipment and appurtenances in, on, and under the Town-owned property located at 65 Whittemore Road on such terms and conditions and for such consideration as the Board deems to be in the best interests of the Town, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: National Grid has installed a new pole on town property at this location under a license issued by the Board of Selectmen. National Grid has requested the Town grant an easement to provide a more permanent authorization for the location of the pole and related equipment on Town property.

ARTICLE 31 Passed 190/26                      ACCEPTANCE  
OF EXTENSION OF HILLSIDE DRIVE  
(2/3 Vote Required)

To see if the Town will vote to accept as a public way an extension of the roadway known as Hillside Drive, as such extension has been heretofore laid out by the Board of Selectmen in the location depicted as "Parcel A 12,879 Sq. Ft." on the plan entitled: "Lot Division Plan of Land in Sturbridge, MA, prepared for Charles B. McDevitt Revocable Trust & Nancy A. McDevitt Revocable Trust (Owners)", dated March 5, 2018, prepared by Roger Woods & Co., recorded with the Worcester District Registry of Deeds in Plan Book 933, Plan 112, a copy of which has been placed on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, interests in land sufficient to provide for the use and maintenance of said way for all purposes for which public ways are used in the Town of Sturbridge, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted: 6-0-0.

Summary: The owner has completed the necessary improvements to the road for acceptance by the Town as a public way.
---

ARTICLE 32 Passed 204/13  
EASEMENT ON 77 FARQUHAR ROAD

To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, for general municipal purposes, any and all interests held by others in land of the Town located at 75 Farquhar Road and identified as Assessors' Parcel # 270-03454-075, and further to authorize the Board of Selectmen to grant to the owners of 77 Farquhar Road, identified as Assessors' Parcel # 270-03453-077, permanent or temporary easements in said Town property appurtenant to the use of 77 Farquhar Road in the location more or less shown on the plan entitled: "Plan of Land (Easement Plan) of Map 3453, Lot 77 & Map 3454, Lot 75, Owner: The Lataille Family Trust & the Town of Sturbridge, 77 Farquhar Road, Town of Sturbridge, Worcester County, Commonwealth of Massachusetts", dated April 28, 2021, prepared by Levesque Geomatics Inc., a copy of which has been placed on file with the Town Clerk, which acquisition and conveyance may be made on such terms and conditions and for such consideration as the Board deems to be in the best interests of the Town. The easement is described as follows:

SURVEYOR'S DESCRIPTION  
PROPOSED ACCESS EASEMENT

LAND IN STURBRIDGE, WORCESTER COUNTY, COMMONWEALTH OF MASSACHUSETTS BEING A CERTAIN PARCEL OF LAND, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT, SAID POINT BEING ON THE EASTERLY SIDE OF FARQUHAR ROAD, SAID POINT BEING THE NORTHEASTERLY CORNER OF THE PREMISES HEREIN DESCRIBED, SAID POINT ALSO BEING DISTANT 489.60 FEET ON A BEARING OF SOUTH 11 DEGREES 51 MINUTES 54 SECONDS WEST FROM A STONE BOUND FOUND BEING THE SOUTHWESTERLY CORNER OF LOT 1, PLAN BOOK 589, PLAN 6 AND BEING DISTANT 517.23 FEET ON A BEARING OF SOUTH 60 DEGREES 5 MINUTES 39 SECONDS WEST FROM AN ARMY CORPS OF ENGINEERING BOUND BEING THE SOUTHEASTERLY CORNER OF LOT 2 ON PLAN BOOK 589, PLAN 6 AND FROM SAID POINT RUNNING, THENCE;

THE FOLLOWING 9 COURSES AND DISTANCES ALONG A PROPOSED EASEMENT LINE THROUGH MAP 3454, LOT 75 (N/F LANDS OF TOWN OF STURBRIDGE):

- 1 SOUTH 34 DEGREES 45 MINUTES 48 SECONDS EAST, A DISTANCE OF 44.84 FEET TO AN IRON ROD SET, THENCE;
- 2 SOUTH 88 DEGREES 15 MINUTES 38 SECONDS EAST, A DISTANCE OF 81.55 FEET BY THE FACE OF AN EXISTING BARN FOUNDATION TO THE FOUNDATION CORNER, THENCE;
- 3 NORTH 3 DEGREES 2 MINUTES 2 SECONDS EAST, A DISTANCE OF 30.18 FEET TO ANOTHER BARN FOUNDATION CORNER, THENCE;
- 4 NORTH 0 DEGREES 54 MINUTES 20 SECONDS EAST, A DISTANCE OF 27.38 FEET TO AN IRON ROD SET, THENCE;
- 5 SOUTH 89 DEGREES 5 MINUTES 40 SECONDS EAST, A DISTANCE OF 59.38 FEET TO AN IRON ROD SET, THENCE;
- 6 SOUTH 2 DEGREES 16 MINUTES 5 SECONDS WEST, A DISTANCE OF 39.27 FEET TO A AN IRON ROD SET, THENCE;
- 7 SOUTH 30 DEGREES 26 MINUTES 19 SECONDS WEST, A DISTANCE OF 44.63 FEET TO AN IRON ROD SET, THENCE;
- 8 NORTH 88 DEGREES 15 MINUTES 38 SECONDS WEST, A DISTANCE OF 130.65 FEET TO AN IRON ROD SET, THENCE;

9 NORTH 33 DEGREES 26 MINUTES 38 SECONDS WEST, A DISTANCE OF 40.11 FEET TO AN IRON ROD SET ON THE EASTERLY SIDE OF FARQUHAR ROAD, THENCE;

ALONG THE EASTERLY SIDE OF FARQUHAR ROAD NORTH 13 DEGREES 55 MINUTES 37 SECONDS EAST, A DISTANCE OF 18.90 FEET TO A POINT, THENCE;

STILL ALONG THE EASTERLY SIDE OF FARQUHAR ROAD, NORTH 39 DEGREES 14 MINUTES 14 SECONDS EAST, A DISTANCE OF 6.04 FEET TO A POINT AND PLACE OF BEGINNING.

CONTAINING AN EASEMENT AREA OF 6,819 SQUARE FEET

THE ABOVE-DESCRIBED PROPERTY IS SHOWN ON PLAN PREPARED BY LEVESQUE GEOMATICS, INC, DATED APRIL 28, 2021 AND IS TO BE RECORDED AT THE WORCESTER DISTRICT REGISTRY OF DEEDS.

or take any action relative thereto.

Sponsor: Trails Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

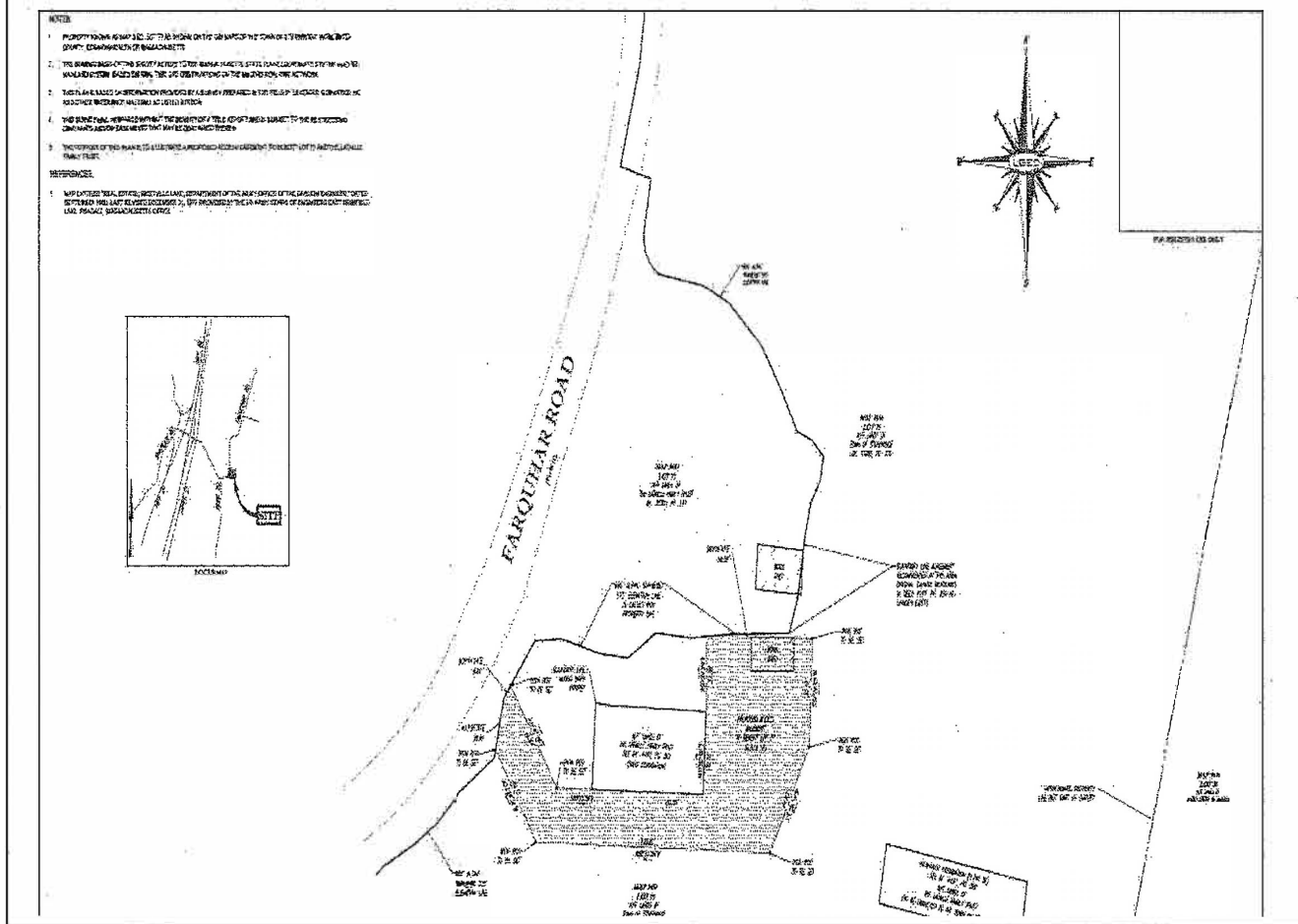
That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: In designing a section of the Grand Trunk Trail over a portion of the town owned property at 77 Farquhar Road, it was discovered at the time this property was acquired by the US Army Corps of Engineers for construction of the Westville Lake flood control project, an easement was acquired over parcel # 270-03453-077, which was acquired by the town after nonpayment of taxes for the parcel. However, the clarity of access to the structures was not defined, the easement now defines that access to the portion of parcel.

The Town acquired 75 Farquhar Rd. for back taxes, and the Conservation Commission requested it be preserved as open space. The Grand Trunk Trail is proposed to travel through this parcel with the approval of the Conservation Comm. In completing deed research, it was determined that when the Corps of Engineers initially acquired a flowage easement on this property, building footprints existed and #77 Farquhar Rd. was allowed undefined access to three building footprints (Barn, Woodshed, and Chicken coop). With the town tax taking, this access was never delineated until, with the engineering for the GTT, a need to travel over the "chicken coop" building footprint was preferred due to wetland setback and environmental concerns. The Latille family has agreed to this delineation of building footprint access to the "barn" and "Woodshed" and has agreed to give up any access to the "Chicken coop" allowing for construction of the trail, and going forward limiting their access on this parcel to that area immediate to the "Barn" and "wood shed."



ARTICLE 33 Passed 192/20 MINISTERIAL  
AMENDMENTS TO THE TOWN CHARTER  
(2/3 Vote Required)

To see if the Town will vote, pursuant to G.L. c. 43B, §10, to amend the Town Charter to make ministerial and clerical amendments and grammatical corrections thereto, and further to amend the provisions concerning the insertion of warrant articles and the calling of special town meetings by petition to be consistent with the General Laws, all as set forth in the Final Draft of the Code of the Town of Sturbridge, dated 3-19-2021, a complete copy of which has been placed on file with the Town Clerk and is available for viewing on the Town's website at: [https://www.sturbridge.gov/sites/g/files/vyhlf3881/f/uploads/codification-charter\\_0.pdf](https://www.sturbridge.gov/sites/g/files/vyhlf3881/f/uploads/codification-charter_0.pdf), such amendments to take effect upon their adoption by the voters of Sturbridge, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

Summary: This article authorizes changes only of a ministerial, clerical, and grammatical nature to the Town Charter and further authorizes adjustments making the Charter consistent with Massachusetts General Laws.

ARTICLE 34 Passed 189/15  
MINISTERIAL AMENDMENTS AND RECODIFICATION OF THE GENERAL BYLAWS

To see if the Town will vote to amend its General Bylaws by making ministerial and clerical amendments and grammatical corrections thereto, and by re-codifying and re-captioning the complete General Bylaws, and further to make certain substantive amendments, all as set forth in the Final Draft of the Code of the Town of Sturbridge, dated March 19, 2021, a complete copy of which has been placed on file with the Town Clerk and is available for viewing on the Town's website at: [https://www.sturbridge.gov/sites/g/files/vyhlf3881/f/uploads/codification-general\\_bylaws\\_0.pdf](https://www.sturbridge.gov/sites/g/files/vyhlf3881/f/uploads/codification-general_bylaws_0.pdf); provided, however, that all general bylaws currently in force and not included in the Code shall be repealed, but such repeal shall not apply to or affect any personnel bylaw, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: The Town has been working with General Code Publishers to clean up and re-codify all of the bylaws of the Town. This article will adopt the recodification.

ARTICLE 35 Passed 211/6 ACCEPTING  
THE PROVISIONS OF G.L. c. 60, SECTION 3F ESTABLISHING A  
STURBRIDGE VETERANS ASSISTANCE FUND

To see if the Town will vote to accept the provisions of General Laws Chapter 60, Section 3F, to establish a Sturbridge Veterans Assistance Fund, which statute allows municipalities to design and designate a place on its municipal tax bills, or the motor vehicle excise tax bills, or to mail with such tax bills a separate form, whereby the taxpayers may voluntarily check off, donate and pledge an amount which shall increase the amount otherwise due, for the purpose of providing support for veterans and their dependents in need of immediate assistance with food, transportation, heat and oil expenses; or take any action relative thereto.

Sponsor: Veteran's Agent

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This article provides for the creation and implementation of a Sturbridge Veterans Assistance Fund. The funds and any interest shall be used to provide support for veterans, military members and their families in need of immediate assistance with food, transportation, heat and oil and other emergency expenses. The town's veteran's agent shall: (i) establish an application process for veterans and their dependents to obtain assistance; (ii) establish standards for acceptable documentation of veteran status or dependent status; and (iii) establish financial eligibility criteria for determining need and amount of assistance for eligible applicants. The Veteran's Agent shall be responsible for reviewing each applicant and fairly applying the eligibility and level-of-need standards. 100% of such contributions would be used only to benefit qualified applicants.

ARTICLE 36 Passed 197/10 MINISTERIAL  
AMENDMENTS AND RECODIFICATION OF ZONING BYLAWS (2/3 VOTE  
REQUIRED)

To see if the Town will vote to amend its Zoning Bylaws by making ministerial and clerical amendments and grammatical corrections thereto, and by re-codifying and re-captioning the complete Zoning Bylaws, and further, to amend the Zoning Bylaws to make certain substantive



amendments, all as set forth in the Final Draft of the Code of the Town of Sturbridge, dated March 19, 2021, a complete copy of which has been placed on file with the Town Clerk and is available for viewing on the Town's website at: [https://www.sturbridge.gov/sites/g/files/vyhlf3881/f/uploads/codification\\_zoning\\_bylaws\\_0.pdf](https://www.sturbridge.gov/sites/g/files/vyhlf3881/f/uploads/codification_zoning_bylaws_0.pdf) provided, however, that all zoning bylaws currently in force and not included in the Code shall be repealed, or take any action relative thereto.

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted: 6-0-0.

Summary: The Town has been working with General Code Publishers to clean up and re-codify all of the bylaws of the Town. This article will adopt the recodification.

ARTICLE 37 Passed 188/27 AMENDMENT  
TO THE ZONING BYLAWS FOR ACCESSORY DWELLINGS (2/3 VOTE  
REQUIRED)

To see if the Town will vote to amend the Zoning Bylaws, Chapter Eighteen Accessory Dwelling Units, by inserting the underlined language and deleting the strikethrough language as shown below or take any action relative thereto:

~~CHAPTER EIGHTEEN~~ARTICLE XI  
ACCESSORY DWELLING UNITS  
{Adopted 4-27-09; Article 15}

~~18.01~~ ACCESSORY DWELLING UNITS § 300-11.1 Special permit required.

Accessory Dwelling Units shall be permitted only upon issuance of a Special Permit from the Zoning Board of Appeals and in accordance with the additional requirements specified herein.

~~18.02~~ § 300-11.2. GENERAL DESCRIPTION:

An accessory dwelling unit is a second dwelling unit located on the same lot as the principal dwelling unit, either within the principal dwelling or in an accessory structure. The accessory dwelling unit shall be subordinate in size to the principal dwelling and shall be a separate housekeeping unit, complete with ~~unit on a lot located within the principal dwelling or in an accessory structure. The accessory dwelling unit shall be a shall mean a separate housekeeping unit, complete with~~ its own sleeping, cooking and sanitary facilities. ~~that is~~

~~contained within the structure of a single family dwelling or attached accessory structure as specified in this section, but functions as a separate unit. This bylaw is not intended for revolving short term rentals.~~

18.03 § 300-11.3. PURPOSE:

The purpose of the Accessory Dwelling Bylaw is to:

- A. Provide homeowners with a means of obtaining, through tenants in accessory apartments, rental income, companionship, security, and services, and thereby to enable them to stay more comfortably in homes and neighborhoods they might otherwise be forced to leave;
- B. Provide a mix of housing that responds to changing family needs and smaller households;
- C. Provide a broader range of accessible and more affordable housing;
- D. Protect stability, property values, and the residential character of a neighborhood by ensuring that accessory apartments are installed only in owner-occupied houses and under such additional conditions as may be appropriate to further the purposes of this bylaw; and
- E. Legalize conversions to encourage compliance with the State Building Code.

18.04 § 300-11.4. ACCESSORY DWELLING UNITS STANDARDS:

The SPGA may authorize a Special Permit for a use known as an Accessory Dwelling Unit within the principal single family dwelling, or in an accessory structure located on the same lot as the principal dwelling unit in Owner Occupied, Single Family Dwellings, provided that the following standards and criteria are met:

- A. The accessory unit shall clearly be a subordinate in size part of to the single family dwelling. ~~It shall be no greater than 600 square feet or twenty percent of the total square footage of the existing home, whichever is less.~~
- B. The accessory unit will be a complete, separate housekeeping unit that functions as a separate unit from the original unit.
- C. Only one accessory unit shall be created. This accessory unit shall be either within the single family dwelling or the attached an accessory structure.
- D. ~~The lot on which the single family house is located must meet the minimum lot size requirement and must comply with other applicable zoning requirements for its district.~~
- D. The owner(s) of the property on which the accessory dwelling unit is located either within the principle single family dwelling, or in an accessory structure on the same lot. residence in which the accessory unit is located shall occupy at least one of the dwelling units on the premises, except for bonafide temporary absences.
- E. ~~When the~~ The accessory dwelling unit is located within the principal single family dwelling, the unit shall be designed so that the appearance of the building remains that of a single family residence as much as feasibly possible. Where feasible, any new entrances shall be

located on the side or rear of the building. Any exterior changes made must conform to the single family character of the neighborhood.

- F. When the accessory dwelling unit is created in an accessory structure located on the same lot as the principal dwelling unit, the exterior appearance shall be visibly compatible with the primary dwelling and the character of the neighborhood.
- G. An addition to the original building is permitted provided ~~that the addition does not increase the floor area or volume of the original building by more than twenty (20) percent or 600 square feet whichever is less, and the addition will not alter the character of the building.~~
- H. ~~At least 1.5 off street parking spaces per dwelling unit are available for use by the owner occupant(s) and tenant(s). Parking shall be provided as required by § 300-16.11 of this bylaw. Parking spaces shall be located to the side or the rear of the structure, to the extent feasible. The maximum number of on-site parking spaces shall be five.~~
- I. A Sanitarian or Professional Engineer, registered in the Commonwealth of Massachusetts, has certified that the existing or proposed improvements to new or existing sewage disposal systems are adequate and in accordance with 310 CMR 15.000, The State Environmental Code, Title 5.
- J. The construction of any accessory apartment must be in conformity with the State Building Code.

~~18.05~~ § 300-11.5. APPLICATION PROCEDURE:

- A. The procedure for the submission and approval of a Special Permit for an Accessory Dwelling Unit in Owner-Occupied, Single Family Dwellings shall be the same as prescribed in ~~Section 24.0~~ § 300-18.2B(2) of the Sturbridge Zoning Bylaw, and the Rules and Regulations for special permit that have been adopted and amended from time to time by the SPGA, except that the application shall include a notarized letter of application from the owner(s) attesting that he/she will occupy one of the dwelling units on the premises.
- ~~B. Upon receiving a Special Permit, the owner(s) must file for the subject property a Declaration of Covenants at the Worcester District Registry of Deeds. The Declaration shall state that the right to rent a temporary accessory unit ceases upon transfer of title. A time-stamped copy of the recorded Declaration shall be provided to the SPGA.~~
- B. In order to provide for the development of housing units for disabled and handicapped individuals, the SPGA will allow reasonable deviation from the stated conditions where necessary to install features that facilitate access and mobility for disabled persons.

18.06 TRANSFER OF OWNERSHIP OF A DWELLING WITH AN ACCESSORY DWELLING UNIT

- ~~A. The temporary Special Permit for an accessory unit in an owner-occupied, single family dwelling shall terminate upon the sale of property or transfer of title of the dwelling, unless the SPGA has approved a transfer of the Special Permit to the new owner.~~
- ~~B. The new owner(s) must apply for transfer of a Special Permit for an accessory unit in an owner occupied, single family dwelling and shall submit a notarized letter of application attesting that he/she/they will occupy one of the dwelling units on the premises and a written request to the SPGA stating that conditions at the time of the original application remain unchanged. Minor changes may be approved without a hearing.~~
- ~~C. Upon receiving the transferred Special Permit, the new owner(s) must file for the subject property a Declaration of Covenants at the Worcester District Registry of Deeds. The Declaration shall state that the right to rent a temporary accessory unit ceases upon transfer of title. A time-stamped copy of the recorded Declaration shall be provided to the SPGA.~~

18.07 § 300-11.6. ACCESSORY UNITS IN EXISTENCE BEFORE THE ADOPTION OF THE ACCESSORY DWELLING UNIT BYLAW

A. Statement of Intent

The purpose of this section is to ensure that accessory units or conversions in existence before the adoption of this Accessory Unit Bylaw are in compliance with the State Building Code.

B. Application Procedure

(1) The SPGA may authorize, under a Special Permit and in conjunction with the Building Inspector, an Accessory Unit in an Owner-Occupied, Single Family Dwelling or accessory structure. The Board will review, with the Building Inspector, each existing use on a case-by-case basis to determine if the dwelling conforms to the State Building Code.

(2) The applicant must follow the same procedures described in this Accessory Unit Bylaw including the submission of a notarized letter attesting to owner occupancy and a Declaration of Covenants.

~~18.08 REQUIRED RENEWAL A Special Permit for an accessory dwelling unit shall be two (2) years. At the end of each two (2) year period, renewal shall be granted upon receipt of a new application, accompanied by the appropriate filing fee as listed on the Town of Sturbridge Fee Schedule, and certification by the owner to the Zoning Board of Appeals that the property remains the principal residence of the owner, and that all other conditions met at the time of the original application remain unchanged. The ZBA in its discretion may require a new Special Permit and demonstration of compliance with all the conditions necessary for a Special Permit for an accessory apartment, pursuant to the Special Permit requirements of this bylaw.~~

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Vote: 3-0-0.

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Vote: 7-0-0.

Summary: The proposed changes will update the ADU Bylaw to offer greater opportunities for development. The current size limitation and the lack of the option to create a unit in a detached accessory structure are both listed as regulatory constraints in the recently completed Housing Production Plan. The ability to have more flexibility for ADU's was raised by residents as an issue at both housing Forums and in the survey conducted during this planning process. Nearly 20% of respondents indicated that the ability to have an ADU or "granny flat" was very important. Additionally, 72% of respondents believed that housing for seniors was most needed in Sturbridge. Participants at the Housing Forums noted the ability to create housing for an aging parent or even a younger child was very important.

The proposed changes will:

- Remove the size limitation and noted that it must be subordinate to the primary dwelling;
- Add the possibility of creating a unit in a detached accessory structure (in addition to attached accessory structure already contained in the bylaw);
- Remove the language on declaration of covenants, transfer of ownership, and renewals-this is fairly dated language that has not been enforced due to the costs of creating such a unit.

An Accessory Dwelling Unit will still be subject to the Special Permit process with the Zoning Board of Appeals.

ARTICLE 38 Passed 158/61 AMENDMENTS TO  
THE STURBRIDGE ZONING BYLAWS ADDING FAST FOOD  
ESTABLISHMENTS TO THE VILLAGE GATEWAY DISTRICT (2/3 VOTE  
REQUIRED)

To see if the Town will vote to amend the Zoning Bylaws, Article VI, § 300-6.4 B, to insert the following:

(7) Fast Food Establishment

or take any action relative thereto.

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 3-0-0.

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted: 7-0-0.

Summary: This amendment will allow for Fast Food Restaurant within the Village Gateway District. However, all other standards will remain in place such as architectural and design requirements as well as drive thru standards.

ARTICLE 39 Passed 177/39

ARTICLE AMENDING THE ZONING BYLAWS OF THE TOWN OF STURBRIDGE TO  
AMEND THE DEFINITION OF FAST CASUAL DINING  
(2/3 VOTE REQUIRED)

To see if the Town will vote to amend the definition of "Fast Casual Restaurant" in the Zoning Bylaws, Article II ~~Chapter 2~~, to delete the strikethrough language as follows, or take any action relative thereto:

Fast Casual Restaurant - An establishment ~~that is at least 4,000 square feet in area~~, which serves food or beverages for immediate consumption either on the premises, or to be taken out for consumption elsewhere. A Fast Casual Restaurant is usually characterized as an establishment in which food is cooked on a customer-demand basis, payment is required prior to consumption, and seating or other physical accommodations for on-premises customer dining, with limited or no table service (no waiters or waitresses), is provided (or – that does not offer full table service, but promises a higher quality of food with fewer frozen or processed ingredients than other fast food restaurants). Examples of this type of facility may include, but are not limited to, establishments selling sandwiches, salads, soups, fresh baked breads and other freshly prepared dishes. May include a drive thru window either by Special Permit or by right as noted elsewhere in this bylaw {Amended ATM June 5 & 12, 2017 Article 30}

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted: 7-0-0.

Summary: This amendment will allow for Fast Food Restaurant within the Village Gateway District. However, all other standards will remain in place such as architectural and design requirements as well as drive thru standards.

Also, the proposal deletes the minimum square footage for a Fast Casual Restaurant to be more in line with the current practice of smaller restaurant sizes in general.

ARTICLE 40 Passed 175/31  
ARTICLE AMENDING THE ZONING BYLAWS OF THE TOWN AS THEY  
REGULATE THE FLOODPLAIN  
(2/3 VOTE REQUIRED)

To see if the Town will vote to amend Chapter Three, Establishment of Districts by inserting the underlined information and deleting the strikethrough information as shown below, or take any action relative thereto:

~~CHAPTER THREE~~ ARTICLE III  
ESTABLISHMENT OF DISTRICTS  
{Adopted 3-1-65; Article 46}

~~3.01~~ §300-3.1 TYPES OF DISTRICTS

For the purposes of this Bylaw, the Town of Sturbridge is hereby divided into the following types of districts:

RURAL RESIDENTIAL	(RR)	
SUBURBAN RESIDENTIAL	(SR)	
COMMERCIAL	(C)	
COMMERCIAL II	(C2)	{Amended 4-27-92; Article 53}
GENERAL INDUSTRIAL	(GI)	
INDUSTRIAL PARK	(IP)	
COMMERCIAL/TOURIST	(CT)	
HISTORICAL COMMERCIAL	(HC)	{Amended 4-27-98; Article 80}
SPECIAL USE	(SU)	{Amended 4-27-98; Article 81}
VILLAGE GATEWAY DISTRICT	(VGD)	{Amended 6-3-13; Article 4 & 5}
WIRELESS COMMUNICATION	(WC)	{Amended 4-27-98; Article

OVERLAY		104}
MEDICAL MARIJUANA OVERLAY DISTRICT	(MMOD)	{Added ATM 6-2-14; Article 21}
<u>FLOODPLAIN DISTRICT</u>	<u>(FP)</u>	<u>{Amended 4-26-82; Article 23}</u>

~~3.02~~ §~~300~~-3.2 LOCATION OF DISTRICTS

Said districts are hereby located and bounded as shown on a map entitled "Zoning Map of Sturbridge, Massachusetts", dated February 1, 1965 and the "Town of Sturbridge - Overlay District Map" originally dated January 9, 1998 and most recently revised as per the date in the Foreword of this bylaw. Said maps and explanatory matter are hereby declared to be a part of this Bylaw. {Amended 4-28-86; Article 99} & {Amended 4-27-98; Article 130}

~~3.03~~ §300-3.3 DISTRICT BOUNDARIES

The location of the boundary lines of the districts shown on the Zoning Map shall be determined as follows:

- ~~3.04~~ A. DISTRICT BOUNDARY LINES ON WAYS. Where the said boundary lines are shown on said map within the street lines of public or private ways, the center lines of such ways shall be the boundary lines.
- ~~3.05~~ B. DISTRICT BOUNDARY LINES ON LOT LINES. Where the said boundary lines are shown approximately on the location of property or lot lines, and the exact location of property, lot or boundary lines is not indicated by means of figures, then the property or lot lines shall be the boundary lines.
- ~~3.06~~ C. DISTRICT BOUNDARY LINES OUTSIDE OF STREET LINES. In the absence of specific dimensions, the distance of the boundary back from the street lines (and running parallel to the street) is assumed to be the distance which, when multiplied by the frontage requirement for the district, will produce the minimum lot size allowed for the district. {Amended 4-29-74; Article 38}
- ~~3.07~~ D. DISTRICT BOUNDARY LINES ON WATERWAYS. Where said boundary lines follow a waterway, the said boundary line shall be as shown on the Zoning Map and shall be deemed to be at the limit of the jurisdiction of the Town, in those cases where the Zoning District Boundary Line is also a Town Boundary Line.
- ~~3.08~~ E. LOCATION OF DISTRICT BOUNDARY LINES. In cases which are not governed by other provisions of this section, the location of said boundary lines shall be determined by the distances in feet, if given, from other lines upon said map, or, if the distances are not given, then by the scale of the map.
- ~~3.09~~ F. DETERMINATION OF DISTRICT BOUNDARY LINES. Whenever any uncertainty exists as to the exact location of a district boundary line, the location of such lines shall be determined by the Board of Selectmen, provided however, that any person aggrieved by their decision may appeal to the Zoning Board of Appeals.



3.10 § 300-3.4 FLOODPLAIN DISTRICT

A Flood Plain District is hereby established as an overlay district to all other districts.  
{Amended 4-26-82; Article 23}

3.11 A. FLOODPLAIN DISTRICT DEFINITIONS. Where not expressly defined in the Zoning Bylaws, terms used in this Section shall be interpreted as defined below:

DEVELOPMENT - any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

FLOODWAY - The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]

FUNCTIONALLY DEPENDENT USE - a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

HIGHEST ADJACENT GRADE - the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

HISTORIC STRUCTURE - any structure that is: (1)

Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

(2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

(3) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or

(4) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:

(a) By an approved state program as determined by the Secretary of the Interior; or

(b) Directly by the Secretary of the Interior in states without approved programs.

[US Code of Federal Regulations, Title 44, Part 59]

NEW CONSTRUCTION - Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement. [Referenced Standard ASCE 24-14]

RECREATIONAL VEHICLE - a vehicle which is:

(1) Built on a single chassis;

(2) 400 square feet or less when measured at the largest horizontal projection;

(3) Designed to be self-propelled or permanently towable by a light duty truck; and

(4) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

[US Code of Federal Regulations, Title 44, Part 59]

REGULATORY FLOODWAY - see FLOODWAY.

SPECIAL FLOOD HAZARD AREA - The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH, V, VO, VE or V1-30. [Base Code, Chapter 2, Section 202]

START OF CONSTRUCTION

(1) The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.

(2) Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

STRUCTURE - for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

SUBSTANTIAL REPAIR OF A FOUNDATION - When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

VARIANCE - a grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

VIOLATION - the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

3.12 ~~The purposes of the Flood Plain District are to protect the public health, safety and general welfare, to protect human life and property from the hazards of periodic flooding, to preserve the natural flood control characteristics and the flood storage capacity of the flood plain, and to preserve and maintain the ground water table and water recharge areas within the flood plain. {Amended 4-26-82; Article 23}~~

B. The purpose of the Floodplain Overlay District is to:

(1) Ensure public safety through reducing the threats to life and personal injury

(2) Eliminate new hazards to emergency response officials

(3) Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding

(4) Avoid the loss of utility services, which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding

(5) Eliminate costs associated with the response and cleanup of flooding conditions

(6) Reduce damage to public and private property resulting from flooding waters

3.13 ~~The general boundaries of the Flood Plain District includes all special flood hazard areas within the Town of Sturbridge designated as Zone A and AE, on the Worcester County Flood Insurance Rate Maps (FIRMs) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Worcester County FIRM that are wholly or partially within the Town of Sturbridge are panel numbers 25027C0745E, 25027C0761E, 25027C0762E, 25027C0763E, 25027C0764E, 25027C0766E, 25027C0767E, 25027C0768E, 25027C0769E, 25027C907E, 25027C0909E, 25027C0917E, 25027C0919E, 25027C0926E, 25027C0927E, 25027C0928E, 25027C0929E, 25027C0931E, 25027C0932E, 25027C0933E, 25027C0936E and 25027C0940E dated July 4, 2011. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 4, 2011. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board and Director of Inspections, and the Conservation Commission. {Amended 6-06-11; Article 23}~~

C. The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Sturbridge designated as Zone A, AE, AH, AO, or A99 on the Worcester County Flood Insurance Rate Map (FIRM) dated July 16, 2014 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 16, 2014. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board and Director of Inspections, and the Conservation Commission.

3.14 D. Within Zone A, where the one hundred (100) year flood elevation is not provided on the FIRM, the applicant shall obtain any existing flood elevation data, and it shall be reviewed by the Planning Board. If the data is sufficiently detailed and accurate, it shall be relied upon to require compliance with this Bylaw and the State Building Code. {Amended 4-26-82; Article 23}

3.15 E. The Flood Plain District is established as an overlay district to all other districts. All development, including structural and non-structural activities, whether permitted by right or by special permit, must be in compliance with M.G.L., Ch. 131 § 40 and with the requirements of the Massachusetts State Building Code pertaining to construction in the flood plain as well as the DEP Wetlands Protection Regulations, DEP Inland Restriction, DEP Coastal Wetlands Restriction and the DEP Minimum Requirements for the Subsurface Disposal of Sanitary Sewage. {Amended 4-26-82; Article 23} & {Amended 4-24-95; Article 41}

3.15.1 (1) Designation of community Floodplain Administrator. The Town of Sturbridge hereby designates the position of Town Planner to be the official floodplain administrator for the Town.

3.15.2 (2) Permits are required for all proposed development in the Floodplain Overlay District. A permit is required for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.

3.15.3 (3) Assure that all necessary permits are obtained. Sturbridge's permit review process includes the use of a checklist of all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain overlay district. The proponent must acquire all necessary permits, and must submit the completed checklist demonstrating that all necessary permits have been acquired.

3.15.4 (4) Variances to building code floodplain standards

(a) The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files.

(b) The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that:

[1] The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage; and

[2] Such construction below the base flood level increases risks to life and property.

(c) Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

3.15.5 (5) Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP). A variance from these floodplain bylaws must meet the requirements set out by State law, and may only be granted if:

(a) Good and sufficient cause and exceptional non-financial hardship exist;

(b) The variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and

(c) The variance is the minimum action necessary to afford relief.

3.16 F. The following uses of low flood damage potential and causing no obstructions to flood flows shall be allowed provided they are permitted in the underlying district and they do not require structures, fill, or storage of materials or equipment.

(a) Agricultural uses.

(b) Forestry and nursery uses.

- (c) Outdoor recreational uses.
  - (d) Conservation and wildlife management areas.
  - (e) Temporary, non-residential structures used in connection with growing, harvesting, storage or sale of crops raised on the premises.
  - (f) Buildings lawfully existing prior to the adoption of these provisions.
- {Amended 4-26-82; Article 23}

3.17 G. No structure or building shall be erected, constructed, substantially improved, moved, or otherwise created; no earth or other materials dumped, filled, evacuated, or transferred unless a special permit is granted by the Planning Board. Said Board may issue a special permit hereunder (subject to the applicable provisions of this Bylaw) if the application is compliant with the following provisions:

(a) (1) The proposed use shall comply in all respects with the provisions of the underlying district.

(2) Review and reports.

(a) Within ten (10) days of receipt of the application, the Board shall transmit one copy of the development plan to each of the following:

- 1) [1] Board of Health
- 2) [2] Town Engineer/DPW Director {Amended 4-27-98; Article 105}
- 3) [3] Conservation Commission
- 4) [4] Director of Inspections; and if concerned
- 5) [5] Fire Chief
- 6) [6] Police Chief
- 7) [7] Board of Selectmen

(b) Final action shall not be taken until reports have been received from the above Boards or thirty-five (35) days have elapsed and a properly published and posted public hearing has been held. {Amended 4-26-82; Article 23}

~~(c) All encroachments, including fill, new construction, substantial improvement to existing structures, and other developments are prohibited unless certification by a registered professional engineer is provided by the applicant demonstrating that the encroachment shall not result in any increase in flood levels during the occurrence of the one hundred (100) year flood. {Amended 4-26-82; Article 23}~~

(3) Watercourses with or without designated regulatory floodways.

(a) In Zones A, A1-30, and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

(b) In Zones A1-30 and AE, along watercourses that have a regulatory floodway designated on the Sturbridge FIRM, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

- ~~(d)~~(4) The Board may specify such additional requirements and conditions it finds necessary to protect the health, safety, and welfare of the public and the occupants of the proposed use. {Amended 4-26-82; Article 23}
  
- ~~(e)~~All other necessary permits including State and Federal permits must be received prior to any construction, alteration or other development. In situations involving a river, the developer must show proof of notification to adjacent communities and the State Coordinating Office prior to any alterations or relocation of a watercourse and submit copies to the Federal Insurance Administration of said notifications. {Amended 4-26-82; Article 23}
  
- ~~(f)~~ (5) No building, development or substantial improvement shall be allowed in a Floodway. {Amended 4-26-82; Article 23}
  
- ~~(g)~~ (6) The flood-carrying capacity shall be maintained within any altered or relocated portion of any watercourse. {Amended 4-26-82; Article 23}
  
- ~~(h)~~ (7) A minimum of ninety-eight (98) percent of the natural surface and underground flood storage volume of the site shall be maintained. {Amended 4-26-82; Article 23}
  
- ~~(i)~~All new construction and substantial improvements shall be constructed with flood-resistant materials and methods, and anchored to prevent floatation and lateral movement. {Amended 4-26-82; Article 23}
  
- ~~(j)~~(8) Safe and permanent access shall be maintained by the owner from the nearest public way to any proposed building in the flood plain. {Amended 4-26-82; Article 23}
  
- ~~(k)~~(9) All new or reconstructed water, sewer, drainage and other utilities shall be designed and located to avoid their impairment, promote safety and minimize flood damage. Approval of the Board of Health shall be required for sewer and drainage systems. {Amended 4-26-82; Article 23}
  
- ~~(l)~~The Director of Inspections shall be furnished with:
  - 1) ~~The elevation in relation to mean sea level of the lowest habitable floor including basement.~~

~~2)-(10)~~ If the structure has been flood-proofed, the Director of Inspections shall be furnished with the elevation to which the structure has been ~~flood proofed~~ floodproofed.

{Amended 4-26-82; Article 23}

~~(m)~~ (11) All buildings and structures as defined in 780 CMR 120.G201 (State Board of Building Regulations and Standards) including new or replacement manufactured homes erected or substantially improved in Flood Hazard Zones (A Zones) shall be designed and constructed in accordance with 780 CMR 120.G501 (as may from time to time be amended. {Amended 4-27-09; Article 11}

~~(n)~~ (12) Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or five acres, whichever is the lesser, within unnumbered A Zones. {Amended 4-27-09; Article 11}

~~(o)~~ (13) Subdivision Proposals. All subdivision proposals and development proposals in the floodplain overlay district shall be reviewed to assure that:

a. (a) Such proposals minimize flood damage.

b. (b) Public utilities and facilities are located & constructed so as to minimize flood damage.

e. (c) Adequate drainage is provided.

~~(p)~~ (14) Unnumbered A Zones. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

~~(q)~~ (15) AO and AH zones drainage requirements. Within Zones AO and AH on the FIRM, adequate drainage paths must be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

~~(r)~~ (16) When floodproofing is used, it shall be certified by a Registered Professional Engineer and Registered Architect to be adequate to withstand the forces associated with the Base Flood, and to be essentially water tight with walls substantially impermeable to the passage of water. {Amended 4-26-82; Article 23}

H. Trailer coach and mobile home parks; recreational vehicles.



~~3.18~~ (1) No Trailer Coach Parks or Mobile Home Parks will be permitted in the Flood Plain District. {Amended 4-26-82; Article 23}

~~3.18.1~~ (2) Recreational Vehicles. In A1-30, AH, and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

3.19 I. NOTIFICATION OF WATERCOURSE ALTERATION

The following parties must be notified in the case of any alteration or relocation of a watercourse:

(1) Adjacent Communities

(2) Bordering States (optional)

(3) FIP State Coordinator

Massachusetts Department of Conservation and Recreation

251 Causeway Street, Suite 800

Boston, MA 02114-2104

(4) NFIP Program Specialist

Federal Emergency Management Agency, Region 1

99 High Street, 6th Floor

Boston, MA 02110

{Amended 4-27-09; Article 11}

3.20 J. REQUIREMENT TO SUBMIT NEW TECHNICAL DATA. If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.)

(1) Notification shall be submitted to:

FEMA Region I Risk Analysis Branch Chief

99 High St., 6th floor, Boston, MA 02110

(2) And copy of notification to:

Massachusetts NFIP State Coordinator

MA Dept. of Conservation & Recreation

251 Causeway Street, Boston, MA 02114

3.21 K. ABROGATION AND GREATER RESTRICTION SECTION. The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes.

~~3.22~~ L. DISCLAIMER OF LIABILITY. The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.

3.23 M. SEVERABILITY SECTION. If any section, provision or portion of this bylaw [ordinance] is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted: 6-0-0.

Summary: The Planning Board has been reviewing proposed zoning bylaw revisions for the Floodplain District as recommended by the Joy Duperault, CFM, State NFIP Coordinator & Deputy Hazard Mitigation Officer for the Dept. of Conservation & Recreation, Flood Hazard Management Program. Her office has been reviewing the Floodplain Bylaw for every City and Town in the Commonwealth to be sure the Bylaw is current. These are the changes that have been recommended to bring this bylaw up to date.

ARTICLE 41 Passed 174/39 AMENDING THE  
GENERAL BYLAWS OF THE TOWN OF STURBRIDGE LIMITING THE  
EXEMPTIONS TO THE EARTH REMOVAL BYLAW

To see if the town will amend Chapter 148 Earth Removal of the Town's General Bylaws by adding the underlined language and deleting the strikethrough language shown below, or take any action relative thereto:

Chapter 148 - EARTH REMOVAL

§ 148-1. Permit required; exceptions.

The removal of sand, earth or gravel and the processing and treating of said materials shall be conducted only by a permit issued by the Board of Selectmen. This bylaw is being applied in conjunction with Chapter 300, Zoning, Article XII, of the Town bylaws. This bylaw shall not apply to such operations which are incidental to and in connection with the construction of a building on a lot.

§ 148-2. Exceptions.

A. This chapter shall not apply to the following:

- (1) The excavation of a foundation or site preparation for a new structure, for which a valid building permit is in force, provided the amount of material to be removed will not exceed 5,000 cubic yards.

- (2) The grading and/or landscaping in connection with the construction of a new structure as approved by the Planning Board.
  - (3) The construction or reconstruction of a residential driveway if otherwise permitted.
  - (4) The excavation and grading in connection with construction of a subdivision as approved by the Planning Board.
  - (5) The removal of less than 50 cubic yards in a twelve-month period.
  - (6) The grading in connection with a bona-fide agriculture operation.
- B. The Board of Selectmen may approve the removal of sand, gravel or earth in excess of 50 cubic yards but not to exceed 2,000 cubic yards on a one-time basis under the following conditions:
- (1) The application must be accompanied by a plan or plans showing:
    - (a) The property lines.
    - (b) The area to be excavated.
    - (c) The distance from the property lines to the area to be excavated.
    - (d) The approximate contours before and after excavating.
  - (2) The excavation is to be at least 20 feet from the lot lines unless the Board of Selectmen deems otherwise.

§ 148-3. Permit for removal.

The Board of Selectmen may, after public hearing for which notice has been given by publication and posting as provided in MGL c. 40A, grant a permit for the removal of more than 50 cubic yards in a twelve-month period.

§ 148-4. Application contents.

Any application for a permit for the removal of sand, earth or gravel or for the processing and treating of said materials shall be accompanied by a site plan depicting the land to be affected by such operation. In addition to complying with the minimum site plan requirements of § 148-2, the site plan shall indicate the following:

- A. Contours at intervals of not more than 10 feet;
- B. A placement of at least four inches of compacted topsoil over all excavated, filled or otherwise disturbed surfaces and seeding with a perennial cover crop, reseeded as necessary to ensure uniform growth and soil surface stabilization;
- C. Finished grades are not to exceed a slope of one foot vertical to two feet horizontal; and
- D. Existing removal area(s) and the proposed area(s) for removal in the immediate future.

§ 148-5. Conditions.

Any permit granted for the removal of sand, earth or gravel or for the processing and treating of said materials shall contain the following mandatory conditions:

- A. Removal and processing operations shall not be conducted closer than 50 feet to a public street or to any property line, except in the case of dams, swimming pools or where retaining walls are to be constructed.
- B. All equipment, except mobile equipment, for sorting, washing, crushing, grading, drying, processing and treating, or other operation machinery, shall not be used closer than 100 feet to any public street or to any adjoining property lines.
- C. Any access to excavated area or areas in the process of excavation shall be adequately posted with KEEP ●UT - DANGER signs.
- D. Any work or bank that slopes more than 30° downward adjacent to a public street shall be adequately fenced at the top.
- E. A substantial fence shall be provided enclosing the excavation or quarry where any excavation

or quarry will extend under original ground level or will have a depth of 10 feet or more and create a slope of more than one foot vertical to two feet horizontal. Such fence shall be located 10 feet or more from the edge of the excavation or quarry, and shall be at least six feet in height. Adequate provision is to be made for drainage during and after the completion of operations.

- F. Adequate lateral support shall be maintained for all adjacent properties.
- G. The use of explosives shall be done in accordance with the regulations for storage and handling
- H. of explosives as published by the Massachusetts Department of Fire Services and the Sturbridge Fire Department.

Provision shall be made for the adequate control of dust during operation.

- I. Finished grades shall not exceed a slope of one foot vertical to two feet horizontal.
- J. It is recognized that the land reuse of a removal site is in the public interest. Therefore, land
- K. reuse plan(s) must be submitted to the Board of Selectmen for approval, subject to the regulations set forth in the following paragraphs:

- (1) The Board of Selectmen may require that up to three approved alternative future land reuse plans be submitted for such land as is used for the extraction of earth, sand, gravel and rock.
- (2) Said land reuse plan and its implementation applies to the conversion of the abandoned site and its planned reuse, including landscaping and erosion control. It is, therefore, required that any land reuse plan correspond to a situation which could reasonably occur in the immediate future zero to five years, and be revised as necessary as the existing physical character of the removal area changes.
- (3) The land reuse plan or any part thereof which reasonably applies to an area which has been abandoned from removal use shall be put into effect within one year of the abandonment of said operation.
- (4) A bond in an amount stated by the Board of Selectmen shall be posted to ensure the satisfactory implementation of the reuse plan.

#### § 148-6. Impact on property value.

Excavation and grading shall be executed in such a manner as not to result in holes, depressions, stagnant water, soil erosion, drainage or sewerage problems or other conditions which would depress the land values or impair the property for use for which it has been zoned.

#### - § 148-7. Equipment storage.

Unless the property to be graded is located in an industrial district, no earth excavating machinery or trucks shall be stored within 300 feet of any property line or street line, and no machinery for sorting, grading, crushing or for other processing of the excavated material shall be erected, except a temporary shelter for machinery or office.

#### § 148-8. Site restoration.

After excavation or removal, the premises shall be cleared of debris, a top layer of topsoil of at least four inches in depth shall be spread over the finished subgrade, and the final surface shall conform to the proposed finished contours and grades. No areas shall be excavated in such manner that the finished grade is below the water table.

#### § 148-9. Performance bond.

A performance bond, in form and amount specified by the Board of Selectmen, shall be filed with the Treasurer of the Town of Sturbridge, and said bond shall specify the time within which the work under the permit is to be completed and shall guarantee satisfactory performance of the work.

§ 148-10. Expiration and revocation of permits.

- A. Expiration. Any permit issued by the Board of Selectmen as herein described shall expire within two years of the date of the permit, but may be renewed by the Board of Selectmen for an additional period of time if the Board deems such action satisfactory.
- B. Revocation. The Board of Selectmen may revoke the permit and may take other action as shall be necessary either against the permittee or surety in the bond, to cause completion of the work forthwith in accordance with the terms of the application and permit, if the work of excavating, removal, grading or regrading is not being performed in accordance with said forms.

§ 148-11. Violations and penalties.

The Board may revoke or suspend at any time any permit issued hereunder for violation of any provisions or conditions of this bylaw. Penalties for violation of any provision or conditions of this bylaw shall be provided under MGL c. 40, § 21, Clause 17.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

Summary: This General Bylaw amendment will limit the exceptions to the Bylaw in sections 300-12.2A of the Bylaw to 5,000 cubic yards, and 300-12.2(B) for projects approved by the Planning Board.

ARTICLE 42 Failed 98/128

ARTICLE AMENDING THE GENERAL BYLAWS OF THE TOWN PROVIDING FOR THE KEEPING OF POULTRY AND OTHER FOWL IN THE TOWN

To see if the Town will vote to amend the General Bylaws, Chapter 115 Animal Control Bylaw in the following manner;

Insert the following new definitions in § 115-1.

Poultry and other fowl – For the purpose of this bylaw shall be limited to chicken, hen, turkey, goose, duck, Rock Cornish hens, pheasant, and squab.

And also to add a new section § 115-8 Poultry and other fowl as shown below:

§115-8. POULTRY AND OTHER FOWL

- A. Purpose & Intent: The purpose of this bylaw is to provide a permitting process for the keeping of poultry or other fowl for personal use and to allow this use in a manner that minimizes the impact on the character of neighborhoods, on property values, and to

protect public health and safety. This bylaw is intended to further the objectives of and to act in concert with any existing federal, state and local laws concerning the keeping of poultry or other fowl and the abatement and prevention of nuisances, sources of filth and causes of sickness within the Town. Nothing in this bylaw is intended to limit or restrict the authority of the Board of Health, the Animal Control Officer or the Health Agent to act in accordance with any other law within their jurisdiction, including but not limited to the authority of the Board of Health to abate nuisances.

- B. No persons shall kept poultry or other fowl in the Town of Sturbridge without an annual permit for the keeping of poultry or other fowl issued by the Animal Control Officer.
- C. The Animal Control Officer may limit the total number of poultry or other fowl allowed per lot according to the lot size table below. The keeping of poultry and other fowl on a lot less than .5 acre (21,780 square ft.) is prohibited. Special consideration for lots less than .5 acre may be granted by the Animal Control Office on a case by case basis.
- D. Coops, hutches or other such buildings used to house poultry and other fowl shall be situated not less than fifteen (15) feet from all property lines. All such structures shall be of durable construction and shall be designed to allow for adequate cleaning so as to prevent the harborage of rodents and insects. The owner shall provide for tightly covered and vermin-proof storage of dry animal feed.
- E. Except as provided herein or further limited by the Animal Control Office after inspection of the lot, the number of poultry permitted is as follows:

<u>Lot Size</u>	<u>Maximum # of Poultry</u>
<u>Less than .5 acre (21,780 square ft.) Special consideration may be granted.</u>	<u>0</u>
<u>Equal or greater than .5 acre (21,780 square ft.) but less than 1 acre (43,560 square ft.)</u>	<u>10</u>
<u>Equal or greater than 1 acre (43,560 sq. ft.) but less than 2 acres (65,340 sq. ft.)</u>	<u>20</u>
<u>Equal or greater than 2 acres (65,340 sq. ft.)</u>	<u>30</u>

- F. The keeping of poultry and other fowl shall comply with applicable local, state and federal wetlands regulations and stormwater management regulations. There shall be no construction of any structure or alteration of land within a protected resource area, and or any unlawful discharges of pollution (i.e. fecal waste) into the wetland or buffer zone area. Coops and poultry runs shall not be constructed within 50 ft. of wells and wetlands.

Odor Control:

- G.
  - a. (1) Odors from poultry and other fowl, manure, or other poultry-related substances shall not be perceptible at the property boundaries.
  - b. (2) Waste must be composted with carbonaceous material such as hay, bedding, or leaves. If the weather is too cold, or composting is otherwise not possible,

waste must be stored in a sealed container until disposal.

- c. (3) All structures used to house poultry and other fowl shall be cleaned regularly and maintained in such a manner as to prevent the build-up of manure or soiled bedding. Fenced enclosures and/or runs shall be limed and tilled as needed to prevent noxious odors. No trash, rubbish or debris shall be stored or allowed to accumulate in an area used for raising or keeping of poultry or other fowl.

H. Predator and Pest Control:

- a. (1) Poultry and Fowl feed must be stored securely in a rodent-proof container.
- b. (2) Leftover feed must be properly stored in a manner to secure it from rodents or other pests.
- c. (3) Manure Storage: All manure, soiled bedding material or waste shall be contained in an area at least fifteen (15) feet from all property lines of the lot where the poultry or fowl are kept and at least one hundred (100) feet from potable water wells, and fifty (5) feet from wetland and other waterbodies that contribute to public water supplies.

- I. Poultry and other fowl shall be confined to the permit holder's property only at all times. At no time shall poultry be allowed to roam onto abutting properties or roadways.

- J. Poultry runs shall be situated not less than fifteen (15) feet from adjoining property lines.

§ 115-9. Exempt Agricultural Use

Nothing in this section is intended to regulate the keeping, raising, or breeding of livestock as part of a commercial agricultural enterprise on two (2) or more acres meeting the requirements of MGL Chapter 40A, Section 3.

or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3-0-0.

Summary: The proposed changes would allow the keeping of backyard poultry or other fowl provided that the requirements are met. Currently, the keeping of poultry or fowl is limited to parcels that meet the agricultural exemption stated in the Massachusetts General Laws, which is either two or five acres. The changes would allow an appropriate number of poultry or fowl on the lot and would allow the Animal Inspector to issue a permit for the keeping of such animals. The scope of the Article limits ownership to the

poultry and fowl named, among a sizable number of winged animals, in recognition of their respective adult sizes, behaviors and natural habitats and of the humane laws.

ARTICLE 43 Passed 201/12 CLEANWATER  
(STORMWATER) COMPLIANCE PROGRAM  
MASSACHUSETTS SMALL MUNICIPAL SEPARATE STORM SEWER (MS4)  
GENERAL PERMIT COMPLIANCE PROGRAM

To see if the Town will vote to transfer from Free Cash the sum of THIRTY-TWO THOUSAND AND 00/100 DOLLARS (\$32,000.00) for costs associated with requirements of the U.S. Environmental Protection Agency's (EPA's) National Pollutant Discharge Elimination System (NPDES) Massachusetts Small Municipal Separate Storm Sewer (MS4) General Permit; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This article will provide funding for required Municipal Separate Storm Sewer (MS4) compliance tasks to be completed during FY22 as required by the 2016 General Permit. Note: MS4 refers to the Department of Public Works' permit to discharge stormwater. It is a permit that the Department of Public Works possesses from the Department of Environmental Protection.

ARTICLE 44 Failed 91/136 RECREATION –  
SITE PLAN AND CONCEPT PLAN  
58 CEDAR STREET, 60 CEDAR STREET, 70 CEDAR STREET, AND 3 NEW BOSTON  
ROAD

To see if the Town will vote to transfer from Free Cash the sum of SEVENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$75,000.00) to design a vision plan/concept plan for the Recreation Area at 58, 60, and 70 Cedar St for consideration of Recreation amenities including option of a DogPark at 3 New Boston Road Extension; or take any action relative thereto:

Sponsor: Recreation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 5-3-0.



RECOMMENDATION OF THE BOARD OF SELECTMEN:

To place the article. Voted: 5-0-0.

Summary: The current design of the multipurpose field at 60 Cedar St has led Recreation to the need to present to the Town a comprehensive plan of the Cedar Recreation Area. This funding will address the additional site work needed for 60 Cedar Street as recommended by Planning and Conservation to move the project forward. This funding will also create a vision plan/concept plan for Cedar Recreation Area. The engineering will include borings, renderings, cost estimates, traffic impact assessment, and will provide three conceptual options to the community. Lastly, this funding will also review a parcel identified at 3 New Boston Road Extension for a potential Dog Park. These plans will benefit Recreation and the community by putting together a comprehensive plan for Recreation's needs.

ARTICLE 45 Passed 151/39 MAPLE  
STREET WATER LINE REPLACEMENT  
(2/3 Vote Required)

To see if the Town will vote to appropriate a sum of money to pay costs of water line replacement, including the payment of all costs incidental and related thereto, to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise provided, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town appropriates ONE MILLION ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$1,100,000.00) to pay costs of water line replacement, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Voted: 6-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town appropriates ONE MILLION ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$1,100,000.00) to pay costs of water line replacement, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received upon the sale of any bonds or notes approved by this vote, less any

such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Voted: 5-0-0.

Summary: The water lines on Maple Street need replacement. The Town plans to borrow the money needed for the replacement. Payment on the bonds will come from the water fund.

TOWN OF STURBRIDGE  
SPECIAL TOWN MEETING WARRANT ARTICLES  
TANTASQUA REGIONAL HIGH SCHOOL

JUNE 7, 2021

7:00 pm



---

ARTICLE 45      Passed 149/5  
FREE CASH TRANSFER – SNOW AND ICE DEFICIT

To see if the Town will vote to transfer from Free Cash the sum of SIXTY-THREE THOUSAND TWO HUNDRED AND 00/100 DOLLARS (\$63,200.00) to the Snow & Ice Account; or take any action relative thereto.

Sponsor: Town Administrator

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This article will fund the Snow & Ice removal deficit in Fiscal Year 2021. The Town can deficit spend each year for all costs related to snow and ice removal.

ARTICLE 46      Passed 152/4      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.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to transfer ONE THOUSAND TWENTY-FOUR AND 30/100 DOLLARS (\$1,024.30) from Free Cash to pay unpaid bills of a previous year. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to transfer ONE THOUSAND TWENTY-FOUR AND 30/100 DOLLARS (\$1,024.30) from Free Cash to pay unpaid bills of a previous year. Voted: 5-0-0.

Summary: This article seeks to fund any bills of a previous fiscal year received after the close of the fiscal year.

ARTICLE 47 Passed 158/5 FUNDING  
FOR DISALLOWED COSTS OF THE FY2012 ASSISTANCE TO FIREFIGHTER GRANT  
PROGRAM

To see if the Town will vote to transfer from Free Cash the sum of TWO THOUSAND FOUR HUNDRED EIGHTY-FIVE AND 00/100 DOLLARS (\$2,485.00) to cover disallowed costs from the FY2012 Assistance to Firefighter Grant Program (Account #22340); or take any action relative thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

~~That the Town vote to approve the article as written. Voted: 5-0-0.~~

Summary: This grant was recently audited by FEMA and a portion of funds spent for this grant were disallowed. The Town appealed and in January, 2021 was notified that the appeal was denied and that FEMA was proceeding with recoupment of grant funds in the amount of \$2,485.00. This article authorizes payment in place of the disallowed funds.

ARTICLE 48 Passes 155/5  
FUNDING FOR OVERLAY ACCOUNT

To see if the Town will vote to transfer from Free Cash the sum of TWENTY- FIVE THOUSAND AND 00/100 DOLLARS (\$25,000.00) to the Abatements/Exemptions Account #10000-12327; or take any action relative thereto.

Sponsor: Board of Assessors

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 5-0-0.

Summary: This article will fund an overlay deficit in FY21 and provide approximately \$5,000 for additional abatements for the balance of the fiscal year. The overlay account funds the total of abatements and exemptions that are granted on real estate and personal property bills.

ARTICLE 49 Passed 109/58      COMMUNITY  
PRESERVATION COMMITTEE – PURCHASE OF 48 OLD FARM ROAD AND 133, 137, AND  
139 FISKE HILL ROAD

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund – Undesignated Fund Balance - the sum of ONE HUNDRED FIFTY-FIVE THOUSAND AND 00/100 DOLLARS (\$155,000.00) for the purpose of acquiring the parcels of land located at 48 Old Farm Road and 133, 137, and 139 Fiske Hill Road and described in a deed recorded with the Worcester South District Registry of Deeds in Book 50034, Page 149, and, further, to authorize the Board of Selectmen to acquire said parcels for active recreation purposes by purchase, gift, and/or eminent domain, and on such terms and conditions as the Board shall deem appropriate, including the sewer pump station easement and sewer access rights set forth in an easement recorded with said Deeds in Book 23871, Page 209, and, further, to authorize the Board of Selectmen to convey a restriction on said property meeting the requirements of G.L. c. 184, §§31-33, as required under G.L. c. 44B, §12(a); or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to take no action on this article. Voted: 4-2-1.

The Finance Committee recommends no action since the Town already owns land that contain 30+ miles of trails in addition to those located at Wells State Park and Westville Recreation Area. In addition, the Town plans to develop another 20 more miles of trails. At this time, no one can quantify the financial benefits of the trails currently owned by the Town. With this article, the Town would be purchasing additional property for trail use without explaining the potential benefits but incurring additional costs for the Town. Further, we believe allowing the land to be purchased privately for a use compatible with the existing neighborhood and keeping it on the tax roll would be a better financial outcome for the Town.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

To place the article. Voted: 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 4-1-0.

Summary: Acting on the Board of Selectmen's decision to exercise the Town's right of first refusal, these funds will be used to purchase approximately 50 acres of land at 48 Old Farm Road along with 133, 137 and 139 Fiske Hill Road. Trails and a dog park will be considered as future uses for these parcels. The purpose of the restriction required under G.L. c.184 is to limit the use of the land to the purposes for which it is acquired.

APPENDIX A

COMMUNITY PRESERVATION COMMITTEE REPORT TO THE FINANCE COMMITTEE  
FY2022 ANNUAL TOWN MEETING

The Community Preservation Committee looks forward to presenting the following articles to the voters at the FY2022 Annual Town Meeting.

- Administrative Funds - \$15,000 -- Undesignated Fund Balance
- FY22 Debt Payments - \$253,000 -- Undesignated Fund Balance
- Community Wide Historic Preservation Plan - \$20,000 -- Historic Fund Balance
- Restoration Julia Mills Memorial in North Cemetery - \$17,500 -- Historic Fund Balance
- Gravestone Restoration - \$9,500 -- Historic Fund Balance
- Update and revise the 2012 Recreation Trails Master Plan - \$11,000 -- Undesignated Fund Balance
- Engineering study for the feasibility, design, permitting and development of a cost estimate for the new road to access Streeter Beach Recreation Area - \$35,000 -- Undesignated Fund Balance
- Trail construction, including bridges, materials, supplies, permitting, equipment and labor, on the following properties: Leadmine, Plimpton, Long Pond, Heins and Riverlands - \$24,000 -- Undesignated Fund Balance

We also look forward to presenting the following article to the voters at the Special Town Meeting to be held at the conclusion of the ATM on the same evening.

- Purchase of 48 Old Farm Road, 133, 137 and 139 Fiske Hill Road properties to be used for recreation land - \$155,000 -- Undesignated Fund Balance

CPA Revenue for FY21 and FY22:

FY21

State Revenue FY21	\$278,568.00
FY21 Surcharge Committed	\$541,681.00
Estimated Interest Income	<u>\$ 75,000.00</u>
Total Estimated FY21 Revenues	\$895,249.00

FY22

Anticipated State Revenue FY22	\$176,035.00
Anticipated FY22 Surcharge	\$545,000.00
Anticipated Interest Income	<u>\$ 75,000.00</u>
Total Anticipated FY22 Revenues	\$796,035.00

STURBRIDGE CPA FUND BALANCE TABLE  
(Figures provided by Sturbridge Finance Department)

Community Preservation Fund Balances	Undesignated Fund Balance	Open Space	Historic Resources	Community Housing	Total All Funds
Estimated Fund Balance 7/1/2021:	\$1,603,976.00	\$447,389.00	\$354,406.00	\$1,054,015.00	\$3,459,786.00
Proposed Warrant Articles:					
Administrative Fund	\$15,000.00				\$15,000.00
FY22 Debt Payments	\$253,000.00				\$253,000.00
Gravestone Restoration			\$9,500.00		\$9,500.00
Update and revise the 2012 Recreation Trails Master Plan	\$11,000.00				\$11,000.00
Engineering study for the feasibility, design, permitting and development of a cost estimate for the new road to access Streeter Beach Recreation area	\$35,000.00				\$35,000.00
Restoration Julia Mills Memorial in the North Cemetery			\$17,500.00		\$17,500.00
Trail construction, including bridges, materials, supplies, permitting, equipment and labor, on the following properties: Leadmine, Plimpton, Long Pond, Heins and Riverlands	\$24,000.00				\$24,000.00
Community-Wide Historic Preservation Plan			\$20,000.00		\$20,000.00
Purchase of 48 Old Farm Road, 133, 137 and 139 Fiske Hill Road properties to be used for recreation land	\$155,000.00				\$155,000.00
Estimated Fund Balance after FY22 ATM	\$1,110,976.00	\$447,389.00	\$307,406.00	\$1,054,015.00	\$2,919,786.00

Thank you to Barbara Barry, Finance Director, for being instrumental in preparing this report to the Finance Committee.

Respectfully Submitted,

Penny Dumas, Chair



# ANNUAL ACCOUNTING OF REVOLVING FUNDS

July 1, 2019- June 30, 2020

## RECREATION REVOLVING FUND

Starting Balance	\$	37,242.36
Revenue	\$	9,023.00
Expenditures	\$	10,455.65
Ending Balance	\$	35,809.71

## PLANNING DEPARTMENT REVOLVING FUND

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

## FIRE DEPARTMENT HAZMAT REVOLVING FUND

Starting Balance	\$	3,814.10
Revenue	\$	4,080.00
Expenditures	\$	1,276.00
Ending Balance	\$	6,618.10

## CONSERVATION COMMISSION REVOLVING FUND (PUBLIC LANDS)

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

## SENIOR CENTER REVOLVING FUND

Starting Balance	\$	2,429.17
Revenue	\$	235.00
Expenditures	\$	1,360.32
Ending Balance	\$	1,303.85

## STURBRIDGE TOURIST ASSOCIATION REVOLVING FUND

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

## BOARD OF HEALTH REVOLVING FUND

Starting Balance	\$	58,706.42
Revenues	\$	5,855.00
Expenditures	\$	8,243.92
Ending Balance	\$	56,317.50

## PAY AS YOU THROW PROGRAM

Starting Balance	\$	119,785.88
------------------	----	------------

Revenues	\$	26,700.00
Expenditures	\$	14,248.37
Ending Balance	\$	132,237.51

CPR

Starting Balance	\$	6.00
Revenues	\$	175.00
Expenditures	\$	147.00
Ending Balance	\$	34.00

HOUSE NUMBERING

Starting Balance	\$	712.46
Revenues	\$	1,204.00
Expenditures	\$	1,458.02
Ending Balance	\$	458.44

# Appendix C - FY2022 Outstanding Debt

Sources of Funding - Amounts Outstanding	
Property Taxes	\$ -
Property Taxes - Debt Exclusion	\$ 12,724,783.75
Betterment Assessment	\$ 1,231,600.00
Water Fees	\$ 5,371,973.75
Sewer Fees	\$ 9,843,487.00
CPA Funds	\$ 1,542,475.00

Long Term Debt								
Project	Issue Date	Maturity Date	Source of Funding	Principal Issued	Total Interest on Loan	Outstanding Principal	Outstanding Interest	FY22 Loan Payment
Well #1	2/15/2012	11/1/2031	Water Fees	\$ 1,620,500.00	\$ 462,300.44	\$ 880,000.00	\$ 142,300.00	\$ 104,200.00
Route 131 Waterline*	12/8/2017	11/15/2030	Water Fees	\$ 992,450.00	\$ 248,975.35	\$ 752,450.00	\$ 107,792.50	\$ 106,798.00
Well #4*	11/12/2019	8/15/2040	Water Fees	\$ 2,785,000.00	\$ 902,213.85	\$ 2,710,000.00	\$ -	\$ -
WWTP Upgrade*	12/8/2017	11/15/2030	Sewer Fees	\$ 707,750.00	\$ 179,423.11	\$ 542,750.00	\$ 98,392.50	\$ 74,422.50
WWTP Upgrade	2010	2030	Sewer Fees	\$ 5,971,293.00	\$ -	\$ 3,283,230.00	\$ -	\$ 304,269.17
WWTP Upgrade	2012	2031	Sewer Fees	\$ 9,026,495.00	\$ -	\$ 5,873,327.00	\$ -	\$ 442,145.74
Southbridge Sewer Connection*	2/15/2011	11/15/2021	Sewer Fees	\$ 510,000.00	\$ 109,612.50	\$ 45,000.00	\$ 787.50	\$ 45,787.50
Big Alum Sewer Project*	2/15/2012	11/1/2025	Betterment Assessment	\$ 820,000.00	\$ 153,606.94	\$ 280,000.00	\$ 18,706.25	\$ 66,812.50
Big Alum Sewer Project*	2/15/2012	11/1/2025	Betterment Assessment	\$ 155,000.00	\$ 27,209.44	\$ 50,000.00	\$ 3,387.50	\$ 11,225.00
Big Alum Sewer Project*	2/15/2012	11/1/2025	Betterment Assessment	\$ 775,000.00	\$ 146,899.72	\$ 275,000.00	\$ 18,631.25	\$ 61,737.50
Woodside Circle Sewer Project*	2/15/2012	11/1/2028	Betterment Assessment	\$ 730,000.00	\$ 170,122.78	\$ 325,000.00	\$ 37,025.00	\$ 53,575.00
Phase 2 Sewer Project*	2/15/2011	11/15/2021	Betterment Assessment	\$ 165,000.00	\$ 34,259.38	\$ 15,000.00	\$ 262.50	\$ 15,262.50
Phase 3 Sewer Project*	2/15/2011	11/15/2021	Betterment Assessment	\$ 2,220,000.00	\$ 478,862.50	\$ 205,000.00	\$ 3,587.50	\$ 208,587.50
Burgess Elementary School*	12/8/2017	11/15/2030	Property Taxes - Debt Exclusion	\$ 5,836,500.00	\$ 1,481,724.92	\$ 4,483,500.00	\$ 813,640.00	\$ 610,365.00
Burgess Elementary School	2/15/2012	11/1/2031	Property Taxes - Debt Exclusion	\$ 6,700,500.00	\$ 1,932,156.83	\$ 3,685,000.00	\$ 595,881.25	\$ 436,337.50
Burgess Elementary School	12/22/2015	7/15/2030	Property Taxes - Debt Exclusion	\$ 1,954,000.00	\$ 458,806.04	\$ 1,300,000.00	\$ 175,012.50	\$ 167,375.00
Town Hall*	12/8/2017	8/1/2029	Property Taxes - Debt Exclusion	\$ 1,952,300.00	\$ 474,053.90	\$ 1,431,300.00	\$ 240,450.00	\$ 222,652.00
Town Hall**	12/8/2017	8/1/2029	CPA Funds	\$ 870,000.00	\$ 212,001.53	\$ 645,000.00	\$ 107,775.00	\$ 98,650.00
OSV Land Acquisition*	12/22/2015	7/15/2025	CPA Funds	\$ 616,000.00	\$ 126,005.83	\$ 290,000.00	\$ 27,325.00	\$ 80,000.00
Helms Farm Land Acquisition*	12/22/2015	7/15/2025	CPA Funds	\$ 375,000.00	\$ 77,928.61	\$ 185,000.00	\$ 17,500.00	\$ 46,400.00
Recreation Courts	12/8/2017	11/15/2032	CPA Funds	\$ 287,000.00	\$ 78,288.08	\$ 225,000.00	\$ 44,875.00	\$ 27,950.00
*Refunder/								
			Totals:	\$ 45,069,788.00	\$ 7,754,451.75	\$ 27,481,557.00	\$ 3,232,762.50	\$ 3,376,089.91

**TOWN OF STURBRIDGE  
SPECIAL TOWN MEETING WARRANT**



**TANTASQUA REGIONAL HIGH SCHOOL  
THURSDAY, OCTOBER 28, 2021 @ 7:00 P.M.**

The Special Town meeting came to order promptly at 7PM at the Tantasqua Regional High School Auditorium. Poll Pads were used to check in the 954 registered residents (13%) turn out rate with a 8 second rate per voter. Clickers were handed to each resident along with the warrant of the meetings articles. Nonvoters and nonresidents were asked to sign in before entering and were escorted to the cafeteria. Voting residents were seated by the election workers in the auditorium with staff having designated seats. Atty. Michael Caplette called the meeting to order explained the use of the voting clickers, two test questions were asked of the audience to test the clickers then the moderator proceeded to the articles at hand. After the Article 46 was voted on a 5 minute break took place to discuss the possibility of over capacity of this meeting, which never happened we were able to place everyone in a seat and with a clicker / voting card.

**1<sup>st</sup> Motion for use of Electronic Voting**

**Passed unanimously**

**2<sup>nd</sup> Motion That the Town vote to prevent Non- voting Attendees from commenting on any article**

**Passed not unanimous as declared by the moderator**

**3<sup>rd</sup> Motion Proposed rules of the STM 10-28-21**

**Passed 614/49**

The special town meeting dissolved at 10:25 PM.

**ARTICLE 46**

**SENIOR CENTER DESIGN AND CONSTRUCTION PROJECT**

**(2/3 Vote Required)**

**Passed 660/126**

To see if the Town will vote to appropriate a sum of money to pay costs of designing, engineering, constructing, equipping, and furnishing a renovated and expanded Senior Center to be located at 480 Main Street, and for the payment of any and all incidental and related costs, including, but not limited to, demolition and site preparation; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing, or otherwise, and that any borrowing approved for this project shall be expressly contingent upon approval by the voters at an election of a debt exclusion question, in accordance with G.L. c. 59, §21C(k) (also known as Proposition 2½). The Board of Selectmen and any other appropriate officials of the Town are authorized to apply for federal, state, or private grants, enter into any agreements and execute all documents including contracts for a term in excess of three years as may be necessary to effectuate the purposes of this article, and to accept any gifts or grants provided to the Town for such purposes; or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town appropriates ELEVEN MILLION FOUR HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$11,450,000.00) to pay costs of designing, engineering, constructing, equipping, and furnishing a renovated and expanded Senior Center to be located at 480 Main Street, and for the payment of any and all incidental and related costs, including, but not limited to, demolition and site preparation, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1), c. 44B (Community Preservation Act), or any other enabling authority, and to issue bonds or notes of the Town therefor. No amounts shall be borrowed or expended hereunder unless the Town shall have voted to exclude the amounts required to repay any borrowing authorized by this vote from the limitations on total property taxes in accordance*

with G.L. c. 59, §21C(k) (also known as Proposition 2½). The Board of Selectmen and any other appropriate officials of the Town are authorized to apply for federal, state, and/or private grants, enter into any agreements and execute all documents including contracts for a term in excess of three years as may be necessary to effectuate the purposes of this article, and to accept any gifts or grants provided to the Town for such purposes. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. Voted 7-0.

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

That the Town appropriates ELEVEN MILLION FOUR HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$11,450,000.00) to pay costs of designing, engineering, constructing, equipping, and furnishing a renovated and expanded Senior Center to be located at 480 Main Street, and for the payment of any and all incidental and related costs, including, but not limited to, demolition and site preparation, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1), c. 44B (Community Preservation Act), or any other enabling authority, and to issue bonds or notes of the Town therefor. No amounts shall be borrowed or expended hereunder unless the Town shall have voted to exclude the amounts required to repay any borrowing authorized by this vote from the limitations on total property taxes in accordance with G.L. c. 59, §21C(k) (also known as Proposition 2½). The Board of Selectmen and any other appropriate officials of the Town are authorized to apply for federal, state, and/or private grants, enter into any agreements and execute all documents including contracts for a term in excess of three years as may be necessary to effectuate the purposes of this article, and to accept any gifts or grants provided to the Town for such purposes. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. Voted 5-0.

**ARTICLE 47**

*Summary: This article will fund the renovation and addition to the existing Senior Center located at 480 Main Street. The project will be paid by issuing bonds subject to the debt being excluded from Proposition 2 ½ limits. If this article is approved at Town Meeting, a special election will be held within 90 days.*

**AMEND CHAPTER 300 - ZONING BYLAW OF THE TOWN OF STURBRIDGE BY  
INSERTING A NEW ARTICLE XXI**

**(2/3 Vote Required)**

**Defeated 325/449**

To see if the Town will vote to amend the Zoning Bylaw – Chapter 300 Zonings by inserting a new Article XXI – Agricultural Entertainment Overlay District, as follows,

**ARTICLE XXI AGRICULTURAL ENTERTAINMENT OVERLAY DISTRICT**

**300-21.1      Purpose**

The purpose of this Agricultural Entertainment Overlay District is to allow for the placement of Equine Centers and related and complementary uses in suitable locations in the Town without altering the requirements applicable to uses permitted in the underlying zoning districts.

**300-21.2      Establishment**

The Agricultural Entertainment Overlay District (AEOD) is hereby established as an overlay district to existing zoning districts, and consists of the area(s) shown on a map entitled “Zoning Map of Sturbridge, Massachusetts” on file with the Town Clerk as it may from time to time be amended.

The requirements of the AEOD shall apply solely to those uses permitted thereby. In the event that a proponent wishes to develop a use permitted in the AEOD, the provisions of the AEOD shall apply and any provision of these Bylaws that would apply to such use in the underlying district(s) shall not apply unless expressly set forth in this Article.

300-21.3 Permitted Uses

The following uses may be allowed in the AEOD by Special Permit. The Planning Board shall be the Special Permit Granting Authority (SPGA) in accordance with the requirements of this Article and of Section 300-18.2 of this Bylaw:

- (1) Equine Center.

300-21.4 Equine Center – Use Regulations

A. An Equine Center shall include the following:

- (1) Equestrian amenities that serve the purposes of equestrian use and training activities, including, but not limited to, structural improvements such as fences and dressage walls, and non-structural improvements such as banks, ditches, jumps, paddocks, polo fields, riding arenas and riding rings;
- (2) Stables and tack rooms;
- (3) Grooms' and trainers' quarters including residential accommodations for on-site staff supporting the housing, riding, breeding, showing, study, treatment, training, and racing of horses; and
- (4) Horse racing pursuant to a license issued by the Massachusetts Gaming Commission, which, following the completion of the initial construction of the horse racing track and related horse racing facilities, shall result in no less than 6 racing days in each 18-month period.

B. An Equine Center may also include the following additional uses, if expressly included in the AEOD special permit issued therefor, provided that such uses are and will remain in addition to the use of the Equine Center for the housing, riding, breeding, showing, study, treatment, training, and racing of horses.

- (1) Live and simulcast horse racing with wagering; in-person and online sports betting; provided such wagering and sports betting is authorized at the Equine Center by the Commonwealth;
- (2) Equestrian and agricultural related services supporting the Equine Center;
- (3) The claiming of, and sale of, horses by entities racing at the track;
- (4) Farmer's market;
- (5) Fairs, festivals and events by the Future Farmers of America (FFA), 4-H, Boys or Girl Scouts of America, or other similar organizations;
- (6) Concession stands, including walk-up establishments;
- (7) Eating and drinking establishments;
- (8) Agri-tourism activities such as farm tours, hayrides, petting zoos and similar activities;
- (9) Parking facilities;
- (10) Physical plant maintenance and operational facilities;
- (11) Professional offices and business offices supporting the Equine Center;
- (12) Conference and meeting and event space;
- (13) Livestock and grain storage and sale;

- (14) Up to two (2) free standing dwelling units on the premises to be occupied by the owner of the facility, or by an employee, operator of the facility, caretaker or watchman of the facility;
- (15) Musical and other performances;
- (16) Gift shop, not to exceed 2,500 square feet;
- (17) Retail sale of agricultural products, supplies, clothing, and related items, including tack and the acceptance of orders for bulk agricultural supplies, not to exceed 5,000 square feet excluding space for storage of agricultural products;
- (18) Livery and/or commercial stables;
- (19) Non-commercial recreational facilities such as baseball fields, soccer fields, polo fields, swimming pools, tennis courts, pickleball courts, bicycling and hiking trails and similar activities, together with supporting facilities;
- (20) Community Center;
- (21) Veterinary office or clinic;
- (22) Wetlands education center;
- (23) Wastewater detention/filtration facilities and irrigation ponds;
- (24) Potable water wells and water tower;
- (25) Green energy biodigester;
- (26) Walking and educational trails;
- (27) Recreational vehicle parking area subject to the standards set forth below;
- (28) Racing history center or other agricultural museum with retail; and
- (29) Other uses incidental and subordinate to the housing, riding, breeding, showing, study, treatment, training, and racing of horses, as determined and expressly permitted by the SPGA.

The SPGA may impose such conditions in the AEOD special permit as to the time, place, and manner of operation of the above uses, including providing for their termination, as it may deem reasonable.

- C. An Equine Center shall not include the following:
  - (1) Any gaming or wagering, as defined by Massachusetts General Laws, Chapter 23K, Section 2, and including without limitation: table games, slot machines, or other forms of gambling other than on horse racing, unless expressly permitted pursuant to this Article;
  - (2) Check cashing or payday lending establishments.
  - (3) Pawn Shop.
  - (4) Body Piercing Studio.
  - (5) Dog racing.
- D. An Equine Center shall only be located on a Lot or Lots within the AEOD containing at least 150 acres in size.
- E. Section 300-4.1(E) of this Bylaw, which addresses soil removal or grade alterations in excess of 8%, shall not apply in the AEOD. However, the SPGA may impose any reasonable conditions regarding soil removal and grade alterations as it may deem appropriate.

- F. Any structure erected pursuant to an AEOD special permit shall be a minimum of 300' from any permanent habitable structures located outside the AEOD but within the Rural Residential (RR) Zoning District existing at the time of adoption of this Article.
- G. All roadways serving an Equine Center shall be of sufficient width, grade and construction to serve the proposed development. Sections 300-15.13(B) of this Bylaw, which addresses driveway location, shall not apply in the AEOD. However, the SPGA may impose any reasonable conditions regarding roadway design and driveway location as it may deem appropriate. Public access to the Equine Center from Breakneck Road shall be prohibited, provided that the SPGA may permit access from Breakneck Road for the provision of emergency services and public access and parking for the uses listed in Section 300-21.4.B (4-5, 19, 22-24 and 26).
- H. The SPGA may impose as a condition of approval a requirement that a special event traffic management plan shall be filed with the Police Department no less than 48 hours prior to a special event so that appropriate traffic details, if required, can be scheduled.
- I. The proposed parking shall comply with the standards of Article XVI – Off Street Parking, Loading and Drive-Through Standards, except that parking may be located within setback areas. The SPGA may impose any reasonable conditions regarding parking within setback areas as it may deem appropriate. Required parking will be determined based upon the types of activities proposed and the schedule listed in Section 300-16.11 of this Bylaw.
- J. The SPGA may require unimproved grassed overflow parking areas to be provided for peak use periods. Such overflow parking areas shall be accessible only from the interior driveways or from permanent parking lots. Overflow parking areas shall contain fencing to prevent vehicles from crossing adjoining properties or directly accessing adjoining roads. Requirements of this Bylaw that apply to permanent parking lots regarding lot location, surface materials, space delineation, lighting, electrical vehicles and landscaping shall not apply to such overflow parking areas. However, the SPGA may impose any reasonable conditions regarding such overflow parking, including location, surface materials, space delineation, lighting and landscaping as it may deem appropriate.
- K. Any booths or other structures used for the collection of admission and/or parking fees shall be set back and arranged to prevent vehicle backups on adjoining roads during peak arrival periods. Any other collection of fees (roaming parking lot attendants) shall be conducted in a manner to prevent vehicle backups on adjoining roads. If, at any time after the opening of the Equine Center, the SPGA determines that traffic backups are occurring on adjoining roads, and such backups are directly related to the means of access to the subject property, the Town can require the property owner to revise means of access to relieve the undue congestion;
- L. Pedestrian linkages between buildings and between non-overflow parking areas and buildings shall be part of a site plan submission. Pedestrian-oriented amenities such as walks, plazas and/or patios shall be incorporated into the site plan(s) where appropriate. Where required, sidewalks shall be at least five feet wide and located or approved by the approving authority except that sidewalks that abut non-overflow parking spaces shall be at least six feet wide.
- M. All manure or other wastes produced or generated by raising or keeping of horse or other farm animals shall be stored in a fashion which minimizes the nuisance impact of said wastes on adjacent properties. No wastes shall be stockpiled closer than 300 feet from any permanent habitable structures located outside the AEOD but within the Rural Residential (RR) Zoning District existing at the time of adoption of this Article. The SPGA may impose any reasonable conditions regarding the stockpiling of wastes as it may deem appropriate. This subsection shall not be construed as preventing the spreading of manure as fertilizer in conjunction with an agricultural operation.
- N. The proposed facility shall not produce noise levels that will violate the Massachusetts Department of Environmental Protection noise regulations (310 CMR 7.10). This shall be the minimum standard, however, and the SPGA may impose any reasonable conditions regarding noise mitigation as it may deem appropriate. This includes noise produced by



the use or activity itself, from the participants or visitors to the site, from loudspeakers, or from any other source at, or associated with, the facility.

- O. The following Area and Bulk Requirements shall be applicable:
- (1) Minimum Area – 150 acres
  - (2) Minimum Frontage –100’
  - (3) Minimum Setbacks (front, side and rear) – 30’; provided that parking areas, fences, retaining walls and similar structures may be located in setback areas
  - (4) Maximum Lot Coverage – 30%
  - (5) Maximum # Bldg. Stories – 3 (subject to Section P)
  - (6) Maximum Height (mean) Feet – 35 (Subject to Section P)
  - (7) Maximum Impervious Surface – 40%
- P. Building heights of greater than 35’ or three stories may be allowed if the SPGA determines that the location, scale and characteristics of the proposed land uses on the site; and the design, siting and scale of structures is in harmony with the surrounding properties and land uses.
- Q. A Recreational Vehicle parking area may be established within the AEOD subject to the standards listed below:
- (1) The Recreational Vehicle parking is available only for invitees, visitors and participants engaged in a permitted activity taking place on the premises.
  - (2) Electrical service connections for the parking area shall comply with all Code requirements.
  - (3) Individual or common water and sewer connections shall be provided for every Recreational Vehicle parked on the premises.
  - (4) The use of a Recreational Vehicle as a temporary residence is only permitted for on-site staff and temporary visitors supporting the housing, riding, breeding, showing, study, treatment, training, and racing of horses.
  - (5) Section 300-15.8 of this Bylaw, which addresses Trailer Coaches, shall not apply in the AEOD. However, the SPGA may impose reasonable conditions regarding number, location and use of Recreational Vehicles as it may deem appropriate
- R. Signage in the AEOD shall be administered by the Planning Board, acting as the SPGA, in accordance with Sections 300-17.9(A) (1), (2) and (3) of this Bylaw (excluding Section 300-17.9(4)) with the advice of the Design Review Committee.

#### 300-21.5 Additional Regulations

The following regulations shall be applicable in the AEOD:

- A. Rules and Regulations of the Town of Sturbridge Planning Board
- B. Special Permits – See Section 300-18.2
- C. Site Plan Review – See Article XIX
- D. Design Review Guidelines – Property owners and designers shall review the Design Review Guidelines in connection with and when applying for a special permit and undergoing site plan review. The Design Review Committee shall advise the Planning Board in connection with the special permit application and site plan review.

#### 300-21.6 Submittal 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 Section 300-18.2 and Article XIX of the Bylaw, the applicant shall provide the following at the time of application for an AEOD special permit:

- A. Copy of an executed Host Community Agreement.
- B. A Development Impact Statement (See Planning Board Rules and Regulations)
- C. A Traffic Impact Assessment (See Planning Board Rules and Regulations).
- D. A parking and traffic management plan shall be provided for proposed public events taking place on the premises. Such plan shall estimate expected maximum visitors for various events, identify the parking area for the visitors, list the hours the event will be limited to and identify any police or traffic personnel associated with the event.
- E. A parking analysis which may include shared use and time of day analysis and which demonstrates that adequate parking facilities exist in form and number to accommodate all anticipated activities as they occur, taking into consideration the highest number of employees at a given time, the highest number of visitors at a given time, the seasonal or permanent nature of each event and the number of events which can occur simultaneously on the property.
- F. A manure and waste management plan.
- G. A maintenance plan for the stables and other riding areas. The plan shall include a description of dust controls for the corrals, stables, exercise rings, arenas, tracks and any other disturbed area.
- H. A Master Build Out Plan including a description of all proposed uses, including accessory uses along with the proposed hours of operation and season of operation shall be provided for each component of the Equine Center.
- I. A construction and operation phasing plan shall be provided as part of the application for an Equine Center. The phasing plan shall address the sequencing of activities, sediment and erosion control measures, traffic control both on and off site during construction activities. If any phase is proposed to begin operation prior to the complete build-out of the Equine Center, the applicant shall provide a narrative describing measures taken to insure that the operation and construction activities on-site can co-exist in a safe manner.
- J. The Planning Board may require a noise projection study to be submitted as part of the application for an Equine Center.

300-21.7 Severability

The provisions of this Article are severable. If any provision, paragraph, sentence or clause of this Article of the application thereof to any person, establishment, or circumstance shall be held invalid, such invalidity shall not affect the other provisions of application of this Article.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*To amend section 300-21.4 B(13) to read “Storage and sale of livestock and grain” and to otherwise approve the article as written. Voted 7-0-1.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town vote to approve the article as written. Voted 3-2-0.*

**RECOMMENDATION OF THE PLANNING BOARD:**

*That the Town vote to approve the article as written. Voted 7-0.*

*Summary: This article creates a new zoning overlay district for Agricultural Entertainment purposes. The article defines the requirements and allowed uses, such as an Equine Center, within such a district.*

**ARTICLE 48**  
**AMEND CHAPTER 300, ARTICLE II, SECTION 300.2-2 OF THE ZONING BYLAW**

**(2/3 Vote Required)**

**No Action**

To see if the Town will vote to amend the Zoning Bylaws Section 300-2.2, Terms defined, by inserting the proposed new definition in the appropriate location:

Equine Center – Integrated facilities operating pursuant to a common, coordinated plan providing for the housing, riding, breeding, showing, study, treatment, training, and racing of horses and other equestrian-related uses;

or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 7-0-1.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town vote to approve the article as written. Voted 3-2.*

**RECOMMENDATION OF THE PLANNING BOARD**

*That the Town Meeting vote to approve the article as written: Voted 7-0.*

*Summary: This article will add the definition of Equine Center to the existing list of terms used within the zoning bylaws.*

**ARTICLE 49**  
**AMEND THE ZONING MAP OF THE TOWN OF STURBRIDGE**

**(2/3 Vote Required)**

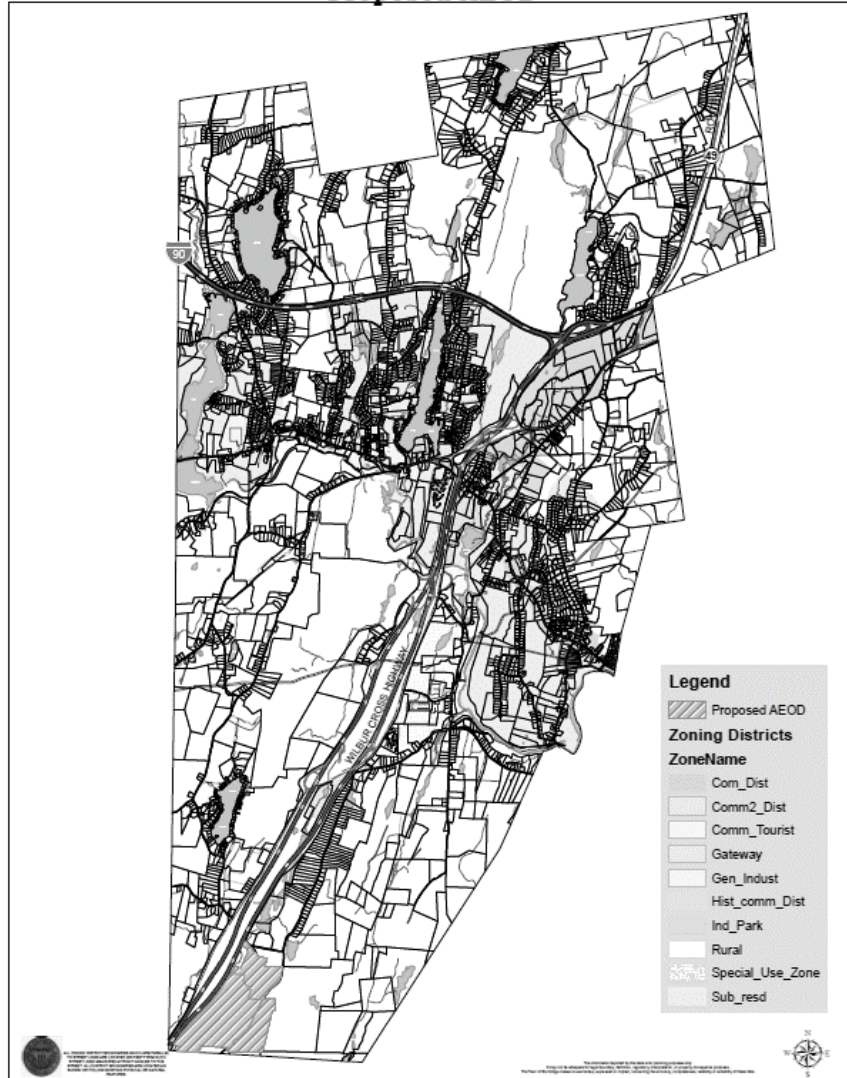
**No Action**

To see if the Town will vote to amend the Town of Sturbridge Zoning Map in the following manner:

To designate as Agricultural Entertainment Overlay District the following parcels of land:

- 1) 180 Breakneck Road, 223 acres, Mblu 170-/0 5045 – 180;
- 2) 75.54 acres, 16 Cross Road, Mblu 237-04756-016;
- 3) 181 Breakneck Road, 80 acres, Mblu 170-/0 5056 – 181;

**Proposed AEOD**



Or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 7-0-1.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town vote to approve the article as written. Voted 3-2.*

**RECOMMENDATION OF THE PLANNING BOARD:**

*That the Town vote to approve the article as written. Voted 7-0.*

*Summary: This article will delineate the area of Town covered by the Agricultural Entertainment Overlay District.*

**ARTICLE 50**  
**MULTIUSE RECREATIONAL FIELD DESIGN AND CONSTRUCTION**  
**CEDAR LAKE RECREATION AREA**  
**(2/3 Vote Required)**

**Defeated 121/438**

To see if the Town will vote to appropriate a sum of money to pay costs of designing, engineering, constructing, and equipping a multiuse field and accessory structures and improvements at the Cedar Lake

Recreation Area and for the payment of any and all incidental and related costs; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing, or otherwise, and that any borrowing approved for this project shall be expressly contingent upon approval by the voters at an election of a debt exclusion question, in accordance with G.L. c. 59, §21C(k) (also known as Proposition 2½). The Board of Selectmen and any other appropriate officials of the Town are authorized to apply for federal, state, or private grants, enter into any agreements and execute all documents including contracts for a term in excess of three years as may be necessary to effectuate the purposes of this article, and to accept any gifts or grants provided to the Town for such purposes; or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*The Finance Committee does not have a recommendation on this article as each vote considered failed on a 4-4 vote.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town appropriates FIVE MILLION FOUR HUNDRED TEN THOUSAND AND 00/100 DOLLARS (\$5,410,000.00) to pay costs of designing, engineering, constructing and equipping a multiuse field and accessory structures and improvements at the Cedar Lake Recreation Area, and for the payment of any and all incidental and related costs, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow: FOUR MILLION FOUR HUNDRED TEN THOUSAND AND 00/100 DOLLARS (\$4,410,000.00) under and pursuant to G.L. c. 44, §7(1), or any other enabling authority, and ONE MILLION and 00/100 Dollars (\$1,000,000.00) under and pursuant to G.L. c. 44B (Community Preservation Act), or any other enabling authority, and to issue bonds or notes of the Town therefor. No amounts shall be borrowed or expended hereunder unless the Town shall have voted to exclude the amounts required to repay any borrowing authorized by this vote from the limitations on total property taxes in accordance with G.L. c. 59, §21C(k) (also known as Proposition 2½). The Board of Selectmen and any other appropriate officials of the Town are authorized to apply for federal, state, or private grants, enter into any agreements and execute all documents including contracts for a term in excess of three years as may be necessary to effectuate the purposes of this article, and to accept any gifts or grants provided to the Town for such purposes. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. Voted 3-1.*

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

*That the Town authorize the borrowing of ONE MILLION DOLLARS AND 00/100 (\$1,000,000.00) to be repaid with Community Preservation Act Funds towards the financing of the project. Voted 6-0-1.*

*Summary: This article will fund the construction of a new multi-use field along with some ancillary uses (such as sidewalks, parking, and lighting) at 58 Cedar Street, 60 Cedar Street, and 70 Cedar Street. The project will be paid by issuing bonds subject to the debt being excluded from Proposition 2 ½ limits. If this article is approved at Town Meeting, a special election will be held within 90 days.*

*Of the \$5.41 million total cost, \$4.41 million will be borrowed and repaid through property taxes and \$1 million borrowed and repaid through the CPA funds.*

**ARTICLE 51**  
**COMMUNITY PRESERVATION OUTBUILDING REMOVALS**

**Passed 384/77**

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of TEN THOUSAND AND 00/100 DOLLARS (\$10,000.00) for the purpose of outbuilding removal of the Leadmine Barn, three outbuildings on the Leadmine parcel, and the Heins Cabin; or take any action relative thereto.

Sponsor: Community Preservation Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 7-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town vote to approve the article as written. Voted 5-0.*

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

*That the Town to approve the article as written. Voted 7-0.*

*Summary: This article funds an additional \$10,000 to remove existing structures from town-owned conservation land. The original appropriation was \$164,890.*

**ARTICLE 52**  
**COMMUNITY PRESERVATION GRAND TRUNK TRAIL CONSTRUCTION**

**Passed 378/71**

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of NINETY-TWO THOUSAND AND 00/100 DOLLARS (\$92,000.00) to fund the construction of a portion of the Grant Trunk Trail in Sturbridge and the payment of any and all incidental and related costs; or take any action relative thereto.

Sponsor: Community Preservation Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 7-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town vote to approve the article as written. Voted 5-0.*

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

*That the Town vote to approve the article as written. Voted 7-0.*

*Summary: This article will use CPA funds in addition to grant funds to construct the Grand Trunk Trail from the Westville Recreation Area to Farquhar Road.*

**ARTICLE 53**  
**FUNDING FOR POLICE UNION CONTRACT**

**Passed 347/65**

To see if the Town will vote to transfer from Free Cash the sum of ONE HUNDRED TWELVE THOUSAND AND 00/100 DOLLARS (\$112,500.00) to the following accounts:

FY 2021 Salaries and Wages Retro Account (#12101-51325): \$23,000.00

FY 2021 Overtime Retro Account (#12101-51326): \$5,000.00.

FY 2022 Salaries and Wages Account (#12101-51160): \$71,000.00.

FY 2022 Overtime Account (12101-51300): \$13,500.00.

or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 7-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town vote to approve the article as written. Voted 5-0.*

*Summary: This article retroactively funds the first two years of the police union contract which was recently finalized. The terms of this contract cover Fiscal Year 2021 through Fiscal Year 2023.*

**ARTICLE 54**  
**FUNDING FOR THE CONSTRUCTION OF A PUBLIC PARKING LOT AT 501 MAIN STREET, STURBRIDGE**

**Defeated 204/230**

To see if the Town will vote to transfer from FREE CASH the sum of THREE HUNDRED THOUSAND and 00/100 DOLLARS (\$300,000.00) for the construction of a public parking and accessory improvements located at 501 Main Street in Sturbridge; or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 7-0.*

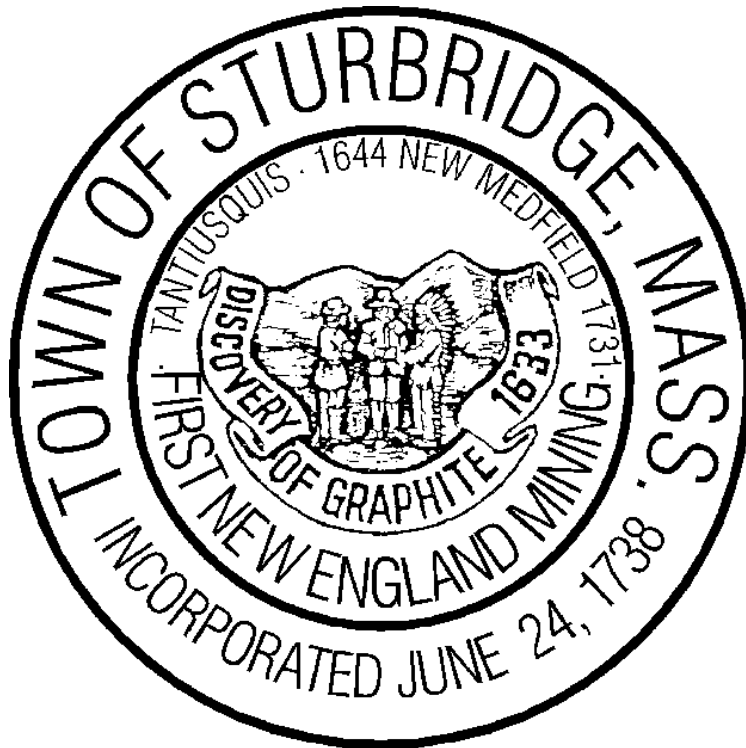
**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town vote to approve the article as written. Voted 5-0*

*Summary: This article funds the Town's portion for the construction of a municipal parking lot, consisting of 25 spaces, at 501 Main Street. In addition to the \$300,000 provided by this article, the Town has received a budgetary earmark from the Commonwealth of Massachusetts funding the remaining \$50,000 in costs.*

# Town of Sturbridge

## Charter



Town Hall

308 Main Street

Sturbridge, MA 01566





The 2015 Sturbridge Charter Review Committee recommends the following amendments/deletions to the Town of Sturbridge Home Rule Charter:

## **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 seven days or fewer, 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.).
- (I) Appropriation – A vote on the disposition of funds at an Annual or Special Town Meeting.

## **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 Massachusetts Constitution and General Laws, the Town shall have all powers authorized to it under the Massachusetts 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 under this Charter shall be construed liberally in favor of the Town, and the specific mention of particular powers in this 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 or limitations of any provision of the Massachusetts Constitution or General Laws, the Town 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 be exercised by a town meeting open to all voters.

### Section 3-2 The Moderator

The Moderator is the Presiding Officer at all Town Meetings. At the first Town Meeting under the Moderator's tenure of office, the Moderator shall appoint a Deputy Moderator to serve when the Moderator is absent. The appointment of a Deputy Moderator shall be subject to confirmation by the Town Meeting.

Subject to authorization by the Town Meeting or by the Charter or by Bylaw, the Moderator shall appoint member(s) to committees, including standing, special, and ad hoc committees. The Moderator shall perform such other duties as may from time to time be assigned to the Moderator, by the Moderator, by Bylaw, or other vote of the Town Meeting.

The Moderator holds sole authority to maintain good order, civil conduct, and discourse and to determine the relevance, nature, duration, and timing of all presentations, written or otherwise.

#### Section 3-3 Date of Annual Meeting

The Annual Town Meeting for the transaction of the Town's business shall be held on the first Monday of June or on such date as may from time to time be fixed by the Bylaws of the Town.

#### Section 3-4 Preparation of Warrant for Annual and Special Town Meetings.

The Selectmen shall prepare the Warrants 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, the Town Library, and on the Town's official web site on the respective dates required by state statute or local by-law.

#### 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 Massachusetts General Laws. Articles shall be inserted in the Warrant for any Annual Town Meeting by the Selectmen upon their receipt in writing of a petition signed by ten (10) or more registered voters. For a Special Town Meeting, articles shall be inserted by the Selectmen upon their receipt in writing of a petition signed by one hundred (100) or more voters, or ten (10) percent of the voters, whichever is less. All signatures on said petition are subject to certification by the Registrars.

#### Section 3-7 Call of Special Town Meeting by Petition

A Special Town Meeting shall be called by the Selectmen within forty-five (45) days after their receipt of a petition for that purpose signed by two hundred (200) or more voters, or twenty (20) percent of voters, whichever is less. All signatures on said petition are subject to certification by the Registrars.

#### Section 3-8 Availability of Town Officials at Town Meetings

- (A) Every Town officer, the head of each department, and the head of each division within the said department shall attend all sessions of the Annual Town Meeting for the purpose of providing pertinent information. In the event any Town officer, department head, or division head is to be absent due to illness or other reasonable cause, a deputy shall be designated by the Town officer, head of the department, or head of the division to attend the meeting.
- (B) The Town Administrator shall determine which Town officers, department heads, and division heads, if any, shall attend a Special Town Meeting. In the event any Town officer, department head, or division head is to be absent due to illness or other reasonable cause, a deputy shall be designated by the Town officer, department head, or division head with the approval of the Town Administrator.

## **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:

<u>Board</u>	<u>No. of Members</u>	<u>Term</u>
Selectmen	5	3
Moderator	1	3
Town Clerk	1	3
Assessors	3	3
Constables	3	3
Library Trustees	9	3
Sturbridge School Committee (Elementary)	5	3
Board of Health	3	3
Zoning Board of Appeals	5 <sup>(1)</sup>	3
Tantasqua Regional School Committee	Variable	3
Recreation Committee	5	3

Members of regional authorities or districts as may be established by statute, inter-local agreement, or otherwise.

- (B) Eligibility – Any voter shall be eligible to hold any elective Town office except that no full time employee of the Town reporting to the 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.

<sup>(1)</sup> Two (2) additional members appointed by the Town Administrator, for a total of seven (7) members

### Section 4-2 Selectmen: Composition; Term of Office; Compensation; Powers and Duties; Appointment; and Restrictions

- (A) Composition, Term of Office - There shall be five (5) Selectmen each elected by the voters for a term of three (3) years, so arranged that the term of office of at least one (1) member, but not more than two (2) members, shall expire each year.
- (B) Compensation - The Selectmen shall receive 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 Selectmen, and may be exercised by them jointly or through the Town agencies and offices under their general supervision and control. The 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. To aid them in their official duties, they shall appoint a Town Administrator. The 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 and as Harbor Masters.

- (D) Appointment – The Selectmen shall appoint a Town Administrator and Registrars.
- (E) Restrictions - Selectmen shall not hold any other elected Town office, or any office appointed by the Town Administrator under Section 6-1 of the Charter that is subject to confirmation by the 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, a Moderator shall be elected by the voters for a term of three (3) years. In the event of a vacancy in that office prior to the expiration of the term, the Selectmen shall appoint a Moderator who shall serve until the next regular Town Election, when the voters shall elect a Moderator to serve for the balance of the term. The Moderator shall not hold any other Town office, elected or appointed.
- (B) Compensation - The Moderator shall receive 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 Bylaw, or by other vote of the Town Meeting.
- (D) Appointments - The Moderator shall appoint a nine (9) member Finance Committee consisting of voters. The term shall be for three (3) years so arranged that the term of office of three (3) members shall expire each year. The Finance Committee shall review all Town Meeting Warrants and advise the Town Meeting of recommended action. The Finance Committee shall have all the powers provided in the Massachusetts 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 in Section 3-2.

Section 4-4 Sturbridge School Committee (Elementary): Composition; Term of Office; Compensation; Powers and Duties.

- (A) Composition, Term of Office - There shall be a Sturbridge School Committee (Elementary) consisting of five (5) members each elected by voters for a term of three (3) years, such that the term of office of at least one (1) member, but not more than two (2) members, shall expire each year.
- (B) Compensation - School Committee members shall receive such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The Sturbridge School Committee (Elementary) shall have all of the powers and duties school committees may have under the Massachusetts Constitution and General Laws, and shall have such additional powers and duties, including the use of land and buildings, as may be authorized by this Charter or Bylaw.

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 Tantasqua Regional School Committee, variable in number as provided in the Tantasqua Regional School Agreement, for a term of three (3) years, so arranged that the term of office of at

least one (1) member shall expire each year. The Sturbridge School Committee (Elementary) shall elect one (1) of its members annually to serve on the Tantasqua Regional School Committee.

- (B) Compensation – Tantasqua Regional School Committee members shall receive such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The Tantasqua Regional School Committee shall have all the powers and duties regional school committees have under the Massachusetts Constitution, General Laws, and the Tantasqua Regional School Agreement.

Section 4-6 Assessors: Composition; Term of Office; Compensation; Powers and Duties.

- (A) Composition, Term of Office - There shall be three (3) Assessors each elected by the voters for a term of three (3) years, such that the term of office of one (1) member shall expire each year.
- (B) Compensation - The Assessors shall receive 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 provided by Massachusetts General Laws.

Section 4-7 Town Clerk: Composition; Compensation; Term of Office; Powers and Duties.

- (A) Term of Office - There shall be a Town Clerk elected by the voters for a term of three (3) years.
- (B) The Town Clerk shall receive compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The Town Clerk shall have all of the powers and duties town clerks may have under the Massachusetts Constitution and General Laws. The Town Clerk may also exercise such additional powers and duties as may from time to time be assigned to that office by this 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, each elected by the voters for a term of three (3) years, so arranged that the term of office of one (1) member shall expire each year.
- (B) Compensation - The members of the Board of Health shall receive 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 Massachusetts General Laws relating to public health, provisions of the federal and state sanitary codes, and all local health regulations.

Section 4-9 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, each for a term of three (3) years, such that the term of office of at least one (1) member, but not more than two (2) members, shall expire each year. Two (2) members shall be appointed by the Town Administrator for three (3) 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 that are conferred on Zoning boards of appeals by Massachusetts General Laws, and such additional powers and duties as may be provided in the Zoning Bylaws.

Section 4-10 Recreation Committee: Composition; Term of Office; Powers and Duties.

- (A) Composition, Term of Office - There shall be a Recreation Committee consisting of five (5) members each elected by the voters for a term of three (3) years, so arranged that the term of office of at least one (1) member, but not more than two (2) 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, and shall be responsible for scheduling and issuing permits for all public recreation spaces.

Section 4-11 Other Elected Officers: Powers and Duties.

All other elected officers shall have all the powers and duties conferred on their respective offices by Massachusetts General Laws, this Charter, and the Town Bylaws.

Section 4-12 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 issue the blank petition forms that demand such recall with the Town Clerk's signature and Town Seal, and shall keep printed copies of the petition forms available for the voters. The forms issued by the Town Clerk shall be dated, be addressed to the Selectmen and 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 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 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 of the petition, submit the petition to the Registrars, who shall forthwith certify the number of valid signatures.

- (C) Selectmen's Action on Receiving Petition – Petitions certified by the Registrars shall be submitted with the Registrars' dated certificate to the Selectmen no later than the close of the next business day. The Selectmen shall give written notice of the receipt of the dated certificate to the officer sought to be recalled in no fewer than seven (7) days. Further, if the officer does not resign within five (5) days thereafter, the Selectmen shall order an election, such election to occur no fewer than thirty-five (35) days nor more than forty-five (45) days after the date of the Registrars'

certificate; however, 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. After a recall election has been ordered, the election shall proceed as provided in this Section, the resignation of the incumbent notwithstanding.

- (D) Incumbent Holds Office Until Recall Election - The incumbent shall continue to perform the duties of the office until the recall election. If not recalled, the incumbent shall continue in office for the remainder of the unexpired term, subject to recall as before, except as provided in this Section. If recalled, the incumbent shall be deemed removed from office, and the vacant office filled until the next election by appointment by the Selectmen.
- (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 election to office, nor, in the case of an officer subjected to a recall election and not recalled thereby, until at least three (3) months after the date of the recall election.
- (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, 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 Selectmen shall appoint a Town Administrator for an indefinite term and fix compensation within the amount appropriated by the Town. The Town Administrator shall be appointed solely on the basis of executive and administrative qualifications. The appointee shall be a person especially fitted by education, training and/or experience in management or administration. The Town may, from time to time, establish by Bylaw such additional qualifications as seem necessary and appropriate.

In the event that the Town Administrator vacates that office, it shall be filled in accordance with Section 4-2 by the 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 six (6) months, but one (1) additional renewal, not to exceed three (3) months, may be voted by the Selectmen. The Selectmen shall set compensation for such person.

### Section 5-2 Appointive Procedure.

The Selectmen shall appoint a five (5) member Town Administrator Search Committee consisting of the following:

One (1) member of the Selectmen,

One (1) Town department head,



Three (3) voters not employed by the Town.

The Search Committee shall advertise the available position, screen all applicants and present no fewer than two (2) nor more than four (4) candidates to the Selectmen. The Search Committee shall follow the affirmative action guidelines as established by Federal Law. The Selectmen shall interview the candidates presented by the Search Committee at a regular meeting of the Selectmen. The Selectmen, by majority vote, shall choose a Town Administrator.

In the event of any vacancy in the office of the Town Administrator, the Selectmen will initiate the appointive procedure within ten (10) 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 Selectmen for the administration of all Town affairs by or under this Charter.

The powers and duties shall be to:

- (A) Supervise and direct the administration of all departments, agencies, and offices for whose function the Town Administrator is responsible.
- (B) Appoint, subject to confirmation by the Selectmen, all appointive Town officers, utilizing procedures described in Section 6.
- (C) Make notification of all unfilled positions within the Town by posting a notice on the bulletin boards at the Town Hall, on the Town's official website, and on cable television for a period of no fewer than five (5) days, and by notification in writing to the local news media.
- (D) Fix the compensation of all Town officers and employees appointed by the Town Administrator within the limits established by existing appropriations and Bylaws.
- (E) Attend all meetings of the Selectmen, unless excused, and have a voice but no vote in all of its deliberations.
- (F) Keep full and complete records of the office and render as often as may be required by the Selectmen, and at least annually, a report of all operations within the Town Administrator's jurisdiction during the period reported on, which report shall be made available to the public.
- (G) Advise the Selectmen as to the needs of the Town and recommend to them for adoption such measures requiring action by them or by the Town Meeting.
- (H) Hold full jurisdiction, exercise care, custody, and control over the rental and use of all Town property, except school property and property under the control of the Conservation Commission, and for the maintenance and repair of all Town buildings and facilities.
- (I) Present to the Selectmen a draft annual budget of the Town and be responsible for the development and annual updating of the Capital Improvement Program.
- (J) Maintain a complete inventory of all property of the Town, both real and personal.
- (K) Negotiate contracts involving any subject within the jurisdiction of the Town Administrator. These proposed contracts shall be subject to final approval and execution by the Selectmen.

Copies of all proposed contracts, including personnel, shall be provided to the Finance Committee by the Selectmen within ten (10) days of approval for record purposes.

- (L) Be responsible, as Chief Procurement Officer, for purchasing all supplies, material, and equipment for all departments under the Town Administrator's jurisdiction.
- (M) Ensure that all provisions of Massachusetts General Laws, the Charter, the votes of the Town Meetings, and votes of the Selectmen are faithfully carried out.
- (N) 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, or Town Bylaw, except school department employees, and it shall become effective within thirty (30) days of submission to the Selectmen, unless rejected by them.
- (O) Inquire into the official conduct of any officer, employee, department, board, or commission under Town Administrator jurisdiction.
- (P) Attend all sessions of the Town Meetings and respond to all questions that arise in relation to the office of the Town Administrator.
- (Q) Perform any other duties required by the Bylaws, the votes of the Town Meeting, or the votes of the Selectmen.

#### Section 5-4 Termination and Removal, or Suspension

The Selectmen may, by a majority vote of all Selectmen then in office, provided there are at least three (3) qualified Selectmen, terminate and remove, or suspend, the Town Administrator from office. The Selectmen shall provide the Town Administrator a written statement containing the reason(s) for the vote to approve termination and removal, or suspension, within seven (7) days. The Town Administrator, upon receipt of said statement, shall notify the Selectmen in writing, within seven (7) days, of the exercise of the right to a public hearing. Such public hearing shall be conducted at the next regularly scheduled meeting of the Selectmen following the Selectmen's receipt of the Town Administrator's written request for a public hearing.

The Selectmen may, by a majority vote of all Selectmen then in office, provided there are at least three (3) qualified Selectmen voting, affirm the vote of termination and removal, or suspension, of the Town Administrator from office following the public hearing. Alternatively, the Selectmen may reverse the initial vote of termination and removal, or suspension, of the Town Administrator from office, or take any action the Selectmen deem suitable.

The Selectmen may suspend the Town Administrator from office pending and during the public hearing. Actions of the Selectmen that are in accordance with this procedure are final. Authority and responsibility for termination and removal, or suspension, of the Town Administrator reside solely in the jurisdiction of the Selectmen. The Town Administrator's salary will continue to be paid until the Selectmen's vote to terminate and remove, or suspend, the Town Administrator becomes final.

#### Section 5-5 Acting Town Administrator

The Town Administrator shall appoint a qualified Town employee as Acting Town Administrator, by a letter filed with the Town Clerk, to exercise the powers and perform the duties of Town Administrator in the event of a temporary absence that will make the Town Administrator unavailable to perform the required duties of the office for three (3) consecutive business days or more. The Selectmen may not

revoke any such designation of an Acting Town Administrator until at least ten (10) days have elapsed whereupon the Selectmen may appoint another qualified Town employee to serve as Acting Town Administrator. The Selectmen may determine a designated Acting Town Administrator is incapable, unable, or unwilling, to perform the assigned duties; in such circumstance, the Selectmen can appoint another qualified Town employee to serve as Acting Town Administrator.

In the event the Town Administrator is incapacitated without a determined date of return, the Selectmen shall immediately appoint a qualified person as Acting Town Administrator.

## **ARTICLE 6 APPOINTED OFFICIALS, BOARDS, COMMISSIONS, AND EMPLOYEES**

### Section 6-1

- (A) Appointments to all boards, commissions and committees consisting of more than one (1) member and where terms are greater than one (1) year shall be made in a manner that all terms of all incumbents do not expire in the same year. To the extent 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 the offices, boards, commissions, and committees of the Town, including the name of each office, board, commission, or committee; purpose or objective as determined by the Selectmen, Town Administrator, or other appointing authority; number of members, respective term of office, and the appointing authority. The Town Clerk shall update the list of offices, boards, commissions, and committees, as they are formed or dissolved, and shall maintain by name a current list of members of each office, board, commission, and committee, post a copy on the official website of the Town, 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. Upon the occurrence of a vacancy, the responsible appointing authority shall appoint a replacement within forty-five (45) days.
- (D) The Town Administrator shall have the power to appoint such other town officers and members of boards, commissions and committees as are authorized by the Massachusetts General Laws, this Charter, or Bylaws, for which the method of appointment is not otherwise herein provided.

### Section 6-2 Appointments

The Town Administrator shall make all appointments to offices, boards, commissions, and committees, including town employees, subject to the confirmation by a majority vote of the Selectmen at a regularly scheduled meeting and administration of the oath of office by the Town Clerk, except herein otherwise provided.

### Section 6-3 Power to Rescind Appointments.

The Town Administrator shall, subject to confirmation by majority vote of the Selectmen, have the power to rescind for cause any appointment made to any board, commission, committee, or individual office, including Town employees, 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 the right to be heard, if requested in writing by the appointee, at a public meeting of the Selectmen.

Section 6-4 Merit Principle.

All appointments and promotions of Town officers and other 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

A. Appointment of Fire Chief, Director of Department of Public Works, Police Chief

The Town Administrator shall appoint a five (5) member Search Committee, subject to confirmation by the Selectmen, when a vacancy occurs, consisting of the following:

- (1) Town Administrator
- (2) Two (2) voters not currently employed by the Town, appointed by the Town Administrator
- (3) Two (2) members, who may be residents or non-residents, qualified to participate 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 qualified applicant for appointment, subject to confirmation by the Selectmen.

B. Appointment of Town Employees.

The Town Administrator shall advertise all available positions, screen all applicants, and select the best qualified applicant for appointment in accordance with Section 4, subject to confirmation by the Selectmen.

**ARTICLE 7 GENERAL PROVISIONS.**

Section 7-1 Relation of Charter to Town Bylaws, Rules, Regulations, Orders, and Special Laws.

All conflicts between this Charter and Town Bylaws, rules, regulations, orders and special laws, shall be resolved in favor of this Charter. All provisions of Town Bylaws, rules, regulations, orders, and special laws not superseded by this Charter shall remain in force.

Section 7-2 Severability.

If any provisions of this Charter are held invalid by a court of competent jurisdiction, no other provisions of this Charter shall be affected thereby. If the application of this 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 7-3 Specific Provisions Shall Prevail.

To the extent that any specific provision of this Charter shall conflict with any provision expressed herein in general terms, the specific provision shall prevail.

#### Section 7-4 Publication of Charter and Bylaws.

The Selectmen shall, within one (1) 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 Town's official website.

#### Section 7-5 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 7-6 Resignations.

Resignation from any appointive or elective office shall be done 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 Selectmen within twenty-four (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 Selectmen.

#### Section 7-7 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 shall include the date and substance of all such revisions.

### **ARTICLE 8 TRANSITIONAL PROVISIONS.**

#### Section 8-1 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 or revision thereto takes effect and which are not repealed directly or indirectly thereby, shall continue in full force and effect until amended or rescinded by operation of law or expire by their own limitation.

#### Section 8-2 Effective Date

This revised Charter shall take effect upon its adoption by the voters.



*“All our dreams can come true, if we have the courage to pursue them.”*

*~ Walt Disney*