

STURBRIDGE
MASSACHUSETTS

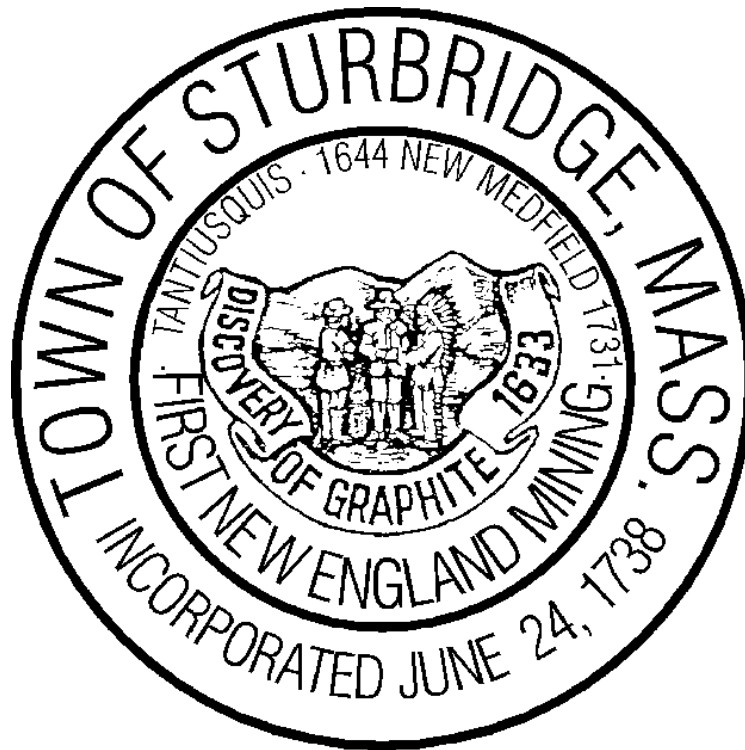


ANNUAL TOWN REPORT
2020

Front and Back Cover Photos By: Jim Hennessey, Sturbridge Resident

Facebook page: <https://www.facebook.com/jim.hennessey.750>

**REPORT
OF THE
TOWN OFFICERS**



***FOR THE YEAR ENDING
DECEMBER 31, 2020***



Town of Sturbridge

Lynne Girouard
Town Clerk-Burial Agent - Notary

*We Remember
those who have passed on*



In Memory of those we have lost in 2020:

2/14/2020

Karl F Nauman

Water and Sewer Superintendent from 1982-1987

3/5/2020

Constance J Berger

BOH Senior Worker Member of the Sturbridge Senior Center

5/22/2020

Perry Edward Norris

Member of Opacum Land Trust

8/1/2020

Evelyn F (Davidson) Simpson

Sturbridge Finance Committee Secretary

9/5/2020

Margaret Jeanette (Morgan) Chouinard

Member of the Sturbridge Senior Center

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

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ELECTED TOWN OFFICIALS

MODERATOR - 3 Year Term (One)

Michael Caplette 2021

TOWN CLERK - 3 Year Term (One)

Lynne Girouard 2022

BOARD OF REGISTRARS - 3 Year Term (3 Members)

Lynne Girouard, Town Clerk 2022 (elected)

Cheryl Wood Creeden 2022

Janet Garon 2023

Susan Murphy 2021

BOARD OF SELECTMEN - 3 Year Term (5 members)

Mary Blanchard, Chair 2023

Mary Dowling, Vice Chair 2022

Michael Suprenant, Clerk 2021

Chase Kaitbenski 2021

Ian Dunnigan 2023

BOARD OF ASSESSORS - 3 Year Term (3 Members)

Paul Murphy, Chair 2021

Sophia Lengyel Rogers, Vice Chair 2022

VACANT 2023

STURBRIDGE SCHOOL COMMITTEE - 3 Year Term (5 Members)

Katherine Alexander, Chair 2023

Megan Panek, Vice Chair 2021

Mary Bellezza 2022

Kristin Tuohey, Secretary 2023

Karen Kowal 2022

TANTASQUA SCHOOL COMMITTEE - 3 Year Term (5 Members)

Patricia Barnicle 2023

Michelle Fitzgerald 2021

Susan Waters 2021

William Haggerty 2022

Kristen M. Leo 2022

Ted Goodwin 2023

CONSTABLES - 3 Year Term (3 Members)

L. David Covino 2022

Robert G. Cerny 2021

Timothy Grant 2023

ELECTED TOWN OFFICIALS

BOARD OF HEALTH - 3 Year Term (3 Members)

Linda Cocalis, Chair	2023
Richard Volpe	2022
Dr. George DeBusk	2021

RECREATION COMMITTEE - 3 Year Term (5 Members)

MaryLou Volpe, Chair	2022
Cindy Sowa Forgit	2022
Erin Carson	2021
Kadion Phillips	2023
Jeffery Scott Shapiro	2023

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

Elizabeth Banks	2023 (Elected)
Diane Trapasso	2021 (Elected)
Thomas Earls	2022 (Elected)
Fidelis Onwubueke	2022 (Elected)
William Zelenak	2021 (Elected)
Michael Young	2023 (Appointed)
Marge Cooney	2022 (Appointed)

LIBRARY TRUSTEES - 3 Year Term (9 Members)

David Peterkin	2021
Sandra Gibson-Quigley	2023
Stephen Mullen	2022
Joyce Sinnott	2022
Rebecca Celuzza	2020
Melissa Earls	2022
Carol Mitchell	2021
Elisa Krochmalnyckys	2023
Jessica M. Colati	2023

APPOINTED/HIRED TOWN OFFICIALS

TOWN ADMINISTRATOR

Jeff Bridges	Town Administrator
Andrea Mensen (resigned)	Administrative Assistant
Alexandra McConnon	Administrative Assistant

FACILITIES DEPARTMENT

Robyn Chrabaszcz	Facilities Coordinator
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APPOINTED/HIRED TOWN OFFICIALS

FACILITIES DEPARTMENT

James Mortell
Michael DeHaan

Custodian
Custodian

FINANCE DEPARTMENT

Barbara Barry
Christopher Geraghty
Sandra Sears
Jean Campbell
Dale Meehan-McNeil
Laura Bonnette

Finance Director 2023 (3 year appointment)
Town Accountant 2023 (3 year appointment)
Assistant Treasurer/Collector
Accounting Clerk
Ambulance Billing
Administrative Assistant to the Finance
Director

ASSESSORS DEPARTMENT

Ann Murphy
Liza Peters

Principal Assessor 2023 (3 year appointment)
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
Cynthia Forgit

Building Inspector 2021
Administrative Assistant

WIRE INSPECTOR - (3 year appointment)

Clyde Gagnon

Wire Inspector 2020

ASSISTANT WIRE INSPECTOR - (3 year appointment)

William Gibson

Asst. Wire Inspector 2021

PLUMBING and GAS INSPECTOR - (3 year appointment)

Peter Starkus

Plumbing/Gas Inspector 2020

ASSISTANT PLUMBING and GAS INSPECTOR - (3 year appointment)

Paul Mazeika

Asst. Plumbing/Gas Inspector 2020

ECONOMIC DEVELOPMENT

Todd Miller (resigned)

Economic Development & Tourism
Coordinator

Terrence Masterson

Economic Development & Tourism
Coordinator

APPOINTED/HIRED TOWN OFFICIALS

HEALTH DEPARTMENT

Ken Lacy	Health Agent 2022 (3 year appointment)
Kayla LeBoeuf	Administrative Assistant
Tricia Valiton	Health Inspector
Cheryl Rawinski	Nurse

PLANNING DEPARTMENT

Jean Bubon	Town Planner 2020 (3 year appointment)
Jeneé Lacy	Administrative Assistant

CONSERVATION DEPARTMENT

Rebecca Gendreau	Conservation Agent 2021 (3 year appointment)
Holly Williams Lapidus (resigned)	Administrative Assistant
Erin Carson	Administrative Assistant

COUNCIL ON AGING DEPARTMENT

Leslie Wong	Director
Marcia Wildgrube	Outreach Coordinator
Carmen MacGillivray	Administrative Assistant
Jennifer Babcock	Program Assistant
Jen Tetreault	Fitness Instructor

TREE WARDEN - (3 year appointment)

Anthony Crane	Tree Warden 2022
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CABLE ACCESS DEPARTMENT

Bruce Butcher	Production Coordinator
Stephen Sandberg	Scheduler Clerk

VETERANS DIRECTOR/SERVICES DIRECTOR - (3 year appointment)

Michael Struppa	Veterans Director 2022
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RECREATION DEPARTMENT

Annie Roscioli	Recreation Director 2021
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DIRECTOR OF PUBLIC WORKS - 3 year appointment

Butch Jackson	Director 2022
April Denault	Administrative Assistant
Mark Augello	Operations & Maintenance Manager 2021

MEMBERS OF THE HIGHWAY DEPARTMENT - (3 year appointment)

John Booth	2023
Benjamin Burlingame	2021

APPOINTED/HIRED TOWN OFFICIALS

MEMBERS OF THE HIGHWAY DEPARTMENT - (3 year appointment)

Ronald Barrows (resigned)	2021
Brian Curboy	2023
Tyler Gustafson	2022
David Lamontagne	2021
Brian Larson	2023
Brian McRoy	2023
David Mitchell	2023
Daniel Gervasi	2021
Kimberly Welton-Pulsifer	2021
Andrew McDermott	2021
Andrew Szumilas	2023

MEMBERS OF THE POLICE DEPARTMENT - 3 year appointment

Police Chief Thomas Ford, III (retired)	2021
Police Chief Earl Dessert	2023
Melissa Rozzen	Administrative Assistant

FULL-TIME OFFICERS – (3 year appointment)

Larry Bateman, Sergeant	2020
Joseph Lombardi, Sergeant	2022
Sean Paine, Sergeant	2021
Scott Crevier	2021
Colby Tytula	2021
Hillary Murray	2021
Jeffrey Forcier	2022
David Fortier	2022
Nicole Patterson	2022
Paul Janson	2020
Ronald Obuchowski	2021
Thomas Giordano	2020
Garrett Danna	2020
Jeffrey Lavalley	2020
Daniel Hemingway	2020
Melissa Cunningham	2022
Corey Giguere	2023
Phillip Derry	2024
Robert Archambault (resigned)	2023
Edward Page (resigned)	2023

PART-TIME OFFICERS – (3 year appointment)

James Kodzis (resigned)	2023
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APPOINTED/HIRED TOWN OFFICIALS

FULL-TIME DISPATCHERS - (3 year appointment)

Barbara Boiteau	2023
Scott Belanger (resigned)	2021
Patricia Lupacchino	2021
Ashley Griffin	2022
Toniah Maloney	2021
Trevor Bresse	2022
Meghan Cassavant	2023
Trisha Towns	2023
Christopher Kane (resigned)	2023

PART-TIME DISPATCHERS - (3 year appointment)

Melissa Palmer (resigned)	2020
Tami Warner	2022
Pearl Lutta (resigned)	2022
Trevor Bresse (resigned)	2022
Matthew Cole	2021
Linda Hatch (resigned)	2022
Michele Rosano	2022
Marc Widing Jr.	2023
Tyler Bresse (resigned)	2023

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	2021
Lieutenant Eric Riendeau	2023
Patrick Normandin	2022
Jonathan Becker	2022
Sean Moynagh	2021
Jennifer Ashe	2021
Stephen Joyce	2020
Matthew Bonneau	2021
Robert Moynagh	2021
Joshua Thomas	2022
James Towns	2021

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)

Tina Kruczek 2020

PART-TIME PERSONNEL - (3 year appointment)

Ryan Mullen 2020

Awtumn Courville (resigned) 2022

Andrew Houle (resigned) 2022

Luke Quatrocelli (resigned) 2022

Anthony Messina 2022

Dave Hoyt 2023

Jason Edson 2023

ANIMAL CONTROL OFFICER/ROAD KILL AGENT - 3 Year appointment

Michelle Connors 2021

HISTORICAL COMMISSION (3 year appointment)

Barbara Search, Chair 2021

Cathy Zavistoski 2022

Bailey Applegate 2022

Richard Volpe 2021

Charles Blanchard 2022

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

Kathleen Neal, Chair 2022

Joni Light 2023

Laurance Morrison 2022

Karen Davis 2021

Michael Hager 2023

James Waddick 2021

Jared Burns 2020

Kevin Smith 2021

Bruce Bryson 2022

PLANNING BOARD - 5 Year Term (7 Members)

Charles Blanchard, Chair 2021

Susan Waters, Clerk/Vice Chair 2022

Russell Chamberland 2024

Dane LaBonte 2022

Jeffrey Adams 2023

Michael Chisholm 2023

Heather Hart (resigned) 2021

Christopher Bouchard 2023

APPOINTED/HIRED TOWN OFFICIALS

TOWN COUNSEL - 1 Year Term

Kopelman & Paige 2020

EMERGENCY MANAGEMENT DIRECTOR - (3 year appointment)

Police Chief Thomas Ford, III (retired) 2020

Earl Dessert, Police Chief 2022

EMERGENCY MANAGEMENT COORDINATOR - (3 year appointment)

Kevin Filchak (resigned) 2020

David Demings (resigned) 2023

Matthew Wyke 2023

LOCAL EMERGENCY PLANNING COMMITTEE

Thomas Ford III, Emergency Management Director
(retired)

Earl Dessert, Emergency Management Director

Jeff Bridges, Town Administrator

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

John Degnan, Resident

Earl Dessert, PD

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	2020
Police Chief Thomas Ford, III (retired)	2022
Earl Dessert, Police Chief	2022
Jeff Bridges, Town Administrator	2022
VACANT	
VACANT	

PARKING CLERK

Barbara Barry	2023
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MOTH INSPECTOR

Anthony Crane	2022
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FENCE VIEWER

Butch (Vernon) Jackson	2022
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STREET LIGHT COMMITTEE - 3 Year Term (3 Members)

Police Chief Thomas Ford, III (retired)	2019
Earl Dessert, Police Chief	2022
Butch (Vernon) Jackson , DPW Director	2022
VACANT	

CONSERVATION COMMISSION - 3 Year Term (5 Members)

Edward Goodwin, Chair	2021
David Barnicle	2022
Steven Halterman	2022
Erik Gaspar	2022
Steven Chidester	2021

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

Susan Grandone, Chair	2021
Ann White	2022
Antoinette Peterson	2022
Kenneth White	2021
Gladys Santelli	2021
Barbara Gionfriddo	2022
Frances Clark	2021

CAPITAL PLANNING COMMITTEE - 3 year appointment

Jeff Bridges, Town Administrator	2020
Jean Bubon	2021
Gregory Morse (resigned)	2020
Kevin Smith (resigned)	2021

APPOINTED/HIRED TOWN OFFICIALS

CAPITAL PLANNING COMMITTEE - 3 year appointment

Butch (Vernon) Jackson	2020
Kathy M. Neal	2020
Fire Chief John Grasso, Jr.	2020
VACANT	

TRAFFIC SAFETY COMMITTEE - 3 year appointment

Anthony Celuzza	2022
Police Chief Thomas Ford, III (retired)	2022

TRAFFIC SAFETY COMMITTEE - 3 year appointment

Earl Dessert, Police Chief	2021
Marc French	2022
Butch (Vernon) Jackson	2022
Jeff Bridges, Town Administrator	2022

OPEN SPACE COMMITTEE - 3 year appointment

Carol Goodwin, Chair	2021
Lynne Sarty-Peterson	2021
Elissa Gelfand	2021
Teresa Gorman	2022
VACANT	

COMMUNITY PRESERVATION COMMITTEE - 3 Year Term (7 of 9 Members)

Penny Dumas, Chair	2021
Barbara Search	2021
Kelly Emrich	2021
Edward Goodwin, Vice Chair	2022
Christopher Bouchard (resigned)	2021
Kadion Phillips, Member	2023
Edward Neal	2021
Jeffrey Adams	2021
Heather Hart (resigned)	2021
VACANT	
VACANT	

DESIGN REVIEW COMMITTEE - 3 Year Term (5 Members)

Chris Castendyk, Chair	2021
Christine Wilson	2022
Elaine Cook	2022
Amanda Normandin	2021
Richard Volpe	2021

APPOINTED/HIRED TOWN OFFICIALS

TRAILS COMMITTEE - 3 Year Term

Brandon Goodwin, Chair	2021
Chris Trajkovski (resigned)	2020
Bill Cunningam (resigned)	2020
Fritz Reeve, Clerk	2021
David Peterkin	2021
Darcy Foley	2021
Richard Paradise	2023
Thomas Chamberland, Associate Member	2021
David Vadenais, Associate Member	2021
Nick Sokol, Associate Member	2022
Gary Staab, Associate Member (resigned)	2020

TRAILS COMMITTEE - 3 Year Term

Patrick McGarrah, Associate Member
(resigned)

STURBRIDGE TOURIST ASSOCIATION - 3 Year Term

Brian Amedy, Chair	2022
Thomas Chamberland, Vice Chair	2021
Dawn Merriman	2022
Nicholas Salvadore	2021
Jeff Ardis	2021

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

SPECIAL EVENTS COMMITTEE - AD HOC

Lisa Beaudin	2020
Mary Dowling	2020
A. Sandra Nasto	2020
Annie Roscioli – Chairman	2020
Kerry Carey	2020

STURBRIDGE DIRECTORY

www.sturbridge.gov

EMERGENCY NUMBERS

Police Emergency911
Regular Business 347-2525
Fire Emergency911
Regular Business 347-2525
Ambulance Emergency911
State Police 347-3352
Poison Control 765-9101
Poison Emergency 24 Hour1-800-682-9211
Suicide Prevention..... 765-9101
Harrington Memorial Hospital 765-9771

TOWN HALL OFFICES

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

Water Department.....	347-2513
Zoning Board of Appeals	347-2508

LIBRARY

Joshua Hyde	347-2512
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PERMITS & LICENSES

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

SCHOOLS

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

PLACES OF WORSHIP

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

CLUBS

American Legion.....	347-3248
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AREA INFORMATION SERVICES

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

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

IMPORTANT GOVERNMENTAL AGENCIES

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

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

STATE OFFICES

Auditor617-727-2075

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

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

Audit Operations617-727-0025

Division of Local Mandates617-727-0980

Auditor's Hotline 1-800-462-COST

GENERAL AGENCIES AND OFFICES

Administration and Finance General Information617-727-2050

Budget Bureau617-727-1308

Alcoholic Beverage Control Commission617-727-3040

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

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

Civil Defense Director - Headquarters617-237-0200

Community Antenna Television Commission617-727-6925

DEP: General Information617-727-2690

Education Department: General Information617-770-7500

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

Emergency Finance Board617-727-2881

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

Ethics Commission617-727-0060

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

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

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

Public Health: General Information617-727-2700

Vital Statistics617-727-0036

Retirement Board1-800-392-6014

REVENUE DEPARTMENT1-800-392-6089

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

Liquor License Transfers617-727-9744

Bureau of Local Assessment617-727-4217

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

SECRETARY OF STATE

Information617-727-2800
Elections617-727-2828
Rules and Regulations617-727-3831
State Treasurer617-367-6900
Veterans Services: Information617-727-3578

STATE HOUSE

Governor Charlie Baker617-725-4005
Bookstore617-727-2834
Documents Room617-722-2860
House Ways and Means617-722-2380
House General Information617-722-2000
Library617-722-2590
Senate Ways and Means617-722-1481
Local Affairs Committee617-722-2400

SENATORS & CONGRESSMEN

Senator Elizabeth Warren617-565-3170
Senator Ed Markey617-565-8519
Congressman Richard E. Neal413-785-0325

STATE SENATOR

Anne Gobi617-722-1540

STATE REPRESENTATIVE

Todd Smola617-722-2100

ADMINISTRATION AND FINANCE

2020



REPORT OF THE BOARD OF SELECTMEN

2020

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. This has been done in spite of the many effects of Covid-19. Hopefully with testing and vaccinations we will see a steady recovery from the pandemic.

There have been some personnel changes throughout the year. Most notable was the resignation of Police Chief Thomas Ford in May. We thank him for his many years of dedicated service and wish him well. Lt. Earl Dessert was named Interim Chief and in December he was appointed Full Time Chief.

Our Annual Town Elections brought a change to the Board of Selectmen. Ian Dunnigan was elected replacing Priscilla Gimas. We welcome Ian and thank Priscilla for her service.

Appointments throughout the year include:

Brian Larson - Head Mechanic at the DPW

James Kodiz - Police Officer

Dane LaBonte - Planning Board

Walter Hersee - Housing Partnership

Leslie Wong - Tax Assistance for Low Income Seniors and Disabled Citizens Com.

Sara Terwilliger - Personnel Committee

Laura Bonnette - Administrative Assistant to the Financial Department

Shawn Lans - Part Time Custodian

Caitlin Tomko - Market Manager for the Sturbridge Farmers Market

David DeMings - Emergency Management Coordinator

Robert Archambault - Police Officer

Todd Miller - Economic Development and Tourism Coordinator

Reed Ide - Cultural Council

Dr. Alicia Reddin - Cultural Council

Cory Giguere - Police Officer

Rich Paradise - Full Member Trails Committee

Robert Moynagh - Full Time Firefighter/EMT

Marc Widing - Part Time Dispatcher

Alexandra McConnon - Administrative Assistant to the BOS and TA

Christopher Kane - Full Time Dispatcher

Erin Carson - Administrative Assistant to the Conservation Department
Terrence Masterson - Economic Development and Tourism Coordinator
Joyce Sinnot - Cultural Council
David Hoyt - Part Time Firefighter/EMT B
Jason Edson - Part Time Firefighter/EMT B
Meghan Cassavant - Dispatcher
David Lamontagne - Foreman DPW
Tricia Towns - Full Time Dispatcher

Some of the accomplishments of the Board of Selectmen this year include:

- The Board received a Community Compact Grant for \$194,374 to create a fiber optic network between the Town and School building.
- The Board approved a contract with FM Generator for maintenance of the stand by generator at the Public Safety Complex.
- The Board authorized a fund to be created on behalf of Cecelia Switzer to benefit the Senior Center.
- The Board accepted a Walmart Community Grant of \$1,500 for the Fire Department.
- The Board authorized the TA to enter into an agreement for storm windows for the Center Office Building at a cost of \$16,876.
- Host Community Agreements were signed Caregiver Patient Connection and Heal Sturbridge Inc.
- The Board supported a Tax Increment Financing agreement with New England Cold Storage.
- The Board approved job descriptions for the Recycling Assistant and the Farmers Market Manager.
- The Board approved a 3 year contract with Republic Services for trash and recycling at Town buildings.
- The Board approved supplying water to the Community Food Collaborative Garden.
- The Board accepted the deed for 501 Main Street.
- The Board approved contract with Ricciardi Brothers for the Fiske Hill Water Pump Station at a cost of \$693,994.
- The Board approved the purchase of an Aeroclave Decontamination System for the Fire Department.
- Because of Covid-19, the Board approved expansion of premise licenses for restaurants to serve alcohol outside.
- The Board renewed Property Casualty, Professional Liability and Workers Compensation insurance with MIIA.
- The Board approved owners of 6 Picker Road to connect to the Town's wastewater system.

- The Board authorized participation in a Regional Community Block Grant – Covid-19 funds for creation of a Regional Micro Enterprise Grant Program.
- The Board approved a 3 year contract with Johnson Controls for the Fire Alarm System.
- The Board accepted, with appreciation, donations of Personal Protective Equipment from Ocean State, Flexcon, OFS, G&F and the Sturbridge Rotary Club.
- The Board approved Injured on Duty Insurance for the Police and Fire Departments at a cost of \$66,588.
- The Board heard a proposal for an Equine Center in Town.
- The Board approved the FY 21 Road Program and the use of \$400,000 from Chapter 90 Funds.
- The Board approved an agreement with New England Mechanical Service for replacement of the rooftop unit at the Public Safety Complex.
- The Board approved an agreement with Door Systems Inc. for replacement of the fire apparatus bay door.
- The Board accepted a proposal from CHA for design of a parking lot at 501 Main Street.
- The Board approved a sewer permit at 51 Seneca Lane.
- The Board approved the purchase of a Pierce Fire Pumper at a cost of \$659,643.
- The Board accepted a proposal from Valley Communications for security cameras
- The Board accepted a bid for the Little League Field Lighting Project from Dagle Electric Construction at a cost of \$237,732.
- The Board approved a sewer connection for RIS Logistics at 90 Charlton Road.
- The Board voted a single tax rate.
- The Board voted to adopt the 2020 Housing Production Plan.
- The Board approved the Chaplain Program for the Police and Fire Departments.
- As Water and Sewer Commissioners the Board approved a septage charge of 7 cents.
- Along with the multitude of yearly licenses and permits signed, the Board also approved 3 One- Day Liquor Licenses, 3 Common Victualler licenses, 1 Live Entertainment license, 1 Outdoor Entertainment license, 1 Billiard/Pool Table permit, 1 liquor license transfer, 1 Change of Premise license, 1 Expansion of Premise license, 2 changes of licenses to All Alcohol, 2 Propane permits, 3 Logging permits, 2 Road Race permits, and 1 Class II Motor Vehicle Dealer's license.

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 SELECTMAN

Mary Blanchard, Chairman
Mary Dowling, Vice Chairman
Michael Suprenant, Clerk
Chase Kaitbenski
Ian Dunnigan

REPORT OF THE TOWN ADMINISTRATOR

2020

2020 started off very promising, however, during January and February of 2020 the Town, along with the world, watched as COVID-19 marched unstoppable across the globe. By late March, the kids were home from schools, churches and offices were closed, business and restaurants shut down and we added new phrases to our vocabulary; social distancing and contact tracing. We became all too familiar with online meetings and disconnected interaction. Nevertheless, we adapted with the anticipation and expectation that this would come to an end and we could all return to “normal”. By the end of 2020, COVID-19 would take a half a million of our friends and neighbors; millions more world-wide. To close the year, thousands of scientists and hundreds of thousands volunteers around the world produced and tested the vaccines that we hope will provide the means to rejoin our friends, families, schools, businesses, and communities.

Our prayers go out to those who suffered, those who lost, those who struggled, those who are alone, and to those who rose to the challenge every day to continue to serve.

As we took the pandemic day by day, the Town continued to conduct the public’s business. This Annual Report is a record of the very challenging year of 2020.

During 2020 the Town said thank you to a true leader and welcomed some new faces.

- Long time Police Chief Thomas Ford retired after 35 of years of service to the Sturbridge Community. We thank him for his commitment to the Town and wish him well.
- Lieutenant Earl Dessert of the Sturbridge Police Department was appointed the new Chief of Police.
- Laura Bonnette was welcomed into the Finance Department as an Administrative Assistant.
- Alexandra McConnon was hired as the Administrative Assistant to the Board of Selectmen and Town Administrator.
- Officer Phillip Derry was a new addition to the Police Department.
- Matthew Wyke was hired as the Emergency Management Coordinator.
- Terry Masterson was hired as the Economic Development and Tourism Coordinator.
- Robert Moynagh was moved from the part time ranks of the Sturbridge Fire Department to the full time roster.
- Dave Hoyt and Jason Edson joined the Sturbridge Fire Department as part-time ranks.

Annually, the Board meets to establish the goals they have for the year for the Town Administrator. The following is a brief synopsis of the goals and the status at the end of the year

1. Finish Personnel Classification study / plan.

The Town has engage GOVHR USA to conduct a compensation / classification plan for the non-union employees. The new salary plan and classification schedule is completed. It is being reviewed for adoption by the Board of Selectmen

2. Implement process to allow use on Shepard Property.

The recent study of the property for the suitability of a new senior center showed that the parcel can physically support active uses. However, the conservation restriction would need to be amended to allow an active use. At this time the Board of Selectmen are not pursuing that amendment.

3. Upgrade Town of Sturbridge social media presence.

With the hiring of Alex McConnon as Administrative Assistant to the Board of Selectmen and Town Administrator a more routine and enhanced social media presence is anticipated. Ms. McConnon has a degree in Communications and has already begun to use the Town's social media more extensively.

4. Conduct a water and sewer rate study; take into account summer usage.

Tighe & Bond Engineering have been contracted to conduct the study. The results are anticipated in the Summer of 2021.

5. Continue to work on facilities needs including Senior Center, DPW Building, and Public Safety Complex.

The Senior Center Study is complete. Next step is to decide on whether or not to move the issue to Town Meeting.

Minor improvements and repairs have been done at the Public Works Facility (including a temporary trailer for the bus drivers) and at the Public Safety Building, new bay doors, heating and air conditioning.

6. Review / Study of bridges – Update on repairs.

The Town has six structures that are inspected by the Department of Transportation. Those structures are listed below as well as their latest inspection dates:

Structure on Farquhar Road over Quinebaug River. (2019)
Structure on Stallion Hill Road over Quinebaug River (2020)
Structure on Holland Road over Quinebaug River (2020)

Structure on Mashapaug Road over Breakneck Brook (2020)
Structure on Champeaux Road over Long Pond (2019)
Structure on River Road over Breakneck Brook (2019)

The Champeaux Road Bridge project is in design with DOT identifying the right of way necessary to replace the bridge.

The inspection reports are being evaluated to prioritize repairs.

7. Determine process to reopen Streeter Road Recreation Area.

The former Streeter Point Recreation area is owned by the Army Corps of Engineers. This water body area was the result of the flood control project which built the Brimfield Dam. The Army Corp is very supportive of the Town re-opening the recreation area and is willing to engage in a lease negotiation. However, the Town was asked to resolve the issue of access to the area before any negotiations can commence.

Streeter Road off of Route 20 was abandoned by the Town in 1957 with the construction of the dam and the submersion of a portion of the road. However, there is no information on the fate of the former right of way. The expectation would be that it would revert to the owner or parcel from which it came. There is no record of that happening in this case.

After meeting with the property owners on the north and south of the former right of way, it is proposed to build a new access point just north of the former road. This is supported by both adjacent property owners.

The Community Preservation Committee will be asked to put forth an Article for the funds necessary to do the design and permitting on the new access point. The request would be about \$35,000 - \$40,000. Once the feasibility / design of the new access point is done the Town can move forward with the acquisition of the property.

8. Work with Recreation Committee to create a dog park.

The Recreation Commission has taken lead on this project. Recreation Director Annie Roscioli has been looking for an appropriate site for the park.

9. Update the traffic rules and regulations using MassDOT format & file with Town Clerk.

The Traffic Safety Committee met last winter to begin the process of reviewing the Traffic Code contained in the Town by-law. With the retirement of Chief Ford and the onset of COVID-19 this process was put on hold. It is anticipated that the work on this goal will resume in the summer of 2021.

10. Reintroduce a Citizen Leadership Academy

Prior to COVID-19 each Department was contacted to being the process of developing curriculum for this Academy. With the onset of COVID planning for the Academy has halted.

11. Investigate acquiring Belanger property on Riverlands.

Negotiations continue with Mrs. Belanger. The last letter was sent in November and received by Mrs. Belanger requesting the sale of an easement to the Town. As of the writing of this report, no response has been received.

The Board of Selectmen have continued interest in acquiring the property and staff continue to reach out to the owner.

12. Develop a policy for alcohol on the Town Common

The Town lacks a prohibition against an “open container” on public property. After discussions with the Board of Selectmen, a policy will be drafted about which events would allow vendors of wine or beer to participate in certain events.

Also, we have been blessed to have many Town residents serve on local boards and committee but there are always vacancies to fill. If you are interested in serving, please review the opportunities on the Town’s website and email me as to your interest. Volunteers are critical to the operation of the Town.

Congratulations to Alexandra McConnon, Administrative Assistant to the Board of Selectmen and Town Administrator for producing her first Annual Town Report; the first of many. I wish to thank Andrea Mensen, Administrative Assistant to the Board of Selectmen and Town Administrator. Ms. Mensen did a wonderful job for the Town. Thanks also go to Samantha Evans who filled in for Mrs. Mensen for several months. This position is critical for the Board of Selectmen and Town Administrator and we have been well served this year.

Finally, I wish to thank the Board of Selectmen and the residents and business owners of the Town for the tremendous opportunity to serve as Town Administrator. I look forward to working with the community to keep Sturbridge a very special place.

Respectfully submitted

Jeffrey K. Bridges, Jr.
Town Administrator

REPORT OF THE FINANCE DIRECTOR – FISCAL YEAR 2020

I hereby submit my report for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Reconciliation of Treasurer's Cash	
Cash Balance July 1, 2019	\$ 27,422,921.39
Receipts	\$ 54,018,409.17
Payments Per Warrants	\$ 52,144,408.76
TREASURER'S CASH BALANCE, JUNE 30, 2020	\$ 29,296,921.80

COMPOSITION OF BALANCE ON JUNE 30, 2020

Interest Bearing Checking Accounts:	
Uni-Bank (Remote Deposit)	\$ 470,343.21
People's United Bank (Vendor)	\$ 1,503.41
Total Interest Bearing Checking Accounts:	\$ 471,846.62

Liquid Investments:

Bartholomew & Company (Ambulance Stabilization Fund)	\$ 67,537.69
Bartholomew & Company (Community Preservation Funds)	\$ 3,500,715.15
Bartholomew & Company (Elderly & Disabled Fund)	\$ 20,994.83
Bartholomew & Company (Sewer Surplus Fund)	\$ 1,860,087.42
Bartholomew & Company (Stabilization Fund)	\$ 2,297,419.38
Bartholomew & Company (Fire Vehicle Stabilization Fund)	\$ 206,619.53
Bartholomew & Company (Capital Stabilization Fund)	\$ 644,130.18
Bartholomew & Company (OPEB)	\$ 737,197.22
Santander Bank (Investment)	\$ 559,367.61
Santander Bank (School Lunch)	\$ 64,609.98
People's United (Investment)	\$ 1,090,432.79
Uni-Bank (Investment)	\$ 4,225,716.40
Uni-Bank (Deputy Collector)	\$ 20.21
Uni-Bank (Online Collections)	\$ 50,359.83
Uni-Bank (Interest Allocation)	\$ 65,180.57
Uni-Bank (Town Clerk)	\$ 0.45
Massachusetts Municipal Depository Trust (Investment)	\$ 1,165,808.84
TDBank (Investment)	\$ 805,870.02
bank Hometown (Student Activity)	\$ 42,939.72
Eastern Bank (Investment)	\$ 440,781.54
Century Bank (Investment)	\$ 1,389,959.15
Country Bank (Investment)	\$ 1,156,157.27
Easthampton Savings Bank (Investment)	\$ 5,652,157.51
Peoples Bank (Investment)	\$ 1,044,541.11
The Cooperative Bank of Cape Cod (Investment)	\$ 789,569.01
Total Liquid Investments:	\$ 27,878,173.41

Trust Funds:

Bartholomew & Company	\$ 778,451.53
TOTAL:	\$ 29,128,471.56

TRUST FUNDS – FISCAL YEAR 2020

<u>General Trust Funds:</u>	<u>Principal</u>
A.B. Chamberlain Common Fund	500.00
David B. Hicks Memorial Fund	586.24
Watering Fund	2,000.00
Forrester MacDonald Memorial Fund	3,877.69
Franklin F. & Flora Plimpton Memorial Fund	9,750.88
General Trust Account	4,000.00
GBT Special Account	33.93
Conservation Fund	1,137.23
Veterans Memorial Fund	1,500.00
<u>Cemetery Trust Funds:</u>	<u>Principal</u>
Town of Sturbridge Perpetual Care Funds	5,826.23
Perpetual Care Fund	25,249.99
Perpetual Care - North Cemetery	71,136.12
H.A. Morse	500.00
Gardner Bates	500.00
C. Anna Benson	612.00
Booth - Perpetual Care	150.00
Joshua Hyde	1,000.00
Henry Fiske	1,078.00
A.B. Chamberlain Headstone	1,000.00
Abby Grey - Perpetual Care Daniel Holmes	918.89
Bertha L. Wallace	2,000.00
<u>Library Trust Funds:</u>	<u>Principal</u>
E. Weldon Schamacher Fund	102,124.89
Haynes Fund	26,156.11
Joshua Hyde Library Fund	71,667.22
Sturbridge Hill Trust for Local History	1,000.00
Emily Haynes Fund	48,884.06
Total Trusts & Interest	383,189.48

SCHEDULE OF TAX RECEIVABLES – YEAR ENDED JUNE 30, 2020

REAL ESTATE

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	Collected/Liened to Treasurer	Abated	Refunded	Balance
2020	\$25,039,740.04	\$24,548,647.49	\$93,713.35	\$23,014.35	\$420,393.55
2019	\$206,214.42	\$187,453.65	\$7,460.84	\$42,520.42	\$53,820.35
TOTAL	\$25,245,954.46	\$24,736,101.14	\$101,174.19	\$65,534.77	\$474,213.90

PERSONAL PROPERTY

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$1,028,188.98	\$992,200.28	\$144.74	\$0.00	\$35,843.96
2019	\$11,767.89	\$4,239.74	\$0.00	\$91.77	\$7,619.92
2018	\$4,395.11	\$3,095.56	\$0.00	\$0.00	\$1,299.55
2017	\$1,177.58	\$67.90	\$0.00	\$0.00	\$1,109.68
2016	\$424.54	\$61.47	\$0.00	\$0.00	\$363.07
2015	\$123.14	\$0.00	\$0.00	\$0.00	\$123.14
2014	\$138.56	\$0.00	\$0.00	\$0.00	\$138.56
2013	\$401.94	\$0.00	\$0.00	\$0.00	\$401.94
2012	\$338.50	\$0.00	\$0.00	\$0.00	\$338.50
2011	\$310.85	\$167.62	\$0.00	\$0.00	\$143.23
TOTAL	\$1,047,267.09	\$999,832.57	\$144.74	\$91.77	\$47,381.55

MOTOR VEHICLE EXCISE

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$1,318,788.93	\$1,168,363.35	\$26,955.21	\$8,368.79	\$131,839.16
2019	\$225,557.68	\$208,272.67	\$21,790.60	\$22,061.73	\$17,556.14
2018	\$20,736.51	\$9,856.37	\$1,825.83	\$1,897.83	\$10,952.14
2017	\$6,139.18	\$1,130.63	\$299.06	\$428.44	\$5,137.93
2016	\$4,857.81	\$565.21	\$0.00	\$0.00	\$4,292.60
2015	\$3,422.08	\$145.00	\$3,277.08	\$0.00	\$0.00
2014	\$2,919.69	\$0.00	\$2,919.69	\$0.00	\$0.00
TOTAL	\$1,582,421.88	\$1,388,333.23	\$57,067.78	\$32,756.79	\$169,777.97

SCHEDULE OF TAX RECEIVABLES – YEAR ENDED JUNE 30, 2020

BOAT EXCISE

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$10,116.00	\$6,874.32	\$1,926.67	\$0.00	\$1,315.01
2019	\$164.82	\$54.82	\$0.00	\$0.00	\$110.00
2018	\$15.00	\$15.00	\$0.00	\$0.00	\$0.00
2017	\$78.00	\$0.00	\$0.00	\$0.00	\$78.00
2016	\$103.00	\$25.00	\$78.00	\$0.00	\$0.00
2015	\$15.00	\$0.00	\$15.00	\$0.00	\$0.00
2014	\$70.00	\$0.00	\$70.00	\$0.00	\$0.00
TOTAL	\$10,561.82	\$6,969.14	\$2,089.67	\$0.00	\$1,503.01

WATER USER FEES

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$1,538,080.21	\$1,483,091.37	\$1,130.08	\$204.05	\$54,062.81

SEWER USER FEES

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$2,368,944.77	\$2,284,009.53	\$1,509.03	\$809.00	\$84,235.21

AMBULANCE RECEIVABLE

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$1,685,608.10	\$585,604.44	\$876,164.22	\$2,520.12	\$226,359.56

COMMUNITY PRESERVATION ACT SURCHARGE

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	Collected/Liened to Treasurer	Abated	Refunded	Balance
2020	\$536,426.55	\$526,839.72	\$2,094.77	\$131.62	\$7,623.68
2019	\$3,821.03	\$2,824.05	\$166.38	\$83.19	\$913.79
TOTAL	\$540,247.58	\$529,663.77	\$2,261.15	\$214.81	\$8,537.47

SCHEDULE OF TAX RECEIVABLES – YEAR ENDED JUNE 30, 2020

CARON ROAD VALLEY ROAD BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$9,025.76	\$9,025.76	\$0.00	\$0.00	\$0.00

MOUNTAIN BROOK BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$11,340.99	\$10,991.28	\$0.00	\$0.00	\$349.71

PHASE II BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$137,598.35	\$134,240.69	\$0.00	\$0.00	\$3,357.66
2019	\$492.17	\$0.00	\$0.00	\$0.00	\$492.17
TOTAL	\$138,090.52	\$134,240.69	\$0.00	\$0.00	\$3,849.83

CEDAR LAKE BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$77,858.27	\$77,357.73	\$0.00	\$0.00	\$500.54

PHASE III BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$66,962.83	\$64,762.98	\$0.00	\$0.00	\$2,199.85

SCHEDULE OF TAX RECEIVABLES – YEAR ENDED JUNE 30, 2020

BIG ALUM BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$37,845.38	\$34,216.37	\$0.00	\$0.00	\$3,629.01
2019	\$2,066.80	\$1,548.37	\$0.00	\$0.00	\$518.43
TOTAL	\$39,912.18	\$35,764.74	\$0.00	\$0.00	\$4,147.44

WOODSIDE CIRCLE BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2019 & Committed FY20	COLLECTED	Abated	Refunded	Balance
2020	\$22,079.85	\$22,079.85	\$0.00	\$0.00	\$0.00

WATER/SEWER LIENS

	Outstanding July 1, 2019 & Committed FY20	Collected/Liened to Treasurer	Abated	Refunded	Balance
WATER	\$62,817.79	\$52,791.44	\$0.00	\$0.00	\$10,026.35
SEWER	\$89,524.46	\$76,764.76	\$0.00	\$0.00	\$12,759.70

Respectfully submitted,

Barbara A. Barry
Finance Director

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Achi, Elaine	Substitute Teacher/Assistant	\$3,454.13	
Allen, Trey	Lifeguard/Burgess Extended Day	\$6,701.50	
Alvarado, Jose	COA Custodian	\$2,380.44	
Anderson, Erin	Integration Assistant	\$26,037.33	
Archambault, Robert	Police Officer	\$39,511.68	\$18,467.77
Arruda, Lauren	Grade 3 Teacher	\$96,775.51	
Ashe, Jennifer	Firefighter/Paramedic	\$73,052.88	\$20,657.90
Ashe, Michael	On Call Firefighter/EMT-B	\$25,952.10	
Augello, Mark	DPW Operations Manager	\$87,615.08	
Babcock, Jennifer	Program Assistant for COA	\$8,347.49	
Baker, Sandra	Substitute Teacher/Assistant	\$191.25	
Bardsley, Timothy	Registrar	\$1,373.63	
Baril, Dalaine	Remedial Reading Teacher	\$100,544.34	
Barrows, Ronald	Heavy Equipment Operator	\$43,170.26	\$3,157.04
Barry, Barbara A.	Finance Director	\$118,737.94	
Bateman, Larry	Police Officer/Sergeant	\$82,911.94	\$60,169.65
Bean, Carly	Bus Driver	\$19,740.51	
Bean, Louann	Cafeteria Specialist	\$22,591.70	
Beaudoin, Lynn	Substitute Teacher/Assistant	\$4,663.07	
Beausoleil, Christopher	Substitute Teacher/Assistant	\$216.00	
Becker, Jacqueline	On Call Firefighter/Paramedic	\$412.21	
Becker, Jonathan	Firefighter/Paramedic	\$80,584.32	\$6,244.06
Belanger, Scott	Dispatcher	\$41,042.08	\$20,482.21
Bell, Mitchell	Burgess Extended Day Staff	\$2,478.75	
Bernier, Katie	Remedial Reading Teacher	\$87,383.24	
Berti, Elnora	Bus Driver	\$24,417.57	
Bertrand, Ronald	Bus Driver	\$21,344.35	
Blair, Brenda Mary	Bus Driver/Bus Office Administrator	\$14,851.85	
Blais, Erika	Special Education Teacher	\$61,389.98	
Blow, Jacqueline	Camera Operator	\$1,130.00	
Boiteau, Barbara	Lead Dispatcher	\$65,610.37	\$38,592.04
Bolduc, Karen	Administrative Assistant	\$47,268.80	
Bonneau, Matthew	Firefighter/Paramedic	\$47,682.20	\$33,347.06
Bonnette, Laura	Administrative Assistant	\$30,600.66	
Bonnette, Louise	Senior Work Off Program	\$500.00	
Booth, Jessica	Asst. Hazardous Waste Attendant	\$11,566.60	
Booth, John II	Recycling Manager	\$70,652.16	\$7,030.08

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Boulay, Victoria	Integration Assistant	\$28,672.46	
Bourque, Lesley	Un 61 Occupational Therapist	\$90,329.39	
Brennan, Fiona	School Substitute Teacher/Assistant	\$1,230.38	
Bresse, Trevor	Dispatcher	\$46,811.84	\$8,060.38
Bridges, Jeffrey	Town Administrator	\$157,860.95	
Briere, Susan	Library Assistant	\$4,581.06	
Brosnan, Elizabeth A.	Grade 6 Teacher	\$103,378.81	
Brunnett, Becca	Substitute Teacher/Extended Day Staff	\$16,767.03	
Bubon, Jean	Town Planner	\$102,380.78	
Burlingame, Benjamin	Equip Operator/Mechanic	\$58,050.56	\$9,159.86
Burlingame, Nelson	Building Inspector	\$87,735.92	
Burt, Dawn	Bus Driver	\$21,478.72	
Butcher, Bruce	Cable Access Coordinator	\$60,986.70	
Cadavid, Isabella	Burgess Extended Day Staff	\$532.50	
Campbell, Jean	Accounting Clerk	\$17,033.64	
Campiglio, Andrew	Burgess Extended Day Staff	\$682.50	
Campiglio, Denise A.	Kindergarten Teacher	\$95,523.37	
Canales, Stephanie	Summer School Program Assistant	\$11,922.87	
Cantwell, Amy	Remedial Reading Teacher	\$91,273.76	
Capaldi, Michelle	Psychologist	\$91,010.59	
Carson, Erin	Conservation Administrative Assist.	\$28,326.07	
Cass-Evans, Samantha	Library Assistant	\$16,654.34	
Cassavant, Meghan	Police Officer	\$5,007.92	\$2,209.76
Cassina, Amanda	Administrative Assistant to Principal	\$54,847.20	
Castendyk, A. Christian	Election Worker	\$867.01	
Castendyk, Nancy	Election Worker	\$460.69	
Cave, Lisa	Grade 4 Teacher	\$56,523.03	
Chamberland, Joan	Election Worker	\$1,482.19	
Chamberland, Russell, R.	Bus Driver	\$19,377.17	
Chrabascz, Robyn	Facilities Coordination	\$69,761.06	
Christianson, John	Recycling Center Assistant	\$240.00	
Clark, Beth	Enrichment Teacher	\$77,438.70	
Clark, Frances	Senior Work Off Program	\$652.00	
Clark, Kristen	Bus Driver	\$19,768.57	
Clifford, Michelle R.	Education Assist/Student Support	\$25,260.44	
Cloutier, Rebecca	Substitute Teacher/Assistant	\$10,535.13	
Cole, Matthew	Dispatcher	\$15,337.53	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Colleton, Susan A.	Special Education Teacher	\$111,855.51	
Comerford, Maryellen	Election Worker	\$1,289.25	
Conceison, Lynne	Administrative Assistant	\$47,268.80	
Connolly, Lisa	Pathways Teacher	\$95,531.31	
Connors, Michelle	Animal Control Officer	\$25,954.44	
Cook, Elaine	Election Worker	\$1,858.90	
Corriveau, Carol	Senior Work Off Program	\$652.00	
Corriveau, Tatum	Park & Rec Substitute Staff	\$2,694.00	
Corthell, Daniel	Special Education Teacher	\$88,298.24	
Coughlin, Jill	Burgess Extended Day Staff	\$9,389.90	
Courville, Awtumn	Firefighter/EMT	\$2,319.29	
Crane, Anthony	Tree Warden	\$5,847.38	
Creelman, Jennifer	Integration Assistant	\$22,113.74	
Crevier, Scott	Police Officer	\$69,690.34	\$28,084.99
Cunningham, Melissa	Police Officer	\$64,830.80	\$31,571.47
Curboy, Brian W.	DPW Crew Leader	\$65,201.14	\$12,196.13
Curboy, Dawn M.	Integration Assistant	\$26,656.71	
Curboy, Kenneth	Custodian	\$55,189.76	\$1,254.86
Curboy, Richard	Recycling Assistant	\$6,153.44	
Curnow, Grace A.	Guidance Counselor	\$95,575.54	
Czech, Lori	Kindergarten Teacher	\$95,807.35	
Danna, Garrett	School Resource Officer	\$70,446.56	\$37,146.18
Daubney Goyette, Jane	Speech Therapist	\$90,498.62	
Davies, Kathlene	Cafeteria Manager	\$44,372.86	
Davis, Leonard	Bus Driver	\$27,812.83	
Davis, Melissa	Education Assist/Student Support	\$12,140.02	
Dawber, Karen Ann	Grade 4 Teacher	\$90,079.28	
Dehann, Michael	Custodian	\$18,190.48	
Demartino, Alissa	ABA Behavioral Assistant	\$10,890.74	
Demauro, Michele	Door Attendant	\$1,772.26	
Demers, Cheryl	Bus Driver	\$19,878.96	
Demings, David	Police Officer	\$9,413.07	
Denault, April	Administrative Assistant	\$41,348.82	
Derose, Carol	Camera Operator	\$3,376.00	
Desautels, Linda	Special Education Teacher	\$87,383.24	
Desjardin, Jamie	Psychologist/Team Chair	\$86,367.02	
Dessert, Earl	Police Officer/Lieutenant	\$120,469.86	\$11,049.22

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Dion, Madalyn	Senior Work Off Program	\$601.00	
Dionne, Albert	Custodian	\$55,834.00	
Donato, Patricia A.	Education Assistant/Support Staff	\$2,895.60	
Dono, Alicia	Grade 2 Teacher	\$80,627.80	
Donovan, Sherrie	Physical Therapy Assistant	\$47,879.17	
Dubrey, Marie	Election Worker	\$1,035.94	
Dufresne, Tamara	Library Page	\$10,315.11	
Dunlop, Lucette	Election Worker	\$194.44	
Earnest, Brenda L.	Kindergarten Teacher	\$89,542.97	
Economos, Cheryl	Election Worker	\$717.20	
Edmonds, Tammy	Grade 3 Teacher	\$89,198.24	
Edmonds, R. Tyler	Grade 1 Teacher	\$51,885.93	
Edson, Jason	Fire Fighter	\$1,632.12	
Emrich, William A.	Substitute Teacher/Assistant	\$65,428.29	
Espinoza, Victor	Substitute Teacher/Substitute Custodian	\$3,020.51	\$5,989.73
Everson, Joanne	Recording Secretary	\$2,196.07	
Fahl, Jessica	Substitute Teacher/Assistant	\$3,361.50	
Ferreira, Brenda	Substitute Teacher/Assistant	\$2,524.13	
Filchak, Kevin	Economic Development	\$15,002.58	
Finn, Dennis	Senior Work Off Program	\$500.00	
Firorucci, Stephanie	Substitute Nurse	\$270.00	
Forcier, Jeffrey	Police Officer	\$72,886.19	\$23,003.26
Forcier, Lorraine	Senior Work off Program	\$652.00	
Ford, Thomas J. III	Police Chief	\$147,865.64	\$8,194.42
Ford Pelly, Kathleen	School Principal	\$121,635.71	
Forgit, Cynthia	Building Department Clerk	\$40,979.47	
Forni, Melissa	Grade 5 Teacher	\$68,969.11	
Fors, Nancy	Election Worker	\$707.67	
Fortier, David	Police Officer	\$70,396.15	\$36,211.06
Foskett, Susan	Senior Work Off Program	\$652.00	
Foulis, Michelle	Integration Assistant	\$27,305.16	
Francolini, Erika	Burgess Extended Day Staff	\$6,200.44	
Freeland, Chase	Seasonal DPW Laborer	\$4,479.92	
Furey, Tara	Assistant Nurse	\$46,600.15	
Gagnon, Clyde	Wire Inspector	\$25,600.00	
Galonek, Rebecca	Substitute Teacher/Assistant	\$5,490.25	
Gendreau, Rebecca	Conservation Agent	\$65,349.63	
Geraghty, Christopher	Town Accountant	\$83,247.79	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Gervasi, Daniel	Heavy Equipment Operator	\$52,394.88	\$6,427.47
Ghantous, Nicole	Burgess Extended Day Staff	\$2,212.50	
Gibeault, Kelly	Bus Driver	\$19,403.25	
Gibson, William	Assistant Electrical Inspector	\$1,150.00	
Giguere, Corey	Police Officer	\$23,604.50	\$8,423.00
Gingras, Cassandra	ABA Behavioral Assistant	\$22,447.52	
Giordano, Thomas	Police Officer	\$66,077.46	\$39,037.59
Girouard, Lynne A.	Town Clerk	\$71,331.16	
Girouard, Lynne T.	Grade 2 Teacher	\$87,789.09	
Girouard, Robert	Senior Work Off Program	\$500.00	
Girouard, Therese	Senior Work Off Program	\$500.00	
Glazebrook, Abigail	Integration Assistant	\$4,755.75	
Gordon, Emily	Remedial Reading Teacher	\$97,273.38	
Grasso, John A. Jr.	Fire Chief	\$119,575.15	
Green, Shelby	Grade 3 Teacher	\$55,826.62	
Griffin, Ashley	Dispatcher	\$52,722.24	\$36,496.14
Griswold, Gary	Seasonal DPW Laborer	\$8,538.83	
Grout, Ashley	Grade 4 Teacher	\$93,103.96	
Grubert, Joanne	Substitute Teacher/Assistant	\$2,824.13	
Grudzien, Judith	Education Assist/Student Support	\$24,765.61	
Guerin, Paul	Assistant Principal	\$89,969.29	
Gustafson, Tyler	DPW Laborer	\$41,648.64	\$6,886.78
Habecker-Green, Julia	Substitute Teacher/Assistant	\$42.50	
Hagen,Shauna	Education Assist/Student Support	\$25,422.51	
Hall, Laura	Education Assist/Student Support	\$18,796.24	
Hatch, Linda	Dispatcher	\$1,105.86	
Heasley, John Jr.	Senior Work Off Program	\$500.00	
Hemingway, Daniel	K-9 Officer	\$70,413.78	\$16,920.85
Hendrick, Heather	Substitute Teacher/Assistant/Cafeteria	\$488.75	
Hougaard, Kristin	Grade 1 Teacher	\$79,028.77	
Houle, Andrew	Call Firefighter/EMT	\$3,683.13	
Howard, Patricia	Election Worker	\$1,579.73	
Howe, James	Bus Driver	\$12,364.50	
Howe, Tammy	Grade 3 Teacher	\$94,039.20	
Hoy, Pamela	Special Education Teacher	\$51,345.93	
Hoye, Michael	Chemist	\$1,225.00	
Hoyt, David	Call Firefighter	\$919.24	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Iacovone, Jeanne	Bus Driver	\$18,430.12	
Jackson, Michelle	Substitute Teacher/Assistant	\$386.75	
Jackson, Vernon	DPW Director	\$113,573.36	
Jaeger, Mary F.	Assistant Principal	\$103,441.66	
Jalbert, Jeremy	IT Specialist	\$67,528.56	
Jalbert, Rachel	Substitute Teacher/Assistant	\$371.63	
Janson, Paul	Police Officer	\$66,142.67	\$34,487.36
Jeffries, Patricia	Election Worker	\$191.25	
Johnson, Bruce	Bus Driver	\$19,380.88	
Johnson, Claire	Preschool Teacher	\$80,164.75	
Jones, Michael	Grade 6 Teacher	\$62,352.49	
Jones, Sarah	Grade 4 Teacher	\$80,164.75	
Joyce, Stephen	Firefighter/Paramedic	\$75,008.28	\$17,319.84
Juozaitis Rodriguez, Erica	Kindergarten Teacher	\$80,603.25	
Kane, Christopher	Dispatcher	\$7,469.44	\$2,969.54
Kay, Daniel R.	Special Education Teacher	\$95,575.54	
Kenneway, Maureen E.	Kindergarten Teacher	\$91,673.98	
Keville, Nadine M.	Health Teacher	\$102,341.54	
Kimm, Teresa	Substitute Teacher/Assistant	\$72.00	
Knight, Christina	Election Worker	\$334.70	
Knight, Robert	Election Worker	\$876.58	
Knouse, Lore L.	Substitute Teacher/Assistant	\$315.00	
Kodzis, James	Police Officer	\$16,842.50	\$4,617.58
Konkel-Dery, Judith A.	Special Education Teacher	\$105,455.49	
Kosbab, Kelli	Bus Driver	\$20,497.45	
Krilovich, Robert J.	Music Teacher	\$85,235.83	
Krochmalnycky, Roman	Park & Rec Play Leader	\$1,759.51	
Kruczek, Tina	Call Firefighter/EMT	\$710.96	
Kvaracein, Kimberly	Sunday Librarian	\$6,051.52	
Lacey, Kenneth	Board of Health Agent	\$76,282.15	
Lacy, Jeneé	Administrative Assistant	\$37,326.54	
Laflamme, Darlene	Substitute Teacher/Assistant	\$5,167.07	
Lafrance, Jessica	Library Page	\$3,918.75	
Lalli, Patricia	Assistant Children's Librarian	\$53,863.58	
Lamica, Sherry	Custodian	\$1,717.65	
Lamontagne, David	Heavy Equipment Operator	\$50,230.80	\$10,223.16
Landry, Diana	Bus Driver	\$19,722.57	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Langevin, Monique	Integration Assistant	\$11,705.67	
Langille, Jessica	Bus Driver	\$21,735.73	
Lans, Shawn	Custodian	\$7,192.49	
Larson, Brian	Equip Operator/Mechanic	\$64,132.99	\$12,162.17
Lavallee, Jeffrey	Police Officer	\$73,135.36	\$48,931.78
Leboeuf, Kayla	Administrative Assistant	\$2,465.19	
Lemieux, Tracey	Library Instructional Asst.	\$40,696.51	
Lenti, Sylvia E.	Library Assistant	\$8,191.90	
Lock, Emily	Parks & Rec Substitute Staff	\$1,377.50	
Lombardi, Joseph	Police Officer/Sergeant	\$84,594.08	\$137,053.25
Lucas, Lydia	Nurse Assistant	\$36,528.99	
Lupacchino, Patricia	Dispatcher	\$56,835.76	\$33,580.67
Lutta, Pearl	Dispatcher	\$4,326.40	
MacConnell, Marilyn	Senior Work Off Program	\$652.00	
MacGillivray, Carmen	COA Clerk	\$21,826.73	
Maguire, Kimberly	ABA Behavioral Assistant	\$29,363.48	
Malizia, Lynette D.	Integration Assistant	\$26,909.83	
Mallard, Marjorie	ABA Behavioral Assistant	\$28,503.72	
Mallard, Tanya	Integration Assistant	\$13,914.41	
Maloney, Toniah	Dispatcher	\$51,114.58	\$9,441.85
Marinelli, John	Firefighter/EMT	\$79,683.86	\$26,632.33
Masterson, Terence	Economic Development	\$10,372.95	
Mattioli, Barbara	Election Worker	\$911.82	
Maus, Deborah	Cafeteria Worker	\$20,023.97	
May, Brittany	Cert Occupational Therapy Asst.	\$36,086.98	
Mayen, Tasha	Library Assistant	\$25,411.34	
Mazeika, Paul	Assistant Plumbing & Gas Inspector	\$300.00	
McCarthy, Joann	Bus Driver	\$18,936.80	
McClain, Elaine M.	Library Assistant	\$2,319.87	
McConnon, Alexandra	Administrative Assistant	\$9,682.45	
McCormick, Sheila	Grade 2 Teacher	\$103,378.68	
McDermott, Andrew	Equipment Operator	\$42,858.00	\$9,998.08
McDonald, Judith C.	Library Assistant	\$43,368.90	
McDonough, Ruth	Senior Work Off Program	\$652.00	
McGarry, Jessica	Grade 1 Teacher	\$102,759.45	
McHugh, Quinn	Camera Operator	\$195.00	
McKenna, Gabrielle	Speech Pathologist	\$57,663.69	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
McKeon, Cheryl A.	Cafeteria Worker	\$19,209.45	
McKeon, Maureen A.	Grade 5 Teacher	\$97,292.59	
McKinstry, Carol N.	Substitute Teacher	\$6,862.69	
McNeil, Dale	Ambulance Billing	\$30,211.15	
McRoy, Brian L.	Senior Equipment Operator	\$60,249.44	\$8,983.92
McRoy, Travis	Recycling Center Assistant	\$331.50	
McRoy, Wendy	Transportation Supervisor	\$48,521.61	
Menafo, Alexander	Senior Work Off Program	\$500.00	
Menard, Jade	Burgess Extended Day	\$495.00	
Menard, Lynn Ann	Grade 1 Teacher	\$105,995.47	
Menard, Matthew	Burgess Extended Day Staff	\$202.50	
Mensen, Andrea	Administrative Assistant	\$26,150.43	
Mero, Bryan	Custodian	\$53,395.77	\$808.64
Messina, Anthony	On Call Firefighter/EMT-B	\$34,448.50	
Messina, Nancy	Bus Driver	\$18,331.76	
Meunier, Lisa M.	School Nurse	\$117,403.79	
Meyer, Mary	Un 61 Occupational Therapist	\$81,122.99	
Miller, Nancy	Senior Work Off Program	\$500.00	
Miller, Todd	Economic Development	\$10,276.49	
Minchoff, Danny	Music Teacher	\$96,511.04	
Mitchell, David R.	Heavy Equipment Operator	\$47,402.64	\$11,766.90
Mongeon, Anne E.	Integration Assistant	\$27,209.17	
Montgomery, James	Bus Driver	\$21,986.95	
Moore, Kimberly	Grade 2 Teacher	\$102,759.45	
Moriarty, Kelsey	Burgess Extended Day Staff	\$1,811.25	
Moriarty, Shannon	ABA Behavioral Assistant	\$25,675.35	
Morris, Gavin	Lifeguard	\$3,886.00	
Morrison, Joseph	Custodian	\$49,653.38	\$1,941.02
Morrissey, Marsha	Substitute Teacher/Assistant	\$1,914.00	
Mortell, James	Custodian	\$17,016.28	
Moynagh, Robert	Call Firefighter/EMT	\$44,968.71	
Moynagh, Sean	Firefighter/Paramedic	\$60,567.36	\$31,558.34
Mullen, Ryan	Call Firefighter/EMT	\$8,786.56	
Mullin, Jennifer	Grade 3 Teacher	\$87,443.24	
Murphy, Ann	Principal Assessor	\$87,263.71	
Murphy, Jean Terrill	Physical Education Teacher	\$91,778.20	
Murphy, Shawn	Substitute Teacher/Assistant	\$652.63	
Murphy, Siobhain	Parks & Rec Lifeguard	\$4,031.00	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Murphy, Susan	Election Worker	\$927.56	
Murray, Hillary	School Resource Officer	\$70,447.29	\$28,921.54
Myotte, Amber	Grade 6 Teacher	\$97,613.38	
Nault, Ashley	Integration Assistant	\$7,201.14	
Nauman, Christine	Integration Assistant	\$28,158.21	
Neely, Jennifer	Door Attendant	\$63.75	
Neslusan, Christine	Substitute Teacher	\$64.13	
Nicholas, Katherine	Preschool Teacher	\$67,616.15	
Nichols, Lynn	Remedial Math Teacher	\$104,109.53	
Nikolla, Gregory	Custodian	\$26,122.40	\$293.49
Nikolla, Patricia	Substitute Teacher/Assistant	\$9,471.33	
Nollstadt, Lisa	Administrative Assistant	\$32,291.40	
Normandin, Patrick	Firefighter/Paramedic	\$81,917.04	\$32,879.98
Norrgard, Kathleen	Senior Work Off Program	\$652.00	
O'Donnell, Olive	Senior Work Off Program	\$652.00	
O'Brien, Melissa	Education Assist/Student Support	\$15,824.32	
Obuchowski, Ronald	Police Officer	\$69,908.80	\$39,947.03
O'Connell, Sheila	Assistant Town Clerk	\$39,402.28	
Olander, Jamie	ABA Behavioral Assistant	\$21,963.36	
Olander, Kaylee	Substitute Teacher	\$382.50	
Olson, Kathleen	Substitute Teacher/Assistant	\$9,426.68	
Osberg, Grace	School Adjustment Counselor	\$63,646.28	
Ouellette, Amy	ABA Behavioral Assistant	\$28,077.56	
Ouimet, Arthur Jr.	Senior Work Off Program	\$652.00	
Pacitti, Genevieve V.	Education Assist/Student Support	\$33,300.61	
Pacitti, Heather	ABA Behavioral Assistant	\$39,963.23	
Pacitti, Kaitlin	Substitute Teacher/Assistant	\$5,950.00	
Page, Edward	Police Officer	\$12,986.72	\$4,444.36
Paine, Sean	Police Officer/Sergeant	\$83,836.16	\$43,565.57
Parent, Emilie	Grade 6 Teacher	\$93,122.35	
Parenteau, Jo-Lyn	Grade 1 Teacher	\$104,668.23	
Parker, Cecile	Senior Work Off Program	\$500.00	
Parker, Erin M.	Technology Teacher	\$96,869.29	
Patterson, Nichole	Police Officer	\$10,115.09	\$3,870.16
Pecci, Rose	Park & Rec Substitute Staff	\$918.00	
Peck, Alesia M.	Grade 4 Teacher	\$107,626.34	
Pelletier, Meghan	Un 61 Physical Therapist	\$77,211.88	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Pepe, Alison	Psychologist	\$61,864.12	
Peters, Liza	Administrative Assistant	\$31,164.12	
Petrillo, Kenneth	School custodian	\$3,850.20	
Phillips, Danielle	Grade 3 Teacher	\$64,971.50	
Piantoni, Gina	Library Page	\$38,319.86	
Piotte, Tammy	Bus Driver	\$18.86	
Placella, Laurie	Education Assistant/Student Support	\$24,780.35	
Plimpton, Rebecca	Library Director	\$90,330.59	
Plumb, Bryan	Substitute Teacher	\$500.00	
Portwood, Nicole	Substitute Teacher/Assistant	\$5,436.97	
Provo, Barbara	Pathways Teacher	\$102,759.57	
Provost, Dorothy	Senior Work Off Program	\$652.00	
Provost, Rolland	Senior Work Off Program	\$652.00	
Quattrocelli, Luke	Firefighter	\$1,230.57	
Quinn, Debra	Grade 4 Teacher	\$88,671.67	
Quinn, Megan	Special Education Teacher	\$55,885.86	
Rabbitt, Susan	Substitute Nurse	\$466.95	
Rae-Sinanian, Janet	Senior Work Off Program	\$1,404.26	
Ramirez, Elizabeth	Grade 2 Teacher	\$107,476.27	
Randall, Christine	ABA Behavioral Assistant	\$24,746.86	
Reed, Tina	Cafeteria Worker	\$14,282.41	
Resener, Jessica	Grade 1 Teacher	\$83,779.78	
Rice, Lisa	Library Assistant	\$8,670.06	
Richardson, Robert	Senior Work Off Program	\$500.00	
Riel, Nicole	Grade 5 Teacher	\$55,710.75	
Riendeau, Eric	Firefighter/Paramedic	\$97,790.40	\$16,030.07
Ripley, Jessica	Grade 6 Teacher	\$57,182.33	
Roderick, Matthew A.	Firefighter/EMT-I	\$91,403.28	\$29,647.15
Rodier, Meghan	Un 61 Occupational Therapist	\$84,642.18	
Rodriguez, Carlos	Custodian	\$54,984.00	\$2,253.25
Romanoff, Paula	Senior Work Off Program	\$500.00	
Ropiak, Judith A.	Educational Assistant/Clerk	\$20,336.06	
Rosano, Michele	Dispatcher	\$16,001.99	
Roscioli, Annie	Recreation Director	\$47,020.60	
Rowley, Michele	Bus Driver	\$23,330.82	
Roy, Patricia	Election Worker	\$2,711.22	
Rozzen, Melissa	Police Secretary	\$50,395.83	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Sampson, Bradley	Substitute Aide/Custodian	\$570.60	
Sandberg, Stephen	Cable Access Clerk	\$7,961.08	
Schantz, Maria	Substitute Cafeteria	\$237.00	
Schwartz, Susan	Election Worker	\$1,224.01	
Sciullo, Lisa	Education Assist/Student Support	\$24,716.61	
Sears, Sandra	Assistant Treasurer/Collector	\$52,677.88	
Shanahan, Dara	Library Circulation Assistant	\$9,692.36	
Shepard, Doreen	Substitute Teacher/Assistant	\$2,433.63	
Smith, Stella	Senior Work Off Program	\$652.00	
Solari, Jacquelyn	Remedial Math Teacher	\$44,214.84	
Soper, Cheryl	Burgess Extended Day	\$1,575.00	
Sosik , Amy	Grade 5 Teacher	\$82,951.13	
Spence, Shelbia	Substitute Teacher/Assistant	\$928.13	
Spreeman, Beverly	Election Worker	\$1,306.88	
St. Laurent, Debra	Education Assist/Student Support	\$21,961.70	
Starkus, Peter	Plumbing Inspector	\$20,350.00	
Starr, Krista	Kindergarten Teacher	\$69,117.91	
Steele, Kaylee	Integration Assistant	\$4,435.04	
Stern, Catherine	Remedial Math Teacher	\$91,322.35	
Stevens, Lee	Bus Driver	\$21,497.00	
Stietzel, Barbara	Election Worker	\$669.38	
Stietzel, Ronald	Election Worker	\$651.20	
Stoltze, Teresa	Education Assist/Student Support	\$23,230.55	
Strause, Audra	Substitute Teacher/Assistant	\$108.00	
Struppa, Michael	Veteran's Agent	\$9,581.63	
Svedberg, Michael	Technologist	\$48,096.04	
Swanda, Bryan	Firefighter/EMT-B	\$25,871.38	\$17,642.16
Swift, Sarah A.	Media/Librarian	\$70,203.93	
Szumilas, Andrew	Laborer/Driver	\$43,168.17	\$7,719.25
Tetreault, Jennifer	Fitness Instructor	\$15,998.00	
Thomas, Dawn	Integration Assistant	\$15,747.44	
Thomas, Donna	Grade 6 Teacher	\$100,502.15	
Thomas, Joshua	Firefighter/Paramedic	\$36,978.22	\$47,131.96
Thompson, Kirstie	BCBA Behavioral Specialist	\$56,492.21	
Thompson, Lori	Grade 2 Teacher	\$97,095.26	
Thompson, Theresa A.	Education Assist/Student Support	\$25,058.61	
Thurston, Sally	Grade 5 Teacher	\$95,106.31	

2020 CALENDAR YEAR SALARIES

		<u>Base Pay</u>	<u>*Add'l Pay</u>
Tibbetts, Roberta J.	Integration Assistant	\$29,011.97	
Tolson, Maureen B	Speech Therapist	\$101,922.39	
Tomko, Caitlin	Market Manager	\$1,500.00	
Towns, James	Firefighter/EMT	\$45,443.33	\$53,058.97
Towns, Trisha	Police Officer	\$893.87	
Trapasso, Diane	Election Worker	\$1,442.20	
Tremblay, Scott	Recycling Center Assistant	\$20,465.87	
Trent, Abigail	Substitute Teacher/Assistant	\$481.32	
Trent, Jessica	Special Ed. Consulting Teacher for Integration	\$56,823.03	
Trifone, Judith	Door Attendant	\$1,007.25	
Tytula, Colby	Police Officer	\$71,790.96	\$27,199.16
Valiton, Patricia	Health Inspector	\$50,334.97	
Vezeau, Keith	Library Assistant	\$6,087.40	
Vinton, Julie	Art Teacher	\$95,581.31	
Volpe, Marylou	Firefighter/EMT	\$59,007.92	\$17,651.29
Walker, Jeffrey	Head Custodian	\$70,002.89	\$540.21
Walsh, Pauline	Senior Work Off Program	\$652.00	
Warner, Tami	Dispatcher	\$7,322.12	
Weeden, Erin	Substitute Teacher/Assistant	\$1,328.08	
Welton-Pulsifer, Kimberly	DPW Crew Leader	\$64,412.64	\$12,035.75
White, Kimberly	Education Assist/Student Support	\$22,750.99	
White, Sherri	ABA Behavioral Assistant	\$31,359.72	
Widing, Marc	Part Time Dispatcher	\$7,654.40	
Wildgrube, Marcia	Outreach Coordinator	\$27,308.47	
Williams Lapidus, Holly	Administrative Assistant	\$23,608.51	
Wilmarth, Kristin	Administrative Assistant	\$29,674.34	
Wilson, Christine A.	Election Worker	\$2,006.27	
Wong, Leslie	COA Director	\$58,393.85	
Wuelfing, Bethany	Grade 5 Teacher	\$87,881.80	
Yates, Darren	Burgess Extended Day Staff	\$3,952.50	
Zelazo, Cheryl A.	Assistant Adult Librarian	\$58,156.54	
Zikos, Lucine	Technology Instructional Assistant	\$42,482.79	
Zilic, Samson	Substitute Teacher/Assistant/Cafeteria	\$207.00	
Zimmerman, Cari	Substitute Teacher/Assistant	\$124.70	
Zwiebel, Rakefet	Door Attendant	\$140.25	

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

**REPORT OF THE TOWN ACCOUNTANT
FISCAL YEAR 2020**

I hereby submit my report for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Account Name	Year-To-Date Revenue	Totals
Taxes:		
Personal Property Taxes	994,867.91	
Real Estate Taxes	24,669,601.47	
Rollback Taxes	6,481.42	
Supplemental Real Estate Taxes	-	
Tax Liens Redeemed	8,364.05	
Motor Vehicle Excise	1,356,610.75	
Boat Excise	3,497.16	
Trailer Excise	31,344.00	27,070,766.76
Betterment Revenue:		
Mountain Brook Betterment	17,585.90	
Maintain Brook Betterment Interest	2,607.82	
Caron & Valley Betterment	9,025.76	
Caron & Valley Betterment Interest	2,971.51	32,190.99
Penalties & Interest On Taxes:		
Real Estate & Personal Property	24,071.06	
Motor Vehicle Excise Taxes	20,516.66	
Tax Liens	82,138.00	
Boat Liens	113.60	126,839.32
Other Taxes:		
Payments in Lieu of Taxes	39,101.12	
Room Occupancy Tax -- Hotel/Motel	635,848.69	
Forestry Products	-	
Meals Tax	453,781.80	1,128,731.61
Ambulance Service Fees	541,367.94	541,367.94
Grave Openings & Sales	7,271.00	7,271.00
Fees & Other Charges:		
Library Fax /Copier Fees	1,334.50	
Town Hall Copy Receipts	1,111.20	

Account Name	Year-To-Date Revenue	Totals
Town Clerk Misc	618.75	
Business Certifications	3,875.00	
Vital Records	11,331.00	
Flammable Storage	3,750.00	
Extended Polling Hours	1,271.85	
Emergency Cleanup Mass Pike	2,000.00	
Board of Health Charges, Fees & Income	17,045.00	
Police Department - Records Requests	1,025.00	
Police Department - False Alarm Fees	1,625.00	
COA Newsletter Postage	329.00	
Dog License Fees	13,266.00	
Collector's Fees	14,023.00	
Site Plan Review	14,187.74	
Zoning Board Fees	872.00	
Annual Cable Franchise	1,278.50	
Registry Markings	8,390.00	
Conservation Commission - Wetland Filing Fees	2,489.90	
Union 61 Reimbursement	128,175.05	
Fire Department - Insurance Requests	35.00	
10% Administrative Fee -- Extra Detail	21,453.92	249,487.41
Licenses & Permits:		
Alcohol Beverages Licenses	53,390.00	
Other Licenses	7,348.80	
Transient Vendor Licenses	1,740.00	
Electrical Permits	33,739.00	
Building Permits	123,468.66	
Plumbing Permits	25,925.00	
Board of Health Permits	36,185.00	
Fire Permits	9,696.00	
Fire Inspections	8,250.00	
Police Permits	5,800.00	
Driveway Permits	1,050.00	306,592.46
State Revenue:		
Abatements: Veterans, Blind, Surviving Spouse	-	
Elderly Abatements	6,526.00	
School Aid Chapter 70	3,848,141.00	
Charter School Reimbursement	11,455.00	
Unrestricted Government Aid	822,696.00	
State Owned Land	143,347.00	
Veterans Benefits - Ch 115	37,234.00	

Account Name	Year-To-Date Revenue	Totals
Thames River	11,109.12	
Court Fines	128,176.21	
Municipal Medicaid Reimbursement	89,007.36	5,097,691.69
Fines & Forfeitures:		
Library Fines	308.48	
Dog Fines	1,240.00	
Parking Fines	230.00	
Non-Criminal Dispositions	705.00	
Abandoned Vehicles	2,000.00	4,483.48
Miscellaneous Revenue:		
Sale of Foreclosed Property		
Earnings on Investments	198,900.11	
Miscellaneous Revenue	269,090.41	
Sale of Surplus Equipment		
I O D Reimbursement	6,142.86	
FEMA Reimbursement	-	
Reimbursement - Prior Year	3,484.63	
Land Court Fees Returned	114.86	
Workmens Comp Reimbursement	726.61	
Premium on Bond	-	
Homeless Transportation	25,203.00	
Reimbursable Payroll Deductions	30,033.83	533,696.31
Transfers From Other Funds:		
Special Revenue Funds	32,145.57	
Capital Projects		
Agency Funds		
Trust Funds		32,145.57
TOTAL GENERAL FUND REVENUES		35,131,264.54

**SPECIAL REVENUE FUNDS
FISCAL YEAR 2020**

Sewer Special Revenue Fund

Fund Balance as of June 30, 2019: \$4,135,988.38

Expenditures:

Department Head Salary	\$13,221.00
Energy	\$189,148.83
Registry Feeds	\$23,700.00
Outside Contract	\$864,337.20
Billing Expense	\$4,897.81
Miscellaneous Equipment	\$51,925.97
Chemical & Testing	\$28,198.73
Encumbered Chemical & Testing	
Capital Replacement	\$49,180.30
Encumbered Capital Replacement	\$1,165.99
Prior Year Bills	\$3,615.12
Debt Service	\$850,516.87
Debt Service - Phase II	\$16,237.50
Debt Service - Phase III	\$232,225.00
Debt Service - Cedar Lake	\$118,245.28
Debt Service - Big Alum	\$147,275.00
Debt Service - Woodside	\$56,275.00
Reserve Fund	\$11,767.56
Liquid Sludge Hauling	\$164,890.77
Southbridge Fees	\$195,974.76
Total Expenditures	\$3,022,798.69

Revenues:

Sewer User Charges	2,208,098.68
Sewer Interest Charges	8,942.58
Interest and Demand On Sewer	4,865.41
Sewer Liens	78,777.15
Interest Income - Surplus	30,109.27
Septic Revenue	164,257.50
Miscellaneous Charges	245.00
Cross Connection Fees	10,475.00
Sewer Rate Relief	971.00
Sewer Privilege Fees	25,948.00

Phase II Betterments	136,984.78
Phase II Interest	3,740.56
Cedar Lake Betterments	78,040.61
Cedar Lake Interest	1,567.99
Phase III Sewer Betterments	70,489.43
Phase III Sewer Interest	13,089.29
Big Alum Betterments	42,229.82
Big Alum Interest	11,722.02
Woodside Betterments	29,989.05
Woodside Interest	12,095.14
Phase III Betterment Liens	510.09
Total Revenues	<u>2,933,148.37</u>
Fund Balance as of June 30, 2020:	<u><u>\$4,046,338.06</u></u>

Water Special Revenue Fund

Fund Balance as of June 30, 2019:	\$2,093,113.29
Expenditures:	
Department Head Salary	\$13,221.00
Energy	\$72,890.77
Outside Contract	\$666,900.12
Billing Expense	\$4,087.82
Chemicals & Testing	\$8,900.00
Miscellaneous	\$38,163.64
Capital Replacement	\$59,559.19
Encumbered Capital Replacement	\$9,336.30
Debt Service	\$446,229.74
Water Meter Maintenance	\$9,699.12
Utility Truck	\$68,491.25
Decomission Well #2	\$5,800.00
Floride Analyzer	\$7,401.64
Upgrade Fisk Hill Pump Station	\$55,440.76
Bond Refunding	\$2,920,130.36
Reserve Fund	\$15,635.00
Total Expenditures	<u>\$4,401,886.71</u>
Revenues:	
Water User Charges	1,416,077.76
Water Interest Charges	6,408.70
Interest & Demand On Water	4,865.41
Water Liens	54,961.64
Miscellaneous Water	16,319.81
Cross Connection	10,504.63
Bond Proceeds	2,785,000.00
Premium on Bond Refunding	155,924.72
Total Revenues	<u>4,450,062.67</u>
Fund Balance as of June 30, 2020:	<u><u>\$2,141,289.25</u></u>

**Town of Sturbridge
Fiscal Year 2020**

Department:	Budget	Expended	Unexpended
Board of Selectmen			
Salaries/Wages	\$0.00	\$0.00	\$923.00
Purchased Services	\$2,200.00	\$813.40	\$1,386.60
Other Charges/Expenses	\$1,403.00	\$1,402.36	\$0.64
Total Board of Selectmen	\$3,603.00	\$2,215.76	\$1,387.24
Town Administrator			
Department Head Salary	\$150,000.00	\$150,000.00	\$0.00
Clerical/Secretarial Salary	\$38,685.00	\$33,059.66	\$5,625.34
Merit Based Pay Incentive	\$27,999.00	\$27,187.00	\$812.00
Purchased Services	\$14,900.00	\$14,146.18	\$753.82
Encumbered Purchased Services	\$239.00	\$210.00	\$29.00
Supplies/Expenses	\$2,850.00	\$2,418.64	\$431.36
Other Charges/Expenses	\$8,000.00	\$6,410.58	\$1,589.42
Matching Grant Funds	\$20,000.00	\$4,000.00	\$16,000.00
Total Town Administrator	\$262,673.00	\$237,432.06	\$25,240.94
Finance Committee			
Salaries/Wages	\$3,589.00	\$1,751.72	\$1,837.28
Purchased Services	\$3,400.00	\$1,935.29	\$1,464.71
Other Charges/Expenses	\$200.00	\$180.00	\$20.00
Total Finance Committee	\$7,189.00	\$3,867.01	\$3,321.99
Town Accountant			
Department Head Salary	\$77,260.00	\$77,260.00	\$0.00
Salaries/Wages	\$15,687.00	\$15,587.40	\$99.60
Longevity	\$150.00	\$150.00	
Purchased Services	\$2,850.00	\$0.00	\$2,850.00
Supplies/Expenses	\$675.00	\$293.88	\$381.12
Other Charges/Expenses	\$225.00	\$50.00	\$175.00
Total Town Accountant	\$96,847.00	\$93,341.28	\$3,505.72
Board of Assessors			
Department Head Salary	\$80,687.00	\$80,687.00	\$0.00
Salaries/Wages	\$30,930.00	\$30,512.40	\$417.60
Longevity	\$250.00	\$250.00	
Purchased Services	\$27,249.00	\$11,353.25	\$15,895.75
Encumbered Purchased Services	\$6,230.00	\$0.00	\$6,230.00
Supplies/Expenses	\$1,700.00	\$1,103.89	\$596.11
Other Charges/Expenses	\$1,380.00	\$525.95	\$854.05
Total Board of Assessors	\$148,426.00	\$124,432.49	\$23,993.51
Finance Director			

Department Head Salary	\$110,755.00	\$110,755.00	\$0.00
Salaries/Wages	\$127,989.00	\$116,161.64	\$11,827.36
Longevity	\$1,400.00	\$1,400.00	\$0.00
Certificate Stipend	\$1,000.00	\$1,000.00	\$0.00
Purchased Services	\$11,975.00	\$4,897.63	\$7,077.37
Supplies/Expenses	\$7,375.00	\$6,886.96	\$488.04
Encumbered Supplies	\$357.14	\$357.14	\$0.00
Other Charges/Expenses	\$1,575.00	\$528.16	\$1,046.84
Total Finance Director	\$262,426.14	\$241,986.53	\$20,439.61

Town Counsel

Purchased Services	\$100,000.00	\$88,218.00	\$11,782.00
Encumbered Purchased Services	\$10,998.00	\$10,997.62	
Total Town Counsel	\$110,998.00	\$99,215.62	\$11,782.00

Information Technology

Department Head Salary	\$62,301.00	\$62,301.00	\$0.00
Purchased Services	\$82,580.00	\$75,920.88	\$6,659.12
Supplies/Expenses	\$5,000.00	\$4,582.44	\$417.56
Encumbered Supplies/ Expenses	\$130.00	\$129.99	
Capital Outlay	\$42,400.00	\$40,964.85	\$1,435.15
Total Information Technology	\$192,411.00	\$183,899.16	\$8,511.83

Town Clerk

Department Head Salary	\$67,717.00	\$67,717.00	\$0.00
Salaries/Wages	\$36,796.00	\$32,628.88	\$4,167.12
Purchased Services	\$826.00	\$499.00	\$327.00
Supplies/Expenses	\$1,575.00	\$1,524.42	\$50.58
Other Charges/Expenses	\$1,000.00	\$300.99	\$699.01
Total Town Clerk	\$107,914.00	\$102,670.29	\$5,243.71

Election & Registration

Board Members Salaries	\$300.00	\$300.00	\$0.00
Salaries/Wages	\$9,000.00	\$8,259.30	\$740.70
Purchased Services	\$15,148.00	\$8,175.38	\$6,972.62
Supplies/Expenses	\$4,000.00	\$3,807.75	\$192.25
Total Election & Registration	\$28,448.00	\$20,542.43	\$7,905.57

Conservation Commission

Department Head Salary	\$60,128.00	\$60,128.00	\$0.00
Salaries/Wages	\$20,149.00	\$19,545.52	\$603.48
Purchased Services	\$6,068.00	\$5,215.81	\$852.19
Supplies/Expenses	\$1,300.00	\$759.81	\$540.19
Other Charges/Expenses	\$677.00	\$642.00	\$35.00
Total Conservation Commission	\$88,322.00	\$86,291.14	\$2,030.86

Planning Board

Department Head Salary	\$95,053.00	\$95,053.00	\$0.00
Salaries/Wages	\$36,373.00	\$35,674.54	\$698.46
Longevity	\$300.00	\$300.00	\$0.00

Purchased Services	\$38,645.00	\$29,615.73	\$9,029.27
Supplies/Expenses	\$3,750.00	\$1,064.43	\$2,685.57
Encumbered Supplies	\$738.00	\$737.84	\$0.16
Regional District Assessment	\$2,655.00	\$2,654.08	\$0.92
Other Charges/Expenses	\$1,264.00	\$1,264.00	\$0.00
Total Planning Board	\$178,778.00	\$166,363.62	\$12,414.38

Zoning Board of Appeals

Purchased Services	\$500.00	\$147.00	\$353.00
Other Charges/Expenses	\$90.00	\$0.00	\$90.00
Total Zoning Board of Appeals	\$590.00	\$147.00	\$443.00

Economic Development

Salaries/Wages	\$19,223.00	\$16,443.61	
Purchased Services	\$200.00	\$75.00	\$125.00
Supplies/Expenses	\$1,200.00	\$334.41	\$865.59
Other Charges/Expenses	\$200.00	\$20.00	\$180.00
Total Economic Development	\$20,823.00	\$16,873.02	\$1,170.59

Facilities

Department Head Salary	\$65,000.00	\$58,301.62	
Salaries/Wages	\$48,981.00	\$39,632.86	\$9,348.14
Purchased Services	\$1,465.00	\$950.00	\$515.00
Supplies/Expenses	\$1,425.00	\$1,316.72	\$108.28
Other Charges/Expenses	\$300.00	\$38.00	\$262.00
Total Facilities	\$52,171.00	\$41,937.58	\$10,233.42

Town Hall

Purchased Services	\$45,715.00	\$35,740.61	\$9,974.39
Supplies/Expenses	\$2,500.00	\$2,217.37	\$282.63
Total Town Hall	\$48,215.00	\$37,957.98	\$10,257.02

Center School Office

Purchased Services	\$41,910.00	\$29,761.22	\$12,148.78
Supplies/Expenses	\$1,200.00	\$1,112.46	\$87.54
Total Center School Office	\$43,110.00	\$30,873.68	\$12,236.32

Senior Center

Purchased Services	\$25,149.00	\$24,890.69	\$258.31
Encumbered Purchases	\$1,053.00	\$1,052.68	
Supplies/Expenses	\$2,500.00	\$1,912.50	\$587.50
Total Senior Center	\$28,702.00	\$27,855.87	\$845.81

Joshua Hyde Library

Purchased Services	\$23,664.00	\$21,814.01	\$1,849.99
Supplies/Expenses	\$1,650.00	\$1,075.26	\$574.74
Total Joshua Hyde Library	\$25,314.00	\$22,889.27	\$2,424.73

Safety Complex

Purchased Services	\$87,130.00	\$75,536.66	\$11,593.34
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Encumbered Purchased Services	\$10,000.00	\$0.00	
Supplies/Expenses	\$9,500.00	\$7,139.96	\$2,360.04
Encumbered Supplies/Expenses	\$1,686.00	\$1,685.52	\$0.48
Total Safety Complex	<u>\$108,316.00</u>	<u>\$84,362.14</u>	<u>\$23,953.86</u>

Nursery School

Purchased Services	\$2,000.00	\$1,011.40	\$988.60
Encumbered Purchased Services	\$350.00	\$0.00	\$350.00
Total Nursery School	<u>\$2,350.00</u>	<u>\$1,011.40</u>	<u>\$1,338.60</u>

8 Brookfield Road

Purchased Services	\$1,300.00	\$0.00	\$1,300.00
Total 8 Brookfield Road	<u>\$1,300.00</u>	<u>\$0.00</u>	<u>\$1,300.00</u>

Police Department

Department Head Salary	\$145,642.00	\$126,741.96	\$18,900.04
Salaries/Wages	\$2,157,296.00	\$2,026,415.45	\$130,880.55
Encumbered Salaries	\$59,923.00	\$321.60	
Longevity	\$7,800.00	\$7,100.00	\$700.00
Emergency Management Stipend	\$6,000.00	\$5,267.00	\$733.00
Overtime Wages	\$424,696.00	\$410,560.04	\$14,135.96
Encumbered Overtime Wages	\$87.00	\$0.00	
Retroactive Pay	\$2,484.00	\$0.00	\$2,484.00
Retroactive Overtime	\$605.00	\$0.00	\$605.00
Purchased Services	\$95,989.00	\$71,513.78	\$24,475.22
Encumbered Purchased Services	\$600.00	\$600.00	\$0.00
Supplies/Expenses	\$66,582.00	\$44,326.68	\$22,255.32
Encumbered Supplies	\$965.31	\$965.31	\$0.00
Other Charges/Expenses	\$9,409.00	\$5,865.15	\$3,543.85
Capital Outlay	\$128,811.00	\$109,754.55	\$19,056.45
Total Police Department	<u>\$3,106,889.31</u>	<u>\$2,809,431.52</u>	<u>\$237,769.39</u>

Fire Department

Department Head Salary	\$113,070.00	\$113,070.00	\$0.00
Salaries/Wages	\$1,043,749.00	\$940,142.50	\$103,606.50
Longevity	\$1,550.00	\$1,550.00	\$0.00
Overtime	\$235,000.00	\$176,587.69	\$58,412.31
Purchased Services	\$104,740.00	\$101,198.89	\$3,541.11
Encumbered Purchased Services	\$155.00	\$154.92	\$0.08
Supplies/Expenses	\$110,932.00	\$73,945.63	\$36,986.37
Encumbered Supplies/Expenses	\$606.00	\$604.96	\$1.04
Other Charges/Expenses	\$6,900.00	\$2,829.28	\$4,070.72
Total Fire Department	<u>\$1,616,702.00</u>	<u>\$1,410,083.87</u>	<u>\$206,618.13</u>

Building Inspector

Department Head Salary	\$81,404.00	\$81,404.00	\$0.00
Salaries/Wages	\$39,481.00	\$39,481.00	\$0.00
Longevity	\$150.00	\$150.00	
Purchased Services	\$1,620.00	\$25.00	\$1,595.00
Supplies/Expenses	\$2,800.00	\$891.12	\$1,908.88

Encumbered Supplies	\$231.00	\$231.00	\$0.00
Other Charges/Expenses	\$700.00	\$135.00	\$565.00
Total Building Inspector	\$126,386.00	\$122,317.12	\$4,068.88

Sealer

Purchased Services	\$5,350.00	\$5,300.00	\$50.00
Total Sealer	\$5,350.00	\$5,300.00	\$50.00

Inspectors

Salaries/Wages	\$55,000.00	\$37,150.00	\$17,850.00
Purchased Services	\$500.00	\$0.00	\$500.00
Supplies/Expenses	\$500.00	\$0.00	\$500.00
Other Charges/Expenses	\$2,465.00	\$2,400.00	\$65.00
Total Inspectors	\$58,465.00	\$39,550.00	\$18,915.00

Tree Warden

Department Head Salary	\$2,719.00	\$2,250.80	\$468.20
Purchased Services	\$16,131.00	\$15,931.61	\$199.39
Encumbered Purchased Services	\$530.00	\$530.00	
Supplies/Expenses	\$675.00	\$13.00	\$662.00
Encumbered Supplies	\$94.00	\$93.97	
Other Charges/Expenses	\$1,185.00	\$601.67	\$583.33
Total Tree Warden	\$21,334.00	\$19,421.05	\$1,912.95

Education

Burgess Elementary	\$11,770,442.00	\$10,934,450.40	\$835,991.60
Summer Payroll	\$618,572.00	\$618,572.00	\$0.00
Tantasqua Town Assessment	\$7,080,747.00	\$7,080,029.00	\$718.00
Tantasqua Transportation Assessment	\$118,577.00	\$118,577.00	\$0.00
Charter School Transportation	\$6,000.00	\$0.00	\$6,000.00
Total Education	\$19,594,338.00	\$18,751,628.40	\$842,709.60

Department of Public Works

Department Head Salary	\$79,326.00	\$79,326.00	\$0.00
Salaries/Wages	\$795,092.00	\$785,107.28	\$9,984.72
Longevity	\$1,400.00	\$1,400.00	\$0.00
Overtime	\$14,000.00	\$13,723.89	\$276.11
Purchased Services	\$78,280.00	\$71,509.16	\$6,770.84
Encumbered Purchased Services	\$586.00	\$0.00	\$586.00
Supplies/Expenses	\$93,240.00	\$90,951.36	\$2,288.64
Encumbered Supplies	\$201.00	\$0.00	\$201.00
Other Charges/Expenses	\$2,200.00	\$2,107.78	\$92.22
Total Department of Public Works	\$1,064,325.00	\$1,044,125.47	\$20,199.53

Town Roads

Private Road Maintenance	\$6,000.00	\$4,678.21	\$1,321.79
Total Town Roads	\$6,000.00	\$4,678.21	\$1,321.79

Snow & Ice Removal

Overtimes	\$48,719.00	\$64.93	\$48,654.07
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Purchased Services	\$70,000.00	\$82,648.60	(\$12,648.60)
Supplies/Expenses	\$100,000.00	\$95,586.70	\$4,413.30
Total Snow & Ice Removal	\$218,719.00	\$178,300.23	\$40,418.77

Recycling Center

Salaries/Wages	\$111,925.00	\$103,417.52	\$8,507.48
Overtime	\$1,500.00	\$385.84	\$1,114.16
Purchased Services	\$174,160.00	\$170,092.67	\$4,067.33
Encumbered Purchased Services	\$3,964.07	\$3,964.07	\$0.00
Supplies/Expenses	\$9,270.00	\$6,313.79	\$2,956.21
Encumbered Supplies/ Expenses	\$4,200.00	\$4,200.00	\$0.00
Total Landfill	\$305,019.07	\$288,373.89	\$16,645.18

Board of Health

Department Head Salary	\$72,000.00	\$67,587.86	\$4,412.14
Salaries/Wages	\$25,807.00	\$25,787.32	\$19.68
Purchased Services	\$6,971.00	\$2,555.76	\$4,415.24
Supplies/Expenses	\$2,625.00	\$1,605.37	\$1,019.63
Other Charges/Expenses	\$1,815.00	\$727.88	\$1,087.12
Total Board of Health	\$109,218.00	\$98,264.19	\$10,953.81

Health Care

Community Health Care	\$4,000.00	\$4,000.00	\$0.00
Total Health Care	\$4,000.00	\$4,000.00	\$0.00

Inspections & Testing

Public Inspections	\$46,091.00	\$46,015.06	\$75.94
Total Inspections & Testing	\$46,091.00	\$46,015.06	\$75.94

Council on Aging

Department Head Salary	\$56,701.00	\$53,574.03	\$3,126.97
Salaries/Wages	\$76,515.00	\$61,378.80	\$15,136.20
Longevity	\$350.00	\$175.00	\$175.00
Purchased Services	\$1,955.00	\$1,036.00	\$919.00
Supplies/Expenses	\$2,355.00	\$1,748.93	\$606.07
Other Charges/Expenses	\$2,475.00	\$561.00	\$1,914.00
Medical Transportation	\$4,000.00	\$318.21	\$3,681.79
Total Council on Aging	\$144,351.00	\$118,791.97	\$25,559.03

Veterans' Services

Department Head Salary	\$9,532.00	\$9,532.08	(\$0.08)
Purchased Services	\$250.00	\$0.00	\$250.00
Supplies/Expenses	\$575.00	\$0.00	\$575.00
American Legion Expenses	\$1,600.00	\$1,431.39	\$168.61
Memorial & Veterans Day	\$3,000.00	\$2,000.25	\$999.75
Other Charges/Expenses	\$500.00	\$209.49	\$290.51
Veterans' Benefits	\$50,000.00	\$43,208.24	\$6,791.76
Total Veterans' Services	\$65,457.00	\$56,381.45	\$9,075.55

Joshua Hyde Library

Department Head Salary	\$85,052.00	\$85,052.00	\$0.00
Salaries/Wages	\$289,357.00	\$279,139.22	\$10,217.78
Longevity	\$1,400.00	\$1,400.00	\$0.00
Purchased Services	\$21,367.00	\$15,901.03	\$5,465.97
Supplies/Expenses	\$3,500.00	\$3,437.27	\$62.73
Library Supplies/ Books & Media	\$98,345.00	\$98,345.00	\$0.00
Other Charges/Expenses	\$2,650.00	\$1,553.58	\$1,096.42
Total Joshua Hyde Library	\$501,671.00	\$484,828.10	\$16,842.90

Recreation Department

Department Head Salary	\$40,924.00	\$40,872.00	\$52.00
Salaries/Wages	\$29,704.00	\$29,021.39	\$682.61
Purchased Services	\$11,203.00	\$9,402.67	\$1,800.33
Supplies/Expenses	\$2,680.00	\$1,151.87	\$1,528.13
Team Sports	\$7,500.00	\$7,500.00	\$0.00
Other Charges/Expenses	\$210.00	\$100.00	\$110.00
Total Recreation Department	\$92,221.00	\$88,047.93	\$4,173.07

Trails

Purchased Services	\$300.00	\$80.00	\$220.00
Other Charges/ Expenses	\$100.00	\$25.52	\$74.48
Total Historical Commission	\$400.00	\$105.52	\$294.48

Historical Commission

Purchased Services	\$800.00	\$166.00	\$634.00
Supplies/Expenses	\$200.00	\$0.00	\$200.00
Other Charges/Expenses	\$200.00	\$0.00	\$200.00
Total Historical Commission	\$1,200.00	\$166.00	\$1,034.00

Debt Service - Principal

Burgess Renovation	\$918,000.00	\$918,000.00	\$0.00
Town Hall/Center Office Building	\$175,000.00	\$175,000.00	\$0.00
Total Debt Service - Principal	\$1,093,000.00	\$1,093,000.00	\$0.00

Debt Service - Interest

Burgess Renovation	\$341,639.00	341,639.00	0.00
Town Hall/Center Office Building	\$60,203.00	60,203.00	0.00
Short Term Interest	\$10,000.00	0.00	10,000.00
Thall Debt Exclusion	\$4,317.00	4,317.00	0.00
Burgess Debt Exclusion	\$16,788.50	16,788.50	0.00
Total Debt Service - Interest	\$432,947.50	\$422,947.50	\$10,000.00

Comm of Mass - Assessment

MV Non-Renewal Surcharge	\$9,100.00	\$9,700.00	(\$600.00)
Air Pollution	\$2,878.00	\$2,878.00	\$0.00
Regional Transit	\$39,749.00	\$39,749.00	\$0.00
School Choise Assessment	\$145,943.00	\$131,121.00	\$14,822.00
Special Education Assessment	\$1,639.00	\$0.00	\$1,639.00
Mosquito Control Project	\$105,796.00	\$105,900.00	(\$104.00)
Charter School Assessment	\$183,828.00	\$145,580.00	\$38,248.00

Total Comm of Mass - Assessment	\$488,933.00	\$434,928.00	\$54,005.00
Capital Projects			
HVAC Study Replace	\$18,700.00	\$0.00	\$18,700.00
Dispatch Lighting	\$16,000.00	\$0.00	\$16,000.00
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	\$105,925.00	\$43,060.00	\$62,865.00
DPW Roof Repair	\$42,000.00	\$27,775.45	\$14,224.55
HVAC Study TH/ COB	\$35,000.00	\$0.00	\$35,000.00
Painting- Main Floor	\$25,000.00	\$20,185.00	\$4,815.00
Library Furnishings	\$60,000.00	\$60,000.00	\$0.00
Mack Dump Truck	\$198,000.00	\$169,570.00	\$28,430.00
Ambulance 2019	\$11,744.45	\$11,744.45	\$0.00
PSC Rooftop Cooling Unit	\$25,000.00	\$16,500.00	\$8,500.00
ART 33 ADA Access	\$20,000.00	\$0.00	\$20,000.00
SCBA Voice Amplifier	\$26,900.00	\$0.00	\$26,900.00
Library Main Floor	\$25,482.00	\$25,481.29	\$0.71
Apparatus Overhead Doors	\$74,500.00	\$0.00	\$74,500.00
Thermal Imaging Cameras	\$16,800.00	\$15,660.00	\$1,140.00
Senior Center Fire Alarm Panel	\$4,600.00	\$0.00	\$4,600.00
Nursery School Fire Alarm Panel	\$5,650.00	\$0.00	\$5,650.00
Apparatus Floor	\$95,000.00	\$0.00	\$95,000.00
Town Hall Fire Suppression	\$6,550.00	\$6,550.00	\$0.00
Center Office Building Fire Suppression	\$6,350.00	\$6,350.00	\$0.00
Tactical Safe Flashlights	\$4,725.00	\$4,712.00	\$13.00
PSC Entrance Trim	\$7,400.00	\$0.00	\$7,400.00
Library Storage Weatherization	\$7,000.00	\$5,991.20	\$1,008.80
Mid-size Dump Truck	\$77,000.00	\$72,172.00	\$4,828.00
Simunition Guns	\$7,600.00	\$7,265.00	\$335.00
Utility Tractor & Attachments	\$30,000.00	\$29,652.63	\$347.37
Total Capital Projects	\$1,060,926.45	\$522,669.02	\$538,257.43
Unpaid Prior Year Bills			
Unpaid Prior Year Bills			\$0.00
Unpaid Prior Year Bills	\$0.00	\$0.00	\$0.00
Unclassified			
Group Insurance	\$1,804,000.00	\$1,785,427.48	\$18,572.52
Unemployment Insurance	\$25,000.00	\$18,679.20	\$6,320.80
Worcester Regional Retirement	\$1,371,067.00	\$1,371,067.00	\$0.00
Medicare Tax	\$236,768.00	\$227,577.63	\$9,190.37
Street Lights	\$60,000.00	\$47,377.85	\$12,622.15
Energy Consultant	\$4,000.00	\$1,640.00	\$2,360.00
Town Audit	\$30,000.00	\$26,000.00	\$4,000.00
School Audit	\$0.00	\$0.00	\$0.00
OPEB Study	\$7,500.00	\$6,750.00	\$750.00
Legal Fees	\$15,000.00	\$4,851.65	\$10,148.35

Tax Title - Ch. 60 Sec. 50B	\$7,500.00	\$590.00	\$6,910.00
Town Report	\$3,000.00	\$1,941.97	\$1,058.03
Insurance Blanket	\$363,000.00	\$349,467.64	\$13,532.36
Reserve Fund	\$155,000.00	\$125,703.00	\$29,297.00
Insurance Deductable	\$5,000.00	\$3,000.00	\$2,000.00
Total Unclassified	\$4,086,835.00	\$3,970,073.42	\$116,761.58
Central Purchasing			
Telephone	\$35,000.00	\$23,624.12	\$11,375.88
Postage	\$21,000.00	\$20,510.99	\$489.01
Water/ Sewer	\$11,000.00	\$10,541.65	\$458.35
Slate Roof Maintenance	\$10,000.00	\$5,775.00	\$4,225.00
Copier Supplies	\$6,100.00	\$5,891.91	\$208.09
Encumbered Copier Supplies	\$678.00	\$574.63	\$103.37
Gasoline	\$150,000.00	\$112,540.72	\$37,459.28
COVID Expenses	\$20,000.00	\$0.00	\$20,000.00
Fleet Vehicles	\$1,500.00	\$0.00	\$1,500.00
Encumbered Fleet Vehicles	\$160.00	\$160.00	\$0.00
Window Cleaning	\$3,100.00	\$2,497.00	\$603.00
EZ Pass	\$1,200.00	\$629.05	\$570.95
Electricity	\$100,000.00	\$99,266.72	\$733.28
Exterior Painting	\$0.00	\$0.00	\$0.00
Total Central Purchasing	\$359,738.00	\$282,011.79	\$77,726.21
Recurring Articles			
Road Construction and Repairs	\$982,403.00	\$723,992.94	\$258,410.06
Revaluation	\$104,058.00	\$28,640.00	\$75,418.00
Public Highway Shade Tree	\$6,054.00	\$0.00	\$6,054.00
Open Space Plan	\$0.00	\$0.00	\$0.00
Total Recurring Articles	\$1,092,515.00	\$752,632.94	\$339,882.06
Nonrecurring Articles			
Strategic Planting Plan	\$6,000.00	\$0.00	\$6,000.00
Southbridge Landfill	\$42,745.00	\$0.00	\$42,745.00
Emergency Action Plan	\$48,000.00	\$14,428.49	\$33,571.51
Personnel Classification Study	\$28,250.00	\$9,900.00	\$18,350.00
Codification Services	\$15,614.00	\$7,807.00	\$7,807.00
Recreation Feasibility	\$49,000.00	\$14,115.68	\$34,884.32
Library HVAC	\$10,000.00	\$0.00	\$10,000.00
Abandoned Building	\$75,000.00	\$0.00	\$75,000.00
Tree Removal	\$6,278.00	\$6,277.77	\$0.23
501 Main Purchase	\$244,000.00	\$243,895.00	\$105.00
Parking Lot Design	\$15,000.00	\$0.00	\$15,000.00
PSC HCAV Unit	\$78,000.00	\$1,675.40	\$76,324.60
Permitting Software	\$16,100.00	\$16,100.00	\$0.00
Total Nonrecurring Articles	\$633,987.00	\$314,199.34	\$319,787.66
Transfers			
Transfer to Ambulance Stabilization	\$60,000.00	\$60,000.00	\$0.00
Transfer to Fire Vehicle Stabilization	\$100,000.00	\$100,000.00	\$0.00

Transfer to OPEB Trust	\$300,000.00	\$300,000.00	\$0.00
Transfer to CPF	\$170,000.00	\$170,000.00	\$0.00
Total Transfers	\$630,000.00	\$630,000.00	\$0.00

Sturbridge Tourist Association

Salaries/ Wages	\$19,223.00	\$16,443.62	\$2,779.38
Employee Benefits	\$13,734.00	\$10,532.36	\$3,201.64
Marketing/ Advertising	\$115,259.00	\$107,557.08	\$7,701.92
Community Support	\$40,359.00	\$23,888.48	\$16,470.52
Total Sturbridge Area Tourist Association	\$188,575.00	\$158,421.54	\$30,153.46

Betterment Committee

Flower Barrels	\$2,200.00	\$1,862.58	\$337.42
Wayfinding Street Scapes	\$66,648.15	\$1,480.25	\$65,167.90
Town Hall & COB Beautification	\$2,500.00	\$140.00	\$2,360.00
Community Tourism District Plan	\$21,823.22	\$0.00	\$21,823.22
Main Street & Park Tree Maint.	\$2,401.32	\$401.32	\$2,000.00
Bloom Committee	\$450.00	\$389.22	\$60.78
Concert on the Common	\$4,000.00	\$2,900.00	\$1,100.00
Tree Planting Arbor Day	\$1,775.00	\$1,523.00	\$252.00
Tree Maint. Common & Cemetary	\$6,992.00	\$1,474.00	\$5,518.00
Library Landscaping Service	\$3,800.00	\$3,479.00	\$321.00
Common Decorations	\$3,550.00	\$3,550.00	\$0.00
Trail Permit- TEA Grant	\$5,427.35	\$5,427.35	\$0.00
Trail Apron Paving	\$1,695.65	\$0.00	\$1,695.65
Trail Contruction & Maint.	\$1,500.00	\$904.04	\$595.96
Cedar Lake Treatment	\$1,795.00	\$1,795.00	\$0.00
SLAC	\$11,000.00	\$10,505.04	\$494.96
Tree Maintenance	\$9,500.00	\$5,904.00	\$3,596.00
Police Special Events	\$10,000.00	\$9,982.89	\$17.11
Town Office Decorations	\$5,000.00	\$2,945.00	\$2,055.00
Historical Plaque	\$1,000.00	\$0.00	\$1,000.00
Protective Fire Gear	\$27,000.00	\$0.00	\$27,000.00
PA System	\$2,049.00	\$0.00	\$2,049.00
Special Events	\$5,000.00	\$1,855.17	\$3,144.83
Lawn Tractor & Mower Deck	\$3,200.00	\$3,000.00	\$200.00
Public Safety Drone	\$15,500.00	\$15,500.00	\$0.00
Booking Camera	\$4,700.00	\$4,604.95	\$95.05
Cancer Prevention Hoods	\$2,500.00	\$2,500.00	\$0.00
Wildland Fire Protection	\$14,500.00	\$14,459.17	\$40.83
Softball Field Fence	\$4,950.00	\$4,950.00	\$0.00
Hydro-raking Cedar Lake	\$6,100.00	\$4,400.00	\$1,700.00
Backstop & Canopy	\$3,650.00	\$3,650.00	\$0.00
RTV Mounted Mower	\$5,300.00	\$5,298.67	\$1.33
Logging Trail	\$1,250.00	\$1,169.69	\$80.31
Sidewalk Maint.	\$57,666.63	\$44,867.55	\$12,799.08
Fire Special Events	\$6,100.00	\$4,031.51	\$2,068.49
Total Betterment Committee	\$322,523.32	\$164,949.40	\$157,573.92

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

**REPORT OF THE
BOARD OF ASSESSORS
2020**

The Board of Assessors received approval of the Fiscal 2021 tax rate and the tax bills were mailed on October 1st, 2020. The total assessed value of the Town of Sturbridge is \$1,379,479,027.00. The total amount to be raised is \$44,584,417.09 and the total estimated receipts and other revenue sources are \$18,346,726.00 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 \$19.02

CLASSIFIED TAX LEVIES AND RATES:

Class	Levy Percentage	Levy by Class	Valuation	Tax Rate
Residential	81.4295	21,365,220.67	1,123,302,504	19.02
Open Space	0.0955	25,056.99	1,318,087	19.02
Commercial	12.0658	3,165,787.33	166,444,946	19.02
Industrial	2.5429	667,198.25	35,078,500	19.02
Personal	3.8663	1,014,427.85	53,334,990	19.02

In Fiscal 2020 there are 4451 Real Estate parcels, 559 Personal Property parcels, 11 supplemental tax bills, and the new growth is \$261,048. There were 11,476 motor vehicle bills issued in calendar year 2020.

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

Respectfully submitted
Paul Murphy, Chairman (2019)
Sophia Lengyel, Vice Chairman (2020)

Board of Assessors

REPORT OF THE TOWN CLERK 2020

The most significant event affecting the Town Clerk's office in 2020 was the pandemic of Covid 19, with 4 elections and 2 Town Meetings it was a very busy year for us in the clerk's office to say the least.

The pandemic came in and implementation of new voting requirements were our top priority in the Town Clerks office

- New safety protocols in house, at elections and town meetings.
- Early Voting by Mail
- Early Voting in Person



With some strategic planning and the help and support of my assistant. We kept the Town Clerks office running effectively thru the covid shutdown. Beside the innumerable calls that were handled and mail that was distributed daily, we found new and creative ways to keep the Clerk's office running effectively. Interesting fact, for quite some time in 2020 Sturbridge was one of only two Town Clerk's offices available for wedding intentions in the entire State. We produced a ballot testing video, trained election workers on new safety protocols and trained volunteers for the anticipated increased numbers in election activity. With the State implementing Early Voting for two weeks prior to elections, we sent up Early Voting at the Town Hall which was quite successful and much appreciated by many residents.

As Town Clerk, I had the chance to attend one conference in Devens, MA in February to stay abreast of the continual changes in laws and requirements affecting the Town Clerks Office. I attended numerous meetings with the Board of Health, Tantasqua Regional HS and the Emergency Management Teams to stay informed of and prepared for concerns and expectations during the pandemic. I also successfully applied for a \$5,000 grant to help with the unanticipated Covid expenses, and was able to obtain additional image cast machines for a greatly reduced cost in an effort to help streamline the Early Voting process that appears to be here to stay.

VITAL STATISTICS

Number of Births	81
Number of Death	82
Number of Marriages	98
Number of Intentions	99
Population	9699
Registered Voters	7428
Dog Licenses	1348
Business Certificates	38 New / 66 renewals
Raffle Permits	1

SPECIAL TOWN MEETING JANUARY 27, 2020

Meeting was held on Monday, the (27) Twenty seventh day of January, 2020 at (7:00) seven o'clock in the afternoon. 216 Residents were in attendance to act on Articles: 44-58. The STM was dissolved at 8:30 PM as declared by Moderator Atty. Michael V. Caplette.

PRESIDENTIAL PRIMARY				
DEMOCRATIC PARTY				
Tuesday, March 3, 2020				
	PRECINCT 1	PRECINCT 2	PRECINCT 3	TOTALS
Presidential Preference				
VOTE for One				
Blank	0	0	0	0
Deval Patrick	6	0	2	8
Amy Klobuchar	9	10	7	26
Elizabeth Warren	105	109	102	316
Michael Bennet	0	0	0	0
Michael R. Bloomberg	67	70	61	198
Tulsi Gabbard	5	3	5	13
Cory Booker	1	0	0	1
Julian Castro	0	0	0	0
Tom Steyer	3	5	7	15
Bernie Sanders	160	153	141	454
Joseph R. Biden	239	224	229	692
John K. Delaney	0	1	0	1
Andrew Yang	1	0	2	3
Pete Buttigieg	20	28	25	73
Marianne Williamson	1	0	0	1
No Preference	2	0	0	2
Write-In	2	0	0	2
	PRECINCT 1	PRECINCT 2	PRECINCT 3	TOTALS
State Committee Man				
VOTE for One				
Blank	0	0	0	0
William R. Shemeth, III	421	369	387	1177
Write-In	3	5	5	13
	PRECINCT 1	PRECINCT 2	PRECINCT 3	TOTALS
State Committee Woman				
VOTE for One				
Blank	0	0	0	0
Laura L. Jette	440	395	396	1231
Write-In	0	4	0	4
	PRECINCT 1	PRECINCT 2	PRECINCT 3	TOTALS
Town Committee				
Do not Vote for More Than 35				
Blank	335	343	308	986
Group	286	260	273	819
Total Votes Cast	621	603	581	1805
David F. Mitchell	312	298	296	906
Carol E. Mitchell	318	299	300	917
Carol A. Goodwin	342	318	321	981
Jamie Goodwin	328	307	300	935
Edward T. Goodwin	339	315	302	956
Cheryl Wood Creeden	317	301	298	916
Kathleen M. Neal	354	344	337	1035
Tanya V. Neslusan	332	320	308	960
Constance M. Montross	312	304	296	912
Barbara A. Search	317	289	313	919
Jeffrey Scott Shapiro	299	285	281	865
Joanna C. Shapiro	302	287	285	874
Michael A. Serio	306	299	287	892
Michael G. Suprenant	323	291	313	927
Pareesa Victoria Charmchi Goodwin	318	286	285	889
Patricia M. Barnicle	321	299	304	924
Sharon S. MacDonald	317	305	300	922
William P. MacDonald	308	302	292	902
Thomas P. Earls	352	311	322	985
Write-In - Kelly Yap	6	12	0	18
Write-In - Alicia Reddin	0	11	0	11
Write-In - Various	19	7	10	36
Write-In	0	0	0	0
Write-In	0	0	0	0
Write-In	0	0	0	0
TOTAL VOTES CAST	285	189	245	719
TOTAL # REG VOTERS	2330	2431	2181	6942
% OF VOTER TURN OUT	12%	8%	11%	10%
<p>Poll Workers included: Chris Wilson, Elaine Cook, Barbara Mattioli, Tim Bardsley, Ron Stietzel, Pat Jeffries, Marie Dubrey, Joan Chamberland, Chris Castendyk, Nancy Castendyk, Patricia Howard, Meg Fox, Nancy Fors, Susan Schwartz, Cheryl Economou, Janet Rae-Simian, Lucette Favreau, Diane Trepasso and Assistant Town Clerk Sheila O'Connell. Town Clerk Lynne Girouard swore the poll workers in and had them in the Pledge of Allegiance. She reviewed procedures for Absentee, and Early inactive voters, provisional ballots and those needing to show ID.</p> <p>Order and decorum was efficiently handled by Constables Dave Covino, Officer Janson, Officer Lavalce and Officer Officer Crevier. The polls opened promptly at 6:30AM and closed at 8:00 p.m. 2335 registered voters came out to cast their vote for a 34% turnout.</p>				

GREEN - RAINBOW PARTY

Tuesday, March 03, 2020

	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
Presidential Preference				
VOTE for One				
Dario Hunter	0	0	0	0
Sedinam Kinamo Christin Moyowasifza-Curry	0	0	0	0
Kent Mesplay	0	0	0	0
Howard Hawkins	0	0	0	0
No Preference	0	0	1	1
Write - In	2	1	1	4
Write - In	0	0	0	0
	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
State Committee Man				
VOTE for One				
BLANKS	0	0	2	2
Write-In	0	1	0	1
	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
State Committee Woman				
VOTE for One				
Write-In	0	0	2	2
Write-In	0	1	0	1
	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
Town Committee				
Do not Vote for More Than 10				
Group	0	0	0	0
Write - In	0	10	0	10
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
TOTAL VOTES CAST	2	13	6	21
TOTAL # REG VOTERS	2330	2431	2181	6942
% OF VOTER TURN OUT	0%	1%	0%	0%

Poll Workers included: Chris Wilson, Elaine Cook, Barbara Mattioli, Tim Bardsley, Ron Stietzel, Pat Jeffries, Marie Dubrey, Joan Chamberland, Chris Castendyk, Nancy Castendyk, Patricia Howard, Meg Fox, Nancy Fors, Susan Schwartz, Cheryl Economus, Janet Rae-Sinnian, Lucette Favreau, Diane Trepasso and Assistant Town Clerk Sheila O'Connell. Town Clerk Lynne Girouard swore the poll workers in and lead them in the Pledge of Allegiance. She reviewed procedures for Absentee, and Early inactive voters, provisional ballots and those needing to show ID.

Order and decorum was efficiently handled by Constables Dave Covino, Officer Janson, Officer Lavalée and Officer Officer Crevier. The polls opened promptly at 6:30AM and closed at 8:00 p.m. 2335 registered voters came out to cast their vote for a 34% turnout.

PRESIDENTIAL PRIMARY ELECTION

REPUBLICAN PARTY

Tuesday, March 03, 2020

	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
Presidential Preference				
VOTE for One				
Blank	0	0	1	1
William F. Weld	20	27	17	64
Joseph Walsh	1	4	3	8
Donald J. Trump	139	155	141	435
Roque "Rocky" De La Fuente	1	1	0	2
Write-In	2	1	2	5
No Preference	3	4	2	9
STATE COMMITTEE MAN				
Vote for One				
Blank	29	37	29	95
Michael J. Valanzola	132	152	134	418
Write In	3	3	3	9
STATE COMMITTEE WOMAN				
Vote for One				
Blank	15	25	24	64
Lindsay A. Valanzola	95	119	93	307
Jordan Willow Evans	54	45	47	146
Write - In	6	3	2	11
TOWN COMMITTEE				
Do NOT Vote for More than 20				
Blank	0	0	0	0
Write In	0	21	0	21
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Write In	0	0	0	0
Total Votes Cast	0	21	0	21
TOTAL VOTES CAST	500	594	498	1592
TOTAL # REG VOTERS	2330	2431	2181	6942
% OF VOTER TURN OUT	21%	24%	23%	23%

PRESIDENTIAL PRIMARY

LIBERTARIAN PARTY

Tuesday, March 03, 2020

	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>PRESIDENTIAL PRIMARY</u>				
Vote for one				
Blank	0	0	0	0
Arvin Vohra	0	0	0	0
Vermin Love Supreme	0	0	0	0
Jacob George Hornberger	0	0	0	0
Samuel Joseph Robb	0	0	0	0
Dan Taxation is Theft Behrman	0	0	0	0
Kimberly Margaret Ruff	0	0	0	0
Kenneth Reed Armstrong	0	0	0	0
Adam Kokesh	0	0	0	0
Jo Jorgensen	0	0	0	0
Max Abrahamson	0	0	0	0
No Preference	0	1	0	1
Write-In	0	0	2	2
	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>State Committee Man</u>				
VOTE for One				
BLANKS	0	0	0	0
Write-In	0	0	0	0
	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<u>State Committee Woman</u>				
VOTE for One				
Write-In	0	0	0	0
Write-In	0	0	0	0
<u>TOWN COMMITTEE</u>				
Do NOT Vote for More Than 10				
Blank	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
Write - In	0	0	0	0
TOTAL VOTES CAST	0	1	2	3
TOTAL # REG VOTERS	2330	2431	2181	6942
% OF VOTER TURN OUT	0%	0%	0%	0%

ANNUAL TOWN ELECTION				
13-Apr-20				
(June 08th, 2020)				
	PRECINCT 1	PRECINCT 2	PRECINCT 3	TOTALS
BOARD OF SELECTMEN				
For 3 years	Vote for Two			
Blank	62	66	35	163
Mary Blanchard	155	141	177	473
Priscilla C. Gimas	147	97	134	378
Ian Dunningan	175	155	163	493
Write In	1	0	3	4
ASSESSOR				
For 3 year	Vote for One			
Blank	0	50	53	103
Sophia Lengyel-Rogers	229	182	202	613
Write in	0	0	1	1
Board of Health				
For 3 year	Vote for One			
Blank	45	51	49	145
Linda N.Cocalis	222	179	205	606
Write In	1	2	1	4
TANTASQUA SCHOOL COMMITTEE				
For 3 years	Vote for Two			
Blank	62	60	62	184
Patricia Barnicle	172	157	181	510
Edward P. Goodwin	171	138	164	473
Angeline Lopes Ellison	124	105	102	331
Write In	0	2	5	7
STURBRIDGE SCHOOL COMMITTEE				
For 3 years	Vote for Two			
Blank	101	102	106	309
Katherine Roy Alexander	221	186	204	611
Kristen Tuohey	209	174	198	581
Write In	2	2	2	6
RECREATION COMMITTEE				
For 3 years	Vote for Two			
Blank	113	94	100	307
Kadion Phillips	208	185	207	600
Jeffrey Scott Shapiro	213	181	202	596
Write In	1	2	2	5
ZONING BOARD OF APPEALS				
For 3 years	Vote for One			
Blank	43	50	52	145
Elizabeth E. Banks	225	181	203	609
Write In	0	1	1	2
CONSTABLE				
For 3 years	Vote for One			
Blank	49	51	47	147
Timothy Grant	222	181	208	611
Write In	0	0	1	1
Write In				0
LIBRARY TRUSTEES				
For 3 years	Vote for Three			
Blanks	143	155	149	447
Sandra Gibson Quigley	228	185	209	622
Jessica Colati	217	181	199	597
Elisa Krochmalnyckj	212	174	205	591
Write In	2	1	3	6
TOTAL VOTES CAST	257	231	249	737
TOTAL # REG VOTERS	2329	2405	2191	6925
% OF VOTER TURN OUT	11%	10%	11%	11%

Election Workers included: Chris Wilson, Elaine Cook, Tim Bardsley, Marie Dubrey, Joan Chamberland, Chris Castendyk, Pat Howard, Pat Roy, Diane Trepasso, Susan K Murphy, Robert Knight, Beverly Spreeman, Barbara Mattioli and Janet Rae- Sinanian. Processing our EV and Absentee Ballots were Barbara Steitzel, Susan Schwartz, Cheryl Economus and Assistant Town Clerk Sheila O'Connell. Town Clerk swore the poll workers in and lead them in the Pledge of Allegiance. She reviewed the new enlisted safety procedures in place for social distancing.

737 registered voters casted their vote for a 11% turnout.

ANNUAL TOWN MEETING JUNE 29, 2020

Prior to the Annual Town Meeting Town Clerk Lynne Girouard and Assistant Town Clerk Sheila O'Connell met with Board of Health, School Administration, CERT Members and Election Workers to go over safety protocol.

- Prior to entering the building all those in attendance were asked to wear face masks
- Face masks were available to the public
- Only 6 people were allowed to check in at a time
- Placement of safety shields at the check in tables
- Greeters were seating people at safe distance from each other
- All Staff were located to the stage area for safe distancing
- Non Voters asked to be seated in the last row of the main floor of the Auditorium
- Additional microphones and lapel microphones were used to avoid multiple handling of the equipment
- Hand sanitizer and wipes were available to all Board and Committee members seated on and below the stage area
- The Resident microphone was wiped down after each use.
- The Cafeteria was available to anyone with a medical excuse not to wear a mask (Deputy Moderator William McDonald was available for that area to preside and count votes if needed.
- At the close of the meeting the public was asked to leave row by row to avoid crowding at the exits.

Most people were quite happy with the safety protocol put in place. We did have a few people change their seating arrangements though.

The Annual Town Meeting was brought to order at 7:00pm by Moderator Atty. Michael V. Caplette. The 124 residents in attendance were ask to wear face coverings and social distance themselves due to the current Covid 19 pandemic, everyone to please stand for the Pledge of Allegiance and a moment of silence.

The Town Moderator went through the Rules of Order and waived the reading of the Warrant and the Town Report both were passed unanimously.

The following finance committee members were reappointed for a three-year term: Michael Hager and Joni Light, there is still a 3-year position open on the finance committee any interested parties can contact the Town Moderator.

The Town Moderator then proceeded to the Warrant Articles1-44: Town Meeting was then adjourned at 8:55PM as declared by Moderator Atty. Michael V. Caplette. Everyone was asked to stay seated and dismissed row by row.

STATE PRIMARY ELECTION										
1-Sep-20										
	PRECINCT 1	EV - AV	PREC #1 Totals	PRECINCT 2	EV-AV	PREC #2 Totals	PRECINCT 3	EV - AV	Prec #3 Totals	SUM TOTALS
SENATOR IN CONGRESS										
Edward J. Markey - D	96	198	294	111	205	316	120	171	291	901
Joseph P. Kennedy III - D	131	206	337	118	169	287	154	181	335	959
Shiva Ayyadurai - R	63	24	87	42	34	76	55	16	71	234
Kevin J. O'Connor - R	51	38	89	63	74	137	73	50	123	349
Write-In	1	1	2	2	1	3	1	5	6	11
Domenic Mercurio			0	1		1			0	1
Blank	7	2	9	3	3	6	4	1	5	20
REPRESENTATIVE IN CONGRESS										
Richard E. Neal -D	109	266	375	134	266	400	150	237	387	1162
Alex B. Morse - D	111	128	239	94	107	201	121	109	230	670
Write-In	17	7	24	20	10	30	19	7	26	80
Domenic Mercurio	3		3	2		2			0	5
Blank	122	68	190	96	103	199	118	54	172	561
COUNCILLOR										
Paul M. DePalo -D	104	246	350	117	215	332	148	224	372	1054
Padraic Rafferty -D	90	108	198	71	104	175	87	77	164	537
Write-In	12	5	17	10	5	15	13	5	18	50
Domenic Mercurio			0	1		1			0	1
Blank	154	110	264	138	162	300	151	101	252	816
SENATOR IN GENERAL COURT										
Anne M. Gobi -D	180	359	539	193	335	528	238	316	554	1621
Steven R. Hall -R	115	57	172	97	100	197	114	44	158	527
Write-In	3	3	6	2	1	3	2	4	6	15
Domenic Mercurio			0	1		1			0	1
Blank	49	50	99	42	50	92	48	43	91	282
REP. IN GENERAL COURT										
Todd M. Smola -R	101	57	158	94	102	196	98	46	144	498
Write-In	23	42	65	14	34	48	27	28	55	168
Domenic Mercurio	16			16		16	30		30	46
Tanya Neslusan	2		2	14		14	3		3	19
Blank	188	370	558	193	350	543	201	333	534	1635
REGISTER OF PROBATE										
John B. Dolan III -D	73	114	187	72	104	176	105	122	227	590
Kasia Wennerberg -D	109	243	352	117	225	342	129	184	313	1007
Stephanie K. Fattman -R	108	58	166	91	97	188	103	46	149	503
Write-In	3	1	4	2	1	3	1	2	3	10
Blank	53	53	106	54	59	113	52	54	106	325
TOTAL VOTES CAST										
	330	469	799	329	486	815	357	407	764	2378
TOTAL # REG VOTERS										
	2408	2408	2408	2446	2446	2446	2260	2260	2260	7114
% OF VOTER TURN OUT										
	14%	19%	33%	13%	20%	33%	16%	18%	34%	33%

Election Workers included: Chris Wilson, Elaine Cook, Tim Bardsley, Marie Dubrey, Joan Chamberland, Pat Roy, Diane Trepasso, Susan Schwartz, Robert Knight, Barbara Mattioli, Mary Ellen Comerford, Cheryl Economous, Greeters Janet Rae- Sinanian, and Nancy Fors.

Processing our EV and Absentee Ballots were Barbara Stietzel , Bev Spreeman, Pat Howard, Nancy Castendyk and Chris Castendyk and Assistant Town Clerk Sheila O'Connell, Town Clerk swore the poll workers in and lead them in the Pledge of Allegiance. She reviewed the new enlisted safety procedures in place for social distancing.

7114 registered voters cast their vote for a 33% turnout.

GENERAL ELECTION										
3-Nov-20										
	PRECINCT	EV - AV	PREC #1	PRECINCT	EV-AV	PREC #2	PRECINCT 3	EV - AV	PREC #3	SUM
	1		Totals	2		Totals			Totals	TOTALS
ELECTORS OF PRESIDENT AND VICE PRESIDENT										
BIDEN and HARRIS -D	298	875	1173	293	910	1203	272	754	1026	3402
HAWKINS and WALKER-J	6	4	10	4	8	12	1	6	7	29
JORGENSEN and COHEN-L	22	22	44	12	28	40	20	23	43	127
TRUMP and PENCE -R	439	364	803	482	393	875	491	327	818	2496
Write-In	4	7	11	5	9	14	1	4	5	30
Blank	1	2	3	4	5	9	1	3	4	16
SENATOR IN CONGRESS										0
EDWARD J. MARKEY -D	312	848	1160	267	866	1133	255	731	986	3279
KEVIN J. O'CONNOR-R	434	395	829	499	456	955	486	359	845	2629
Write-In	14	7	21	12	9	21	19	1	20	62
Blank	10	25	35	22	22	44	26	26	52	131
Representative in Congress										0
Richard Neal	455	948	1403	497	1044	1541	470	869	1339	4283
Write-IN	42	28	70	40	18	58	38	26	64	192
Blank	273	260	533	263	291	554	278	222	500	1587
COUNCILLOR										0
PAUL M. DePALO -D	449	914	1363	488	994	1482	465	814	1279	4124
Write-In	27	26	53	30	14	44	26	16	42	139
Blank	294	316	610	282	345	627	295	287	582	1819
SENATOR IN GENERAL COURT										0
ANNE M. GOBI -D	292	780	1072	258	816	1074	240	695	935	3081
STEVEN R. HALL -R	466	420	886	519	484	1003	517	380	897	2786
Write-In	0	2	2	0	0	0	1	0	1	3
Blank	12	52	64	23	53	76	28	42	70	210
REPRESENTATIVE IN GENERAL COURT										0
TODD M. SMOLA -R	608	897	1535	688	976	1664	641	761	1402	4601
Write-In	9	26	35	4	24	28	9	28	37	100
Blank	153	343	496	108	353	461	136	328	464	1421
REGISTER OF PROBATE										0
STEPHANIE K. FATTMAN -R	512	537	1049	556	628	1184	520	469	989	3222
JOHN B. DOLAN, III-D	199	581	780	182	574	756	187	511	698	2234
Write-In	1	0	1	0	2	2	0	2	2	5
Blank	58	141	199	62	149	211	79	135	214	624
QUESTION # 1 Right to Repair										0
YES VOTES	540	900	1440	556	996	1552	517	811	1328	4320
NO VOTES	206	335	541	227	326	553	246	279	525	1619
Blank	24	37	61	17	31	48	23	27	50	159
QUESTION # 2 Ranked Choice Voting										0
YES VOTES	248	524	772	226	521	747	211	421	632	2151
NO VOTES	498	699	1197	555	781	1336	552	651	1203	3736
Blank	24	50	74	19	51	70	23	0	23	167
TOTAL VOTES CAST	770	1236	2031	800	1353	2153	786	1117	1909	6093
TOTAL # REG VOTERS	2540	2540	2540	2553	2553	2553	2373	2373	2373	7466
% OF VOTER TURN OUT	30%	49%	80%	31%	53%	84%	33%	47%	80%	82%

Election Workers included: Maryellen Comerford, Janet Rae Sinanian, Tim Bardsley, Joan Chamberland, Bev Spreeman, Patricia Roy, Dave Covino, Kathy Thompson, Barbara Mattioli, Pat Howard, Marie Dubrey, Michelle Moran, Cheryl Economos, Chris Wilson, Paige Szezpian, Chris Knight, Robert Knight, Susan Murphy, Susan Schwartz, Diane Trapasso, Elaine Cook, Rob Cerny, Arthur Oumet, Barbara Stiezel, Ron Stiezel, Chris Castebdyk, Nancy Castendyke, Nancy Fors, Katie Wyatt, Lorice Soper, Margaret Darling, Laurie Boniface, Karen Aubin and Grace Rapucci and Assistant Town Clerk Sheila O'Connell. Town Clerk swore the poll workers in and lead them in the Pledge of Allegiance. She reviewed the new enlisted safety procedures in place for social distancing.

7114 registered voters cast their vote for a 82% turnout.

I would like to take this opportunity to thank my assistant Sheila, our election workers: Maryellen Comerford, Janet Rae Sinanian, Tim Bardsley, Joan Chamberland, Bev Spreeman, Patricia Roy, Dave Covino, Barbara Mattioli, Pat Howard, Marie Dubrey, Cheryl Economous, Chris Wilson, Chris Knight, Robert Knight, Susan Murphy, Susan Schwartz, Diane Trapasso, Elaine Cook, Rob Cerny, Barbara Stiezel, Ron Stiezel, Chris Castendyke, Nancy Castendyke, and Nancy Fors. Volunteers: Katie Wyatt, Lorilee Soper, Kathy Thompson Margaret Darling, Laurie Boniface, Karen Aubin, Arthur Ouimet, Grace Reppucci, Michelle Moran and Paige Szczpien for their outstanding support in a challenging 2020 election year!

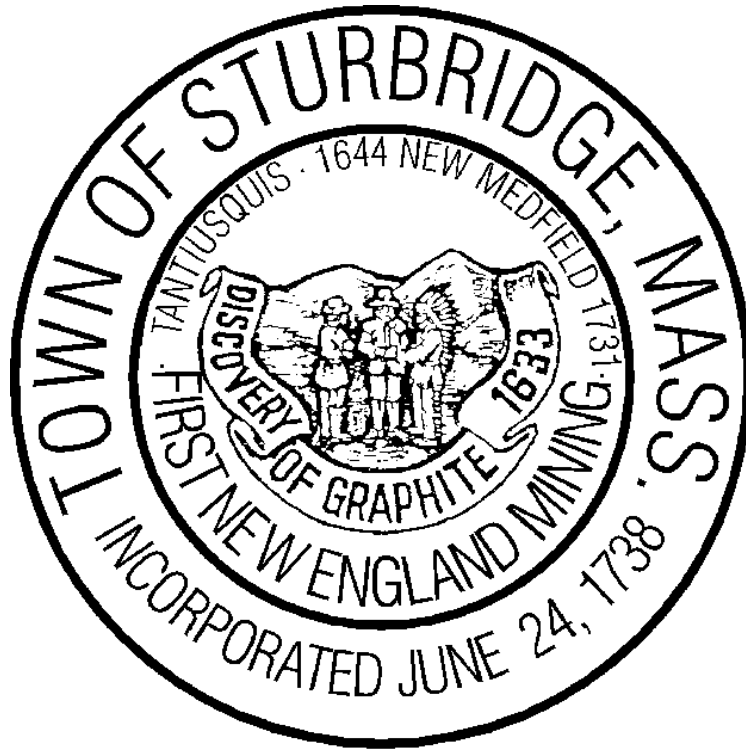
Board of Registrars,
Lynne Girouard
Janet Garon -2022
Susan G Murphy - 2021
Cheryl Wood-Creeden -2023

Respectfully Submitted,

Lynne Girouard
Town Clerk

EDUCATION

2020



REPORT OF THE SCHOOL DEPARTMENT

SCHOOL COMMITTEE

Katherine Alexander, Chair	Term expires 2023
Megan Panek, Vice-Chair	Term expires 2021
Kristen Tuohey, Secretary	Term expires 2023
Mary Bellezza	Term expires 2022
Karen Kowal	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
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SCHOOL COMMITTEE MEETING

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

SCHOOL ENROLLMENT AS OF OCTOBER 1, 2020

<u>Grade</u>	<u>Pre-S</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>Union 61</u>	<u>Total</u>
Elementary	37	91	107	102	110	123	116	112	4	802
<u>Grade</u>			<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>PG</u>	
Tantasqua Junior			145	120						265
Tantasqua Senior					84	92	96	91	0	363
Tantasqua Technical					39	39	30	29		<u>137</u>
TOTAL TRSD										765
TOTAL TRSD/U61										1,567

FINANCIAL SHEET FOR JULY 1, 2019 – JUNE 30, 2020

GENERAL SCHOOL APPROPRIATIONS

\$11,770,442.00

	EXPENDITURES	
	<u>2018-2019</u>	<u>2019-2020</u>
ADMINISTRATION		
School Committee – Sal. & Exp.	6,373.92	4,238.94
Superintendent’s Office	372,912.97	372,875.51
INSTRUCTION		
Administrators’ Salaries	310,099.21	314,358.96
Principal’s Office Expenses	154,002.40	184,141.64
Teachers’ Salaries	4,624,218.80	4,758,412.24
Teacher Aides’ Salaries	145,942.13	139,113.19
Teaching Supplies & Materials	89,015.37	46,640.43
Personnel Training & Travel	26,660.01	27,156.10
Special Education Teachers’ Sal.	737,304.00	673,105.76
Special Education Teacher Aides’ Sal.	417,416.94	450,892.61
Moderate Needs Coord., Tutors, Speech	228,453.00	235,963.00
Therapist & Special Tutors Sal.	261,794.89	232,768.35
Special Education Supplies & Mat.	5,730.57	8,460.24
Textbooks	45,578.96	4,919.78
Instructional Media Center/Salaries	96,741.00	98,907.00
Library Services/Aide Salary	35,638.86	36,370.76
Library Supplies, Material & Exp.	8,077.11	7,648.07
Audio Visual/Supplies & Mat.	0.00	0.00
Guidance Services	151,341.07	159,652.42
Psychological Services	204,428.50	215,862.00
Technology Salaries & Internet Supplies	283,450.83	340,573.83
OTHER SCHOOL SERVICES		
Health Services Salaries	151,310.04	180,888.58
Health Services – Expenses	2,390.44	507.25
Transportation	332,182.61	343,784.33
Special Education Transportation	704,339.61	714,614.20
Field Trips	0.00	0.00

OPERATION & MAINTENANCE OF PLANT	<u>2018-2019</u>	<u>2019-2020</u>
Cafeteria Expense		10,821.70
Custodial Services – Salaries	354,074.17	367,396.69
Custodial Services – Supplies & Mat.	23,231.17	29,689.98
Fuel Oil	70,089.78	67,979.70
Utility Services	126,942.89	118,288.97
Maintenance of Grounds	23,125.22	20,371.49
Maintenance of Buildings	21,385.48	19,389.38
Maintenance of Equip.	41,404.78	55,761.57
 ACQUISITION OF FIXED ASSETS		
New Equipment	0.00	2,000.00
Replacement of Equip.	16,680.00	22,327.02
 PROGRAMS WITH OTHER DISTRICTS, REGIONAL & PRIVATE SCHOOLS		
Special Education – Tuition	1,225,387.60	1,369,259.71
Vocational Schools – Tuition & Exp.	0.00	0.00
 TOTAL GENERAL APPROPRIATION EXPENDITURES	 11,297,724.33	 11,635,141.40
 ESTIMATED STATE REIMBURSEMENTS		
		0.00
Chapter 70	3,821,314.00	3,846,634.00
Chapter 71		
Chapter 76		
SFSF Grants		
Total Estimated Reimbursement	3,821,314.00	3,846,634.00
 Total Expenditures	 11,297,724.33	 11,635,141.40
Less Total Estimated Reimbursements	<u>3,821,314.00</u>	<u>3,846,634.00</u>
	7,476,410.33	7,788,507.40

2020-2021 Budget

	<u>2019-2020</u>	<u>2020-2021</u>
Administration	390,092.00	385,115.00
Instruction	8,112,853.00	8,227,612.00
Other School Services	1,228,752.00	1,273,738.00
Operation & Maintenance of Plant	726,830.00	748,454.00
Acquisition of Fixed Assets	22,000.00	20,000.00
Programs with Other Districts, Regional and Private Schools	<u>1,289,915.00</u>	<u>1,392,900.00</u>
Total Appropriations	11,770,442.00	12,047,819.00

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

Name	Degree	Department
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

Name	Degree	Department
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

Name	Degree	Department
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

Name	Degree	Department
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.

Name	Degree	Department
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

Name	Degree	Department
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 800 students.

The 2019-2020 school year will long be remembered as a historic year. The world-wide pandemic caused by the coronavirus, COVID-19, fundamentally changed many aspects of daily life. Our school building closed on March 13, 2020 to typical operations and remained so for the balance of the school year. Teachers, students, and families shifted to remote teaching and learning. The administrative team reviewed statewide educational and facilities guidance and implemented all necessary measures. The health office staff worked collaboratively with the board of health in monitoring health and safety metrics and developing school procedures and protocols. The custodial staff received training in enhanced cleaning techniques. The food service department distributed meals to families in need.

Curriculum, Instruction, and Assessment

Due to COVID-19, the MCAS (Massachusetts Curriculum Assessment System) was not administered in the spring. State accountability measures were paused. Student progress was measured utilizing the Burgess report card, a remote learning standards feedback form, and other district assessments. Existing curriculum initiatives continued with an increased emphasis on technology education.

Professional Development

To continue to provide our students with high quality instruction, we provide and encourage our staff to engage in various professional development activities. Trainings and workshops on social emotional learning and wellness for students and staff were provided. Additionally, the Burgess technology support team provided teachers and staff with trainings and support.

Technology

Technology played a critical role in the success of our students and staff in the shift from in-person to remote teaching and learning. A tremendous thank you to the entire technology staff for all their hard work and support of our teachers, students, 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 2019-2020 school year added an increased emphasis on health safety. In order to ensure safe operations, the HVAC system was evaluated and enhancements were added and rigorous daily cleaning schedules were put in place.

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 William Emrich, Sarah Swift, Stephanie Canales, Alissa DiMartino, Susan Moriarty, and Dawn Thomas.

In closing, I would like to thank the entire Sturbridge community for their support and commitment to Burgess Elementary School. The 2019-2020 school year brought with it many unforeseen obstacles and challenges; however, the teachers, students, families, and the community rose to the occasion. We have learned much and will move forward with pride knowing we have done our very best. It truly does take a village.

Respectfully Submitted,
Kathleen Pelley
Principal

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

Now in my ninth year as Superintendent of Tantasqua Regional and Union 61 School Districts, I continue to be in awe of the dedication and collective efforts of our staff and the many achievements of our students. To say that this has been a most unusual year would not fully capture the significance that the COVID 19 pandemic had on us as a school system, as well as on all of us as individuals. The pandemic required all of our educators and support staff to adapt quickly to an unprecedented situation. Our students and families also needed to adapt with virtually no warning and we were so grateful for their partnership. While this time has proven to be extremely challenging, I could not be more proud of how we all came together during this time of great uncertainty, to support our amazingly resilient students. I cannot begin to appropriately thank everyone for their hard work during the spring and summer of 2020, and I am extremely grateful to all members of our educational community for their commitment to opening schools this fall, and doing all that was needed to make this happen.

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, our Elementary Districts are implementing *Foundations* in grades Kindergarten through grade 2. 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 by optimizing and tailoring student learning during hybrid instruction.

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 rigorous core math program and continue to improve literacy skills by reading complex texts. Civics education is currently a new focus area across all of the secondary grade levels. A working group has been established to revise curriculum standards in an effort to align K-12 civics content. In Science, *Project Lead the Way* continues to provide hands-on, transformative learning experiences for students, and support the development of high demand knowledge and skills.

Many technology improvements were implemented over this past year. During the 2019-2020 school year, we continued to update and enhance our security system through the support of grant funding. We also continued to increase the use of GSuite for Education, which allows students and staff to collaborate quickly and effectively. Google Classroom has been expanded into all schools. In March, the IT team had to quickly pivot to a full remote learning model. We worked with leadership in each school to deploy devices to students so that our teachers could continue the delivery of instruction. We increased our bandwidth and upgraded our firewall to meet the new demands of this model. Thanks to support from our School Committees, we ordered new Chromebooks to further enhance the variety of learning models that we encountered

in the new school year. Numerous software titles were acquired to assist educators, and we supported the ongoing needs associated with remote learning.

The IT team supported multiple curriculum initiatives which required a technical component for content delivery. We continued to work on IT centralization to better serve our students and staff. We secured eRate funding for Category 1 connections. Over this past year, the technology team completed over 1,900 helpdesk tickets between the seven buildings.

Because of the support from the voters of our five towns during the 2018/19 town meeting season, Tantasqua received the approval from the MSBA for the Tantasqua Junior High doors and windows replacement project. This support allowed us to begin the implementation of the project in the spring of 2020 with completion expected by the spring of 2021. We are looking forward to the improvement these changes will bring to the educational environment.

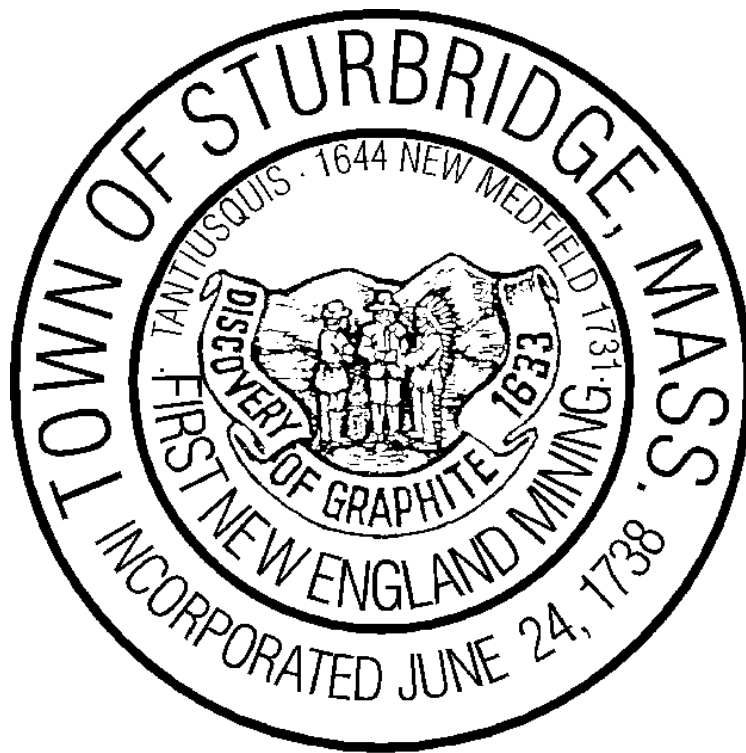
The support of our School Committees, families, and community members is invaluable to the administration and staff of the Tantasqua Regional and Union 61 School Districts. The ten months between March and December 2020 will be remembered as a time of strength and collaboration as the Districts overcame and excelled in meeting the challenges and stress of the Corona Virus pandemic. We are greatly appreciative of the efforts and ideals we share as we continue to work collaboratively to achieve the goal of providing our students with every opportunity for success.

Respectfully,

Erin M. Nosek, Ed. D
Superintendent of Schools

PUBLIC SAFETY

2020





Sturbridge Police Department

ANNUAL REPORT 2020

AN ACCREDITED POLICING AGENCY





**TOWN OF STURBRIDGE
POLICE DEPARTMENT**

Office of the Chief of Police

Earl J. Dessert

346 Main Street, Sturbridge, MA 01566

Office (508) 347-2525 · Fax (508) 347-7904

<https://www.sturbridge.gov/police>



Dear Members of Our Community:

On December 21st, 2020, I was truly honored to have been appointed to be your Police Chief. I want to thank the members of the Police Chief Search Committee, the Town Administrator, and the Board of Selectmen for their confidence they have bestowed upon me to lead the fine men and women of the Sturbridge Police Department. I am committed to ensuring the community receives the highest level of police services through accountability and community policing.

I am pleased to present to you my first Annual Report. 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.

The year 2020 was challenging for many and without a doubt it has been challenging for First Responders and front line workers. Despite the Pandemic, front line workers across the nation reported to work every day to ensure the needs of the community were met. To all of the front line workers, I thank you for your dedication to service. To those of you who suffered the loss of a loved one due to the Coronavirus, I offer my deepest condolences.

I would also like to thank the men and women of the Sturbridge Police Department who work tirelessly to keep our community safe. I am extremely proud of the level of commitment our employees have to our community outreach programs such as National Night Out, The Senior Luncheon, Citizens' Police Academy and so much more. Events such as these create a community trust and familiarization that has had long lasting benefits.

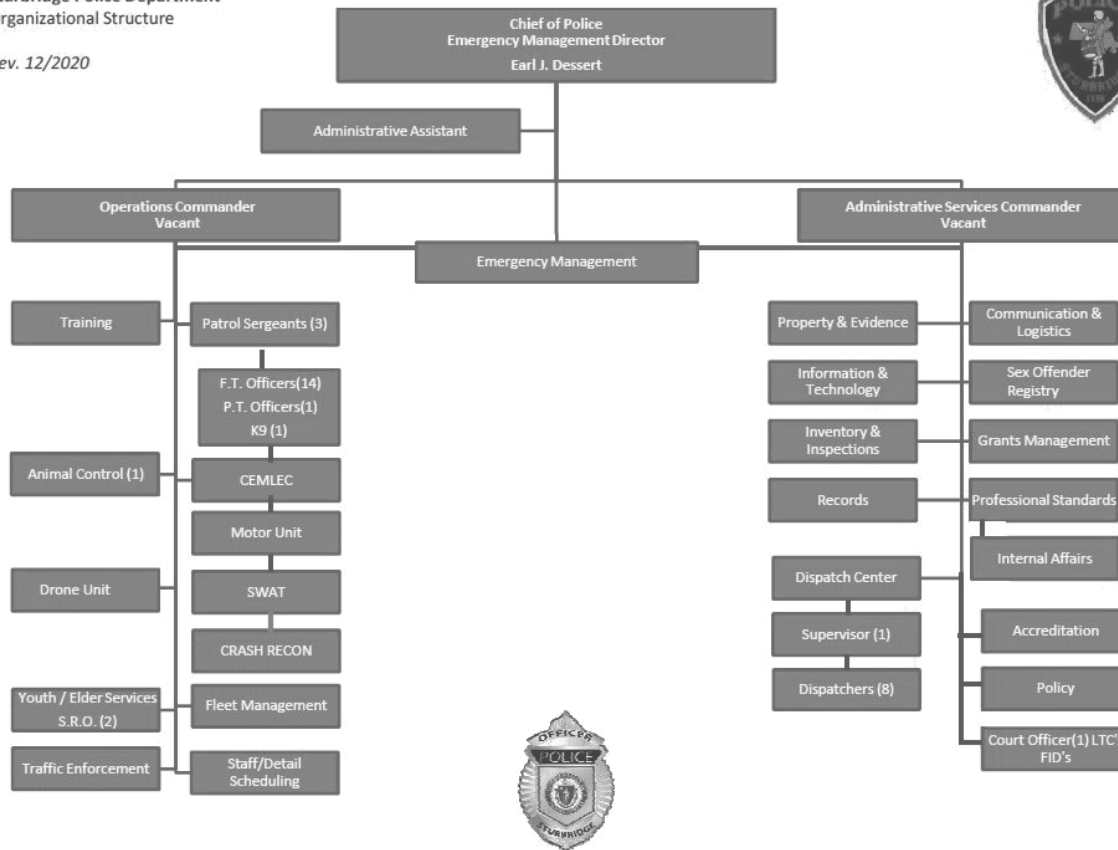
Lastly, I would like to recognize Chief Ford for his many years of service to the Town of Sturbridge. Chief Ford was the driving force that brought the Sturbridge Police Department into the 21st Century of policing. He always ensured our agency and officers were equipped with the latest and best training and equipment. Chief Ford was a great coach, mentor and leader. On behalf of the men and women of the Sturbridge Police Department we wish you a happy retirement and we salute you for your dedicated service to the town.

Sincerely,

Earl J. Dessert
Chief of Police

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.

The Town of Sturbridge is an Equal Opportunity Organization



Patrol

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

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

Our police officers who are on the streets 24/7 are the backbone of our agency. Patrol is the most readily identified function, therefore, the most visible to the public. Police Officers are the 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.

Dispatchers

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

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

During the past year the Sturbridge Police Department has hired two new full time dispatchers and one new part time dispatcher. The communications center has transitioned from a one-person dispatch to a two-person dispatch on days and evenings to accommodate the influx of calls that we experience on a day to day basis.

We would like to thank all of the Sturbridge Public Safety Dispatchers for their professionalism, commitment to duty and dedication to serving this community in the highest standard.

Full Time Dispatchers

Part Time Dispatchers

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

Thirty Years of Service

In 2020, Lead Dispatcher Barbara Boiteau celebrated thirty years of service with this agency. Lead Dispatcher Boiteau began here in 1990 as a Dispatcher and was promoted to Lead Dispatcher in 2005. Lead Dispatcher Boiteau does an incredible job leading our dispatchers and ensuring a quality product is delivered to the public. This includes getting our dispatchers familiarized and trained when they begin here as well as constantly training on cutting-edge technology. Barbara has been recognized as a leader in the field and has received

awards for outstanding performance including Emergency Telecommunicator of the Year in 2009. We salute Lead Dispatcher Barbara Boiteau on thirty years of Dedicated Service.



Calls For Service:

Police calls for service; (CFS) is either a citizen initiated or self-initiated call by an officer that is tracked by the Computer Aided Dispatch (CAD) system which requires an action to be taken by one or more police/fire/EMS units. A total of 26,402 calls for service were generated in 2020.

Community Policing

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

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

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

School Resource Officers 2020 Activities

School Resource Officer Hillary Murray continues to be fully committed to educating and ensuring everyone's safety at Burgess Elementary School. She taught multiple safety related lessons throughout the school year – including but not limited to bus safety, Halloween safety, drug and alcohol awareness, stranger safety, internet safety, bike safety, and 911. She also helped to coordinate and assist with A.L.I.C.E. drills throughout the Tantasqua school district, continued to update and enhance the School Emergency Operation Plan at Burgess Elementary, and assist administration in a variety of ways including implementing best safety practices.

During the year, Officer Murray assisted and coordinated a number of school community related events. One of the events was a car seat checkpoint in October that, along with the assistance of PD and FD car seat technicians, was tremendously successful. Lastly, with the assistance of the local Lions Club and Cops & Kids Toy Drive, Officer Murray assisted in coordinating with the Burgess community and helping families in need this past holiday season.

School Resource Officer Garrett Dana began his second year at the Tantasqua Regional Junior and Senior High Schools. Officer Dana taught numerous classes to the seventh and eighth graders on subjects including vaping, internet safety, and healthy boundaries. Officer Dana has also led a coordinated effort with officers assigned to the schools from Brimfield, Brookfield, Holland and Wales. The cooperation from the other towns has helped all involved agencies provide a safer school experience for the community.

March 13, 2020 was the last day of in-person schooling for the Burgess Elementary School and the Tantasqua Junior and Senior High Schools due to the COVID-19 pandemic. As a result, Officer Murray and Officer Dana were reassigned to perform a patrol function for the rest of the spring and throughout the summer. They were both excellent additions to our patrol force and made significant contributions to in that role.



School Safety

The Sturbridge Police Department participated in “Operation Yellow Blitz”. During this operation period the Sturbridge Police shadowed school buses in marked and unmarked patrol vehicles and cited those motorists who did not stop for the flashing red lights. The fine for this violation is \$255!! Please be sure you stop for all school buses when the red lights are flashing!



S.A.L.T.

(Seniors and Law Enforcement Together)

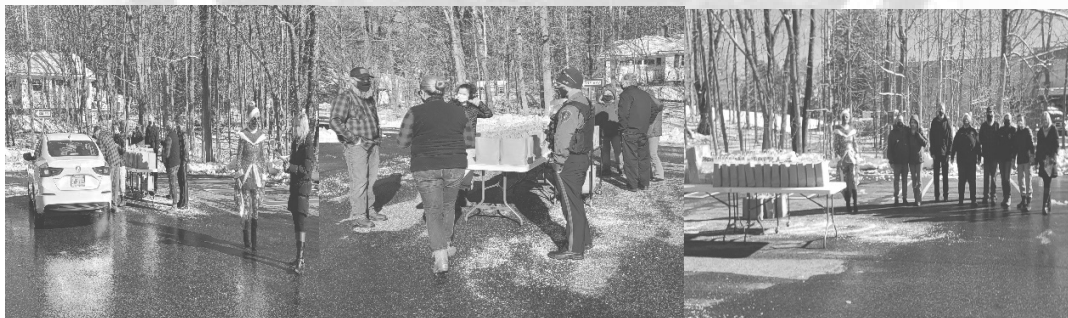
SALT Mission Statement: SALT is a voice to advocate for action to ensure that seniors live in a healthy, safe, enjoyable and vibrant community. The team will act as a communication link between seniors and service providers, increase awareness of services for seniors and support seniors in the community.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

The Sturbridge Police takes great pride in their partnership with the senior citizens of our community. On the third Thursday of every month, members of the Sturbridge Police Department go to the Senior Center and give various presentations to those who attend. 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. Due to the COVID-19 pandemic these events looked a little bit different than events from years past.

In August 2020, the Sturbridge Police Department and the Sturbridge Council on Aging hosted the 14th annual SALT cookout. This year, the event was held at the Sturbridge Senior Center under a tent at appropriate social distance.

In December 2020, 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. Due to social distancing regulations, seniors were able to pick up their meals or have meals delivered to their homes. The spaghetti and meatballs for this event was donated by Village Pizza.



2020 Toy Drive

The Sturbridge Police Department hosted a toy drive here at the Public Safety Complex on Saturday December 12th from 10a.- 2p. Toy program is sponsored by the Lions Club in partnership with the Southbridge Police. The Sturbridge Police has been very successful over the past few years helping out with toy drives and we had another

successful year in 2020. In 2020 over 1000 individual toys were donated by members of our community. This toy drive was coordinated by Sergeant. Larry Bateman.



No Shave November

Members of the Sturbridge Police Department once again participated in "No- Shave November". The goal of No-Shave November is to raise awareness of cancer. The members of the Sturbridge Police Department paid \$50 each to participate in this 30-day journey of no shaving. The members raised over \$1795.00 and brought awareness for this terrible disease. All funds collected went to Cops for Kids with Cancer. If you want to learn more about Cops for Kids with Cancer or you want to support the Sturbridge PD in raising money for the cause please visit <https://copsforkidswithcancer.org/no-shave-november-2020/>. Despite the fact that all members of the police department donated to the cause, this event was also impacted by the COVID-19 pandemic. Officers were not able to grow facial hair because it would have interfered with the proper wearing of their face masks.



Car Seat Installation

This year, the Sturbridge Police Department was awarded a grant for 32 car seats of different varieties. During the year our technicians inspected or assisted a parent/guardian in the selection and proper installation of the safety seat.

Our technicians inspected 18 child seats and provided 6 seats to a parent or guardian.

This agency also held a car seat check point on 10/15/2020 and inspected 7 child seats during that event.

The Sturbridge Police Department currently has three technicians. Firefighter Matthew Bonneau has also assisted the Police Department in support of this program.

Barbara Boiteau, Lead Dispatcher	Melissa Cunningham, Police Officer
Ashley Griffin, Dispatcher	Matthew Bonneau, EMT-P/FF

Motor Vehicle Crashes are the number one cause of fatal injury for children and adults, age 1 to 34. Selecting a safe car seat and correctly using child restraints and seat-belts may be the most important things you can do to

protect your family. To schedule an appointment, or for questions regarding your car seat, please call to speak with a Car Seat Technician.

Emergency Management

Emergency management is the managerial function charged with creating the framework within which communities reduce vulnerability to hazards and cope with disasters. The Office of Emergency Management for Sturbridge falls under the direct supervision of Police Chief Earl J. Dessert.

The Emergency Management Coordinator, David DeMings, has proven invaluable to our Emergency Management Office. David consistently works to ensure that our community is prepared to handle or mitigate any potential disasters. David has applied for and received numerous Emergency Management grants, coordinated Local Emergency Planning Committee (LEPC) meetings and implemented trainings. David also oversees the Community Emergency Response Team (CERT). Below is an outline of our Emergency Management AND CERT activity. Thank you, David, for all your hard work.

In 2020 the Office of Emergency Management worked closely with local, regional, state, nonprofit and private sector partners to mitigate, prepare for, respond to and recover from all hazards. EM was largely focused on the pandemic response, coordination of resources and supplies, and the documentation of and reimbursement of town expenses related to COVID-19. This includes Sturbridge Police Department, Sturbridge Fire Department, and Public Safety Complex support expenses. Shelter supplies were increased to include masks and sanitizer in the event of a shelter operation. Emergency Managements also completed approximately \$110,000.00 in grant projects including lobby reconstruction (to start 2021) and a large project that outlines the strengths and vulnerabilities of Sturbridge during storms of increasing severity (to be reviewed Q1 2021).

Additionally, EM assisted the local Board of Health with a successful drive through clinic for the flu vaccine as well as assisted Tri-EPIC with the COVID-19 vaccine clinic in Southbridge. Both projects utilized Sturbridge CERT as extra support for the operation. In 2020, CERT was used for a total 352 hours. These hours are used for competitive grants and give Sturbridge a total FEMA grant allowance of about \$8,100.

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

The Community Emergency Response Team or CERT, headed by Emergency Management Coordinator David Demings, is a national program comprised of local volunteers who receive over twenty hours of training in first aid, fire safety, light search and rescue and more. In Sturbridge, our CERT unit supports Police and Fire units at emergencies and for planned events. They meet monthly to learn new skills (such as cybersecurity awareness), renew old ones (such as First Aid/CPR), and generally to maintain their readiness to support their Sturbridge neighbors in any emergency.

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

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

Retiring Member

The Sturbridge Police Department and the Office of Emergency Management would like to thank longtime CERT member Dick LaFranchise for his commitment and dedication to CERT. Dick was a founding member of CERT IN 2009 and graduated from the first class held in the Town of Sturbridge. Dick has volunteered hundreds of hours over the years and has always been an incredible resource for the department. We wish Dick well in his retirement.

The Office of Emergency Management will continue to protect Sturbridge in 2021, but it encourages everyone to take steps to prepare themselves for any emergency. For those looking for information on emergency preparedness, please go to www.ready.gov for detailed resources for all ages.

Boat Patrol

In 2020, 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>.



Military Deployment

Officer Nicole Patterson served our country on a nine month tour in Afghanistan. We thank officer Patterson for her dedication and service to our country and we are grateful she has returned to safely to our ranks.



Staff

Police	Dispatchers
Chief Earl J. Dessert	Lead Dispatcher Barbara Boiteau
Sergeant Larry Bateman	Toiah Maloney
Sergeant Joseph Lombardi	Patricia Lupacchino
Sergeant Sean Paine	Ashley Griffin
Officer Jeffrey Lavallee	Trevor Bresse
Officer Ronald Obuchowski	Meghan Cassavant
Officer David Fortier	Trisha Towns
Officer Hillary Murray (School Resource Officer)	Matthew Cole
Officer Daniel Hemingway (K-9 Officer)	Michele Rosano
Officer Jeffrey Forcier	Tami Warner
Officer Paul Janson	Marc Widing Jr.
Officer Scott Crevier	
Officer Garrett Danna	
Officer Thomas Giordano	
Officer Colby Tytula	
Officer Nicole Patterson	
Officer Melissa Cunningham	
Officer Robert Archambault	
Officer Corey Giguere	
Officer (Vacant)	
Michelle Connors (Animal Control Officer)	

Professional Standards Review

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

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

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

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

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

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

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

2020	
Complaint Type	Number
Supervisory Inquiry	2
Internal Affairs Complaint	0

During 2020, two supervisory complaints were received and investigated. One supervisory inquiry was sustained. The other supervisory inquiry was unfounded. There were zero Internal Affairs Investigations.



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.

Chief Earl J. Dessert serves as the Department's Accreditation Manager He is tasked with keeping all files, documents, forms and accreditation standards up to date. Our last accreditation assessment took place in January of 2020 and the department was re-accredited in June 2020. 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.

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

Social Media

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



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

https://twitter.com/Sturbridge_PD

Grants

In 2020, the Sturbridge Police Department was awarded numerous grants that enabled the department to cover and/or defray costs on several operations, initiatives and events. Below are some of the notable awards:

GRANT	FUNDING AGENCY	PURPOSE	AMOUNT FUNDED
Child Passenger Equipment	EOPSS	To purchase car seats	\$4,948.60
911 Training Grant	State 911	To offset the cost of advanced training for Dispatchers.	\$29,841.12
Ped/Bike Safety	EOPSS	To enhance traffic enforcement efforts; to reduce traffic crash fatalities through proactive enforcement.	\$5,993.26
Support and Incentive	State 911	To offset the cost in order to have two dispatchers on-duty.	\$41,506.00
Edward J. Byrne Justice Assistance Grant	EOPSS	Law enforcement equipment enforcement, and programming needs	\$25,125.00
Municipal Vulnerability Preparedness	EOEEA	Planning for climate change resiliency and implementing priority projects	\$15,000.00
Coronavirus Emergency Supplemental Fund	EOPSS	Related to spending for the COVID-19 pandemic.	\$50,000.00
Total Amount Awarded			\$172,423.98

Mandated and 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.

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, and Police Accreditation to name some.

Sergeant Paine attended advanced supervisor training through the FBI Law Enforcement Executive Development Association (LEEDA). Sergeant Paine completed the Supervisor Leadership Institute, the Executive Leadership Institute and Command Leadership Institute and earned the prestigious FBI LEEDA Trilogy Award.

The Sturbridge Police Department has recognized the mental health crisis that has had great impact on law enforcement officers nationwide. Therefore, then Chief Thomas J. Ford III set a goal to get the entire department trained in Crisis Intervention. Training began in 2019 and continued in 2020. Unfortunately, this in-person training opportunity was limited due to the COVID-19 pandemic. This training is anticipated to resume in 2021.

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.

All officers in the agency have attended Fair and Impartial Policing which was offered by the Municipal Police Training Committee in 2020. Sergeant Paine serves as the Civil Rights Officer for the department. The Sturbridge Police Department is committed to investigating all reports of hate crimes or hate incidents and provides frequent training on implicit and explicit bias and related topics.

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 Archambault attended the 40-hour School Resource Officer Course. This is a basic course for those interested in becoming a School Resource Officer.

Chief Dessert, Sergeant Bateman, Sergeant Lombardi and Sergeant Paine all attended a day long Management Development Course which addressed best practices on hiring and retaining talented officers as well as the mitigation, documentation, and dismissal of employees who do not meet the extremely high standard expected of police officers.

Drone Unit

The Drone Unit was implemented and operational in the last half of 2020. Officer Janson conducted research and with oversight from Chief Dessert, a new drone policy was established. The Drone Unit is called on for search and rescue, traffic collision reconstruction, investigation of different crime scenes and surveillance of crowds and events to ensure safety.

The Sturbridge Police Department is equipped with a DJI Matrice 210 RTK Drone. Drones are unmanned aerial systems (UAS) that operate by battery power and electrical frequencies. Officer Janson earned a Part 107 Commercial Drone License through the Federal Aviation Administration (FAA). Officer Janson continues to train with the Central Massachusetts Law Enforcement Council (CEMLEC) Drone Unit and began responding to missions earlier this year.



Coronavirus/COVID-19 Pandemic

2020 was an unprecedented 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 interfaced with local, state, and federal agencies to ensure our members were equipped with Personal Protection Equipment (PPE) including masks and gloves. This enabled our officers to continue to answer calls for service in the safest possible manner.

New Hires

Robert Archambault FT Police Officer 05/05/2020
Corey Giguere FT Police Officer 07/21/2020
James Kodzis PT Police Officer 02/19/2020
Christopher Kane FT Dispatcher 09/10/2020
Marc Widing Jr. PT Dispatcher 09/10/2020
Meghan Cassavant FT Dispatcher 11/03/2020
Trisha Towns FT Dispatcher 12/22/2020

Resignations

Edward Page FT Police Officer 01/31/2020
Pearl Lutta PT Dispatcher 02/08/2020
James Kodzis PT Police Officer 07/20/2020
Linda Hatch PT Dispatcher 07/20/2020
Tyler Bresse PT Dispatcher 02/22/2020
Thomas J. Ford III FT Police Chief 05/12/2020
Melissa Palmer PT Dispatcher 08/10/2020
Scott Belanger FT Dispatcher 08/31/2020
Christopher Kane FT Dispatcher 11/16/2020

Chief Thomas J. Ford III (Ret.)

On May 12, 2020, Chief Thomas J. Ford III retired after more than 34 years of service to the Town of Sturbridge. Chief Ford became a reserve officer in August 1985 and a full-time officer in March 1987. He was promoted to sergeant in 1998 and lieutenant in 2005.

Chief Ford had a huge part in making this agency what it is today. He was deeply committed to maintaining the highest professional standards for his officers and was constantly trying to improve the services offered to the community. Chief Ford's leadership will leave a lasting mark on everyone who had a chance to serve under him and we will certainly miss him. Congratulations on your incredible career, Chief, and best wishes on your retirement.

When Chief Ford Retired, then Lieutenant Earl J. Dessert assumed the role of Interim Chief of Police and was appointed Chief of Police on December 21, 2020.



“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”.

2020 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 86 years. Founded in 1934 as a largely volunteer effort, the department continues to adapt and grow with the ever changing world of fire and emergency medical service delivery. Today, our staff of fourteen (14) full time firefighters, including the Fire Chief, and six (6) 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 is always seeking to add to its staff of paid “part time/on-call” personnel. During 2020, 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. Robert Moynagh was added to the roster of full-time employees. Bob had been a part-time firefighter with the department since 1997. We are fortunate to now have him working as a full-time firefighter. In addition, Dave Hoyt and Jason Edson were added to the part-time/on-call roster.

Grants

In 2020 the Department was fortunate to receive several grant awards. The first of these awards was from the Massachusetts Department of Fire Services in the amount of \$6,000 to use toward the purchase of a personal protective gear washing machine. This machine will help to minimize the dangers of toxic carcinogens present during fire conditions by allowing us to wash our gear after each fire. The second grant was from the Last Call Foundation in the amount of \$15,000. This funding is being used to purchase ballistic vests and helmets for department personnel to use should they need to respond to an active shooter scenario. In addition to the \$15,000, we received \$2,900 from an Emergency Management Performance grant to supplement the purchase of this equipment. Lastly, the Department received a grant of approximately \$18,000 from The Leary Firefighters Foundation to use toward the purchase of personal bailout kits for each of our firefighters. On behalf of the Town and The Sturbridge Fire Department, thank you to all of these organizations for your kindness and generosity.

Apparatus

In August the Town entered into an agreement with Allegiance Fire & Rescue out of Walpole for the purchase of a new, custom built Pierce Enforcer 1500 GPM PUB Pumper. The build time is approximately 180 days and we expect to take delivery of the new truck in Spring 2021.

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 construction or projects that involve 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. The primary responsibility for these activities falls under Lt. John Marinelli. He is supported by the other two Lieutenants who also perform some routine pre fire planning of buildings in the Town of Sturbridge.

In 2020 the Fire Prevention Division of the Sturbridge Fire Department conducted and logged over 369 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.

Inspections conducted in 2020 are on the low side due to the Covid-19 pandemic. We are still trying to recover the back log of inspections.

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 Lt. John Marinelli and Firefighter Mathew Bonneau, and approved by the Chief of the Fire Department.

Along with typical fire safety inspections the Fire Prevention Division, including the three Lieutenants, assists the building department in conducting their inspections within the town.

The Fire Prevention Division received two iPads to conduct inspections. This has been instrumental with record-keeping and being able to get historical information while out in the field.

Training

In 2020 the Fire Department continued with its structured training program. Under the direction of Lt. Matthew Roderick, department personnel engaged in over 1026 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 2020 certainly became very challenging to provide firefighting training due to the Covid-19 pandemic. Since most fire and rescue based training is hands-on and involves multiple members, this proved to be a very challenging obstacle to overcome. The Massachusetts 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.

Fortunately, with active cases easing during late spring to fall we were able to salvage most of our scheduled training program, some of which we were able to perform in smaller groups.

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

Firefighters Jen Ashe, Anthony Messina and Joshua Thomas - Fire Prevention Officer Basic

Firefighter Jonathan Becker - Fire Officer I

Firefighter Steven Joyce - Fire Instructor I

Firefighter Patrick Normandin - Incident Command for Structural Collapse Incident



In February we hosted the National Grid Fires and Wires program. This course was provided free of charge through National Grid and reviewed electrical hazards in regards to utility poles, transformers, services and generators.



In addition to firefighting and EMS training, all of our members participate in Basic open water rescue training. In this picture firefighters Becker and Quattrocelli prepare to remove a simulated unconscious victim with a floating stokes basket and extricate to our Marine 1.



In November prior to the 2nd Covid-19 surge we were able to participate in live fire training at the Dayville CT Lemery Memorial Training Facility. Firefighting skills such as basic fire attack, hand line deployment and search and rescue were performed in addition to Tower operations and ventilation.

We were fortunate to work with members from the Brookfield and Wales Fire departments at this training event.

Emergency Medical Services (EMS)

In 2020, the Sturbridge Fire Department continued delivering yearly and bi-yearly training, to Town employees, Day Care facility staff, Pre-school staff and residents in the American Heart Association HeartSaver CPR/AED. In addition to CPR training, the Department trained and certified restaurant employees with a ChokeSaver Course. This course teaches employees different techniques for assisting people that may be choking. Since this program began in 2017, we have trained employees from several different restaurants in the Town of Sturbridge.

The Sturbridge Fire Department, with the assistance of Lt. Riendeau, is able to teach and certify department personnel as well as personnel from other departments in many areas such as Con-Ed classes, PHTLS, AMLS, ACLS, CPR, and a NCCR class. This assists personnel in obtaining the necessary continuing education requirements set by OEMS and the National Registry of Emergency Technicians on a two-year recertification cycle.

The Sturbridge Fire Department continues to find different ways to give back to the community. A leading cause of death in the United States is sudden cardiac arrest, claiming one thousand victims a day nationally, with only 8 percent survival rate. The Department is currently working with doctors at UMass on a program called “Prescription CPR: Community Collaboration to Improve Community Cardiac Arrest Survival for High Risk Populations”.

The approach adopted by Prescription CPR is to develop a partnership among hospitals, physicians and EMS agencies to support targeted and sustainable CPR and AED training for high risk patients and their families. In addition to targeting those over 50, those with hypertension, elevated cholesterol and triglycerides, etc. are targeted as well. The program uses the risk factors to help physicians identify high risk patients and their families in their practices. The patients/families are then connected with their local EMS agency to arrange CPR and AED training. Symbolically, the physician writes a “prescription” that provides the reason for the training and directions on how to make contact with the local participating EMS agency. The patient/family is then trained through a brief training method that builds off of the CPR instruction that 911 operators provide at the time of a cardiac arrest.

The training is intended to be targeted, brief and easy to remember and to use the Hands-Only CPR method. Studies have shown the efficacy of brief CPR/AED training to facilitate retention of key skills by those trained, months post training. The key concepts are to be able to deploy a simple protocol at the time of a cardiac arrest: to try to arouse the victim, to call 911, place phone on speaker phone, place victim on the floor if possible, to begin CPR in the center of the chest at a rate of 100-120. Students trained are encouraged to enlist other bystanders to go for a defibrillator and to help take over CPR. If the bystander is alone and becomes tired they are encouraged to stop briefly to rest. The key factor that is encouraged is that the only bad CPR is no CPR. Further key questions are addressed about Good Samaritan Laws and why rescue breathing is not part of the protocol.

Health Care, Emergency Medical Care, Emergency Medical Services and the Community portion of the program includes how to use and AED. The initial protocol for bystander CPR is used and then a defibrillator training device arrives and is deployed. The student is able to practice CPR and practice deploying the AED. Through both sections, the instructor is able to provide guidance and feedback to the student.

The Sturbridge Fire Department strives to supply the highest of pre-hospital medical care to the residents of Sturbridge. The year 2020 was a challenging year for the Sturbridge Fire Department with the outbreak 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 went to extreme measures to keep the residents and personnel as safe as possible. With the recent acquisition of the AreoClave we were able to decontaminate the Ambulance on a regular basis to keep the equipment clean and mission ready. The availability of proper PPE was also difficult to acquire. Through support we received at the Regional, State, and Federal levels, along with our trusted suppliers we were able to maintain an adequate level of supplies to operate safely.

In 2020 the Department welcomed to the full time roster Firefighter Robert Moynagh. He joins the department as Firefighter I/II certified and State certified EMT Basic. FF R. Moynagh is proceeding with the completion of his National and State certification as a Paramedic, with an expected completion in July of 2021. FF R. Moynagh has been assigned to Group 1. All three groups now operate with three paramedics and an Officer. The Department also added two new part time personnel to the roster with Dave Hoyt and Jason Edson, both are National and State certified Emergency Medical Technicians.

The Sturbridge Fire Department responded to a total of 1401 EMS calls in 2020, a 9% increase from 2019. Part of our mutual aid agreement is that we provide EMS assistance to the surrounding towns. EMS assistance was provided 101 times to the surrounding towns, because they were unable to provide resources of their own to cover these calls. In 2020 we received a total of 167 requests for an ambulance to respond for a second call (duty crew was dedicated to another call); this is an 9% increase from 2019. The request for another town to assist Sturbridge with a mutual aid ambulance was needed 43 times, while the remaining 124 ambulance calls were covered by the second/third ambulance from Sturbridge. The second/third ambulance was covered by full time and part time staff returning back to the station on a recall and by the remaining personnel from the assigned duty crew. Sturbridge and the surrounding towns are still falling short to maintain coverage, even with adding staff to keep up with the ever growing demands for Fire and EMS services in our area.

Public Education

The goals of the Public Education/SAFE division of the Sturbridge Fire Department are to educate the public on how to take precautions to prevent potentially harmful fires and other incidents, and to educate the public on how to survive them when they do 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 give the public their best chance to survive the incident with multifaceted knowledge and strategies.



2020 was the final year for Firefighter MaryLou Volpe as SAFE coordinator for the Sturbridge Fire Department. We would like to take this opportunity to thank her for her many years of dedication to the community, more importantly in the area of community education and outreach. The Town of Sturbridge is a safer community because of her hard work and dedication to this cause. Thank you MaryLou!



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 young to old, the approaches to teaching fire safety varies but it is important that the message remains the same. Through the efforts of Firefighters Joyce, Normandin and Bonneau along with many assisting SFD members, this important and often 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 residents regarding fire safety.



The Public Education/SAFE division had larger plans for expanded outreach and presentations in 2020. However, due to the Covid-19 pandemic and the limitations on gathering sizes for public events, we started a YouTube page for the Sturbridge Fire Department. By doing so we continue to get our public safety messages to the community in a safe and regulation abiding manner. This new strategy gives us another tool to reach our audience. Continued safety messages were delivered throughout the year regarding having working smoke and carbon monoxide alarms, escape routes/planning, cooking safety in the kitchen, fire extinguisher usage and many more safety topics. We have also piloted a “Sand for Seniors” program this year providing sand to our seniors and disabled persons so they have a supply at their doorstep to avoid slips and falls on snowy/icy walkways. The “Hydrant Helpers” program continues to be another great community engagement event with neighborhood children shoveling out hydrants when the snow falls to be entered in raffle prize drawing for their safety efforts. While the annual Horribles Parade at Halloween was cancelled we ran a virtual costume contest with a prize for the winners. The department rose to the challenges faced on how we do things normally. We are hopeful to return to in person community events when they begin again in the future!



Response Statistics for 2020

INCIDENT TYPE	# INCIDENTS
Station: 1 - HEADQUARTERS	
100 - Fire, other	9
111 - Building fire	10
113 - Cooking fire, confined to container	6
114 - Chimney or flue fire, confined to chimney or flue	6
131 - Passenger vehicle fire	7
132 - Road freight or transport vehicle fire	5
134 - Water vehicle fire	1
140 - Natural vegetation fire, other	7
141 - Forest, woods or wildland fire	3
142 - Brush or brush-and-grass mixture fire	14
143 - Grass fire	1
151 - Outside rubbish, trash or waste fire	1
161 - Outside storage fire	1
163 - Outside gas or vapor combustion explosion	1
200 - Overpressure rupture, explosion, overheat other	1
251 - Excessive heat, scorch burns with no ignition	8
311 - Medical assist, assist EMS crew	10
320 - Emergency medical service, other	4
321 - EMS call, excluding vehicle accident with injury	1175
322 - Motor vehicle accident with injuries	51
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries.	9
341 - Search for person on land	1
350 - Extrication, rescue, other	1
352 - Extrication of victim(s) from vehicle	1
365 - Watercraft rescue	3
400 - Hazardous condition, other	5
411 - Gasoline or other flammable liquid spill	7
412 - Gas leak (natural gas or LPG)	2
413 - Oil or other combustible liquid spill	5
422 - Chemical spill or leak	2
424 - Carbon monoxide incident	14
440 - Electrical wiring/equipment problem, other	2
442 - Overheated motor	2
444 - Power line down	19
445 - Arcing, shorted electrical equipment	7
461 - Building or structure weakened or collapsed	4
500 - Service Call, other	24
510 - Person in distress, other	2
511 - Lock-out	11
520 - Water problem, other	1

521 - Water evacuation	3
531 - Smoke or odor removal	8
542 - Animal rescue	1
550 - Public service assistance, other	41
551 - Assist police or other governmental agency	34
552 - Police matter	5
553 - Public service	33
554 - Assist invalid	6
561 - Unauthorized burning	17
571 - Cover assignment, standby, moveup	27
600 - Good intent call, other	3
611 - Dispatched & cancelled en route	53
622 - No incident found on arrival at dispatch address	15
631 - Authorized controlled burning	5
651 - Smoke scare, odor of smoke	7
652 - Steam, vapor, fog or dust thought to be smoke	2
653 - Smoke from barbecue, tar kettle	1
671 - HazMat release investigation w/no HazMat	3
700 - False alarm or false call, other	1
714 - Central station, malicious false alarm	1
715 - Local alarm system, malicious false alarm	1
730 - System malfunction, other	4
731 - Sprinkler activation due to malfunction	3
733 - Smoke detector activation due to malfunction	36
735 - Alarm system sounded due to malfunction	13
736 - CO detector activation due to malfunction	17
740 - Unintentional transmission of alarm, other	4
741 - Sprinkler activation, no fire - unintentional	1
743 - Smoke detector activation, no fire - unintentional	37
744 - Detector activation, no fire - unintentional	4
745 - Alarm system activation, no fire - unintentional	87
746 - Carbon monoxide detector activation, no CO	8
900 - Special type of incident, other	7
911 - Citizen complaint	5
Total 01/01/2020 - 12/31/2020	1937

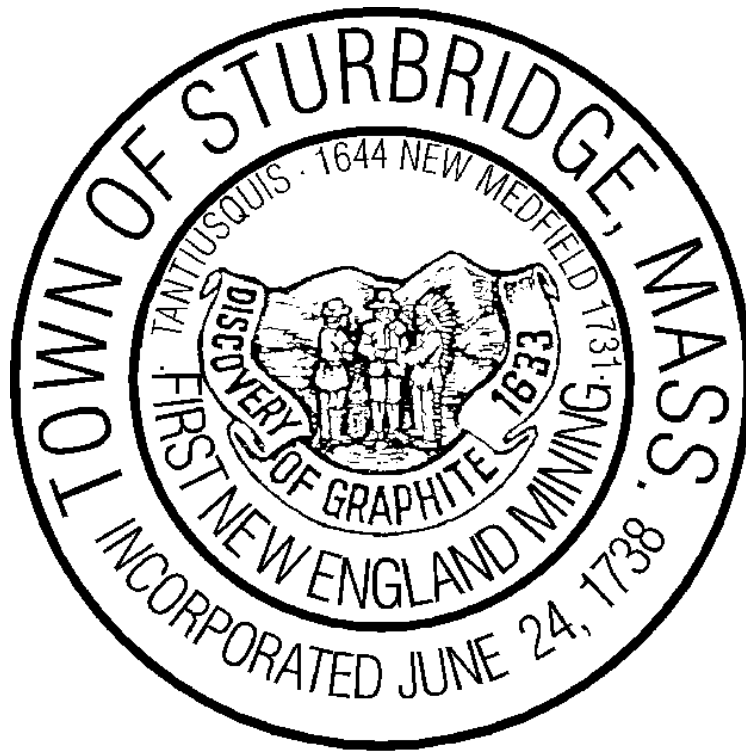
I wish to remind our community members that we are here 24 hours a day, every day, to serve you. Feel free to call us anytime you have a question or a concern, or if you just wish to stop in and see your fire station, please do so. Our doors are always open to you!



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

PUBLIC WORKS

2020



**ANNUAL REPORT OF THE DEPARTMENT OF PUBLIC WORKS
2020**

The Director of the D.P.W. is Vernon Jackson. 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.

1. <u>Road Construction and Paving</u>	<u>Mileage</u>
a) Brookfield Road	1.04 Miles
b) McGilpin Road	0.33 Miles
c) Stallion Hill Road	1.04 Miles
d) Farquhar Road	0.57 Miles
e) Maple Street	0.30 Miles
f) Town Common Roads including Chamberlain Street	0.02 Miles
Charlton Street	0.04 Miles
Total Miles	3.34



Brookfield Road



Farquhar Road



Stallion Hill 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. Sidewalk Maintenance and Repair:

- a) Sweep sidewalks on Route 20 and Route 131
- b) Weed Control by trimming on Route 20 and Route 131
- c) Asphalt sidewalk and granite curbing repair along Charlton Street

4. Roadside Litter:

The D.P.W. conducted a town wide trash pick-up in conjunction with The Town of Sturbridge residents. Several truckloads of debris were removed from the Town Road Right-of-Ways and various properties. With everyone's help up there was over 250 bags of litter and other miscellaneous items 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.

5. Drainage Structure Repair and Cleaning:

As part of D.P.W.'s ongoing catch basin cleaning program, over 214 structures were cleaned and 30 structures were repaired, raised or replaced.

6. Miscellaneous Improvements:

- a.** Installed 130 feet of drainage pipe on Farquhar Road 200 feet on Acorn Lane and 20 feet of metal pipe on Arnold Road. Sizes range from 6 to 12” diameter.



Farquhar Road

- b.** 197,000 linear feet of line stripping was applied to various roads throughout the town. Stop lines were also painted throughout the town,
- c.** Bury trash weekly at landfill.
- d.** Remove and replace Skating Rink (seasonally).
- e.** Flushed sewer lines.
- f.** The Department completed 15 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.** Continue to update GIS mapping for the water and sewer systems in town.
- i.** Clean the Sewer Drying plants for the year.
- j.** Excavation for 2 water field repairs were required during the construction period.

7. New Equipment Purchased:

The Department of Public Works was happy to purchase two new trucks this year.

a. 2020 Mack granite 6-wheel dump truck



b. 2019 Ford F550 with sander body



Miscellaneous Projects:

In 2020, there was money funded to upgrade to the gas pumps at the Department of Public Works building, which was installed early January 2021.



The Department of Public Works is pleased to announce that David Lamontagne has accepted the D.P.W. Foreman position and Brian Larson has accepted the Head Mechanic position. Thank you for your continued support.

Respectfully submitted,
Department of Public Works

Wastewater Operations – 2020

Veolia is proud to have successfully completed thirty-one years and six months of operation of the Sturbridge Wastewater Department as of December 31st, 2020. 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 2020.

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 2020:

Wastewater Department O&M Staff		
Employee	Title/Project Role	Certification Level
Shane Moody	Project Manager/Facility Manager	Grade VI
Joshua Earnest	Operator III/Operations Supervisor	Grade VII
Thomas Potvin	Operator II	Grade VII
Reinaldo Roman	Operator I	Grade VI
Wayne Johnson	Operator/Maintenance Mechanic II	Grade III
Jacob Allard	Operator I	Grade III
Jacob Putis	Operator I	Grade III
Hunter Kelley	Operator I	Grade III
Steven Saletnik	Operator II/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 2020, there were seven new sewer customers connected to the Wastewater Collection System. By the end of 2020, the Collection System served roughly 2,081 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 2020, the Wastewater Department performed the following services:

- Wastewater Department/system emergency calls 165
- Wastewater Collection System main/services repairs 3
- Wastewater Collection System inspections 7
- Environment One grinder pumps replaced 135
- Environment One grinder pumps rebuilt 93
- Environment One system inspection/startups (new) 7
- Environment One system startups/shutoffs (seasonal) 40/34
- Preventive maintenance work orders completed 2461
- Corrective maintenance work orders completed 121

Facility Performance – 2020

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 2020, the Facility effectively treated an average of 400,934 gallons of wastewater daily. This amounted to a total of over 146 million gallons of wastewater treated and discharged to the Quinebaug River. The treatment process had an annual average of 98.7% 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 2020, this saved over 51 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 2020, 100% of the 253 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 30 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 2020 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 18th year in a row and has only had one in the last 31 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 Intellex 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.

2021 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

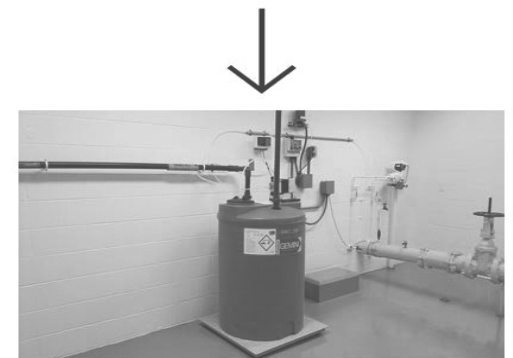
Water Operations – 2020

Veolia is proud to have successfully completed thirty-one years and six months of operation of the Sturbridge Water Department as of December 31st, 2020. 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-one years. This report summarizes the activities that took place during calendar year 2020.

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 2020:

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

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 2020, there were 1,744 active water service connections to the Water Distribution System with over 4,464 people served by the Town’s water supply. Approximately 19% of the facility’s flow originated from Well #1, 32% originated from Well #3, 34% originated from Well #4, and 15% originated from Well #5, for a total of 171.2 million gallons of treated water.

In 2020, the Water Department performed the following services:

• Water Department/system service calls	199
• Water Department home leak tests	28
• Water Department/system emergency calls	49
• Dig-Safe mark-outs	375
• Water hydrants repaired or replaced	6
• Water distribution main repairs	2
• Water services repaired or replaced	3
• Water gate boxes and curb stops repaired or replaced	5
• Preventive maintenance work orders closed	611
• Corrective maintenance work orders closed	282

Plant Performance – 2020

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 469,068 gallons of water daily. This amounted to a total of 171,210,000 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 2017, a round of lead and copper testing was completed. This sampled 20 approved locations throughout the Distribution System as well as all schools and daycare facilities within the Town. Testing results were found to be in compliance with EPA regulations.

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

- Monitoring of water characteristics, chemical dosing, and treatment plant operations through daily influent and effluent water sampling and testing

- Inline pH, chlorine, and turbidity analysis for constant 24 hour per day monitoring
- SCADA notification and plant shutdown interlocks checked monthly for functionality
- Establishing an efficient filter backwash schedule that includes a bi-weekly high pressure air scrubbing cycle
- Maintaining a comprehensive corrosion control program through the addition of phosphate to sequester iron and manganese and to prevent the leaching of lead and copper from the Distribution System
- Sampling and testing weekly at multiple locations throughout the Town in order to monitor water quality in the Distribution System
- Sampling and testing monthly for total coliform and chlorine residual in the Distribution System
- Pressure logging at key points in the Distribution System
- Use of water hydrant bleeders at 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 Intelx software for Environmental, Health, and Safety Management.

In 2019, 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.

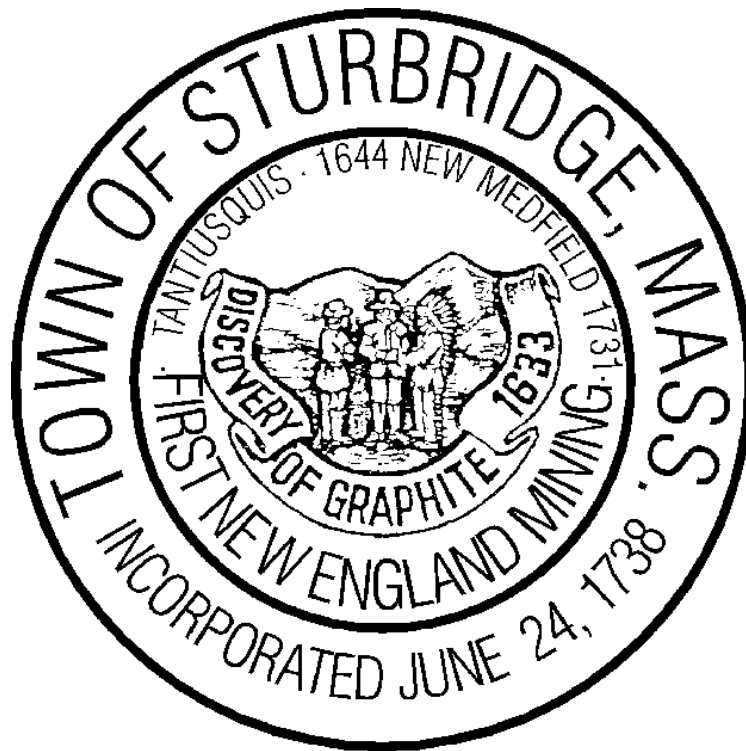
As always, if any residents have questions regarding Water or Wastewater issues, please do not hesitate to contact our office.

Respectfully submitted,

Shane M. Moody, Project Manager
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 WPCF: (508)347-2514
 Fax: (508)347-1241
 E-Mail: shane.moody@veolia.com

PLANNING, DEVELOPMENT AND REGULATION

2020



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 was challenging as very public processes needed to be conducted remotely. The normal process of reviewing a plan in person with the applicant and engineer present was now being accomplished by projecting the plans on a screen. There were some challenges, but in all we are happy to report that the business of the Board was able to be accomplished. The Board normally meets on the second and fourth Tuesdays of the month at 6:30 PM and this schedule has been maintained. During this time of Virtual Meetings, 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 James Cunniff after serving 16 years with the Board. During his tenure, Mr. Cunniff served on a variety of Planning Board Sub-Committees including the Green Communities Sub-Committee, the Historic Commercial Zoning District Sub-Committee, and the Village Gateway District Re-Zoning Sub-Committee. Mr. Cunniff also served as the Planning Board representative to the Betterment Committee. The Board and the Planning Department staff would like to thank Mr. Cunniff for all his years of dedicated service to the Town. The Board also welcomed Mr. Dane LaBonte who was appointed to fill the vacancy left by Mr. Cunniff effective February 26, 2020.

During the calendar year 2020, the Planning Board held sixteen (16) 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
Michael Chisholm	Representative to CMRPC
Jeff Adams	Community Preservation Committee Representative
Christopher Bouchard	Alternate Representative to CMRPC

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

Regular Business

The following is an overview of actions taken by the Board in 2020, along with a summary of some of the Special Meetings in 2020:

January 28, 2020

The Board held a Joint Public Hearing with the Tree Warden – The applicant (Sturbridge Trails Committee) requested a Scenic Road Application for Tree Removal at 48 & 52 Stallion Hill Road. The tree removal was needed to accommodate a new parking area for the town trail system. The Planning Board approved the request.

Waiver of Site Plan – 369/371 Main Street – Sturbridge Corp. (Thai Place) – the applicant was proposing an expansion to the Thai place including the addition of seating and increased bar size. The request was approved by the Board.

The Planning Board was invited to the Housing Partnership Housing Forum on February 28 – discussing the results of the Housing Survey.

February 11, 2020

ANR – 118 Leadmine Lane – Gary Kellaher – The plan creates Lot 1 from the remaining land.

The Board began to review proposed zoning amendments to Chapter 7 – Commercial District, Chapter 8 – Commercial Tourist District, Chapter Nine – General Industrial District, Chapter Ten – Industrial Park District, Chapter 11- Commercial II District, and Chapter Nineteen – Table of Dimensional Requirements. The proposed revisions will incorporate new terms recently added to the bylaw, update permitted uses in some cases and amend the Table as needed.

James Cunniff has submitted his letter of resignation from the Board and the Betterment Committee effective February 29, 2020

Housing Partnership Housing Forum – Wednesday February 26, 2020

The Board was advised of a new business opening Lake Road Living, a fashion boutique leased half of the former Country Curtains location. Paula Bowne is the owner and she was hoping to open March 5th

The Board was notified that the Host Community Agreements were approved for Heal Inc. and Caregiver Patient Connection and that the Board of Selectmen will be having a meeting on Wednesday to clarify votes on Host Community Agreements.

Correspondence from the Community Preservation Committee regarding public hearing.

The Board was notified that an Economic Development conference would be held Thursday, February 13th at 6pm at the Town Hall

February 25, 2020

Waiver of Site Plan – Town of Sturbridge Fiske Hill Water Pump Station Replacement – 65 Whittemore Road. The applicant is requesting Waiver of Site Plan Approval to construct a new 12' X 20' town owned water booster station to eliminate the need for the existing hydropneumatic tank. According to the request, the proposed multi-pump booster station will eliminate the necessity to have a pressurized hydropneumatic tank on site to maintain water pressure for the homes located in the Fiske Hill high service water area. Once in service, the existing system will be taken offline and abandoned. The existing pump house is proposed to remain as a storage building for the Sturbridge Water Department. The propane tank and propane generator will be

removed and a new diesel fuel emergency generator will be installed. There will be no changes to the use or access of the property.

Presentation by Douglas Rawan on the proposed 9 Holland Road project and discussion on zoning as it relates to the mix of residential units and commercial space.

A new member – Dane Labonte was appointed to the Planning Board effective February 26th

The Town Planner updated the Board on the Green Communities Grant application that she was preparing.

The Board heard an update on the proposed OSV Charter School expansion.

March 10, 2020

Waiver of Site Plan – Old Sturbridge Village - The applicant is requesting Waiver of Site Plan Approval to construct a new 630 square foot Cabinet Shop on the OSV grounds. The new Cabinet Shop will provide a space for the museum to interpret New England woodworking activity during the early 19th Century. The new building will be ADA compliant due to the construction of an earthen ramp. The Board approved this Waiver request.

The Board was notified that the Host Community Agreements for Caregiver Patient Connection and 253 Organic were signed at the Board of Selectmen meeting held on March 2nd.

The Board was notified that Caregiver Patient Connection had filed for a Special Permit and Site Plan Review to construct a new building for an Adult Use Marijuana facility and fitness center at 365 Main Street.

The Board set up site visits for Caregiver Patient Connection for Monday April 7th at 4 and 6 pm.

The Board discussed soliciting quotes for peer review traffic studies for both Caregiver Patient Connection and Heal, Inc.

The Board discussed a potential site visit to Heal.

The Board was advised that there would be a March 5th Board of Selectmen meeting to consider endorsing the Host Community Agreement for Heal.

Discussion of the CPTC conference cancelation and the current COVID-19 situation.

April 14, 2020

Special Permit & Site Plan Review – Caregiver Patient Connection d/b/a Local Roots – 365 Main Street - The applicant is Requesting a Special Permit and Site Plan Approval to construct and operate a 2,592 square foot Adult Use Marijuana retail establishment and an additional 2,400 square foot Health Club/retail space on the property located at 365 Main Street.

Special Permit & Site Plan Review – Heal Sturbridge, Inc. – 660 Main Street - The applicant is requesting a Special Permit and Site Plan Approval to co-locate an Adult Use Marijuana Establishment in the premise in which Heal, Inc. operates a Medical Marijuana Dispensary.

The Planning Board held a Public Hearing to consider proposed zoning amendments. The proposal would amend the Zoning Bylaw by updating permitted uses and special exception uses including adding language that would allow a special permit for building heights over 35' in Chapter 7 – Commercial District. Also proposed is an amendment to Chapter 8 – Commercial Tourist District which would insert Craft Beverage Business with Tasting Room. Chapter 9 – General Industrial District is proposed to be amended by adding language that would allow a special permit for building heights over 35'. The permitted uses in Chapter 10 – Industrial Park District are proposed to be amended to insert new permitted uses and by adding language that would allow a special permit for building heights over 35'. Chapter 11- Commercial II District would be amended by updating permitted uses and special exception uses including adding language that would allow a special permit for building heights over 35'. A new definition for personal service establishment is proposed to be added to Chapter 2- Definitions. Finally, changes to Chapter 19 – Table of Dimensional Requirements are proposed to update footnotes to indicate a special permit may be granted in certain districts for building heights over 35'. The Board voted to support the amendments and provide a recommendation to the Board of Selectmen for inclusion on the Annual Town Meeting Warrant.

The Town Planner updated the Board on the Pilot Travel Center application submittal.

June 9, 2020

Site Plan Review – Pilot Travel Center – 400 Haynes Street – The applicant requests to raze and rebuild the existing Travel Center facility, which will include a single building, two fuel canopies, updated signage, additional fueling positions, and flow direction reversal to eliminate congestion. The applicant needed time to make some revisions to the plan, so the Hearing was continued.

Public Hearing to consider amendments to the Town's Zoning Map as Petitioned by Porchlight Investments III, LLC for property located at 7 Cedar Street. The Petitioners have requested that a portion of 7 Cedar Street, as shown on the plan submitted, be changed from Suburban Residential to Commercial Tourist District. The proposed change will affect 0.917 acres +/- of land on the westerly side of Cedar Street and the northeasterly side of 420 Main Street. The Planning Board supported this change and sent the recommendation to the Board of Selectmen for inclusion on the Annual Town Meeting Warrant.

The Board was updated on the outdoor dining/operations response to COVID.

The Board voted to authorize the Town planner to sign approved minutes for posting and to sign decisions because of COVID restrictions.

June 23, 2020

Continuation – Site Plan Review – Pilot Travel Center – 400 Haynes Street - The applicant requests to raze and rebuild the existing Travel Center facility, which will include a single building, two fuel canopies, updated signage, additional fueling positions, and flow direction reversal to eliminate congestion. The Board continued the Hearing to allow the applicant to address outstanding concerns.

Waiver of Site Plan – STL Group, LLC – 423 Main Street – the applicant requests approval to convert existing retail and residential space into one apartment and four live/work studios. This plan was approved by the Board.

July 14, 2020

ANR – 44 Camp Road – Paula & Bill Brunell – The plan combined Lots 28A and 44 Camp Road.

Continuation – Site Plan Review – Pilot Travel Center – 400 Haynes Street - Pilot Travel Center – 400 Haynes Street - The applicant requests to raze and rebuild the existing Travel Center facility, which will include a single building, two fuel canopies, updated signage, additional fueling positions, and flow direction reversal to eliminate congestion. The Board continued the Hearing to allow the applicant to address outstanding concerns.

The Board was updated on the Pilot Travel Quarterly Report

Discussion of the status of approved marijuana dispensaries

August 11, 2020

ANR – 51 Seneca Lane – Steven Sexton - The applicant submitted a plan showing the creation of two parcels and Lot A. Parcel B is a small piece of land (3,118 sq. ft. to be combined with adjacent land). The remaining land contains the existing home #51 Seneca Lane. That parcel meets the requirements. Finally, Lot A will be created and this lot meets the requirements as well.

ANR – 531 Route 15 – Silvertree Realty – The Board endorsed a duplicate mylar as the applicant misplaced the original.

Special Permit Public Hearing – Pilot Travel Center – 400 Haynes Street – The applicant requested approval for the erection and maintenance of signs in excess of what is specifically allowed by the Bylaw. The request was approved by the Board.

The Board heard an overview of a proposal for a 55+ manufactured housing community proposed at property located at 30 Main Street and 20 Fiske Hill Road by Justin and John Stelmok.

The Board had an introductory meeting for proposed equine center including horse race track, property on easterly side of Route 84 – New England Horse Park LLC.

The Board was provided with an update on Caregiver Patient Connection construction status

Update on Petro Gas – 234/236 Haynes Street- the Board discussed adding another bike rack, propane fill area has been asked to be moved by the Fire Department, and proposed playground installation will be postponed because of COVID.

The Board was provided with an update on Pine Lake RV Report – 30 River Road. They are hoping to open for September 2020.

The Board was provided with an update on Codification project.

The Board discussed Pine Lake RV Resort site visits

September 8, 2020

ANR – 251 Podunk Road – Christine Silverberg – A plan was presented showing the division of land into three lots and the remaining land.

Site Plan Review & Special Permit – New England Cold Storage – 6 Picker Road - The applicants are requesting a Special Permit (for building height) and Site Plan Approval to construct a 120,549 square foot cold storage building on the property located at 6 Picker Road. The building as proposed will contain 96,648 square feet of freezer warehouse storage area, 17,987 square feet of refrigerated dock space, 3,480 square feet of single story office space and 2,434 square feet of material handling and fire pump area in addition to loading docks and related site improvements. The applicant has also requested a Special Permit for the height of the building which is proposed at a maximum building height of 56' 6 ½". The Board approved the Special Permit and Site Plan.

Waiver of Site Plan – Sail Energy – 59 Technology Park Road - The applicant is requesting a Waiver of Site Plan to install two 30,000 gallon propane tanks on the premises so that the truck can fuel up at this location to service the customers. The Board approved the Waiver Request.

Codification Project – the Town Planner provided an update on the Codification Project underway for the Town Bylaws and reviewed the Zoning and Planning Board regulation section with the Board.

The Board received correspondence from George & Davis regarding the proposed Equestrian Park.

The Town Planner provided an update on the Housing Plan.

The Town Planner provided an update on Petro Gas Bike Rack – location of bike rack has been moved and the as-builts for the project will be finalized soon.

September 22, 2020

Discussion on the Village Gateway Zoning – Mr. Patel and Mr. Doherty will be present to ask the Board to serve as the petitioner for a zoning amendment that will allow fast food restaurant in the Village Gateway District. As proposed, the only item that will change will be the addition of this use. All other architectural and design standards will remain. The District currently allows Fast Casual Restaurant with Drive Thru and that has a minimum square footage of 4,000 square feet. The Fast Food use has no square footage minimum.

The Town Planner provided an update on the Municipal Vulnerabilities Preparedness Plan. The Town of Sturbridge is working with CMRPC to develop a Municipal Vulnerability Preparedness Plan. There will be three virtual workshops which will bring together community members to comprehensively identify and prioritize steps to reduce risk and improve resilience across Sturbridge. These workshops will help develop and advance comprehensive community resilience planning, hazard mitigation, and adaptation efforts.

The workshops objectives are to:

- Define extreme weather and climate related hazards;
- Identify current and future vulnerabilities and strengths;
- Develop and prioritize actions; and
- Identify opportunities for the Town to advance actions and reduce risks to build resilience

The Town Planner provided an update on the Housing Production Plan. The Housing Plan is complete and the Housing Partnership will have one final meeting to review the final draft on September 22nd. The Planning Board will need to review and adopt the final plan as will the Board of Selectmen.

The Town Planner provided an update on the Green Communities Grant. She indicated that the Town received the Green Communities Grant in the amount of \$176,917.73. This grant will allow us to complete weatherization projects at the Joshua Hyde Public Library and Burgess Elementary School; install the first phase of new lighting at Burgess Elementary School; allow the Town Facilities Coordinator and the School Facilities Manager to attend Building Operator Certification; and will fund the difference between a regular and hybrid cruiser and purchase two idle right devices for the Police Department. The grant kick off meeting was held on September 17th and work on these projects will begin in the coming weeks.

October 13, 2020

The Board reviewed proposed revisions to Accessory Dwelling Unit Bylaw and voted to be the Petitioner for changes that would allow units within an accessory structure and also eliminate the square footage cap on the unit size.

The Town Planner provided an update on the on-going construction at Pilot Travel Center

The Town Planner provided an update regarding George's Pizza at 29 Brookfield Road.

The Board and Town Planner discussed the issue of trucks parking on Route 15 and associated traffic issues. The roadway is being posted with No Parking Signs. Pilot Travel is working with the police to notify drivers of the on-going construction and parking issues. This should be considered a temporary issue that will be rectified once the project is complete.

October 27, 2020

Members of the Housing Partnership and Central Massachusetts Regional Planning Commission Planners Emily Glaubitz and Ron Barron were present to review the recently completed Housing Production Plan with the Board and ask for the Board to adopt the plan. The Board voted unanimously to adopt the Plan.

The Board continued discussion regarding the Village Gateway District Bylaw and voted to be the Petitioner for changes that would allow drive-thru in the Village Gateway District (with all other architectural standards remaining in place) and to remove the minimum square footage from the definition of Fast Casual.

Right of First Refusal for 44 Allen Road – the Board notified the Board of Selectmen that it would not recommend exercising the first right of refusal.

The Board heard an update on the plans Rapsallion has for moving Taproom to 484 Main Street, across from the Senior Center.

November 10, 2020

ANR – Route 15 – Silvertree Realty - submitted a plan that shows the division of land into Lot 101 which has sufficient frontage, lot width an area, and Parcel A & B which are noted “to be conveyed with other abutting land and are not to be considered separate building lots”.

ANR – 227 & 229 Podunk Road – AH & DB Custom Homes, Inc. - The applicant has submitted a plan showing a revision in lot lines between Lot 227 & 229 Podunk Road.

ANR – 7 Cove Drive – Laura Tasse & David McGuill – A plan was presented that will correct errors that created an overlap– both lots will have the required amount of frontage with this plan. The plan shows a portion of land to be conveyed to the Town in the event the Town corrects the layout.

Waiver of Site Plan – 29/31 Brookfield Road – Nabil Roufail – requested a Waiver of Site Plan to operate a pizza restaurant on the premises with another space to be leased. The residential unit upstairs was proposed to remain. The Board granted the Waiver requested.

December 8, 2020

ANR – 26 Allen Road – Ethan & Erica Hillman submitted a plan that creates Parcel A and Parcel B by adding a portion of land shown as Parcel C owned by Holdcraft. Both Parcel A & Parcel B meet the frontage requirements.

ANR – 251 Podunk Road – Axel G. Silverberg - submitted a revised plan on behalf of the Estate of Axel Silverberg. This plan is to replace a plan previously endorsed and recorded in Book 951 Plan 122. The plan creates 4 lots as shown on the plan, all which meet the requirements.

Request Approval for Curbside Pickup Protocol – Caregiver Patient Connection – d/b/a Local Roots – 365 Main Street – Approved by the Board

Draper Woods Request for Release of Funds from Tri-Partite Agreement – the Release Request includes work completed on berm installation, finish course and sidewalk construction. The Board approved the release.

Waiver of Site Plan – Edward’s Gas 40 Main Street – requested approval for the renovation of a portion of the building for a Convenience Store. The Board approved the Waiver requested.

Discussion and vote to be the petitioner regarding the Zoning Amendments for the Village Gateway District Bylaw

Discussion and vote to be the petitioner regarding the Zoning Amendments for the Accessory Dwelling Unit Bylaw

The Board heard an update on The Painted Stone Emporium relocating to 453 Main Street

The Board heard an update on The Northeast Group, new business located at 562 Main Street

December 22, 2020

ANR – 100 Breakneck Road – Old Green Acres, LLC submitted a plan showing the reconfiguration of Lot 11A and Lot 12 on a previously endorsed plan submitted to the Board. The reason for the lot configuration is the foundation for the house on Lot 11-A has actually been constructed over the lot line. The remaining land is shown as Parcel D.

The Town Planner provided an update on a subdivision application that was filed for the January 26th meeting for property located at 30 Main Street and 20 Fiske Hill Road.

The Town Planner provided an update on the Noble Energy project proposed for the former New England Truck Stop location on Route 20. They are hoping to have everything read to file for a February meeting.

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 2020

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

The year 2020 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 2020. All projects were approved unless otherwise noted:

DETERMINATIONS:

Dennis Antonopoulos & Christine Tieri – 28 Long Avenue

- To construct a 30'x30' addition to the home connected to the garage, a new carport, North and South side paver patios with pergolas, and a south side fireplace.

Neil Scioletti – 96 Westwood Drive

- To demo the existing 10'x12' and 8'x10' decks in back of home and replace with a new 12'x10' addition, and the demolition of an existing front porch and replace with a new 4.5'x4.5' mudroom.

Tim O'Brien – 1 Hawthorne Road

- To construct a 12'x14' deck in the back corner of the home where the house meets the breezeway.

Henry & Cindy Simonelli – 10 Fairgrounds Road

- To restore an existing stone retaining wall, restore the stone foundation of existing shed, remove and replace an existing dock, lift existing house 3.5', remove existing enclosed porch facing the lake and replace with a 142 sq.ft. addition to square off the house, construct a 26'x12' wide deck placed along the length of new addition, exterior staircase to the deck, possible 12'x12' screen room over a portion of the deck, and the replacement of underground wiring and piping from house to shed.

Eric & Krysten Nunes – 39 Tannery Road

- To replace an existing deck with a screened in porch.

Dana Yacavace – 10 Wells Park Road

- To install a 24' diameter, 54" tall, galvanized steel, above ground pool and a 20'x24' wood/composite deck

Jeff Tasse – 130 Lane 9

- To build a 24'x36' garage on property.

Antony Scarnici – 112 Cedar Street

- To replace an existing deck with a screened in porch.

Stephen Santangelo – 12 Tantasqua Shore Drive

- To replace the existing cinder-block and skirting foundation with pored concrete with an increase of house elevation of 4'.\

Brian Ungerer – 51 Old Village Road

- To build a 30'x40' detached garage.

Property One LLC – 6 Fairgrounds Road

- To build a 10'x22' deck off the rear of the house and install a fence on the south side.

Tim O'Brien – 1 Hawthorne Road

- To build a 14'x30' garage to the right of the existing garage.

Bruce & Lois Bennet – 293 Cedar Street

- To install an 8'x9' covering over existing front stairs, rebuilding stairs, and add a 6'x22' screened in porch.

SPECIAL PERMITS:

Sturbridge DPW – 65 Whittemore Road

- To construct an upgraded 192 sq.ft. water booster station and abandon an existing 5,000 gallon hydropneumatic water storage tank due to age.

Howard & Michelle Ser – 108 South Shore Drive

- To construct a new single story 24'x26' detached garage within the side setback requirements.

Lisa Carter & Alfred Trifone – 103 Shore Road

- To construct a 5'x11.5' deck to the home, which will result in an increase in percent of lot coverage.

Steven & Michelle Hennigan – 104 Westwood Drive

- To expand a rear upper deck from 10'x16' to 12'x37', along with a proposed set of stairs and a 22'x5' walkway.

Cory & Josh Cottone – 1 Cedar Pond Road

- To install a 24'x24' garage on to the existing residence.

ORGANIZATION OF THE BOARD

Elizabeth Banks, Chair

Margaret Cooney

Thomas Earls

Fidelis Onwubueke

Diane Trapasso

Michael Young, Vice Chair/Clerk

William Zelenak

Report of Housing Partnership 2020

Reorganized in 2018, the Housing Partnership is a committee appointed by the Board of Selectmen to preserve and create community housing consistent with the Town's interests and in keeping with state guidelines.

At the last annual town meeting, the townspeople accepted the provisions of state statute to enable it to create a housing trust, which would allow more flexibility in dealing with time sensitive opportunities that might arise from time to time during a fiscal year. Our goal is to make the trust a reality in the near future.

The Town contracted with Habitat for Humanity to build a three bedroom single family home using Community Preservation Act funds. The start date for construction has been delayed due to the pandemic.

The State requires that communities establish a community housing plan every five years. Using Community Preservation Act funds the Housing Partnership has been working on this project with the Central Massachusetts Regional Planning Commission. A plan has been approved by the Planning Board and the Board of Selectmen and has been submitted to the State for its approval.

Ed Neal
Matt Maselli
Margaret Darling
Walter Hersee



Town of Sturbridge

Report of the Building Commissioner - 2020

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 also 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 **1071** permits were issued in 2020, totaling \$ **170,824.69** in fees collected. The department members and breakdown of permits are as follows:

<i>Plumbing Inspector:</i> Peter Starkus	121 Plumbing Permits
<i>Gas Inspector:</i> Peter Starkus	157 Gas Permits
<i>Alternate Plumbing, Gas Inspector:</i> Paul Mazeika	
<i>Electrical Inspector:</i> Clyde Gagnon	287 Electrical Permits
<i>Alternate Electrical Inspectors:</i> Robert Garon, William Gibson	
<i>Building Commissioner:</i> Nelson Burlingame	1071 Building Permits
	108 110 Safety Inspections
<i>Inspectional Services Administrative Assistant:</i> Cindy Forgit	

Some of the larger commercial projects in 2020 were as follows:

- 4,844 sq. ft. build out at 198 Charlton Rd 2nd floor
- New 13,902 Pilot Travel Center on Route 15, reconfiguring whole site
- New 4,992 sq. ft. adult use marijuana retail facility (Roots) with a 2,400 tenant space for later build out at 365 Main St.
- Multimillion dollar trailer resort (Pine Lake) on River St.
- Di Leo Gas facility at Picker Rd.

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 a

very 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 Commissioner
Zoning Official

REPORT OF THE BOARD OF HEALTH 2020

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 (2017-2020), Chair, Dr. George DeBusk (2018-2021), Secretary, and Richard Volpe (2019-2022), Vice-Chair.

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, oversight and 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, Patricia Valiton our Health Inspector and our Health Agent, Kenneth B. Lacey, Jr., and we would like to welcome our newest member: Kayla LeBoeuf, as our Administrative Assistant.

COVID-19 PANDEMIC

The Board of Health appointed 5 Public Health Nurses to manage active cases in town, which includes contact tracing, isolation orders and follow-up. Our Lead COVID Nurse, Lisa Meunier, has shown exceptional professionalism and dedication through her tireless efforts.

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 and one 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, at the Recreation Area and Host Hotel; Walker Pond, at the Main Beach and Oak Cove; and Big Alum Lake, including the beaches on The Trail and the Italian Club; and the beach at Sturbridge RV Resort, Sturbridge Campground. Our monitoring includes reviewing the beach inspection and water quality testing reports for public safety.

Routine inspections continued throughout the year with education and guidance given where needed. Inspections are performed at food establishments, tanning and tattoo, non-private swimming pools, camps, campgrounds, mobile home parks and hotels/motels/inns, as well as 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 2020 calendar year:

Food Service Permits	107	Temp Body Art Permits	0
Temporary Food Permits	31	Tanning Salon Permits	1
Septic Installer Permits	20	Tobacco Permits	13
Septic Permits	46	Hotel/Motel Licenses	14
Septage Haulers	11	Mobile Home Park Permits	2
Waste Hauling Permits	11	Campground Permits	1
Public/Semi-Public Pool/Spa Permits	13	Camp Permits	0
Public/Semi-Public Beaches	6	Wells	14

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, Ken 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 Richard Curboy, Michael Merchant, Travis McRoy, Jessica Booth, 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

Dr. George DeBusk, Secretary

REPORT OF THE CONSERVATION COMMISSION 2020

The Sturbridge Conservation Commission (SCC) is comprised of residents who volunteer to serve their community. These residents take pride in protecting our wetland resource areas and managing our open space. Members are appointed at the end of each three-year term by the Board of Selectmen. The Commission consists of Ed Goodwin (Chair; term expires in 2021), Steven Chidester (Vice Chair; term expires in 2021), David Barnicle (term expires in 2022), Steven Halterman (term expires in 2022), and Erik Gaspar (term expires in 2022).

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. In October 2020, Holly Lapidus, resigned from the Conservation Department where she worked as the Administrative Assistant. We would like to thank Holly for her service. In October 2020, Erin Carson was appointed to fill the vacant position.

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.

The COVID-19 Pandemic had presented some challenges for the SCC's functions; however, through guidance from Town Counsel, MA DEP, the MACC, the MSMCP, and Town staff, we were able to navigate a path to keep project permitting and other Conservation work moving

forward. In Early Spring, Conservation Commissions were granted the ability to put a hold on all current and new permitting. Once guidance was received on new permitting and meeting procedures, the SCC continued to meet and hold public hearings on applications.

It was necessary to develop new methods and processes for meetings and the issuance of project permits. Staff had to revise application materials and permitting to accommodate changing COVID procedures. Some processes had to be revised multiple times as new information became available. In addition, the SCC and Agent continued to perform safe site visits, as this is a necessary component in our review of new projects, on-going projects and to close out existing permits. Despite the pandemic, we have seen an increase in permitting.

Application	2020 # of projects	2019 # of projects
Notice of Intent	35	23
Request for Determination of Applicability	37	19
Abbreviated Notice of Resource Area Delineation	2	1
Extension Requests	12	2
Amendment Requests	11	9
Requests for Certificates of Compliance	42	19
Forest Cutting Plans	4	4
Board Approved Bylaw & Tree Permit Requests	22	51
Agent Approved Bylaw & Tree Permit Requests	47	10

All of these filings involve at least one site visit by the Agent and/or the Commissioners. Many of the projects involve multiply site visits by the Conservation Agent to monitor conditions throughout the life of the project. Regular monitoring and good communication with landowners and contractors ensure that the conditions are met and that the project moves forward smoothly and in compliance with the issued permit.

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

In addition to the SCC's permitting responsibilities, they are also responsible for the continued care and custody of many of our conservation properties. The SCC has been working to identify opportunities to better manage and to make improvements on these properties.

In 2020, the SCC and Conservation Department continued to work on management projects on our conservation properties. These plans assist with identifying management opportunities for habitat improvement projects, forest management, invasive species removal, trail development, educational uses and funding opportunities for these projects.



This year the SCC continued to work on an invasive species removal plan which was initiated in 2019 at the Hein's Farm Conservation Area. This 85-acre property contains historic agricultural fields and woodlands and is also home to the last intact remains of the Old Worcester-Stafford Turnpike.

Opened in 1810-1835, the Worcester-Stafford Turnpike was one of a number of toll roads built by private investors with the purpose of broadening business opportunities. Used primarily for commercial travel, passengers along the turnpike were charged 25 cents per coach and 4 cents for each man and horse at tollhouses built approximately 10 miles apart where horses would have to be changed during the 12-hour ride from Worcester to Hartford.

Early successional habitats are in decline in Massachusetts and across the country. Early successional habitat provides essential breeding, nesting and forging opportunities for a variety of vertebrate and invertebrate species. A plan was developed to identify management needs for maintaining this resource. The goal was to target woody invasive species which have been encroaching along the field edges and along the edges of the Worcester-Stafford Turnpike. These species have also been establishing themselves within the fields and other areas of early successional habitat on the property.

In 2020, an additional woody invasive species treatment was conducted and approx. 17 acres of historic agricultural fields were mowed. Monitoring was conducted to determine if this method was effective and found to be successful. The SCC will continue to work on managing invasive species and maintaining wildlife habitat on this property.

The SCC brought two proposals forward to the to the Community Preservation Committee (CPC) which received funding at the ATM for projects on Conservation Lands.

One proposal was to have the boundaries of the Long Pond property delineated and marked on site. This is a property which was acquired with Community Preservation Act funds in 2014. The property has a Conservation Restriction held by Opacum Land Trust and is in the care and

custody of the Sturbridge Conservation Commission. Opacum Land Trust performs yearly monitoring and inspections of the property.

Demarcating the boundaries is important for protecting the property from harm or destruction which could occur from adjacent property owners unintentionally encroaching on the conservation property. It also serves to protect and guide users of the property from unintentionally trespassing on private property. It can also be beneficial should someone get lost on the lands. Typically, the boundaries of these properties would have been demarcated upon acquisition and funds may have been allocated for these tasks. This project was initiated and completed in the Fall of 2020.

The other proposal was a request for funds to remove dilapidated structures found on our conservation properties which were left over from their former uses. These structures in their current condition have been found to be a hazard and the Conservation Commission had been requested to remove them. This project was initiated in 2018. To date, all of the structures have been located and inspected for hazardous materials due to their age. Each structure was found to contain some level of asbestos. Funding was requested to remove the remaining six structures. A Request for Proposal was posted in December in 2020. The Conservation Department will continue to work with the Facilities Coordinator to complete this project in 2021.



The SCC held their 11th 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. The SCC would like to thank everyone for his or her participation in this fun family event. We look forward to continuing this program for years to come.

In 2020, the SCC sponsored a group of WPI students who conducted research on the Heins' Farm and Leadmine Mountain Conservation Area. They focused on gaining information on the history and flora and fauna of the properties. A report was compiled and recommendations were made to assist the town with options to create educational opportunities for the community. The Conservation Department will continue to work with students to further this project.



Conservation Department staff have also assisted with some of the Trail Committee's projects including the WPI bridge and trail study conducted for the Riverland's Property and the Grand Trunk Trail project.

The annual lakes monitoring program was again conducted this year. 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. Lake testing is made possible by volunteers and the Sturbridge Lakes Advisory Committee (SLAC). The SCC would like to thank Chris Mazeika for his service to the program. Funding is provided by the Town through the SCC. This year we were able to have local youth join and learn how to conduct the testing and the importance of water quality.

Last year, the Conservation Department re-established the internship program with Tantasqua Regional High School. Linda Barriere, a senior, joined us Monday through Thursday from the beginning of the school year until mid-March. She was able to learn the roles and responsibilities of a Conservation Commission and Agent. In addition, she was able to learn small but important things like reviewing aerial photos, GIS layers, how to read a site plan and aspects of local government. We had two students interested in internships this school year. However, the Tantasqua Fall program was cancelled due to COVID.

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

DESIGN REVIEW COMMITTEE
Annual Report 2020

The year 2020 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 nineteen approvals for either sign permits or architectural permits during the nine meetings held during 2020.

DATE	BUSINESS NAME	PROPERTY ADDRESS	TYPE
January 7	Cruise Control Transportation	210 Charlton Road	Sign
	ATM Associates, LLC	500 Main Street	Sign
	Dileo Gas, Inc.	51 Technology Park Road	Architecture & Sign
	NBM Realty	152 Main Street	Sign
February 3	Lake Road Living	371 Main Street	Sign
March 2	Caregiver Patient Connection LLC	365 Main Street	Architecture & Sign
	253 Organic, LLC	138 Main Street	Architecture & Sign
	Applegreen	234 & 236 Haynes Street	Sign
May 26	Pilot Travel Center	400 Haynes Street	Architecture & Sign
	NBM Realty, LLC	554 Main Street	Sign
August 3	New England Cold Storage	6 Picker Road	Architecture
	The Thrifty Gypsy	531 Main Street	Sign
September 8	Hydrangea Home Décor	371 Main Street	Sign
	Churchill's Village Eatery	450 Main Street	Sign
	Harrington Healthcare	118 Main Street	Sign
	Caregiver Patient Connection LLC	365 Main Street	Sign
	Edward's Gas	40 Main Street	Architecture
October 5	Dauo's/Sturbridge Gas	173 Main Street	Sign
	Cedar Street Café	420 Main Street	Sign
	Product Security Group, Inc.	58 Main Street	Sign
November 9	Sturbridge Host Hotel	366 Main Street	Architecture
	The Painted Stone Emporium	453 Main Street	Sign
December 7	The Northeast Group, LLC	562 Main Street	Sign
	Cornerstone Bank	200 Charlton 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
Christine Wilson
Amanda Normandin
Richard Volpe (Chair).

Sturbridge Open Space Committee 2020 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

In this 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.

Our committee has been sidelined by two major illnesses and one departure from our community. However, because of our interaction with all the major town boards in 2019, many of the projects that we deemed important have moved forward as much as possible. Some will be pending on our June 2021 Town Meeting.

Among these are:

- Acquiring access to Streeter Beach for a public swimming area from the state.
- Acquiring the Belanger property for the trail on the River Land.
- Building a bridge over the Quinnebaug River to connect the Riverland's trails to the Route 20 Commercial Tourist Zone. This is a project that has been a part of the Revitalization of the Commercial Tourist Corridor. The Trail Committee has been working with WPI to bring this project to fruition.

The Open Space Committee, working with the Trail Committee, will evaluate the creation of neighborhood pocket parks with trail connectivity. We will actively be seeking input from residents in different areas of the community who would be interested in this concept.

There are a number of new 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 2021, working with the various committees in town. We encourage the utilization of the Open Space Plan as a valuable resource to all.

Respectfully submitted,
Sturbridge Open Space Committee
Carol Goodwin, Teresa Gorman, Lynne Petersen



Town of Sturbridge

Economic Development & Tourism Coordinator

Terry Masterson

Date: 17 March 2021

To: Jeff Bridges, Town Administrator

CC: Sturbridge Tourist Association

Subject: 2020 Annual Report – Economic Development and Tourism

2020 was a challenging year for Sturbridge but there are positive actions to report and new initiatives that will pave the way for strong activities in 2021 and 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. To view a more detailed list of programs and initiatives that the Town has and is currently undertaking, please go to www.sturbridge.gov/for-business. There are monthly reports, which are published by the Economic Development and Tourism Coordinator (EDTC), detail the Town's continuing efforts in economic development. The EDTC also encourages residents to visit www.sturbridge.gov/for-visitors to learn about local events in the community.

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
- Virtual Home of the Brave 5k, November 2020

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 Services: Outreach

In the Fall of 2020 efforts to maintain connections to the Sturbridge business community were conducted. These efforts, due to Covid limitations, were comprised of phone calls, Zoom meetings and some on site visitations. Although Covid prevented in person meetings such as business breakfasts and business classes in 2020, there will be strong efforts to resume these outreach efforts in 2021.

Business Services: Counseling and Assistance

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. The consulting services will start in April of 2021. While this program offers no direct grants on loans to small businesses, it will provide professional business counselors who will engage with businesses to deliver analysis and solutions to the challenges of resuming operations after the Covid impacts.

Business Services: Business Grants

Grants for small businesses with under 5 employees were offered in late 2020 by the Quabog 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.

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, 2020 saw the STA (1) invest in a town wide branding and marketing initiative and (2) publish local visitor and trail guides. These efforts are explained in greater detail within the STA section of this annual report.

Business Support and Growth: 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 has allowed the Town to hire Boston based consultant McCabe Enterprises who, as of writing, is conducting surveys, interviews, and background research for the project. It is expected that a final report will be provided to the Town in the first half of 2021.

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, 2020 saw the STA (1) invest in a town wide branding and marketing initiative and (2) publish local visitor and trail guides. These efforts are explained in greater detail within the STA section of this annual report.

Summary

Despite theSturbridge made positive advancements in 2019, while laying important groundwork for 2020 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 and allow us to be your partners here in this great community.



Town of Sturbridge

Special Events Committee

Date: 23 March 2021
To: Jeff Bridges, Town Administrator
CC: Special Events Committee
Subject: Special Events Committee (SEC) – 2020 Annual Report

The Covid impacts in 2020 severely restricted or postponed outdoor events such as the Spring Bonfire and pre-concert lawn games. This report will detail some outdoor events held during 2020. The Committee looks forward to sponsoring enjoyable public events in 2021.

Farmers Market

During 2020 the Market averaged 514 visitors with a high of 649 and a lower attendance figure of 465. These are all strong attendance figures. 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.

Beginning in early June and ending in early October, the Sturbridge Farmer 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 Committee is proud to continue supporting this event. For more information on the market, please go to www.sturbridgefarmersmarket.com.

Home of the Brave 5k –

On 14 November, the Special Events Committee, Veterans Services Department and the Friends of the Senior Center partnered to host the Virtual Home of the Brave 5k, a road race to honor local veterans. The race had 51 registered runners with 41 posting their results digitally. \$2,000 was raised with the Sturbridge Coffee House raising \$685.00 and the Publick House \$48.75. Proceeds from the race were donated to Project New Hope and Veterans Inc. to support veteran services in the region. Despite the Covid impacts, 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.

Spring and Fall Bonfires

Unfortunately, due to Covid impacts the Spring and Fall Bonfires were not offered but hopefully in 2021 these events can be resumed.

Looking Toward 2021

The Special Events Committee is proud of what it was able to put forth for Sturbridge in 2020. To that end the Committee thanks all of the Volunteers and Town Staff who worked so hard to help organize these events. Already the Committee is actively preparing new and returning events for 2021. To keep up to date on all events here in Sturbridge, please go to www.sturbridge.gov for more information.

Annie Roscioli, Chair
Kerry Carey Lisa Beaudin
Lisa Beaudin Sandra Nasto



Sturbridge Tourist Association

A Committee of the Town of Sturbridge

Date: 17 March 2021
To: Jeff Bridges, Town Administrator
CC: Sturbridge Tourist Association
Subject: 2020 Annual Report

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

2020 – 2021 Sturbridge Visitor Guide and Trail Guide

In 2019 the STA funded the printing of two publications, the 2019 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. Links to each guide are found below.

Trail Guide

www.sturbridge.gov/sites/sturbridgema/files/uploads/stur_trail_guide_final_2019_v2.1_2.pdf

Visitor Guide

[2020-21_sturbridge_tourism_guide_0.pdf](#)

In 2021, efforts were started to continue the annual tradition of issuing a visitor's guide.

“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.

In the Fall of 2020, the STA funded a multi-media ad campaign to promote Sturbridge's visitor attractions. This campaign positioned messaging on TV (WCVB, CNN Travel), magazines such as Boston and Yankee Magazines and also the on line web sites for these magazines. The campaign was well received and viewed by many with a very healthy percentage of on line viewers and readers.

Fall 2020 Sturbridge Marketing Campaign

The table below will highlight the key points of the Fall campaign. The STA consultant feels that the ads were well received by the audiences contacted based on percentages for (1) which ads readers are exposed to (2) those ads where the reader accessed the web site which is called the “Click Through Rate” or CTR. The Table below also note next steps for 2021.

Topic	Background/Explanation
Goal	Create a strategy to promote Sturbridge
Media Outlets	<ul style="list-style-type: none"> • MNI Media Network • Boston.com • Yankee Magazine/New England.com • WCVB TV
Ad Results: Boston.com	<ul style="list-style-type: none"> • Banner Ad 267,806 on screen impressions/306 clicks • Side Square Ad: 401,702 on screen impressions/603 clicks • Email newsletter 42,601 delivered – 6908 opened – 380 clicks • 5.2% Click Through Rate (CTR) for newsletter
Ad Results: Yankee/New England.com New England Today Text Ads New England Traveler E mails	<ul style="list-style-type: none"> • Display Ads – 388,008 on screen impressions/400 clicks • Text Ads – Ran 4 ads (132,000 people) 55,000 opens/353 clicks • E mails – 3 ads average 52,500 subscribers / 16,000 opens/Average 766 clicks
Landing Page	www.Sturbridge.gov/experience-sturbridge
Social Media (SM) Pages	Facebook: @SturbridgeMA Twitter: @Sturbridge MA
Develop 3 Sturbridge Local Itineraries	<ul style="list-style-type: none"> • 10 Ways to Enjoy the Great Outdoors in Sturbridge • Tap Rooms and Tasty Delights in Sturbridge • Savor the Fall Season in Sturbridge
Next Steps	<ol style="list-style-type: none"> 1. Develop Visitor Web Site 2. Develop benchmarks for results and commerce 3. Develop messaging for social media (SM) efforts in 2021 4. Develop calendar for 2021 including town events, themed events/products/packages. 5. Use calendar to frame/supplement SM messaging.

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.

Continued Support for Local Events

Every year the STA provides grant support to local tourism events in Sturbridge. Although 2020 was a constricted year due to Covid, the STA looks forward to supporting future events in 2021.

In 2019, the STA supported a number of diverse events in Sturbridge; these events included:

\$500 for the 1775 Colonial Drill and Muster

\$1,000 for the Working Dog Show

\$3,130 for the first annual Herbfest

\$4,460 for the 30th annual Harvest Festival

\$5,000 for a New Year's Antique Show

\$5,446 for the Big MOE

\$12,500* for Old Sturbridge Village efforts to bring Bus Tours back to Sturbridge

*Allocated in 2019, amount will be spent in 2020.

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 2021.

The STA reviewed nominations in one of four categories: shop (merchants), eat (restaurants), stay (hotels) and play (entertainment). 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. Going forward this award will become an annual award in Sturbridge

Summary

In 2021 the STA shall continue to foster positive economic growth in Sturbridge through the support of tourism in our community. With the major branding and marketing plan currently in development, the STA expects 2021 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

Jeff Ardis, STA Member

Nick Salvatore, STA Member

Dawn Merriman, STA Member

Report of the Tree Warden 2020

I am pleased to report on the tree management activities of the Tree Warden for 2020.

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 relating to trees, landscaping and development plan reviews.

I visited several driveway permit requests, a few logging projects and followed up on a few issues related to recently developed communities that had mandated tree maintenance responsibilities. I am happy to report that all visits confirmed that Sturbridge residents have everybody's best interest at heart.

As in the fall of 2019 the majority of my time in 2020 was spent visiting residents that had tree concerns due to the damage caused by caterpillars, ash borer and drought conditions. Although the previous tree warden, with the help of a grant, had combined efforts with National Grid to remove over 900 dead town trees the issue with dead trees on town property continues. Mother nature also added some weather related tree issues which were addressed quickly thanks to Northern Tree and the Sturbridge DPW crews.

I am pleased to announce that National Grid has doubled their efforts to address tree issues on the utility side of our town streets. As in years past the maintenance division spent several weeks in both the spring and fall season working some of the 3 phase circuits including Fisk Hill, New Boston Road and Brookfield Road. In addition they have now added an entirely separate "hazards' tree mitigation" division. Don, from National Grid, and his crew have identified individual trees that are deemed to be particularly dangerous to the utilities and public at large. Many of these trees are extremely mature and although still leafing out, have major cavities or poor structural growth. Although I have recommended pruning on a few occasions, removal has been approved the majority of the time. The fall wind storm resulted in power outages and pole damage across much of Worcester County and National Grid prioritized and responded well.

My first attempt to continue the Arbor Day tradition of visiting the class room and sharing seedlings with the students was canceled due to the Coronavirus. I decided as an option it would be fun to set up a table at the safety complex allowing social distancing and sharing this year's seedlings. I was fortunate to have two great weekends of weather in April and meet over 800 parents and children that were excited to plant new young trees in Sturbridge. As a side note I must thank the Sturbridge Community page for publicizing this event. The many members of this group helped spread the word quickly.



I am wishing everyone a happy and healthy 2021. If you have any questions or concerns I can be reached 24/7 at: 774-304-1410 or by email at: tcrane@sturbridge.gov.

Respectfully submitted,
Tony Crane

COMMUNITY PRESERVATION COMMITTEE 2020 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 \$4,166,662.00 from the State
- In 2020, Sturbridge received \$278,568.00 CPA Funds from the State (52.2% match)

The Community Preservation Coalition hosts the website www.communitypreservation.org, which offers valuable information regarding the CPA.

The Community Preservation Committee (CPC) presented the following articles to the voters at the **January 27, 2020 Special Town Meeting:**

- Construction of a single-family dwelling on property located at 226 Cedar Street and acquisition of a permanent restriction in such property preserving its use for affordable housing - \$201,756.00 — Housing Fund Balance (passed)
- Purchase/install storm windows at Center Office Building to protect the historic windows (this covers a short fall of the project passed in 2018- \$2,600.00 — Historic Fund Balance (passed)

The Community Preservation Committee (CPC) presented the following articles to the voters at the **June 29, 2020 Annual Town Meeting:**

- Administrative Funds - \$20,000.00 -- Undesignated Fund Balance (passed)
- FY20 Debt Payments - \$259,007.00 -- Undesignated Fund Balance (passed)
- Gravestone Restoration - \$9,500.00 -- Historic Fund Balance (passed)
- Town hall storm windows - \$17,600.00 -- Historic Fund Balance (passed)
- Riverland recreational trail construction - \$25,000.00 -- Undesignated Fund Balance (passed)
- Recreational trails masterplan update - \$10,500.00 — Undesignated Fund Balance (passed)
- Recreational trail work on the Leadmine Parcel and restoration of the Burgess Discovery Trail - \$8,000.00— Undesignated Fund Balance (passed)
- Signage, materials and labor for trail construction on Community Preservation Act purchased parcels - \$4,500.00 — Undesignated Fund Balance (passed)
- Property boundary delineation on the CPA purchased Long Pond Parcel - \$4,070.00 — Open Space Fund Balance (passed)
- Outbuilding removal of the Leadmine Barn, three outbuildings on the Leadmine parcel, and the Heins Cabin - \$164,890.00 — Undesignated Fund Balance (passed)
- Library window restoration - \$35,850.00 — Historic Fund Balance (passed)
- Restoration of three historic portraits by William Willard located at the Joshua Hyde Library = \$5,000.00 - Historic Fund Balance (passed)

Due to Covid-19, the CPC tabled planning for the next Community Needs Study. In January, 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 , Edward Neal, Jeff Adams

Historical Commission

Annual Report 2020

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 recognized thirty (30) homes and buildings during a presentation at the November 16, 2020 Board of Selectmen's meeting. A framed Certificate of Appreciation was awarded to Bill Barnsley for his work documenting the gravestones in the Old Burial Ground. He categorized the gravestones both alphabetically and chronologically by family names and dates, and he mapped the burial locations. A ring-bound book and a large map with the information he gathered are available for public access at the Joshua Hyde Library. Bob Briere was presented a framed plaque at the Board of Selectman's meeting on December 7, 2020 in recognition of his lifelong interest in researching and sharing Sturbridge history and for founding the Sturbridge Historical Society.

The homes and buildings were selected for awards from the FY 2017 and FY 2018 surveys conducted by The Pioneer Valley Planning Commission and Professional Archeological Laboratories, respectively, as potential nominees for the National Register of Historic Places (NRHP). It should be noted that there are other buildings and homes eligible for nomination to NRHP in Sturbridge, and that those recognized and recommended are those from the two surveys.

The following were given Preservation Awards: The Eli and Mary Marsh House, 12 Champeaux Rd., The Samuel, Jr. and Mary Morse House, 47 Farquhar Rd., The Samuel and Lucy Hobbs House, 23 Hall Rd., The Snellville District #2 Schoolhouse, 480 Main St., The Otis Block/Blackington Building, 572 Main St., The John Smith House and Barn, 138 McGilpin Rd., The George J. and Delina D. Cloutier House, 13 Podunk Rd., The Jonas Bemis/Silverberg Family House and Barn, 248 & 251 Podunk Rd., The Hamilton Woolen Co. House and Barn, 210 Shepherd Rd., The Fiskdale Mill Agent's Residence, 11 Summit Ave., The Deacon Daniel Plimpton House, 307 Main St., The Haynes Side-Hill Barn, 307 Main St., The Haynes Family House, 307 Main St., The Haynes Carriage & Paint Shop, 307 Main St., The Haynes Harness & Blacksmith Shop, 315 Main St., The Deacon Zenas Dunton House and Barn, 5 Haynes St., The Joseph Marsh House, 142 Brookfield Rd., The Eliab and Fanny Marsh House, 213 Brookfield Rd., The Josiah Fiske House, 530 Main St., The James Johnson Double House, 533-535 Main St., The Sturbridge Cotton Mills Office, 541 Main St., The Fiskdale Lower Mill, 559 Main St., The Alpheus Wight House, 420 Main St., The Winthrop Wight House, 420 Main St., The Daniel Wight House and Barn, 472 Main St., The Martin L. Phillips House and Barn, 468 Main St., The John and Lizzie Hooker House and Barn, 473 Main St., The George E. Richards House and Barn, 407 Main St.

A separate Preservation Award was given in recognition of The Abner Allen House, 3 Old Stagecoach Rd. for the meticulous restoration of the façade after a fire destroyed the house in 2006.. The Publick House received a Preservation Award for saving an important historical asset in Sturbridge by moving the Chamberlain Grain and Feed Barn to another location on their property.

The results of both surveys are available on the Town of Sturbridge website under the Historical Commission. There are over two hundred surveys which include photos, architectural details of the facade, a historical narrative, and a bibliography and/or references for each building.

The Sturbridge Historical Commission is grateful to the people who contributed to the history of Sturbridge by preserving the buildings they own and to those who have contributed to preserving history through their actions in recording and sharing Sturbridge history. The Historical Commission continues to strive to highlight historic assets in Sturbridge and to advocate for 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 who support our mission.

The Sturbridge Historical Commission is a five-member board. We welcome anyone interested in local history to check the Town Calendar for meeting announcements and join us for our online meetings during the Covid-19 Pandemic and in person when it is allowed. Please contact the Selectmen's Office to receive a GOTOMEETING link if you want to join us online. We, also, welcome anyone who would like to become an "associate" member of the Commission.

Respectfully Submitted,

Barbara A. Search, Chair (2021)

Richard Volpe, Vice Chair (2021)

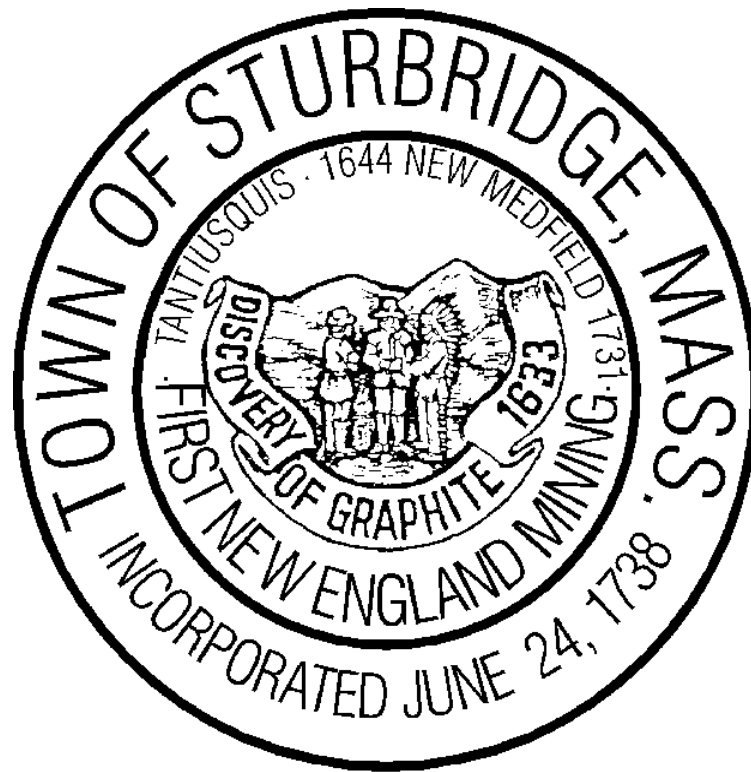
Cathy Zavistoski, Clerk (2022)

Bailey Applegate (2022)

Charles Blanchard (2022)

COMMUNITY SERVICES

2020



REPORT FROM THE COUNCIL ON AGING

Due to the COVID-19 Pandemic March 17, 2020 we were forced to close our doors. We started on a new path. The non-perishable food drive organized by our Program Assistant, Jennifer Babcock started us off. With the outpouring of support and care from our community, we were able to form our own “food closet” which has provided over 350 bags of non-perishable food items to date. . Our networking began with working with Burgess Elementary School and assisting their families in need, along with our older adults.

With strict guidelines in place, we obtained a tent in late spring where we began our outdoor limited programs/assistance.

- Fuel Assistance- We were able to work with WCAC to set up early to provide assistance to Older adults & families
- Social Isolation- Overlook set a group support chat.
- Gin and Satch – Round table chat with retired Celtics Player and his wife.
- Knitting – Learn the basics or advanced knitters welcomed.
- Chair Yoga – Modified version of yoga.
- S.A.L.T. Meeting – Seniors and Law Enforcement Together- Once a Month- Provides seniors with valuable information.
- Exercise – Beginners and advanced aerobic classes.
- BINGO & Trivia

In addition to health benefits, this gave people the sense of community.



An yearly morning class with Instructor Jen.



Sgt.Paine, educating our seniors on scam awareness.

Our thinking caps came on with providing a special drive through volunteer appreciation lunch for 32 volunteers that donated 1,0004.88 hours between 7/2019-7/2020. By volunteering these hours, the town saved \$12,048.00 in wages.

In conjunction with Walgreens, through the pouring rain and humidity, we held a drive up flu clinic.. A huge thank you to Pharmacist Alicia and assistant Margaret for providing 87 vaccinations to our community.



The Friends of the Seniors sponsored monthly National Days:

- Coffee Day
- Hot Dog Day
- Donut Day
- Apple Day



Our helpful BOH Inspector, Trish greeting one of our seniors on National Hot Dog Day.

We were able to implement a new Call Connect System within our database. Which allows us to provide important information through a automated phone message to community members 60 years of age and older.

The COA works with the Assessor's office to administer the Senior/Veterans Real Estate Tax Work -Off Program. In 2020, 29 people participated providing 859 hours of service to Town Departments. A special thanks to our Facilities Coordinator, Robyn Chrabascz for taking time and providing work off participants positions as door assistants through this trying time.

Our Intergenerational connections have spread throughout the community. We are fortunate to work with such a variety of caring young people. In mentioning just a few of the groups: Jenn Reed's assistance through organizing BSA-Troop 7-163 and GS Troop Cadette 64510 in writing notes, cards and newsletter assistance. The Hall/Phillips families making holiday goody bags & newsletter assistance. The Tantasqua NHS students endless assistance in getting the newsletters out on time and Mrs. Cave's 4th grade class for writing holiday cards. We could never thank you enough.



Remarkable people, organizations, community groups, businesses and companies have all come forward to support our center and the community . With donations of hundreds of hand-sewn masks, non-perishables - food, personal items, household cleaning, monetary gifts and more.

- Tri-Community Exchange Club- Donation of \$500.00 to assist in the food need for families and seniors. We are pleased to have been able to work with Lisa Meunier from Burgess in supplementing their needs for the families at Burgess.
- Country Bank- Donation of \$500.00 towards the needs of the Community.
- Craig Moran- Donation of \$1,000.00 towards the support of what we may need at the center to assist the community.
- Anonymous donor – Donation of \$1500.00 to The Duck to provide meals to Families and Older adults in town.
- Thanksgiving Dinners – Steve from Old Village Grille & Craig Moran and Karen provided Thanksgiving dinners to those alone for the holiday. We had the pleasure of delivering 38 meals.
- Whole Turkey's and Gift Cards- Don Taft & QQLA- Through this groups generosity we were able to provide 25 turkeys and gift cards for the “ fixings”.
- Donald Wicher Memorial Association of E.M.T's- \$1450.00 was donated through the disbanding of this group due to COVID. They had distributed these funds to local communities which were providing food in their community.

The Outreach Coordinator, Marcia Wildgrube without missing a beat, has stayed connected throughout this year with our older adults by daily check-ins. She continues to stay in close contact with the Police Departments dispatch to be aware of any concerns we may need to know in town. Marcia has created a virtual call –in BINGO . The response from this was favorable. Folks that have never played look forward to this bi-weekly program. There is anywhere from 12-17 players on a call. It's a way to have them engaged in an activity while remaining safe in their home.

Through this year we have been extremely fortunate to have the dedication of our Steering Committee for the center. This group has been diligently working for over five years with the goal of moving forward with a needs study, identifying a location and presenting these findings to the Board of Selectman for their support for a new Center.

The Steering Committee members were a hardworking and dedicated group that have volunteered endless hours in researching, meetings, site walks and presenting. Through their search process they have identified 70 Cedar Street as the best location for a new Center.

Many thanks to the Steering Committee members and staff:

Chair	Ken White
Secretary	Rebecca Mimeault
Members	Susan Grandone
	Margaret Darling
	Ann White
	Gladys Santelli
	Sis Capdelaine

Staff:

Town Administrator	Jeff Bridges
Facilities Coordinator	Robyn Chrabasz
Board of Selectmen Liaison	Mary Blanchard

On behalf of our COA Board members, we would like to express our great appreciation to Tina Peterson for her years of service to the Council on Aging Board and the center. Tina had retired from the COA Board in October.

I would like to thank the Town Staff for its endless support and the residents of Sturbridge for their appreciation and utilization of the programs and services the Council On Aging has provided throughout this year.

Respectfully Submitted,

Leslie Wong
Director

2020 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.

This year, The Recreation Committee faced the challenges of COVID-19 and worked to offer adjusted programming for the Sturbridge community, as allowed by State Guidelines.

The following programs were provided for the Sturbridge community:

- 1st Annual Sturbridge Winter Outing with Sturbridge Fire Department
- Weekly Bell Ringing Program
- Letters from the Easter Bunny
- Spring Weekly Challenges
- Summer/Fall Youth Sport Leagues
- Outdoor Educational Classes at Cedar Recreation
- Cedar Recreation Area, Public Swimming and Town Courts
- Pickleball at Cedar Lake Recreation Area
- Virtual Home of the Brave 5K with Special Events Committee
- Virtual Tree Lighting Ceremony
- Coloring Contest and Letters to Santa
- 1st Annual Light Up Sturbridge!
- Christmas Eve Bell Ringing
- Town Common Ice Skating Rink

Canceled due to COVID-19:

- Coed Adult Volleyball Leagues
- Men's Basketball League
- Women's Basketball League
- Outdoor Competitive Basketball League
- 8th Annual Family Ham Toss
- Spring Youth Sport Leagues
- Easter Egg Hunt with Sturbridge Federated Church
- Bus trips to NYC, April and December
- Summer Recreation Program
- Mini Program Summer Program
- Concerts on the Common, Summer Concert Series
- Town Bonfire with Special Events Committee

This was a very challenging year for our Town's Youth Sports Leagues. These leagues faced cancelations, postponed seasons, and adjusted modifications required to play. 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 these leagues through the purchase of equipment thanks to funding support from the Betterment Committee.

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

- Brian Sommer - Sturbridge Little League Baseball
- Amanda Normandin - Sturbridge Girls Softball League
- Jennifer Bailey - Sturbridge Recreation Soccer, TRY Soccer
- Michael Coleman - Tantasqua Youth Football and Cheer
- Tracy Rapose - Sturbridge Youth Basketball

1st Annual Sturbridge Winter Outing

On Saturday, February 1st the Sturbridge Recreation Committee hosted the First Annual Sturbridge Winter Outing in partnership with the Sturbridge Fire Department. This four-hour event featured lighted night skating, games, fire barrels, build your own s'mores station donated by Southbridge Credit Union, and hot chocolate donated by Hearthstone Market. Due to warm temperatures, the snowman building contest and snowball fight were postponed. *Thank you* to all involved for their community support!



Weekly Bell Ringing Program

New this year, The Recreation Committee asked the community to join together by opening their front doors or windows every Tuesday evening and ring a bell, wind chime, or bang pots and pans. This was to serve as a reminder to all that although the community may be physically separated, our citizens remain united in their support for one another!

Letters to the Easter Bunny

New this year, The Recreation Committee provided personalized Letters from the Easter Bunny to any child who wrote in to the Easter Bunny via email or mail. A fillable format was provided in addition to fun coloring activities.

Spring Weekly Challenges

New this year, The Recreation Committee provided Weekly Challenges through the Safer at Home Advisory. These challenges were released virtually every Monday and provided one activity per weekday to be completed. Challenges were focused on children but designed for all ages and consisted of a variety of activities such as fitness, writing, crafts, meditation, indoor and outdoor games. Great job to all who rose to the challenge!

Outdoor Educational Classes

In lieu of the annual Summer Recreation Program, the Committee and Staff worked to offer Outdoor Educational Classes at Cedar Recreation Area, operating within the COVID-19 State Guidelines. The new Outdoor Classes ran for four weeks, meeting twice weekly. Session One began on Monday July 13 featuring morning classes and Session Two began on Monday July 27, providing afternoon classes. Outdoor Fitness, Beginners Tennis, Arts and Music Education, and Dance/Yoga were offered during both sessions for ages 5 and older. In addition to weekly classes, the Summer Staff also hosted one day classes such as How to Tie Dye and Bracelet Making. These classes were a hit!

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

- Genevieve Pacetti – Summer Coordinator, Beach Supervisor
- Gavin Morris- Lifeguard
- Trey Allen- Lifeguard
- Siobhain Murphy- Lifeguard
- Carol DeRose- Lifeguard
- Tatum Corriveau-Tennis Instructor
- Tanya Mallard- Tennis Instructor
- Roman Krochmalnyckyj- Play Leader
- Rose Pecci- Play Leader
- Erika Francolini- Arts and Crafts



Cedar Recreation Area

Town Courts and Playground opened for public use on June 10, 2020 as State Guidelines permitted. The Town Beach at Cedar Recreation opened to the public on June 15, 2020 and was staffed by four Life Guards and one Beach Supervisor on weekdays from 9:00-3:00 PM through August 27, 2020. The Summer Staff and Lifeguards worked hard to open the public beach area and town courts under COVID-19 operating guidelines. Numerous safety guidelines were implemented and the Recreation Area was enjoyed safely by many residents and visitors this year.



Pickleball at Cedar Recreation

Pickleball continues to be a growing sport in the area. If you're interested in learning or looking for a group to play with, please email 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 but was unfortunately canceled due to COVID-19. The Recreation Committee has worked with the scheduled bands to duplicate the canceled 2020 season for 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 we anticipate the following lineup for 2021 concerts, however this is still being confirmed:

- June 11- The Axis Band (Classic Rock)
- June 18- Banda Gan Ainm (Irish/Celtic Traditional)
- June 25- My Other Band (Decades of Top Hits)
- July 2- Uncle Sam's Patriotic Jazz Band (Patriotic Music)
- July 9- Holdin' Back Band (Oldies, Classics)
- July 16- Jumpin Juba (Blues, Folk)
- July 23- Music Matters Band (Top 40 Hits)
- July 30- Dan Gabel and The Abletones (18 Piece Orchestra)
- August 6- Island Castaways (Trop Rock)
- August 13- Tequila Bonfire (Modern Country)
- August 20- Union Jack (Ed Sullivan Tribute)

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

Annual Tree Lighting Ceremony

Due to State Guidelines during COVID-19, the Annual Tree Lighting Ceremony was not able to take place in person this year. The Sturbridge Recreation Committee worked to modify the event and provided a Virtual Tree Lighting Ceremony for the community on Friday November 27, 2020. The Virtual Tree Lighting was broadcasted Live on the Sturbridge Recreation Department's Facebook page reaching over 3,000 views! The event was also recorded by Public Access, and available for viewing on local access and Sturbridge Meetings on Demand. The Virtual Tree Lighting Ceremony featured Sing-a-longs, Coloring Contest Winners, Letters to Santa, Magic Show by Holly the Elf, Christmas Carols sung by Jeneé Lacy, and Story Time with Santa! **Thank You** to our wonderful, local talent for accommodating this adjusted event! **Thank you** to Sheila O'Connell, Assistant Town Clerk, for donating her time to emcee the event.



Photo by Terry Masterson

1st Annual Light Up Sturbridge!

New this year, The Sturbridge Recreation Committee hosted the 1st Annual Light Up Sturbridge, a community wide decorating contest! This contest created a magical holiday light drive while promoting community spirit and encouraging safe travel to Sturbridge during very trying times on local businesses.

Light Up Sturbridge offered three decorating categories to choose from; Traditional/Classic, Go Big or Go Home, and Best of Sturbridge Businesses. Lights were required to be on the first two weekends in December from 5:00-8:00 PM. Due to high community participation, a third weekend was added and votes were due on December 20, 2020. Voting was completed by the public via an online link through the Town's GIS System. Maps were available both 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 coordinating the list of participants with the online mapping system, providing accessibility to all.

Light Up Sturbridge 2020 had 63 total registered addresses and 414 total voters. We thank everyone for their participation! Congratulations to the following winners:

Best of Sturbridge Businesses

1st Place: Sturbridge Coffee House

2nd Place: The Publick House

3rd Place: Saw Dust Coffee House

Go Big or Go Home

1st Place: 84 Breakneck Road

2nd Place: 317 The Trail

3rd Place: 151 Stallion Hill Road

Traditional/Classic

1st Place: 6 Lakewood Trail

2nd Place: 22 Old Towne Way

3rd Place: 69 Shattuck Road

Christmas Eve Bell Ringing

Inspired by the Weekly Bell Ringing, the Sturbridge Recreation Committee asked the community to join together once again on Christmas Eve to help Santa's sleigh soar! Santa was named an essential worker and helped to end the year with a bit of magic, hope, and togetherness!



Town Common Skating Rink

Located on the Sturbridge Town Common, the Skating Rink is open for public use and free to all. New guidelines were implemented this year in accordance with COVID-19 regulations. The annual installation of this rink is highly anticipated by many. The rink is assembled early in the season but remained closed through mid-January due to very mild winters.

Thank You to Butch Jackson, Mark Augello and the Sturbridge 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
Erin Carson
Cindy Sowa-Forgit
Jeff Shapiro
Annie Roscioli, Recreation Director

Joshua Hyde Public Library 2020 Annual Report

While the coronavirus forced the library to close its doors on March 18th, as soon as it was safe to do so, the library staff returned to the building to offer telephone services, online help, and curbside pickup to patrons.

Staff worked from home for a period of time. We participated in trainings, webinars, and planning for what was to come. Staff continued to order books and other materials so that we would be ready when patrons could once again check out materials. We reallocated funds to significantly increase the number of e-Books and e-Audios that are available to Sturbridge patrons through Overdrive. These materials are available for download free of charge with your library card.

For most of the year, no in-person programs were allowed, and so we increased our online programming. We offered programs such as virtual escape rooms, Paws to Read to Keeva the dog, author Sarah Prager, meditation classes, KonMari workshop, cooking class with Liz Barbour, and Haunted History of New England with Christopher Daley.

Our computers get hundreds of uses every month. In order to continue to offer this service to those who needed it, in May we began offering computers for public use on the library lawn. Looking for jobs, signing up for unemployment, and access to email were all important reasons for us to do everything we could to safely allow people to use the public computers.



Jude McDonald at the computer tent

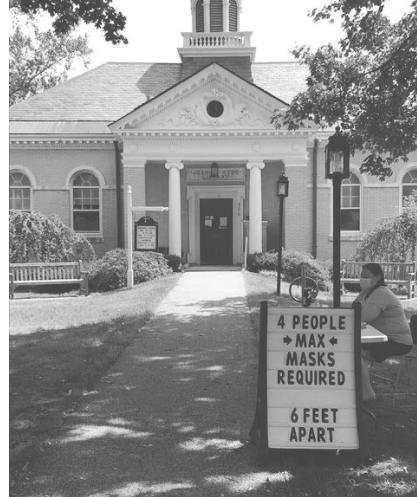


Fairy and dragon garden kits ready for pick up

In the summer, we continued to offer the library’s summer reading program. While a scaled back version, kids and adults could still keep track of their reading and be eligible for some great prizes provided by the Friends of the JHPL. We expanded our offerings to include Grab & Go craft kits and “book bundles” for kids.

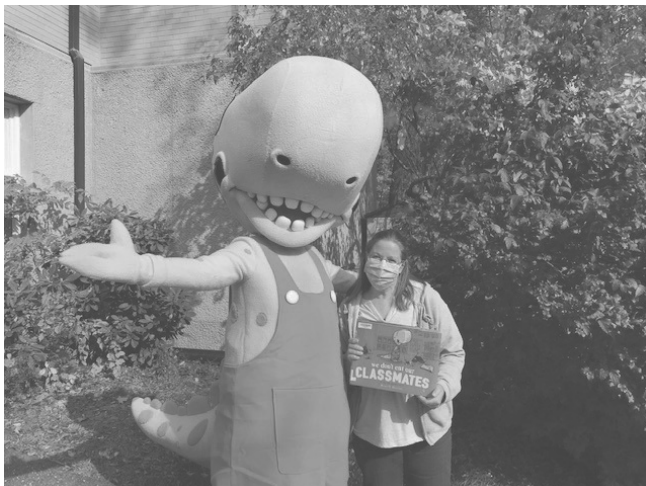


Gina Piantoni shows off all the interlibrary loan books



Tasha Mayen ready to check people in for browsing

In the fall, we held some in-person programs on the common and were able to open for in-library browsing. Book discussions for adults, story hour for kids, and a special visit from Penelope Rex were some of the programs we held. We installed a Story Walk for kids to take on the library lawn. Volunteers from The Friends of the JHPL held contactless book sales in order to get books into people’s hands and to raise money to continue to support the programs that the library offers.



Penelope Rex and Children’s Librarian Patricia Lalli



A young visitor to the library Story Walk

While we had to take a step back and close the library to in-library browsing at the end of the year, here is a reminder of some of the services we continue to offer:

- Curbside delivery is available 6 days a week
- We continue to receive interlibrary loan deliveries of materials requested from other libraries. Requests for materials can be made by calling the library or through the online catalog.
- Public computers are available in the meeting room
- E-Books and E-Audios are available for download, free of charge, at cwmars.overdrive.com
- Check the library Facebook page and website for information on upcoming programs for kids and adults – www.sturbridgelibrary.org

Our dedicated staff this year: Cheryl Zelazo, Patricia Lalli, Jude McDonald, Sylvia Lenti, Elaine McClain, Susan Briere, Kim Kvaracein, Gina Piantoni, Keith Vezeau, Lisa Rice, Tammy Dufresne, Dara Shanahan, Samantha Cass-Evans.

Respectfully submitted,
Becky Plimpton
Director



REPORT OF THE TRAILS COMMITTEE 2020

In 2020, 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 delayed work on many the planned projects, we saw a dramatic increase in trail usage on all properties throughout the year.

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. In a normal year, the committee holds approximately 8-9 volunteer workdays on the 3rd Saturday of every month (April-Nov), in 2020 we held 6. 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 all of the normal trail events open to the public, the committee continued to promote the trails electronically. Aside from keeping facebook current on all trail changes, we also held our first virtual mountain bike race on the leadmine property.

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
Darcy Foley
Dave Peterkin
Richard Paradise

Associate members:

Tom Chamberland, Treasurer
David Vadenais
Nick Sokol
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:

Jeff Bridges, Town Administrator
Dave Barnicle, Conservation Commission (trails liaison)
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 1,161hrs of labor valued at \$41,729. This is a 61% increase from 2020. Weekday volunteers were Bob Lauretsen, Bob Barnes, Ed Smith and Jon Pevner, along with trail members Dave P, Dave V and Tom C. THS Honor society students volunteered 112 hours.

Northern Tree were huge advocates and generous supporters of the Sturbridge Trail system again in 2020. 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.

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. Bridge deck on Leadmine trail replaced. Brush on all trails cut back. Gravel added to Leadmine and Pinelands trails.

Plimpton: Approved trails still under construction. Mowed the main loop trail twice.

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. Construction is planned for 2021.

Riverlands: A focus for 2020. Parking lot design was completed and construction started, will be completed in 2021. The design was completed for the first phase of the flow trails, which will go out for RFP/construction in 2021. 66% of the construction costs are covered by a state trails grant.

Long Pond: The committee is studying the property to determine the best way to use the property. A trail system and parking/access will be designed in 2021.

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. Thank you for their donation of \$500 for new tools.

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

Respectfully submitted,

Brandon Goodwin
Chairman

Veteran Services Department
Michael Struppa, Director

1/11/2021

Annual Report from the Director of Veterans' Services

(The hours listed below are based on hours worked from 1 FEB 2020 – 31 DEC 2020.)

The Department of Veterans' Services office provided information and financial assistance to veterans and military families of those who served during WWII, the Korean and Vietnam Conflicts, Persian Gulf War, the Global War on Terror (GWOT) and countless other military campaigns. Information and assistance was provided regarding a variety of resources available to Veterans including; health care, educational benefits, burials, fuel assistance, obtaining lost service records and assistance with filing VA claims and a many other service related questions. Services continued to be rendered throughout the COVID-19 pandemic.

In November 2020, the Department of Veterans' Services, Recreation and Economic Development departments, along with Friends of the Senior Center sponsored the 2nd Annual Home of the Brave 5k and Resource fair. The objective was to raise money for area Veterans and provide information on military benefits to town residents. Due to the pandemic, the race was held virtually, though it was a literal success. The event resulted in the raising of \$1,000 donated by the Town of Sturbridge to Project New Hope and \$1,000 donated to by the Town of Sturbridge to Veterans, Inc. - two organizations dedicated to helping Veterans. It is our hope to make this an annual event and provide many more information and services to the Town's Veterans. The Department of Veterans' Services was also proud to partner with the MA State Police to distribute Coats 4 Vets; winter coats, medical masks and treats for veterans in need.

The Town of Sturbridge continued to provide approximately \$51,500 of Chapter 115 financial aid to Sturbridge Veterans (75% of this amount is reimbursed to the Town by the Commonwealth of Massachusetts.) This department continued to assist veterans in making claims for disabilities accrued through their military service. As of October 2020: 140 Disabled Veterans living in Sturbridge and Fiskdale received VA Compensation payments totaling \$425,405. This department worked tirelessly to assist Gold Star Families in having the Town

Veteran Services Department
Michael Struppa, Director

successfully adopt the Property Tax exemption clause in 2020. This department submitted over 500 important military records to the State War Department Archives for safe keeping; this allows veterans to know their discharge forms will safely be maintained in a secure manner.

The Department of Veterans' Services continues to maintain a Twitter handle **@SturbridgeVSO** to provide information on important matters related to military service. The Veterans' Services Town Department page continues to be maintained as a resource on benefits, office hours, events available to Veterans and military families. The Town page may be located here: <https://www.sturbridge.gov/veterans-services>.

Currently my office is co-located with the Tree Warden in the Center Office Building. My phone number is 508-347-2500 ext. 1409. My email address is mstruppa@sturbridge.gov. I look forward to continuing to serve the Veterans of our communities for many years by providing assistance with VA and military related questions. I will continue to provide outreach both individually and by partnering with outside agencies such as the Sturbridge Senior Center, the American Legion, the Disabled American Veterans and the Veterans of Foreign Wars among others. I will continue to work on ensuring the Honor Wall is up to date and will be sending out notifications for veterans to ensure their service is properly enshrined in time. I thank you all for this opportunity and I look forward to working with you all in the future.

Thank you for Your Service,

Michael Struppa
Director, Veterans' Services
301 Main Street
Sturbridge, MA 01566
Office (508) 347 - 2500 x 1409

Encl: Overview of Services Rendered

Veteran Services Department
Michael Struppa, Director

1 FEB 2020 – 31 DEC 2020

Total Veterans/Military Families w/Services Rendered: 234

Requests for Chapter 115 benefits: 11 (9 Active cases, 2 pending)

Total hours spent on Chapter 115 assistance: 73 hours

Funeral and burial assistance: 3 families

Total hours spent on funeral and burial assistance: 38 hours

Requests for Federal VA Claims assistance: 53

Total hours spent on Federal VA Claims assistance: 82 hours

Outreach Performed: *Limited to mostly virtual due to COVID-19 pandemic...Memorial Day
and Veterans Day Events, Home of the Brave Resource Fair, Coats 4 Vets

Total hours spent on outreach and ceremonies: 88 hours

Requests for Information (RFIs) /Education/Medical/Home: 181 (~5/wk.)

Total hours spent on RFI assistance: 362 hours (~8/wk.)

Total hours spent on admin functions (training, CH 115 processing etc.): 252 hours (~5.5/wk.)

Facilities Department
Robyn Chrabaszcz, Facilities Coordinator

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 2020, the department consisted of two part-time custodians and myself, the Facilities Coordinator.

Facilities has spent time cleaning, maintaining, and identifying needs and operations in 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 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.

I have been working across the Town's facilities 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.

Under the Town's Insurance through MIAA, Facilities applied for and received a grant to cover the cost of new and additional work zone safety equipment for DPW.

Capital Projects & Betterments

The following Funded Capital Projects and related tasks were accomplished in 2020:

- Center Office: Fire Suppression/Sprinkler Updates
- Senior Center: Fire Alarm Panel Replacement
- Town Hall: Fire Suppression/Sprinkler Updates
- Public Safety: RTU#1 Replacement Project with Commissioning & Apparatus Door Replacement Project. The image below is of work in progress, showing 2 new doors next to 3 existing doors.



Special Projects

The following Funded Projects and related tasks were accomplished in 2020.

Facilities Department
Robyn Chrabasz, Facilities Coordinator

Facilities worked with the Senior Center Study Committee to complete the feasibility study with Bargmann Hendrie + Archetype Architects for three options for improvements or new construction for the Senior Center. The study has been published on our website and has been forwarded to the Board of Selectmen for review.

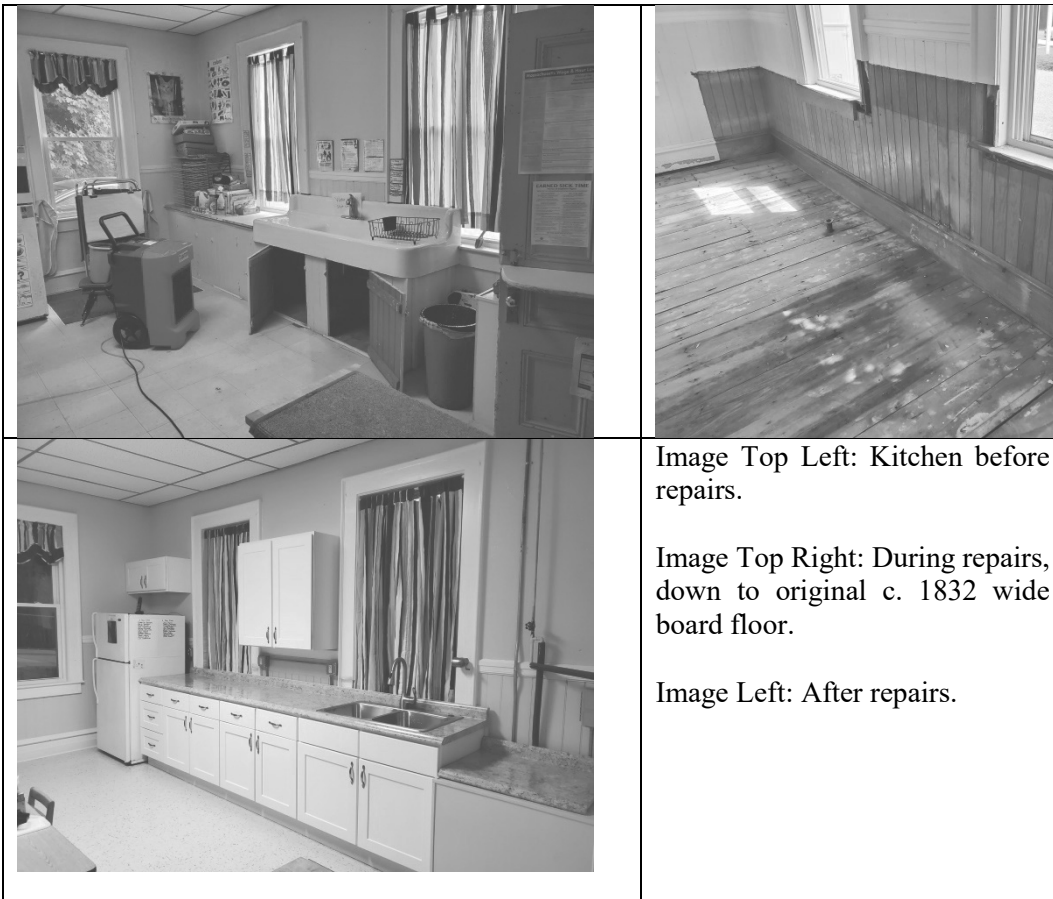
CPC Funded:

- Center Office Storm Window Project was completed.
- Field Lighting Project at Little League (aka Town Barn) got under full swing and will be completed by the spring season 2021.

This year, the Green Communities Grant brought us Building Operator Certification Training and three building related projects that were completed:

- Weatherization at Library & Burgess Elementary: This included new weatherstripping on doors and air sealing.
- Installation of LED Lighting at Burgess Elementary School (Phase 1). This included replacement of some light fixtures, and retrofit of other fixtures with LED kits.

Through MIAA insurance this year, I spent time at the Sturbridge Cooperative Nursery School, a town-owned building, for damage caused by a plumbing leak in the kitchen. Repairs included replacement of the flooring, removal of asbestos flooring, repainting of the kitchen, and new cabinets with new electrical above the countertop to code.



Facilities Department
Robyn Chrabasz, Facilities Coordinator

COVID-19

This year was not only my first full year in Facilities thanks to the opportunity the Town has provided, but also an unprecedented year impacted by COVID-19. As a result, Facilities shifted priorities to address the following needs:

- Door attendants
- Department and door tracking logs
- Cleaning, disinfecting, and COVID related supply purchases beyond normal operations
- Partnered with David Demings in Sturbridge's Emergency Management Dept. for PPE and distribution to town staff on an ongoing basis
- Building space setups/ adjustments for social distancing and COVID re-opening requirements, including signage and directional travel
- Building related items: Plastic and glass partitions; ionizer fans for the elevator cabs; drop/mail boxes; ballot drop box; outdoor posting boards; replacement of dedicated AC units that failed; ionizers for Burgess HVAC systems; duct cleanings at Public Safety and Burgess; and deep cleaning projects.
- Additional cleaning procedures and hiring and oversight of cleaning companies as necessary.

I want to take this time to personally thank all of the Door Attendants who helped us through the summer at Town Hall and Center Office Building for coming out to support the staff coming back to work in the buildings and to support the CERT Team and Senior Work-Off Program. The assistance was instrumental.

I would also like to thank the Facilities' custodians for coming to work every shift and taking care of the first responders, staff, and the buildings despite the risks; without them, things could have been a lot more challenging.

We 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 we look forward to next year's update.

Annual Department Report for Public Access

Bruce Butcher: Production Coordinator

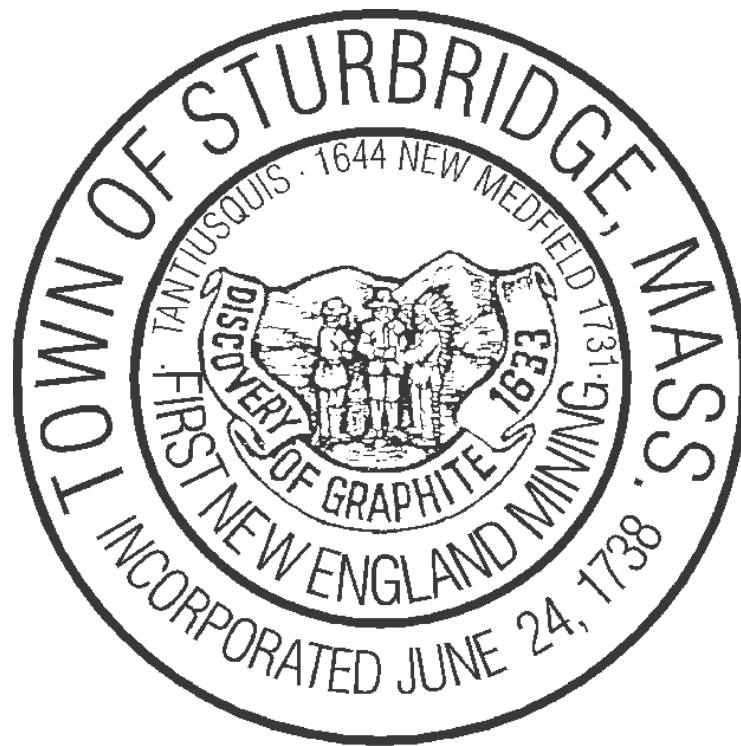
- Perform the day to day operations of the Public Access Department
- Check Town Meeting Calendar daily for Government meetings
- Ensure proper training for recording personnel and create recording schedules
- Cablecast and record Government meetings directly into the Castus Server while making a DVD to archive
- Post recorded government meetings into the Castus “Video On Demand,” and Upload the meetings to YouTube
- Rotate titles from the Public Access server library and evaluate new program content for the Public Access channel 192. (Some public programming is accessible from YouTube)
- Schedule all programming on Government channel 191 and Public channel 192
- Monitor channels while in Town Hall and monitor “live” government meetings from home in the evenings.
- Work on Internet and server issues as they arise.
- Work with Finance Department as needed to create an annual budget and pay monthly Public Access department bills

Steve Sandberg: Scheduler Clerk

- Works 8 to 10 hours a week
- Steve does most of our remote camera work in the field;
- He records “remote” events as needed including various Town Events, Senior Center, School Committee meetings and special events on the Common.
- Steve is our primary video editor utilizing Macintosh Final Cut Pro Software and creates the Public Access channel Bulletin Boards
- Steve also maintains our social media presence via Facebook and YouTube.

ANNUAL & SPECIAL TOWN MEETING WARRANTS

2020



**TOWN OF STURBRIDGE
ANNUAL TOWN MEETING WARRANT ARTICLES**



Monday June 29, 2020 Tantasqua Regional High School Auditorium 7:00pm

ARTICLE 1
TOWN REPORTS

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

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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.

Town Moderator Mike Capelette noted the Electronic Voting Committee report will be due at the 2021ATM

Article 1 was approved unanimously according to the Town Moderator

ARTICLE 2
COMMUNITY PRESERVATION COMMITTEE REPORT

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 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 2021; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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 2 passed unanimously according to the Moderator

ARTICLE 3
COMMUNITY PRESERVATION ADMINISTRATION FUNDS

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) to be allocated for the purpose of operating and administrative expenses in FY2021 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 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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 for operating and administrative expenses for the CPC, 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 3 passed unanimously according to the Moderator

ARTICLE 4
COMMUNITY PRESERVATION DEBT SERVICE

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

- SEVENTY-EIGHT THOUSAND THREE HUNDRED SEVENTY-FIVE AND 00/100 DOLLARS (\$78,375.00) for the purpose of paying the debt service for the OSV Land Acquisition;
- FORTY-EIGHT THOUSAND FOUR HUNDRED AND 00/100 DOLLARS (\$48,400.00) for the purpose of paying the debt service for the Heins Farm Acquisition;
- ONE HUNDRED THREE THOUSAND FOUR HUNDRED EIGHTY-TWO AND 00/100 DOLLARS (\$103,482.00) for the purpose of paying the debt service for the Town Hall / Center Office renovation project;
- TWENTY-EIGHT THOUSAND SEVEN HUNDRED FIFTY AND 00/100 DOLLARS (\$28,750.00) 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 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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 4 passed unanimously according to the Moderator

ARTICLE 5
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; 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 7-1-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0

Summary: These funds will be used to continue conservation and restoration work in the North Cemetery and Old Burial Ground.

Article 5 passed unanimously according to the Moderator

ARTICLE 6
COMMUNITY PRESERVATION TOWN HALL STORM WINDOWS

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of SEVENTEEN THOUSAND SIX HUNDRED AND 00/100 DOLLARS (\$17,600.00) for the purpose of funding storm windows at Town Hall to preserve the historic windows; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0

Summary: This article funds the installation of energy efficient storm windows in the Town Hall.

Article 6 passed unanimously according to the Moderator

ARTICLE 7
COMMUNITY PRESERVATION RECREATIONAL TRAIL RIVERLANDS CPA PARCEL

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of TWENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$25,000.00) to

fund the construction of a recreational trail on the Riverlands Community Preservation Act parcel; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0

Summary: This proposal is for building approximately five miles of flow trails on the Riverlands as part of a MassTrails matching grant. If the grant is not received, the funds will allow the trail construction to begin and further funds will be requested in the future.

Article 7 passed unanimously according to the Moderator

ARTICLE 8
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 TEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$10,500.00) 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0

Summary: In 2012, the Sturbridge Recreation Master Trails Plan Subcommittee coordinated the preparation of a trails master plan for the town, a comprehensive look at the trail system. If approved, this action will bring the plan up to date.

Article 8 was to take no action according to a substitute Motion by the Sturbridge Trails Committee

ARTICLE 9
COMMUNITY PRESERVATION CONSTRUCTION OF RECREATIONAL TRAILS
LEADMINE PARCEL AND RESTORATION OF BURGESS DISCOVERY TRAIL

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of EIGHT THOUSAND AND 00/100 DOLLARS (\$8,000.00) for the purpose of construction of recreational trails on the Leadmine Parcel and restoration of the Burgess Discovery Trail; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0

<p><i>Summary: The Sand Hill Trail will be completed and the Mountain Laurel Trail has a low area that remains wet and needs to be remedied. Any remaining funds will be used for the Burgess Discovery Trail.</i></p>
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Article 9 passed unanimously according to the Moderator

ARTICLE 10
COMMUNITY PRESERVATION TRAIL CONSTRUCTION

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of FOUR THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$4,500.00) for the purpose of funding signage, materials and labor for trail construction on Community Preservation Act purchased parcels; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0

Summary: Funds will be used for the purchase of signage, and materials and Student Conservation Association trail crew for trail construction on Community Preservation Act purchased parcels.

Article 10 passed unanimously according to the Moderator

ARTICLE 11
COMMUNITY PRESERVATION PROPERTY BOUNDARY DELINEATION LONG
POND PARCEL

To see if the Town will vote to appropriate from the Community Preservation Fund Open Space Fund Balance the sum of FOUR THOUSAND SEVENTY AND 00/100 DOLLARS (\$4,070.00) for the purpose of funding property boundary delineation on the CPA purchased Long Pond Parcel; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0

Summary: This delineation and marking will be done to meet compliance requirements of conservation restriction legislation. This property was purchased in 2014.

Article 11 passed unanimously according to the Moderator

ARTICLE 12
COMMUNITY PRESERVATION OUTBUILDING REMOVALS

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of ONE HUNDRED SIXTY-FOUR THOUSAND EIGHT HUNDRED NINETY AND 00/100 DOLLARS (\$164,890.00) 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-0

Summary: This is an ongoing project to remove dilapidated structures on conservation properties. These buildings are a liability and they pose a danger to the public.

Article 12 passed unanimously according to the Moderator

ARTICLE 13
COMMUNITY PRESERVATION LIBRARY WINDOW RESTORATION

To see if the town will vote to appropriate funds from the Community Preservation Historic Funds the sum of THIRTY-FIVE THOUSAND EIGHT HUNDRED FIFTY AND 00/100 DOLLARS (\$35,850.00) for the purpose of Library Window Restoration; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0

Summary: The Library, a contributing building to the National Register Historic District, has ten original exterior archtop wood windows that need restoration. If approved, this project will restore the ten original windows in compliance with the Secretary of the Interior Standards for Rehabilitation.

Article 13 passed unanimously according to the Moderator

ARTICLE 14
COMMUNITY PRESERVATION RESTORATION OF HISTORIC PORTRAITS BY WILLIAM WILLARD

To see if the Town will vote to appropriate funds from the Community Preservation Fund Historic Fund Balance the sum of FIVE THOUSAND AND 00/100 DOLLARS (\$5,000.00) for the purpose of restoration of three historic portraits by William Willard located at the Joshua Hyde Library; 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 7-0-1

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0

Summary: In the course of recent library renovations, three historic oil paintings by artist William Willard were found to be in need of restoration. This appropriation will fund the restoration of the historic portraits.

Article 14 passed unanimously according to the Moderator

ARTICLE 15
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, 2020 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, 2020; such appropriation to include the transfer of TWENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$25,000.00) from Free Cash to offset those costs funded through Marijuana Impact Fees; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

Summary: This article is for the approval of the Town and School operating budgets for Fiscal Year 2021.

One Resident held on the Police Overtime account Article 15 passed but not unanimous according to the Moderator

ARTICLE 16
ROAD CONSTRUCTION, REPAIRS AND MAINTENANCE

To see if the Town will vote to raise and appropriate THIRTY-SIX THOUSAND SIX HUNDRED FORTY-EIGHT AND 00/100 DOLLARS (\$36,648.00) to the Road Construction, Repairs and Maintenance Account in order to fund the road construction, repairs and maintenance of town roads as determined by the DPW Director; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0

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. We are changing the mechanism for funding this program in FY21.

Article 16 passed unanimously according to the Moderator

ARTICLE 17
PUBLIC ACCESS DEPARTMENT

To see if the Town will vote to appropriate from the PEG Access and Cable Related Fund the sum of ONE HUNDRED TWENTY THOUSAND FIVE HUNDRED THIRTY-SIX AND 00/100 DOLLARS (\$120,536.00); or take any action relative thereto.

Estimated budget for FY21 is:

Salaries/Wages	\$ 78,386.00
Longevity	\$ 150.00
Employee Benefits	\$ 21,000.00
Operating Expenses	\$ 13,000.00
Capital	<u>\$ 8,000.00</u>
Total	\$ 120,536.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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.

Article 17 passed unanimously according to the Moderator

ARTICLE 18
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 SEVENTY-SIX

THOUSAND THREE HUNDRED SIXTY-FOUR AND 00/100 DOLLARS (\$176,364.00); or to take any action relative thereto.

Estimated budget for FY21 is:

Community Support	\$ 30,000.00
Marketing	\$ 95,948.00
Salaries/Wages	\$ 33,350.00
Employee Benefits	\$ 17,066.00
Total	\$ 176,364.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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 18 passed unanimously according to the Moderator

ARTICLE 19
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 THIRTY-EIGHT THOUSAND EIGHT HUNDRED TWENTY-ONE AND 00/100 DOLLARS (\$138,821.00) for the following items:

Requested By	Item	Amount
Bloom Committee	Flower Barrels	\$ 2,200.00
Recreation	Plantings (Bloom Committee)	\$ 575.00
Library	Beautification Joshua Hyde Library	\$ 3,800.00
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	\$ 3,240.00
DPW	Sidewalk Maintenance	\$ 20,000.00
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)	\$ 9,000.00
Police Department	Rig Series Eagle IFAK (First Aid Kits)	\$ 3,710.00

Police Department	Customized Event Canopy	\$	1,329.00
Fire Department	Protective Firefighting Gear	\$	13,500.00
Fire Department	Special Events Overtime (Fire)	\$	5,050.00
Fire Department	Bleeding Control Training Kits	\$	950.00
Fire Department	Ventilation Saw	\$	3,000.00
Recreation	Cedar Lake (Town Beach) Water Treatment	\$	1,795.00
Recreation	Town Common Summer Concert Series	\$	3,500.00
Recreation	Decorations for Town Common	\$	3,600.00
SLAC	SLAC / Great Ponds Weed & Safety Program	\$	6,000.00
Special Event Comm.	Funding for Special Events in the Community	\$	6,000.00
Recreation	Bleachers – Turner’s Field	\$	5,150.00
Recreation	Soccer Goals	\$	9,285.00
Recreation	Softball Shade/Protection Canopies	\$	10,680.00
Trail Committee	“Fix-It” Bike Repair Stand	\$	1,560.00
Trail Committee	Trafx IR Counters (2)	\$	1,165.00
Total:		\$	138,821.00

or to 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 6-3-0

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 19 passed unanimously according to the Moderator

ARTICLE 20
CAPITAL IMPROVEMENT PLAN
(2/3 Vote Required)

To see if the Town will vote to transfer from Free Cash and appropriate the sum of SEVEN HUNDRED FIFTY-FIVE THOUSAND SEVEN HUNDRED FORTY-ONE AND 00/100 DOLLARS (\$755,741.00) and vote to transfer from the Fire Apparatus Stabilization Fund the sum of THREE HUNDRED FOUR THOUSAND AND 00/100 DOLLARS (\$304,000.00) to the Capital Improvement Account for the purpose of funding the following items, including the

payment of all costs incidental and related thereto, from the Capital Improvement Plan to be undertaken for the Fiscal Year beginning July 1, 2020;

Department	Item	Amount
Police	Motorola Local Public Service Digitally Capable Base Radio	\$ 7,566.00
Finance	Copier at Public Safety Complex	\$ 8,000.00
Public Safety Complex	Replacement of Security Camera System	\$ 90,000.00
DPW	F350 Dump Truck	\$ 66,000.00
Public Safety Complex	Executive 24/7 Chairs (Dispatch) (2)	\$ 3,396.00
DPW	F150 Pick-up Truck	\$ 35,000.00
DPW	Gas Pump Replacement	\$ 14,000.00
IT	Camera Surveillance System (Town Hall/ Center Office Building)	\$ 25,000.00
Police	VariDesk Stations (12)	\$ 6,029.00
DPW	9' Stainless Steel Slide in Sander Body	\$ 14,000.00
Board of Health	Grinder Pump	\$ 15,000.00
DPW	Power Washer with Undercarriage Attachment	\$ 6,000.00
Public Safety Complex	Exterior Storage Containers	\$ 7,000.00
Public Safety Complex	Station Alerting System	\$ 12,750.00
Fire	Fire Pumper	\$ 750,000.00
Total		\$1,059,741.00

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 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0

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 20 passed but not unanimous according to the Moderator

ARTICLE 21
AMBULANCE STABILIZATION FUND

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

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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 \$186,266.00. The next ambulance replacement is scheduled for FY22.

Article 21 passed unanimously according to the Moderator

ARTICLE 22
OPEB TRUST FUND

To see if the Town will vote to raise and appropriate the sum of SEVENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$75,000.00) 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 9-0-0

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 at the 2011 Annual Meeting. In accordance with the Town's financial policies, an annual contribution of not less than \$50,000 should be allocated to the fund until such time as the actuarially calculated OPEB liability of \$18.9 million is realized. If approved Sturbridge will have approximately \$1,105,804 in the fund.

Article 22 passed unanimously according to the Moderator

ARTICLE 23
TAX RATE RELIEF

To see if the Town will vote to authorize the Board of Assessors to use FIVE HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$550,000.00) from Free Cash to support the tax rate for the fiscal year beginning on July 1, 2020; 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 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-1-0

Summary: The Town has historically utilized available Free Cash to reduce the tax rate when finances have allowed.

Article 23 passed unanimously according to the Moderator

ARTICLE 24
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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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 24 passed unanimously according to the Moderator

ARTICLE 25
REVOLVING FUNDS – SPENDING LIMITS FY21

To see if the Town will vote pursuant to the provisions of Chapter 44, Section 53 E ½, to set the FY21 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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 25 passed unanimously according to the Moderator

ARTICLE 26
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 SIXTY-FIVE THOUSAND TWO HUNDRED EIGHTY-EIGHT AND 00/100 DOLLARS (\$1,365,288.00) and by transferring the sum of EIGHTY-TWO THOUSAND AND 00/100 DOLLARS (\$82,000.00) from the Water Reserve Fund Balance, for a sum total of ONE MILLION FOUR HUNDRED FORTY-SEVEN THOUSAND TWO HUNDRED EIGHTY-EIGHT AND 00/100 DOLLARS (\$1,447,288.00) for the expenses of the Water Department; or take any action relative thereto.

Estimated budget for FY21 is:

Contract Operations	\$ 678,557.00
Electricity	\$ 85,000.00

Perchlorate Testing	\$ 10,600.00
DPW Director	\$ 14,050.00
Meter Maintenance	\$ 15,000.00
Billing Expense	\$ 4,900.00
Debt Service	\$ 413,881.00
Miscellaneous	\$ 119,800.00
Capital Replacement	\$ 75,500.00
Reserve Account	\$ 30,000.00
Total:	\$1,447,288.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0

Summary: This budget covers the operating expenses for providing public water in Sturbridge. This budget will not require a rate increase in the water rate (currently at \$6.93 per 100 cubic feet).

Article 26 passed unanimously according to the Moderator

ARTICLE 27
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 TWO HUNDRED EIGHTY- FIVE THOUSAND TWO HUNDRED FORTY-FIVE AND 00/100 DOLLARS (\$2,285,245.00) and by transferring the sum of TWO HUNDRED SIXTY- FOUR THOUSAND AND 00/100 DOLLARS (\$264,000.00) from the Sewer Reserve Fund Balance, for a total sum of TWO MILLION FIVE HUNDRED FORTY- NINE THOUSAND TWO HUNDRED FORTY-FIVE AND 00/100 DOLLARS (\$2,549,245.00) for the expenses of the Sewer Department; or take any action relative thereto.

Estimated budget for FY21 is:

Contract Operations	\$ 879,521.00
Electricity	\$ 210,000.00
Chemicals	\$ 20,000.00
DPW Director	\$ 14,050.00
Billing Expense	\$ 4,900.00
Debt Service	\$ 861,013.00
Southbridge Fees	\$ 200,000.00
Liquid Sludge Handling	\$ 200,000.00
Miscellaneous	\$ 69,761.00
Capital Replacement	\$ 60,000.00

Reserve Account	\$ 30,000.00
Total:	<u>\$2,549,245.00</u>

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0

<i>Summary: This budget covers the operating expenses for providing public sewer in Sturbridge. This budget will not require a rate increase in the sewer rate (currently \$9.82 per 100 cubic feet.)</i>

Article 27 passed unanimously according to the Moderator

ARTICLE 28
SEWER PROJECT DEBT

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

- FIFTEEN THOUSAND SEVEN HUNDRED SIXTY-NINE AND 00/100 DOLLARS (\$15,769.00) from the F/B Reserved for Sewer Betterments to the Phase II Sewer Debt Account #28440-59100;
- TWO HUNDRED TWENTY THOUSAND FIVE HUNDRED EIGHTY-EIGHT AND 00/100 DOLLARS (\$220,588.00) from the F/B Reserved for Sewer Betterments to the Phase III Sewer Debt Account #28440-59300;
- ONE HUNDRED FORTY-THREE THOUSAND FIVE HUNDRED TWENTY-FIVE AND 00/100 DOLLARS (\$143,525.00) from the F/B Reserved for Sewer Betterments to the Big Alum Sewer Debt Account #28440-59220; and
- FIFTY-FOUR THOUSAND NINE HUNDRED TWENTY-FIVE AND 00/100 DOLLARS (\$54,925.00) 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 FY21; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

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 28 passed unanimously according to the Moderator

ARTICLE 29
INFLOW AND INFILTRATION STUDY AND REPAIR

To see if the Town will vote to transfer from the Sewer Reserve Fund Balance the sum of ONE HUNDRED FIVE THOUSAND AND 00/100 DOLLARS (\$105,000.00) for an Inflow and Infiltration Study and necessary repairs identified from the study for the municipal sewer 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 9-0-0

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 a recurring annual cost for the next ten years, and will keep the Town in compliance with the DEP regulations.

Article 29 passed unanimously according to the Moderator

ARTICLE 30
CEMETERY – RECORDS MANAGEMENT AND MAPPING

To see if the Town will vote to transfer from Free Cash the sum of THIRTEEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$13,500.00) for records management and mapping of existing cemetery records; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

Summary: Funding will provide a computerized mapping of cemetery records. The database will include scanned paper records linked to each burial and lot record.

Article 30 passed unanimously according to the Moderator

ARTICLE 31
DRONE SURVEY AND LANDFILL CAPACITY ANALYSIS

To see if the Town will vote to transfer from Free Cash the sum of NINE THOUSAND AND 00/100 DOLLARS (\$9,000.00) to perform a drone survey and landfill capacity analysis; or take any action relative thereto.

Sponsor: Board of Health

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 3-1-0

Summary: This funding will be used to conduct a topographic drone survey of the landfill to determine geological contours and remaining landfill capacity.

Article 31 passed unanimously according to the Moderator

ARTICLE 32
TAX INCREMENT FINANCING AGREEMENT AND PROJECT CERTIFICATION: NEW ENGLAND COLD

To see if the Town will vote to approve and certify the Local Incentive Application submitted for a 3.15 million cubic feet cold storage facility located at the project site situated at Sturbridge Technology Park, 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 M.G.L. Chapter 40, section 59, with New England Cold, 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 st Year	100%
2 nd Year	90%
3 rd Year	80%
4 th Year	70%
5 th Year	60%
6 th Year	50%
7 th Year	40%
8 th Year	30%
9 th Year	20%
10 th 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 7-1-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

Summary: This article would authorize the Board of Selectmen to offer a TIF to New England Cold, or acceptable designee, for purposes of facilitating the construction of a 3.15 million cubic feet cold storage facility at Sturbridge Technology Park.

Article 32 passed but not unanimously according to the Moderator

ARTICLE 33
AMEND CHAPTER TWO OF THE ZONING BYLAW
(2/3 Vote Required)

To see if the Town will vote to amend the Zoning Bylaw, Chapter Two – Definitions, by inserting the following definitions in the appropriate location within Chapter Two; or take any action relative thereto:

Business Support Services – An establishment within a building that is oriented toward providing services to other businesses, although it may also serve the general public. Examples of these services include but may not be limited to blueprinting, copying and

printing services, mailing and mailbox services, security system services, soils and materials testing laboratories, and other similar services.

Child Day Care Center - A commercial or non-profit child day care facility designed and approved to accommodate 15 or more children. This may include infant centers, preschools and school age child day care facilities.

Equipment Sales and Rental Facilities - Retail and service establishments which may offer a wide variety of materials and equipment for sale and/or rental.

Information Processing Facilities - Office type facilities characterized by high employee densities, and occupied by businesses engaged in information processing, and other computer dependent and/or telecommunications-based activities. Examples of these include:

- a. Computer software and hardware design and development
- b. Consumer credit reporting
- c. Data processing services
- d. Health management organization (HMO) office where no medical services are provided
- e. Insurance claim processing
- f. Mail order and electronic commerce transaction processing
- g. Telemarketing

Personal Service Establishments - are those which administer personal services, including nail salons, tanning salons, day spas, tattoo shops, piercing, aromatherapy, skin clinics, medical spas, pet grooming, tailoring, shoe repair, and other similar uses.

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted 7-0-0

Summary: This definition is being added to define a permitted use within Chapter 7 - Commercial District, and Chapter 11 - Commercial II District.

Article 33 passed unanimously according to the Moderator

ARTICLE 34
AMEND CHAPTER SEVEN OF THE ZONING BYLAW
(2/3 Vote Required)

To see if the Town will vote to amend the Zoning Bylaw – Chapter Seven – Use Regulations – Commercial District (C), Sections 7.01 and 7.02, to insert the underlined language and delete the strikethrough language, as follows, or take any action relative thereto:

CHAPTER SEVEN
USE REGULATIONS - COMMERCIAL DISTRICT (C)
{Adopted 3-1-65; Article 46}

7.01 PERMITTED USES

- (a) Single family dwelling. Also, apartments accessory to a commercial building (not to exceed two (2) dwelling units per building). **{Amended 4-29-91; Article 44}**
- (b) Office, bank, newspaper or job-printing establishment.
- (c) Retail store or shop, barber shop, beauty salon, personal service establishments, shop for the repair of personal or household items, laundromat, health and fitness center, artisan's or craftsman's shop, livery or taxi service licensed by the Board of Selectmen, wholesale and retail sales not involving manufacture on the premises except of products the major portion of which are sold on the premises by the producer. **{Amended 4-17-84; Article 38, and 4-28-08; Article 67}**
- (d) Automobile service station. **{Amended 4-17-84; Article 38}**
- (e) Religious, educational, or governmental use. **{Amended 4-27-98; Article 113}**
- (f) Non-profit club.
- (g) Restaurants, including bakery and confectionery. **{Amended 4-29-91; Article 45}**
- (h) A multi-specialty physician office building wherein physicians and non-physician providers and support staff provide diagnostic and treatment services to ambulatory and outpatients, with the assistance and support of laboratory, radiology, physical therapy, pharmacy, mental health, and other related personnel and equipment. **{Amended 6-18-90; Article 96}**
- (i) Accessory uses customarily incidental to a permitted main use on the premises. **{Amended 4-29-91; Article 46}**
- (j) Walking, hiking, bicycling, roller skating, picnicking, cross-country skiing, and snow shoeing through the establishment of trails. **{Amended 4-24-95; Article 40}**
- (k) Farm including agriculture, horticulture, and viticulture, provided that the lot is not less than five (5) acres, including facilities for the sale of produce, wine and dairy products, insofar as the majority of such products for sale have been produced by the owner of the land on which the facility is located.
- (l) Fast Food Establishment **{Amended 4-27-98; Article 137}**
- (m) Walk Up Establishment **{Amended ATM June 5 & 12, 2017; Article 30}**
- (n) Fast Casual Restaurant **{Amended ATM June 5 & 12, 2017; Article 30}**
- (o) Craft Beverage Business with Tasting Room

(p) Urgent Care Facility

7.02 Exceptions which may be allowed by Special Permit from the Special Permit Granting Authority (SPGA) in accordance with the regulations appearing in Section 24.09 of this Bylaw. **{Amended 4-11-83; Article 37}**

~~(a) Place of commercial amusement or recreation such as a bowling alley, theater (motion picture, dramatic, or musical), museum or golf driving range.~~

(a) Indoor Recreation Facilities

(b) Outdoor Recreation Facilities

(c) Indoor Family Amusement Centers

~~(d)~~(b) Hotel, inn or motel **{Amended 4-27-98; Article 117}**

~~(e)~~(e) The removal of sand, gravel, subsoil, topsoil or earth in accordance with Chapter 23 of this Bylaw. **{Amended 4-11-83; Article 35}**

~~(f)~~(d) Multi-family dwelling provided that:

(1) It does not exceed four (4) dwelling units.

(2) There is not less than twenty thousand (20,000) sq. ft. of lot area per dwelling unit.

(3) Adequate provision is made for off-street parking.

(4) An environmental suitability study shows that the site is capable of sustaining this type of construction and use.

(5) The entire multi-family dwelling and its necessary area requirements are located entirely in the Commercial District; or in a less restrictive district.

{Amended 4-29-85, Article 94} & {Amended 6-30-86; Article 125}

~~(g)~~(e) Two-family residence, provided there is not less than twenty thousand (20,000) square feet of lot area per dwelling unit. **{Amended 4-27-87; Article 46}**

~~(h)~~(f) Car Wash (Planning Board acting as SPGA) **{Amended 4-27-98; Article 139}**

~~(i)~~(g) Youth Center **{Amended 4-26-99; Article 162}**

(j) Building heights greater than 35' or three stories, pursuant to a determination of the Special Permit Granting Authority that the design, siting and scale of the proposed building is consistent with the location, scale and characteristics of the uses of the site and is in harmony with the surrounding properties and land uses.

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 3-0-1

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted 7-0-0

Summary: These proposed changes will update the permitted uses to add some of the recently defined terms. The proposed changes would allow the Planning Board to grant Special Permits for a height greater than 35', or three stories. Also proposed are changes to the footnotes in Chapter Nineteen Table of Dimensional Requirements to reflect these changes.

Article 34 passed by a 2/3 Vote according to the Moderator
On April 14,2020 The Planning Board supported the Article 7-0

ARTICLE 35
AMEND CHAPTER EIGHT OF THE ZONING BYLAW
(2/3 Vote Required)

To see if the Town will vote to amend the Zoning Bylaw – Chapter Eight – Use Regulations – Commercial Tourist District (CT), Section 8.01, to insert the underlined language, as follows, or take any action relative thereto:

CHAPTER EIGHT
USE REGULATIONS - COMMERCIAL TOURIST DISTRICT (CT)
{Adopted 4-24-89; Article 68}, {Amended 6-6-16; Article 35}

The Commercial Tourist District is intended to be an attractive neighborhood and commercial center that is pedestrian friendly, caters to residents and tourists alike and provides a variety of shopping opportunities, restaurants and inns, as well as establishments offering family entertainment during the day and night.

8.01 PERMITTED USES

- a) Single family dwelling. **{Amended 4-24-89; Article 68} & {Amended 4-29-91; Article 48} & {Amended 6-6-16; Article 35}**
- b) Dwelling units located within a structure which is primarily used for a permitted use in this district and secondarily used as a residence. **{Amended 4-24-89; Article 68} & {Amended 6-6-16; Article 35}**
- c) Hotels, motels and inns. **{Amended 4-24-89; Article 68}**
- d) Specialty shopping facilities such as gift shops, apparel shops, antique shops, bookstores, galleries, banks, professional and business services, newsstands, furniture, drapery,

music and video, pharmacy, sporting goods, bicycle shops, jewelry, hobby, toy and game stores, camera and photo supplies, luggage and leather, sewing, needlework and piece goods, florists, photographic studios, art dealers and places for display or sale of handicrafts, provided all displays are within the building. Areas for the production of goods are to be limited to no more than 35% of total floor areas. Total area shall not exceed 7,500 square feet per shop. **{Amended 4-24-89; Article 68}** **{Amended 6-6-16; Article 35}**

- e) Restaurants, bakeries, delicatessens, candy, nut and confectionery stores, dairy, and specialty foods and/or beverage stores and places serving food and/or beverages for consumption on the premises. Total floor area shall not exceed 7,500 square feet per place. **{Amended 4-24-89; Article 68}** & **{Amended 6-6-16; Article 35}**
- f) Microbrewery. Total floor area shall not exceed 7,500 square feet unless located within buildings existing at the time of adoption of this amendment. **{Amended 6-6-16; Article 35}**
- g) Walk up establishments.
- h) Indoor family amusement centers located within buildings existing at the time of adoption of this amendment. **{Amended 6-6-16; Article 35}**
- i) Professional Offices including facilities occupied by businesses that provide professional services and/or are engaged in the production of intellectual property. Total floor area shall not exceed 6,000 square feet per structure. Examples of these include: accounting, auditing and bookkeeping services; advertising agencies; attorneys; commercial art and design services; counseling services; design services including architecture, engineering, landscape architecture, urban planning; education, scientific and research organizations; financial management and investment counseling; management and public relations services; media postproduction services; news services; photographers and photography studios; secretarial, stenographic, word processing, and temporary clerical employee services; travel offices; security and commodity brokers; and writers and artists offices. **{Amended 6-6-16; Article 35}**
- j) Beauty salons and barber shops and other personal services. **{Amended 4-27-98; Article 119}** & **{Amended 6-6-16; Article 35}**
- k) Dry cleaning and laundromat. Total floor area shall not exceed 4,000 square feet. **{Amended 4-27-98; Article 120}** & **{Amended 4-26-99; Article 27}**
- l) Artist studio **{Amended 6-6-16; Article 35}**
- m) Arts Center **{Amended 6-6-16; Article 35}**
- n) Accessory uses customarily incidental to a permitted main use on the same premises. **{Amended 4-24-89; Article 68}** & **{Amended 4-29-91; Article 49}**
- o) Walking, hiking, bicycling, roller skating, picnicking, cross-country skiing, snow shoeing through the establishment of trails. **{Amended 4-24-95; Article 40}**

- p) Rental shops for the hourly or daily rental of bicycles, kayaks, canoes, snowshoes, cross country skis, and other similar sporting apparatus. {**Amended 6-6-16; Article 35**}
- q) Farm including agriculture, horticulture, and viticulture, provided that the lot is not less than five (5) acres, including facilities for the sale of produce, wine and dairy products, insofar as the majority of such products for sale have been produced by the owner of the land on which the facility is located.
- r) Farmer’s market
- s) Religious, educational or governmental use. {**Amended 4-27-09; Article 12**}
- t) Craft Beverage Business with Tasting Room

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted 7-0-0

Summary: This proposed change will add “Craft Beverage Business with Tasting Room” as a permitted use in order to be consistent with the newly adopted definition.

Article 35 passed by a 2/3 Vote according to the Moderator
 On April 14,2020 The Planning Board supported the Article 7-0

ARTICLE 36
AMEND CHAPTER NINE OF THE ZONING BYLAW
(2/3 Vote Required)

To see if the Town will vote to amend the Zoning Bylaw – Chapter Nine – General Industrial District (GI), Section 9.02, to insert the underlined language, as follows, or take any action relative thereto:

CHAPTER NINE
USE REGULATIONS - GENERAL INDUSTRIAL DISTRICT (GI)
{Adopted 3-1-65; Article 46}

9.02 Exceptions which may be allowed by Special Permit from the Special Permit Granting Authority (SPGA) in accordance with the regulations appearing in Section 24.09 of this Bylaw.

- (a) The removal of sand, gravel, subsoil, topsoil or earth in accordance with Chapter Twenty-Three of this Bylaw. **{Amended 4-11-83; Article 35}**
- (b) Building heights greater than 35’ or three stories, pursuant to a determination of the Special Permit Granting Authority that the design, siting and scale of the proposed building is consistent with the location, scale and characteristics of the uses of the site and is in harmony with the surrounding properties and land uses.

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 3-0-1

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted 7-0-0

Summary: With this proposed change, the Planning Board will have the ability to grant a Special Permit for a height greater than 35’, or three stories. Also proposed are changes to the footnotes in Chapter Nineteen Table of Dimensional Requirements to reflect this proposed change.

Article 36 passed by a 2/3 Vote according to the Moderator
On April 14,2020 The Planning Board supported the Article 7-0

ARTICLE 37

AMEND CHAPTER TEN OF THE ZONING BYLAW

(2/3 Vote Required)

To see if the Town will vote to amend the Zoning Bylaw – Chapter Ten – Use Regulations – Industrial Park District (IP), Sections 10.01 and 10.02, to insert the underlined language and delete the strikethrough language, as follows, or take any action relative thereto:

CHAPTER TEN

USE REGULATIONS - INDUSTRIAL PARK DISTRICT (IP)

{Adopted 3-1-65; Article 46}

10.01 PERMITTED USES

- (a) Animal clinic or hospital including animal rescue.
- (b) Business Support Services
- (c) Child Day Care Center
- (d) Equipment Sales and Rental Facilities

- ~~(e)~~ Handcraft Industries including retail sales of the product produced on the premises.
- ~~(f)~~ Health and Fitness Facilities
- ~~(g)~~ Information Processing Facilities
- ~~(h)~~ Plumbing, heating and electrical warehouses, showrooms and manufacturers
- ~~(i)~~ Laboratories for research and development
- ~~(a)(j)~~ Telegraph offices, telephone and express offices, radio and television broadcasting studios and facilities.
- ~~(b)(k)~~ Newspaper printing and job printing.
- ~~(e)(l)~~ Any manufacturing or industrial use, including processing, fabrication, packaging, and assembly, provided that no such use shall be permitted which would be detrimental or offensive or tend to reduce property values in the same or adjoining districts by reason of dirt, odor, fumes, smoke, gas, sewage, refuse, noise, excessive vibration or danger of explosion or fire.
- ~~(m)~~ Food and beverage products manufacturing including distilleries, breweries, and co-packing and commercial kitchen space
- ~~(d)(n)~~ Wholesale warehouse or storage facilities including self-storage facilities.
- ~~(e)(o)~~ Automobile repair shop, automobile storage garage, automobile salesroom or lot not to exceed 40 vehicles for sale. {Amended 4-17-84; Article 38} {Amended 4- 30-07; Article 31} {Amended 4-30-07; Article 31}

- ~~(f)(p)~~ Accessory uses customarily incidental to a permitted main use on the same premises.
- ~~(g)(q)~~ Professional Offices with a minimum floor area of 30,000 s.f. per building and call centers {Amended 4-24-89; Article 58} & {Amended 4-30-90; Article 37}
- ~~(r)~~ Professional, scientific and technical services
- ~~(h)(s)~~ Hotel, inn or motel {Amended 4-27-98; Article 117}
- ~~(i)(t)~~ A multi-specialty physician office building wherein physicians and non-physician providers and support staff provide diagnostic and treatment services to ambulatory and outpatients, with the assistance and support of laboratory, radiology, physical therapy, pharmacy, mental health, and other related personnel and equipment. {Amended 6-18-90; Article 95}
- ~~(j)(u)~~ Walking, hiking, bicycling, roller skating, picnicking, cross-country skiing, snow shoeing through the establishment of trails. {Amended 4-24-95; Article 40}
- ~~(k)(v)~~ Farm including agriculture, horticulture, and viticulture, provided that the lot is not less than five (5) acres, including facilities for the sale of produce, wine and dairy products, insofar as the majority of such products for sale have been produced by the owner of the land on which the facility is located.
- ~~(l)(w)~~ Bank. {Amended 4-26-99; Article 43}
- ~~(m)(x)~~ Retail and wholesale fuel oil distribution and off-site heating service, oil storage and associated office and garage space for motor vehicles of the fuel oil operation. {Amended 4-26-04; Article 34}

(n)(y) _____ Religious, educational or governmental use. {**Amended 4-27-09; Article 12**}

10.02 Exceptions which may be allowed by Special Permit from the Special Permit Granting Authority (SPGA) in accordance with the regulation appearing in Section 24.09 of this Bylaw.

- (a) The removal of sand, gravel, subsoil, topsoil or earth in accordance with Chapter Twenty-Three of this Bylaw. {**Amended 4-11-83; Article 35**} & {**Amended 4-30-90; Article 38**}
- (b) Restaurant, including bakery and confectionery. {**Amended 4-27-92; Article 26**}
- (c) Building heights greater than 35’ or three stories, pursuant to a determination of the Special Permit Granting Authority that the design, siting and scale of the proposed building is consistent with the location, scale and characteristics of the uses of the site and is in harmony with the surrounding properties and land uses.

Sponsor: Planning Board

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 3-0-1

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted 7-0-0

Summary: These proposed changes will update the permitted uses to be current. With these proposed changes the Planning Board will have the ability to grant a Special Permit for a height greater than 35’, or three stories. Also proposed will be changes to the footnotes in Chapter Nineteen Table of Dimensional Requirements to reflect this proposed change.

Article 37 passed by a 2/3 Vote according to the Moderator
On April 14, 2020 The Planning Board supported the Article 7-0

ARTICLE 38

AMEND CHAPTER ELEVEN OF THE ZONING BYLAW

(2/3 Vote Required)

To see if the Town will vote to amend the Zoning Bylaw – Chapter Eleven – Use Regulations – Commercial II District, Sections 11.01 and 11.02, to insert the underlined language and delete the strikethrough language, as follows, or take any action relative thereto:

CHAPTER ELEVEN
USE REGULATIONS - COMMERCIAL II DISTRICT (C2)
{Adopted 4-27-92; Article 47}

11.01 PERMITTED USES

- (a) Single family dwelling. Also, apartments accessory to a commercial building (not to exceed two (2) dwelling units per building).
- (b) Office, bank, newspaper or job printing establishment.
- (c) Retail store or shop, barber shop, beauty salon, personal service establishments, shop for the repair of personal or household items, laundromat, health and fitness center, artisan's or craftsmen's shop, wholesale and retail sales not involving manufacture on the premises except of products the major portion of which are sold on the premises by the producer.
- (d) Automobile service station.
- (e) Religious, educational, or governmental use. **{Amended 4-27-98, Article 113}**
- (f) Non-profit club.
- (g) Restaurants, including bakery and confectionery.
- (h) A multi-specialty physician office building wherein physicians and non-physician providers and support staff provide diagnostic and treatment services to ambulatory and outpatients, with the assistance and support of laboratory, radiology, physical therapy, pharmacy, mental health, and other related personnel and equipment.
- (i) Accessory uses customarily incidental to a permitted main use on the premises.
- (j) Walking, hiking, bicycling, roller skating, picnicking, cross-country skiing, and snow shoeing through the establishment of trails. **{Amended 4-25-95; Article 40}**

- (k) Farm including agriculture, horticulture, and viticulture, provided that the lot is not less than five (5) acres, including facilities for the sale of produce, wine and dairy products, insofar as the majority of such products for sale have been produced by the owner of the land on which the facility is located.
- (l) Fast Food Establishment **{Amended 4-27-98; Article 137}**
- (m) Walk Up Establishment {Amended ATM June 5 & 12, 2017; Article 30}
- (n) Fast Casual Restaurant {Amended ATM June 5 & 12, 2017; Article 30}
- (o) Craft Beverage Business with Tasting Room
- (p) Urgent Care Facility

11.02 Exceptions which may be allowed by Special Permit from the Special Permit Granting Authority (SPGA) in accordance with the regulations appearing in Section 24.09 of this Bylaw.

~~(a) Place of commercial amusement or recreation such as a bowling alley, theater (motion picture, dramatic, or musical), museum or golf driving range.~~

- (a) Indoor Recreation Facilities
- (b) Outdoor Recreation Facilities
- (c) Indoor Family Amusement Centers
- ~~(b)~~(d) Hotel, inn or motel {Amended 4-27-98; Article 117}

- (e)(e) The removal of sand, gravel, subsoil, topsoil or earth in accordance with Chapter Twenty-Three of this Bylaw. {Amended 4-11-83; Article 35}
- (f)(f) Multi-family dwelling provided that:
 - i. It does not exceed four (4) dwelling units.
 - ii. There is not less than twenty thousand (20,000) sq. ft. of lot area per dwelling unit.
 - iii. Adequate provision is made for off-street parking.
 - iv. An environmental suitability study shows that the site is capable of sustaining this type of construction and use.
 - v. The entire multi-family dwelling and its necessary area requirements are located entirely in the Commercial District; or in a less restrictive district.
 - vi. {Amended 4-29-85; Article 94}
- (g)(g) Two-family residence, provided there is not less than twenty thousand 20,000 square feet of lot area per dwelling unit.
- (h)(h) Truck stop (Planning Board acting as SPGA).
- (i)(i) Farm including agriculture, horticulture, and viticulture, provided that the lot is not less than five (5) acres, including facilities for the sale of produce, wine and dairy products, insofar as the majority of such products for sale have been produced by the owner of the land on which the facility is located.
- (j) Building heights greater than 35' or three stories, pursuant to a determination of the Special Permit Granting Authority that the design, siting and scale of the proposed building is consistent with the location, scale and characteristics of the uses of the site and is in harmony with the surrounding properties and land uses.

Sponsor: Planning Board

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 3-0-1

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted 7-0-0

Summary: These proposed changes will update the permitted uses to add some of the recently defined terms. These proposed changes will update the permitted uses to be current. With these proposed changes the Planning Board will have the ability to grant a Special Permit for a height greater than 35', or three stories. Also proposed will be changes to the footnotes in Chapter Nineteen Table of Dimensional Requirements to reflect this proposed change.

Article 38 passed by a 2/3 Vote Unanimously according to the Moderator
 On April 14,2020 The Planning Board supported the Article 7-0

ARTICLE 39
AMEND CHAPTER NINETEEN THE ZONING BYLAW
(2/3 Vote Required)

To see if the Town will vote to amend the Zoning Bylaw – Chapter Nineteen – Intensity Regulations, to add a reference to footnote 3 to each of the entries in the “Max Height (Mean)” column of the table for the Commercial District, the Commercial II District, the General Industrial District, and the Industrial Park District; 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 8-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 3-0-1

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted 7-0-0

<p><i>Summary: These proposed changes will update the Table to reflect that the Planning Board would have the ability to grant a Special Permit for a height greater than 35’, or three stories. This is reflected by the addition of the footnotes on the height dimensions.</i></p>

Article 39 passed by a 2/3 Vote , but not unanimous according to the Moderator.
On April 14,2020 The Planning Board supported the Article 7-0

ARTICLE 40
PROPERTY TAX EXEMPTION FOR VETERANS AND THEIR SPOUSES

To see if the Town will vote to accept the provisions of General Laws, chapter 59, section 5, clause twenty-second G, to extend the limited tax exemptions provided to veterans and their spouses in clauses 22 through 22F of that section to real estate occupied by a qualifying person as his or her domicile and owned by a trustee, conservator or other fiduciary for the qualifying person’s benefit; or take any action relative thereto:

Sponsor: Veterans Agent

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0

Summary: This article allows the town to extend exemptions to veterans and their spouses where the domicile is owned not by the veteran and spouse, but by a trustee, conservator, or other fiduciary, for the qualifying person's benefit. The Commonwealth reimburses the Town for the full amount of the exemption.

Article 40 passed unanimously according to the Moderator

ARTICLE 41
PROPERTY TAX EXEMPTION FOR GOLD STAR PARENTS

To see if the Town will vote to accept the provisions of General Laws chapter 59, section 5, clause twenty-second H, to provide a property tax exemption for the surviving parents or guardians of soldiers and sailors, members of the National Guard and Veterans who: (i) during active duty service, suffered an injury or illness documented by the United States Department of Veteran Affairs or a branch of the armed forces that was a proximate cause of their death; or (ii) are missing in action with a presumptive finding of death as a result of active duty service as members of the Armed Forces of the United States; or take any action relative thereto:

Sponsor: Veterans Agent

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to take no action on this article. Voted 7-2-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0

Summary: The intended purpose of this Article is to grant a full exemption for property tax to Gold Star parents. Currently Gold Star Parents receive a \$400 Property Tax reduction and the Commonwealth reimburses cities and towns \$225. However, if this article is approved there is no reimbursement to the town by the Commonwealth.

A Motion was made to accept Article 41 as written by a Resident, Many residents spoke in favor of this article. Article 41 passed but not unanimously according to the Moderator.

ARTICLE 42
ZONING OF 7 CEDAR STREET
(2/3 Vote Required)

To see if the Town will vote to amend the Town of Sturbridge Zoning Map by re-zoning a portion of the property at 7 Cedar Street (Parcel #202-02446-007) from Suburban Residential to Commercial Tourist District. The proposed change will affect 0.917 acres +/- of land on the westerly side of Cedar Street and the northeasterly side of 420 Main Street and is more particularly described as follows:

Legal Description of the Portion of Property to Become Commercial Tourist District

BEGINNING at a point on the westerly side of Cedar Street at the northeasterly corner of said Parcel A

THENCE along a non-tangent curve to the left having a radius of 1356.31 and a length of 48.17 feet to a point.

THENCE N 02-04-55 W a distance of 12.14 feet to a point.

THENCE along a curve to the left having a radius of 1356.31 and a length of 304.39 feet to a point.

THENCE N 73-49-07 W a distance of 138.15 feet to a point.

THENCE N 01-08-23 E along a stonewall a distance of 80.57 feet to a point.

THENCE S 77-48-09 E a distance of 349.56 feet to a point.

THENCE S 02-33-11 E a distance of 100.36 feet to a point.

THENCE N 89-47-33 E a distance of 101.25 feet to a point.

THENCE S 03-05-19 E by the westerly side of Cedar Street for a distance of 100.00 feet to a point and place of beginning.

Or take any other action relative thereto.

Sponsor: Petition

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-1-0

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:

Summary: This article re-zones a portion of the property on 7 Cedar Street from Suburban Residential to Commercial Tourist. 7 Cedar Street is the parcel of land directly behind 420 Main Street and is on the westerly side of Cedar Street.

A Resident came forward to speak on behalf of Article 42 which was passed by a 2/3 vote but not unanimous according to the Moderator

ARTICLE 43
COMMUNITY PRESRVATION LITTLE LEAGUE LIGHTING PROPOSAL

To see if the Town will vote to appropriate funds from Community Preservation Fund Undesignated Fund Balance the sum of ONE HUNDRED SEVEN THOUSAND SEVEN HUNDRED NINETY-ONE AND 00/100 DOLLARS (\$107,791.00) for the purpose of funding the Little League Lighting proposal; 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 5-3-0

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 6-1-0

Summary: This project was initially approved for approximately \$177,000 under two articles at STM in October, 2018. The original design could not be executed due to issues determined in site testing. Additionally, the original contract called for older, less efficient lighting technology. The new proposal is for a state-of-the-art LED lighting system. If this article is approved the total cost of purchasing and installing lights on the field is estimated at approximately \$283,000.

ARTICLE 44
TAX RATE RELIEF FROM STABILIZATION
(2/3 Vote required)

To see if the Town will vote to transfer from the Stabilization Fund a sum of money to lower the tax rate for the fiscal year beginning July 1, 2020; or take any action relative thereto:

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

Recommendation to be provided at Town Meeting. Voted 9-0-0

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0

Summary: The Town is utilizing available money from the Stabilization Fund in an effort to maintain the current real estate tax rate.

Article 44 was passed unanimously as declared by the Moderator.

The Moderator asked that everyone stay seated and declared the meeting adjourned at 8:55 PM. All participants left the Auditorium row by row, practicing social distancing.

COMMONWEALTH OF MASSACHUSETTS

SS. WORCESTER

To either of the Constables of the Town of Sturbridge in the county of Worcester

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in town meetings to meet at:

TANTASQUA REGIONAL HIGH SCHOOL AUDITORIUM

On Monday, the (27) Twenty seventh day of January, 2020 at (7:00) seven o'clock in the afternoon then and there to act on the following articles.

ARTICLE 44

SENIOR CENTER FEASIBILITY STUDY AND COST ESTIMATE

To see if the Town will vote to appropriate from Free Cash the sum of EIGHTY-NINE THOUSAND ONE HUNDRED FIFTY AND 00/100 DOLLARS (\$89,150.00) to conduct a feasibility study and cost estimate of whether to renovate the existing Senior Center located at 480 Main Street or build a new center on the parcels at either 70 Cedar Street or 80 Route 15; or take any action relative thereto.

ARTICLE 45

PURCHASE OF 501 MAIN STREET FOR THE DEVELOPMENT OF A PUBLIC PARKING LOT

(2 / 3 affirmative vote required)

To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain and on such terms and conditions as the Board of Selectmen deems appropriate, for general municipal purposes, including, without limitation, for parking purposes, the parcel of land located at 501 Main Street, containing 0.53 acres, more or less, and described in a deed recorded with the Worcester District Registry of Deeds in Book 59787, Page 181, and as funding therefor and any and all costs incidental and related thereto, to appropriate from Free Cash the sum of TWO HUNDRED AND FORTY-FOUR THOUSAND AND 00/100 DOLLARS (\$244,000.00) and to authorize the Board of Selectmen to enter into all agreements and take all action necessary, convenient or appropriate to carry out such acquisition; or take any action relative thereto.

ARTICLE 46
DESIGN OF A PUBLIC PARKING LOT AT 501 MAIN STREET

To see if the Town will vote to appropriate from Free Cash the sum of FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000) to design a public parking lot at 501 Main Street; or take any action relative thereto.

ARTICLE 47
CONSTRUCTION OF AN AFFORDABLE SINGLE FAMILY HOME ON CEDAR STREET WITH COMMUNITY PRESERVATION ACT HOUSING FUNDS

To see if the Town will vote to appropriate from the Community Preservation Fund – Housing Fund Balance, the sum of TWO HUNDRED AND ONE THOUSAND SEVEN HUNDRED FIFTY-SIX AND 00/100 DOLLARS (\$201,756.00) for the construction of a single-family dwelling on property located at 226 Cedar Street and acquisition of a permanent restriction in such property preserving its use for affordable housing; or take any action relative thereto.

ARTICLE 48
CENTER OFFICE BUILDING STORM WINDOW PROJECT

To see if the Town will vote to appropriate from Community Preservation Fund – Historic Preservation Fund Balance, the sum of TWO THOUSAND SIX HUNDRED AND 00/100 DOLLARS (\$2,600.00) to purchase and install storm windows in the Center Office Building; or take any action relative thereto.

ARTICLE 49
CONVEYANCE OF THE TOWN-OWNED LAND AT 8 BROOKFIELD ROAD

To see if the Town will vote to authorize the Board of Selectmen to convey, upon such terms and for such consideration as it deems appropriate, the land or any interest therein located at 8 Brookfield Road. identified as Town Assessor's Parcel ID No. 173-02327-008 and believed to be more particularly described in that deed recorded with the Worcester District Registry of Deeds in Book 3712, Page 79, and to authorize the Board of Selectmen to enter into all agreements and execute any and all instruments necessary to carry out such disposition; or take any action relative thereto.

ARTICLE 50
ACQUISITION OF THE PROPERTY AT 53 HOLLAND ROAD

To see if the Town will vote to authorize the Board of Selectmen to acquire for recreation purposes, by gift, purchase or eminent domain, the land or any portion thereof or interest therein known as 53 Holland Road, identified as Town Assessor's Parcel ID No. 348-02717-053 , and believed to be more particularly described in that deed recorded with the Worcester District Registry of Deeds in Book 4407 , Page 511, and as funding therefor and any and all costs incidental and related thereto, to appropriate from the Community

Preservation Fund a sum of money, and to authorize the Board of Selectmen to enter into all agreements and take all action necessary, convenient or appropriate to carry out such acquisition, on such terms and conditions as the Board of Selectmen deems appropriate; or take any other action relative thereto.

ARTICLE 51
REPLACEMENT OF A ROOF TOP HVAC UNIT AT THE PUBLIC SAFETY
COMPLEX

To see if the Town will vote to appropriate from Free Cash the sum of SEVENTY-EIGHT THOUSAND DOLLARS (\$78,000.00) for the repair or replacement of the 30-ton rooftop HVAC unit (RTU) on the Public Safety Complex; or take any action relative thereto.

ARTICLE 52
AN ARTICLE TO AMEND THE ZONING BYLAW FOR CHANGES IN
DEFINITIONS

(2 / 3 affirmative vote required)

To see if the Town will vote to amend the Zoning Bylaw, Chapter Two - Definitions, to delete the existing definition for “Commercial Recreation Facility” and insert the following definitions in the appropriate locations within Chapter Two; or take any action relative thereto:

Indoor Commercial Recreation Facility – Any establishment whose main purpose is to provide the general public with an amusement or entertainment activity. Uses may include but are not limited to arcade, arena, art gallery, art studio, art center, assembly hall, athletic and health clubs and facilities, auditorium, bowling alley, exhibit hall, gymnasium, museum, performance theater, pool or billiard hall, skating rink, swimming pools, tennis facilities, trampoline parks, and other similar uses. Such facility may also provide other regular organized or franchised events, such as children’s amusements, dance studios and instruction, music schools and instruction, martial arts studios and instruction, and other similar type uses. May include accessory uses such as snack bar, restaurant, retail sales, related sports, health and fitness items, and other support facilities.

Outdoor Commercial Recreation Facility – A recreational facility conducted for commercial purposes and primarily outside of a building with any of the uses included in commercial indoor recreation and also including uses such as athletic fields, miniature golf, batting cages, equestrian centers, and other similar uses. May include accessory uses such as snack bar, restaurant, retail sales or related sports, health or fitness items and other support facilities. Shall not include motorsports, go-carts, other motorized commercial activities, firing ranges, or similar uses.

Craft Beverage Business with Tasting Room - A facility licensed under the relevant state and federal statutes for the production and distribution of malt, spirituous, or vinous beverages. Such establishment may include on-site sampling, the sale of permitted beverages produced on the premises to consumers for off-site consumption, and the sale of commercial goods branded by the establishment. A tasting room, not to exceed 50% of the building's gross square footage, that allows patrons to sample or consume beverages that are produced on premises is permitted as an accessory use. The establishment may also host marketing events, special events, and/or factory tours. May include facilities for customers to brew on-premises for personal consumption off-site as an accessory use.

ARTICLE 53
AMENDING CHAPTERS 14 AND 15 OF THE ZONING BYLAWS
(2 / 3 affirmative vote required)

To see if the Town will vote to amend the Zoning Bylaw, Chapter Fourteen - Special Use District, Sections 14.01 and 14.02, to insert the underlined language and delete the strikethrough language, as follows, and further to delete Chapter Fifteen – Planned Unit Business Development (PUBD) of the Zoning Bylaw in its entirety; or take any action relative thereto:

CHAPTER FOURTEEN
SPECIAL USE DISTRICT (SU)
{Adopted 4-27-98; Article 60}

14.01 PERMITTED USES

- (a) Single family detached dwelling {Amended ATM June 5 & 12, 2017; Article 34}
- (a) Nursery, including display and sale of natural products
- (c) Religious, educational or governmental use
- (d) Walking, hiking, bicycling, roller skating, picnicking, cross-country skiing, snow shoeing, through the establishment of trails and other amenities.
- (e) Accessory uses customarily incidental to main use on the same premises.
- (f) Farm including agriculture, horticulture, and viticulture, provided that the lot is not less than five (5) acres, including facilities for the sale of produce, wine and dairy products, insofar as the majority of such products for sale have been produced by the owner of the land on which the facility is located.

(g) Professional and Medical Offices

(h) Laboratories for Research and Development

14.02 Exceptions which may be allowed by Special Permit from the Special Permit Granting Authority (SPGA) (Unless otherwise noted the Planning Board is the SPGA) in accordance with the regulations appearing in Section 24.09 of this bylaw:

(a) Campgrounds

~~(b) Planned unit business developments (PUBD) in accordance with Section 15.01 of this bylaw (Planning Board acting as SPGA)~~

~~(e)(b) Mobile retirement community {Amended ATM June 5 & 12, 2017; Article 35}~~

~~(d)(c) Bed and breakfast (Planning Board acting as SPGA)~~

~~(e)(d) Hospital or medical treatment building~~

~~(f)(e) Commercial Recreational Facilities subject to a Special Permit being issued by the Planning Board~~

Indoor Commercial Recreational Facilities

(f) Outdoor Commercial Recreational Facilities

(g) Craft Beverage Business with Tasting Room

(h) Microbrewery

(i) Indoor Family Amusement Centers

(i)

Building heights greater than 35' or three stories, pursuant to a determination of the Special Permit Granting Authority that the design, siting and scale of the proposed building is consistent with the location, scale and characteristics of the uses of the site and is in harmony with the surrounding properties and land uses.

~~(g)(k) Accessory Dwelling Unit (ZBA acting as SPGA)~~

~~(h)(l) Single family attached dwelling, provided that:~~

(1) It is located within an Open Space Residential Development and meets the requirements outlined in Chapter 17 –Open Space Residential Development.

- (2) There is not less than twenty thousand (20,000) square feet of lot area per dwelling unit

⊕(m) Two family dwelling provided that:

- (1) It is located within an Open Space Residential Development and meets the requirements outlined in Chapter 17 –Open Space Residential Development.
- (2) There is not less than twenty thousand (20,000) square feet of lot area per dwelling unit.

⊕(n) Multi family dwelling provided that:

- (1) It is located within an Open Space Residential Development and meets the requirements outlined in Chapter 17 –Open Space Residential Development.
- (2) There is not less than twenty thousand (20,000) square feet of lot area per dwelling unit.

ARTICLE 54
PROPOSED AMENDMENTS TO CHAPTER NINETEEN OF THE ZONING
BYLAW
(2 / 3 affirmative vote required)

To see if the Town will vote to amend the Zoning Bylaw, Chapter Nineteen – Intensity Regulations, as follows, or take any action relative thereto:

- a) Change the street setback requirement in the Special Use District from 100 feet to 50 feet;
- b) Delete the text of footnote 5 to the table and replace it with the following:
 - ⁵ May be varied by Special Permit by the Planning Board
- c) Delete footnotes 6 and 7 from the table.

ARTICLE 55
ELECTRONIC VOTING COMMITTEE

To create an ad hoc Electronic Voting Committee to investigate and report to the June, 2020 Annual town Meeting on the institution and implementation of electronic voting at all future Town Meetings. Said committee to be compromised of the Moderator, Town

Clerk, IT Director, and two (2) voters to be appointed one (1) each by the Moderator and Town Clerk; or take any action relative thereto.

ARTICLE 56

ADDITIONAL APPROPRIATION FISKE HILL WATER PUMP STATION

To see if the Town will vote to transfer from the Water Reserve Fund to the Fiske Hill Water Pump Station Project the amount of ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$100,000) for the purpose of renovating the Fiske Hill Water Pump Station, Account #29450-56717; or take any action relative thereto.

ARTICLE 57

UNPAID BILL OF A PREVIOUS YEAR

(9 / 10 affirmative vote required)

To see if the Town will vote to transfer from the Sewer Reserve Fund Balance the sum of THREE THOUSAND SIX HUNDRED FIFTEEN AND 12/100 DOLLARS (\$3,615.12) for the purpose of paying unpaid bills of a prior fiscal year; or take any action relative thereto.

ARTICLE 58

ADDITIONAL FUNDING FOR CHEMICALS AND TESTING – SEWER

To see if the Town will vote to transfer from the Sewer Reserve Fund Balance the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) to the Chemicals and Testing Account #28440-55300; or take any action relative thereto.

Town of Sturbridge Charter



**Town Hall
308 Main Street
Sturbridge, MA 01566**

Approved: April 10, 2017

**CHARTER
TOWN OF STURBRIDGE**

ARTICLE 1 DEFINITIONS

Unless another meaning is clearly apparent from the manner in which the word is used, the following words as used in the charter will have the following meanings:

- (A) Charter - The word "charter" shall mean this charter and amendments to it through any of the methods provided under the amendments to the state constitution.
- (B) Town - The word "town" shall mean the Town of Sturbridge.
- (C) Majority Vote - The words "majority vote" shall mean a majority of those present and voting.
- (D) Voters - The word "voters" shall mean registered voters of the Town of Sturbridge.
- (E) Gender - The reference to the generic pronoun "he" throughout the charter refers to both the male and female gender.
- (F) Days - When the period of time prescribed or allowed is less than seven days, Saturdays, Sundays and legal holidays shall be excluded in the computation. "Legal Holiday" includes those days specified in Massachusetts General Laws (M.G.L.) Chapter 4, Section 7 and any other day designated a holiday by the President and the Congress of the United States. If more than seven days, every day shall be counted.
- (G) Warrant – The "Warrant" is a document issued by the Board of Selectmen to call a Town Meeting. The Warrant states the time and place at which the Town Meeting is to convene, and, by separate articles, the subject matter to be acted upon, and further defined by Massachusetts General Laws, Chapter 39, Section 10.
- (H) Officer - All officers listed in Section 4-1(A) and any other person holding a position under Massachusetts General Laws (M.G.L.).

ARTICLE 2 INCORPORATION, POWERS

Section 2-1 Incorporation.

The inhabitants of the Town of Sturbridge, within the territorial limits as now or hereafter may be established in the manner provided by law, shall continue to be a body corporate and politic with perpetual succession under the name "Town of Sturbridge."

Section 2-2 Short Title.

This instrument shall be known and may be cited as the Sturbridge Home Rule Charter.

Section 2-3 Powers.

The form of government provided by this charter shall be known as the Sturbridge Selectmen-Open Town Meeting plan. Pursuant to the provisions of this charter and subject only to such limitations as may be imposed by the Constitution and the General Laws of the Commonwealth, the Town shall have all powers possible for a town to have under the Constitution and General Laws as fully and completely as though they were specifically enumerated in this charter.

As Amended April 2017



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."

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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 ⁽¹⁾	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.

⁽¹⁾ 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.



“Keep your face to the sunshine and you cannot see a shadow.”

~ Helen Keller