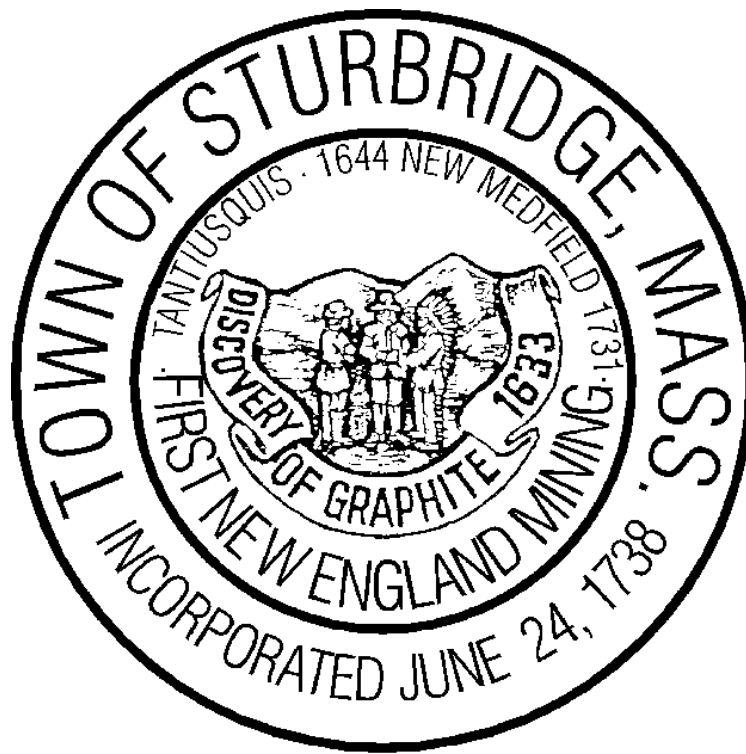


**REPORT  
OF THE  
TOWN OFFICERS**



**FOR THE YEAR ENDING  
DECEMBER 31, 2022**



# *Town of Sturbridge*

Lynne Girouard  
Town Clerk-Burial Agent -Notary

## ***In Memory of those we have lost in 2022***

Michael Dube – April 26, 2022

30 + years at Tantasqua Regional High School- Teacher, Coach and Athletic Director.

David Barnicle – October 26, 2022

25 years as a member of the Sturbridge Conservation Commission  
Created (FroST) Friends of the Sturbridge Trails

Arnold Wilson - November 9, 2022

40 years of combined service on the following boards and committees -Tantasqua Regional School Committee, Planning Board, Finance Committee and Board of Selectmen

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 2024

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

Lynne Girouard 2025

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

Lynne Girouard, Town Clerk 2025 (elected)

Susan Murphy 2024

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

Mary Blanchard, Chair 2023

Ian Dunnigan 2023

Mary Dowling, Clerk 2025

Jamie Goodwin 2024

Chase Kaitbenski, Vice Chair 2024

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

Lorraine Herbert, Vice Chair 2025

Morira M. McGrath, Secretary 2023

Paul Murphy, Chair 2024

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

Samantha L. Kaitbenski, Chair 2024

Mary Bellezza 2022

Kristin Tuohey, Secretary 2023

Karen Kowal 2022

Jenna Ventetuolo 2024

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

Patricia Barnicle 2023

Michelle Fitzgerald 2024

William Haggerty 2022

Kristen M. Leo 2022

Ted "Ed" Goodwin 2023

Megan Haggerty Panek 2024

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

Robert G. Cerny 2024

L. David Covino 2022

Timothy Grant 2023

# ELECTED TOWN OFFICIALS

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

Linda Cocalis, Chair 2023

Dr. Louis E. Fazen, III 2024

Richard Volpe, Vice Chair 2025

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

Josh Cottone	2025
Juliana R. Kuszewski	2024
Kadion Phillips	2023
Annie Rosciolo	
Jeffrey Scott Shapiro	2023
MaryLou Volpe, Chair	2025

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

Elizabeth Banks, Chair	2023 (Elected)
Margaret Cooney	2025 (Appointed)
Fidelis Onwubueke	2025 (Elected)
Diane Trapasso, Vice Chair/Clerk	2024 (Elected)
Thomas J. Welch	2025 (Elected)
Michael Young	2023 (Appointed)
David Zonia	2024 (Elected)

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

Jessica M. Colati	2023
Lily Dyer	2023
Melissa Earls	2025
Sandra Gibson-Quigley	2023
Gina-Marie Kajano, Secretary/Clerk	2023
Shin-Yi (Alice) Kao	2025
Elisa Krochmalnyckyj	2023
Carol Mitchell	2024
Joyce Sinnott, Chair	2025

**APPOINTED/HIRED TOWN OFFICIALS**

**TOWN ADMINISTRATOR**

Robin A. Grimm, Ph.D.	Town Administrator
Robert Reed	Interim Town Administrator
Michelle M. Garman	Executive Assistant

**FACILITIES DEPARTMENT**

Robyn Chrabasz	Facilities Manager
Gary Archambault (resigned)	Custodian
Economos “Dino” Constatine	Custodian
Michael DeHaan	Custodian
James Mortell	Custodian

**FINANCE DEPARTMENT**

Barbara Barry	Finance Director, Treasurer/Collector
Laura Bonnette (resigned)	Finance Clerk
Jean Campbell	Accounting Clerk
Christopher Geraghty (resigned)	Town Accountant

Christina Lussier  
Dale Meehan-McNeil  
Sandra Sears (resigned)  
Rhonda Tetreault (resigned)  
Xianhong “Shelly” Zheng

Finance Clerk  
Ambulance Billing  
Assistant Treasurer/Collector  
Payroll and Benefits Coordinator  
Town Accountant

**ASSESSORS DEPARTMENT**

Ann Murphy  
Liza Peters

Principal Assessor  
Administrative Assistant

**OFFICE OF THE TOWN CLERK**

Lynne Girouard  
Sheila O’Connell

Town Clerk 2025  
Assistant Town Clerk

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

Nelson Burlingame

Building Inspector & Zoning Enforcement  
Official

Walter White  
Cynthia Forgit

Temporary Building Inspector  
Administrative Assistant

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

Clyde Gagnon

Inspector 2023

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

Robert Garon  
William Gibson  
Noel Lamothe

Asst. Inspector  
Asst. Inspector 2024  
Asst. Inspector

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

Gil Provost

Plumbing/Gas Inspector 2025

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

John Murray

Asst. Plumbing/Gas Inspector 2025

**ECONOMIC DEVELOPMENT**

Terrence Masterson

Economic Development & Tourism  
Coordinator

**APPOINTED/HIRED TOWN OFFICIALS**

**HEALTH DEPARTMENT**

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

Health Agent  
Administrative Assistant  
Health Inspector  
Nurse  
Nurse  
Nurse  
Nurse  
Nurse

**PLANNING DEPARTMENT**

Jean Bubon  
Jeneé Lacy

Town Planner  
Administrative Assistant

**CONSERVATION DEPARTMENT**

Rebecca Gendreau  
Erin Carson

Conservation Agent  
Administrative Assistant

**COUNCIL ON AGING DEPARTMENT**

Leslie Wong  
Marcia Wildgrube  
Carmen MacGillivray  
Jennifer Babcock  
Jen Tetreault

Director  
Outreach Coordinator  
Administrative Assistant  
Program Assistant  
Fitness Instructor

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

Anthony Crane

Tree Warden

**CABLE ACCESS DEPARTMENT**

Bruce Butcher  
Stephen Sandberg

Production Coordinator  
Scheduler Clerk

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

Michael Struppa

Veterans Director

**RECREATION DEPARTMENT**

Annie Roscioli

Recreation Director

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

Butch Jackson (retired)  
Heather Blakeley  
April Denault  
Mark Augello

Director  
Director  
Administrative Assistant  
Operations & Maintenance Manager

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

John Booth  
Benjamin Burlingame

2023  
2021

**APPOINTED/HIRED TOWN OFFICIALS**

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

Mark Augello  
Heather Blakeley, DPW Director  
Benjamin Burlingame  
Brian Curboy  
David Lamontagne  
Brian Larson  
Luke Mapplebeck

2024  
2025  
2024  
2023  
2024  
2023  
2025

Dave Mitchell	2023
Daniel Gervasi	2024
Kimberly Welton-Pulsifer	2024
Andrew McDermott	2024
Andrew Szumilas	2023
David Bond	2024
Gary Griswold (Seasonal)	

**MEMBERS OF THE POLICE DEPARTMENT**

Earl Dessert	Police Chief
Melissa Rozzen	Executive Assistant

**FULL-TIME OFFICERS**

Larry Bateman, Lieutenant  
 Scott Crevier  
 Melissa Cunningham  
 Garrett Danna  
 Phillip Derry  
 Jeffrey Forcier  
 David Fortier, Sergeant  
 Corey Giguere  
 Thomas Giordano  
 Thomas Hine  
 Daniel Hemingway  
 Paul Janson  
 Joseph Lombardi, Lieutenant  
 Nicholas Mardirosian  
 Zachary Marderosian  
 Hillary Murray, Sergeant  
 Ronald Obuchowski  
 Sean Paine, Sergeant  
 Nicole Patterson  
 Colby Tytula

**PART-TIME OFFICERS**

Darren Cook  
 Jeffrey Lavallee

**APPOINTED/HIRED TOWN OFFICIALS**

**FULL-TIME DISPATCHERS**

Barbara Boiteau  
 Trevor Bresse  
 Meghan Cassavant  
 Patricia Lupacchino  
 Toniah Maloney  
 Trisha Towns  
 Marc Widing Jr.



**PART-TIME DISPATCHERS**

Matthew Cole  
Ashley Griffin  
Michele Rosano

**MEMBERS OF THE FIRE DEPARTMENT**

John Grasso, Jr.	Fire Chief
David Martell	Deputy Fire Chief
Kristin Strasheim	Administrative Assistant

**FULL-TIME PERSONNEL**

Jennifer Ashe, Lieutenant  
Michael Ashe  
Jonathan Becker, Lieutenant  
Matthew Bonneau  
Douglas Cutler  
Dave Hoyt  
Stephen Joyce  
Jay Marcoaldi  
Sean Moynagh, Lieutenant  
Robert Moynagh  
Eric Riendeau, Lieutenant  
Matthew Roderick, Lieutenant  
James Towns  
Luke Quattrocelli  
Christopher Whynot

**PART-TIME PERSONNEL**

Ryan Mullen

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

Michelle Connors 2024

**HISTORICAL COMMISSION - (3 year appointment) (5 members)**

Charles Blanchard, Co-Chair	2025
Walter Hersee	2024
Barbara Search	2024
Open Seat	2025
Richard Volpe, Chair	2024

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

Bruce Bryson	2025
Leigh Darrin	2023
Joe Freitas	2023
Michael Hager	2023
Larry Morrison	2025
Kathleen Neal	2025
Kevin Smith, Chair	2024
Ken Talentino	2024
James Waddick	2024

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

Jeffrey Adams	2023
Charles Blanchard, Chair	2026
Christopher Bouchard	2026
Michael Chisholm	2023
Walter Hersee	2024
Dane LaBonte	2027
Susan Waters, Clerk/Vice Chair	2027

**APPOINTED/HIRED TOWN OFFICIALS**

**TOWN COUNSEL - 1 Year Term**

Kopelman & Paige

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

Earl Dessert, Police Chief 2022

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

Matthew Wyke 2023

**LOCAL EMERGENCY PLANNING COMMITTEE**

Earl Dessert, Emergency Management Director  
Matthew Wyke, Emergency Management Coordinator  
Deborah Boyd, Tantasqua Reg. School District  
Barbara Barry, Finance Director  
Heather Blakeley, DPW Director  
Jean Bubon, Town Planner  
Leslie Wong, Council on Aging Director  
Ken Lacey, Health Agent  
Nelson Burlingame, Building Commissioner  
John Degan, Resident  
Rebecca Gendreau, Conservation  
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)**

Heather Blakeley, DPW Director	2023
Earl Dessert, Police Chief	2022

## **PARKING CLERK**

Barbara Barry	2023
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## **MOTH INSPECTOR**

Anthony Crane	2022
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## **FENCE VIEWER**

Heather Blakeley, DPW Director	2022
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## **STREET LIGHT COMMITTEE - 3 Year Term (3 Members)**

Earl Dessert, Police Chief	2022
Heather Blakeley, DPW Director	2022

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

David Barnicle	2024
Roy Bishop	2025
Steven Chidester, Vice Chair (resigned)	2024
Erik Gaspar	2025
Edward Goodwin, Chair	2024

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

Diane Clark	2026
Margaret Darling	2024
Mary Lawless	2023
Rebecca Mimeault, Vice Chair	2023
Annette Roberts	2023
Debbie Steinberg	2025
Ann White	2025
Kenneth White	2024

## **CAPITAL PLANNING COMMITTEE - 3 year appointment**

Robin A. Grimm, Ph.D.	
Jean Bubon	2023
Kathleen Neal	2023
Butch Jackson (retired)	2023
Fire Chief John Grasso, Jr.	2023

# APPOINTED/HIRED TOWN OFFICIALS

## **TRAFFIC SAFETY COMMITTEE - 3 year appointment**

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

## **OPEN SPACE COMMITTEE - 3 year appointment**

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

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

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

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

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

# APPOINTED/HIRED TOWN OFFICIALS

## **TRAILS COMMITTEE - 3 Year Term**

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

## **STURBRIDGE TOURIST ASSOCIATION - 3 Year Term**

Brian Amedy, Chair	2022
Thomas Chamberland, Vice Chair	2021

Dawn Merriman	2022
Nicholas Salvadore	2021
Sandra Gibson-Quigley	2024

**SCHOOL ADMINISTRATION**

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

**STURBRIDGE LAKE ASSOCIATION**

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

**CULTURAL COUNCIL**

Partick Bressette	2025
Kerry L. Carey	2024
Edward Cornely	2025
Jim Douglas	2024
Joanne Dupre	2024
Reed Ide	2023
Joyce Sinnott	2023
Roxanne Smith	2025
Antonia Squier	2024

**BETTERMENT COMMITTEE**

Heather Blakeley, DPW Director	2023
Mary Blanchard	2024
Jean Bubon	2023
Earl Dessert, Chief of Police	2024

Robin A. Grimm, Ph.D., Town Administrator	2023
Kathleen Neal	
John A. Grasso, Jr., Fire Chief	2023
	2023

**Municipal Affordable Housing Trust**

Jean Bubon, Town Planner	
Margaret Darling	2023
Robin A. Grimm, Ph.D., Town Administrator	
Jamie Goodwin	2024
Wally Hersee	2023
Robert Lussier	2023
Kathy Neal	2023
Diane Trapasso	2024
Barbara Search	2025

**PERSONNEL COMMITTEE**

Mary Blanchard	2025
Joan Chamberland	2025
Reed Hillman	2025
Larry Morrison	2023
Sara Terwillinger	2025

**STURBRIDGE DIRECTORY**

**www.sturbridge.gov**

***EMERGENCY NUMBERS***

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

***TOWN HALL OFFICES***

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

***LIBRARY***

**Joshua Hyde ..... 347-2512**

***PERMITS & LICENSES***

**Birth Certificates..... 347-2510**

**Building Permits..... 347-2505**

**Burning Permits ..... 347-2525**

**Common Victualler License..... 347-2500**

**Dog Licenses ..... 347-2510**

**Driveway Permits..... 347-2515**

**Earth/Gravel Removal Permits ..... 347-2500**

**Firearms I.D. Cards..... 347-2525**

**General Permits & Licenses ..... 347-2500**

**Liquor Licenses ..... 347-2500**

**Logging Permits ..... 347-2500**

**Marriage Licenses..... 347-2510**

**Oil Burner Permits & Inspections ..... 347-2525**

**Septic Permits..... 347-2504**

**Stove Permits..... 347-2525**

***SCHOOLS***

**Burgess Elementary ..... 347-7041**

**Superintendent’s Office..... 347-3077**

**Tantasqua Regional Jr. High..... 347-7381**

**Tantasqua Regional Sr. High..... 347-9301**

**Tantasqua Regional Technical High ..... 347-3045**

***PLACES OF WORSHIP***

**His Gathering Christian Center ..... 347-9742**

**St. Anne’s (Catholic)..... 347-7338**

**Sturbridge Federated Church ..... 347-3915**

**Bethlehem Lutheran Church..... 347-7297**

***CLUBS***

**American Legion..... 347-3248**

***AREA INFORMATION SERVICES***

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



***COUNSELING & HOTLINE SERVICES***

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

## IMPORTANT GOVERNMENTAL AGENCIES

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

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

### **STATE OFFICES**

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

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

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

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

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

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

### **GENERAL AGENCIES AND OFFICES**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

***SECRETARY OF STATE***

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

***STATE HOUSE***

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

***SENATORS & CONGRESSMEN***

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

***STATE SENATOR***

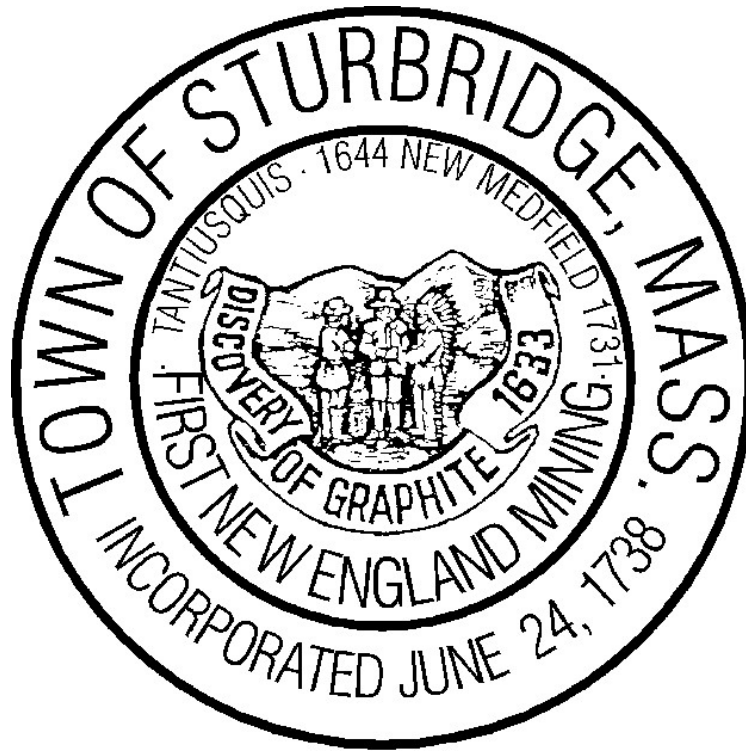
**Ryan C. Fattman.....617-722-1420**

***STATE REPRESENTATIVE***

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

# ADMINISTRATION AND FINANCE

2022



# REPORT OF THE BOARD OF SELECTMEN

2022

The year began with the Nation and our Community still dealing with the impacts of the COVID-19 Pandemic. Mandatory masking in Town Buildings was extended each month by the Board of Selectmen until the mandate was ended on February 23<sup>rd</sup>, with the recommendation that masks still be worn by those at risk of severe illness from infection.

Interim Town Administrator Bob Reed was hired in 2021 after the resignation of town Administrator Jeff Bridges and served until the appointment of Town Administrator Robin Grimm on May31. We appreciate Mr. Reed's dedicated service to the Town.

Vernon Jackson, Jr. retired as DPW Director and Heather Blakely was appointed the new DPW Director in April. We thank Mr. Jackson for his service and dedication to the Town.

Sturbridge had many accomplishments during the year. Some of the highlights are:

- A subcommittee was formed to recommend uses for the funds the Town received from the American Rescue Plan Act. (ARPA) consisting of residents, elected officials and Town employees. The following projects are among those approved by the Board of Selectmen for ARPA funding:
  - A portion of the ARPA funds was used to purchase 5,000 COVID test kits to be distributed at no cost to Town residents.
  - \$50,000 was used for Electronic Data Storage.
  - \$100,000 for Plans and permitting for the Cedar Street Sidewalk.
  - \$70,000 for Falls Road Culvert Engineering.
  - \$70,000 for Cooper Road Culvert Engineering.
  - \$100,000 for Engineering and Permits for a bridge from the 501 Main Street Municipal Parking Lot over the Quinebaug River to the Riverland Trails.
  - \$75,000 to upgrade the Fire Alarm System at the Recycling Center.
  - \$63,000 for a Multi-purpose Field Design at Burgess Elementary School.
- The Police Department received a grant for acquiring and using Body Worn cameras.
- Funding was approved for Mental Health Clinicians to support the Police on calls requiring this assistance.
- A Building Committee was appointed to oversee the construction of the Senior Center Renovation and Expansion approved at the October, 2021 Special Town Meeting and January, 2022 Debt Exclusion Special Election.
- A Cable Advisory Committee was appointed to assist the Town Administrator in negotiating a new ten year license with Charter/ Spectrum for Cable TV Service.
- The Town approved the establishment of an Affordable Housing Trust Committee to create Affordable Community Housing in Sturbridge.

- The Town celebrated National Night Out on August 2<sup>nd</sup> with very good participation from residents.
- The Historical Commission, with support from the Planning Department and matching funds from the Community Preservation Committee received a grant from the Massachusetts Historical Commission to undertake a Town-wide Historic Preservation Plan.

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

Respectfully submitted,

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

## **Report of the Town Administrator 2022**

I am pleased to present to the people of the Town of Sturbridge my first annual report as Town Administrator. I am thankful to Interim Town Administrator, Robert Reed, for holding the ship steady as Sturbridge embarked on a search and transitioning me into my new role. I arrived just prior to Town Meeting so have had the pleasure of ushering forward a number of projects that were voted on in Spring of 2022 as well as the Senior Center project approved the prior Fall. Some of what was included in that list follows:

Initiating the parking lot work at 501 Main Street

Restoring the Draper-Mills Monument at the North Cemetery

Continuing efforts on Trails projects including Leadmine and Riverlands

Continuing efforts to upgrade the Town first responder radio systems

Working with the Senior Center Building Committee through preliminary design and estimate phases for the renovation of the current center

In addition to the Town Meeting articles, several other projects are progressing well:

Securing funding for ADA compliance at 60 Cedar Street

Working as part of the American Recovery Plan Act (ARPA) sub-committee to utilize ARPA funds in a manner consistent with survey results from the public and overall well-being

Coordinating with DOT, the developers of the Noble Energy project, Town staff, and local legislative leaders for traffic mitigation on Route 20.

The Town continues to work with our local businesses through Economic Development, and we are formalizing a “Sturbridge One-Stop for Businesses” where hopeful business owners can go for information on start-up requirements, land/space available, and regulations. Additionally, we have seen the completion of larger projects such as the cold storage facility on Route 20.

In the continued spirit of being more “business friendly,” licensing and license renewals are now centralized with application pick-ups at the Clerk’s office and processing done through the Town Administrator’s office for presentation to the Board of Selectmen.

Over the Summer, we met with representatives from the WooSox. The team’s front office is looking to have a larger presence throughout Worcester County, and the team has followed through in that effort. This past Fall, representatives from the field crew came to the Town Barn fields and assisted in a pre-winter clean-up. Additionally, we are looking forward to Sturbridge Night up at Polar Park this Summer.

The Town continues to be committed to encouraging people to utilize its trails system and currently is working on a plan to be able to access trails from the new parking lot at 501 Main so that we can incorporate the charm of our small shops, cafes, and restaurants with the natural geographic beauty we have. The Trails Committee has partnered with Worcester Polytechnic Institute students who will be doing some of the preliminary engineering and design work on the bridge.

Over the past several months, we have worked to update all of our board and committee memberships and ensure that positions are all full and current. I am thankful to all of the volunteers who make up these groups, and who are passionate about the Town.

For long term fiscal stability, my office in conjunction with several other departments, will continue to work toward a capital improvement process as we depend heavily on free cash to purchase capital goods. While that practice makes good sense in many cases, it poses a risk, as we make efforts to produce leaner budgets with less money returning to free-cash each year. A capital improvement plan will involve a complete assessment of upcoming capital needs as well as a clear eye on our debt service.

We have had a successful year with our labor relations – including settling our Firefighter’s contract after some protracted negotiations. The discussion also resulted in the addition of two new firefighters to join the department in January, 2023. Additionally, we came to an agreement with our DPW workers which included restructuring of a pay scale to encourage recruitment as the job market for qualified truck drivers and heavy equipment operators gets increasingly competitive. As of the printing of this review, we are confident to have our collective bargaining agreement with our police officers settled – making it the first time in recent years that the contract has settled prior to the expiration of the current one. The smooth and respectful nature of communications with all three of these groups led to positive negotiations over the year with less reliance on attorneys – thus saving significant funds and resulting in a better relationship between management and labor.

We reviewed the Town’s health care costs and were able to negotiate plan rates with our provider at an approximate reduction of 11%. This results in a saving for the Town and for employees – also an asset in recruitment during challenging times.

Since arriving here in Sturbridge, I have made efforts to open the Town Administrator’s office in a more public way through open office hours on Tuesday afternoons – in addition to trying to maintain an open door when I can - and a Town Administrator’s Facebook page which allows people to give clear feedback and reach out to me through the Messenger application.

On a particularly exciting note, we have secured funding through ARPA monies for the design of a much needed multi-purpose field behind Burgess School. The field will be part of a complex with softball and baseball diamonds and will be able to host soccer games, lacrosse practice, along with high school and pop warner football. We are hopeful to have that design ready to present to Town Meeting in Fall, 2023.



None of these projects would happen without the tremendous effort of a great team of people. Throughout the year, I have had the pleasure of getting to know the members of our team and am grateful for the talent that they bring to the table.

I look forward to a bright 2023 with the completion of several of these projects as well as the start of a few new ones! I am thankful to the 2022 Board of Selectmen for choosing me to take the reins here in Sturbridge and entrusting me to work on behalf of this gem of a Town.

Respectfully submitted,

Robin A. Grimm, Ph.D.  
Town Administrator

## REPORT OF THE FINANCE DIRECTOR – FISCAL YEAR 2022

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I hereby submit my report for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

### Reconciliation of Treasurer's Cash

Cash Balance July 1, 2021	\$ 30,808,100.39
Receipts	\$ 57,544,514.01
Payments Per Warrants	\$ 55,162,249.95
<b>TREASURER'S CASH BALANCE, JUNE 30, 2022</b>	<b>\$ 33,190,364.45</b>

### COMPOSITION OF BALANCE ON JUNE 30, 2022

#### Interest Bearing Checking Accounts:

People's United Bank (Vendor)	\$ 404.92
Unibank (Remote Deposit)	\$ 202,183.54
Unibank (Online Collections)	\$ 2,429.38
Unibank (Town Clerk)	\$ 25.00
Unibank (Deputy Collector)	\$ 2,713.67
Eastern Bank (Lockbox)	\$ 148,268.41
<b>Total Interest Bearing Checking Accounts:</b>	<b>\$ 356,024.92</b>

#### Liquid Investments:

Bartholomew & Company (Ambulance Stabilization Fund)	\$ 194,944.54
Bartholomew & Company (Community Preservation Funds)	\$ 4,607,061.88
Bartholomew & Company (Elderly & Disabled Fund)	\$ 22,842.86
Bartholomew & Company (Sewer Surplus Fund)	\$ 864,323.99
Bartholomew & Company (Stabilization Fund)	\$ 1,826,873.80
Bartholomew & Company (Fire Vehicle Stabilization Fund)	\$ 7,388.18
Bartholomew & Company (Capital Stabilization Fund)	\$ 852,952.06
Santander Bank (Investment)	\$ 832,189.96
People's United (Investment)	\$ 117,062.10
Unibank (Investment)	\$ 1,940,889.42
Unibank (Interest Allocation)	\$ 78,899.98
Massachusetts Municipal Depository Trust (Investment)	\$ 1,171,743.79
TDBank (Investment)	\$ 808,394.62
Bank Hometown (Investment)	\$ 39,486.00
Bank Hometown (Student Activity)	\$ 49,100.02
Bank Hometown (School Lunch)	\$ 425,684.40
Country Bank (Investment)	\$ 1,162,640.25
Eastern Bank (Investment)	\$ 5,029,536.89
Easthampton Savings Bank (Investment)	\$ 7,190,177.15
Easthampton Savings Bank (ARPA)	\$ 640,710.27
Peoples Bank (Investment)	\$ 1,500,356.64
The Cooperative Bank of Cape Cod (Investment)	\$ 1,411,263.37
<b>Total Liquid Investments:</b>	<b>\$ 30,774,522.17</b>

#### Trust Funds:

Bartholomew & Company Trust Fund	\$ 814,111.86
Bartholomew & Company OPEB	\$ 1,247,134.51
<b>Total Trust Funds:</b>	<b>\$ 2,061,246.37</b>

**TOTAL:** **\$ 33,191,793.46**

## SCHEDULE OF TAX RECEIVABLES – YEAR ENDED JUNE 30, 2022

### REAL ESTATE

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	Collected/Liened to Treasurer	Abated	Refunded	Balance
2022	\$26,673,391.66	\$26,535,160.06	\$98,714.02	\$49,395.10	\$88,912.68
2021	\$166,593.93	\$219,775.67	\$0.00	\$53,181.74	\$0.00
2020	\$29,580.11	\$29,580.11	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$26,869,565.70</b>	<b>\$26,784,515.84</b>	<b>\$98,714.02</b>	<b>\$102,576.84</b>	<b>\$88,912.68</b>

### PERSONAL PROPERTY

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	COLLECTED	Abated	Refunded	Balance
2022	\$1,068,342.09	\$1,044,077.34	\$3,004.85	\$99.82	\$21,359.72
2021	\$25,761.20	\$13,859.03	\$5,616.51	\$0.00	\$6,285.66
2020	\$7,573.30	\$297.52	\$2,136.61	\$0.00	\$5,139.17
2019	\$4,714.02	\$58.63	\$473.01	\$0.00	\$4,182.38
2018	\$933.12	\$0.00	\$491.83	\$0.00	\$441.29
Previous Years	\$2,289.54	\$143.23	\$498.58	\$0.00	\$1,647.73
<b>TOTAL</b>	<b>\$1,109,613.27</b>	<b>\$1,058,435.75</b>	<b>\$12,221.39</b>	<b>\$99.82</b>	<b>\$39,055.95</b>

### MOTOR VEHICLE EXCISE

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	COLLECTED	Abated	Refunded	Balance
2022	\$1,472,328.38	\$1,323,785.34	\$50,231.45	\$9,700.67	\$108,012.26
2021	\$273,953.68	\$246,549.98	\$18,020.29	\$18,659.67	\$28,043.08
2020	\$19,073.71	\$10,112.43	\$843.98	\$683.29	\$8,800.59
2019	\$8,375.83	\$2,370.42	\$0.00	\$559.89	\$6,565.30
2018	\$8,475.56	\$801.09	\$7,674.47	\$0.00	\$0.00
2017	\$4,121.14	\$201.64	\$3,919.50	\$0.00	\$0.00
2016	\$3,871.35	\$90.94	\$3,780.41	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$1,790,199.65</b>	<b>\$1,583,911.84</b>	<b>\$84,470.10</b>	<b>\$29,603.52</b>	<b>\$151,421.23</b>

## SCHEDULE OF TAX RECEIVABLES – YEAR ENDED JUNE 30, 2022

### BOAT EXCISE

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	COLLECTED	Abated	Refunded	Balance
2022	\$7,246.00	\$7,096.18	\$108.00	\$100.00	\$141.82
2021	\$274.00	\$150.00	\$0.00	\$15.00	\$139.00
2020	\$686.23	\$171.23	\$88.00	\$0.00	\$427.00
2019	\$95.00	\$0.00	\$0.00	\$0.00	\$95.00
2017	\$78.00	\$0.00	\$78.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$8,379.23</b>	<b>\$7,417.41</b>	<b>\$274.00</b>	<b>\$115.00</b>	<b>\$802.82</b>

### WATER USER FEES

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	COLLECTED	Abated	Refunded	Balance
2022	\$1,448,237.31	\$1,410,949.65	\$252.84	\$476.00	\$37,510.82

### SEWER USER FEES

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	COLLECTED	Abated	Refunded	Balance
2022	\$2,201,259.19	\$2,155,667.98	\$285.82	\$17,906.21	\$63,211.60

### AMBULANCE RECEIVABLE

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	COLLECTED	Abated	Refunded	Balance
2022	\$1,949,417.72	\$643,352.70	\$1,077,719.05	\$4,153.84	\$232,499.81

### COMMUNITY PRESERVATION ACT SURCHARGE

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	Collected/Liened to Treasurer	Abated	Refunded	Balance
2022	\$582,214.95	\$577,942.00	\$2,110.93	\$109.76	\$2,271.78
2021	\$3,941.76	\$3,941.76	\$0.00	\$0.00	\$0.00
2020	\$655.32	\$655.32	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$586,812.03</b>	<b>\$582,539.08</b>	<b>\$2,110.93</b>	<b>\$109.76</b>	<b>\$2,271.78</b>

### CARON ROAD VALLEY ROAD BETTERMENT ASSESSMENT

Fiscal Year	Outstanding July 1, 2021 & Committed FY22	COLLECTED	Abated	Refunded	Balance
2022	\$9,025.76	\$9,025.76	\$0.00	\$0.00	\$0.00

**SCHEDULE OF TAX RECEIVABLES – YEAR ENDED JUNE 30, 2022**

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**MOUNTAIN BROOK BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2021 &amp; Committed FY22</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2022	\$7,693.62	\$7,693.62	\$0.00	\$0.00	\$0.00
2021	\$349.71	\$349.71	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$8,043.33</b>	<b>\$8,043.33</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**PHASE III BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2021 &amp; Committed FY22</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2022	\$63,667.15	\$63,667.15	\$0.00	\$0.00	\$0.00

**BIG ALUM BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2021 &amp; Committed FY22</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2022	\$33,697.95	\$33,179.52	\$0.00	\$0.00	\$518.43
2021	\$1,311.35	\$1,311.35	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$35,009.30</b>	<b>\$34,490.87</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$518.43</b>

**WOODSIDE CIRCLE BETTERMENT ASSESSMENT**

<b>Fiscal Year</b>	<b>Outstanding July 1, 2021 &amp; Committed FY22</b>	<b>COLLECTED</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
2022	\$21,091.20	\$21,091.20	\$0.00	\$0.00	\$0.00

**WATER/SEWER LIENS**

	<b>Outstanding July 1, 2021 &amp; Committed FY22</b>	<b>Collected/Liened to Treasurer</b>	<b>Abated</b>	<b>Refunded</b>	<b>Balance</b>
WATER	\$27,512.90	\$25,874.11	\$0.00	\$0.00	\$1,638.79
SEWER	\$48,399.88	\$47,239.40	\$0.00	\$0.00	\$1,160.48

Respectfully submitted,

Barbara A. Barry  
Finance Director

## TRUST FUNDS – FISCAL YEAR 2022

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<b><u>General Trust Funds:</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>
A.B. Chamberlain Common Fund	\$500.00	\$1,702.92
David B. Hicks Memorial Fund	\$586.24	\$1,387.44
Watering Fund	\$2,000.00	\$14,677.71
Forrester MacDonald Memorial Fund	\$3,777.69	\$1,225.96
Franklin F. & Flora Plimpton Memorial Fund	\$9,750.88	\$21,405.39
General Trust Account	\$4,000.00	\$14,401.85
GBT Special Account	\$33.93	\$122.12
Conservation Fund	\$1,137.23	\$4,094.63
Veterans Memorial Fund	\$1,500.00	\$1,309.22
<b><u>Cemetery Trust Funds:</u></b>	<b><u>Principal</u></b>	
Town of Sturbridge Perpetual Care Funds	\$5,826.23	\$3,318.77
Perpetual Care Fund	\$25,249.99	\$23,349.73
Perpetual Care - North Cemetery	\$76,386.12	\$39,070.63
H.A. Morse	\$500.00	\$1,707.97
Gardner Bates	\$500.00	\$1,708.40
C. Anna Benson	\$612.00	\$2,091.10
Booth – Lot	\$0.00	\$33.23
Booth - Perpetual Care	\$150.00	\$510.67
Joshua Hyde	\$1,000.00	\$3,373.22
Henry Fiske	\$1,078.00	\$3,671.55
A.B. Chamberlain Headstone	\$1,000.00	\$3,406.15
Abby Grey - Perpetual Care Daniel Holmes	\$918.89	\$3,045.65
Bertha L. Wallace	\$2,000.00	\$6,811.81
<b><u>Library Trust Funds:</u></b>	<b><u>Principal</u></b>	
E. Weldon Schamacher Fund	\$101,239.65	\$138,110.30
Haynes Fund	\$26,156.11	\$64,360.02
Joshua Hyde Library Fund	\$71,667.22	\$43,408.13
Sturbridge Hill Trust for Local History	\$1,000.00	\$1,498.30
Emily Haynes Fund	\$48,884.06	\$26,854.75
<b>Total Trusts &amp; Interest</b>	<b>\$814,111.86</b>	

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Achi, Elaine	Substitute Teacher/Aide	\$6,104.13	
Agonmoh, Chineye	ABA Assistant	\$14,710.32	
Ahlstrand, Grace	Substitute Teacher/Aide	\$257.50	
Akinlosotu, Peggy	Bus Driver	\$24,129.58	
Aldenberg, Emma	Summer Program	\$2,312.50	
Allen, Trey	Lifeguard/Burgess Extended Day	\$3,696.00	
Ames, Derek	Police Officer	\$6,643.52	\$535.41
Andrade, Darci	Integration Assistant	\$19,073.69	\$1,475.00
Archambault, Gary	Custodian	\$2,146.87	
Arena, Abby	ABA Assistant	\$9,814.02	\$2,180.00
Arena, Emily	Integration Assistant	\$1,846.82	
Arruda, Lauren	Grade 3 Teacher	\$98,157.00	\$2,009.64
Ashe, Jennifer	Lieutenant/Paramedic	\$96,909.44	\$16,698.92
Ashe, Michael	Firefighter/EMT-B	\$43,924.62	\$28,779.46
Audette, Jessica	Substitute Teacher/Aide	\$8,476.01	
Augello, Mark	DPW Operations Manager	\$93,217.29	\$150.00
Babcock, Jennifer	Program Assistant for COA	\$11,886.96	
Bachand, Samuel	Park & Rec Lifeguard	\$1,056.00	
Bak, Melissa	Patrolman	\$45,957.32	\$28,443.32
Bardsley, Timothy	Registrar	\$1,225.52	
Baril, Dalaine	Remedial Reading Teacher	\$102,083.00	\$600.00
Barry, Barbara	Finance Director	\$120,824.85	\$4,200.00
Basile, Brandon	Referee	\$378.00	
Bateman, Larry	Police Lieutenant	\$96,736.69	\$35,357.87
Bates, Tiffany	Bus Driver	\$168.96	
Bean, Carly	Bus Driver	\$20,513.42	
Bean, Louann	Cafeteria Specialist	\$13,902.60	
Beauchamp, Tiani	Cafeteria Head Cook	\$9,626.19	
Beaudoin, Allison	Integration Assistant	\$3,423.58	
Beaudoin, Lynn	Substitute Teacher/Aide	\$10,842.39	
Beaudoin, Zachary	Substitute Teacher/Aide	\$2,200.50	
Becker, Jonathan	Lieutenant/Paramedic	\$97,004.16	\$22,156.82
Beckwith, Wayne	Recycling Center Assistant	\$14,801.04	
Bell, Mitchell	Burgess Extended Day Staff	\$4,504.39	\$500.00
Bergeron, Danielle	ABA Assistant	\$15,567.94	
Bernier, Katie	Remedial Reading Teacher	\$86,808.06	
Berti, Elnora	Bus Driver	\$24,604.75	\$400.00

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Bishop, Cheyanne	ABA Assistant	\$20,346.48	
Blair, Brenda Mary	Bus Office	\$13,980.55	\$400.00
Blais, Erika	Special Education Teacher	\$68,401.51	
Blakeley, Heather	DPW Director	\$52,218.64	\$17,406.22
Blow, Jacqueline	Camera Operator	\$1,610.00	
Bodish, Jessica	Speech Pathologist	\$20,381.73	\$986.13
Boiteau, Barbara	Lead Dispatcher	\$71,449.10	\$29,883.53
Bolduc, Karen	Administrative Assistant	\$47,278.40	\$500.00
Bond, David	Equip Operator/Mechanic	\$58,811.23	\$7,702.72
Bonneau, Matthew	Firefighter/Paramedic	\$84,105.73	\$10,179.39
Bonnette, Laura	Finance Clerk	\$23,790.42	
Bonnette, Louise	Senior Work Off Program	\$168.75	
Booth, Jessica	Asst. Hazardous Waste Attendant	\$243.10	
Booth, John II	Recycling Manager	\$70,428.80	\$2,385.61
Boulay, Victoria	Integration Assistant	\$18,235.05	\$1,489.46
Bourque, Lesley	Union 61 Occupational Therapist	\$86,808.06	\$3,592.00
Breitenfeld, Phyllis	Senior Work Off Program	\$625.00	
Brennan, Fiona	ABA Assistant	\$19,337.69	\$2,628.30
Brennan, Liam	ABA Assistant	\$11,324.36	
Bresse, Trevor	Dispatcher	\$57,687.44	\$12,876.47
Bressette, Lena	Senior Work Off Program	\$662.63	
Briere, Susan	Library Assistant	\$4,796.11	
Brosnan, Elizabeth	Grade 6 Teacher	\$102,083.00	\$4,163.50
Brown, Gina	Long Term Substitute Teacher	\$3,622.50	
Bubon, Jean	Town Planner	\$106,912.14	\$450.00
Buckley, Maegan	Integration Assistant	\$919.63	
Burlingame, Benjamin	Heavy Equip Operator	\$59,758.45	\$6,507.07
Burlingame, Nelson	Building Inspector	\$90,944.03	\$150.00
Burt, Dawn	Bus Driver	\$25,403.34	\$1,412.18
Butcher, Bruce	Cable Access Coordinator	\$64,790.29	\$300.00
Butts, Allen	Senior Work Off Program	\$625.00	
Callahan, Deanna	Library Page	\$6,800.82	
Campbell, Jean	Accounting Clerk	\$17,280.30	
Campiglio, Andrew	Physical Education Teacher	\$26,583.39	\$237.50
Campiglio, Denise	Kindergarten Teacher	\$94,485.99	\$8,856.88
Cantwell, Amy	Remedial Reading Teacher	\$90,720.70	\$1,750.00
Cantwell, Madison	Summer Program	\$825.00	



**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Capaldi, Michelle	Psychologist	\$95,452.36	
Carson, Erin	Conservation Administrative Assist.	\$35,168.25	\$150.00
Carvill, Lynemarie	Cafeteria Worker	\$15,285.50	
Cassavant, Meghan	Dispatcher	\$8,766.40	\$1,045.88
Cassina, Amanda	Administrative Assistant to Principal	\$54,932.80	\$850.00
Castendyk, A. Christian	Election Worker	\$121.13	
Castendyk, Nancy	Election Worker	\$121.13	
Cave, Lisa	Grade 4 Teacher	\$61,038.71	
Chamberland, Joan	Election Worker	\$587.82	
Chamberland, Russell	Bus Driver	\$4,860.95	\$216.82
Champagne, Alfred	Senior Work Off Program	\$625.00	
Chartier, Christopher	Custodian	\$3,737.60	
Chase, Haileigh	After School/Extended Day Assistant	\$4,389.38	
Chrabaszcz, Robyn	Facilities Manager	\$73,024.43	
Clark, Beth	Enrichment Teacher	\$82,241.64	\$100.00
Clark, Frances	Senior Work Off Program	\$625.00	
Clark, Kristen	Bus Driver	\$23,132.19	\$200.00
Clark, Nicole	Grade 3 Teacher	\$54,559.22	\$4,043.75
Cloutier, Rebecca	Preschool Teacher	\$33,782.98	
Cole, Laurie	Temporary Assistance	\$1,969.00	
Cole, Matthew	Dispatcher	\$8,950.47	\$344.12
Colleton, Susan	Special Education Teacher	\$66,287.57	\$10,990.90
Colwell, Lucy	Music Teacher	\$33,094.71	
Comerford, Maryellen	Election Worker	\$317.07	
Comtois, Crystal	Dispatcher	\$12,605.35	\$363.58
Conceison, Lynne	Administrative Assistant	\$47,278.40	\$500.00
Connolly, Lisa	Pathways Teacher	\$94,480.99	\$2,312.50
Connors, Michelle	Animal Control Officer	\$27,853.47	\$100.00
Cook, Darren	Part Time Police Officer	\$7,881.86	\$44,724.63
Cook, Elaine	Election Worker	\$1,407.57	
Cormier, Cherie	ABA Assistant	\$11,172.59	
Corriveau, Tatum	Park & Rec Tennis Instructor	\$6,715.31	
Corthell, Daniel	Special Education Teacher	\$86,808.06	\$4,162.50
Coughlin, Jill	ABA Assistant	\$23,100.52	\$7,876.03
Cournoyer, Jessica	Substitute Nurse	\$375.00	
Crane, Anthony	Tree Warden	\$9,999.11	\$795.04
Creelman, Jennifer	ELL Teacher	\$53,471.51	\$2,893.75
Crevier, Scott	Police Officer	\$75,205.10	\$26,135.25

**2022  
CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Curboy, Brian	DPW Crew Leader	\$70,428.81	\$11,032.61
Curboy, Dawn	Integration Assistant	\$26,884.31	\$637.50
Curboy, Kenneth	Custodian	\$29,312.32	\$197.70
Curboy, Richard	Recycling Assistant	\$4,024.39	
Curnow, Grace	Guidance Counselor	\$94,380.99	\$1,500.00
Cutler, Douglas	Firefighter/Paramedic	\$67,514.52	\$10,768.93
Czech, Lori	Kindergarten Teacher	\$99,277.01	\$173.07
Danna, Garrett	Police Officer	\$73,667.86	\$42,004.19
Daubney Goyette, Jane	Speech Therapist	\$56,368.71	\$4,336.58
Davey, Sydney	Summer Program	\$2,137.50	
Davies, Kathlene	Cafeteria Manager	\$46,269.92	\$3,313.68
Davis, Leonard	Bus Driver	\$30,522.23	\$200.00
Davis, Melissa	Education Assist/Student Support	\$24,531.30	\$1,121.71
Dawber, Karen Ann	Grade 4 Teacher	\$86,808.06	\$2,600.00
Dehann, Michael	Custodian	\$18,307.56	
Demers, Cheryl	Bus Driver	\$15,233.53	
Denault, April	Administrative Assistant	\$44,326.08	
Derose, Carol	Substitute Aide	\$598.50	
Derry, Phillip	School Resource Officer	\$11,330.12	\$818.36
Desjardin, Jamie	Psychologist	\$83,074.15	\$13,550.12
Dessert, Earl	Police Chief	\$153,732.43	\$7,466.16
Dion, Madalyn	Senior Work Off Program	\$625.00	
Dionne, Albert	Custodian	\$55,577.60	\$850.00
Doldoorian, Joseph	Firefighter/EMT	\$2,547.20	\$2,905.40
Dono, Alicia	Grade 2 Teacher	\$86,172.21	
Donovan, Sherrie	Physical Therapy Assistant	\$47,366.24	\$1,425.64
Dougan, Nicholas	Bus Driver	\$4,155.00	
Dougherty, Ana	Substitute Teacher/Aide	\$2,163.63	
Dowling, Mary	Substitute Teacher/Aide	\$15,361.11	\$687.50
Dubrey, Marie	Election Worker	\$744.57	
Dufresne, Tamara	Library Assistant	\$4,169.61	
Dunlop, Lucette	Election Worker	\$559.31	
Duprey, Nathan	Custodian	\$38,451.97	\$1,448.39
Duvernay, Wynn	Senior Work Off Program	\$625.00	
Earnest, Brenda	Kindergarten Teacher	\$61,654.48	\$4,838.23
Economos, Cheryl	Election Worker	\$730.32	
Economos, Constantine	Custodian	\$10,660.71	
Edmonds, Tammy	Grade 3 Teacher	\$86,808.06	\$4,575.51

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Edmonds, R. Tyler	Grade 1 Teacher	\$55,993.42	\$2,640.00
Ekstrom, Courtney	Library Assistant	\$4,844.78	
Elston, Deanna	Substitute Teacher/Aide	\$1,992.50	
Emrich, William	Substitute Teacher/Assistant	\$2,177.50	
Espinoza, Victor	Substitute Teacher/Substitute Custodian	\$39,437.52	\$2,445.94
Everson, Joanne	Recording Secretary	\$73.76	\$299.65
Fancy, Emma	Burgess Extended Day Staff	\$2,793.75	
Fancy, Spencer	Burgess Extended Day Staff	\$630.00	
Flynn, Karra	Substitute Teacher/Aide	\$1,852.75	
Forcier, Jeffrey	Court Officer	\$79,110.77	\$17,573.81
Ford Pelly, Kathleen	School Principal	\$122,718.34	\$3,400.00
Forgit, Cynthia	Permit Technician	\$43,972.37	\$150.00
Forni, Melissa	Grade 5 Teacher	\$78,765.99	\$50.00
Fors, Nancy	Election Worker	\$723.20	
Forsey, Eric	Custodian	\$12,537.60	\$164.68
Fortier, David	Police Sergeant	\$81,110.88	\$37,832.05
Foskett, Susan	Senior Work Off Program	\$625.00	
Francolini, Erika	Burgess Extended Day Staff	\$11,829.93	\$918.75
Freeland, Susan	Substitute Nurse	\$150.00	
Frisella, Hailey	Park & Rec Substitute Staff	\$85.50	
Fuhrmann-Bell, Caylie	After School/Special Activities	\$2,655.63	
Furey, Tara	School Nurse	\$52,348.99	\$440.81
Furey, Tyler	Custodian	\$3,382.50	
Gallant, Ashley	After School/Extended Day	\$1,750.00	
Garman, Michelle	Executive Assistant	\$38,600.86	\$93.83
Garon, Emily	Grade 3 Teacher	\$51,780.62	\$360.00
Garon, Robert	Assistant Wire Inspector	\$15,950.00	
Gaumond, Leon III	Dispatcher	\$5,255.88	\$1,279.48
Gelinas, Michael	Firefighter/EMT	\$4,014.25	\$3,054.65
Gendreau, Rebecca	Conservation Agent	\$75,215.99	\$150.00
Geraghty, Christopher	Town Accountant	\$24,161.31	
Gervasi, Daniel	Senior Equipment Operator	\$54,200.85	\$5,812.56
Ghantous, Christina	Burgess Extended Day Staff	\$5,980.88	
Gianfriddo, Anthony	Part-time Firefighter/EMT	\$885.73	\$5,359.50
Gibeault, Kelly	Bus Driver	\$4,229.25	
Gibson, William	Assistant Electrical Inspector	\$9,650.00	
Gibson-Quigley, Sandra	Election Worker	\$830.06	
Giguere, Corey	Police Officer	\$64,373.47	\$41,770.33

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Gingras, Aidan	After School/Extended Day Staff	\$1,776.26	
Gingras, Cassandra	ABA Assistant	\$35,991.76	\$2,412.43
Giordano, Thomas	Police Officer	\$73,884.02	\$35,757.01
Girouard, Lynne A.	Town Clerk	\$77,471.75	\$1,550.00
Girouard, Lynne T.	Grade 2 Teacher	\$86,808.06	\$1,000.00
Girouard, Robert	Senior Work Off Program	\$625.00	
Girouard, Therese	Senior Work Off Program	\$625.00	
Glazebrook, Abigail	Integration Assistant	\$29,697.26	\$6,200.73
Goncalves, Cassandra	Speech Pathologist	\$18,790.93	
Gordon, Emily	Remedial Reading Teacher	\$102,083.00	\$173.07
Grasso, John Jr.	Fire Chief	\$123,351.40	\$3,000.00
Grecia, Patricia	Senior Work Off Program	\$625.00	
Green, Shelby	Grade 3 Teacher	\$64,512.65	
Griffin, Ashley	Dispatcher	\$11,345.03	
Grimm, Robin	Town Administrator	\$99,904.19	\$2,450.00
Griswold, Gary	Seasonal DPW Laborer	\$14,834.26	
Grout, Ashley	Grade 4 Teacher	\$94,380.99	\$1,525.00
Grubert, Joanne	Substitute Teacher/Assistant	\$2,008.54	
Grudzien, Judith	Education Assist/Student Support	\$24,918.47	\$375.00
Guerin, Paul	Assistant Principal	\$91,327.71	\$1,000.00
Hall, Laura	Education Assist/Student Support	\$24,761.56	\$225.00
Heasley, John	Senior Wok Off Program	\$1,059.48	
Hemingway, Daniel	K-9 Officer	\$72,853.52	\$22,919.53
Hiestand, Jessica	Library Assist	\$24,310.60	
Hine, Thomas	Police Officer	\$46,698.78	\$6,058.18
Hoffman, Benjamin	Police Officer	\$32,273.40	\$15,515.75
Hooker, Jennifer	ABA Assistant	\$14,258.65	\$191.76
Hougaard, Kristin	Grade 1 Teacher	\$88,561.96	
Howard, Patricia	Election Worker	\$703.95	
Howe, James	Bus Driver	\$5,198.44	\$200.00
Howe, Tammy	Grade 3 Teacher	\$94,380.99	\$1,442.37
Hoy, Pamela	Special Education Teacher	\$56,904.58	\$70.89
Hoye, Michael	Chemist	\$1,120.00	
Hoyt, David	Firefighter/EMT	\$18,919.99	\$3,047.85
Huard, Bryan	School Bus Mechanic	\$33,863.16	
Hunt, Griffin	Park & Rec Substitute Staff	\$1,624.50	
Iacovone, Jeanne	Bus Driver	\$5,310.93	
Jackson, Vernon	DPW Director	\$43,036.55	\$12,272.74

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Jaeger, Mary	Assistant Principal	\$102,883.37	\$1,867.50
Jalbert, Jeremy	IT Administrator	\$73,057.30	
Jalbert, Rachel	ELL Aide	\$10,806.46	\$2,387.50
Janson, Paul	Police Officer	\$66,227.93	\$52,055.88
Johnson, Bruce	Bus Driver	\$22,509.67	\$200.00
Johnson, Claire	Preschool Teacher	\$85,010.63	\$100.00
Johnson, Delaney	Integration Assistant	\$6,813.98	\$60.00
Jones, Michael	Grade 6 Teacher	\$65,632.43	\$3,250.00
Joyce, Stephen	Firefighter/Paramedic	\$83,696.88	\$28,507.45
Juozaitis Rodriguez, Erica	Kindergarten Teacher	\$85,010.63	\$1,865.35
Kaitbenski, David	Seasonal Plow Driver	\$621.04	
Karamanakis, Fotini	ABA Assistant	\$17,111.78	\$1,425.01
Kates, Alyssa	Substitute Teacher	\$2,922.19	
Kay, Daniel R.	Special Education Teacher	\$94,380.99	\$1,000.00
Kenneway, Brenna	Burgess Extended Day Staff	\$1,805.25	
Kenneway, Maureen	Kindergarten Teacher	\$87,320.67	\$5,673.75
Kenney, Laura	Integration Assistant	\$7,868.30	\$59.01
Keville, Nadine	Health Teacher	\$98,217.00	\$4,060.00
Khayat-Oneyssi, Lama	Substitute Teacher/Aide	\$1,761.11	
Kirwan, Christopher	Physical Education Teacher	\$30,872.00	
Klein, Megan	Occupational Therapist	\$34,797.72	
Knight, Robert	Election Worker	\$263.62	
Konkel-Dery, Judith	Special Education Teacher	\$102,083.00	\$4,375.00
Kosbab, Kelli	Bus Driver	\$22,029.92	\$2,674.63
Krilovich, Robert	Music Teacher	\$79,301.15	\$4,450.00
Krochmalnyckyj, Elisa	Finance Committee Recording Secretary	\$1,521.08	
Kuszewski, Juliana	Substitute Teacher/Aide	\$819.38	
Kvaracein, Kimberly	Library Assistant	\$6,683.99	
Lacey, Kenneth	Board of Health Agent	\$82,152.02	
Lacy, Jeneé	Administrative Assistant	\$39,987.74	
Laflamme, Darlene	Integration Assistant	\$18,857.97	\$53.10
Lafleche, Joanne	Bus Driver	\$17,002.96	\$100.00
Lalli, Patricia	Children's Services Librarian	\$58,667.45	\$300.00
Lamontagne, David	DPW Foreman	\$69,649.62	\$15,881.42
Lamothe, Noel	Part Time Building Inspector	\$550.00	
Landry, Diana	Bus Driver	\$20,879.08	
Langille, Jessica	Bus Driver	\$22,222.50	
Langille, Kyrach	Park & Rec Substitute Staff	\$1,795.50	

**2022  
CALENDAR YEAR SALARIES**

		<u>Base Pay</u>	<u>*Add'l Pay</u>
LaPlante, Lori	Cafeteria Worker	\$4,794.80	
Larson, Brian	Head Mechanic	\$67,990.88	\$14,756.15
Lavallee, Jeffrey	Police Officer	\$9,440.83	\$70,152.42
Leacock, Christina	Special Education Teacher	\$26,739.00	
Lemieux, Tracey	Library Instructional Asst.	\$45,156.48	\$369.00
Lemovitz, Alexandra	Library Page	\$2,497.33	
Lenti, Sylvia	Library Assistant	\$9,263.06	
Lombardi, Joseph	Police Lieutenant	\$99,639.07	\$61,836.85
Lucas, Lydia	Nurse Assistant	\$36,886.58	\$323.46
Lucas, Michael	Summer Program	\$2,385.00	
Lupacchino, Patricia	Dispatcher	\$60,014.16	\$33,718.79
Lussier, Christina	Finance Clerk	\$16,955.15	\$139.74
MacConnell, Marilyn	Senior Work Off Program	\$625.00	
Macey, Emily	Substitute Teacher	\$128.25	
MacGillivray, Carmen	COA Clerk	\$22,557.47	\$250.00
Maguire, Kimberly	ABA Assistant	\$30,823.07	\$8,159.18
Malizia, Lynette	Integration Assistant	\$27,409.97	\$5,657.05
Mallard, Marjorie	ABA Assistant	\$27,576.88	\$3,876.05
Mallard, Tanya	Integration Assistant	\$26,303.95	
Malloy, Brooke	Occupational Therapist	\$23,354.55	
Maloney, Toniah	Dispatcher	\$59,409.67	\$11,268.77
Manners, Jamie	ABA Assistant	\$9,141.86	
Mapplebeck, Luke	DPW Laborer	\$26,945.66	\$1,554.90
Marcille, Brianna	Substitute Teacher/Aide	\$7,106.02	
Marcoaldi, Jay	Firefighter/EMT	\$33,831.36	\$4,556.80
Marderosian, Zachary	Police Officer	\$70,455.38	\$49,470.31
Mardirosian, Nicholas	School Resource Officer	\$60,983.14	\$27,386.39
Marinelli, John	Lieutenant/EMT	\$483.12	\$3,000.00
Martell, David	Deputy Fire Chief	\$61,685.75	
Masterson, Terence	Economic Development	\$60,846.84	
Matheson, Lara	Library Page	\$3,473.44	
Matter, Ella	Substitute Teacher/Aide	\$5,608.88	
Maus, Deborah	Cafeteria Worker	\$13,543.66	
May, Brittany	Occupational Therapy Assistant	\$37,133.21	\$101.19
Mayen, Tasha	Library Admin and Circulation Assistant	\$29,933.45	
McCarthy, Joann	Bus Driver	\$16,489.31	\$200.00
McCormick, Sheila	Grade 2 Teacher	\$102,083.00	\$1,050.00
McDermott, Andrew	Heavy Equip Operator	\$56,232.03	\$8,063.85

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
McDonald, Judith	Library Assistant	\$12,363.44	
McGarry, Jessica	Grade 1 Teacher	\$102,083.00	
McKenna, Gabrielle	Speech Pathologist	\$60,097.36	\$4,002.00
McKeon, Cheryl	Cafeteria Worker	\$19,145.98	\$637.50
McKeon, Maureen	Grade 5 Teacher	\$94,380.99	\$3,165.35
McKinstry, Carol	Substitute Teacher	\$6,811.76	
McNeil, Dale	Ambulance Billing	\$31,096.25	\$100.00
McRoy, Brian	Bus Driver	\$46,392.81	\$632.32
McRoy, Wendy	Transportation Supervisor	\$48,822.69	\$1,221.52
Menafo, Alexander	Senior Work Off Program	\$455.25	
Menard, Jade	Burgess Extended Day	\$2,731.25	\$434.00
Menard, Lynn Ann	Grade 1 Teacher	\$102,443.00	\$3,312.50
Mero, Bryan	Custodian	\$1,634.32	
Messina, Nancy	Bus Driver	\$16,295.61	
Meunier, Lisa	School Nurse	\$75,458.18	\$27,847.54
Meyer, Mary	Union 61 Occupational Therapist	\$83,953.37	\$2,139.70
Michalak, Sarah	Education Assistant	\$8,405.42	\$180.00
Minchoff, Danny	Music Teacher	\$61,286.28	\$6,553.86
Mitchell, David	Heavy Equipment Operator	\$58,520.83	\$7,674.25
Modig, Ryleigh	Substitute Teacher	\$826.50	
Mongeon, Anne	Integration Assistant	\$25,582.63	\$1,958.28
Moore, Kimberly	Grade 2 Teacher	\$102,083.00	
Moran, Allison	Summer Program	\$2,800.00	
Moran, Meghan	Special Education Teacher	\$17,820.36	
Moran, Michele	Election Worker	\$833.63	
Morrison, Joseph	Custodian	\$31,159.11	\$1,039.91
Mortell, James	Custodian	\$17,740.16	
Moynagh, Robert	Firefighter/EMT	\$48,363.36	\$15,189.58
Moynagh, Sean	Lieutenant/Paramedic	\$94,430.16	\$22,867.64
Muchi, Wendy	Integration Assistant	\$3,544.86	
Muenzberg, Taive	Summer Program	\$2,350.00	
Mullen, Ryan	Part-Time Firefighter/EMT		\$10,945.06
Mullin, Jennifer	Grade 3 Teacher	\$90,900.79	\$1,005.00
Murphy, Ann	Principal Assessor	\$93,217.24	\$150.00
Murphy, Jean Terrill	Physical Education Teacher	\$93,641.78	\$2,025.00
Murphy, Siobhain	Parks & Rec Lifeguard	\$3,056.00	
Murphy, Susan	Election Worker	\$377.63	
Murray, Hillary	Police Sergeant	\$82,390.18	\$46,971.31

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Murray, John	Part Time Plumbing/Gas Inspector	\$550.00	
Myotte, Amber	Grade 6 Teacher	\$102,083.00	\$288.50
Nault, Ashley	Integration Assistant	\$842.16	\$29,624.08
Nauman, Christine	Integration Assistant	\$27,400.45	\$5,143.30
Neslusan, Christine	Substitute Teacher	\$375.26	
Ng, Michael	Library Page	\$3,596.26	
Nicholas, Katherine	Preschool Teacher	\$66,181.75	\$975.00
Nichols, Lilianna	Summer Program	\$962.50	
Nichols, Lynn	Remedial Math Teacher	\$102,083.00	\$1,525.00
Nikolla, Patricia	Integration Assistant	\$20,655.67	\$359.70
Nollstadt, Carrie	Integration Assistant	\$15,295.00	\$3,473.13
Nollstadt, Lisa	Administrative Assistant	\$33,263.83	\$150.00
Normandin, Patrick	Firefighter/Paramedic	\$1,463.26	
Norrgard, Kathleen	Senior Work Off Program	\$506.63	
Obuchowski, Ronald	Detective	\$79,154.72	\$28,261.76
O'Connell, Sheila	Assistant Town Clerk	\$41,800.54	\$1,261.31
O'Donnell, Olive	Senior Work Off Program	\$625.00	
Olander, Kaylee	Substitute Teacher	\$1,915.13	\$962.50
Olson, Bethany	Summer Program	\$2,987.50	
Olson, Kathleen	Educational Assistant	\$26,294.07	\$1,725.00
Olson, Olivia	Substitute Teacher/Assistant	\$1,759.88	\$1,075.00
Ortiz, Demitris	Park & Rec Play Leader	\$171.00	
Osberg, Grace	School Adjustment Counselor	\$71,484.58	\$500.00
Ouimet, Arthur Jr.	Senior Work Off Program	\$1,074.71	
Owens, Patricia	Library Program Coordinator	\$5,596.78	
Pacitti, Genevieve	Education Assist/Student Support	\$39,578.37	\$5,433.30
Pacitti, Heather	Special Education Teacher	\$50,200.29	\$15,030.50
Paine, Sean	Police Officer/Sergeant	\$87,496.16	\$45,010.42
Parent, Emilie	Grade 6 Teacher	\$90,720.79	\$1,852.41
Parenteau, Jo-Lyn	Grade 1 Teacher	\$102,083.00	7,737.50
Parker, Erin M.	Technology Teacher	\$98,157.00	\$2,094.21
Patterson, Nicole	Police Officer	\$66,962.64	\$51,993.21
Pecci, Behailu	Park & Rec Play Leader	\$2,123.25	
Peck, Alesia	Grade 4 Teacher	\$102,489.25	\$3,900.00
Pelletier, Meghan	Union 61 Physical Therapist	\$86,501.93	
Pepe, Alison	Psychologist	\$65,522.93	\$100.00
Peters, Liza	Administrative Assistant	\$31,983.72	\$100.00
Petrillo, Kenneth	School Custodian	\$13,369.73	



**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Piantoni, Gina	ILL & Adult Services Assistant	\$42,357.09	\$765.76
Placella, Laurie	Education Assistant/Student Support	\$28,055.74	\$5,225.00
Plimpton, Rebecca	Library Director	\$96,403.67	\$300.00
Plumb, Bryan	Substitute Teacher	\$317.50	\$500.00
Prackup-Desautels, Linda	Special Education Teacher	\$86,808.06	
Provo, Barbara	Pathways Teacher	\$98,105.73	\$4,527.27
Provost, Dorothy	Senior Work Off Program	\$625.00	
Provost, Gil	Interim Plumbing/Gas Inspector	\$15,000.00	\$900.00
Provost, Rolland	Senior Work Off Program	\$625.00	
Quattrocelli, Luke	Firefighter/EMT	\$35,402.64	\$1,181.35
Quinn, Debra	Grade 4 Teacher	\$86,808.07	\$2,500.00
Quinn, Emma	Park & Rec Substitute Play Leader	\$1,182.75	
Quinn, Megan	Special Education Teacher	\$62,398.21	\$2,239.00
Rae-Sinanian, Janet	Senior Work Off Program	\$938.50	
Ramaska, Thomas	Seasonal Plow Driver	\$502.99	
Ramirez, Elizabeth	Grade 2 Teacher	\$102,083.00	\$4,337.50
Randall, Christine	ABA Assistant	\$29,080.56	\$1,972.50
Randall, Jessica	Integration Assistant	\$3,503.70	
Rappold, Mary	Nursing Assistant	\$13,383.19	\$962.55
Reddy, Shenandoah	Recycling Center Assistant	\$6,940.79	
Reed, Robert	Interim Town Administrator	\$39,600.00	
Reed, Tina	Cafeteria Worker	\$16,051.75	
Reed, Troy	Substitute Teacher	\$926.25	
Resener, Jessica	Grade 1 Teacher	\$89,853.43	
Rice, Lisa	Library Assistant	\$39,623.28	
Riel, Nicole	Grade 5 Teacher	\$60,097.36	
Riendeau, Eric	Firefighter/Paramedic	\$40,850.45	\$25,307.64
Ripley, Jessica	Grade 6 Teacher	\$62,920.70	
Roderick, Matthew	Lieutenant/EMT-A	\$91,802.16	\$41,876.44
Rodriguez, Carlos	Custodian	\$55,577.60	\$1,310.84
Rogers, Claire	Park & Rec Substitute Play Leader	\$755.25	
Rooker, Elizabeth	Library Assistant	\$568.17	
Ropiak, Judith A.	Educational Assistant	\$17,065.41	\$637.50
Rosano, Michele	Dispatcher	\$2,405.40	\$7,519.17
Roscioli, Annie	Recreation Director	\$62,671.75	\$100.00
Rowley, Michele	Bus Driver	\$25,284.09	\$200.00
Roy, Patricia	Election Worker	\$954.76	
Rozzen, Melissa	Executive Assistant	\$53,193.12	\$450.00

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Sabelis, Kristen	Substitute Teacher/Adie	\$470.25	
Sacco, Robert	After School/Extended Day	\$2,826.26	
Sanger, Andrew	Custodian	\$23,999.92	\$1,021.01
Sandberg, Stephen	Cable Access Clerk	\$8,638.64	\$200.00
Savignac, Joanne	Administrative Assistant	\$5,380.00	
Schwartz, Susan	Election Worker	\$701.82	
Sciullo, Lisa	Education Assist/Student Support	\$25,439.88	\$1,068.75
Sears, Sandra	Assistant Treasurer/Collector	\$35,585.57	\$613.04
Shea, Cathrine	Building Technologist	\$9,968.64	
Shepard, Doreen	Substitute Teacher/Aide	\$5,648.26	
Sherris, Laura	Administrative Assistant	\$26,640.08	
Soderberg, Zachary	Technologist	\$19,920.00	
Solari, Jacquelyn	Remedial Math Teacher	\$47,190.54	
Soriano, Naomi	Park & Rec Lifeguard	\$2,736.00	
Sosik, Amy	Grade 5 Teacher	\$86,808.06	\$373.07
Soto, Phelicia	ABA Behavioral Assistant	\$10,176.75	\$942.30
Soule, Carrie	Dispatcher	\$25,388.08	\$3,100.83
Sprague, Rachel	Senior Work Off Program	\$510.15	
Spreeman, Beverly	Election Worker	\$979.69	
St. Laurent, Debra	Education Assist/Student Support	\$22,918.05	\$2,386.44
Starkus, Peter	Plumbing Inspector	\$7,550.00	\$300.00
Starr, Krista	Kindergarten Teacher	\$70,763.69	\$484.65
Steele, Kaylee	Grade 5 Teacher	\$51,791.85	
Stern, Catherine	Remedial Math Teacher	\$94,380.99	
Stevens, Lee	Bus Driver	\$21,077.24	\$311.38
Stietzel, Barbara	Election Worker	\$228.00	
Stietzel, Ronald	Election Worker	\$291.00	
Stockwell, Virginia	Substitute Teacher	\$630.56	
Stoltze, Teresa	Education Assist/Student Support	\$24,060.93	\$1,221.30
Struppa, Michael	Veteran's Agent	\$9,966.95	
Svedberg, Michael	Technologist	\$12,239.03	\$1,051.93
Szumilas, Andrew	Equipment Operator	\$54,017.60	\$7,828.77
Tetreault, Jennifer	Fitness Instructor	\$7,240.00	\$1,920.00
Tetreault, Rhonda	Payroll/Benefits Coordinator	\$3,054.38	
Thomas, Donna	Grade 6 Teacher	\$98,157.00	\$2,676.27
Thomas, Joshua	Firefighter/Paramedic	\$730.80	\$249.64
Thompson, Emma	Substitute Teacher	\$2,284.88	
Thompson, Kirstie	BCBA Behavioral Specialist	\$65,936.15	

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Thompson, Lori	Grade 2 Teacher	\$98,157.00	\$500.00
Thompson, Theresa	Education Assist/Student Support	\$25,074.48	\$702.96
Thurston, Sally	Grade 5 Teacher	\$94,380.99	\$200.00
Tibbetts, Roberta	Integration Assistant	\$27,010.69	\$5,347.68
Tolson, Maureen	Speech Therapist	\$75,057.94	\$2,139.16
Tomko, Caitlin	Farmers Market Manager	\$2,332.00	
Topolewski, Chelsea	Integration Assistant	\$9,564.60	
Torres, Brenda	Substitute Teacher	\$549.13	
Torres, Destinie	Substitute Teacher	\$171.00	
Towns, James	Firefighter/Paramedic	\$78,569.16	\$33,371.92
Towns, Trisha	Dispatcher	\$52,917.00	\$8,610.88
Trapasso, Diane	Election Worker	\$1,560.38	
Tremblay, Scott	Recycling Center Assistant	\$25,578.53	\$100.00
Trent, Abigail	Substitute Teacher/Aide	\$940.50	
Trent, Jessica	Special Ed. Consulting Teacher for Integration	\$62,279.96	\$1,913.13
Tuller, Marielise	Health Inspector	\$8,516.69	
Tytula, Colby	School Resource Officer	\$74,176.66	\$31,140.18
Uwazany, Giana	Summer Program	\$500.00	
Valiton, Patricia	Health Inspector	\$32,593.58	\$83.82
Vezeau, Keith	Library Assistant	\$3,751.00	
Vinton, Julie	Art Teacher	\$93,356.55	\$525.00
Vinton, Rachel	Substitute Teacher	\$513.00	
Volpe, Marylou	Firefighter/EMT	\$1,380.00	
Walker, Jeffrey	Lead Custodian	\$70,485.31	\$150.00
Walker, Rebekah	ABA Behavioral Assistant	\$12,334.88	\$1,026.05
Walsh, Pauline	Senior Work Off Program	\$380.25	
Weeden, Erin	Substitute Teacher/Assistant	\$1,223.26	\$2,170.88
Weissman, Laurel	Substitute Teacher	\$1,332.38	
Welton-Pulsifer, Kimberly	DPW Crew Leader	\$65,100.81	\$9,368.79
White, Kimberly	Education Assist/Student Support	\$21,809.50	\$7,427.42
White, Sherri	ABA Behavioral Assistant	\$28,844.74	\$6,698.73
Whynot, Christopher	Firefighter/Paramedic	\$33,645.72	\$15,044.37
Widing, Marc Jr.	Dispatcher	\$55,924.96	\$22,607.52
Wildgrube, Marcia	Outreach Coordinator	\$28,197.90	
Wilmarth, Kristin	Administrative Assistant	\$38,782.80	\$150.00
Wilson, Christine	Election Worker	\$1,183.51	
Wong, Leslie	COA Director	\$73,024.36	\$450.00
Wright, Heather	Integration Assistant	\$25,273.15	\$4,145.78

**2022**  
**CALENDAR YEAR SALARIES**

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		<u>Base Pay</u>	<u>*Add'l Pay</u>
Wuelfing, Bethany	Grade 5 Teacher	\$86,808.06	\$13,399.55
Wyke, Matthew	Emergency Management Coordinator	\$15,246.06	
Yarter, Nicholas	Library Program Coordinator	\$1,964.52	
Yates, Darren	Burgess Extended Day Staff	\$16,670.38	
Yates, Mary	Summer Program	\$2,175.00	
Yeager, Allison	Substitute Teacher/Aide	\$342.00	
Zelazo, Cheryl	Adult & YA Services Librarian	\$59,404.43	\$500.00
Zheng, Xianhong	Town Accountant	\$49,112.14	
Zikos, Lucine	Technology Instructional Assistant	\$42,763.76	\$975.51
	Totals	\$17,062,543.63	\$1,824,958.66

\*Add'l Pay includes all or some of the following: Quinn Bill, Overtime, Court Time, Private Detail, Car Allowance, Stipends, Education Incentives.

REPORT OF THE TOWN ACCOUNTANT  
FISCAL YEAR 2022

I hereby submit my report for the fiscal year beginning July 1, 2021 and ending June 30, 202

Account Name	Year-To-Date Revenue	Totals
<b>Taxes:</b>		
Personal Property Taxes	1,058,319.13	
Real Estate Taxes	26,531,690.54	
Rollback Taxes	1,881.98	
Supplemental Real Estate Taxes	35,914.25	
Tax Liens Redeemed	19,092.19	
Motor Vehicle Excise	1,554,303.74	
Boat Excise	5,154.50	
Trailer Excise	34,992.00	29,241,348.33
<b>Betterment Revenue:</b>		
Mountain Brook Betterment	12,589.56	
Maintain Brook Betterment Interest	2,669.89	
Caron & Valley Betterment	9,025.76	
Caron & Valley Betterment Interest	2,611.36	26,896.57
<b>Penalties &amp; Interest On Taxes:</b>		
Real Estate & Personal Property	49,340.16	
Motor Vehicle Excise Taxes	41,697.87	
Tax Liens	94,092.84	
Boat Liens	628.90	185,759.77
<b>Other Taxes:</b>		
Payments in Lieu of Taxes	28,913.05	
Room Occupancy Tax -- Hotel/Motel	701,046.87	
Meals Tax	556,081.62	
Ambulance Service Fees	603,221.52	
Grave Openings & Sales	5,687.50	1,894,950.56
<b>Fees &amp; Other Charges:</b>		
Library Fax /Copier Fees	847.00	
Town Hall Copy Receipts	1,184.98	
Town Clerk Misc	677.00	
Business Certifications	4,365.00	
Vital Records	14,008.00	
Flammable Storage	5,400.00	
Extended Polling Hours	-	
Emergency Cleanup Mass Pike	-	
Board of Health Charges, Fees & Income	10,315.00	

Account Name	Year-To-Date Revenue	Totals
Police Department - Records Requests	-	
COA Newsletter Postage	-	
Dog License Fees	-	
Collector's Fees	15,043.72	
Site Plan Review	10,990.00	
Zoning Board Fees	1,050.00	
Annual Cable Franchise	1,130.00	
Registry Markings	9,700.00	
Conservation Commission - Wetland Filing Fees	6,844.80	
Union 61 Reimbursement	173,015.54	
Fire Department - Insurance Requests	45.00	
10% Administrative Fee -- Extra Detail	20,504.36	
Cannibis Impact Fee	225,169.18	500,289.58
<b>Licenses &amp; Permits:</b>		
Alcohol Beverages Licenses	56,320.00	
Other Licenses	7,119.82	
Transient Vendor Licenses	4,120.00	
Electrical Permits	52,667.24	
Building Permits	195,880.62	
Plumbing Permits	31,406.00	
Board of Health Permits	43,485.00	
Fire Permits	15,675.00	
Fire Inspections	10,450.00	
Police Permits	6,087.50	
Driveway Permits	600.00	
Dog License	14,255.00	438,066.18
<b>State Revenue:</b>		
Cannibus Tax	257,996.25	
Elderly Abatements	76,346.00	
Elderly Persons-CL.41	6,526.00	
School Aid Chapter 70	3,870,754.00	
Charter School Reimbursement	153,290.00	
Unrestricted Government Aid	851,490.00	
State Owned Land	167,079.00	
Veterans Benefits - Ch 115	39,050.00	
	1,201.00	
Thames River	11,109.12	
Court Fines	102,650.51	
Municipal Medicaid Reimbursement	160,271.35	5,697,763.23
<b>Fines &amp; Forfeitures:</b>		
Library Fines	588.38	

Account Name	Year-To-Date Revenue	Totals
Dog Fines	1,650.00	
Parking Fines	1,500.00	
Non-Criminal Dispositions	750.00	
Police False Alarm Fine	1,575.00	
Abandoned Vehicles	1,750.00	
Cable Payroll Deductions	<u>30,436.33</u>	38,249.71
<b>Miscellaneous Revenue:</b>		
Sale of Foreclosed Property		
Earnings on Investments	24,650.17	
Miscellaneous Revenue	-	
Sale of Surplus Equipment	3,478.00	
I O D Reimbursement	4,678.93	
Settlement	-	
FEMA Reimbursement	-	
Reimbursement - Prior Year	7,617.23	
Land Court Fees Returned	-	
Workmens Comp Reimbursement	994.58	
Premium on Bond	-	
Homeless Transportation	-	
Reimbursable Payroll Deductions	-	
COVID PTO Reimbursement	23,650.74	
Annual Marijuana Benefit	25,000.00	
Restitution	99.85	
Café Benefits Reimbursement	27,000.00	
ARPA Revenue Replacement	<u>638,659.81</u>	755,829.31
<b>Transfers From Other Funds:</b>		
Special Revenue Funds	39,950.00	
Capital Projects	-	
Stabilization		
Trust Funds	<u>1.00</u>	39,951.00
<b>TOTAL GENERAL FUND REVENUES</b>		<u><u>38,819,104.24</u></u>

**SPECIAL REVENUE FUNDS  
FISCAL YEAR 2022**

Sewer Special Revenue Fund

Fund Balance as of June 30, 2021: \$3,767,588.96

**Expenditures:**

Department Head Salary	\$15,191.04
Electricity	\$150,032.39
Enc Electricity	\$30,548.14
Wastewater Pump Station	\$70,400.00
Contract Operations	\$912,433.80
Billing Expense	\$3,780.73
Enc. Supplies	\$63.24
Miscellaneous	\$195,161.11
Enc. Misc. Equipment	\$2,500.27
Transfer to GF	\$19,975.00
Water & Sewer Rate Study	\$10,200.00
Capital Replacement	\$74,505.26
Inflow & Infiltration Study	\$70,000.00
Debt Service	\$866,624.92
Debt Service - Phase II	\$15,262.50
Debt Service - Big Alum	\$139,775.00
Debt Service - Woodside	\$53,575.00
Debt Service - Phase III	\$208,587.50
Southbridge Fees	\$204,563.47
Liquid Sludge Hauling	\$165,950.78
<b>Total Expenditures</b>	<b><u>\$3,209,130.15</u></b>

**Revenues:**

Sewer User Charges	2,095,969.33
Sewer Interest Charges	6,176.25
Interest and Demand On Sewer	-
Sewer Liens	48,368.55
	-
Interest Income - Surplus	22,890.66
Septic Revenue	144,465.93
Miscellaneous Charges	570.00
Cross Connection Fees	23,700.00
Sewer Rate Relief	1,259.00
Sewer Privilege Fees	62,181.25
Demand on Sewer	4,958.70



Phase II Betterments	-
Phase II Interest	-
Cedar Lake Betterments	-
Cedar Lake Interest	7.40
Phase III Sewer Betterments	63,117.87
Phase III Sewer Interest	-
Big Alum Betterments	34,984.51
Big Alum Interest	6,661.92
Woodside Betterments	38,916.60
Woodside Interest	9,049.85
Cedar Lien Interest	-
Big Alum Lien Interest	-
Phase II Betterment Liens	-
Phase III Betterment Liens	4,236.49
<b>Total Revenues</b>	<u>2,567,514.31</u>

Fund Balance as of June 30, 2022:	<u><u>\$3,125,973.12</u></u>
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## Water Special Revenue Fund

Fund Balance as of June 30, 2021: \$1,574,777.01

**Expenditures:**

Department Head Salary	\$15,191.04
Electricity	\$67,295.26
Public Safety Landscaping	\$1,249.27
Maple Street Waterline	\$0.00
Contract Operations	\$703,855.80
Billing Expense	\$5,400.00
Enc Supplies	\$63.24
Miscellaneous	\$41,300.87
Enc Misc. Equipment	\$20,711.99
Meter maintenance & Replacement	\$3,280.84
Transfer to GF	\$19,975.00
Water & Sewer Rate Study	\$10,200.00
Upgrade Fisk Hill Pump Station	\$106,215.83
Reserve Fund	\$0.00
Capital Replacement	\$49,859.49
Enc. Water meters	\$0.00
Perchlorate Testing	\$7,237.30
Debt Service	\$402,535.50
<b>Total Expenditures</b>	<b>\$1,454,371.43</b>

**Revenues:**

Water User Charges	1,374,975.67
Water Interest Charges	3,520.30
Demand On Water	4,958.69
Water Liens	23,507.73
Miscellaneous Water	12,372.23
Cross Connection	15,591.58
Bond Proceeds	
Premium on Bond Refunding	
<b>Total Revenues</b>	<b>1,434,926.20</b>

Fund Balance as of June 30, 2022: \$1,555,331.78

Town of Sturbridge  
Fiscal Year 2022

Department:	Budget	Expended	Unexpended
<b>Board of Selectmen</b>			
Salaries/Wages			
Purchased Services	\$2,200.00	\$651.02	\$1,548.98
Other Charges/Expenses	\$1,400.00	\$75.00	\$1,325.00
<b>Total Board of Selectmen</b>	<b>\$3,600.00</b>	<b>\$726.02</b>	<b>\$2,873.98</b>
<b>Town Administrator</b>			
Department Head Salary	\$153,000.00	\$142,931.57	\$10,068.43
Clerical/Secretarial Salary	\$42,574.00	\$38,852.68	\$3,721.32
Merit Based Pay Incentive	\$2,102.00	\$0.00	\$2,102.00
Purchased Services	\$24,207.96	\$23,412.68	\$795.28
Encumbered Purchased Services	\$1,343.22	\$1,326.68	\$16.54
Supplies/Expenses	\$2,942.04	\$2,894.90	\$47.14
Other Charges/Expenses	\$6,500.00	\$2,342.00	\$4,158.00
Matching Grant Funds	\$5,000.00	\$2,316.96	\$2,683.04
<b>Total Town Administrator</b>	<b>\$237,669.22</b>	<b>\$214,077.47</b>	<b>\$23,591.75</b>
<b>Finance Committee</b>			
Salaries/Wages	\$3,873.00	\$1,124.84	\$2,748.16
Purchased Services	\$3,200.00	\$450.00	\$2,750.00
Other Charges/Expenses	\$200.00	\$180.00	\$20.00
<b>Total Finance Committee</b>	<b>\$7,273.00</b>	<b>\$1,754.84</b>	<b>\$5,518.16</b>
<b>Town Accountant</b>			
Department Head Salary	\$86,724.00	\$71,271.57	\$15,452.43
Salaries/Wages	\$16,758.00	\$16,550.52	\$207.48
Longevity	\$150.00	\$150.00	\$0.00
Purchased Services	\$2,900.00	\$944.21	\$1,955.79
Supplies/Expenses	\$700.00	\$307.54	\$392.46
Other Charges/Expenses	\$50.00	\$50.00	\$0.00
<b>Total Town Accountant</b>	<b>\$107,282.00</b>	<b>\$89,273.84</b>	<b>\$18,008.16</b>
<b>Board of Assessors</b>			
Department Head Salary	\$91,114.00	\$91,114.00	\$0.00
Salaries/Wages	\$32,621.00	\$31,318.62	\$1,302.38
Longevity	\$250.00	\$250.00	\$0.00
Purchased Services	\$30,751.00	\$24,105.00	\$6,646.00
Encumbered Purchased Services	\$2,504.00	\$4.00	\$2,500.00
Supplies/Expenses	\$1,700.00	\$773.23	\$926.77
Encumbered Supplies	\$113.70	\$113.70	\$0.00
Other Charges/Expenses	\$1,340.00	\$322.00	\$1,018.00
<b>Total Board of Assessors</b>	<b>\$160,393.70</b>	<b>\$148,000.55</b>	<b>\$12,393.15</b>

**Finance Director**

Department Head Salary	\$117,813.00	\$117,813.00	\$0.00
Salaries/Wages	\$126,514.24	\$126,514.24	\$0.00
Longevity	\$1,100.00	\$1,100.00	\$0.00
Certificate Stipend	\$1,000.00	\$1,000.00	\$0.00
Purchased Services	\$27,150.00	\$14,678.52	\$12,471.48
Encumbered Purchase Service	\$50.80	\$50.80	\$0.00
Supplies/Expenses	\$4,686.71	\$2,815.70	\$1,871.01
Other Charges/Expenses	\$1,663.29	\$1,663.29	\$0.00
<b>Total Finance Director</b>	<b>\$279,978.04</b>	<b>\$265,635.55</b>	<b>\$14,342.49</b>

**Town Counsel**

Purchased Services	\$110,000.00	\$77,753.01	\$32,246.99
<b>Total Town Counsel</b>	<b>\$110,000.00</b>	<b>\$77,753.01</b>	<b>\$32,246.99</b>

**Information Technology**

Department Head Salary	\$71,236.00	\$71,236.00	\$0.00
Purchased Services	\$111,524.00	\$103,716.79	\$7,807.21
Supplies/Expenses	\$5,000.00	\$875.73	\$4,124.27
Capital Outlay	\$16,700.00	\$8,718.01	\$7,981.99
<b>Total Information Technology</b>	<b>\$204,460.00</b>	<b>\$184,546.53</b>	<b>\$19,913.47</b>

**Town Clerk**

Department Head Salary	\$75,540.00	\$75,539.93	\$0.07
Salaries/Wages	\$40,414.00	\$40,413.24	\$0.76
Certification Stipend	\$1,000.00	\$0.00	\$1,000.00
Purchased Services	\$1,580.00	\$1,045.00	\$535.00
Supplies/Expenses	\$1,400.00	\$1,394.32	\$5.68
Other Charges/Expenses	\$1,500.00	\$1,362.79	\$137.21
<b>Total Town Clerk</b>	<b>\$121,434.00</b>	<b>\$119,755.28</b>	<b>\$1,678.72</b>

**Election & Registration**

Board Members Salaries	\$350.00	\$350.00	\$0.00
Salaries/Wages	\$9,220.00	\$7,165.44	\$2,054.56
Purchased Services	\$10,375.00	\$8,636.06	\$1,738.94
Supplies/Expenses	\$2,342.00	\$2,043.11	\$298.89
<b>Total Election &amp; Registration</b>	<b>\$22,287.00</b>	<b>\$18,194.61</b>	<b>\$4,092.39</b>

**Conservation Commission**

Department Head Salary	\$73,341.00	\$73,341.00	\$0.00
Salaries/Wages	\$29,465.00	\$28,110.42	\$1,354.58
Purchased Services	\$6,068.00	\$5,264.90	\$803.10
Supplies/Expenses	\$1,650.00	\$1,047.84	\$602.16
Other Charges/Expenses	\$667.00	\$507.66	\$159.34
<b>Total Conservation Commission</b>	<b>\$111,191.00</b>	<b>\$108,271.82</b>	<b>\$2,919.18</b>

**Planning Board**

Department Head Salary	\$104,247.00	\$104,247.00	\$0.00
Salaries/Wages	\$38,952.00	\$38,930.32	\$21.68
Longevity	\$450.00	\$450.00	\$0.00
Purchased Services	\$40,340.00	\$25,701.48	\$14,638.52
Encumbered Purchased Services	\$0.00	\$0.00	\$0.00
Supplies/Expenses	\$3,750.00	\$1,219.82	\$2,530.18
Encumbered Supplies	\$55.91	\$55.91	\$0.00
Regional District Assessment	\$2,789.00	\$2,788.46	\$0.54
Other Charges/Expenses	\$1,270.00	\$1,149.00	\$121.00
<b>Total Planning Board</b>	<b>\$191,853.91</b>	<b>\$174,541.99</b>	<b>\$17,311.92</b>

**Zoning Board of Appeals**

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

**Economic Development**

Salaries/Wages	\$29,665.00	\$29,665.00	\$0.00
Purchased Services	\$150.00	\$0.00	\$150.00
Supplies/Expenses	\$1,700.00	\$77.99	\$1,622.01
Other Charges/Expenses	\$900.00	\$0.00	\$900.00
<b>Total Economic Development</b>	<b>\$32,415.00</b>	<b>\$29,742.99</b>	<b>\$2,672.01</b>

**Facilities**

Department Head Salary	\$71,204.00	\$71,204.00	\$0.00
Salaries/Wages	\$57,875.00	\$44,896.49	\$12,978.51
Purchased Services	\$5,160.00	\$4,990.00	\$170.00
Supplies/Expenses	\$6,400.00	\$5,645.58	\$754.42
Other Charges/Expenses	\$990.00	\$937.94	\$52.06
<b>Total Facilities</b>	<b>\$141,629.00</b>	<b>\$127,674.01</b>	<b>\$13,954.99</b>

**Town Hall**

Purchased Services	\$37,970.00	\$36,095.53	\$1,874.47
Supplies/Expenses	\$0.00	\$0.00	\$0.00
<b>Total Town Hall</b>	<b>\$37,970.00</b>	<b>\$36,095.53</b>	<b>\$1,874.47</b>

**Center Office Building**

Purchased Services	\$40,780.00	\$34,674.84	\$6,105.16
Supplies/Expenses	\$0.00	\$0.00	\$0.00
<b>Total Center School Office</b>	<b>\$40,780.00</b>	<b>\$34,674.84</b>	<b>\$6,105.16</b>

**Senior Center**

Purchased Services	\$24,910.00	\$19,770.93	\$5,139.07
Supplies/Expenses	\$0.00	\$0.00	\$0.00
<b>Total Senior Center</b>	<b>\$24,910.00</b>	<b>\$19,770.93</b>	<b>\$5,139.07</b>

**Joshua Hyde Library**

Purchased Services	\$23,270.00	\$21,921.78	\$1,348.22
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Supplies/Expenses	\$1,650.00	\$1,323.18	\$326.82
<b>Total Joshua Hyde Library</b>	<b>\$24,920.00</b>	<b>\$23,244.96</b>	<b>\$1,675.04</b>

**Safety Complex**

Purchased Services	\$74,853.00	\$64,831.57	\$10,021.43
Encumbered Purchased Services	\$4,675.00	\$4,675.00	\$0.00
Supplies/Expenses	\$14,000.00	\$11,892.60	\$2,107.40
<b>Total Safety Complex</b>	<b>\$93,528.00</b>	<b>\$81,399.17</b>	<b>\$12,128.83</b>

**Nursery School**

Purchased Services	\$3,580.00	\$2,510.00	\$1,070.00
<b>Total Nursery School</b>	<b>\$3,580.00</b>	<b>\$2,510.00</b>	<b>\$1,070.00</b>

**Police Department**

Department Head Salary	\$149,940.00	\$149,940.00	\$0.00
Salaries/Wages	\$2,439,539.00	\$2,160,466.06	\$279,072.94
Longevity	\$7,500.00	\$6,700.00	\$800.00
Emergency Management Stipend	\$6,000.00	\$6,000.00	\$0.00
OvertimeWages	\$463,281.00	\$425,814.12	\$37,466.88
Retroactive Pay	\$23,000.00	\$21,749.48	\$1,250.52
Retroactive Overtime	\$5,000.00	\$4,708.34	\$291.66
Purchased Services	\$96,060.00	\$86,220.64	\$9,839.36
Supplies/Expenses	\$65,850.00	\$62,051.52	\$3,798.48
Other Charges/Expenses	\$10,257.00	\$8,681.40	\$1,575.60
Capital Outlay	\$121,700.00	\$119,508.93	\$2,191.07
<b>Total Police Department</b>	<b>\$3,388,127.00</b>	<b>\$3,051,840.49</b>	<b>\$336,286.51</b>

**Fire Department**

Department Head Salary	\$120,276.00	\$120,276.00	\$0.00
Salaries/Wages	\$1,220,960.00	\$992,660.26	\$228,299.74
Encumbered Salary	\$0.00	\$0.00	\$0.00
Longevity	\$2,250.00	\$1,900.00	\$350.00
Overtime	\$242,274.00	\$218,958.99	\$23,315.01
Encumbered Overtime	\$0.00	\$0.00	\$0.00
Purchased Services	\$136,562.00	\$131,152.13	\$5,409.87
Encumbered Purchase Services	\$2,178.75	\$0.00	\$2,178.75
Supplies/Expenses	\$76,500.00	\$75,404.51	\$1,095.49
Encumbered Supplies/Expenses	\$1,053.83	\$1,053.83	\$0.00
Other Charges/Expenses	\$4,600.00	\$2,876.99	\$1,723.01
<b>Total Fire Department</b>	<b>\$1,806,654.58</b>	<b>\$1,544,282.71</b>	<b>\$262,371.87</b>

**Building Inspector**

Department Head Salary	\$91,114.00	\$89,084.49	\$2,029.51
Salaries/Wages	\$43,115.00	\$42,879.70	\$235.30
Longevity	\$300.00	\$300.00	\$0.00
Purchased Services	\$1,620.00	\$120.00	\$1,500.00
Supplies/Expenses	\$3,039.00	\$854.21	\$2,184.79
Encumbered Supplies/Expenses	\$0.00	\$0.00	\$0.00

Other Charges/Expenses	\$700.00	\$220.00	\$480.00
<b>Total Building Inspector</b>	<b>\$139,888.00</b>	<b>\$133,458.40</b>	<b>\$6,429.60</b>
<b>Sealer</b>			
Purchased Services	\$5,350.00	\$5,300.00	\$50.00
<b>Total Sealer</b>	<b>\$5,350.00</b>	<b>\$5,300.00</b>	<b>\$50.00</b>
<b>Inspectors</b>			
Salaries/Wages	\$51,900.00	\$51,900.00	\$0.00
Purchased Services	\$593.00	\$0.00	\$593.00
Supplies/Expenses	\$220.00	\$0.00	\$220.00
Other Charges/Expenses	\$2,465.00	\$900.00	\$1,565.00
<b>Total Inspectors</b>	<b>\$55,178.00</b>	<b>\$52,800.00</b>	<b>\$2,378.00</b>
<b>Tree Warden</b>			
Department Head Salary	\$8,963.00	\$8,963.00	\$0.00
Purchased Services	\$16,956.00	\$16,725.60	\$230.40
Supplies/Expenses	\$675.00	\$0.00	\$675.00
Other Charges/Expenses	\$1,185.00	\$945.00	\$240.00
<b>Total Tree Warden</b>	<b>\$27,779.00</b>	<b>\$26,633.60</b>	<b>\$1,145.40</b>
<b>Education</b>			
Burgess Elementary	\$12,379,567.00	\$7,965,652.18	\$4,413,914.82
School Encumbrance	\$0.00	\$0.00	\$0.00
Summer Payroll	\$435,180.18	\$435,180.18	\$0.00
Tantasqua Town Share	\$7,708,896.00	\$7,708,896.00	\$0.00
Tantasqua Town Assessment	\$116,504.00	\$116,504.00	\$0.00
Charter School Transportation	\$6,000.00	\$0.00	\$6,000.00
Supplies	\$0.00	\$3,616,571.91	(\$3,616,571.91)
Encumbered Supplies	\$24,792.06	\$24,729.09	\$62.97
<b>Total Education</b>	<b>\$20,670,939.24</b>	<b>\$19,867,533.36</b>	<b>\$803,405.88</b>
<b>Department of Public Works</b>			
Department Head Salary	\$93,309.36	\$93,309.36	\$0.00
Salaries/Wages	\$871,933.49	\$800,001.62	\$71,931.87
Longevity	\$750.00	\$750.00	\$0.00
Overtime	\$18,722.15	\$18,722.15	\$0.00
Purchased Services	\$88,750.00	\$86,656.79	\$2,093.21
Encumbered Purchased Services	\$530.55	\$530.55	\$0.00
Supplies/Expenses	\$96,000.00	\$93,724.60	\$2,275.40
Encumbered Supplies	\$941.45	\$941.45	\$0.00
Other Charges/Expenses	\$6,800.00	\$5,505.23	\$1,294.77
<b>Total Department of Public Works</b>	<b>\$1,177,737.00</b>	<b>\$1,100,141.75</b>	<b>\$77,595.25</b>
<b>Town Roads</b>			
Private Road Maintenance	\$6,000.00	\$2,018.19	\$3,981.81
<b>Total Town Roads</b>	<b>\$6,000.00</b>	<b>\$2,018.19</b>	<b>\$3,981.81</b>

**Snow & Ice Removal**

Overtimes	\$77,899.89	\$77,899.89	\$0.00
Purchased Services	\$37,397.31	\$37,397.31	\$0.00
Supplies/Expenses	\$248,706.74	\$248,706.74	\$0.00
<b>Total Snow &amp; Ice Removal</b>	<b>\$364,003.94</b>	<b>\$364,003.94</b>	<b>\$0.00</b>

**Recycling Center**

Salaries/Wages	\$126,340.00	\$120,258.66	\$6,081.34
Longevity	\$400.00	\$400.00	\$0.00
Overtime	\$1,500.00	\$1,500.00	\$0.00
Purchased Services	\$178,371.81	\$161,909.82	\$16,461.99
Encumbered Purchased Services	\$0.00	\$0.00	\$0.00
Supplies/Expenses	\$1,163.19	\$1,163.19	\$0.00
<b>Total Landfill</b>	<b>\$307,775.00</b>	<b>\$285,231.67</b>	<b>\$22,543.33</b>

**Board of Health**

Department Head Salary	\$80,104.00	\$80,104.00	\$0.00
Salaries/Wages	\$26,258.00	\$20,735.34	\$5,522.66
Purchased Services	\$4,450.00	\$2,623.81	\$1,826.19
Supplies/Expenses	\$2,350.00	\$2,082.23	\$267.77
Other Charges/Expenses	\$1,800.00	\$1,505.26	\$294.74
<b>Total Board of Health</b>	<b>\$114,962.00</b>	<b>\$107,050.64</b>	<b>\$7,911.36</b>

**Health Care**

Community Health Care	\$5,000.00	\$2,000.00	\$3,000.00
<b>Total Health Care</b>	<b>\$5,000.00</b>	<b>\$2,000.00</b>	<b>\$3,000.00</b>

**Inspections & Testing**

Public Inspections	\$51,047.00	\$50,990.50	\$56.50
<b>Total Inspections &amp; Testing</b>	<b>\$51,047.00</b>	<b>\$50,990.50</b>	<b>\$56.50</b>

**Council on Aging**

Department Head Salary	\$71,204.00	\$71,203.93	\$0.07
Salaries/Wages	\$70,265.00	\$66,696.18	\$3,568.82
Longevity	\$625.00	\$625.00	\$0.00
Purchased Services	\$2,140.00	\$1,241.59	\$898.41
Supplies/Expenses	\$1,700.00	\$937.94	\$762.06
Other Charges/Expenses	\$725.00	\$691.04	\$33.96
Medical Transportation	\$4,000.00	\$0.00	\$4,000.00
<b>Total Council on Aging</b>	<b>\$150,659.00</b>	<b>\$141,395.68</b>	<b>\$9,263.32</b>

**Veterans' Services**

Department Head Salary	\$9,844.00	\$9,844.00	\$0.00
Purchased Services	\$250.00	\$0.00	\$250.00
Supplies/Expenses	\$575.00	\$147.69	\$427.31
American Legion Expenses	\$1,600.00	\$1,600.00	\$0.00
Memorial & Veterans Day	\$3,200.00	\$3,200.00	\$0.00
Other Charges/Expenses	\$500.00	\$85.00	\$415.00



Veterans' Benefits	\$55,000.00	\$47,502.84	\$7,497.16
<b>Total Veterans' Services</b>	<b>\$70,969.00</b>	<b>\$62,379.53</b>	<b>\$8,589.47</b>

**Joshua Hyde Library**

Department Head Salary	\$94,000.00	\$94,000.00	\$0.00
Salaries/Wages	\$310,292.00	\$306,158.42	\$4,133.58
Longevity	\$1,100.00	\$1,100.00	\$0.00
Purchased Services	\$19,672.00	\$14,991.22	\$4,680.78
Encumbered Purchased Services	\$3,600.00	\$3,231.79	\$368.21
Supplies/Expenses	\$0.00	\$0.00	\$0.00
Library Supplies/ Books & Media	\$105,000.00	\$105,000.00	\$0.00
Other Charges/Expenses	\$2,400.00	\$2,396.44	\$3.56
<b>Total Joshua Hyde Library</b>	<b>\$536,064.00</b>	<b>\$526,877.87</b>	<b>\$9,186.13</b>

**Recreation Department**

Department Head Salary	\$61,109.00	\$61,109.00	\$0.00
Salaries/Wages	\$33,114.00	\$28,914.88	\$4,199.12
Purchased Services	\$12,507.00	\$12,240.62	\$266.38
Supplies/Expenses	\$4,205.00	\$4,200.18	\$4.82
Team Sports	\$7,500.00	\$1,455.00	\$6,045.00
Other Charges/Expenses	\$210.00	\$0.00	\$210.00
<b>Total Recreation Department</b>	<b>\$118,645.00</b>	<b>\$107,919.68</b>	<b>\$10,725.32</b>

**Trails**

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

**Historical Commission**

Purchased Services	\$1,750.00	\$88.97	\$1,661.03
Supplies/Expenses	\$100.00	\$0.00	\$100.00
Other Charges/Expenses	\$200.00	\$0.00	\$200.00
<b>Total Historical Commission</b>	<b>\$2,050.00</b>	<b>\$88.97</b>	<b>\$1,961.03</b>

**Debt Service - Principal**

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

**Debt Service - Interest**

Burgess Renovation	\$52,214.00	52,214.00	0.00
Town Hall/Center Office Building	\$279,229.00	279,229.00	0.00
Short Term Interest	\$5,000.00	0.00	5,000.00
Thall Debt Exclusion	\$438.00	438.00	0.00
Burgess Debt Exclusion	\$19,848.50	19,848.50	0.00
<b>Total Debt Service - Interest</b>	<b>\$356,729.50</b>	<b>\$351,729.50</b>	<b>\$5,000.00</b>

**Comm of Mass - Assessment**

MV Non-Renewal Surcharge	\$10,040.00	\$9,380.00	\$660.00
Air Pollution	\$2,994.00	\$2,994.00	\$0.00
Regional Transit	\$34,477.00	\$34,477.00	\$0.00
School Choice Assessment	\$102,632.00	\$62,941.00	\$39,691.00
Mosquito Control Project	\$108,797.00	\$108,797.00	\$0.00
Charter School Assessment	\$158,530.00	\$284,750.00	(\$126,220.00)
<b>Total Comm of Mass - Assessment</b>	<b>\$417,470.00</b>	<b>\$503,339.00</b>	<b>(\$85,869.00)</b>

### Capital Projects

HVAC Study Replace	\$18,700.00	\$18,500.00	\$200.00
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
Holmatro Rescue Tool	\$41,500.00	\$37,716.00	\$3,784.00
Copier COB	\$8,000.00	\$7,978.80	\$21.20
3/4 Ton Pickup W/Plow DPW	\$39,950.00	\$0.00	\$39,950.00
Copier Library	\$9,600.00	\$9,583.63	\$16.37
Ground Speed Spreader System	\$12,000.00	\$11,500.00	\$500.00
Animal Control Fencing & Sign	\$6,500.00	\$6,500.00	\$0.00
Lift Operators Replacement	\$15,000.00	\$11,260.45	\$3,739.55
Lightning Protection Town Building	\$97,000.00	\$86,848.60	\$10,151.40
3/4 ton Pickup W/Plow W&S	\$39,950.00	\$0.00	\$39,950.00
Ford Explorer	\$52,750.00	\$47,238.70	\$5,511.30
Six Rifles & Magazines	\$6,852.00	\$6,293.75	\$558.25
Interior Security Camera System	\$27,300.00	\$0.00	\$27,300.00
Apparatus Technology Update	\$76,527.00	\$0.00	\$76,527.00
Skid-Steer Loader W/Attachment	\$49,000.00	\$48,361.49	\$638.51
Basement Archival Storage COB	\$20,200.00	\$20,193.21	\$6.79
Rehabilitation of Building North Cemetery	\$35,140.00	\$35,140.00	\$0.00
Senor Center Feasibility	\$26,193.27	\$5,000.00	\$21,193.27
HVAC Study Replace	\$35,000.00	\$17,500.00	\$17,500.00
SCBA Voice Amplifier Device	\$26,900.00	\$0.00	\$26,900.00
Nursery School Fire Alarm	\$25,650.00	\$4,986.04	\$20,663.96
Apparatus Floor	\$95,000.00	\$89,900.00	\$5,100.00
PSC Entrance Trim	\$7,400.00	\$7,400.00	\$0.00
Ford Escape Fleet Vehicle	\$28,500.00	\$0.00	\$28,500.00
ART-33-FY10-ADA Access	\$20,000.00	\$7,474.00	\$12,526.00
Camery System TH &COB	\$6,213.16	\$0.00	\$6,213.16
Grinder Pump	\$8,638.34	\$0.00	\$8,638.34
Exterior Storage Containers	\$3,880.00	\$3,880.00	\$0.00
Station Alerting System	\$12,750.00	\$0.00	\$12,750.00
Fire Pumper FY21	\$686,833.09	\$587,039.54	\$99,793.55
<b>Total Capital Projects</b>	<b>\$1,646,926.86</b>	<b>\$1,070,294.21</b>	<b>\$576,632.65</b>

### Unpaid Prior Year Bills

Unpaid Prior Year Bills	\$0.00	\$0.00	\$0.00
<b>Unpaid Prior Year Bills</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Unclassified**

Group Insurance	\$1,820,000.00	\$1,795,231.86	\$24,768.14
Unemployment Insurance	\$25,000.00	\$15,471.18	\$9,528.82
Worcester Regional Retirement	\$1,674,824.00	\$1,674,824.00	\$0.00
Medicare Tax	\$255,000.00	\$245,910.94	\$9,089.06
Street Lights	\$60,000.00	\$0.00	\$60,000.00
Energy Consultant	\$4,000.00	\$0.00	\$4,000.00
Engineering/Professional Service	\$20,000.00	\$8,615.00	\$11,385.00
Town Audit	\$31,000.00	\$31,000.00	\$0.00
School Audit	\$4,000.00	\$4,000.00	\$0.00
OPEB Study	\$8,500.00	\$7,000.00	\$1,500.00
Legal Fees	\$10,000.00	\$3,293.60	\$6,706.40
Tax Title - Ch. 60 Sec. 50B	\$5,000.00	\$3,882.90	\$1,117.10
Town Report	\$3,000.00	\$2,732.24	\$267.76
Insurance Blanket	\$397,000.00	\$382,368.20	\$14,631.80
Reserve Fund	\$52,151.36	\$0.00	\$52,151.36
Insurance Deductable	\$5,000.00	\$3,000.00	\$2,000.00
Future Wage Obligation	\$302.50	\$302.50	\$0.00
<b>Total Unclassified</b>	<b>\$4,374,777.86</b>	<b>\$4,177,632.42</b>	<b>\$197,145.44</b>

**Central Purchasing**

Telephone	\$35,000.00	\$15,813.98	\$19,186.02
Enc. Telephone	\$250.00	\$250.00	\$0.00
Postage	\$21,000.00	\$20,925.27	\$74.73
Water/ Sewer	\$12,000.00	\$7,542.95	\$4,457.05
Slate Roof Maintenance Plan	\$7,000.00	\$5,400.00	\$1,600.00
Copier Supplies	\$6,100.00	\$4,984.92	\$1,115.08
Enc. Copies	\$687.65	\$587.65	\$100.00
Gasoline	\$165,000.00	\$156,595.65	\$8,404.35
COVID Expenses	\$20,000.00	\$10,772.36	\$9,227.64
Fleet Vehicles	\$6,000.00	\$6,000.00	\$0.00
EZ Pass	\$1,200.00	\$444.72	\$755.28
Electricity	\$94,817.40	\$94,817.40	\$0.00
Enc Electricity	\$14,788.81	\$10,124.63	\$4,664.18
Trash Removal	\$7,000.00	\$6,368.06	\$631.94
Fire Extinguishers	\$3,000.00	\$2,672.65	\$327.35
<b>Total Central Purchasing</b>	<b>\$393,843.86</b>	<b>\$343,300.24</b>	<b>\$50,543.62</b>

**Recurring Articles**

Road Construction and Repairs	\$277,959.12	\$178,498.94	\$99,460.18
Revaluation	\$86,077.50	\$13,460.00	\$72,617.50
MS4 Permitting	\$36,000.00	\$4,000.00	\$32,000.00
Public Highway Shade Tree	\$6,054.38	\$0.00	\$6,054.38
<b>Total Recurring Articles</b>	<b>\$406,091.00</b>	<b>\$195,958.94</b>	<b>\$210,132.06</b>

**Nonrecurring Articles**

Radio System Evaluation	\$170,000.00	\$70,041.06	\$99,958.94
South Pond Alum Treatment	\$55,000.00	\$0.00	\$55,000.00
Strategic Planting Plan	\$6,000.00	\$0.00	\$6,000.00

Southbridge Landfill	\$42,745.00	\$0.00	\$42,745.00
Codification Services	\$1,561.40	\$0.00	\$1,561.40
Recreation Feasibility	\$26,579.32	\$7,875.80	\$18,703.52
Library HVAC	\$10,000.00	\$6,617.50	\$3,382.50
Abandoned Building	\$75,000.00	\$0.00	\$75,000.00
Cemetery Records	\$13,500.00	\$0.00	\$13,500.00
Landfill Drove	\$2,166.66	\$2,166.66	\$0.00
<b>Total Nonrecurring Articles</b>	<b>\$402,552.38</b>	<b>\$86,701.02</b>	<b>\$315,851.36</b>

**Transfers**

Transfer to Ambulance Stabilization	\$30,000.00	\$30,000.00	\$0.00
Transfer to OPEB Trust	\$100,000.00	\$100,000.00	\$0.00
Transfer to SRF	\$3,600.44	\$3,600.44	\$0.00
<b>Total Transfers</b>	<b>\$133,600.44</b>	<b>\$133,600.44</b>	<b>\$0.00</b>

<b>Total General Fund</b>	<b>\$40,173,563.53</b>	<b>\$37,137,146.69</b>	<b>\$3,036,416.84</b>
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**Sturbridge Tourist Association**

Salaries/ Wages	\$29,665.00	\$29,665.00	\$0.00
Employee Benefits	\$7,456.36	\$7,456.36	\$0.00
Marketing/ Advertising	\$130,419.14	\$118,865.43	\$11,553.71
Community Support	\$9,922.00	\$9,876.30	\$45.70
<b>Total Sturbridge Area Tourist Association</b>	<b>\$177,462.50</b>	<b>\$165,863.09</b>	<b>\$11,599.41</b>

**Betterment Committee**

Flower Barrels	\$2,200.00	\$2,174.07	\$25.93
TownHall Landscaping	\$0.00	\$0.00	\$0.00
Wayfinding Street Scapes	\$75,167.90	\$0.00	\$75,167.90
Town Hall & COB Beautification	\$2,500.00	\$690.00	\$1,810.00
Main Street & Park Tree Maint.	\$2,000.00	\$2,000.00	\$0.00
Bloom Committee	\$575.00	\$338.61	\$236.39
Concert on the Common	\$4,000.00	\$4,000.00	\$0.00
Tree Planting Arbor Day	\$1,910.00	\$1,910.00	\$0.00
Tree Maint. Common & Cemetary	\$7,322.00	\$1,139.98	\$6,182.02
Library Landscaping Service	\$3,800.00	\$725.92	\$3,074.08
Common Decorations	\$4,445.00	\$4,445.00	\$0.00
Trail Contruction & Maint.	\$312.52	\$288.39	\$24.13
Cedar Lake Treatment	\$3,590.00	\$1,795.00	\$1,795.00
SLAC	\$6,000.00	\$5,546.97	\$453.03
Tree Maintenance	\$10,000.00	\$8,357.00	\$1,643.00
Police Special Events	\$10,000.00	\$9,991.49	\$8.51
Town Office Decorations	\$4,000.00	\$3,775.00	\$225.00
Protective Fire Gear	\$54,000.00	\$0.00	\$54,000.00
Special Events	\$6,000.00	\$5,938.00	\$62.00
Recon Power Bike	\$5,369.00	\$5,364.30	\$4.70
Turner Field Rehab	\$6,819.00	\$6,819.00	\$0.00
Comm Tourist District Plan	\$21,823.22	\$0.00	\$21,823.22
Sidewalk Maint.	\$34,509.08	\$960.14	\$33,548.94
Fire Special Events	\$7,300.00	\$6,314.79	\$985.21

# ANNUAL ACCOUNTING OF REVOLVING FUNDS

July 1, 2021- June 30, 2022

## RECREATION REVOLVING FUND

Starting Balance	\$	31,121.41
Revenue	\$	20,935.89
Expenditures	\$	26,919.39
<b>Ending Balance</b>	<b>\$</b>	<b>25,137.91</b>

## PLANNING DEPARTMENT REVOLVING FUND

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

## FIRE DEPARTMENT HAZMAT REVOLVING FUND

Starting Balance	\$	5,945.20
Revenue	\$	-
Expenditures	\$	1,957.15
<b>Ending Balance</b>	<b>\$</b>	<b>3,988.05</b>

## CONSERVATION COMMISSION REVOLVING FUND (PUBLIC LANDS)

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

## SENIOR CENTER REVOLVING FUND

Starting Balance	\$	3,181.85
Revenue	\$	8,287.00
Expenditures	\$	10,000.00
<b>Ending Balance</b>	<b>\$</b>	<b>1,468.85</b>

## STURBRIDGE TOURIST ASSOCIATION REVOLVING FUND

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

## BOARD OF HEALTH REVOLVING FUND

Starting Balance	\$	51,938.00
Revenues	\$	1,395.00
Expenditures	\$	12,484.13
<b>Ending Balance</b>	<b>\$</b>	<b>40,848.87</b>

## PAY AS YOU THROW PROGRAM

Starting Balance	\$	145,265.26
Revenues	\$	33,400.00

Expenditures	\$	14,541.00
<b>Ending Balance</b>	\$	164,124.26

**CPR**

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

**HOUSE NUMBERING**

Starting Balance	\$	45.21
Revenues	\$	654.00
Expenditures	\$	166.58
<b>Ending Balance</b>	\$	532.63

## REPORT OF THE BOARD OF ASSESSORS 2022

The Board of Assessors received approval of the Fiscal 2023 tax rate and the tax bills were mailed on October 1st, 2022. The total assessed value of the Town of Sturbridge is \$1,609,896,953.00. The total amount to be raised is \$48,491,604.38 and the total estimated receipts and other revenue sources are \$19,400,766.44 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 \$18.07

### CLASSIFIED TAX LEVIES AND RATES:

<b>Class</b>	<b>Levy Percentage</b>	<b>Levy by Class</b>	<b>Valuation</b>	<b>Tax Rate</b>
<b>Residential</b>	<b>84.3036</b>	<b>24,524,623.65</b>	<b>1,357,200,551</b>	<b>18.07</b>
<b>Open Space</b>	<b>0.0850</b>	<b>24,727.21</b>	<b>1,369,383</b>	<b>18.07</b>
<b>Commercial</b>	<b>9.7834</b>	<b>2,846,073.04</b>	<b>157,502,599</b>	<b>18.07</b>
<b>Industrial</b>	<b>2.1677</b>	<b>630,602.09</b>	<b>34,897,100</b>	<b>18.07</b>
<b>Personal</b>	<b>3.6603</b>	<b>1,064,811.94</b>	<b>58,927,320</b>	<b>18.07</b>

In Fiscal 2022 there are 4462 Real Estate parcels, 563 Personal Property parcels, 18 supplemental tax bills, and the new growth is \$535,398. There were 11,767 motor vehicle bills issued in calendar year 2022.

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

Respectfully submitted  
Paul Murphy, Chairman (2024)  
Lorraine Herbert, Vice Chairman (2025)  
Moirra McGrath, Secretary (2023)

Board of Assessors

## REPORT OF THE TOWN CLERK 2022

2022 Started off with a very busy January with a Special Town Election for the Proposition 2 ½ Senior Center Renovation.

<b>SPECIAL TOWN ELECTION</b>				
<b>24-Jan-22</b>				
<b>ONE QUESTION -Proposition Override Exemption for Senior Center?</b>				
	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>PRECINCT 3</b>	<b>TOTALS</b>
<b>BALLOT QUESTION</b>				
<b>YES VOTES</b>	<b>90</b>	<b>101</b>	<b>98</b>	<b>289</b>
<b>NO VOTES</b>	<b>69</b>	<b>59</b>	<b>44</b>	<b>172</b>
<b>BLANK</b>				
<b>TOTAL VOTES CAST</b>	<b>159</b>	<b>160</b>	<b>142</b>	<b>461</b>
<b>TOTAL # REG VOTERS</b>	<b>2413</b>	<b>2417</b>	<b>2229</b>	<b>6925</b>
<b>% OF VOTER TURN OUT</b>	<b>7%</b>	<b>7%</b>	<b>6%</b>	<b>7%</b>

Poll Workers included: Tim Bardsley, Joan Chamberland, Mary Ellen Comerford, Elaine Cook, David Covino, Marie Dubrey, Nancy Fors, Patricia Howard, Robert Knight, Michelle Moran, Sandra Quigley, Patricia Roy, Susan Schwartz, Bev Spreeman, Ron Stietzel, Barbara Stietzel, Diane Trapasso, Chris Wilson and Assistant Town Clerk - Tim Bardsley, Joan Chamberland, Mary Ellen Comerford, Sheila O'Connell. Lynne Girouard - Town Clerk, swore the poll workers in and led them in the Pledge of Allegiance. She reviewed procedures for inactive voters, provisional ballots and those needing to show ID.

461 registered voters came out to cast their vote for a 7% turnout.



ANNUAL TOWN ELECTION				
Monday, April 11, 2022				
* indicates incumbent				
	<u>PRECINCT 1</u>	<u>PRECINCT 2</u>	<u>PRECINCT 3</u>	<u>TOTALS</u>
<b><u>BOARD OF SELECTMEN</u></b>				
<i>For 3 years</i>	<i>Vote for One</i>			0
Blank	7	3	8	18
Mary Dowling*	241	216	197	654
Susan Shea	79	118	123	320
Write In	2	0	3	5
				0
<b><u>Town Clerk</u></b>				
<i>For 3 years</i>	<i>Vote for One</i>			0
Blank	43	64	55	162
Lynne Girouard*	286	272	273	831
Write In	0	0	1	1
				0
<b><u>ASSESSOR</u></b>				
<i>For 3 year</i>	<i>Vote for One</i>			0
Blank	66	79	70	215
H. Lorraine Herbert	262	257	255	774
Write in	1	1	2	4
				0
<b><u>Board of Health</u></b>				
				0

<i>For 3 year</i>	<i>Vote for One</i>				<b>0</b>
Blank	<b>72</b>	<b>78</b>	<b>77</b>		<b>227</b>
Richard Volpe*	<b>257</b>	<b>257</b>	<b>250</b>		<b>764</b>
Write In	<b>0</b>	<b>1</b>	<b>1</b>		<b>2</b>
					<b>0</b>
<b><u>STURBRIDGE SCHOOL COMMITTEE</u></b>					<b>0</b>
<i>For 3 years</i>	<i>Vote for Two</i>				<b>0</b>
Blank	<b>193</b>	<b>206</b>	<b>215</b>		<b>614</b>
Jacqueline Chechile	<b>241</b>	<b>226</b>	<b>214</b>		<b>681</b>
Jenna Ventetuolo	<b>201</b>	<b>221</b>	<b>202</b>		<b>624</b>
Write In	<b>23</b>	<b>14</b>	<b>21</b>		<b>58</b>
Whitney Goodwin	<b>19</b>	<b>12</b>	<b>17</b>		<b>48</b>
<b><u>STURBRIDGE SCHOOL COMMITTEE</u></b>					<b>0</b>
<i>For 1 year</i>	<i>Vote for One</i>				<b>0</b>
Blank	<b>25</b>	<b>37</b>	<b>33</b>		<b>95</b>
Whitney Goodwin	<b>75</b>	<b>65</b>	<b>69</b>		<b>209</b>
Lisa Meunier	<b>228</b>	<b>232</b>	<b>226</b>		<b>686</b>
Write In	<b>1</b>	<b>1</b>	<b>3</b>		<b>5</b>
<b><u>TANTASQUA SCHOOL COMMITTEE</u></b>					<b>0</b>
<i>For 3 years</i>	<i>Vote for Two</i>				<b>0</b>
Blank	<b>169</b>	<b>187</b>	<b>184</b>		<b>540</b>
William J. Haggerty*	<b>249</b>	<b>245</b>	<b>223</b>		<b>717</b>
Kristen M.. Leo*	<b>239</b>	<b>236</b>	<b>243</b>		<b>718</b>
Write In	<b>1</b>	<b>1</b>	<b>8</b>		<b>10</b>
					<b>0</b>

<b><u>RECREATION COMMITTEE</u></b>				<b>0</b>
<i>For 3 years</i> <i>Vote for Two</i>				<b>0</b>
Blank	<b>136</b>	<b>146</b>	<b>162</b>	<b>444</b>
Mary Lou Volpe*	<b>214</b>	<b>215</b>	<b>200</b>	<b>629</b>
Josh Cottone	<b>148</b>	<b>183</b>	<b>171</b>	<b>502</b>
James F. Rosseel	<b>160</b>	<b>124</b>	<b>126</b>	<b>410</b>
Write In	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
				<b>0</b>
<b><u>ZONING BOARD OF APPEALS</u></b>				<b>0</b>
<i>For 3 years</i> <i>Vote for Two</i>				<b>0</b>
Blank	<b>191</b>	<b>191</b>	<b>205</b>	<b>587</b>
Fidelis Onwubueke*	<b>238</b>	<b>237</b>	<b>226</b>	<b>701</b>
Thomas Welch	<b>229</b>	<b>235</b>	<b>225</b>	<b>689</b>
Write In	<b>0</b>	<b>2</b>	<b>1</b>	<b>3</b>
				<b>0</b>
<b><u>CONSTABLE</u></b>				<b>0</b>
<i>For 3 years</i> <i>Vote for One</i>				<b>0</b>
Blank	<b>80</b>	<b>98</b>	<b>76</b>	<b>254</b>
L. David Covino*	<b>249</b>	<b>237</b>	<b>252</b>	<b>738</b>
Write In	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>
				<b>0</b>
<b><u>LIBRARY TRUSTEES</u></b>				<b>0</b>
<i>For 3 years</i> <i>Vote for Three</i>				<b>0</b>
Blanks	<b>251</b>	<b>266</b>	<b>302</b>	<b>819</b>
Melissa Earls*	<b>252</b>	<b>251</b>	<b>230</b>	<b>733</b>

Joyce Sinnott*	238	241	226	705
Shin-Yi (Alice) Kao	245	241	228	714
Write In	1	4	1	6
				16919
<b>TOTAL VOTES CAST</b>	<b>328</b>	<b>336</b>	<b>331</b>	<b>995</b>
<b>TOTAL # REG VOTERS</b>	<b>2379</b>	<b>2440</b>	<b>2242</b>	<b>7061</b>
<b>% OF VOTER TURN OUT</b>	<b>14%</b>	<b>14%</b>	<b>15%</b>	<b>14%</b>
<p>Election Workers included: Tim Bardsley, Joan Chamberland, Al Champagne, Mary Ellen Comerford, Elaine Cook, Marie Dubrey, Cheryl Economous, Nancy Fors, Sandra Gibson-Quigley, Pat Howard, Robert Knight, Michelle Moran, Jack Ouimet, Pat Roy, Susan Schwartz, Beverly Spreeman, Diane Trapasso, Chris Wilson.  Processing our Absentee Ballots were Barbara Steitzel , Ron Stietzel. Assistant Town Clerk Sheila O'Connell, swore the poll workers in and lead them in the Pledge of Allegiance.  # registered voters casted their vote for a % turnout.</p>				

STATE PRIMARY ELECTION				
.September 6, 2022				
	PRECINCT 1	PRECINCT 2	PRECINCT 3	SUM TOTALS
<b>GOVERNOR (DEM)</b>				
Sonia Rosa Chang-Diaz -D	39	40	43	122
Maura Healy - D	301	264	269	834
	0	0	0	0
Write-In's	0	1	0	1
	0	0	0	0
Blank	3	2	8	13
<b>LIEUTENANT GOVERNOR (DEM)</b>				
Kimberly Driscoll - D	121	92	122	335
Tami Gouveia - D	75	46	43	164

<b>Eric P. Lesser - D</b>	137	152	137	426
	0	0	0	0
<b>Write-In's</b>	0	0	0	0
	0	0	0	0
<b>Blank</b>	10	17	18	45
<b>ATTORNEY GENERAL (DEM)</b>				
<b>Andrea Joy Campbell - D</b>	120	108	147	375
<b>Shannon Erika Liss-Riordan - D</b>	160	108	100	368
<b>Quentin Palfrey - D</b>	59	71	60	190
	0	0	0	0
<b>Write-In's</b>	0	2	0	2
	0	0	0	0
<b>Blank</b>	4	18	13	35
<b>SECRETARY OF STATE (DEM)</b>				
<b>William Francis Galvin - D</b>	252	223	243	718
<b>Tanisha M. Sullivan - D</b>	90	78	76	244
	0	0	0	0
<b>Write-In's</b>	0	0	0	0
	0	0	0	0
<b>Blank</b>	1	6	1	8
<b>TREASURER (DEM)</b>				
<b>Deborah B. Goldberg- D</b>	310	259	263	832
	0	0	0	0
<b>Write-In's</b>	0	3	0	3
	0	0	0	0
<b>Blank</b>	33	45	57	135
<b>AUDITOR (DEM)</b>				
<b>Christopher S. Dempsey - D</b>	135	103	127	365
<b>Diana DiZoglio - D</b>	189	175	162	526
	0	0	0	0
<b>Write-In's</b>	0	0	1	1
	0	0	0	0
<b>Blank</b>	19	29	30	78
<b>REPRESENTATIVE IN CONGRESS (DEM)</b>				
<b>Richard E. Neal - D</b>	305	270	277	852
	0	0	0	0
<b>Write-In's</b>	4	3	2	9
	0	0	0	0
<b>Blank</b>	34	34	41	109
<b>COUNCILLOR (DEM)</b>				
<b>Paul M. DePaulo - D</b>	297	247	254	798

	0	0	0	0
Write-In's	2	2	0	4
	0	0	0	0
Blank	44	58	66	168
<b>SENATOR IN GENERAL COURT (DEM)</b>				
No Democratic Candidate	0	0	0	0
	0	0	0	0
Write-In's	38	36	32	106
	0	0	0	0
Blank	305	271	288	864
<b>REPRESENTATIVE IN GENERAL COURT (DEM)</b>				
No Democratic Candidate	0	0	0	0
	0	0	0	0
Write-In's	32	38	28	98
	0	0	0	0
Blank	311	269	292	872
<b>DISTRICT ATTORNEY (DEM)</b>				
Joseph D. Early Jr. - D	294	255	265	814
	0	0	0	0
Write-In's	1	2	0	3
	0	0	0	0
Blank	48	50	55	153
<b>SHERIFF (DEM)</b>				
David M. Fontaine - D	293	237	248	778
	0	0	0	0
Write-In's	0	3	1	4
	0	0	0	0
Blank	50	67	71	188
<b>GOVERNOR (REP)</b>				
Geoff Diehl - R	76	97	90	263
Chris Doughty - R	111	112	97	320
	0	0	0	0
Write-In's	1	3	1	5
	0	0	0	0
Blank	1	4	0	5
<b>LIEUTENANT GOVERNOR (REP)</b>				
Leah V. Allen - R	49	66	49	164
Kate Campanale - R	134	142	130	406
	0	0	0	0
Write-In's	2	1	1	4
	0	0	0	0

Blank	4	7	8	19
<b>ATTORNEY GENERAL (REP)</b>				
James R. McMahon - R	154	173	142	469
	0	0	0	0
Write-In's	1	1	2	4
	0	0	0	0
Blank	34	42	44	120
<b>SECRETARY OF STATE (REP)</b>				
Rayla Campbell - R	153	167	141	461
	0	0	0	0
Write-In's	1	2	2	5
	0	0	0	0
Blank	35	47	45	127
<b>TREASURER (REP)</b>				
No Republican Candidate	0	0	0	0
	0	0	0	0
Write-In's	10	12	15	37
	0	0	0	0
Blank	179	204	173	556
<b>AUDITOR (REP)</b>				
Anthony Amore - R	152	166	138	456
	0	0	0	0
Write-In's	0	1	0	1
	0	0	0	0
Blank	37	49	50	136
<b>REPRESENTATIVE IN CONGRESS (REP)</b>				
Dean James Martilli - R	153	164	134	451
	0	0	0	0
Write-In's	1	0	1	2
	0	0	0	0
Blank	35	52	53	140
<b>COUNCILLOR (REP)</b>				
Gary Galonek - R	160	185	148	493
	0	0	0	0
Write-In's	1	2	0	3
	0	0	0	0
Blank	28	29	40	97
<b>SENATOR IN GENERAL COURT (REP)</b>				
Ryan C. Fattman - R	155	179	147	481
	0	0	0	0
Write-In's	1	1	1	3

	0	0	0	0
<b>Blank</b>	33	36	40	109
<b>REPRESENTATIVE IN GENERAL COURT (REP)</b>				
<b>Todd M. Smola - R</b>	158	187	15	360
	0	0	0	0
<b>Write-In's</b>	0	0	1	1
	0	0	0	0
<b>Blank</b>	31	29	37	97
<b>DISTRICT ATTORNEY (REP)</b>				
<b>No Republican Candidate</b>	0	0		0
	0	0	0	0
<b>Write-In's</b>	16	11	23	50
	0	0	0	0
<b>Blank</b>	173	205	165	543
<b>SHERIFF (REP)</b>	189	216	188	593
<b>Lewis G. Evangelidis - R</b>	154	182	145	481
	0	0	0	0
<b>Write-In's</b>	0	0	0	0
	0	0	0	0
<b>Blank</b>	35	34	43	112
<b>TOTAL VOTES CAST</b>	532	523	508	1563
<b>TOTAL # REG VOTERS</b>	3081	3194	2924	9199
<b>% OF VOTER TURN OUT</b>	17%	16%	17%	17%
				17%
Election Workers included: Assistant Town Clerk Sheila O'Connell, Chris Wilson, Elaine Cook, Tim Bardsley, Marie Dubrey, Pat Roy, Diane Trepasso, Cheryl Economou, Greeters Susan Schwartz, Bev Spreeman, Processing our EV and Absentee Ballots were Janet Rae- Sinanian and Lucette Dunlop Favreau, Susan Murphy, Pat Howard, Janet Rae Sinaian, Joan Chamberland, Nancy Fors 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. Constable present was David Covino. # 7114 registered voters cast their vote for a 33% turnout.				

Vote by Mail was enacted in 2022 and has been very successful, you can always call the office if you have any questions concerning your voting questions. Elections run so proficiently thanks to the following election workers:

Tim Bardsley, Chris Castendyk, Nancy Castendyk, Joan Chamberland, Elaine Cook, Marie Dubrey, Pat Howard,, Patricia Roy, Susan Schwartz, Susan K Murphy, Sandra Gibson Quigley, Michelle Moran, Janet Rae-Sinianian, Beverly Spreeman, Cheryl Economou ,Barbara Stietzel, Ron Stietzel, Diane Trapasso, Nancy Fors and Chris Wilson. Constables: Robert Cerney, David Covino and Timothy Grant.

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



## **VITAL STATISTICS**

BIRTHS	92	
DEATHS	88	
MARRIAGES	106	
INTENTIONS	102	
POPULATION	9,302	
REGISTERED VOTERS	7368	
DOG LICENSES	1,336	
NEW BUSINESS CERTIFICATES	58	
RENEWAL BUSINESS CERTIFICATES		62
RAFFLES PERMITS	4	

## **RESIGNATIONS**

Maryellen Comerford- Election Worker  
Robert and Christine Knight- Election Workers  
Barbara Mattioli – Election Worker  
Patricia Valiton- Board of Health Inspector  
Laura Bonette – Finance Dept  
Sandra Sears- Finance Dept.  
Rhonda Tetreault – Finance Dept.  
Clyde Gagnon- Electrical Inspector  
Leon Gaumond III- Full time Dispatch  
Lt. Eric Riendeau – Fire Dept.  
Laurie Palmer- Sturbridge Lakes Advisory  
Christopher Geraghty- Town Accountant  
Butch Jackson Jr. – DPW Director  
Peter Starkus- Plumbing and Gas Inspector  
Jason Edson – Call Fire Fighter  
Daniel Gervais- Department of Public Works



The Town Clerks Office constantly attends zoom and or in person meetings and conferences which helps the office stay current of the ever changing State laws.

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

Our Senior Workers help with Special projects in the Town Clerks Office we are so grateful to have them and a special thank you to my Assistant Town Clerk Sheila O'Connell for all her hard work!  
Reminder that the Town Clerks Office is open Tuesdays till 7PM.!

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

**Our current Polling Location at the Sturbridge Town Hall 2<sup>nd</sup> Floor Polls open from 6:30AM – 8PM.**

Respectfully Submitted,

Lynne Girouard, Town Clerk- CMMC,  
Burial Agent & Notary

# EDUCATION

2022



# **REPORT OF THE SCHOOL DEPARTMENT**

## **SCHOOL COMMITTEE**

Kristen Tuohey, Chair	Term expires 2023
Samantha Kaitbenski, Vice-Chair	Term expires 2024
Lisa Meunier	Term expires 2023
Jacqueline Chechile, Secretary	Term expires 2024
Jannah Ventetuolo	Term expires 2025

Administration Office – 320A Brookfield Road – Fiskdale

Telephone – 347-3077

Deborah J. Boyd	Superintendent of Schools
Jodi Bourassa	Associate Superintendent
Stephen Nembirkow	Director of Business / Finance
Brenda Looney	Special Education/Pupil Services Director
Kathleen Pelley	Principal
Paul Guerin	Assistant Principal
Mary Jaeger	Assistant Principal
Amanda Cassina	Administrative Assistant

## **SCHOOL NURSE**

Tara Furey, 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, 2021**

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

**FINANCIAL SHEET FOR JULY 1, 2021– JUNE 30, 2022**

**GENERAL SCHOOL APPROPRIATIONS**

	<b>EXPENDITURES</b>	
<b>ADMINISTRATION</b>	<b>2020-2021</b>	<b>2021-2022</b>
School Committee – Sal. & Exp.	3,706.31	1,808.14
Superintendent’s Office	384,541.28	368,003.07
 <b>INSTRUCTION</b>		
Administrators’ Salaries	306,564.69	314,371.93
Principal’s Office Expenses	187,575.44	202,683.94
Teachers’ Salaries	4,779,753.46	5,001,599.99
Teacher Aides’ Salaries	170,835.39	180,693.15
Teaching Supplies & Materials	80,535.35	80,208.03
Personnel Training & Travel	14,740.04	31,830.22
Special Education Teachers’ Sal.	693,056.00	752,875.71
Special Education Teacher Aides’ Sal.	425,782.53	466,481.59
Moderate Needs Coord., Tutors, Speech Therapist & Special Tutors Sal.	242,121.00	250,788.00
Special Education Supplies & Mat.	293,458.41	316,307.23
Textbooks	7,909.15	11,816.09
Instructional Media Center/Salaries	51,448.14	55,827.96
Library Services/Aide Salary	0.00	83,166.46
Library Supplies, Material & Exp.	39,097.67	42,835.40
Audio Visual/Supplies & Mat.	6,824.41	8,272.60
Guidance Services	0.00	
Psychological Services	164,779.31	164,717.00
Technology Salaries & Internet Supplies	228,203.00	236,692.52
 <b>OTHER SCHOOL SERVICES</b>		
Health Services Salaries	327,255.40	338,295.95
Health Services – Expenses	179,444.02	187,207.46
Transportation	3,212.16	2,243.58
Special Education Transportation	379,324.60	368,645.39
Field Trips	572,670.08	846,364.10
	0.00	

<b>OPERATION &amp; MAINTENANCE OF PLANT</b>	<b>2020-2021</b>	<b>2021-2022</b>
Cafeteria Expense	0.00	
Custodial Services – Salaries	374,364.34	405,415.41
Custodial Services – Supplies & Mat.	21,426.42	33,185.60
Fuel Oil	101,563.96	72,921.18
Utility Services	131,467.25	147,673.38
Maintenance of Grounds	21,290.72	25,851.11
Maintenance of Buildings	29,675.69	22,362.66
Maintenance of Equip.	65,178.29	97,074.70
<b>ACQUISITION OF FIXED ASSETS</b>		
New Equipment	0.00	0.00
Replacement of Equip.	34,997.42	20,154.91
<b>PROGRAMS WITH OTHER DISTRICTS, REGIONAL &amp; PRIVATE SCHOOLS</b>		
Special Education – Tuition	1,411,901.82	1,212,835.94
Vocational Schools – Tuition & Exp.		
<b>TOTAL GENERAL APPROPRIATION EXPENDITURES</b>	<b>11,734,673.75</b>	<b>12,351,395.74</b>
<b>ESTIMATED STATE REIMBURSEMENTS</b>		
Chapter 70	3,846,634.00	3,870,754.00
Chapter 71		
Chapter 76		
SFSF Grants		
Total Estimated Reimbursement	3,846,634.00	3,870,754.00
Total Expenditures	11,734,673.75	12,351,395.74
Less Total Estimated Reimbursements	3,846,634.00	3,870,754.00
	7,888,039.75	8,480,641.74
<b><u>2022-2023 Budget</u></b>		
	<b>2021-2022</b>	<b>2022-2023</b>
Administration	376,854.00	396,436.00
Instruction	8,544,705.00	8,746,197.95
Other School Services	1,344,963.00	1,338,851.05
Operation & Maintenance of Plant	793,294.00	802,345.00
Acquisition of Fixed Assets	23,551.00	20,000.00
Programs with Other Districts, Regional and Private Schools	1,296,200.00	1,330,609.00
Total Appropriations	12,379,567.00	12,634,439.00



**Burgess Elementary School  
Staff Degrees 2022-2023**

<b>Name</b>	<b>Degree</b>	<b>Department</b>
Kathleen Pelley	M.Ed. Leadership & Administration M.Ed. Elementary Education B.S. Elementary Ed. & Natural Science Worcester State University Associate of Science Quinsigamond Community College	Principal
Mary Jaeger Principal	B.A. College of the Holy Cross  M.Ed. Lesley University Worcester State University Leadership Academy	Asst.
Paul Guerin	M.Ed. School Leadership, Boston College B.A. Philosophy, St. Anselm College	Asst. Principal
Tara Furey	B.S. Worcester State College B.S.N. Western Governors University	School Nurse
Mary Rappold	A.S. Nursing Quinsigamond Comm. College	School Nurse
Katherine Nicholas	B.S. Early Childhood Ed. Salve Regina University	Preschool
Claire Johnson	B.S. State University of New York-Utica/Rome Early Childhood Ed. Certification Worcester St. University	Preschool
Denise Campiglio	M.A. Assumption College B.A. Assumption College	Kindergarten
Lori Czech	CAGS Early Childhood Ed. American Int'l Col. M.Ed. Wheelock College B.A. Marymount University	Kindergarten
Maureen Kenneway	M.A. Worcester State University B.A. Elementary Ed. & Special Ed. Providence College	Kindergarten
Erica Rodriguez	M.A. American International College B.S. Framingham State University	Kindergarten
Krista Starr	B.A. of Science in Human Development and Family Studies University of Rhode Island	Kindergarten
Tyler Edmonds	B.A. Fairleigh Dickinson University	Grade 1

Kristine Hougaard	M.Ed. Springfield College B.A. Bay Path College	Grade 1
Jessica McGarry	M.Ed. American International College B.S. Seton Hall University	Grade 1
Jessica Resener	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 Certification (Post Bac) Worcester State Univ.	Grade 3
Tammy Howe	M.Ed. Framingham State University B.A. UMass - Amherst	Grade 3
Lauren Arruda	M.A.T. Clark University B.A. Clark University	Grade 3
Shelby Green	M.Ed. Bridgewater State University B.A. Bridgewater State University	Grade 3
Nicole Clark	M.Ed. Southern New Hampshire University B.A. Southern New Hampshire University	Grade 3
Emily Garon	B.S. Worcester State University	Grade 3
Lisa Cave	B.A. Elementary Ed. Johnson State Vermont	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
Nicole Riel	M.Ed. Merrimack College B.A. Bay Path University	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
Bethany Wuelfing	M.Ed. Westfield State College B.A. Westfield State College	Grade 5
Kaylee Steele	M.Ed. Elementary Ed. -Salem State University B.S. Geography- Salem State University	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 B.S. UMASS-Amherst	Grade 6

Amber Myotte	M.Ed. Framingham State University B.A. Emmanuel College	Grade 6
Jennifer Mullin	M.Ed. College of Saint Rose B.S. College of Saint Rose	Librarian
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
Lucy Colwell	B.M. Shenandoah Conservatory Artists Diploma Hartt School of Music M.A. Elms College	Instrumental Music
Jean Terrill-Murphy	M. Ed. Framingham State College B.S. Westfield State College	Phys. Ed
Andrew Campiglio	B.S. Fitchburg State University	Phys. Ed
Katie Bernier	M.Ed. Framingham State University B.S. Keene State College	Reading Specialists
Emily Gordon	M.Ed. Boston College B.A. Boston College	Reading Specialist
Dalaine Baril	M.Ed. American International College B.S. Framingham State University	Reading Specialist
Amy Cantwell	M.Ed. Framingham State University B.A. Assumption College	Literacy Coach Reading Specialist
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

Christina Leacock	M.Ed. Simmons University B.S.Ed. Westfield State College	Special Ed.
Heather Pacitti	B.S. Fisher College	Special Ed.
Meghan Moran	M.Ed Keene State College B.S. Keene State College B.A. Keene State College	Special Ed.
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 M.Ed. Fitchburg State University	Special Ed.
Daniel Kay	M.Ed. Assumption College B.S. Bridgewater State College B.S. Worcester State University	Special Ed.
Megan Quinn	M.Ed. American International College 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 Pepe	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
Cassandra Goncalves	M.S. Worcester State University B.S. Worcester State University	Speech
Jessica Bodish	M.A. University of MA Amherst B.S. University of MA Amherst	Speech
Lesley Bourque	M.Ed. Bay Path University B.S. Dominican College	Occ. Therapy
Brooke Malloy	M.S. Occupational Therapy Salem State Univ. B.S. Health Science Keene State College	Occ. Therapy
Megan Klein	M.S. Occupational Therapy Springfield College B.S. Health Science Springfield 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
Brittany May	B.S Worcester State University A.S Quinsigamond Community College	Occ. Therapy
Kirstie Thompson	M.S. Kaplan University, BCBA	Behavioral Analyst
Meghan Pelletier	DPT Physical Therapy Springfield College B.S. Science Springfield College	Physical Therapy
Sherrie Donovan	B.S. University of New Hampshire Associate of Science Physical Therapist Assistant	Physical Therapy

## Annual Report of the Principal Burgess Elementary School

I am pleased to submit the Burgess Elementary School Annual Report. Burgess is a special place that provides students with a rich and rewarding elementary school experience. The Sturbridge community is sincerely dedicated to children and education. Our pre-kindergarten through grade six currently enrolls over 890 students.

### Curriculum, Instruction, and Assessment

The MCAS (Massachusetts Curriculum Assessment System) was administered in the spring of 2022. Burgess Elementary School grades 3-6 participated in the Next Generation MCAS in the areas of English Language Arts, Mathematics, and Science in the spring of 2022. The assessment is designed to focus on students' critical thinking abilities, application of knowledge, and ability to make connections between reading and writing. Due to the COVID-19 pandemic, the Department of Elementary and Secondary Education requested and received a waiver of certain federal accountability requirements for the 2021-2022 school year from the United States Department of Education. Therefore, accountability targets are not presented, and Spring 2022 results will be used as baseline scores moving forward.

#### *Results:*

- Burgess Elementary School's accountability percentile, an indication of the school's overall performance relative to other schools that serve similar grades, is **79**.
- The average scaled score for grade 3 Burgess students on the ELA assessment is 501. Burgess students exceeded the state score of 497 by 3 points.
- The average scaled score for grade 4 Burgess students on the ELA assessment is 497. Burgess students exceeded the state score of 493 by 4 points. For the math assessment, the average scaled score is 499, which exceeded the statewide scaled score average of 494 by 5 points.
- The average scaled score for grade 5 Burgess students on the ELA assessment is 501. Burgess students exceeded the state score of 495 by 6 points. For the math assessment, the average scaled score is 497, which exceeded the statewide scaled score average of 493 by 4 points.
- The average scaled score for grade 6 Burgess students on the ELA assessment is 503. Burgess students exceeded the state score of 493 by 10 points. For the math assessment, the average scaled score is 510, which exceeded the statewide scaled score average of 495 by 15 points.
- In grades 3 through 6, the *Students with Disabilities* subgroup scored 3 points higher in ELA and 4 points higher in math than the state average in overall mean achievement.
- In grades 3 through 6, the *Low-Income* subgroup scored 10 points higher in ELA and 8 points higher in math than the state average in overall mean achievement.

**Professional Development**

To support teachers and staff, the majority of professional development time during the 2021-2022 school year was dedicated to training on new programs and social-emotional practices. Additionally, the Burgess technology support team provided teachers and staff with training and support.

**Technology**

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

**School Safety**

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

**Burgess Parent-Teacher Organization**

The Burgess PTO continues to support the Burgess Community. The annual Jog-A-Thon fundraiser supported the purchase of mobile devices. Thank you to the PTO for their dedication.

**Personnel**

We bid farewell and offer our best wishes to Susan Colleton, Maureen Tolson, Jane Daubney-Goyette, Brenda Earnest, Lisa Meunier, Kenneth Curboy, Dan Minchoff, Bryan Mero, Christopher Kirwan, Rebekah Walker, Darci Andrade, Victoria Boulay, LouAnn Bean, Joseph Morrison, Cherie Cormier, Phehlicia Soto, Chelsea Topolewski, Deb Maus, Wendy Muchi, and Eric Forsey.

We welcome — Mary Rappold, Andrew Sanger, Christina Leacock, Cassandra Goncalves, Meghan Moran, Lucy Colwell, Jessica Bodish, Zackary Soderberg, Brooke Malloy, Carrie Nollstadt, Laura Kenney, Tiani Beauchamp, Abby Arena, Andrew Campiglio, Delaney Johnson, Jamie Manners, Liam Brennan, Lori LaPlante, Christopher Chartier, Allison Beaudoin, Maegan Buckley, Tyler Belmer.

In closing, I would like to thank the entire Sturbridge community for their support and commitment to Burgess Elementary School.

Respectfully Submitted,  
Kathleen Pelley  
Principal



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

At the end of the last calendar year, our schools said a fond farewell to Dr. Erin Nosek as she retired after serving for ten years as our Superintendent of Schools. She has already been missed and will be remembered for always being a strong advocate for our students. She has certainly earned some time away from public education and we all wish her well in her new endeavors.

Now, as I am completing my first 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. While much of last year was focused on health and safety, this year we came full circle with a Back to Basics mantra. We committed to taking the time to rediscover how children learn best and how rewarding the field of education is.

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 identify any curriculum or instructional adjustments needed, as well as identifying individual student needs. Each school is focusing on processes and procedures through the multi-tiered system of supports (MTSS) model provided by the DESE.

Post Covid, MTSS is designed to help schools identify struggling students early and intervene quickly. It focuses on the “whole child”. We support academic growth along with behavior, emotional needs, and absenteeism. The tiers of support through interventions are significant components in the MTSS process. Time and intensity of services increase through the tiers. This framework creates learning environments where students receive a variety of identified supports and accommodations in order to reach optimal success.

In keeping with our ‘Back to Basics’ theme, the District returned this year to full, in person conference style professional development. That is, all teachers and support staff attended numerous professional development opportunities. Full-day professional development sessions as well as early release days, provide many opportunities for training in current best practice in an effort to gain access in ready-to-use digital tools for our current day’s learning environments. Our district’s mission to promote and support our staff and students is evidenced by the many high-quality, professional learning activities throughout Tantasqua and Union 61.

Many technology improvements were implemented over this past year. During the 2021-2022 school year, we continue to increase the use of GSuite for Education, which allows students and staff to collaborate quickly and effectively. With the support of our school committees, we continue to expand wireless devices to further support a variety of learning models that we may encounter in the 22-23 school year. The IT team supported multiple curriculum initiatives which required a technical component for content delivery. We continued to work on IT centralization to better support our students and staff. We secured eRate funding for Category 1 connections. During the school year we evaluated and chose a new SIS (Student Information System). This system will go live for the 2023-2-24 school year. Over this past year, the technology team completed over 2,100 helpdesk tickets between the seven buildings.

Due to the support from the voters of our five towns during the 2021/22 town meeting season, Tantasqua and all of the elementary districts have been able to continue to support our students with well-rounded educational options. This support allowed us to continue to offer and

expand courses offerings, athletic, arts, clubs and other extra-curricular activities for all of our students.

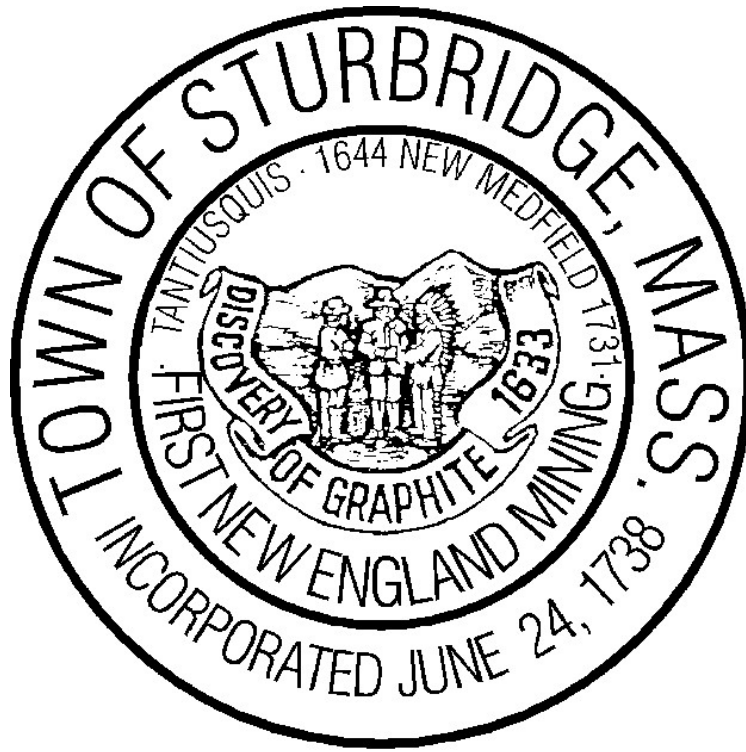
The support of our School Committees, families, and community members is invaluable to the administration and staff of the Tantasqua Regional and Union 61 School Districts. The last two years will be remembered as a time of strength and collaboration as the Districts overcame and excelled in meeting the challenges and stress of the corona virus pandemic. We are greatly appreciative of the efforts by all and the commitment we share as we continue to work collaboratively to achieve the goal of providing every student with every opportunity for success.

Respectfully,

Deborah J Boyd  
Superintendent of Schools

# PUBLIC SAFETY

2022



# STURBRIDGE POLICE DEPARTMENT



## 2022 ANNUAL REPORT

## Message From Chief Earl Dessert

Greetings Sturbridge,

I am pleased to present the 2022 Annual Report for the Sturbridge Police Department.

First, I would like to say how proud of the immense work that was done by the men and women of the Sturbridge Police Department in 2022. It is truly an honor to work alongside such a dedicated group of public safety professionals, and I thank you all for your hard work and dedication.

With your support, the Sturbridge Police Department was able to resurrect the Detective's position that was eliminated approximately ten years ago. The Detective's position has proven vital when it comes to investigating time consuming serious crimes, such as sexual assaults, robberies and narcotics violations. Detective Obuchowski was assigned to the new position in July and has already conducted several successful lengthy investigations.

With Mental Health calls on the rise across the nation, the Sturbridge Police Department took proactive steps to ensure our response to calls with people in crisis were handled with methods that de-escalate the situation, reduce criminal charges, mitigate Use of Force and provide the people in crisis the services they need. This was done by securing a \$100K grant through the Department of Mental Health (DMH) to have a Mental Health Clinician assigned to the Sturbridge Police Department 40 hours per week in partnership with Riverside Community Care (Co-Response Program). We also secured a \$20k donation through the Hillis Foundation to fund a Comfort Canine named Rocky. Rocky is a specially trained service canine that provides comfort to those experiencing a crisis in their life. In addition, Rocky will be crossed trained for Search and Rescue missions.

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

Lastly, please know that in this report you will only find a small sampling of what our men and women, sworn, civilian, and volunteers, do every day, and I hope it reflects their spirit of service to you. Yours In Safety, Earl J. Dessert Chief of Police.

Yours In Safety,

*Earl J. Dessert*

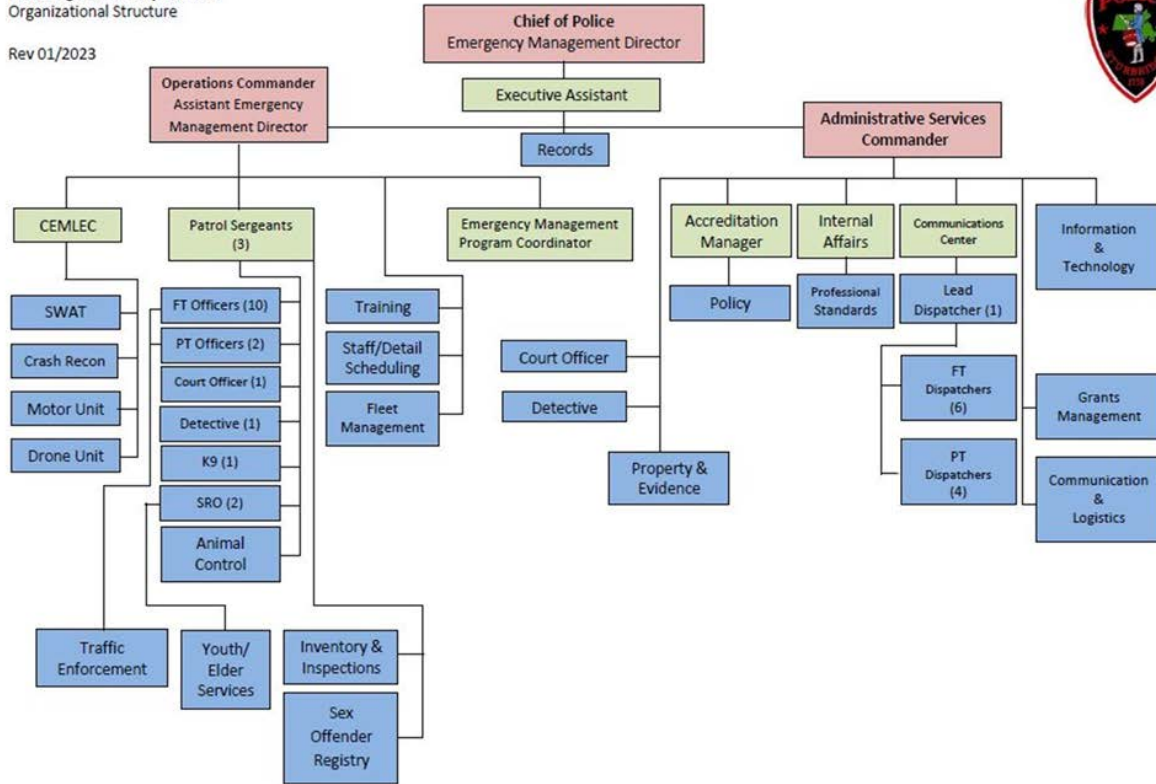
Earl J. Dessert  
Chief of Police



# ORGANIZATIONAL STRUCTURE CHART

Sturbridge Police Department  
Organizational Structure

Rev 01/2023



## NEW ROLES

### Detective:

Thanks to the support of the Town Administrator, Board of Selectmen, Finance Committee, and of course the residents at the Annual Town Meeting the department was able to bring back the detective position after 10 years without. The selection process for the new role of the Detective position included a letter of intent, position paper, case review, resume, letter of recommendation, and also an oral interview. Officer Ronald Obuchowski was selected for the position of Detective. Detective Obuchowski along with many other traits is a 19-year veteran of the Sturbridge Police Department. In this short time in his new role, Detective Obuchowski has solved time consuming, complex investigations.

### Comfort Resource Dog:

In September of 2022, the Sturbridge Police Department was given a donation from the Hillis Foundation that would allow for the purchase of a Community Resource Dog (CRD). Officer Tytula was chosen to be the handler for the new dog and after several months of searching and planning, he was paired with an English Cream Golden Retriever from Golden Opportunities for Independence in Walpole, Massachusetts. Officer Tytula and his K-9 Rocky began their training together in November and have been making appearances throughout the Town of Sturbridge as well as interacting with the students and staff at Burgess Elementary School. Officer Tytula and Rocky play an important role together as Rocky is trained to provide support to those in crisis. Rocky has already made quite the positive impact in such a short time with the department.

### Police Clinician:

Another great addition to the Sturbridge Police Department has been our Mental Health Clinician. This position was fully funded through a grant from the Department of Mental Health and is in collaboration with Riverside Community Care. Clinician Lucy DelRossi was added into the department to assist law enforcement officers with responding to calls involving mental illness. Mental health calls for law enforcement officers are considered to be the most complex and time-consuming calls. With the addition of the clinician, officers will be better able to help the person in need. This addition is also a great way to reduce arrests, while providing better alternatives for people experiencing a mental health crisis. With Clinician DelRossi responding to the call with an officer, she may be able to assist those experiencing a behavioral crisis, and those who may be suffering from substance abuse. Clinician DelRossi was the perfect choice for this position as she specializes in clinical work which consists of crisis intervention skills, victim advocacy, substance abuse disorders, jail diversion techniques, and counseling for adults, children, and families in an outpatient setting. This much-needed program, has already helped many of those in need, and was a great addition to the department.



Clinician Lucy DelRossi

Detective Ronald Obuchowski

Officer Colby Tytula & Rocky

### **EXECUTIVE TRAINING & LEADERSHIP**

Lieutenant Joseph Lombardi attended Roger Williams University in Bristol Rhode Island to complete the “Command Training Series: Executive Development Course.” This course was a seven-week course which helped Lieutenant Lombardi gain knowledge in contemporary concepts of management and leadership relevant to the responsibilities of the executive in a modern criminal justice agency. This course began on October 3, 2022 and concluded on November 17, 2022. Completing this course helped Lieutenant Lombardi understand Executive Core Qualifications (ECQ), concepts of reflective leadership, critical thinking and communications, current trends in civil liability, budgeting, maneuvering in a political environment, managing the external dimensions of public safety decision making, research, policy and practice, organizational culture and change management, as well as labor and management relations. Every topic discussed has helped Lieutenant Lombardi gain experience and knowledge to bring back to the department and teach others. Also, with the successful submission of Lieutenant Lombardi’s scholarship application for the John D. Coyle Scholarship, Lieutenant Lombardi was able to attend this course without a registration fee.

The FBI-LEEDA Supervisor Leadership Institute is a cutting edge 4 1/2-day program built especially for first-line supervisors and middle managers with the goal of enhancing their leadership competencies. The Supervisor Leadership Institute faculty members are senior law enforcement leaders who are committed to passing on their lessons learned. Sgt. David Fortier and Sgt. Hillary Murray, along with other local police leaders attended the Supervisor Leadership Institute held in Southbridge MA. The course topics included, leadership's essential ingredients, supervisor credibility, authenticity, law enforcement liability, police discipline, behavior and leadership, and leading the different generations.



Pictured:  
Lieutenant Joseph Lombardi,  
Sergeant Hillary Murray, and  
Sergeant  
David Fortier





## PATROL DIVISION

Our Patrol Officers are the foundation of our agency and do an outstanding job serving our community 24/7. They are responsible for continually patrolling all areas within the Town of Sturbridge to deter criminal activity. In addition, they also investigate crimes, enforce town ordinances, make arrests, investigate traffic crashes and provide services and assistance to citizens.

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

Patrol is the most readily identified function, therefore, the most visible to the public. Police Officers are the ones responsible for protecting and serving the people, places and property of the Town of Sturbridge. The Sturbridge Police Department continually provides top quality police services in an effort to promote our professional image and to demonstrate our commitment to our community.

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

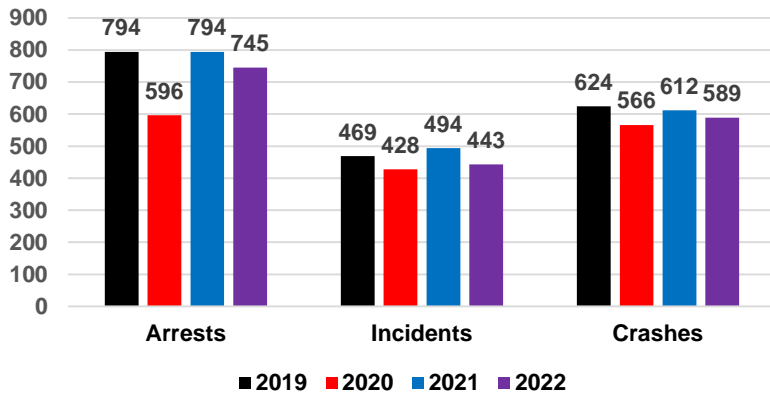


Lieutenant Lombardi participating in "High Five Friday" at Burgess Elementary School and Tantasqua Regional Junior High School

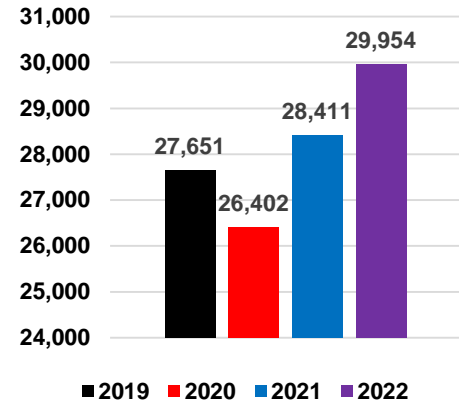


Officer Hoffman helping with a fingerprinting activity on the Town Common for the Faith and Blue event

### The Year in Review

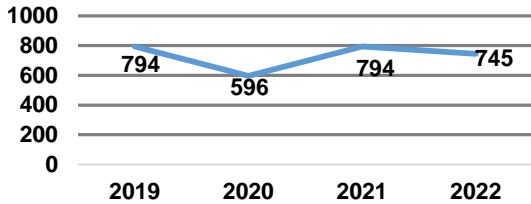


### Calls For Service

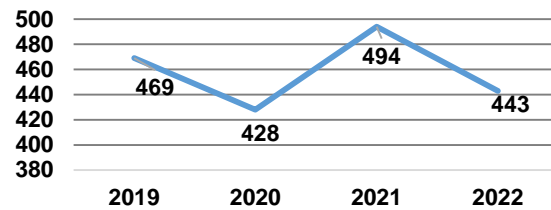


Total number of calls for service taken in 2022: 29,954  
 Total number of reports taken in 2022: 1,777

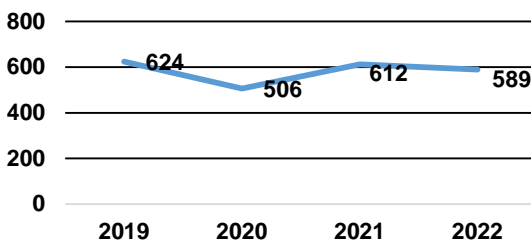
### Arrests



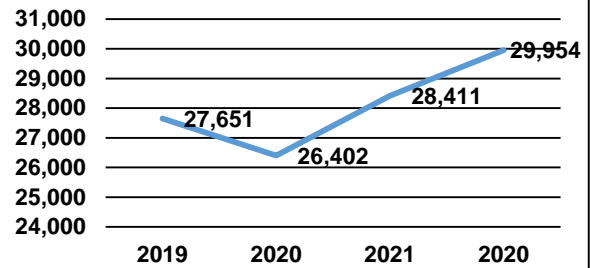
### Incident Reports



### Crashes



### Calls For Service



## DISPATCHERS

The Sturbridge Police Dispatcher is the First Responder for all types of emergencies, calls generating from 9-1-1, 10-digit emergency calls, non-emergency, administrative lines, and all radio traffic from Police, Fire, and EMS.

The Communications Division aims to manage all requests efficiently and accurately and strives towards our goal of professionalism in assisting the public, officers, fire, and EMS.

During the past year the Sturbridge Police Department Dispatch Center had an addition to their full time staff and an addition to their part time staff. These new members were interviewed, hired, and put through the proper training programs to successfully complete their daily tasks. The communications center answered 29,954 Calls for Service for the year 2022.

### Full Time Dispatchers

### Part Time Dispatchers

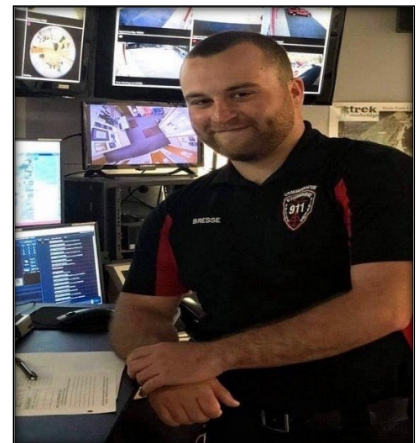
Barbara Boiteau, Lead Dispatcher	Ashley Griffin
Toniah Maloney, CTO	Matthew Cole
Patricia Lupacchino, 911 Trainer	Michele Rosano
Trevor Bresse	Crystal Comtois
Trisha Towns	
Marc Widing Jr.	
Carrie Soule	

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



Pictured to the left:  
Dispatcher Marc Widing Jr.

Pictured to the right:  
Dispatcher Trevor Bresse



## COMMUNITY POLICING

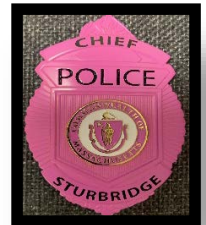
Community Policing is a philosophy that promotes organizational strategies, which support the systematic use of partnerships and problem solving techniques, to proactively address the immediate conditions that give rise to public safety issues, such as crime, social disorder, and fear of crime.

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.

## SUPPORT AND AWARENESS

The Sturbridge Police Department brings awareness to those who have been affected by Breast Cancer. Members of the department have the option to wear pink badges for the month of October to support Breast Cancer Awareness. The department also recognizes those who are diagnosed with Autism throughout the month of April. In collaboration with the Sturbridge Police Association, we have created two unique patches to support both of these causes.



Department members also participated in No Shave November. The officers and dispatchers have participated in this event for the past several years. All of the members within the department make donations to Cops for Kids with Cancer. Male officers are allowed to grow beards for the month and female officers are allowed to paint their nails for the month. When the department is successful in raising money Chief Dessert will sometimes allow the officers to extend this to the end of the year. This year officers raised \$1837.00 for this charity.

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





Officers in the department participating in No Shave November



Senior luncheon! SPD, T.A. Grimm , Director Wong and Worcester County Sherriff Evangelidis



National Faith & Blue Weekend on the Town Common



Sergeant Sean Paine and Officer Benjamin Hoffman in the Sturbridge Police Department booth at Farmer's Market on The Town Common



Members of the department assisting at the Pan Mass Challenge



Officer Scott Crevier and Santa at the Tree Lighting

## BADGES

The Sturbridge Police Department was extremely excited to be able to design new badges with the input from members of the department. These badges were purchased through our asset forfeiture fund.



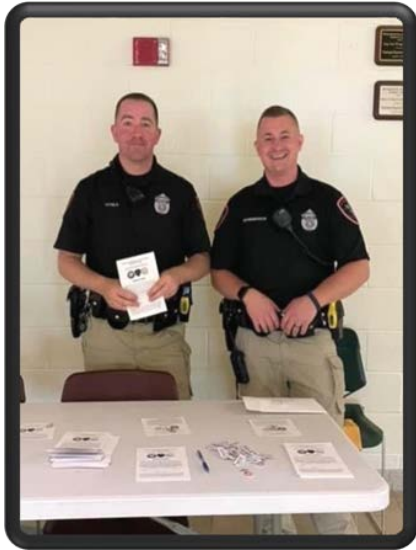
## SCHOOL RESOURCE OFFICERS

Officer Tytula has been with the Sturbridge Police Department since November of 2018, holding the position of School Resource Officer at Burgess Elementary School since January 2022.

Since becoming the new School Resource Officer, Officer Tytula has successfully completed the Basic SRO Course through the National Association of School Resource Officers (NASRO) as well as NASRO's Adolescent Mental Health training. Officer Tytula is also trained as a Sexual Assault Investigator. In addition, Officer Tytula has completed numerous specialized trainings such as Crisis Intervention Training (CIT), Autism and Law Enforcement Education Coalition (ALEC) training, and de-escalation techniques for police officers just to name a few.

In December of 2022 Officer Tytula attended ALICE training in Exeter, New Hampshire. ALICE stands for Alert, Lockdown, Inform, Counter, and Evacuate. ALICE is the model used by many states to educate students and staff on steps that can be taken should there be an intruder inside the school or a suspicious person on the outside of the school. Officer Tytula is scheduled to attend instructor certification for Resisting Aggression Defensively for Kids (R.A.D. Kids) in March of 2023. He will be working with the school and other police agencies to host classes for students to be trained in self-defense and stranger danger.

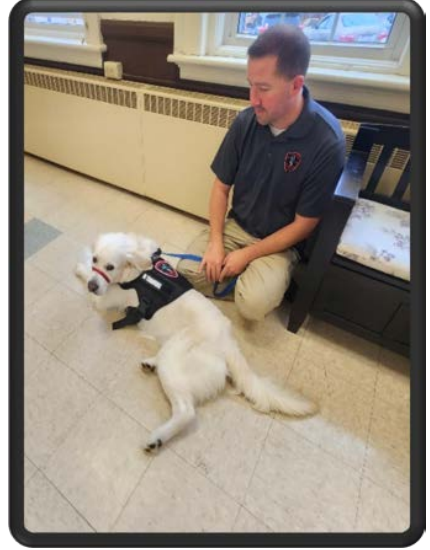
Officer Tytula has been very busy adapting to his role at Burgess Elementary School. He is available to respond and investigate any threat that arises during the school day. He also investigates incidents that occur outside of school that make an impact on students during their school day. Officer Tytula provides safety lessons to the students on a wide range of topics from Halloween Safety, Stranger Danger, Calling 9-1-1, and Bicycle Safety to name a few.



School Resource Officer Colby Tytula and School Resource Officer Nicholas Mardirosian



School Resource Officer Colby Tytula on the Town Common



School Resource Officer Colby Tytula with Comfort Resource Dog Rocky

Officer Mardirosian is now on his second year as being the School Resource Officer for the Senior High School and Junior High School. Officer Mardirosian works closely with administrators and students in an effort to create positive relationships. Officer Mardirosian recognizes the importance of an officer being inside the school and loves the challenge to make every person feel safe inside the school.

Since becoming the new School Resource Officer, Officer Mardirosian has successfully completed the National School Resource Officer (NASRO) training. Officer Mardirosian is also trained as a Sexual Assault Investigator and specialized in investigations relating to cellphones and social media. He has also attended Crisis Intervention Training (CIT), Autism and Law Enforcement Education Coalition (ALEC), and de-escalation techniques for police officers.

Over the summer, Officer Mardirosian had attended a Homeland Security Training (ATIRC) Active Threat Integrated Response Course. This training helped prepare Officer Mardirosian to understand how to work effectively with School Administrators, Emergency Medical Technicians (EMT), and firefighters as they all play a role in any major incident. Officer Mardirosian also attended Alert, Lockdown, Inform, Counter, Evacuate (ALICE) Training Instructor School in December and plans on attending Youth Advanced Critical Incident Training (CIT) in the coming year.

Officer Mardirosian responds and investigates any threat (s) and crime (s) that arises during the school day. Officer Mardirosian strives to leave a positive impact with the students. Officer Mardirosian remains busy instructing students in many subjects such as Internet Safety, Bullying/Harassment, Domestic Violence, Vaping, and Substance Abuse.



School Resource Officer Nicholas Mardirosian assisting at the Car Seat Checkpoint



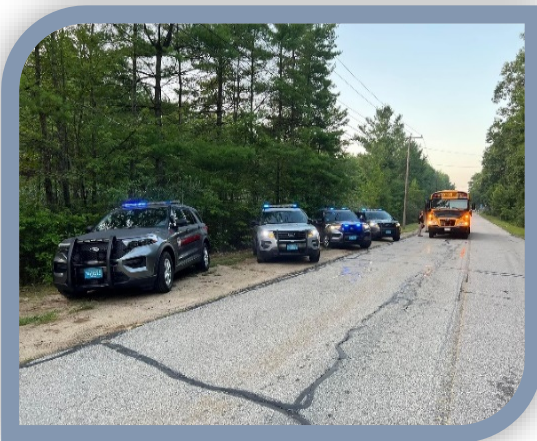
School Resource Officer Nicholas Mardirosian reading to students at Burgess Elementary School



School Resource Officer Nicholas Mardirosian at Tantasqua Regional Senior High School

### BUS 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!





## **ANIMAL CONTROL OFFICER**

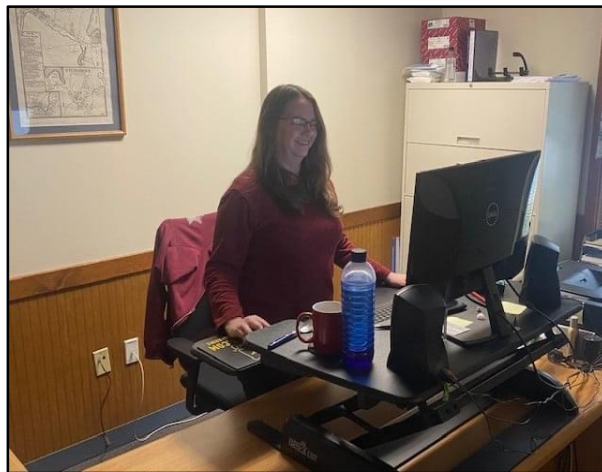
Our dedicated Animal Control Officer (ACO), Michelle Connors has served the Sturbridge Community since 2016. She has been instrumental in providing exceptional service to both our loved animals and our citizens. ACO Connors fields a number of animal complaints, conducts barn inspections, captures loose animals, and facilitates the fostering of abandoned animals. ACO Connors handled 227 Calls for Service this year!



Animal Control Officer Michelle Connors

## **EXECUTIVE ASSISTANT**

Melissa Rozzen, Executive Assistant to the Chief of Police is a dedicated employee of the Sturbridge Police Department for 16 years! Melissa coordinates and preforms a variety of administrative support and clerical duties. She is a hard working dedicated employee of the Sturbridge Police Department and is considered a key player on our team.



Executive Assistant Melissa Rozzen

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

S.A.L.T Mission Statement; S.A.L.T 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. S.A.L.T 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 S.A.L.T 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 and assisted by Dispatchers and Police Officers alike.

On August 11, 2022, the Sturbridge Police Department and the Sturbridge Council on Aging hosted the 15th annual S.A.L.T cookout. Hearthstone Marketplace, provided salads and donations for this great event. This year the event was held at the Sturbridge Senior Center.

On December 11, 2022, the officers and dispatchers of the Sturbridge Police Department served a spaghetti dinner at the Sturbridge Senior Center. Seniors were treated to spaghetti, meatballs, bread, and dessert. The spaghetti and meatballs for this event were donated by Village Pizza. In addition, Leonard Petrillo, owner of Hearthstone Marketplace, provided condiments, gift cards, and helped serve the seniors for this wonderful event. We thank you for your generous donation!



Sergeant Sean Paine talking with a member of the Senior Center at the Annual Cookout



Members of the Senior Center pose for a photo in front of the building



Chief Earl Dessert assisting members of the Senior Center at the Annual Spaghetti Dinner

## TOY DRIVE

On December 3, 2022, members of the Sturbridge Police Department held a toy drive to collect toys for Cops and Kids. This event was very successful and members of this community donated enough toys to fill a Sturbridge Police trailer.

This toy drive is sponsored by the Sturbridge Police Department, Southbridge Police Department, Southbridge Credit Union and the Lions Club. In this year's toy drive, we collected toys for almost two months; enough toys were collected to donate to over 500 local families. As part of this event, officers also participate in Shop with a Cop. Some people make money donations and that money goes to this event. Officers from Sturbridge and Southbridge use that money and go shopping for toys to give out.



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

## EMERGENCY MANAGEMENT

2021 proved to be very busy for the Office of Emergency Management and 2022 was no different. This year has certainly been a test, but thankfully, everyone has risen to the challenge and Emergency Management continues to serve the people of Sturbridge exceedingly well. While the worst of COVID-19 seems to have passed, the virus still threatens our community and the Office of Emergency Management continues to address this. Not only does Emergency Management coordinate with the other departments in town to identify and address their PPE needs, but there is also heavy coordination with the Massachusetts Emergency Management Agency (MEMA) and the Federal Emergency Management Agency (FEMA) in order to identify COVID-19 related expenditures that are federally reimbursable.

The Town continuously works on the development and improvement of emergency preparedness plans. An example of this is that the American Red Cross recently resurveyed the town's emergency shelter sites. These sites are Tantasqua Regional High School, Burgess Elementary School, and the Sturbridge Council on Aging. Each of these sites have specific roles and subsequent planning considerations. The updated surveys now provide us with an opportunity to update and expand our current sheltering plans to better improve our readiness. Along the same lines is the expansion of our Point of Distribution (POD) plans. These guidelines allow the town to coordinate with other agencies to get emergency supplies like food, water, or tarps to its citizens after a disaster. Finally, COVID-19 has demonstrated the need to grow our pandemic planning. This will all be added to our current Comprehensive Emergency Management Plan (CEMP), which is also in the process of being updated along with our Continuity of Operations Plan (COOP). Greater planning and preparation often leads to improved outcomes so the Office of Emergency Management continues to work diligently in this field.

The Office of Emergency Management strives to obtain grant money to improve our response to emergencies. grant money to improve the town. Much of the equipment utilized by our Emergency Operations Center and C.E.R.T. members come from these grant funds. One grant in particular is a \$50,000.00 shelter generator sub grant that was offered this year. These funds will go to offset the costs of a backup generator for our new Senior Center as well as switches at Tantasqua, Burgess, and the Senior Center that will allow one to easily swap between normal electricity, the backup generator, or an external generator that we can bring in. This will provide triple power redundancy to our emergency shelters.

Emergency Management also continues to develop operational plans, coordinate, and deploy to numerous public events. The annual Pan Mass Challenge continues to require a large commitment from public safety across the entire region, but there are also a myriad of smaller road races and other public events that Emergency Management assists with to ensure safety of the public. These have all proven successful and hopefully continue to grow. The After Action Reports written for these events should help to ensure that all of Public Safety is ready, willing, and prepared for this growth. Public education and information is incredibly important, so the Office also maintains a cache of free safety and preparedness handouts; including a children's preparedness card game that is available to the public. If your group or organization would like to know more about emergency management or general preparedness please feel free to reach out to Emergency Management Coordinator Matthew Wyke at [Matthew.Wyke@sturbridgepd.com](mailto:Matthew.Wyke@sturbridgepd.com). Finally, the Office of Emergency Management continues to build connections as well as improve our preparedness supplies, sheltering capabilities, Emergency Operations Center functionality, and general town wide coordination. We plan to continue this in the years to come, ever improving the Town's resilience and better protecting the residents of Sturbridge.

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

The C.E.R.T. team is a group of civilians who volunteer their time to train on preparedness and safety, first aid, fire safety, light search and rescue, and more. These invaluable volunteers then protect their community, support first responders during emergencies, and assist/protect the public during events. You may have seen them directing traffic during a road race, manning a cooling shelter, or handing out preparedness fliers during an event on the Common. You may even see them assist outside of town. In years past, they have even responded to the tornado that struck Webster through our regional coordination with Tri-EPIC Regional Emergency Planning Committee. Future goals for C.E.R.T. usage include performing firefighter rehabilitation during fires or other large/long events, operating our Emergency Operations Center, and assisting the UMass Harrington Hospital network with emergency decontamination. To date, this year alone, our C.E.R.T. members have volunteered more than 328 hours in service to the public. That results in almost \$10,000.00 in value to the town! They are an incredible asset that we are fortunate to have. The Office of Emergency Management would like to profusely thank our C.E.R.T. volunteers for all they have done this year to protect the Town of Sturbridge and beyond.

2022 has proven to be one of our busiest years for C.E.R.T. However, even though Sturbridge maintains one of the largest and most active teams in the region, it has proven to be a struggle to cover every request for assistance and often some needs cannot be met. As a result, Sturbridge C.E.R.T. has been coordinating with numerous other C.E.R.T. entities in the region. Tri-EPIC Regional Emergency Planning Committee regionalizes the C.E.R.T. teams in Brimfield, Sturbridge, Charlton (another very large and active team), Southbridge, Dudley, Webster, Oxford, and Douglas, with Auburn expressing interest as well. Sturbridge has been expanding on this with teams from Warren/West Brookfield and Worcester. The goal of this network is to share in training, coordinate in deployments, and generally support each other and our communities. This coordination has proven tremendously successful, with some of the best coverage that we have seen, more requests for assistance, and fewer unmet needs.

Hopefully the future sees continued growth of this network but Sturbridge C.E.R.T. is always in need of new volunteers. If you desire to serve and protect your neighbors and community in this manner, you can join by contacting our Team Leader, Jennifer Neely, at [CERT@sturbridgepd.com](mailto:CERT@sturbridgepd.com). Training and equipment is provided by the Town and Tri-EPIC REPC. We would love to see you here.



Current list of our current C.E.R.T. members:

Jackie Brogna	Michele DeMauro	Paul LePage	Raki Zwiebel
Jennifer Brown	Christie George	Claire Matlak	Debra Ryzewski
Zachary Burgess	Andi Hengen	Michael Metras	Michelle Scott
Deanna Callahan	Susan Irving	Jennifer Neely	Daniel Soper
Peter Zeh	Christine Zelenak	William Zelenak Jr.	Dawn Toon
Donald Cummings	Erin Weeden		

### CAR SEAT INSTALLATION

The Sturbridge Police Department Car Seat Technicians inspected and assisted multiple parents/guardians in the correct installation of child safety seats throughout 2022. This agency, with the assistance of a grant funded by the Executive Office of Public Safety and Security (EOPSS), was able to provide any parent/guardian with the appropriate child seat as needed. Our technicians inspected, installed, and or corrected numerous child seats throughout the year.

The Sturbridge Police Car Seat Technicians held 58 installations / inspections throughout the year! In addition, they also conducted several check points throughout the year in various location in town.

Barbara Boiteau, Lead Dispatcher	Trisha Towns, F/T Dispatcher
Nicholas Mardirosian, School Resource Officer	Ashley Griffin, P/T Dispatcher

Car seats are very important:

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

## MARINE UNIT

In 2022, 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>.



Pictured left to right: Marine Unit Officer Jeffery Lavallee and Marine Unit Officer Darren Cook using the patrol boat on waterways in town.

## ATV UNIT

The Sturbridge community is grateful to have a vast network of trails accessible to both residents and visitors for the enjoyment of hiking and biking. With the network of trails, issues arise when assistance is needed regarding a lost person(s), someone experiencing a medical emergency, or with a crime committed in these areas. Some areas of these trails have harsh and rugged environments which make it difficult for our personnel to arrive on scene to assist. By utilizing the ATV, our officers are now able to reduce response time with medical emergencies and deter crime through patrol.



**PERSONNEL**

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



### **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 for 2022 of complaints generated both internally and externally:

<b>Complaint Type</b>	<b>Total</b>	<b>Sustained</b>	<b>Not Sustained</b>
<b>Supervisor Inquiry</b>	5	3	2
<b>Internal Affairs</b>	4	4	0

## ACCREDITATION

Police accreditation is a process by which a police department formally evaluates its activities and seeks 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, 125 optional standards, along with 26 action items that are assessed independently for the Police Reform Requirements.

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

Lt. Joseph D. Lombardi serves as the Department's Accreditation Manager. He is tasked with keeping all files, documents, forms and accreditation standards up to date. Our next official assessment will take place March 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, Twitter, Instagram, and as of the end of 2021, TikTok. We have found that social media is a useful tool to warn residents of safety concerns and solve crimes. We also use social media to show our community many of the day-to-day events we are involved with. Like us on Facebook and follow us on Twitter, Instagram and TikTok!



Instagram



Continue as sturbridgepd

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

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

[www.instagram.com/sturbridgepd/](http://www.instagram.com/sturbridgepd/)

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

### GRANTS & DONATION

In 2022, 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
Body Worn Cameras FY 2022	Executive Office of Public Safety and Security (EOPSS)	To enhance our video technology by purchasing Body Worn Cameras that work in conjunction with our in-car video system.	\$44,430.00
Fully Equipped Police Canine Cruiser	Executive Office of Public Safety and Security (EOPSS)	To replace current 2013 Canine Police Cruiser.	\$50,000.00
Commonwealth of Massachusetts Senator Ryan Fattman	American Rescue Program Act (ARPA)	To support the remaining balance of the Body Worn Camera balance and other Public Safety Expenses.	\$75,000.00
HMEP FY 2021-2022	Massachusetts Emergency Management Agency (MEMA)	Hazardous Materials Emergency Preparedness – assisted in funding a table top exercise.	\$3,000.00
AED FY 2022	Office of Grants & Research (OGR)	For Police Officers to respond to medical emergencies and provide life saving efforts. Analyze the heart rhythm and deliver an electric shock to victims of an abnormal heart rate.	\$1,940.55
DMH Clinical Support FY 2023	Department of Mental Health (DMH)	To reduce or eliminate the time people mental health and substance abuse disorders spend incarcerated or with criminal charges	\$100,000.00
State 911 Training FY 2023	State 911	To assist with training and salaries for dispatchers.	\$31,508.00
Support & Incentive FY 2023	State 911	To assist with salaries, wages, and supplies for the communication center.	\$41,506.00

Care & Comfort Dog	Hillis Family Foundation (HFF) DONATION	Help those with challenges associated with emotional and mental health conditions	\$20,000.00
Emergency Management Performance Grant	Massachusetts Emergency Management Agency (MEMA)	Purchase of radio batteries / antennas for the Community Emergency Response Team.	\$2,900.00
Municipal Road Safety FY 2022	Executive Office of Public Safety and Security (EOPSS)	To enforce/educate the motoring public on distracted driving, impaired driving, crosswalk enforcement, speeding, and more.	\$19,789.42
<b>Total Amount Awarded</b>			<b>\$367,384.55</b>

### MANDATED & SPECIALIZED TRAINING

The Sturbridge Police Department recognizes the importance of keeping our officers well trained and therefore we have continuous training throughout the year. The training consisted of the basic mandated police and dispatcher training such as Firearms Qualification, Taser Training, First Responder and Use of Force.

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

In January of 2022, Sergeant Paine attended the 40 Hour Basic Crisis Negotiation course through the Federal Bureau of Investigation. After graduating from the course, Sergeant Paine began training with the Central Massachusetts Law Enforcement Council (CEMLEC) Crisis Negotiation Team (CNT). Sergeant Paine trained with the CNT beginning in February. In December, Sergeant Paine was officially assigned to the CNT to respond on callouts with CEMLEC for situations when a crisis negotiator is needed.

In November of 2022, Officer Zachary Marderosian attended BOLA Wrap instructor training. The BOLA wrap is a force option which discharges a Kevlar cord that can temporally restrain an individual from up to twenty-five feet away. This provides officers with a tool to safely restrain non-compliant individuals by reducing possible injury.

### CEMLEC DRONE UNIT

Officer Paul Janson is the Pilot in Command (PIC) of the Sturbridge Police Drone. He trains at least once each month and regularly trains with the Central Massachusetts Law Enforcement Council (CEMLEC) Drone Unit which he is a member of. This commitment also means he responds to mutual aid calls to other Worcester County Towns when the drone is needed. During the 2022 fiscal year Officer Janson conducted 6 missions with the drone.

Officer Janson along with the drone assisted personnel by providing a common operating picture and helped locating individuals with the thermal camera. In January, Officer Janson responded to a fatal motor vehicle crash off of Route 15. During this call, he assisted the CEMLEC Accident Reconstruction Unit investigating this crash. In April, the drone was used in search for a missing juvenile in a joint effort with the Sturbridge K9 at the Tantasqua Regional High School. The juvenile was found a short time later. Also in April, the drone was utilized to locate a missing person near the East Brimfield Dam. In May, the drone was utilized for a missing person after a search with the Massachusetts State Police. In August, the drone was displayed and a demonstration was conducted at National Night Out. In September, The Sturbridge Police Department hosted drone training with the CEMLEC Drone Unit. In December, Officer Janson assisted MSP with the drone for a fleeing felon in Charlton and provided overview of the scene.



### CEMLEC SWAT UNIT

Officer Thomas Giordano has been assigned to the Central Massachusetts Law Enforcement Council (CEMLEC) since October 2020. CEMLEC SWAT was started as a regional SWAT team that would be based on mutual aid agreements between the participating towns, and they would be able to provide specialized services and manpower to towns that didn't have the manpower or the training that are necessary in certain situations. Officer Giordano assisted communities in Worcester County as well as our own in various incidents to include but not limited to the safe execution of high risk search warrants, arrest warrants, resolution of barricaded subjects, and counter terror operations. Officer Giordano has trained members of the Sturbridge Police Department in building searches, motor vehicle takedowns, and firearms. Officer Giordano has participated in bi-monthly trainings to consist of building entry, firearms, less lethal weapons training, tactical emergency medicine, and tactical K-9 tracking. Officer Giordano also participated in the Connecticut SWAT Challenge located in Connecticut. Competing teams included Massachusetts State Police STOP team, Connecticut State Police Tactical Unit, Third Battalion 75<sup>th</sup> Ranger Regiment, as well as other tactical police and military units.



## INTERNSHIP PROGRAM

The Sturbridge Police Department Internship Program had four interns in 2022, to include high school and college students who are interested in pursuing a career in the Criminal Justice. These unpaid internships prove to be an asset to the department. Prospective interns submit their resumes which are reviewed prior to an interview with department command staff.

Once selected, interns perform a variety of administrative tasks. They are also permitted to ride along with officers during patrol shifts. Interns observe and assist with day-to-day operations with our Court Officer, Dispatchers, and Administrative Staff. They are also assigned training which will further their careers in the field.

This year, our college interns were Michael Santurri (Worcester State University), Jane Ghosn (Worcester State University), Samantha Denault (Western New England University) and Lantana Meisl (Tantasqua Regional High School).

Pictured (left to right): Samantha Denault, Dispatcher Marc Widing, and Lantana Meisl. Dispatcher Widing was an intern in 2020. After completing his internship with the Department, Dispatcher Widing took a part-time position in our communications center until he was hired full-time.



## TRAFFIC SAFETY

Traffic Safety is of utmost importance to the Sturbridge Police Department. Through traffic safety grants received by the Executive Office of Public Safety and Security, members of this agency are able to further enhance the safety of the motoring public. Through educational outreach, enforcement mobilizations and grant programs, the Sturbridge Police Department, in conjunction with the Office of Grants and Research's Highway Safety Division seeks to reduce fatalities, injuries and motor vehicle crashes along the roadways of the Commonwealth of Massachusetts.



Some of the traffic safety enforcement programs and safety campaigns that our agency participates in are Winter Impaired Driving; Occupant Protection (Click it or Ticket) and Car Seat Safety; Pedestrian and Bicyclists Safety; Hands Free Operation (Distracted Driving) Education; Summer Speed Enforcement Operations; Summer Impaired Driving (Drive Sober or Get Pulled Over). SPD is proud to say we once again were awarded the Gold Award for Traffic Safety through AAA Northeast!



Pictured left to right: Officer Jeffery Lavallee in front of the new cruiser 3;  
Lieutenant Larry Bateman in front of the new cruiser 11



**NEW HIRES**

Leon Gaumond III 03/07/2022  
Thomas Hine, FT Police Officer 05/02/2022  
Benjamin Hoffman, FT Police Officer 07/18/2022  
Carrie Soule, FT Dispatcher 07/27/2022  
Crystal Comtois, PT Dispatcher 08/02/2022  
Lucy DelRossi, Clinician 10/04/2022  
Derek Ames, FT Police Officer 11/21/2022

**RESIGNATIONS**

Phillip Derry, School Resource Officer 01/26/2022  
Meghan Cassavant, F/T Dispatcher 02/14/2022  
Leon Gaumond III, F/T Dispatcher 06/03/2022  
Leon Gaumond III, P/T Dispatcher 06/30/3022  
Melissa Bak, F/T Police Officer 08/31/2022

# **Annual Report of the Fire Department 2022**

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 88 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 fifteen (15) full time firefighters, plus the Fire Chief, Deputy Fire Chief and three (3) part-time firefighters strive to better themselves through continued and expansive training and education. We work diligently to maintain all of our equipment in order to deliver the highest quality emergency services to our community whenever duty calls. In addition, we attempt to inspect all publically accessible buildings, helping to ensure the safety of all their occupants and visitors. We do these things for you, our customers.

## **Personnel**

The most valuable asset that any organization has is its people. The Sturbridge Fire Department staff is a dedicated group of firefighters always striving to provide the best customer service possible. During 2022, 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 including FF Michael Ashe, FF Luke Quattrocelli, FF Jay Marcoaldi, and FF Christopher Whynot to the full time roster. FF Michael Ashe was hired to fill a full-time vacancy and was formerly of the part-time staff for Sturbridge Fire Department. FF Ashe is FF I/II certified and has his EMT-Basic. FF Luke Quattrocelli was hired to fill a full-time vacancy. FF Quattrocelli joins the department as Firefighter I/II certified, State and National Registry EMT Basic certifications. FF Quattrocelli was formerly a part-time member of the Sturbridge Fire Department. FF Quattrocelli comes with experience from Brookfield Fire Department. FF Jay Marcoaldi was hired to fill a full-time vacancy. FF Marcoaldi is a FFI/II certified and has his EMT-Basic. FF Marcoaldi comes with experience from the Holliston Fire Department. FF Christopher Whynot was hired to fill a full-time vacancy. FF Whynot is FF I/II certified and has his EMT-Paramedic. FF Whynot comes with experience from Paxton Fire Department, Woods EMS, Auburn Fire Department, and many more. All three groups now operate with at least two paramedics. The Department also added two new part time firefighter/EMTs to the roster with FF/EMTB Joseph Doldoorian and FF/EMTB Michael Gelinias. They are National and State certified Emergency Medical Technicians. FF Doldoorian has several years of firefighting experience with Brimfield FD. Both are enrolled in the Massachusetts Firefighting Academy recruit training program with an anticipated graduation in early March 2023.

## Grants

In 2022 the Department was fortunate to receive a grant Massachusetts Department of Fire Services in the amount of \$10,070 to use toward the purchase of a personal protective equipment. In addition, the Department received a \$60,000 legislative earmark thanks to the hard work of Senator Ryan Fattman and Representative Todd Smola. This award will be used to purchase a new command vehicle. Last, but not least, The Department received \$4,575 and \$2,855 respectively for our SAFE and Senior SAFE programs from The Department of Fire Services. On behalf of the Town and The Sturbridge Fire Department, thank you for your kindness and generosity.

## Apparatus

2022 was a typical year for apparatus with no new additions to the fleet. All apparatus continued with our routine maintenance program along with annual pump testing and certification, ground ladder testing and Aerial Ladder testing and certification. All structural firefighting hose is in the process of being replaced through Capital funding.

We are fortunate to have been able to upgrade our vehicle extrication tools (Jaws of Life). We now have in service two complete sets of Holmatro Pentheon “E” Hydraulic tools. These new tools are “state of the art” technology in vehicle extrication equipment. They operate on a lithium ion battery platform which eliminates a gasoline engine and hydraulic hose lines which allows for complete portability of the equipment and little to no maintenance. The tools are also designed and engineered to cut and spread the high strength metals that are found in modern vehicles which our legacy Hurst tools were not capable of handling.



## **Fleet description**

**Engine 1** – 2010 E-One Typhoon Class A pumper, 6-person cab. 1500 gallon per minute, Hale single-stage pump. 1000-gallon water tank and a 30-gallon Class A foam tank. Engine 1 carries, fire attack and supply hose, 6 SCBA's with spare bottles, hand tools, saws, ground ladders and the reserve Jaws of life tools. The remaining life expectancy of Engine 1 is 8 to 10 years.

**Engine 2** – 2021 Pierce Enforcer PUC Class A pumper, 5-person cab. 1500 gallon per minute Waterous single stage pump. 1000-gallon water tank and a 30-gallon Class A foam tank. Engine 2 carries, fire attack and supply hose, 5 SCBA's with spare bottles, hand tools, saws, ground ladders and a primary set of Holmatro Jaws of life tools. The remaining life expectancy of Engine 2 is 20 to 25 years.

**Tower 1** – 2005 E-One Cyclone II, 95' Mid-Mount Tower Ladder. 2000 gallon per minute Hale single stage pump, 300-gallon water tank and an on-board hydraulic generator. Tower 1 also carries 4 SCBA's and spare bottles, hand tools, saws, ventilation fans and multiple different size ground ladders. Tower 1 was purchased used in 2017 to replace Ladder 1 which was a 1976 Maxim. Unfortunately, we have had ongoing major maintenance issues with the vehicle during our ownership. In 2022 alone the truck failed the Annual pump test and the Aerial inspection and was out of service for a total of 106 days. The remaining life expectancy of Tower 1 is 5 to 10 years.

**Tanker 1** – 2010 E-One/Kenworth Tanker/Pumper. 2000-gallon tank and a 1250 gallon per minute Hale single stage pump. Tanker 1 is equipped with a 12" newton dump valve and a 2100-gallon portable tank. Tanker 1's primary purpose is water supply but can be used in fire attack as it also carries attack and supply hose, basic firefighting hand tools and 2 SCBA's with spare bottles. The remaining life expectancy of Tanker 1 is 10 to 12 years.

**Rescue 1** - 1997 Freightliner FL 70/ EJ Murphy Rescue body. Rescue 1 carries a set of Holmatro vehicle extrication tools, stabilization rescue jacks, lifting air-bags, Hazardous materials equipment, water rescue equipment and a variety of extrication and firefighting hand tools. Rescue 1 also has a 250 gallon per minute PTO pump, 300-gallon water tank and an on-board 10000kw generator. Rescue 1 has outlived its life expectancy and is on borrowed time. We are in the process of applying for Grant funding to try and expedite replacement of this vital piece of equipment.

**Brush 1** – 1979 AM General 5 ton 6x6 military surplus vehicle. Brush 1 has a 1000-gallon water tank and 2 high pressure forestry pumps along with forestry firefighting hose, hand tools and a chainsaw. Brush 1 was obtained at no cost from military surplus and most of the equipment has been repurposed from older apparatus. The remaining life expectancy of Brush 1 is 5 to 10 years.

**Brush 2** – 2015 Ford F-550 Firematic/BRAT (Brush Rapid Attack Truck) 350 gallon per minute pump, 300-gallon water tank and a 10-gallon Class A foam tank. Brush 2 carries forest fire fighting hose, hand tools, a floating pump and a chainsaw. Funding for Brush 2 was obtained in 2014 through a FEMA AFG Grant at very little cost to the town. The remaining life expectancy of this vehicle is 20 to 25 years.



## **DIVISION REPORTS**

### **Fire Prevention**

The Fire Prevention Division is the foundation for our efforts in community risk reduction. The division is charged with the responsibility of conducting fire safety inspections for all residential properties, businesses, town buildings, and the enforcement of the rules and regulations of 527 CMR: The Massachusetts Comprehensive Fire Safety Code, and MGL c. 148: The Massachusetts Fire Prevention Regulations (collectively referred to as The Code). Delegated responsibilities include the permitting and inspection of all propane installs, fuel oil burner and tank installs, plan

review for all properties undergoing a change of use as well as all new construction, sprinkler installations, fire alarm installations, and so much more. 2022 was a particularly impactful year for Fire Prevention in the Town of Sturbridge, with the first time addition of a full-time Lieutenant of Fire Inspections. The Lieutenant of Fire Inspections is on duty Monday through Friday, and primarily focused on all tasks and activities in the realm of Fire Prevention. Having an officer designated primarily to Fire Prevention activities has been significantly impactful in increasing the safety of all town citizens, visitors, and employees.

We promoted Firefighter/Paramedic Jennifer Ashe to the position of Lieutenant of Fire Inspections. Lieutenant Ashe is credentialed as a Fire Prevention Officer Level 2, which is the highest available Fire Prevention Officer credential available through the Massachusetts Firefighting Academy. She regularly attends continuing education through the Fire Prevention Association of Massachusetts, educational offerings through the National Fire Protection Agency, and is awaiting the start of the National Fire Academy's Residential Sprinkler Plan Review course. Since stepping into the position in April of 2022, Lieutenant Ashe has been able to categorize all commercial occupancies according to risk, and set them onto a schedule for fire and life safety inspection compliance. In 2022, all commercial Inns and Hotels were inspected quarterly. Lt. Ashe has developed and solidified a good working relationship with the business owners throughout town, promoting cooperation and a shared approach for strategy toward safe practices and the maintenance of safe environments. Compliance with The Code is approached from both a prescriptive and performance based stance.

Lieutenant Ashe continues to work to stay abreast of new products, solutions, and strategies developed in the protection industries, in order to present and strategize options for solutions to achieve compliance with the businesses and property owners throughout town. She worked with many citizens to address various hazards throughout town. We have been able to increase the safety and likelihood of survival for some of our at-risk populations. By partnering with the Building Department and Board of Health to identify and address unfit and unsafe conditions at various occupancies. Specifically, we have been able to work with the landlord of an apartment complex to have the fire alarm system serviced and repaired, all emergency lighting replaced, and the smoke alarms and fire extinguishers serviced and replaced where missing. We have also worked with another organization in town which runs some of the group homes, to have all of their sprinkler systems serviced and repaired back to working order to provide more time for the safe evacuation of the mobility impaired residents.

Another duty performed by the Fire Prevention Division is Incident Pre-Planning. Being involved in the review, permitting, and inspectional processes throughout town affords both the Lieutenant of Fire Inspections and the Deputy Chief, the ability to collect and share in depth knowledge of the various businesses and occupancies throughout town with the rest of the fire department personnel. Pre-Planning yields increased efficiency and safety for both the specific business, the businesses employees, its' patrons, and all first responders who may be called to the scene for a

hazard. Areas of focus include building construction specifics and hazards, the locations of hazardous materials, locations for access to water supply, locations for access to supplement a sprinkler system, information on any specialty suppression systems, locations and operations of mechanical shut offs, and the specifics of fire loads in a particular location. Having this information available before an incident occurs makes decision making easier and risk mitigation safer.

It is important to point out that the Fire Prevention Division is also responsible for all origin and cause fire investigations. Firefighter Matthew Bonneau is a fully certified Fire and Arson Investigator. He is the primary investigator for incidents that may occur in Sturbridge, but also serves as a team member for the District 7 Fire Investigation team. All Fire Investigations are approved by Chief John Grasso. Lieutenant Ashe is currently enrolled in a college level fire investigation course and is awaiting the start of an upcoming Fire Investigator Program to also obtain the investigator certification. So much has been achieved in Fire Prevention in 2022, we cannot wait to see what is to come.

## **Training**

In 2022, Fire Department personnel conducted a wide range of training through various means such as hands-on, classroom, and virtual training sessions. Personnel were encouraged to take classes offered through the Massachusetts Fire Academy, the National Fire Academy, and through private organizations. As a result, department members engaged in over 1350 hours of training in all facets of firefighting, rescue, and emergency medical techniques. In addition, Department members completed all required annual refresher training on topics that fall under Federal and State regulations, such as HAZMAT Operations, Blood Borne Pathogens, Rapid Intervention, and Live Burn Evolutions.



With the introduction of many new personnel, the department's New Employee Orientation Program, was overhauled to better align with current standards and documentation. The task of training new personnel is no easy feat and it takes considerable time and effort on the part of the firefighter on probation (FFOP). The FFOPs have worked hard to become proficient in areas such as nozzle operations, hydrant operations, pumping, drafting, and becoming cleared to drive the apparatus.

As training has become more and more challenging to complete on shift due to the rapidly increasing call volume, personnel have adapted to maintaining their skills in various ways such as quick drills, tabletop exercises, and eLearning opportunities. These have been conducted both in on-duty and off-duty capacities. Because of their dedication to honing the craft of firefighting and

EMS care, several of our members were able to complete specialized training and obtain certifications through the Massachusetts Fire Academy.

FF Douglas Cutler – Firefighter I / II (Career Recruit Program)

FF Christopher Whynot – Trench Rescue Technician

Lt. Jon Becker – Fire Officer I, Fire Instructor I

Lt. Sean Moynagh – Incident Safety Officer

Lt. Jennifer Ashe – Fire Prevention Officer II

Chief John Grasso – Chief Fire Officer



Finally, the Department saw a change in the training coordinator part-way through the year. In April, Lt. Sean Moynagh took over for Lt. Matthew Roderick who had been the department's training coordinator since 2014. Lt. Roderick built the training program from scratch and made numerous enhancements and improvements over his eight years in the position. His dedication to both structuring the program as well as teaching many of the classes is a testament to his desire to better the Sturbridge Fire Department. The department recognizes and thanks Lt. Roderick for his work.

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

The Sturbridge Fire Department strives to supply the highest level of pre-hospital medical care to the residents of Sturbridge. The year 2022 was a difficult year for the Sturbridge Fire Department with the ongoing challenges of COVID -19 and replacing staff vacancies. The pandemic has taken an emotional and physical toll on all first responders across the country. Here at the Sturbridge Fire Department we continue to take extreme measures to keep the residents in town and our personnel as safe as possible. With the AreoClave decontamination device that we purchased in 2020, we were able to continue decontaminating the Ambulances on a regular basis to keep the equipment clean and mission ready. The cooperation of our trusted suppliers and Emergency Manager Matthew Wyke allowed us to maintain an adequate level of supplies to operate safely. During 2022 Lt. Jonathan Becker took over the role of EMS Lieutenant.

The Sturbridge Fire Department, with the assistance of Lt. Becker and Lt. Ashe, was able to teach and certify department personnel in many areas such as continuing education classes and CPR. This was made possible by the Department utilizing an online Learning Management System set-up to allow the personnel to do a large portion of the training online. This allowed for safer and smaller class sizes to perform the necessary practical assessments. These trainings assisted



personnel in obtaining the necessary continuing education requirements set by OEMS and the National Registry of Emergency Technicians on a two-year recertification cycle.

In 2022 the Sturbridge Fire department responded to a record number of calls. 2022 was the busiest year ever with a total of 2557 calls. This is a 1.50% increase in call volume from 2021 (2519 requests for service). The Sturbridge Fire Department responded to 1703 EMS calls in 2022. The Ambulance calls are separated into Advanced Life Support (ALS) and Basic Life Support (BLS), which depends on the severity of the patient's medical presentation. Part of our mutual aid agreement is that we provide EMS assistance to the surrounding towns. EMS assistance was provided 158 times to the surrounding towns due to the towns being unable to provide resources of their own to cover these calls. The Sturbridge Fire Department and the Fire Departments in our neighboring towns are still falling short to maintain adequate staffing coverage to keep up with the ever-growing demands for Fire and EMS services in our area. However, we continue to strive to provide the highest level of service possible.

### **Public Education**

The goal of the Public Education/SAFE division of the Sturbridge Fire Department is to educate the public on how to prevent harmful fires/emergency incidents and to educate on how to survive these incidents when they occur. It is a proactive method of reducing emergencies and the damage caused by them. These programs follow a community risk reduction model in combination with all other areas of services provided by the Sturbridge Fire Department. It can never be quantified the number of incidents that are prevented due to proactive public education outreach in the community. When incidents are unavoidable, the efforts of this division of the Sturbridge Fire Department give the public their best chance at survival with multifaceted knowledge and strategies.



Public education plays a vital role in ensuring that our message of fire and life safety reaches everyone. With a large diverse audience from children to older adults, the approaches/methodology to teaching fire and life safety varies from presentation to presentation however the important safety messages for all remain the same. The goal is to prevent property loss, injuries and deaths. Through the efforts of our SAFE/Senior SAFE Coordinator Firefighter/Paramedic Joyce along with many assisting SFD members, this important lifesaving information is shared with the entire community throughout each calendar year. We have applied for and received grants totaling thousands of dollars from Federal, State and Local programs over the years. These grants have enabled our fire department to continue bringing safety education to all members of the Sturbridge community. The Sturbridge Fire Department will continue to be proactive and continue to apply for grants annually to educate and assist the public regarding fire and life safety topics.



The Sturbridge Fire Department SAFE division continues to adapt the public outreach mission as we continue into the future. We have an ongoing three-way collaboration between the Sturbridge Senior Center, Sturbridge Police Department and Sturbridge Fire Department holding monthly SALT/Senior SAFE lessons for participants at the Senior Center. The topics covered range from fire safety tips to preventing falls and other medical emergencies. We also continue to proactively use our social media accounts to deliver important SAFE program safety messages and information to the public on a regular basis. The use of technological methods of communication has proven to be very valuable in augmenting the in person programs. In 2022, we saw a full return of all the in-person SAFE programs. We also took part in the National Night Out event in August as well as an appearance at the Sturbridge Farmers Market in October. We are always looking for new opportunities for public education events. Please don't hesitate to contact us!



The Public Education/SAFE division of the Sturbridge Fire Department will always remain as an active, difference-making initiative in Sturbridge. We take pride in our community connections and collaborations with several town agencies. We thoroughly enjoy getting these safety messages out into the community as well as allowing people to get to know our personnel, our apparatus and our equipment in person before an emergency scene. The safety of all persons in Sturbridge is our mission.



## **Roster**

### Full-time Personnel

Chief John A. Grasso, Jr.  
Deputy Chief David Martell  
Lt. Matthew Roderick  
Lt. Jennifer Ashe  
Lt. Sean Moynagh  
Lt. Jonathan Becker  
FF Stephen Joyce  
FF Matthew Bonneau  
FF James Towns  
FF Robert Moynagh  
FF Douglas Cutler  
FF Michael Ashe  
FF Jay Marcoaldi  
FF Luke Quattrocelli  
FF Christopher Whynot  
FF Joseph Doldoorian  
FF Michael Gelinas

### Part-time Personnel

FF Ryan Mullen  
FF Jeffrey Hastings  
VACANT

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!

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

# Sturbridge Fire Department Response Statistics for 2022



INCIDENT TYPE	# INCIDENTS
<b>Station: 1 - HEADQUARTERS</b>	
100 - Fire, other	6
111 - Building fire	11
113 - Cooking fire, confined to container	4
114 - Chimney or flue fire, confined to chimney or flue	2
116 - Fuel burner/boiler malfunction, fire confined	2
122 - Fire in motor home, camper, recreational vehicle	2
131 - Passenger vehicle fire	4
132 - Road freight or transport vehicle fire	5
140 - Natural vegetation fire, other	4
141 - Forest, woods or wildland fire	2
142 - Brush or brush-and-grass mixture fire	13
151 - Outside rubbish, trash or waste fire	3
154 - Dumpster or other outside trash receptacle fire	3
162 - Outside equipment fire	1
200 - Overpressure rupture, explosion, overheat other	1
251 - Excessive heat, scorch burns with no ignition	9
311 - Medical assist, assist EMS crew	5
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	1550
322 - Motor vehicle accident with injuries	115
323 - Motor vehicle/pedestrian accident (MV Ped)	7
324 - Motor vehicle accident with no injuries.	17
331 - Lock-in (if lock out , use 511 )	1
341 - Search for person on land	1
350 - Extrication, rescue, other	5
352 - Extrication of victim(s) from vehicle	1
353 - Removal of victim(s) from stalled elevator	4
372 - Trapped by power lines	1
381 - Rescue or EMS standby	11
400 - Hazardous condition, other	7
410 - Combustible/flammable gas/liquid condition, other	6
411 - Gasoline or other flammable liquid spill	3
412 - Gas leak (natural gas or LPG)	4
413 - Oil or other combustible liquid spill	5
421 - Chemical hazard (no spill or leak)	1
422 - Chemical spill or leak	4

INCIDENT TYPE	# INCIDENTS
424 - Carbon monoxide incident	7
440 - Electrical wiring/equipment problem, other	4
444 - Power line down	10
445 - Arcing, shorted electrical equipment	3
461 - Building or structure weakened or collapsed	3
463 - Vehicle accident, general cleanup	1
480 - Attempted burning, illegal action, other	2
500 - Service Call, other	8
510 - Person in distress, other	2
511 - Lock-out	10
512 - Ring or jewelry removal	2
520 - Water problem, other	1
521 - Water evacuation	2
522 - Water or steam leak	3
531 - Smoke or odor removal	6
550 - Public service assistance, other	38
551 - Assist police or other governmental agency	12
552 - Police matter	11
553 - Public service	106
554 - Assist invalid	59
555 - Defective elevator, no occupants	1
561 - Unauthorized burning	5
571 - Cover assignment, standby, moveup	13
600 - Good intent call, other	8
611 - Dispatched & cancelled en route	83
622 - No incident found on arrival at dispatch address	28
631 - Authorized controlled burning	4
632 - Prescribed fire	1
651 - Smoke scare, odor of smoke	13
652 - Steam, vapor, fog or dust thought to be smoke	8
653 - Smoke from barbecue, tar kettle	1
661 - EMS call, party transported by non-fire agency	2
671 - HazMat release investigation w/no HazMat	8
700 - False alarm or false call, other	2
710 - Malicious, mischievous false call, other	1
714 - Central station, malicious false alarm	4
730 - System malfunction, other	24
731 - Sprinkler activation due to malfunction	4
733 - Smoke detector activation due to malfunction	48
734 - Heat detector activation due to malfunction	4
735 - Alarm system sounded due to malfunction	32
736 - CO detector activation due to malfunction	20
740 - Unintentional transmission of alarm, other	29
741 - Sprinkler activation, no fire - unintentional	2

INCIDENT TYPE	# INCIDENTS
743 - Smoke detector activation, no fire - unintentional	59
744 - Detector activation, no fire - unintentional	2
745 - Alarm system activation, no fire - unintentional	28
746 - Carbon monoxide detector activation, no CO	8
900 - Special type of incident, other	5

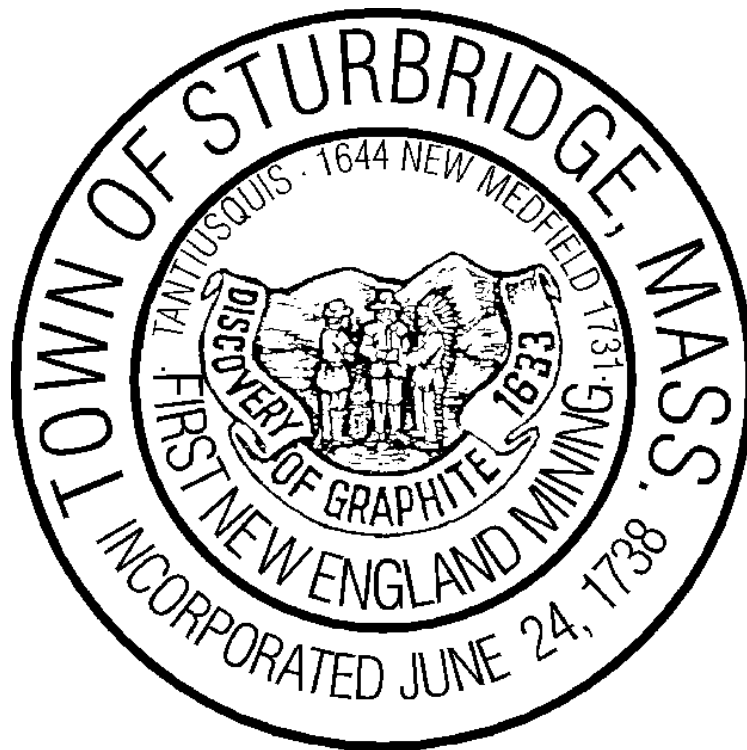
**Total Incidents 01/01/2022 to 12/31/2022**

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**2557**

# PUBLIC WORKS

2022





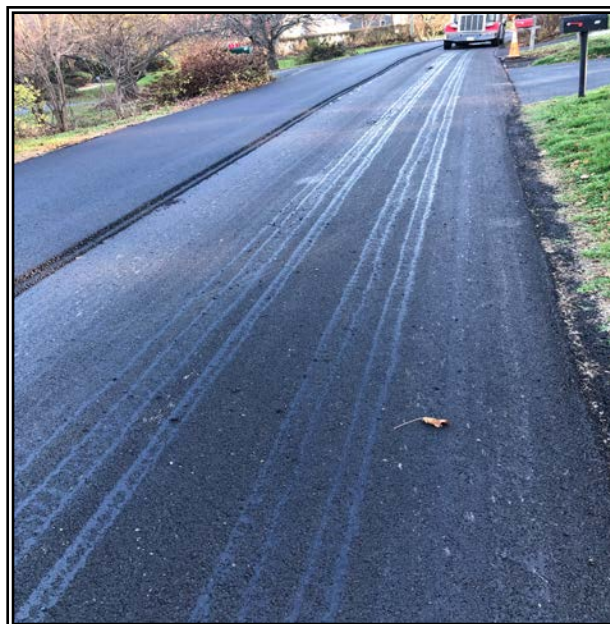
## ANNUAL REPORT OF THE DEPARTMENT OF PUBLIC WORKS 2022

The Department of Public Works consists of eleven crewmembers. In June of 2022, Heather Blakeley accepted the position of DPW Director and Mark Augello remained the Operations Manager. The responsibilities of the Department include administration, supervision and operations of the Highway, Water and Sewer Departments, and maintenance duties associated with Cemeteries and Recreational Department. DPW also provides assistance and support to the Tree Warden and Landfill operations. The DPW conducts plan reviews for the Planning and Zoning Boards and interacts with several other committees as needed.

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

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

<b><u>Road Construction and Paving</u></b>	<b><u>Mileage</u></b>
● Hillside Drive	0.42 Miles
● The Trail	0.48 Miles
● Harrington Court	0.08 Miles
● Lakewood Trail	0.12 Miles
● Ridgeview Road	0.14 Miles
● Jamieson Road	0.07 Miles
	1.31 Total Miles



*Hillside Drive Paving Operations*

### **General Road Maintenance:**

- Grading all public gravel roads (1.67 miles), brush cutting (50+ miles) and street sweeping (80 + miles) completed during this construction season. Maintaining private roads in accordance with the bylaw. Repaired damaged asphalt berms and installed asphalt berms in problem erosion areas.

### **Guardrail Repair:**

- Concrete posts replaced on Streeter Road due to accidents
- Two hundred feet of metal guardrail installed on Mashapaug Road near River Road
- Replaced three galvanized guard rail panels on Fiske Hill Road

### **Sidewalk Maintenance:**



- A subcontractor was hired to repair hazardous conditions (raised panels) on Route 20 and Route 131.
- Sidewalks on Rte. 20 and Route 131 were treated for weed prevention by a certified pesticide applicator.

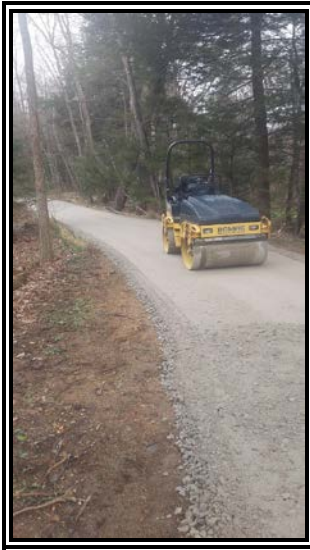
### **Roadside Litter:**

- Several truckloads of debris removed from the Town Road Right-of-Ways and various properties. Removed over 100 bags of litter, 10 tires, other miscellaneous items such as couches and furniture collected this year. Please report any illicit dumping activities to the DPW or Police Department to help reduce this increasing ongoing problem. To all residents and volunteers who are providing support, thank you for your assistance.

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

- As part of MS4 permit requirements, DPW cleaned 317 catch basins and repaired or replaced 20 structures. The DPW also cleaned stormwater system outlets. Reconstructed road drainage on this year's paved roads projects.

### **Trail System:**



The second phase at The Riverlands Trail that originally started in December 2019 finalized this year. The DPW worked along with a subcontractor to widen the trail. The crews cleared and compacted material, which extended just over 1,300 feet.



### **Miscellaneous Improvements:**

- Improved swales on Hamilton Road to improve stormwater runoff.
- Painted 56,660 feet of double yellow line striping, 112,285 feet of single yellow line striping and 119,740 feet of white edge line completed during this construction season. The department also painted 85-stop lines town wide.
- Bury trash weekly at landfill.
- Remove and replace Skating Rink (seasonally).
- Flush sewer pressure lines.
- Completed 14 burials during this calendar year.
- Maintains over 70 vehicles for Town Hall, Fire, Police, Water, Sewer and DPW staff.
- Cleaned the Sewer Drying beds at the WWTP for the year.
- Mowed and maintained stormwater retention ponds in sub-divisions.
- Repaired salt shed due to deterioration of the boards interior and exterior.
- Arranged an emergency procurement to line a 153-foot section of failing sewer line on Rte. 20 in December 2022.
- Working with Tighe & Bond to update cemetery records to make records more accessible to DPW and public.

### **New Equipment Purchased:**

- The Department of Public Works received two identical 2021 Ford F250's in late July that had been ordered the previous year due to backorder of microchips. This year's big purchase is a new backhoe, expected to arrive sometime in July 2023.



The Department of Public Works is pleased to announce the new hires for this year are Heather Blakeley as DPW Director in June 2022. Luke Mapplebeck has accepted the Laborer/position in March 2022. Dan Gervasi has retired from his position of Senior Heavy Equipment Operator in October 2022. Vernon “Butch” Jackson, Jr. retired as DPW Director in June 2022. We wish them both well in retirement. Thank you for your continued support to the department.

Respectfully submitted,  
Department of Public Works

## Wastewater Operations – 2022

Veolia is proud to have successfully completed thirty-three years and six months of operation of the Sturbridge Wastewater Department as of December 31<sup>st</sup>, 2022. 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 2022.

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 2022:

Wastewater Department O&M Staff		
Employee	Title/Project Role	Certification Level
Shane Moody	Project Manager/Facility Manager	Grade VI
Joshua Earnest	Assistant Project Manager	Grade VII
Thomas Potvin	Operator III/Operations Supervisor	Grade VII
Hunter Kelley	Operator II	Grade VI
Jacob Putis	Operator III	Grade VI
Wayne Johnson	Operator/Maintenance Mechanic II	Grade III
Steven Saletnik	Operator III/Project Operator	OIT
Rory Allard	Operator I/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 2022, there were ten new sewer customers connected to the Wastewater Collection System. By the end of 2022, the Collection System served roughly 2,097 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 2022, the Wastewater Department performed the following services:**

• Wastewater Department/system emergency calls	143
• Wastewater Collection System main/services repairs	1
• Wastewater Collection System inspections	12
• Environment One grinder pumps replaced	92
• Environment One grinder pumps rebuilt	19
• Environment One system inspection/startups (new)	10
• Environment One system startups/shutoffs (seasonal)	70/70
• Preventive maintenance work orders completed	2774
• Corrective maintenance work orders completed	138

**Facility Performance – 2022**

The Sturbridge WPCF has a permitted 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 2022, the Facility effectively treated an average of 412,923 gallons of wastewater daily. This amounted to a total of over 150 million gallons of wastewater treated and discharged to the Quinebaug River. The treatment process had an annual average of 98.4% removal of solids entering the Facility. This Facility's high quality effluent continues to protect the river while improving the water quality downstream. This was achieved through strict adherence to Federal and State regulations, expert process control, preventive and corrective maintenance, and a high level of personnel training. Over the past 12 months, Veolia continued to improve upon pollutant removal and provided high quality effluent in the face of increasingly stringent regulations.

In an effort to conserve the Town of Sturbridge's drinking water, the Facility recycles a portion of the discharge water to be used upstream throughout the treatment process. In 2022, this saved over 50 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 2022, 100% of the 277 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 57 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 2022 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 20<sup>th</sup> year in a row and has only had one in the last 33 years. Veolia continued routine upgrades and additions to our Process Control System (PCS). All equipment is on a scheduled maintenance program. We continue to maintain and utilize our Tier II program for Emergency Management and Intalex software for Environmental, Health, and Safety Management.

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

2023 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 – 2022

Veolia is proud to have successfully completed thirty-three years and six months of operation of the Sturbridge Water Department as of December 31<sup>st</sup>, 2022. 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-three years. This report summarizes the activities that took place during calendar year 2022.

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 2022:



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

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 2022, there were 1,757 active water service connections to the Water Distribution System with over 4,500 people served by the Town’s water supply. Approximately 20% of the facility’s flow originated from Well #1, 32% originated from Well #3, 35% originated from Well #4, and 13% originated from Well #5, resulting in a total of 198.3 million gallons of water treated.

**In 2022, the Water Department performed the following services:**

• Water Department/system service calls	234
• Water Department home leak tests	34
• Water Department/system emergency calls	148
• Dig-Safe mark-outs	319
• Water hydrants repaired or replaced	4
• Water distribution main repairs	0
• Water services repaired or replaced	4
• Water gate boxes and curb stops repaired or replaced	6
• Preventive maintenance work orders closed	429
• Corrective maintenance work orders closed	159

**Plant Performance – 2022**

The Sturbridge WTP has a permitted average daily design flow capacity of 1.23 million gallons. The Well #4 Water Plant has a permitted 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 530,422 gallons of water daily. This amounted to a total of 193,604,000 gallons of finished water produced and pumped into the Town’s Distribution System. The entire Distribution System was flushed twice last year to ensure water quality.



To ensure the quality of the Town’s drinking water, the Water Plant must meet an array of state and federal drinking water quality requirements. These regulations require testing for everything from the aesthetic quality of the water, including color and clarity, to parameters not detectable by taste or vision, such as coliform, lead, and copper. All sampling and testing was performed according to all water quality standards set forth by the Federal Safe Drinking Water Act. The Town reported 100% compliance with these regulations.

In 2020, a round of lead and copper testing was completed. This sampled 20 approved locations throughout the Distribution System as well as all schools and daycare facilities within the Town.

Testing results were found to be in compliance with EPA regulations. Lead and Copper sampling will be conducted again in 2023 in accordance with the requirements.

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 Intelix software for Environmental, Health, and Safety Management.

In 2021, a system wide leak detection survey was conducted. This is a physical evaluation done to identify the locations of leaking pipes or fittings within the Town's Distribution System. Once located, the proper actions can take place to repair the leaks. There are several benefits of locating and repairing leaks, one of them being water conservation. During the year, four leaks were found and repaired accordingly. Leak detection is required every three years by permit, and is scheduled to occur again in 2024.

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

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

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

Respectfully submitted,

Shane M. Moody, Project Manager

WTP: (508) 347-2513

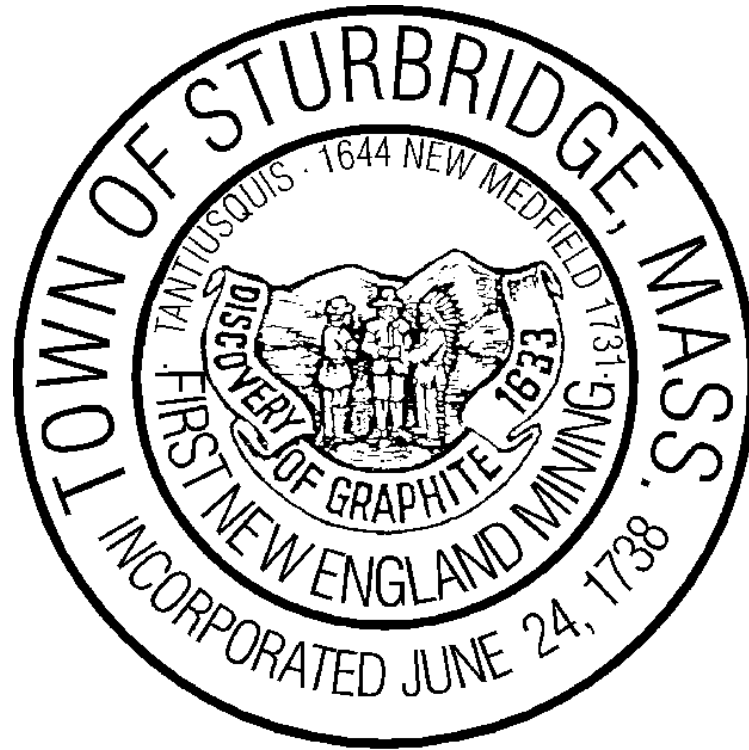
WPCF: (508) 347-2514

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E-Mail: [shane.moody@veolia.com](mailto:shane.moody@veolia.com)

# PLANNING, DEVELOPMENT AND REGULATION

2022



# **REPORT OF THE PLANNING BOARD**

## **2022**

The Sturbridge Planning Board, consisting of seven (7) appointed members, met regularly during 2022. It has always been the Board’s policy to meet as often as necessary to conduct business deemed appropriate under Massachusetts General Laws and the Charter of the Town of Sturbridge.

The year continued to be challenging as the pandemic continued. The Board had a mix of in person and hybrid meetings, but the majority of business has been conducted in person. The opportunity to meet remotely has been extended by the Legislature and from time to time has been necessary this past year.

The Board normally meets on the second and fourth Tuesdays of the month at 6:30 PM and this schedule has been maintained. All meetings are taped, and are subsequently broadcast via the local public access cable television and can be viewed online through the town website. 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*.

The Planning Board members and staff are as follows:

Planning Board

Chair	Charles Blanchard
Clerk	Susan Waters
Members	Jeff Adams
	Michael Chisholm
	Brad Goodwin
	Wally Hersee
	Dane LaBonte

Staff

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

There has been some change on the Board this year with member Chris Bouchard resigning from the Board after serving since 2018. Brad Goodwin was welcomed by the Board in December of this year to fill that position. The Board would like to thank Mr. Bouchard for the time he served on the Board.

During the calendar year 2022, the Planning Board held seventeen (17) 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:

Susan Waters	Betterment Committee
Jeff Adams	Representative to CMRPC
Wally Hersee	Community Preservation Committee Representative, Housing Trust designee

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 2022:

#### **January 11, 2022**

Right of First Refusal – Kenneth P. Kaszowski – Lots B, C, and D Podunk Road – Planning Board does not recommend exercising the right of first refusal 6-0

Public Hearing – Sign Special Permit – 178 Main Street – Planet Fitness - to install an 87.25 sq. ft. building sign – Approved 6-0

#### **February 8, 2022**

ANR – 28 & 48 Hillside Drive – David & Sarah LaFrance – plan shows the creation of Parcel B from land owned by Ian & Michelle Neill that would be combined with land owned by LaFrance shown as Parcel A, the remaining land meets the requirements – Endorsed 7-0

#### **March 8, 2022**

ANR – 21 New Boston Road – Om Shri Ambika, LLC - the plan shows the division of 21 New Boston Road into two parcels. Ownership will not change, but the recently approved Fix Restaurant needs to be on its own parcel for financial reasons. Appropriate easements

for parking access will be prepared and recorded as well. Both lots meet the dimensional requirements – Endorsed 7-0

ANR – 25 Westwood Drive – Kristine Zenaro - the plan shows the creation of three lots A, B & C and the remaining land from land owned by Kristine Zenaro, the proposed lots and remaining land meet the requirements – Endorsed 7-0

### **March 22, 2022**

Waiver of Site Plan – 379 Main Street – Sturbridge Early Learning Academy – allow the renovation of the former Santander Bank at 379 Main Street into a second location for the Sturbridge Early Learning Academy – Approved 5-0

### **April 26, 2022**

Berry Farms Road – Endorse Final Subdivision Plan for Recording - Accepted Covenant 5-0

Hillside Drive Acceptance – The Board voted 5-0 to support the acceptance of this roadway by the Town.

### **May 10, 2022**

Public Hearing – Site Plan & Special Permit – Blueberry Hills Estates – to allow a 71 Unit 55+ manufactured housing community, Blueberry Hill Estates, to be constructed on the premises known as Lot 3 Berry Farms Road. – Voted to Continue to May 24 – 5-0

Waiver of Site Plan – 400 Haynes Street – Pilot Travel Center – to modify an existing island and add a new island to separate the truck fueling area from the truck exit lane in the rebuilt travel center. – Approved 5-0

### **May 24, 2022**

ANR – Hillside Drive Cul-de-Sac Street Acceptance – Town of Sturbridge – The Street Acceptance for the Hillside Drive cul-de-sac came before the Planning Board, Board of Selectmen and Town Meeting last year, but the documents were not recorded at the registry in a timely manner, so the process needs to be redone. The two parcels at the end of the cul-de-sac were sold, both parties have signed a waiver of appraisal and damages. – Endorsed 6-0

Continuation of Public Hearing – Site Plan & Special Permit – Blueberry Hills Estate – to allow a 71 Unit 55+ manufactured housing community, Blueberry Hill Estates, to be constructed on the premises known as Lot 3 Berry Farms Road. – Voted to Continue to July 12<sup>th</sup> 6-0

### **June 14, 2022**

ANR – 21 New Boston Road – The Engineer misplaced the originally signed plans needed to be signed again. – Voted to have the Board Clerk sign the ANR plans for 21 New Boston Road 5-0

Public Hearing – Sign Special Permit – 178 Main Street – AutoZone – To allow an 82.15 square foot sign, where 30 square foot allowed under the sign bylaw – Approved 5-0

Waiver of Site Plan – 178 Main Street – Tesla - to allow for the installation of 12 Tesla Super-Chargers with related equipment in the parking lot at 178 Main Street.– Approved 5-0

Flood Insurance Rate Maps – The Town received preliminary revised Flood Insurance Rate Maps (FIRM) updates. The Planning Department will hold office hours and informational sessions for residents to learn about the proposed changes.

### **July 12, 2022**

Continuation of Public Hearing – Site Plan & Special Permit – Blueberry Hills Estate to allow a 71 Unit 55+ manufactured housing community, Blueberry Hill Estates, to be constructed on the premises known as Lot 3 Berry Farms Road– Voted to Continue to September 13<sup>th</sup> 6-0

355 Leadmine Road – Notice of Intent to Sell & Convert – Right of First Refusal – Voted not to exercise the right of first refusal 6-0

### **July 26, 2022**

Waiver of Site Plan – 110 Brookfield Road – Cruise Control Transportation, Inc. - to add towing and storage of vehicles with no change to the existing parking lot, layout or design of the existing operation at 110 Brookfield Road. – Approved 7-0

### **August 8, 2022**

ANR – 201 Main Street – Thomas More - to create Lot 1, consisting of 1.0753 acres, from land located at 201 Main Street. – Endorsed 4-0

Paint & Sip, LLC (Brush it Off) at 559 Main Street –will be leasing the former Stone & Sparrow space to expand the business to allow pottery workshops.

Public Hearing – Special Permit – 179 Main Street – Verizon Wireless - to allow for the installation of a small antenna and associated equipment on an existing utility pole in the public right of way near 179 Main Street. –Voted to continue public hearing to August 23<sup>rd</sup> 4-0



Waiver of Site Plan – 178 Main Street – Dragonfly Ibis, LLC – to revise the division of spaces at the plaza at 178 Main Street to one fitness center, one “retail” space (two units), one restaurant, and one storage/office in the rear. – Approved 4-0

**August 23, 2022**

The Board voted Wally Hersee as the Planning Board designee for the Affordable Housing Trust.

Public Hearing – Special Permit – 179 Main Street – Verizon Wireless - to allow for the installation of a small antenna and associated equipment on an existing utility pole in the public right of way near 179 Main Street. – Approved 5-0

**September 13, 2022**

Continuation of Public Hearing – Site Plan & Special Permit – Blueberry Hills Estates - to allow a 71 Unit 55+ manufactured housing community, Blueberry Hill Estates, to be constructed on the premises known as Lot 3 Berry Farms Road.– Voted to Continue to November 15<sup>th</sup> 6-0

Waiver of Site Plan – 484 Main Street/3 Arnold Road – Rapsallion - to open a lounge in the downstairs of the current location, to serve on the outdoor patio, and to update the parking. – Approved 6-0

Waiver of Site Plan – 220 Holland Road – Hemlock Ridge Golf Course – to construct a 24’x50’ golf cart pen. – Approved 6-0

**September 27, 2022**

ANR – 195 & 201 Main Street – Thomas More – to combine the existing house lot with the remaining commercial land, shown on the plan as Lot 2, and has sufficient frontage – Endorsed 6-0

Pine Lake Resort – to add a second pool at the Resort. Approved.

**October 25, 2022**

Waiver of Site Plan – 530 Main Street – Sturbridge Country Inn – for the modification of the existing Sturbridge Country Inn to allow a mixed use of four residential apartments and eight Inn rooms/suites – Approved 6-0

**November 15, 2022**

Continuation of Public Hearing – Site Plan & Special Permit – Blueberry Hills Estates to allow a 71 Unit 55+ manufactured housing community, Blueberry Hill Estates, to be

constructed on the premises known as Lot 3 Berry Farms Road.– Voted to Continue to January 10<sup>th</sup> 5-0

Waiver of Site Plan – 178 Main Street – Dragonfly Ibis, LLC – to allow for the interior and exterior fit-up of the existing tenant space for a bar and restaurant called Condesa Restaurante – Approved 5-0

**December 13, 2022**

ANR – 381 New Boston Road – Peter & Lynn Zukas – to divide land at 381 New Boston Road into four lots and Parcel A. The four lots have frontage on New Boston Road and Lane Eight and Parcel A is being combined with land of Curtis and is so noted. – Endorsed 7-0

ANR – 704 Main Street – Virgilus Van Gervan – to divide land at 704 Main Street into Lots 2A and 2B. Lot 2B is noted that it is not a building lot and is being combined with land of Van Gervan. Lot 2A has frontage on Old Route 20 (704 Main) – Endorsed 7-0

ANR – 100 Breakneck Road – Old Green Acres, LLC – to divide land at 100 Breakneck Road into three parcels – Endorsed 7-0

Public Hearing – Site Plan Review – 698 Main Street – Interstate Towing – to allow the construction of a new 7,000 square foot building for the purpose of Interstate Towing, Inc’s auto towing and recovery business. – Approved 7-0

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

## **ZBA Meeting Info 2022**

### **January 19, 2022**

Determination – 108 Wallace Road – Russell & Denise Gendreau – to install a new 12x30 shed, which will be placed on a stone base. – Approved 6-0

J. Bubon discussed the mask mandate and that the next meeting will be located back in the Center Office Building in person.

### **March 16, 2022**

Determination – 21 Whittemore Road – V&J, LLC – to demo 2<sup>nd</sup> floor of existing residence, reconstruct 2<sup>nd</sup> floor and install new roof. Demo 1<sup>st</sup> floor and reconstruct 1<sup>st</sup> floor and refurbish front and rear decks, within existing footprint. – Approved 5-0

Determination – 43 Abrams Drive – Brian Juliano – to add a 10'x12' deck off of the second floor of the existing garage. – Approved 5-0

Old/New Business - E. Banks stated that this would be Tom Earls last meeting with the ZBA and thanked him for his service to the Board.

### **April 20, 2022**

Determination – 54 Westwood Drive – Brian Baez - to install a 21 Ft. above ground pool – Approved 6-0

Public Hearing – Special Permit – 18 Camp Road – Rachel & Robert Galasso - for the construction of a 1, 472 sq.ft. accessory dwelling unit at 18 Camp Road – Approved 6-0

Public Hearing – Special Permit – 290 Clarke Road Extension – Steven & Meagan Tardanico - for the construction of an accessory dwelling unit above the garage and the addition of a set of stairs to access the second floor of the garage resulting in an increase in overall lot coverage – Approved 6-0

### **May 18, 2022**

Determination – 44 Camp Road – Paula Brunell - for the construction of an addition to the existing single family home on a lot with less than the required frontage – Approved 5-0

Determination Amendment – 112 Cedar Street – Anthony Scarnici - requesting an amendment to a previously approved determination to add a 6' x 24' second floor balcony 10' above the rear deck – Approved 5-0

Five Leaves Comprehensive Permit Extension Request – NBM Realty, LLC - requesting an extension of the comprehensive permit granted on June 9, 2018, to June 9, 2023. He stated that in 6 to 8 months they should have new site plans and renderings of reduced plan. They are planning

on going from 97 units to 36 units, the front building will have 8 units, the middle, existing building, will have 12 and the rear building will have 16. – Approved 5-0

### **June 15, 2022**

Determination – 131 Shore Road – Susan & Douglas Purves – To construct a second floor on an existing dwelling – Approved 6-0

Determination – 21 Whittemore Road – V&J, LLC – to demolish an existing dwelling and construct a new house – Approved 6-0

Updated Determination Application Form – J. Lacy presented an updated Determination Application form and asked the Board if they would accept it for use – Approved 6-0.

CHAPA – Annual Status Update Chapter 40B Developments – ZBA reviewed and discussed the update.

Old/New Business – D. Zonia gave a public service announcement regarding the Rotary Club's 50<sup>th</sup> Anniversary on June 29<sup>th</sup> at the Publick House.

### **July 20, 2022**

Public Hearing – Special Permit – 26 Goodrich Road – Christina Partidge – to construct an addition and a deck on an existing single-family home with the required setbacks, on a pre-existing, non-conforming lot with an increase in lot coverage from 17.2% to 18.5% - Finding approved 5-0 – To Grant 5-0

Public Hearing – Special Permit – 28 Goodrich Road – Mark Farrell – to raze the existing camp and rebuild a single family home within the required side setbacks on a pre-existing, non-conforming lot – Finding Approved 5-0 – To Grant 5-0

Public Hearing – Special Permit – 110 Brookfield Road – Cruise Control Transportation, Inc. – to add the use of towing and the storage of vehicles to the existing non-conforming use of a trucking and construction operation. – Finding approved 5-0 – To Grant 5-0

### **August 17, 2022**

Public Hearing – Variance – 25 Westwood Drive – Russell Corriveau - requesting a variance in reference to Section 300-15.13 of the Zoning Bylaws which requires "All driveways shall access on the way on which legal frontage for that lot is established." The lot in question has frontage on both Westwood Drive and Cedar Street, the legal frontage is on Westwood Drive, although access and a driveway are possible from Westwood, the topography of the lot and municipal utilities available suggest a driveway on Cedar Street would be the preferable means of accessing the site. – Finding 1: Approved 7-0 – Finding 2: Approved 7-0 – Finding 3: Failed 4-1-1 – Clarification was asked for on the final required Finding regarding the definition of "detrimental". J. Bubon discussed the state statute. After the explanation F. Onwukueke and D. Zonia indicated that they

now had a better understanding and would consider a new vote on this criteria. – Vote to rescind the original vote for Finding 3 – Approved 7-0 – Finding 3: Approved 7-0 – Variance Approval 7-0

**October 18, 2022**

Determination – 242 & 242A Big Alum Road – Samuel & Cara Gilbert – to raze one of the two structures on the property and to construct an addition to create one single family home – Approved 5-0

Determination – 15 Cove Drive – Sean Bushe – to remove the existing deck and gazebo on the property and replace them with a new deck and new screen room under the existing sunroom – Approved 5-0

**December 14, 2022**

Determination – 11 Farquhar Road – Jay & Samantha Boucher – to add a 12’x24’ deck and to convert the existing 16’x20’ covered deck into a 20’x30’ addition. – Approved 5-0

Determination – 126 Lake Road – Pioneer Builders, LLC – to reconstruct the existing single-family home and site improvements. – Approved 5-0

Determination – 168 Lane 7 – Stephen Quink – to raze the existing 19’8”x28’ three stall garage to be replaced by a 30’x40’ three stall garage. – Approved 5-0.

# Report of the Building Commissioner 2022

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

We are committed to working and communicating with other departments to enforce the town's rules and regulations in a fair and equitable way to improve Sturbridge. Any suggestions for improvements are always welcome. It is our belief that public health and safety is a joint responsibility.

A total of **1056** permits were issued in 2022, totaling **\$298,740.08** in fees collected. The department members and breakdown of permits are as follows:

<b><i>Plumbing Inspector:</i></b>	Gil Provost	<b>130 Plumbing Permits</b>
<b><i>Gas Inspector:</i></b>	Gil Provost	<b>131 Gas Permits</b>
<b><i>Alternate Plumbing, Gas Inspector:</i></b>	John Murray	
<b><i>Electrical Inspector:</i></b>	Clyde Gagnon (Out on sick leave)	<b>206 Electrical Permits</b>
<b><i>Alternate Electrical Inspectors:</i></b>	Robert Garon, William Gibson Noel Lamothe	
<b><i>Building Commissioner:</i></b>	Nelson Burlingame	<b>589 Building Permits</b> <b>110 Safety Inspections</b>

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

Some of the larger commercial projects in 2022 are as follows:

- 6 Picker Rd. Cold Storage new 120,549 sq. ft. with 55 ft. ceiling facility and single story 3,300 office area has been completed
- 90 Charlton Rd Cold Storage new 80,000 sq. ft. 52 ft. ceiling facility with two story 5,000sq. ft. Office has been completed
- 69 Hall Rd. Renovation 3,136 sq. ft. dental office with eight new treatment rooms
- 275 Chamberland house new porch, Historic Inn new historically correct siding

- 40 Edward's Gas, Remodeling outside new façade and remodeling inside to convenient store.
- 178 Main Planet Fitness has been completed. Note there busies franchise in New England area.
- 559 Main Deep roots whisky distillery and Axe throwing
- Old Friendly's, new restaurant (Gido's) Brick oven pizza and ice cream!
- 178 main Auto Zone
- 709 Main F&G Plastics Clean room
- 649 main, Sullivan Tire new façade and remodeling inside
- Have done over three Dunkin Donuts in town
- 100 Charlton Rd., Five Below completed
- 100 Charlton Rd., Old Navy completed
- Noble Energy

This has been a very busy year for new commercial construction projects. I would like to take this time to thank the many companies that have chosen to invest in the Town of Sturbridge and help make it such a successful community.

Respectfully Submitted,

Nelson Burlingame  
Building Commissioner  
Zoning Official

# **REPORT OF THE BOARD OF HEALTH**

## **2022**

The Board of Health is a three-member elected board. Our term of office is three years each, with members elected on consecutive years. Our current members include: Linda Cocalis (2020-2023), Chair, Richard Volpe (2022-2025), Vice-Chair, and Louis Fazen (2021-2024).

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

We would like to thank our diligent staff -- Administrative Assistant Laura Sherris and Health Agent Kenneth B. Lacey, Jr. -- and would like to welcome Molly Tuller as Health Inspector. We would also like to offer our deepest appreciation to our previous Health Inspector, Patricia Valiton. Tricia left us this year for an amazing career advancement opportunity. We wish her all the best in her new job.

### **COVID-19 PANDEMIC**

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

As this pandemic moved into the next stage, our staff worked diligently with businesses in town to help them interpret and maintain compliance with the changing 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 the Cedar Lake Recreation Area; Walker Pond, at the Main Beach and Oak Cove; Big Alum Lake, including the beaches on The Trail and the Italian Club; and the beach at Sturbridge RV Resort. Our monitoring includes reviewing the beach inspection and water quality testing reports for public safety.



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

The following information is provided as a statistical summary of permits/licenses issued by the Board of Health for the 2022 calendar year:

Food Service Permits	106	Body Art Permits	3
Temporary Food Permits	28	Tanning Salon Permits	3
Septic Installer Permits	27	Tobacco Permits	12
Septic Permits	18	Hotel/Motel Licenses	14
Septage Haulers	12	Mobile Home Park Permits	3
Waste Hauling Permits	10	Campground Permits	2
Public/Semi-Public Pool/Spa Permits	10	Camp Permits	1
Public/Semi-Public Beaches	6	Wells	18

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

### **EMERGENCY MANAGEMENT**

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

The PHEP Coalition currently funds some of our emergency management communications programs, helps with funding for emergency management education, and has provided

grants over the years to help outfit the Health Department with supplies to prepare us for public health emergency preparedness. Our Health Agent, Kenneth B. Lacey, Jr., currently serves on the Executive Committee of the Region 2 PHEP Coalition.

The Board of Health would like to take a moment to encourage all residents to consider volunteering for the Medical Reserve Corps (MRC). The MRC is a group of medical and non-medical volunteers who are willing to help out in the event of a public health emergency. Any citizen interested in volunteering with the MRC should contact the Worcester Regional Medical Reserve Corps.

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

The Board of Health oversees the operation of the Recycling Center and Landfill, and licenses private waste haulers who offer curbside trash and recyclables collection to the residents and businesses of Sturbridge. The Board requires that the haulers provide recycling opportunities to their customers in adherence 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 waste materials at the Recycling Center. We would also like to acknowledge his team of dedicated workers: Wayne Beckwith, Jessica Booth, Richard Curboy, Shenandoah Reddy, and Scott Tremblay.

The residents of the Town of Sturbridge who utilize the Recycling Center and Landfill should be proud that Sturbridge was recognized for excellent recycling rates, and was 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 continuously working to protect the citizens in Sturbridge from any potential water quality issues that could arise from the neighboring Southbridge Landfill. Board members spent an incredible amount of time and energy on educating themselves and continuously monitoring reports. The Southbridge Landfill began its closure in 2018 and the Health Department continues to monitor the activity and impacts of the landfill for the residents of Sturbridge.

Respectfully submitted,

Linda Cocalis, Chairwoman  
Richard Volpe, Vice-Chair  
Louis Fazen

# REPORT OF THE CONSERVATION COMMISSION

## 2022

The Conservation Commission is responsible for the protection and management of Sturbridge's conservation land and the administration of the Massachusetts Wetlands Protection Act and the Sturbridge Wetland Bylaw.

### Conservation Commission Members and Staff

The Sturbridge Conservation Commission (SCC) is comprised of 5 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. For most of the year, the Commission consisted of the following members: Ed Goodwin (Chair), Steven Chidester (Vice-Chair), David Barnicle, Erik Gaspar and Roy Bishop.

Due to moving out of town, Steven Chidester resigned from the SCC after 6 years of service. We would like to thank Steven for sharing his knowledge, his time and for his devotion to the protection of our natural resources. Ted Winglass was appointed at the end of 2022 to fill the vacancy.



This year the Commission lost David Barnicle when he passed away on Oct 26th, after an illness. Dave was a dedicated Commissioner who volunteered on the board for 25 years. He was an environmental activist and educator throughout his life. Before moving to Sturbridge in 1980, he taught Biology at Natick High School. Dave helped formulate the Sturbridge Wetland Bylaw Regulations and the helped create the Friends of Sturbridge Trails (FroST) where he served as the Chairperson. He also served as the Commission's trails liaison. Dave could be found working on the trails on their Saturday workdays. Dave was devoted to the protection of our natural resources helping to protect land for open space and enhancing wildlife habitat throughout town. There are many berry bearing bushes planted per Dave's recommendations! He was known to share his love for the environment with board members,

applicants and the public alike. The Town of Sturbridge was fortunate to have such a dedicated steward of Commission's mission. "Unless someone like you cares a whole awful lot, nothing is going to get better. It's not." The Lorax

The town employs two staff to assist with the Conservation Commission's responsibilities. The Conservation Department consists of a full-time Conservation Agent and a part-time Administrative Assistant. Rebecca Gendreau has been the Conservation Agent since October 2017 and Erin Carson has been the Administrative Assistant October 2020.

## Wetland Protection Act Administration

Persons contemplating any work in or within 200 feet of a wetland or stream, should seek information about the Wetlands Protection Act at the Commission’s office in the Center Office Building. 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. The administration of the Wetlands Protection Act continues to take much of the time of the Conservation Commission.

Applications reviewed by the SCC include: Notice of Intentions (NOIs), Requests for Determinations of Applicability (RDAs), Abbreviated Notices of Resource Area Delineations (ANRADs), Wetland Bylaw Letter Permit Applications and Tree Removal Permit Applications. Last year we reported that we continued to see an increase in permitting despite the pandemic. This past year we have continued to see this trend in our permitting numbers.

Please see the table for permitting during 2022. With this table we have included other reviews/actions taken by the SCC which include Emergency Authorizations, Extension Requests, Amendment Requests and Certificates of Compliances. This past year, the SCC’s permits were primarily for residential projects. Fewer applications were received for commercial projects. The residential projects included

### 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.

Orders Of Conditions	<b>31</b>
Determination Of Applicability	<b>30</b>
Order Of Resource Area Delineation	<b>1</b>
Sturbridge Wetland Bylaw Orders Of Conditions	<b>3</b>
Sturbridge Wetland Bylaw-Commission Approval	<b>5</b>
Sturbridge Wetland Bylaw-Agent Approval	<b>66</b>
Permit Amendments	<b>1</b>
Events/Special Permits	<b>7</b>
Certificate Of Compliance	<b>34</b>
Emergency Authorizations	<b>3</b>
	<b>182</b>

new house lot developments, raze and rebuilds of summer lakefront cottages to year round houses, septic replacements, home improvement projects (such as pools, house additions, etc.) and lake shoreline wall projects.

### **Land Management and Stewardship**

During the past year, the Commission has remained committed to the responsible use and management of approximately 1,500 acres of Conservation land in their care and custody. The SCC approved 7 special events on these properties. A local girl scout held a story walk for children on the Heins Farm. Additional events were held by the Hamilton Rod and Gun Club, The Sturbridge Rotary Club, the Joshua Hyde Library and an employee walk for the BSC Group.



The Conservation Department continues to assist with the design and permitting of trail related projects. Staff assisted with the Grand Trunk Trail project design and permitting over the past few years. This year a section of the Grand Trunk Trail was completed from Farquhar Road to the Westville Recreational Area. This portion of the trail is located on Army Corps of Engineers land, private property and

on town owned conservation land. The Morse family made a generous

donation to allow an easement on their land to help make this possible. This trail is part of the Titanic Rail Trail which is a 66-mile trail from Franklin, Ma to Palmer, Ma. The town continues to design and plan connecting this trail to the Riverlands' property where the next section of the trail is located.



*Trailhead at 75 Farquhar Rd. – parking found at Westville Recreational Area.*

The Conservation Department continued to offer internships this past Summer. Staff welcomed Nadine C. who attends UMASS Amherst. She assisted with GIS and database improvements for project tracking and had the opportunity to learn about the roles and responsibilities of the Commission and staff.

Central Massachusetts alike most of the state experienced elevated drought status throughout the year. Sturbridge reached a Level III- Critical Drought for a portion of the Summer into Fall. One

of the interests that wetlands serve is the protection of private and public water supplies. The SCC works to protect wetlands through project review. Maintaining vegetated strips of land between wetlands and developments is necessary to ensure wetlands can continue to function and protect the interests that they serve for the public. Stormwater management is also critical to ensure that runoff is treated to prevent pollution and has the opportunity to be infiltrated back into the ground to assist with replenishing groundwater sources.

The lakes monitoring program continued this year. Testing is critical to see how the lakes may be affected over time with increased development and changes in our weather patterns. Changes in PH or temperature can play a significant role in the health of the lake's ecosystem. Lake testing is made possible by volunteers and the Sturbridge Lakes Advisory Committee (SLAC). Funding is provided by the Town through the SCC. Sturbridge has six Great Ponds which include: Cedar Pond, South Pond, Walker Pond, Leadmine Pond, Long Pond, and Big Alum Pond.

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

## DESIGN REVIEW COMMITTEE 2022

The year 2022 was a busy one for the Design Review Committee. There are several new businesses that opened in Sturbridge this year, as well as many existing businesses updating their brand identity either through signage updates, façade updates, or both. All of these changes required applications with the Design Review Committee. We have worked diligently to provide guidance to applicants and have processed many applications this past year. We granted twenty-seven approvals for either sign permits or architectural permits during the fourteen meetings held during 2022. We also bid farewell to Brad Goodwin and thanked him for his service and we welcomed Margaret Neves to the Committee.

DATE	BUSINESS NAME	PROPERTY ADDRESS	TYPE
February 7	Hamilton Rod & Gun Club	24 Hamilton Road	Sign
March 7	Natalie M. Stanley DMD & Associates	69 Hall Road	Sign
	Premier Exteriors and Design	500 Main Street Suite #1	Sign
April 4	Sturbridge Early Learning Academy	379 Main Street	Sign
	Massachusetts Psychiatric Services	258 Main Street	Sign
May 2	Tutti Quanti	538 Main Street	Sign
	D'Errico's Deli	365 Main Street	Sign
June 7	AutoZone	178 Main Street	Sign
	The Granite Group	138 Main Street	Sign
July 5	TD Bank	178 Main Street	Sign
September 12	Five Below	100 Charlton Road	Sign
	Cornerstone Bank	200 Charlton Road	Sign
	Scottish Inn	142 Main Street	Sign
	Old Navy	100 Charlton Road	Architecture & Sign
	Sullivan Tire	649 Main Street	Architecture
November 15	Yankee Wool Works	419 Main Street Suite #7	Sign
	413 on Main	413 Main Street	Sign
	Dragonfly Ibis (Condesa Restaurante)	178 Main Street	Architecture
	Interstate Towing	698 Main Street	Architecture & Sign

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

Respectfully submitted,

**Design Review Committee:**

Chris Castendyk  
 Elaine Cook  
 Chris Wilson  
 Margaret Neves  
 Richard Volpe (Chair).

## **REPORT OF THE SENIOR CENTER BUILDING COMMITTEE**

**2022**

Article 46 of the October 28, 2021 Special Town Meeting appropriated eleven million four hundred fifty thousand dollars (\$11,450,000,00) for the renovation and expansion of the Sturbridge Senior Center located at 480 Main Street subject to the approval of a vote to exclude the payments of the debt from the limits of proposition 2½. The debt exclusion vote passed at a special election held on January 24, 2022.

Members of the Senior Center Building Committee were appointed, and the first meeting of the committee was held on March 16, 2022. A Request for Qualifications for an Owner's Project Manager was issued that generated proposals from five firms. The proposals were rated, interviews were held and on May 31<sup>st</sup> an agreement was reached with Construction Monitoring Services, Inc. (CMS) of Marlborough, MA to be our Owner's Project Manager (OPM).

CMS immediately began the Designer Selection Process. Proposals from seven prospective Design firms were received on July 14<sup>th</sup> and four of these firms were selected to be interviewed, resulting in the selection of ICON Architecture of Boston, MA to be the Project Designer.

The Committee met regularly from August through December with the OPM and the Design team to review the program needs, site evaluation and schematic design options with input from the Senior Center Staff and the Town's Facilities Director. A probable cost estimate was completed in November that showed the impact the current inflationary economic situation is having on projects such as this. Work continued on the design development with the goal of bringing the estimated cost into closer alignment with the funds appropriated for the project.

ICON has refined the design to meet all the program needs identified when the project was approved, with an attractive addition to the renovated Snellville School building that complements its historic significance. A revised cost estimate based on these latest Design Development documents will be presented to the Committee in January.

Our plan is to put the project out to bid in early April with General Contractor bids due by mid-May so that we could go to the June Annual Town Meeting with firm numbers in the event the appropriation made in 2021 is not sufficient due to the current market conditions.

Respectfully submitted,

Charlie Blanchard, Chair

William Chamberland

Rebecca Mimeault

Alan Steinberg

Mike Walker



## Sturbridge Open Space Committee 2022

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 2022 the Open Space Committee met with the Selectmen, the Recreation Committee and the Finance Committee to advocate for placing a permanent conservation restriction on a fourteen acre property at 70 Cedar Street. The residents of the neighborhood were alarmed about large projects that were proposed for the site. Seventy Cedar Street has a large wetland and a stream that empties directly into Cedar Lake. It is a hilly, treed parcel that provides the densely developed area with neighborhood walking trails. Unfortunately, the transfer of the land from the town of Sturbridge to the Sturbridge Conservation Committee won by a majority but failed to get a two thirds vote required to transfer property between town departments.

The Open Space Committee will advocate for property in any neighborhood and encourage anyone to bring a proposal forward to our committee that will enhance the open space where they live.

The Sturbridge Trail Committee has delivered wonderful opportunities to the town to explore the different conservation parcels. The Open Space Committee will actively try to support them in their needs for additional properties and easements to provide connectivity.

The Recreation Committee is actively looking for field locations. Again, Open Space hopes to support them in their endeavors.

The Open Space subdivision bylaw and other bylaws require open space in some form for new developments. However, the bylaws for manufactured housing and trailer parks have no requirements for permanently preserved open space. These are very densely developed areas and need it the most to ensure a healthy environment. We would encourage the Planning Board to rectify this at our Annual Town Meeting.

The Open Space Committee look forward to working with the different boards and residents to provide more access to our beautiful town.

Respectfully submitted,

The Sturbridge Open Space Committee

Carol Goodwin, Lynne Petersen, Lauren Vivier, Jane Duval Downing, Florencia Sangermano

# Town of Sturbridge

Terry Masterson

Economic Development and Tourism Coordinator

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## Economic Development and Tourism Activity – 2022

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This memo is comprised of the following topics:

- Current Town Economic Conditions
- Positive Retail Relocations and Departures
- Vacancy and Occupancy Conditions
- Major New Construction Projects
- Sturbridge Tourism and Marketing Efforts

### Current Economic Conditions in Sturbridge

A review of current hotel and meals spending with data going back to 2019 is listed below with these detailed tables.

Meals Spending - Sturbridge					
	Winter	Spring	Summer	Fall	Year End Total
2022	\$15.2	\$16.4M	\$12M		\$63.6M?
2021	\$10.4M	\$12.5M	\$19.2M	\$23.2M	\$65.3M
2020	\$17M	\$7.3M	\$10M	\$12M	\$46.3M
2019	\$16M	\$14M	\$17M	\$19M	\$66M

+

Hotel Spending - Sturbridge					
	Winter	Spring	Summer	Fall	Year End Total
2022	\$2.5M	\$3.2M	\$6M		\$16.7M?
2021	\$1M	\$2M	\$5.3M	\$6.1M	\$14.4M
2020	\$3.8M	\$0.8M	\$3.2M	\$1M	\$8.8M
2019	\$2.6M	\$3.3M	\$5.6M	\$5.5M	\$17M

### Meals Spending

- Meals spending for 2022 has returned to previous quarters in 2019-2017
- Meals spending for 2017 to 2019 was consistent, averaging \$63M

### Hotel Spending

- Hotel spending for 2022 is on track to return to pre-Covid levels.
- Hotel revenues for Fall 2020 and Winter 2021 were \$1M or \$350,000 per month
- Spring 2020 was \$800,000 for 3 months
- Hotel spending was a consistent annual \$17M for 2017 to 2019
- \$8.8M for 2020 which is a 47% decline

## Retail Relocations and Departures

### Current Retail Occupancy

On an observational level, the retail properties on Route 20 and Route 131 are well occupied with one major long term vacancy being the Cine Magic space.

### JC Penney Space

The unfortunate loss of JC Penney has been hard to understand given the store's popularity. But the ownership has been very active in working to install new tenants for this 50,000 square foot space. Currently, the JC Penney space now has a new retail tenant in Planet Fitness.

### Recent Relocations

In the last year there have been several positive retail relocations which include:

- Teddy G's will be purchasing and occupying the former Friendly's location on Route 20 which will establish a locally owned business onto a well trafficked retail corridor. This occupancy is a real positive because the space could have been filled by a national chain.
- D'Errico's, the longtime Worcester upper end meat purveyor will be taking space within the newly constructed Local Roots facility on Route 20. Their plans to open have been impacted by access to skilled labor.
- Heal and Local Roots - Both of these marijuana retailers have opened new facilities along Route 20.
- Wicked Licks – Wicked Licks opened this summer and from all appearances has done well. Its location adds a terrific complement to Route 20 and the entrance to OSV.
- Tutti Quanti - Tutti Quanti opened this summer offering interesting Italian food and dessert items.
- Brush It Off - Brush It Off has expanded its wine and painting business to include a pottery component.

### Departures and Vacancies

The list below details 6 vacant properties and 6 re-occupancies or re-usage of the property.

<b>Address</b>	<b>Prior Tenant</b>	<b>Sq.Ft.</b>	<b>Status YE 2022</b>
179 Main	JC Penney	57,000	New Tenant: Planet Fitness
379 Main Street	Santander	4800	New Tenant: Learning Academy
500 Main Street	Bank America	10,000	Vacant
2 School Street	Ravezzi's	6,000	New Usage: Housing Development
413 Main Street	Jimmy D's	1800	Vacant
100 Charlton Road	Cinemagic	29,000	Vacant
380 Main Street	Chamber	2500	New Tenant: Wicked Licks
139 Main Street	Rom's	7,000	Vacant
57 Main Street	Wild Flour Kolaches	8,000	Vacant
559 Main Street	Stone Sparrow	5,000	Vacant
559 Main Street	Brush It Off	5,000	Expansion
538 Main Street	Tutti Quanti	2,000	New Tenant: Opening
3 Arnold Road	Homefield Brewing	4,000	New Tenant: Rapscaillon Expanded

Home Based Businesses

It is very positive to note that there are 3 home based businesses selling pottery and sweets. There are probably more but they have participated recently at the Harvest Festival and at the opening of the RLS Cold Storage facility. They are Work of Art Cookies, Just A Nibble and Twiddle T’s Pottery. Whoopie Doo Cupcakes started as a home base business.

New Program: Exit Interviews

In light of the flow of departures and new tenancies there will be an effort to create an Exit Interview program to learn more about why each business left. This information can help us understand their reasons and if there are actions and measures we can take to strengthen Sturbridge as a place for businesses to succeed and thrive.

New Program: One Stop Business Service

Town Administrator Grimm has proposed that the position of Economic Development Coordinator serve as a “One Stop” point of contact for business assistance with dealings with town or state agencies, seeking business counseling or incentives. The important goal is not to just refer a business to a resource but to work with them and the agency or rules that are their concern.

Hobbs Brook: Occupancy and Vacancy

The Hobbs Brooks retail plaza currently has space for 19 tenants of various sizes with 1 space vacant. The total square footage of the plaza is 231,000 square feet (s/f) with 29,000 s/f vacant. The largest vacant space is the CineMagic space at 29,000 s/f. Contacts with the ownership broker has been responsive with their assurances that they are working to re-occupy these spaces.

<b>Category</b>	<b>Figure</b>
Total Square Footage	231,000
Vacant Square Footage	29,000
Vacancy Percentage	17%
Total Store Spaces	19
Occupied	16
Vacant	3

**Business of the Year Award Program**

In 2022, the Town resumed its Business of the Year Award program with plans to offer it again this March, 2023. In 2022 over 200 votes were cast for Publick House, Bird Store ad More, Old Sturbridge Village and Whoopie Doo Cupcakes.

**Tourism Grants**

The Town was able in 2022 to win two grants for tourism totaling \$ 98,000. They are:

- \$48,000 Massachusetts Office of Tourism Recovery Grant
- \$50,000 Massachusetts State Legislature Marketing Partnership Grant

## Major New Projects

As we all know, there have been several major new construction projects within the Town that will offer significant value to the Town's tax base, annual revenues with some new job creation.

<b>Company</b>	<b>Assessed Value</b>	<b>Sq. Ftge</b>	<b>Jobs</b>
New England Cold	\$16.6M	83,000	20
Complete Cold	\$13M	125,000	20
Noble Energy Travel Center	\$9.8M	8,000	5
Noble Energy EV Center	\$4.5M	16,500	15
<b>TOTALS:</b>	<b>\$44.8M</b>	<b>224,500</b>	<b>60</b>

## RV Parks

It is always worth noting that the new opening of the Pine Lake RV Resort offers over 300 RV pads and cottages adding to the over 125 RV pads at the Sturbridge RV Park. This is essentially over 440 hotel rooms hosting out of state visitors with disposable incomes. Conservatively estimated: this is a minimum of 108,000 visitors to Sturbridge.

## Sturbridge Tourism and Marketing Efforts

Collectively, there has been and is a large amount of marketing efforts to promote the Town either by the Town STA or OSV. Some of these efforts involve participatory funding from the STA. Some of these are noted below:

### Sturbridge Tourism Guide

The annual Tourism Guide was completed this Spring with a circulation of 5,500 copies distributed throughout south central MA and northeastern CT.. The Guide is posted on the Town Tourism web site page as well.

### New Tourism Web Site

The STA has hired Sperling Interactive in Salem MA to create a new stand alone web site. Sperling has previously created web sites for Concord, Plymouth and North of Boston. The site is up and running with listings for all tourism related businesses, a daily event calendar and seasonal travel itineraries.

### New Offering: Weekly Composite Calendar

A week to week calendar has been created to detail all of the regular, traditional and special events that go on in the Town so that hotels, businesses and event planners can see on a year long window what events are going on. This information can help with their promotions, marketing and discounts. Another example is that this calendar can help the Host book events or exhibit shows for times when there are entertaining events for their members or guests.

### Sturbridge Spring/Summer Marketing Campaign

In June, the STA expended \$56,000 to generate a Spring/Summer marketing campaign centered on 4 media platforms: Yankee Magazine, Boston.com, New York Times, Albany Times Union and DataLogic which posted messages on social media platforms.

	<b>Type of Ads</b>	<b>Dates</b>
Yankee Magazine	E Mails and Text Ads	May - September
Albany Upstate Traveler	Spring and Fall Issues – Digital Display Ads	May - August
NY Times	Banner Ads Web Site	June- September
Boston.com	E Mail Newsletter/Banner Ads	June - September
Local IQ Digital	Geofencing Digital Ads	June - August

Old Sturbridge Village (OSV) Utility Pole Banners and I-90 Digital Highway Advertising

As many have seen, OSV has installed utility pole banners to help highlight and celebrate the 75<sup>th</sup> anniversary of OSV. And in the summer of 2020 the STA contributed \$10,000 to help OSV purchase ad time on highway digital advertising boards on I-90 near Auburn MA.

# Town of Sturbridge

## Special Events Committee

Date: 1 February 2023  
To: Michelle Garman, Town Administrator AA  
Subject: 2022 Annual Report

### Sturbridge Farmers Market on the Town Common

2022 marked the fifth season of the Sturbridge Farmers Market which continued to serve hundreds of residents and visitors each week with a wide range of fresh fruit and vegetables, prepared foods and artisan products. Many of the vendors are locally or regionally based so consumer spending bolsters these businesses and they in turn spend locally. Beginning in early June and ending in mid October, the Sturbridge Farmers Market is not only a great venue for small scale businesses to sell their wares, but also a safe and welcoming environment for all Sturbridge residents and visitors to gather and enjoy live entertainment, lawn games and more importantly foster a sense of community. This ongoing event has proved hugely successful for Sturbridge. For more information on the market, please go to [www.sturbridgefarmersmarket.com](http://www.sturbridgefarmersmarket.com).

The Sturbridge Farmers Market was created to provide a cooperative community for small scale local agricultural and artisan products. Successful local agriculture strengthens our food economy with quality, safe food and also serves as community gathering place for residents and visitors.

The Market looks forward to starting another successful year this June of 2023.



Figure 1- Fresh vegetables on a lovely morning at the Town Common.

## Home of the Brave Race 5K

On a blustery Saturday November 12, 2022, the Special Events Committee along with the Sturbridge Veterans Services Department partnered to host the Home of the Brave 5k, a road race to honor and support local veterans. This annual race brings out many runners, residents and visitors to Sturbridge to enjoy an outdoors event that also raises funds for Sturbridge veterans.

The race was a terrific success with 207 runners from 60 towns and six states. By comparison, there were 116 runners for the 2021 race. Road race revenues were \$6,088.00 with \$713.00 in additional donations for the Veteran's Fund. The 2021 race also raised \$6,000.00 for the fund.

Thanks to Race Director John Rice and Sturbridge Veteran's Agent Michael Struppa for their skillful preparation and operation of this important recreational and charitable community event.



See left side photo. The Home of the Brave Race was honored to have the National Anthem sung by Todd Angilly, the Boston Bruin's anthem singer. Sturbridge Veteran's Agent Mike Struppa is standing behind Todd.



### **New SEC Member**

During 2022 Mary Lou Volpe resigned from her seat on the SEC and is continuing to serve Sturbridge on the Recreation Committee as its Chair. The SEC thanked Mary Lou for her dedicated and consistent service on the SEC and to Sturbridge in several capacities. In December, John Rice was appointed to the SEC and is looking forward to working on new events in 2023. As noted previously, John recently completed managing the 2022 Home of the Brave race.

### **Looking Toward 2023**

The Special Events Committee is proud of what it was able to put forth for Sturbridge in 2022. To that end, the Committee thanks all of the Volunteers and Town Staff who worked so hard to help organize these events. The Committee is actively preparing for returning events for 2023 and to consider potential new events as well. To keep up to date on all events here in Sturbridge, please go to [www.sturbridge.gov](http://www.sturbridge.gov) for more information.

Lisa Beaudin, Chair

Mary Dowling    Kerry Carey

Sandra Nasto    Mary Lou Volpe

# Sturbridge Tourist Association

*A Committee of the Town of Sturbridge*

**Date:** 20 March 2023  
**To:** Michelle Garman, Town Administrator's Office  
**CC:** Sturbridge Tourist Association  
**Subject:** **2022 Annual Report**

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In 2022 the STA was able to work on several fronts as noted below. During this year the STA worked on the following efforts and projects:

1. Annual Visitor Guidebook
2. Introduction of a new tourism centered web site
3. Winning two tourism grants for a total of \$98,000.
4. Supporting 6 organizations sponsor 8 tourism events in Sturbridge.
5. Continuing support for Old Sturbridge Village and their promotional efforts for Sturbridge.
6. Resuming the Business of the Year Award program.

## **2022 – 2023 Sturbridge Visitor Guide**

For several years, the STA has funded the printing of the 2022 Visitor Guide. This Guide has been distributed throughout the region, for free, to help promote our community to visitors and tourists. Copies are distributed to local hotels, restaurants and tourism related businesses and is posted on the new tourism web site. The guide is sent to mail order requests as well. The STA has supported the funding of this informational guide annually and looks forward to doing so in the years ahead. Planning is underway to compile the 2023-2024 Tour Guide with distribution and web site posting later this Summer.

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

In late 2020, the STA started the process of recruiting a web development firm to design and construct a stand alone web site that will promote all of Sturbridge's tourism attractions such as its trails and Old Sturbridge Village along with its hotels, inns, restaurants and specialty shops. The web site "Experience Sturbridge.com" has been completed and was opened up in May of 2022. From May until August of 2022 the new site had nearly 18,000 new users with 41,412 page views.

## **Tourism Grants**

In 2022, the STA was able to secure two grants for a total of \$98,000. One grant for \$48,000 was from the Massachusetts Office of Travel and Tourism which was used to underwrite the costs of a Spring, Summer and Fall digital media campaign. The second grant is for \$50,000 from the Massachusetts Marketing Partnership which is a part of the State Legislature's budget. The STA is very thankful to State Rep. Todd Smola for sponsoring this earmark and guiding it through the budget process. These funds will be used to retain a professional firm to manage digital tourism marketing and also help fund another annual seasonal advertising campaign to promote Sturbridge.

### **Continued Support for Local Events**

Every year the STA provides grant support to local tourism events in Sturbridge to support their efforts to attract more visitors and commerce to Sturbridge. In 2022, the STA offered tourism grants to 6 organizations creating 8 events. These events were:

- Herbfest Health Events (2)
- Doll and Bear Miniature Show
- The Chamber's Harvest Festival
- Pintastic New England Pinball Convention
- The New Year Antiques Collectible Show
- Home of the Brave Race

The Pintastic Show draws hundreds of day trip participants along with extended hotel stays generated during the weekend times of these events.

### **Summer Marketing Campaign**

In the Summer of 2022, the STA commissioned a \$48,000 digital media marketing campaign to promote Sturbridge throughout New England. This campaign purchased digital advertising with several name brand sites which included Yankee Magazine, Boston.com, Albany Times Union, New York Times and Digital iQ. The results of this outreach were hundreds of thousands of impressions across New England and the mid to upper Hudson Valley which is within car driving range of Sturbridge.

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

Since 2021, the STA extended financial support totaling \$46,000 to Old Sturbridge Village (OSV) to support various initiatives that promote OSV and Sturbridge. One was to share the costs of their 75<sup>th</sup> Anniversary promotional utility pole banners. Secondly, to share the costs of paying for a bus tour consultant to book bus tours to OSV. Thirdly, to pay for a share of a Summer and Early Fall promotional marketing campaign. In the Summer of 2022, the STA contributed towards the cost of digital highway signage on I-90. The goal is that helping OSV in marketing and promotion will increase or sustain visitorship and in turn, support local shopping.

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

In 2022, the STA resumed sponsoring its BOYA awards contest which allow residents and visitors to vote for their favorites places to stay, eat, play and shop.

The STA had received seventy-five nominations in 2019 and in 2022 there were over 200. The winners were:

Shop: Bird Store and More

Eat: Whoopie Doo Cupcakes

Stay: Publick House

Play: Old Sturbridge Village

Those four winners were awarded the title of Business of the Year and \$1,000 marketing grant.

**Summary**

In 2023 the STA shall continue to foster positive economic growth in Sturbridge through the support of tourism in our community.

Respectfully Submitted:

Sandra Gibson Quigley, STA Chair

Nick Salvadore, STA Member

Chri Tieri, STA Member

Peter Champagne, STA Member

Jasmine Bell, STA Member

## Tree Warden 2022

As tree warden, it is my responsibility to provide consultation to the Planning Board, Conservation Commission, Zoning Board of Appeals, Design Review Committee and Town Planner in matters related to trees. I am also consulted on landscape and development plans involving Town property. Most importantly however, it is my duty to meet with any resident that calls my office with tree questions or concerns.

This year between National Grid, Town DPW, and hired Town Contractors, I approved approximately 560 trees for trimming or removal. I am happy to share this data in more detail with anyone having interest or questions but will rather use this platform to explain my plan going into spring to evaluate and address the damage that I believe we will have in our Ash Trees, due to the Emerald Ash Bore (EAB).



Tree damage from Emerald Ash Bore



Typical Emerald Ash Bore Beetle

A report, I have on file from around 2016, shows the estimated Ash population to be around 380 trees on Town property and on Town Right of Ways. This deciduous tree can be identified by its compound leaves which are arranged opposite of one another on the branches, or quite honestly by just looking at the big mature “tallest” trees on the Town Common. EAB is believed to have been in our area since approximately 2010 and at this point based on local history infestation can be detected in over 80% of the population of Ash trees. Although difficult to detect, once buds burst in the spring, I will be able to confirm and map those effected trees. There is no cure for Ash trees once the EAB has damaged the tree to as little as 20% decline in tree health, meaning we may need to remove up to 300 trees. Ash trees pose a higher risk and sooner failure rate due to their brittle nature compared to the Oak trees. The Oak tree removal of dying trees has been ongoing since 2000.



**1. Leaves** are compound and composed of 5 to 11 leaflets.



**2. Seeds** on female trees are paddle shaped.



**3. Branches and buds** are in pairs directly across from each other (opposite branching).



**4. Mature bark** has diamond-shaped ridges.

Iowa State University - University Extension, SUL21, Jan 2011

I will post my survey results once completed. We will be continuing to address the Oak trees year round but wanted to make people aware of this new potential concern come spring.

Tony Crane  
Tree Warden

# COMMUNITY PRESERVATION COMMITTEE 2022

## 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 \$5,059,374.00 from the State
- For FY2022, Sturbridge received \$409,204.00 CPA Funds from the State (70.55% match)

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

The Community Preservation Committee (CPC) presented the following articles to the voters at the **June 6, 2022 Annual Town Meeting:**

- Administrative Funds - \$20,000.00 — Undesignated Fund Balance (passed)
- FY22 Debt Payments — Undesignated Fund Balance (passed) as noted:
  - SIXTY-TWO THOUSAND FOUR HUNDRED TWENTY-FIVE AND 00/100 DOLLARS (\$62,425.00) for the purpose of paying the debt service for the OSV land acquisition;
  - FORTY-FOUR THOUSAND EIGHT HUNDRED AND 00/100 DOLLARS (\$44,800.00) for the purpose of paying the debt service for the Heins Farm Acquisition;
  - NINETY-FIVE THOUSAND SIX HUNDRED FIFTY AND 00/100 DOLLARS (\$95,650.00) for the purpose of paying the debt service for the Town Hall/Center Office renovation project;
  - TWENTY-SEVEN THOUSAND ONE HUNDRED FIFTY AND 00/100 DOLLARS (\$27,150.00) for the purpose of paying the debt service for the Recreation Court project;
- Gravestone Restoration — \$9,500.00 -- Historic Fund Balance (passed)
- Storm windows for Town Hall to preserve the historic windows — \$15,000.00 — Historic-Fund Balance (passed)
- Funding of a land survey for a Grand Trunk Trail Route easement at 9 River Road — \$15,000.00 — Open Space Fund Balance (passed)
- Funding for signage, materials and labor for trail and parking lot construction on Community Preservation Act purchased parcels — \$88,000.00 — Open Space Fund Balance (passed)
- Funding the restoration of Town Library trim and cornice molding — \$65,000.00 — Historic Fund Balance (passed)
- Community Wide Historic Preservation Plan — \$20,000.00 (Mass Historical Commission Grant may not be awarded, this money will cover additional funds if the grant is not issued to use towards the project voted favorably at last year's Annual Town meeting). — Historic Fund Balance (passed)
- Funds to hire a consultant as described in the Housing Production Plan — \$25,000.00 — Housing Fund Balance (passed)

## **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 Phillips, Barbara Search, Walter Hersee, Lauren Vivier



# HISTORICAL COMMISSION

## 2022

The year 2022 was a busy one for the Historical Committee spending the majority of our time working on a state Historical Preservation Grant for Sturbridge. For the year 2022 we worked with a 3 person board but happy to say – Walter Hersee has joined us in January 2023.

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 said City or town.

- 1. Historical Preservation Grant** – as stated above the Commission was able to obtain a grant from the state for \$15,000 plus matching funds the CPC to total \$35,000. Due to COVID plus the backlog of work the state had in this category, we were able to get an extension until September 2023. During 2022 we were able to contract a historical preservation consultant to help us with our goal. The program was divided into three phases- The second phase was sending out a survey to all town residents – to get their input on what should be included in a Historical Preservation Plans. A meeting was then held on November 14 where the survey data was presented displaying what residents felt was important but also what residents felt were immediate concerns with saving our Historical buildings etc. Currently we are waiting for the consultant to come back with a complete deck which includes their proposals and input for the board to review and accept or change. We are hoping to have the project completed by June 2023.
- 2. The Lafayette Trail Marker Program** – the town was approached for this project in late 2021 to have a trail marker placed- where Lafayette entered Sturbridge on September 24, 1824. In 2022 the town approved the placement of the marker on the town common. We are currently waiting for the foundry to deliver the marker. . Once completed we will plan an event in 2024 that will tie in all towns in Massachusetts that Lafayette visited that summer.
- 3.** During 2022 we continue to receive various requests from the state concerning projects that may impact Native American burial grounds in Sturbridge.

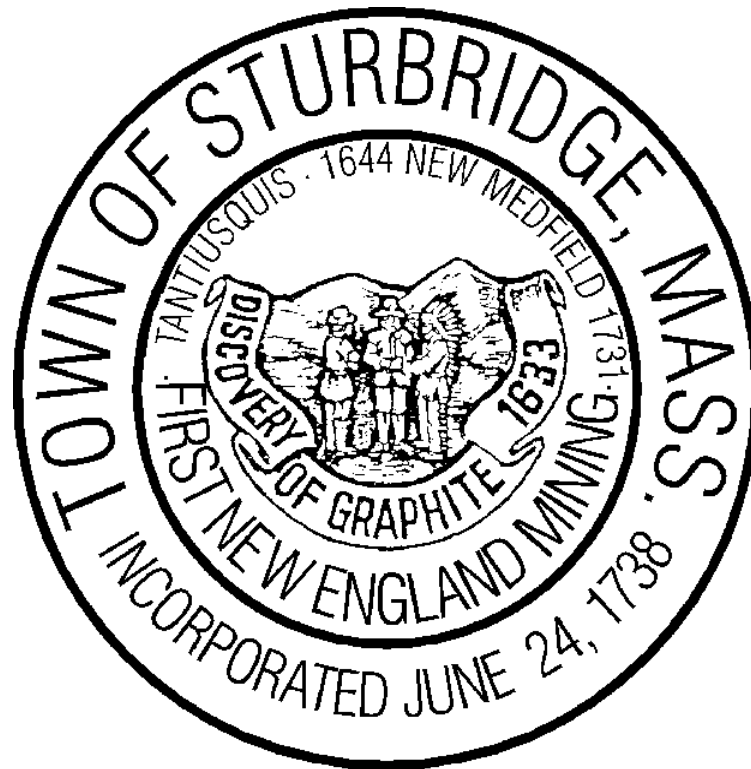
The Sturbridge Historical Commission continues to strive to highlight historical assets in Sturbridge and to advocate to their preservation. Historical preservation contributes to our community’s economy and to our sense of place. We appreciate all the help and input we have received from the town to help us complete our mission.

Respectfully submitted,  
HISTORICAL COMMISSION

Richard I. Volpe Chair  
Charles Blanchard Vice Chair  
Barbara A. Search  
Walter Hersee

# COMMUNITY SERVICES

2022



# REPORT OF THE COUNCIL ON AGING 2022

Since 1979, the Sturbridge Senior Center has been a welcoming resource and social center for older adults and their families. Over the last 10 years, the number of residents 60 years of age or older in Sturbridge has increased drastically. Because of our committed group of volunteers and our dedicated staff, we continue to serve more people each year, offering more programs and services than ever before with no increase to necessary staff hours.

Our Outreach Coordinator, Marcia Wildgrube, continues to be extremely active on a day-to-day basis. One of her many efforts include working with the Sturbridge Police Department to provide residents with assistance to safely stay in their homes with ease. Marcia works as the first point of contact for residents that may be suffering from food insecurities, in need of fuel assistance or other resources. This past year, due to the increase of fuel, the need was at its highest we have ever experienced. Marcia played a major role in not only assisting our seniors, but worked with families to secure fuel for the season.

The Center is proud to work closely with other Town Departments. We offer a “Talk of the Town” once a month where Jennifer Babcock, Program Coordinator, invites a Town Department to share what they may be working on. Jennifer has taken her role to new heights by connecting with organizations that are working with the town in other aspects as well. We are lucky for her “out of the box” thinking, as she grows the programs offered at the center.

Endless thanks to Sgt. Sean Paine and Fire Fighter Stephen Joyce. They plan and execute a monthly S.A.L.T (Seniors and Law Enforcement Together) and Senior Safe program every third Thursday of the month. This is one of the most informative programs we offer at the center. We sincerely appreciate both the Department's commitment and kindness shown to the community.

The Council on Aging Board is composed of nine residents appointed to a three-year term by the Town Administrator, approved by the Board of Selectmen. We welcome Diane Clark and Deb Steinberg as our newest members.

## **Council on Aging Board Members:**

Rebecca Mimeault, Chair

Diane Clark

Margaret Darling

Annette Roberts, Vice Chair

Sue Grandone

Ann White

Mary Lawless, Secretary

Deb Steinberg

Ken White

Some highlights and changes which occurred this year:

- We participated in the State-wide MCOA WALK MA Challenge. Our COA Board held a Kick-off event in May. We had 107 participants and took the second place prize of \$500.00 towards fitness classes.
- Tuesdays, Zumba Silver with our new Certified Instructor, Melanie Silva. She brings energy and joy to every class.
- Tai Chi with Charice. This class is extremely popular and benefits many different level of needs. Charice is knowledgeable on motivating and teaching individuals to achieve their goals. She also instructs the Chair Yoga classes at the Center.
- Mary Lawless, COA Board secretary has graciously started a well-attended, “Crafts with Mary” class every third month on the second Tuesday.
- With the talented, Jim Hennessey taking photos, the Friends of the Seniors will be producing a calendar for sale in late 2023 as a fundraiser.
- Technology Support with the Tantasqua High School Students where the students have assisted our folks with their iPad, phones and laptops.
- A Building Committee was created of five members appointed by the Town Administrator, approved by the BOS. This committee has been working with the OPM (Owners’ Project Manager) in overseeing the renovations/construction of the new center scheduled to break ground June of 2023. We are thankful to these dedicated volunteers.
- In December, a series of Informational Presentations sponsored by Cornerstone/Capstone Planning group educated our community with Retirement, Estate, and Investment Planning. Through this presentation, we made a new connection with an outstanding Elder Attorney, Carol Barton.
- Our Support groups expanded this year with offering Parkinson’s Support led by Overlook, and Grief Support Group led by Compassus.
- Due to the increase of postage, we have suspended the mailing of the monthly newsletter. These are available on line and at the Senior Center, Town Hall, Library and various housing buildings in town.
- Carmen MacGillivray, Office Assistant, retired in December after 20+ years of dedicated service. Carmen was a respected member of the Center’s team whose commitment to the center and its participants was commendable.
- Sue Grandone, COA Chair, hung up her snow boots after leading our Council on Aging Board for more than ten years. Sue started the “Timeless Treasure” jewelry corner at the center, in which it has raised more than \$10,000.00 over the last eight years. She has been our “go to” for anything the Center has needed, receptionist, craft person, spokesperson & a friend.



As we say goodbye to our existing center this spring, we want to assure all the residents that we will continue to stand by our mission. The mission of the Senior Center is to provide a wide range of valuable, high quality services and programs to the aging population in town. We promote participants' health and welfare, provide opportunities for engaging in socialization, support their independence, and help them to continue to live full lives at home and in their community.

In conclusion, the Center continues to be a thriving, viable organization served by a professional, caring staff and I am fortunate to work with them every day. We strive to be the “one stop shopping” for older adults in Sturbridge. I would like to thank the team at the Center, Volunteers, COA and Friends Board Members, New Senior Center Building Committee, Local Organizations, Town Departments and Local Officials for your continued support and commitment to the Sturbridge Senior Center.

Respectfully Submitted,

Leslie Wong

# **STURBRIDGE RECREATION COMMITTEE**

## **2022**

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

In 2022, The Recreation Committee was able to return to regular programming after facing the challenges and restrictions of COVID-19 for several years. Program attendance was exceptional as the community was thrilled to participate in outdoor and physical activities once again. Both annual events and new events, such as the Kid's Block Party, had high attendance of community members and visitors.

The following programs were provided for the Sturbridge community:

- Sturbridge Hike & Seek with Sturbridge Conservation
- Sturbridge Winter Outing
- Letters from the Easter Bunny
- Free Outdoor Series, Spring and Fall
- Annual Spring Town Bonfire
- Spring/Summer/Fall Youth Sport Leagues
- 1<sup>st</sup> Annual Kids Block Party
- Outdoor Competitive Basketball League, Ages 14-21
- Outdoor Competitive Basketball Leagues, ages 21+
- Cedar Recreation Area, Public Swimming and Town Courts
- Pickleball at Cedar Lake Recreation Area
- Concerts on the Common Summer Concert Series
- Summer Recreation Program
- Summer Mini Recreation Program
- Grandparents and Kids Movie Night
- Second Annual Town Wide Yard Sale
- Public CPR/First Aid/AED Training Class
- Special Concert on the Common, 215<sup>th</sup> Army Band
- Annual Fall Town Bonfire
- 1<sup>st</sup> Annual Spooky Nights, Halloween Decorating Contest
- Annual Tree Lighting Ceremony
- Coloring Contest and Letters to Santa
- 3<sup>rd</sup> Annual Light Up Sturbridge, Holiday Decorating Contest
- Holiday Bus Trip to New York City
- Town Common Ice Skating Rink

In 2022, Youth Sports Leagues were able to return to the fields with significantly less restrictions than the years prior! Soccer, Baseball, Softball, Lacrosse, Football and Cheer were able to participate in practices, games, and tournaments. Post COVID-19, the Youth Leagues returned with high registration numbers. We thank the dedication of the league organizers, coaches and parent volunteers that were able to conduct games and practices. The Recreation Committee was able to continue helping the Youth Leagues through the purchase of equipment thanks to funding support from the Betterment Committee, including a new infield and dugouts at Turners Field.

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

- Brian Sommer - Sturbridge Little League Baseball
- Mike Lemovitz - Sturbridge Girls Softball League
- Jennifer Bailey - Sturbridge Recreation Soccer, TRY Soccer
- Brian Miller - Tantasqua Youth Football and Cheer
- Tracy Rapose - Sturbridge Youth Basketball

### **Sturbridge Winter Outing**

The Winter Outing returned on February 15, 2022 for an evening of lighted night skating in partnership with the Sturbridge Fire Department. Many braced the chilly temperatures to enjoy the skating rink on the Town Common. A hot chocolate station was provided and a special ***Thank You*** to Southbridge Credit Union for donating the Make Your Own S'mores table!



### **Spring Town Bonfire**

The Spring Town Bonfire was hosted on the Town Common on Saturday April 30, 2022. This four-hour event featured live music from by Sunshine and Blue Skies Band, Face Painting by Maggie the Clown and Rec Rascals Craft Table sponsored by Rec Committee. Featured vendors included Dog Father Food Truck, Roadside Delights, Greater Good Imperial Brewing, Sturbridge Coffee Roasters, and Melissa Flaherty Cakes. The bonfire was built and fed by Scouts BSA Boy Unit 161, with the assistance of Sturbridge Fire Department. ***Thank You!***



### **Spring Free Fun Fridays**

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

The following offerings were available:

- April 2- Guided Trail Walk with FroST. Leadmine Trails, featuring Raven Rookery Trail
- April 9- Guided Trail Walk with FroST. Leadmine Trails, featuring the Saw Mill Trail

April 16- Intro to Pickleball with Sturbridge Pickleball, Cedar Rec Courts  
April 23- Total Barre Fitness with Fitzgerald Dance, Town Common  
May 7- Mini Band Workout with Julie Gerrish Fitness, Town Common  
May 14- Yoga on the Common with Emily Louise Yoga  
May 28- Functional Fitness with Flow Fitness, Town Common

### **1<sup>st</sup> Annual Kids Block Party**

This new event in partnership with Sturbridge Fire Department and Sturbridge Police Department was a huge success! Hosted on the last day of school, the Block Party featured DJ Music Matters, Photo Booth, Face Painting, Bounce House, Foam Pit, Hot Dogs, and a Dodgeball Tournament! *Thank You* to our sponsors, Southbridge Credit Union and Sturbridge Orthodontics for an awesome day out! *Thank You* to the Fire and Police Departments for their assistance in making this event happen.



### **Outdoor Competitive Basketball League, ages 14-21**

Available for ages 14-21, this competitive series plays weekly at the Cedar Recreation Area in June and July. The Recreation Committee extends a *Thank You* to Drew Darger for donating his time to coordinate the series and final tournament. The 2022 series had 30 young adults registered.

### **Outdoor Competitive Basketball League, ages 21+**

New this year, the Committee offered a competitive series for Adults 21+. This league also played weekly at the Cedar Recreation. *Thank You* to Drew Darger for assisting with registration, developing teams, and attending to this league weekly. The 2022 series had 48 registered attendees.

### **Summer Recreation Program**

The Summer Recreation Program had another fantastic year! The Recreation Director worked closely with summer staff to provide a fun outdoor experience for children ages 7-14. This year the program attracted 167 participants, welcoming both new and returning families to the program. The youth enjoyed tennis lessons, organized games, arts and crafts, and swim activities. Special themed days such as Tournament Tuesday, Wacky Water Wednesday, Pizza Friday, Halloween, and Christmas in July were popular with the kids. The children were able to participate in on-site programs including Out of the Ark Animal Shows, Yo-Yo Performance and Workshop, Frisbee Show, Maggie the Clown and field trips to Lupa Zoo and Interskate 91!

The Recreation Department also offered the Summer Recreation Mini Program, for Sturbridge residents ages 3-6. This two-week, morning program is hosted at the Cedar Lake Recreation



Area and provides adequate games, tennis lessons, arts and crafts, and other activities for participants who aren't quite ready to spend the day yet!

The Committee wishes to acknowledge the dedication of our Summer Recreation Staff:

- Genevieve Pacetti – Summer Program Coordinator
- Trey Allen - Lifeguard
- Siobhain Murphy - Lifeguard
- Samuel Bachand - Lifeguard
- Naomi Sariano - Lifeguard
- Tatum Corriveau -Tennis Instructor
- Tanya Mallard - Tennis Instructor
- Erika Francolini - Play Leader
- Behailu Pecci - Play Leader
- Carrie Nollstadt - Arts and Crafts



Thank you to our Summer Substitutes:

Kyrah Langille, Claire Rogers, Griffin Hunt, Demitris Ortiz, Emma Quinn and Counselor-In-Training Erin Nelson.

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

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



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

An 11-week Concert Series featured on our beautiful Town Common! This series continues to be one of our most popular programs and attracts attendees of all ages.

Through our local sponsors including Betterment Committee, Lions Club, Rotary Club, Sturbridge Cultural Council, Savers Bank, G&F Precision Molding and Cornerstone Bank, for providing the following performances;

June 9- Throwback to the 60s (60s Medleys), Sponsored by Betterment Committee

June 16- Yankee Notions (Folk Music), Sponsored by Sturbridge Cultural Council

June 23- Wonderland Mafia (Top 40 Covers), Sponsored by Sturbridge Cultural Council

June 30- Uncle Sam's Jazz Band (Patriotic Music), Sponsored by G & F Precision Molding

July 7- Holdin' Back Band (Oldies, Classics), Sponsored by Sturbridge Cultural Council

July 14- N.E Digital Accordion Orchestra (Big Band), Sponsored by Betterment Committee

July 21- Stomp N Holler (Country, "Feel-Good"), Sponsored by Cornerstone Bank

July 28- Dan Gabel and The Vaughn Monroe Orchestra (1940s Big Band), Sponsored by Lions Club and Rotary Club

Aug 4- Donnelly Road (Classic Rock), Sponsored by Betterment Committee

Aug 11- Music Matters Band (Top Hits), Sponsored by Betterment Committee

Aug 18- Island Castaways (Trop Rock), Sponsored by Savers Bank

Concerts take place on the Sturbridge Town Common, Thursdays from 6:00-8:00 PM. **Thank You** to Greater Good Brewing, Roadside Delights, Westwind Farm, and Escape the Pike for attending as vendor



### **2<sup>nd</sup> Annual Town Wide Yard Sale**

The Recreation Committee hosted the Second Annual Town Wide Yard Sale on the third weekend of September for Sturbridge residents. Interested parties registered in advance, while the Recreation Department provided an organized list and driving maps of all 57 addresses! The Committee looks forward to continuing this town wide event in future years.

### **Fall Free Fun Series**

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

#### Saturday Programs:

Sept 3- Functional Fitness with Flow Fitness, Town Common

Sept 10- Yoga on the Trails with FroST, featuring trails at Leadmine Mountain and a walk on Arbutus Park Trail.

Sept 17- Guided Trail Walk with FroST, featuring the Old Trolley Line, East Brimfield Dam

Sept 24- Intro to Square Dancing with The Hayloft Steppers, Town Common

October 1- Intro to Pickleball with Sturbridge Pickleball, Cedar Rec Courts

### **Fall Town Bonfire**

A community favorite, the Fall Town Bonfire was hosted on the Town Common on Saturday October 22, 2022. This four hour event featured live music from by Sunshine and Blue Skies Band, Face Painting by Maggie the Clown and Rec Rascals Craft Table sponsored by Rec Committee. Featured vendors included Dog Father Food Truck, Roadside Delights, Greater Good Imperial Brewing, Brimfield Winery, Sturbridge Coffee Roasters, Melissa Flaherty Cakes, Escape the Pike, Lulus Accessories, Petals and Loops, and Thrifty Gypsy. The bonfire was built and fed by Scouts BSA Boy Unit 161, with the assistance of Sturbridge Fire Department. **Thank You!**



### **1<sup>st</sup> Annual Sturbridge Spooky Nights**

New this year, the Recreation Committee introduced Sturbridge Spooky Nights, a Halloween decorating contest for residents and businesses. This competition took place October 28<sup>th</sup> – 31<sup>st</sup> and the public voted online for their favorite displays by the 31 registered participants. Categories included the Pumpkin Award for Best Kid Friendly Display, the Harvest House Award for Best Fall Theme, the Horror House Award for Best Scary Display, and the Spooky Nights Award for Best of Sturbridge Businesses.

#### ***SPOOKY NIGHTS AWARD***

1ST PLACE- Sturbridge Coffee House  
2nd place- Altruist Brewing Company  
3rd place- Local Roots Cannabis Crafted



#### ***PUMPKIN AWARD***

1ST PLACE- 84 Breakneck Road  
2nd place- 2 Country Hill Road  
3rd place- 20 Audubon Way

#### ***HORROR HOUSE AWARD***

1ST PLACE- 2 Apple Hill Road  
2nd place- 78 Fiske Hill Road  
3rd place- 76 Breakneck Road

1ST PLACE- 48 McGregory Road

### **Annual Tree Lighting Ceremony**

The Annual Tree Lighting Ceremony took place on Friday November 25, 2022. This year's event featured Santa Claus, Tantasqua Choraleers, DJ Music Matters, and Holly the Elf with balloon animals for entertainment. Local vendors included Northeast Novelty, Mondovi Dental, Wreaths by Boy Scouts Troop 161, and Wings of Freedom Animal Rescue. Hearthstone Market and The Publick House donated hot chocolate and cookies! The Sturbridge Fire Department escorted Santa by fire truck, while the crowd enjoyed the fire barrels. *Thank You* to our performers, vendors, and attendees!



### **3<sup>rd</sup> Annual Light Up Sturbridge!**

The 3<sup>rd</sup> Annual Light Up Sturbridge returned to Town! This community wide decorating contest featured 33 registered addresses creating a magical holiday light drive for members of the community. The competition featured four decorating categories to choose from; Traditional/Classic, Holiday Spirit, Go Big or Go Home, and Best of Sturbridge Businesses. Lights were required to be on the first three weekends in December, and voting was done by the public. Maps were



available online as an interactive map and PDF format, as well as an organized list of participating addresses. **Thank You** to the Sturbridge Planning Department for their assistance in coordinating the list of participants with online mapping, providing accessibility to all.

***BEST OF STURBRIDGE BUSINESSES:***

- 1ST PLACE- Saw Dust Coffee House
- 2nd place- McCurdy Group Insurance
- 3rd place- CHIC Salon and Tutti Quanti

***GO BIG OR GO HOME:***

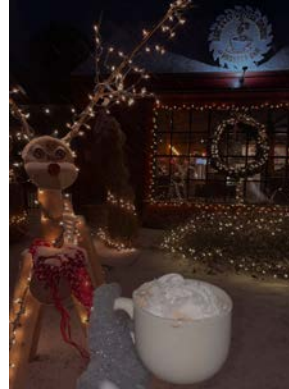
- 1ST PLACE- 2 Apple Hill Road
- 2nd place- 84 Breakneck Road
- 3rd place- 80 McGilpin Road

***TRADITIONAL/CLASSIC:***

- 1ST PLACE- 78 Fiske Hill Road
- 2nd place- 30 Draper Woods Road
- 3rd place- 34 Mashapaug Road

***HOLIDAY SPIRIT:***

- 1ST PLACE- 76 Breakneck Road
- 2nd place- 6 Lakewood Trail
- 3rd place- 2 Country Hill Road



**Town Common Skating Rink**

Located on the Sturbridge Town Common, the skating rink is open for public use from dawn to dusk. The annual installation of this rink is highly anticipated by many! The rink is assembled and maintained by the Sturbridge DPW. **Thank You** to Sturbridge DPW for their assistance in assembling and maintaining the community rink.



The Recreation 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.

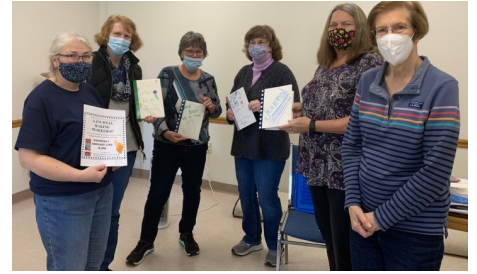
***Respectfully Submitted,***

Sturbridge Recreation Committee  
MaryLou Volpe, Chairman  
Kadion Phillips  
Jeff Shapiro  
Juliana Kuszewski  
Josh Cottone  
Annie Roscioli, Recreation Director

# Joshua Hyde Public Library

## 2022

In 2022 the library celebrated the 125th Anniversary of the Joshua Hyde Public Library building. The year was commemorated with many programs for patrons—including Journal Making, Researching Your Female Ancestors, JHPL Scavenger Hunt, Genealogy: Decoding your DNA Results, and capped off with an event at the Barn at Wright Farm with author Susan Ware.



The library wrapped up its year-long *You Belong Here* campaign with programs The ABCs of LGBTQIA+, Origami Storigami, Healing Oils of the Bible, and Chinese Calligraphy. In May, staff and volunteers on the YBH committee were chosen to present a workshop at the Massachusetts Library Association conference about the campaign.

The Friends of the JHPL were able to hold several contact-free book sales on the lawn, and for the first time in over a year—inside the library as well! They also sold limited edition library cards to celebrate the 125th Anniversary of the JHPL. The Friends donate over \$12,000 a year in support of the programs and presentations that the library provides to the community. Thank you to all of the volunteers who made this possible.



In April, the library and staff were recognized as an Excellent Employer from the Tradewinds Clubhouse, a vocational and educational rehabilitation program dedicated to serving adults recovering from mental health conditions in South Central Massachusetts.



The Bruins PJ Drive in February provides new pajamas to kids in foster care.



Sturbridge Police National Night Out 2022

The staff participated in many community events and collaborations with other organizations and town departments.

## Some of the Programs in 2022



Lego Club



African Dance & Drum



Foam Block Building



Origami Storigami



Kite Making

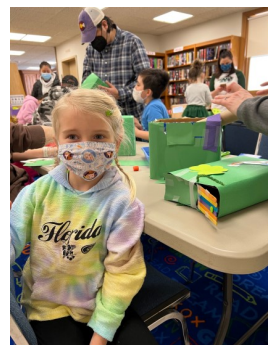


Life-Sized Candy Land

Mystic Aquarium  
Touch Tank



STEM Saturday  
Leprechaun





This year we celebrated the retirement of children's librarian, Patricia Lalli, after more than 15 years of service at the library.

L to R: Trustee Sandra Gibson-Quigley, Chairperson Joyce Sinnott, Patricia Lalli, Director Becky Plimpton, Trustee Gina-Marie Kajano, Trustee Elisa Krochmalnyckyj

The library has 46,789 items on its shelves and over 188,000 downloadable ebooks, audio, and video available. There are 4988 Sturbridge resident cardholders. In 2022, staff circulated 73,541 of physical items at the Joshua Hyde Public Library.

Our dedicated staff this year: Susan Briere, Deanna Callahan, Tammy Dufresne, Courtney Ekstrom, Jessica Hiestand, Kim Kvaracein, Patricia Lalli, Alexandra Lemovitz, Sylvia Lenti, Jude McDonald, Lara Matheson, Tasha Mayen, Michael Ng, Patricia Owens, Gina Piantoni, Lisa Rice, Keith Vezeau, Nicholas Yarter, Cheryl Zelazo.

Respectfully submitted,  
Becky Plimpton  
Director

## Joshua Hyde Public Library Board of Trustees 2022

The Board of Trustees consists of nine members who are elected by the community. They assume major responsibility in the overall supervision of the Library and its services. These include: establishing and implementing policies; overseeing the physical plant; and providing and monitoring fiscal and financial programs including the annual budget. The Trustees meet monthly, and participate in sub-committees as needed, as well as the various Library programs.

2022 marked the 125th Anniversary of the opening of the Joshua Hyde Public Library. The Trustees and the Friends sponsored a variety of programs to celebrate, although some were curtailed due to Covid. A highlight was the April program held at the Barn at Wight Farm featuring Susan Ware, author of *Why They Marched*, who spoke about women suffragettes.



On July 23, a birthday picnic was held on the Town Common. In collaboration with the 125th celebration the Library received a GoLocal grant from the Massachusetts Board of Library Commissioners to collect audio and video of Sturbridge residents and business owners for the local history archives. This ongoing work can be viewed in the JHPL's Digital Archives, located on the Library's website at [sturbridgelibrary.org](http://sturbridgelibrary.org)



Managing and maintaining the 125 year old building and its 33 year old addition has taken a great deal of the Trustees time. The windows in the original building were restored using glass from windows that had been covered up. The HVAC system, after many years of temporary repairs, is truly on its last legs. Town Meeting voted the funds to support a wholesale renovation of the system, modifying the ductwork and other existing systems. It is hoped that the work will be completed in 2023.

We sincerely thank our outgoing trustee Steve Mullen (trustee since 2010, Board secretary), Michael Kemezis, and Michele Latour; and we welcome new members Alice Kao, Lily Dyer, and Gina-Marie Kajano.

We are grateful to the Friends of the Library for their continuing support, and for the excellence and dedication of the entire Library staff. We continue to work for all the residents of Sturbridge to make the Library a welcoming place to seek out information and literary recreation.

Respectfully submitted  
Joshua Hyde Public Library Board of Trustees  
Joyce Sinnott, Chair  
Jessica Colati  
Lily Dyer  
Melissa Earls  
Sandra Gibson-Quigley  
Gina-Marie Kajano  
Shin-Yi (Alice) Kao  
Elisa Krochalnyckyj  
Carol Mitchell





## **REPORT OF THE TRAILS COMMITTEE 2022**

In 2022, the Sturbridge Trails Committee (STC) continued the work of building and maintaining sustainable town wide trail system, with a primary focus on completing the two trail construction projects funded by grants, Grand Trunk - Farquhar Road section and the Riverlands – Flow Trails. Aside from the grant construction mentioned above and 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. We tracked 66,204 unique trail visits on the town owned properties in 2022, down 15% from the pandemic driven numbers in 2021.

As in previous years, we continued to accomplish a significant amount of work at minimal cost via our dedicated volunteers, use of our trail building equipment and the amazing support of the Sturbridge DPW. We held 8 volunteer workdays on the 3<sup>rd</sup> Saturday of every month (April-Nov) in 2022. All volunteers are welcome to attend these workdays to help with lighter trail projects. The committee also continued the weekday work crews that focused on more complex ongoing projects from a very specific group of volunteers.

We were excited that we were able to hold our Ice Sculpture Contest and again support the Rotary clubs Halloween 5K that was on part of the Leadmine Mountain property. We also held two trail ribbons cuttings on the Grand Trunk Trail – Farquhar Road Trailhead and Riverlands Trailhead. We still continued to promote the trails via facebook page keeping it current on all trail changes and publishing events on both the trails facebook page and the Sturbridge community page. The latest versions of the trails guide can be downloaded from the trails website or a paper copy can be picked up at townhall.

### **Organization**

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

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

#### **Voting members:**

Brandon Goodwin, Chairman  
Fritz Reeve, Secretary

#### **Associate members:**

Tom Chamberland, Treasurer  
David Vadenais

Jennifer Scherer  
Dave Peterkin  
Richard Paradise

Open Position  
Open Position  
Open Position

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

Robin Grimm, Town Administrator  
Dave Barnicle, Conservation Commission (trails liaison)  
Phil Cambo – Northern Tree Service  
Heather Blakeley, DPW Director  
Mark Augello, DPW Operations Manager  
Dave La Montagne DPW Supervisor  
Rebecca Gendreau, Conservation Agent  
Jean Bubon, Planning Dept.  
Tim Ward, THS Carpentry Instructor  
Keith Beecher, Park Manager, East Brimfield & Westville Lakes, U S Army Corps of Engineers

The support from Heather Blakeley 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, mowing, or 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.

Special thanks to Jean Bubon, Town Planner and Tom Chamberland, Trail Committee for working through the endless state and federal red tape associated with funding and constructing Grand Trunk Trail – Farquhar section. This project would never have been completed without the two if you.

On a sadder note, we want to recognize the passing of both Arnold Wilson and David Barnicle, two people that have heavily influenced the trails in Sturbridge. Arnold through his work as a selectman advocated for the purchase of the Leadmine property, the backbone of our trail system. And Dave, in the role of the conservation committee liaison to the trail committee, and chairperson of FrOST attended meetings and workdays for over 10 years. Both men will be dearly missed. Thank you to all who donated funds to the trail gift account in their memory.

### **Volunteers**

Volunteers working on trail construction and maintenance related activities (not including normal meetings, administrative duties, or Frost events) generated 1,909 hrs of labor valued at \$85,308. This was split into 1,378 hrs (\$65,137) of trail construction and 532 hrs (\$20,170) of trail maintenance. Weekday volunteers were Bob Lauritsen, Bob Barnes, Ed Smith, Jack Poulin, Ray Richard and Eli Garrett, along with trail members Dave P, Dave V and Tom C. John Foley, Nick Sokol and a large

group of mountain bikers committed many hours to refining the Riverlands Flow trails for easy riding. Boy Scouts, Girl Scouts and THS Honor society students were also among the volunteers.

Northern Tree Service were huge advocates and generous supporters of the Sturbridge Trail system again in 2022. 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 and the Riverlands properties.

### **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. Projects associated with \$1.1M in grants were completed, including the Riverlands Grand Trunk section, the Riverlands Flow Trails – Phase 1 and the Grand Trunk Trail – Farquhar Road section.

**Sturbridge Trail Guide (Version 2):** Available at the town hall or from the committee. It includes all open space properties in Sturbridge with existing trails. Download a copy at [www.sturbridgetrails.org](http://www.sturbridgetrails.org).

### **Property Accomplishments / Activities**

**Burgess Discovery Trail:** Completed trail. Minimal maintenance completed.

**Heins Farm:** Completed trail network. Minimal maintenance completed.

**Leadmine Mountain Conservation Land:** Heavily used trail system. Active brush cutting and downed tree removal all year. SCA crew worked on stabilizing the Mountain Laurel Trail. Plan for 2023 is to refresh the trail system making it easier to navigate and add water crossings.

**Plimpton:** All trails mowed, and many downed trees removed. Plan for 2023 is to add water crossings where appropriate.

**Grand Trunk Trail:** The 0.75 mile section of trail to connect Farquhar Road to Westville Recreation Area trail system along the Quinebaug River was completed. The 0.5 mile section starting from the Riverlands Trailhead was also completed. Plans to continue this section of trail out to Holland Road and extend the trail from Farquhar Road out to Haynes Street are underway.

**Riverlands:** 0.5 miles of Grand Trunk Trail, 0.4 miles of Trek Trail and 2.9 miles of Flow Trails were all constructed to the associated trail specifications. Plans for 2023 are to expand the flow trails and extend the Grand Trunk Trail.

**Long Pond:** 1.0 miles of trail cleared as a Scouts BSA Eagle Project and ready for use. Connects Brookfield Road (Rte 148) to Champeaux Road on the western side of Long Pond. Plans for 2023 are to stabilize eroded sections of trail.

**Fiske Hill:** Trees cleared from parking lot and ready for construction in 2023. One mile of trail marked, cleared and ready for construction in 2023.

**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. In November we lost the founder and chairperson of FrOST David Barnicle. Out of respect the 2023 annual meeting was postponed, and plans are underway to elect a new chairperson later in 2023.

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

Respectfully submitted,

Brandon Goodwin  
Chair

# *Town of Sturbridge*

Veteran Services Department  
Michael Struppa, Director

3/20/2023

## **Annual Report from the Director of Veterans' Services**

*(1 JAN 2022 – 31 DEC 2022)*

Veterans' Services continued to fulfill Requests for Information from Veterans, currently serving military members, surviving spouses and military families throughout the year. Services including assisting veterans apply for home health aides, respite care and death benefits. The department also continued to work with local LICSW around the area to provide veterans with the benefits they earned through their military service.

In November 2022 the 4<sup>th</sup> Annual Home of the Brave (HOTB) 5k and Resource Fair was held on Sturbridge Town Common with a special guest singing the National Anthem – The Boston Bruins' own Todd Angilly. Also in November, Director Struppa visited the Council on Aging to assist in the serving of a Veterans Day Luncheon to the Town's veterans.

The Veterans' Services Department is in the process of vetting submitted names thought to be missing from the Town's Veterans' Memorials. The next step will be to clean and repair the monument, and then adding the names to the memorials. Currently there is not a definitive deadline for these items to be accomplished. Continued to send out "Welcome Home" packets to returning veterans.

The Town of Sturbridge continued to provide over \$50,000 of Chapter 115 financial aid to Sturbridge's low income Veterans and widows/widowers of Veterans. Assistance was provided to low income veterans for home repairs through the Chapter 115 program. Veterans Services continued to assist veterans/families making claims for benefits accrued through their military service

In 2022, Director Struppa also completed the Mental Health Resilience Officer course offered through the National Association of EMTS which provided training in recognition of mental health crisis, and the resources available to our veterans and first responders.

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Center Office Building  
301 Main Street, 2<sup>nd</sup> Floor  
Sturbridge, MA 01566

Telephone (508) 347-2500 ext. 1409  
Fax (508) 347-5886  
Twitter @SturbridgeVSO

Email: [mstruppa@sturbridge.gov](mailto:mstruppa@sturbridge.gov)

URL: <https://www.town.sturbridge.ma.us/veterans-services>

# *Town of Sturbridge*

**Veteran Services Department**  
Michael Struppa, Director

*1 JAN 2022 – 31 DEC 2021.*

Total Veterans/Military Families w/Services Rendered: 120

Requests for Chapter 115 benefits: 5 cases

Total hours spent on Chapter 115 assistance: 93

Total hours spent on funeral and burial assistance: 25

Requests for Federal VA Claims assistance: 67

Total hours spent on Federal VA Claims assistance: 108

Total hours spent on outreach and ceremonies: 100

Hours spent on Requests for Information, VSO training/update meetings: 222

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Twitter @SturbridgeVSO

Email: [mstruppa@sturbridge.gov](mailto:mstruppa@sturbridge.gov)

URL: <https://www.town.sturbridge.ma.us/veterans-services>

## Facilities Department 2022

The Facilities Department consisted of three 18-hour part-time custodians and the full-time Facilities Manager, with one vacancy for a 6-hour part-time custodian at the end of 2022. Facilities spends time on large projects as well as the small tasks. As Facilities Manager, my day can range from paperwork to cleaning to emergency response – across all buildings. It is our Facilities goal to make the buildings run smoothly so that other departments can focus on their department responsibilities and customer service. Thanks to DPW’s manpower and a lot of teamwork from all departments and vendors, every day the buildings are a cleaner, more organized, safer, and less cluttered space for all.

Facilities is primarily overseeing Town Hall, Center Office Building, Joshua Hyde Library, Public Safety Complex (Fire and Police Station), DPW/Highway Garage, and Senior Center. This includes regular cleanings, and managing and directing the preventative maintenance and repairs of building systems, budgeting, and project management of capital and special projects.

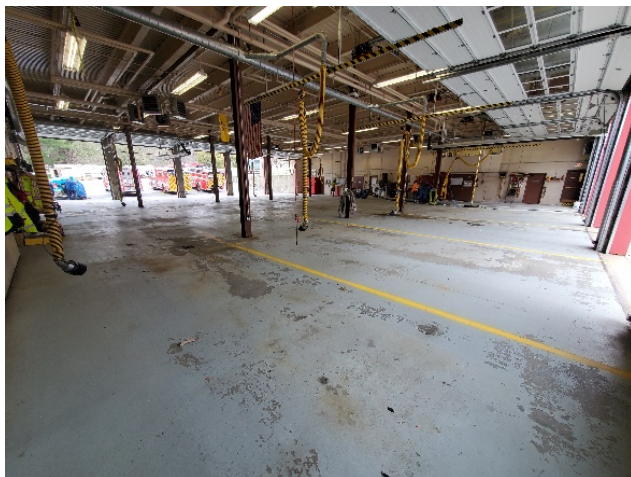
We have also been monitoring and/or assisting other departments as necessary at 8 Brookfield Road, Animal Control Building, North Cemetery Building, Cooperative Nursery School, Burgess Elementary, Conservation, Recreation, and water and sewer properties, all of which are town-owned facilities.

**Project Updates:** The following funded projects and related tasks were accomplished in 2022:

- Public Safety Complex Apparatus Garage Flooring
- Public Safety Complex Exterior Power Washing



*Apparatus Floor After*



*Apparatus Floor Before*



*Apparatus Floor After*



*Public Safety Roof after powerwashing*

- Fencing and Signage at Animal Control Building
- Lightning Protection on Town Hall, COB, Library, DPW, Public Safety Complex, and Senior Center
- Phase 1 Environmental Site Assessment for DPW site
- Hazardous Materials Report for DPW building
- TH/COB HVAC Study & Energy Recommendations
- Library Historic Window Restoration
- North Cemetery Building Rehabilitation



*Cemetery Building Before*

*Cemetery Building After*



**Library HVAC Project:** Thanks to funding at Town Meeting, the design for the library HVAC project is nearly complete and will go out to bid in early 2023. This project will eliminate our need for fossil fuel (propane) and make the building all-electric, with upgraded heating, ventilating, and air conditioning since the existing units are on their way out. Along with this will be additional accessibility improvements as required by code, which include toilet room renovations.

**Senior Center Addition/Renovation:** Facilities has been coordinating with the Senior Center Building Committee and staff to prepare for relocation and the new center. The committee has provided a project update separately in this annual report.

As Facilities Manager, I would like to thank everyone for their contributions to the team and efforts to continually care for and improve the Town's facilities. I look forward to continuing to complete funded projects and plan for the future projects of the Town facilities in conjunction with the needs of each department and building, and look forward to next year's update.

Respectfully submitted

Robyn Chrabaszcz, Facilities Manager

## **Public Access Department 2022**

Sturbridge Community Public Access Television (**SCTV**) maintains local Government and Public television channels including the Public Access Bulletin Board.

Government channel 191 is for “cable-casting” live government meetings and for posting other town government information. Meetings are recorded and replayed on channel 191 and can also be viewed on Video On Demand and on YouTube.

Public Channel 192 is for public programming; various programs, movies, Public Access Bulletin Board that includes Sturbridge community information.

**SCTV** records Government meetings in both Town Hall and the Center Office Building. School Committee meetings are also recorded at Burgess Elementary School and at Tantasqua Regional High School. The meetings are programmed to play back on government Channel 191.

**SCTV** maintains a Castus server system for its recording, programming, scheduling and playback including Video On Demand.

A five member Cable Advisory Committee has recently been formed.

Submitted by  
Bruce C. Butcher  
Production Coordinator

# IT Department Annual Report

## 2022

2022 was another exciting and progressive year for the IT Department, supporting the Police and Fire Departments, Library, Center Office Building, Senior Center, and Town Hall.

### **Municipal Fiber Grant:**

The Town was awarded a Municipal Fiber grant in the amount of \$212,000. These funds will be used to expand the existing dark fiber which was installed the previous year. The goal is to create a network for the Water and Sewer Department that will connect the water towers and pump houses to the main building.

### **Cybersecurity:**

Ransomware is always a critical topic in the IT world. With that said, the Town had the opportunity to be part of a yearlong cybersecurity training program. Chief Dessert, Greg Rossow (Tantasqua IT Director) and I worked together to receive a grant for this extremely beneficial training. The strongest defense against ransomware is educated employees. Employees received test phishing emails and training assignments to educate them against this threat.

### **Community Outreach/Tantasqua:**

I can't say it enough- it's great working with Noel Lamothe (Tantasqua HS Electrical Teacher) and the Tantasqua High School students. They ran some more data drops for the Town buildings and even installed some electrical outlets when needed. It is a great symbiotic relationship between school and town.

### **Helpdesk:**

Once again, the IT department handled hundreds of helpdesk requests and worked with many other departments to ensure they had the tools needed to complete their work. These requests ranged from fixing/installing printers to planning what new software a department could implement to better serve the community.

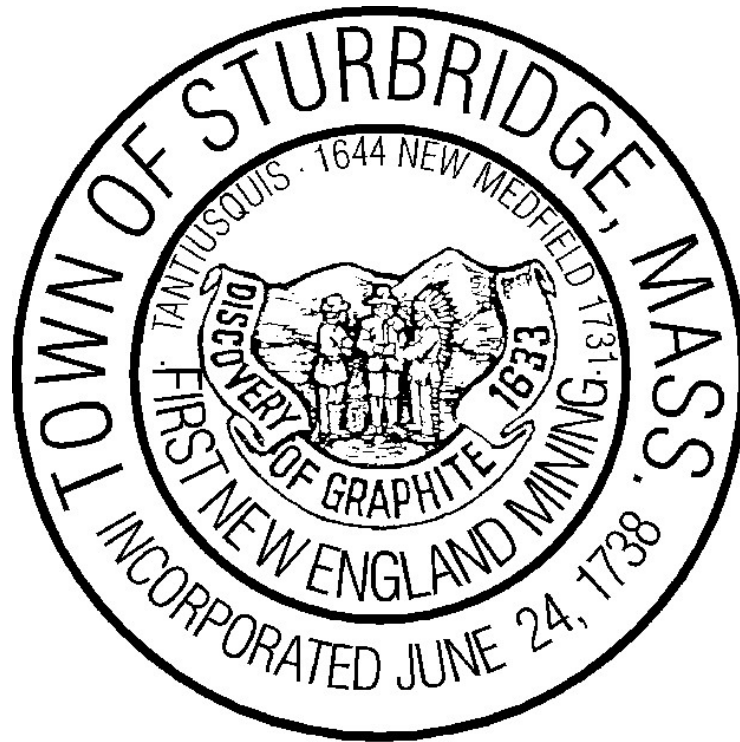
2022 was a successful year for the IT Department, we handled all helpdesk requests with no issues and enjoyed collaborating with many other departments that keep our town running smoothly.

Respectfully Submitted,

Jeremy Jalbert

# ANNUAL & SPECIAL TOWN MEETING WARRANTS

2022



**TOWN OF STURBRIDGE**  
**ANNUAL TOWN MEETING WARRANT ARTICLES**  
**TANTASQUA REGIONAL HIGH SCHOOL**  
**JUNE 6, 2022**  
**7:00 PM**



Town Meeting started promptly at 7:00PM with 149 residents in attendance throughout the evening.

Moderator Michael Caplette Announced the appointment to the Finance Committee for a 3 year term to expire June 2025 Bruce Bryson, Laurence Morrison and Kathy Neal. The Electronic Clickers were explained by the moderator and two test questions were asked to test out the devices.

The Clickers were approved for use by the residents 117/7. Kevin Smith-Chair of the Finance Committee and Chair of the Board of selectmen Mary Blanchard thanked the residents for participating in this meeting. Our Newly appointed Town Administrator Robin Grimm also thanked the residents and explained how important this meeting is to take part in.

The following motions were brought forward for a vote of approval:

- Acceptance of the Warrant 122/2 **Passed**
- To waive the reading of the warrant 117/9 **Passed**
- Meeting shall adjourn for the night no later 10:30 PM 106/20 **Passed**
- Acceptance of the Town Report 121/1 **Passed**

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**ARTICLE 1**  
**TOWN REPORTS** **121/1 Passed**

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 8-0-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This article is the acceptance of all reports as included in the Annual Town Report. The Town Meeting usually defers the actual reading of the reports as they are provided in a printed format.*

**ARTICLE 2 113/6 Passed**  
**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 2023 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 2023; and further to reserve for future appropriation amounts as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation and preservation of open space, a sum of money for acquisition and preservation of historic resources, and a sum of a money for the creation, preservation and support of community housing, or take any action relative thereto.

Sponsor: Community Preservation Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: The Community Preservation Committee is required to submit a report to Town Meeting on the proposed use of Community Preservation Funds. The Community Preservation Committee Report is an appendix to the Finance Committee Report.*

**ARTICLE 3 110/11 Passed**

**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 FY2023 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 7-0-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

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

*Summary: These funds would be used to provide for operating and administrative expenses for the Community Preservation Committee, including legal expenses, appraisal reports, general office supplies, CPA Coalition dues, informational brochures and postage relating to locations, features and uses of CPA parcels. Any unused funds appropriated shall revert to the CPA Undesignated Fund Balance at the close of the fiscal year.*

**ARTICLE 4 118/5 Passed**

**COMMUNITY PRESERVATION DEBT SERVICE**

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

- SIXTY-TWO THOUSAND FOUR HUNDRED TWENTY-FIVE AND 00/100 DOLLARS (\$62,425.00) for the purpose of paying the debt service for the OSV land acquisition;
- FORTY-FOUR THOUSAND EIGHT HUNDRED AND 00/100 DOLLARS (\$44,800.00) for the purpose of paying the debt service for the Heins Farm Acquisition;
- NINETY-FIVE THOUSAND SIX HUNDRED FIFTY AND 00/100 DOLLARS (\$95,650.00) for the purpose of paying the debt service for the Town Hall/Center Office renovation project;
- TWENTY-SEVEN THOUSAND ONE HUNDRED FIFTY AND 00/100 DOLLARS (\$27,150.00) 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 8-0-0.*

Annual Town Meeting June 6, 2022

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This article provides the appropriation to pay the costs for previously approved debt issuances for the acquisition of open space known as the Heins Farm, Old Sturbridge Village parcels, the renovation of the Town Hall and Center Office Building and the Recreation Court project.*

**ARTICLE 5 105 /17 Passed**

**COMMUNITY PRESERVATION GRAVESTONE RESTORATION**

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of NINE THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$9,500.00) for the purpose of North Cemetery and/ or Old Burial Ground historic preservation and restoration work, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 6-1-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

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

*Summary: The purpose of this article is to fund the gravestone/monument conservation services for the North Cemetery and Old Burial Ground.*

**ARTICLE 6 105/15 Passed**

**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 FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) for the purpose of funding storm windows at Town Hall to preserve the historic windows, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

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

*Summary: New exterior historically appropriate storm windows will be installed on the Town Hall. The storm windows are to reduce the high cost of heating Town Hall and increase the comfort of the staff and public while in the building, all while protecting the restored historic windows. Town Meeting previously appropriated \$17,600.00 for this effort (Fiscal Year 2021 Annual Town Meeting, Article 6). The cost to install the storm windows has increased, which requires additional funding to proceed.*

**ARTICLE 7 98/22 Passed**

**COMMUNITY PRESERVATION - LAND SURVEY – 9 RIVER ROAD**

To see if the Town will vote to appropriate from the Community Preservation Fund Open Space Fund Balance the sum of FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) for the purpose of funding a land survey for a Grand Trunk Trail Route easement at 9 River Road including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

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

*Summary: This property was identified in the recent Grand Trunk Trail (GTT) Central Section Segment 1 Feasibility Study for the potential trail route in continuation of the GTT through Sturbridge. The granting of this easement will allow the Town to continue the trail construction as envisioned in the several Master Plans related to town improvements.*

*Summary: This property was identified in the recent Grand Trunk Trail (GTT) Central Section Segment 1 Feasibility Study for the potential trail route in continuation of the GTT thru Sturbridge. The granting of this easement will allow the town to continue the trail construction as envisioned in the several Master Plans related to town improvements.*

*Summary: This property was identified in the recent Grand Trunk Trail (GTT) Central Section Segment 1 Feasibility Study for the potential trail route in continuation of the GTT thru Sturbridge. The granting of this easement will allow the town to continue the trail construction as envisioned in the several Master Plans related to town improvements.*

**ARTICLE 8 96/29 Passed**

**COMMUNITY PRESERVATION TRAIL AND PARKING LOT CONSTRUCTION**

To see if the Town will vote to appropriate from the Community Preservation Fund Open Space Fund Balance the sum of EIGHTY-EIGHT THOUSAND AND 00/100 DOLLARS (\$88,000.00) for the purpose of funding signage, materials and labor for trail and parking lot construction on Community Preservation Act purchased parcels, 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 6-1-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

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



*Summary: The purpose of this article is to fund (i) the continuation of the Student Conservation Association student trail building program on the more remote sections of the Leadmine Property; begin improvements to the Long Pond Property including parking access and construction of the first three trails; continue the improvement of trails on the Riverlands Property, including adding needed signs, sign posts, trail gravel, and equipment rental and labor to continue improvements to three trails, make initial improvements to the recently acquired Fiske Hill property including constructing a 12-15 car parking lot, signs, sign posts, trail gravel and equipment rental; and general trail improvement funds for the Heins Farm, Leadmine and Plimpton properties.*

**ARTICLE 9 102/23 Passed**

**COMMUNITY PRESERVATION TOWN LIBRARY RESTORATION OF TRIM AND CORNICE MOLDING**

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of SIXTY-FIVE THOUSAND AND 00/100 DOLLARS (\$65,000.00) for the purpose of funding the restoration of Town Library trim and cornice molding, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

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

*Summary: The purpose of this project is to restore areas of the exterior structure of the Town Library. The interior attic area is completely exposed to outside elements; due to deteriorating wood trim and cornice moldings.*

**ARTICLE 10 99/29 Passed**

**COMMUNITY PRESERVATION COMMUNITY WIDE HISTORIC PRESERVATION PLAN**

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) for the purpose of funding a Community Wide Historic Preservation 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 6-1-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

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

*Summary: The purpose of the plan is for emphasizing and preserving the more than four hundred historical resources which were identified by the 2016 survey. This request is to proceed with the project, even if the matching Mass Historical Commission grant is no longer available.*

**ARTICLE 11 68/58 Passed**

**COMMUNITY PRESERVATION HOUSING CONSULTANT**

To see if the Town will vote to appropriate from the Community Preservation Fund Community Housing Fund Balance the sum of TWENTY-FIVE THOUSAND AND 00/100 (\$25,000.00) DOLLARS for the purpose of hiring a consultant as described in the Housing Production Plan; or take any action relative thereto.

Sponsor: Community Preservation Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 6-1-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

**RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:**

*That the Town vote to approve the article as written. Voted 5-3-0.*

*Summary: The purpose of this article is to fund a qualified housing professional to assist with the goals outlined in the Affordable Housing Trust.*

**ARTICLE 12 **120 /10 Passed w/o Line 35 included**  
**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, 2022 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, 2022; 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 article is for the approval of the Town and School operating budgets for Fiscal Year 2023.*

There was a Hold placed on line 35 for clarification on the overtime costs no dollar amount was changed. After the hold **Passed 104/34**  
Total Town Budget Amount NO Changes **Passed 11/18**

**ARTICLE 13 **127/5 Passed**  
**ROAD CONSTRUCTION, REPAIRS AND MAINTENANCE****

To see if the Town will vote to raise and appropriate to the Road Construction, Repairs and Maintenance account the sum of ONE HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$150,000.00) 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 4-1-0.*

Annual Town Meeting June 6, 2022

*Summary: The Town funds road repair and maintenance through an annual warrant article which does not expire at the end of the Fiscal Year to provide the Department of Public Works with greater flexibility in meeting the needs of the community.*

**ARTICLE 14 118/15 Passed**  
**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 THIRTY-FIVE THOUSAND SEVEN HUNDRED TWENTY-THREE AND 00/100 (\$135,723.00) DOLLARS; or take any action relative thereto.

Estimated budget for FY23 is:

Salaries/Wages	\$ 85,723.00
Longevity	\$ 300.00
Employee Benefits	\$ 25,000.00
Operating Expenses	\$ 19,200.00
Capital	\$ 5,500.00
Total	<u>\$ 135,723.00</u>

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 5-0-0.*

*Summary: This proposed budget provides for the operations of the Town's cable access service for public, educational and government (PEG) purposes. Funds for this article are provided via a surcharge on each cable bill.*

**ARTICLE 15 116/12 Passed**  
**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 EIGHTY-ONE THOUSAND SEVEN HUNDRED FORTY-NINE AND 00/100 DOLLARS (\$181,749.00); or take any action relative thereto.

Estimated budget for FY23 is:

Community Support	\$ 29,000.00
Marketing	\$ 112,978.00
Salaries/Wages	\$ 31,471.00
Employee Benefits	\$ 8,300.00
Total	<u>\$ 181,749.00</u>

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 5-0-0.*

*Summary: The revenues come from a 6% hotel/motel tax which is split with 67.5% going to the General Fund, 16.25% used for funding the Sturbridge Tourist Association and 16.25% used for the Betterment Committee. This budget is available for marketing the community for tourism, as well as partial funding for the Economic Development/Tourism Coordinator position.*

**ARTICLE 16** **122/6 Passed**  
**BETTERMENT COMMITTEE**

To see if the Town will vote to transfer and appropriate from the Hotel/Motel Special Account to the Betterment Account the sum of ONE HUNDRED EIGHTY-ONE THOUSAND SEVEN HUNDRED FORTY-NINE AND 00/100 DOLLARS (\$181,749.00) for the following items, or take any action relative thereto.

<b>Requested By</b>	<b>Item</b>	<b>Amount</b>
Polly Currier	Flower Barrels	\$ 2,200.00
Recreation	Plantings ( Bloom Committee)	\$ 575.00
Library	Beautification Joshua Hyde Library	\$ 4,300.00
Town Planner	Wayfinding Streetscape Improvements	\$ 15,229.00
Finance Director	Beautification at Town Hall and Center Office Building	\$ 2,500.00
Tree Warden	Tree Planting - Arbor Day Program	\$ 1,500.00
Recreation	Town Offices & Library Decorations	\$ 4,000.00
DPW	Lawn Care- Town Common and Town Buildings	\$ 5,000.00
DPW	Sidewalk Maintenance	\$ 10,000.00
DPW	Sidewalk Salt Spreader	\$ 3,500.00
Tree Warden	Tree Maintenance (town-wide)	\$ 10,000.00
Tree Warden	Town Common Tree Maintenance	\$ 5,000.00
Tree Warden	Main Street Tree and Park Maint. (Street Landscaping)	\$ 2,000.00
Police Department	Special Event Overtime (Police)	\$ 10,000.00
Police Department	ATV for Access to Trails	\$ 12,965.00
Police Department	Bolo Wrap	\$ 3,338.00
Fire Department	Protective Firefighting Gear	\$ 13,500.00
Fire Department	Special Events Overtime (Fire)	\$ 8,330.00
Fire Department	Blitzfire Monitor	\$ 4,853.00
Recreation	Cedar Lake (Town Beach) Water Treatment	\$ 1,795.00
Recreation	Town Common Summer Concert Series	\$ 4,000.00
Recreation	Decorations for Town Common	\$ 4,445.00
Recreation	Dugouts- Turner’s Field	\$ 11,440.00
Recreation	Recreation Shed	\$ 5,235.00
Recreation	Bleachers – Town Barn Field	\$ 16,364.00
Recreation	Pet Waste Eliminator/Waste Stations (8)	\$ 2,500.00
SLAC	SLAC / Great Ponds Weed & Safety Program	\$ 6,000.00
Recreation	Town Bonfire Funding	\$ 2,000.00
Special Event Comm.	Funding for Special Events in the Community	\$ 6,000.00
Trail Committee	Shed Construction, (Riverlands)	\$ 1,900.00
Trail Committee	Trafx IR Counters (2)	\$ 1,280.00
	<b>Total:</b>	<b>\$ 181,749.00</b>

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: The revenues come from a 6% hotel/motel tax which is split with 67.5% going to the General Fund, 16.25% used for funding the Sturbridge Tourist Association and 16.25% used for the Betterment Committee. Betterment Committee funds are utilized for public safety, recreation and the beautification of the community.*

**ARTICLE 17**      **123/13 Passed**  
**CAPITAL IMPROVEMENT PLAN**  
**(2/3 Vote Required)**

To see if the Town will vote to transfer from Free Cash and appropriate the sum of FIVE HUNDRED TWENTY TWO THOUSAND NINE HUNDRED TWO AND 00/100 DOLLARS (\$522,902.00) and to transfer from the Ambulance Stabilization Account and appropriate the sum of TWO HUNDRED TWENTY THREE THOUSAND AND 00/100 DOLLARS (\$223,000.00) 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, 2022;

<b>Department</b>	<b>Item</b>	<b>Amount</b>
Fire Department	Ambulance	\$ 375,000.00
Planning/IT	Plotter	\$ 13,522.00
IT	Cisco Switches	\$ 38,621.00
Fire Department	Fire Hose	\$ 74,000.00
Public Safety Complex	Plymovent Exhaust System Addition	\$ 19,580.00
Public Safety Complex	Turnout Gear/Hose Storage	\$ 11,005.00
DPW	Backhoe with attachments	\$ 200,000.00
Police	Six (6) Rifles and Magazines	\$ 6,150.00
IT	Security Cameras	\$ 8,024.00
<b>Total</b>		<b>\$745,902.00</b>

or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This article funds a portion of the highest rated capital needs of the Town. Under the Comprehensive Fiscal Policies approved by the Board of Selectmen- the Town targets 1.5% of its budgeted annual expenditures. \$546,159.00 for FY 2023, for its annual capital budget. Under this policy, capital expenditures rated as high priorities but costing under \$5,000.00 are included in department budgets while -capital expenditures over \$5,000.00 are funded from either available revenues, such as free cash, or borrowing. For FY 2023, these items are recommended to be funded from free cash and the Ambulance Stabilization Fund.*

*The Ambulance Stabilization Fund balance prior to any action being taken on this Article is approximately \$223,920.00. Should this Article be approved, the remaining balance in the fund would be approximately \$920.00.*

**ARTICLE 18**      **127/7 Passed**  
**AMBULANCE STABILIZATION FUND**

To see if the Town will vote to raise and appropriate the sum of THIRTY THOUSAND AND 00/100 DOLLARS (\$30,000.00) to the Ambulance Stabilization Fund for the purpose of reserving funds for the future purchase of an ambulance including the payment of all costs incidental and related thereto; or take any action relative thereto.

Annual Town Meeting June 6, 2022

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: Each year, the Town sets aside a sum of money to assist the Town in replacing its ambulances on a seven-year schedule. Article 17 seeks approval to purchase a new ambulance in FY 2023 in the amount of \$375,000.00. If Article 17 and this Article are approved, the approximate balance in the Ambulance Stabilization Fund will be \$30,920.00. If the purchase of the new ambulance is not approved under Article 17 and this Article is approved, the approximate balance in the Ambulance Stabilization Fund would be \$253,920.00.*

**ARTICLE 19 120/11 Passed**

**CAPITAL STABILIZATION FUND**

To see if the Town will vote to raise and appropriate the sum of ONE HUNDRED EIGHTY-EIGHT THOUSAND AND 00/100 DOLLARS (\$188,000.00) to the Capital Stabilization Fund, or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: The purpose of this fund is to maintain an equipment replacement and facilities maintenance schedule. The Town's Comprehensive Fiscal Management Policies provide for annual funding of a minimum of 0.5% of the General Fund Operating Budget. If approved the approximate balance in this fund will be \$1,036,512.00.*

**ARTICLE 20 120/8 Passed**

**FIRE VEHICLE STABILIZATION FUND**

To see if the Town will vote to raise and appropriate FIFTY THOUSAND AND 00/100 DOLLARS (\$50,000.00) to the Fire Vehicle Stabilization Fund for the purpose of reserving funds for the future purpose of major fire apparatus including the payment of all costs incidental and related thereto, or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: Each year, the Town sets aside a sum of money to assist the Town in replacing its expensive fire apparatus. These funds will be set aside until needed. If approved, the approximate balance in this fund will be \$57,350.00. The Town's five-year capital plan anticipates the need to purchase a new piece of apparatus to replace the current Rescue 1 apparatus (a 1997 Freightliner) at an estimated cost of \$750,000.00 in FY2024.*

**ARTICLE 21 112/14 Passed**  
**OPEB TRUST FUND**

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

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: The Government Accounting Standards Board (GASB) has determined that Other Post-Employment Benefits (OPEB) are part of the compensation that employees earn each year notwithstanding that such benefits are not tendered until after employment has ended. These benefits include health insurance, prescription or other related benefits provided to eligible retirees. GASB-45 mandates that municipalities account for and, eventually, fund these benefits. The fund was established and capitalized with \$100,000.00 at the 2011 Annual Town Meeting. In accordance with the Town's financial policies, an annual contribution of not less than \$50,000.00 should be allocated to the fund until such time as the actuarially calculated OPEB liability of \$18.9 million is realized. If approved Sturbridge will have approximately \$1,437,495.00 in the fund.*

**ARTICLE 22 112/13/Passed**  
**REVALUATION/INTERIM ADJUSTMENTS**

To see if the Town will vote to raise and appropriate TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) to the Revaluation/Interim Adjustments Account; or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This article provides annual funding for property revaluations and interim adjustments that the Town is required to perform in accordance with Massachusetts General Law.*

**ARTICLE 23 125/10 Passed**  
**REVOLVING FUNDS – SPENDING LIMITS FY23**

To see if the Town will vote pursuant to the provisions of Chapter 44, Section 53 E ½, to set the FY23 spending limits for certain revolving funds as following, or take any action relative thereto.

<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

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House Numbering

\$ 5,000.00

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: The 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 24 WATER DEPT 112/18 Passed**

To see if the Town will vote to raise and appropriate, through the fixing and collection of just and equitable prices and rates set by the Board of Selectmen (acting as Water Commissioners), a sum of ONE MILLION THREE HUNDRED NINETY-ONE THOUSAND FORTY-ONE AND 00/100 DOLLARS (\$1,391,041.00) for the expenses of the Water Department; or take any action relative thereto.

Estimated budget for FY23 is:

Contract Operations	\$ 739,081.00
Electricity	\$ 80,000.00
Perchlorate Testing	\$ 10,000.00
DPW Director	\$ 15,019.00
Meter Maintenance	\$ 10,000.00
Billing Expense	\$ 6,500.00
Debt Service	\$ 392,841.00
Miscellaneous	\$ 35,100.00
Capital Replacement	\$ 52,500.00
Reserve Account	\$ 50,000.00
Total:	<u>\$1,391,041.00</u>

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This budget covers the operating expenses for providing public water in Sturbridge. On April 19, 2022 the Board of Selectmen, acting as Water and Sewer Commissioners, voted an increase in the water rate for the quarter ending June 30, 2022 at \$7.18 per 100 cubic feet, an increase of \$0.25 per 100 cubic feet (3.6%). This increase will result in a minimum bill of \$71.80 per quarter. The last increase in water rates was for the quarter ending June 30, 2015.*

**ARTICLE 25 102/26 Passed**

**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 SEVEN HUNDRED EIGHTY THOUSAND NINE HUNDRED SIX AND 00/100 DOLLARS (\$2,780,906.00) for the expenses of the Sewer Department; or take any action relative thereto.

Estimated budget for FY23 is:

Contract Operations	\$ 958,056.00
Electricity	\$ 210,000.00
Chemicals	\$ 25,000.00
DPW Director	\$ 15,019.00
Billing Expense	\$ 5,000.00
Debt Service	\$ 831,181.00
Southbridge Fees	\$ 215,000.00
Liquid Sludge Handling	\$ 200,000.00
Miscellaneous	\$ 196,650.00
Capital Replacement	\$ 95,000.00
Reserve Account	\$ 50,000.00
Total:	<u>\$2,780,906.00</u>

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This budget covers the operating expenses for providing public sewer in Sturbridge. On April 19, 2022 the Board of Selectmen, acting as Water and Sewer Commissioners, voted an increase in the sewer rate for the quarter ending June 30, 2022 at \$12.45 per 100 cubic feet, an increase of \$2.63 per 100 cubic feet (26.7%). This increase will result in a minimum bill of \$124.50 per quarter. The last increase in sewer rates was for the quarter ending June 30, 2015.*

**ARTICLE 26 121/7 Passed  
SEWER PROJECT DEBT - BETTERMENTS**

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

- ONE HUNDRED THIRTY-ONE THOUSAND ONE HUNDRED AND 00/100 DOLLARS (\$131,100.00) from the F/B Reserved for Sewer Betterments to the Big Alum Sewer Debt Account #28440-59220; and
- FORTY-SEVEN THOUSAND THREE HUNDRED AND 00/100 DOLLARS (\$47,300.00) 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 FY23; or take any action relative thereto.

Sponsor: Finance Director

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This warrant article appropriates the funds necessary to pay debt service on the 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 27 122/3 Passed  
MAINTENANCE OF FISKE HILL AND ST. ANNE'S WATER TANKS**

To see if the Town will vote to transfer from the Water Tank Maintenance Account #29520 the sum of SIX THOUSAND AND 00/100 DOLLARS (\$6,000.00) to power wash algae growth off of the Fiske Hill and St. Anne's water tanks, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This article provides funding for maintenance of the Fiske Hill and St. Anne's Water Tanks.*

**ARTICLE 28 120/7 Passed**  
**INFLOW AND INFILTRATION STUDY AND REPAIRS**

To see if the Town will vote to transfer from the Sewer Reserve Fund Balance the sum of NINETY THOUSAND AND 00/100 DOLLARS (\$90,000.00) for 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 7-0-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This study is a mandatory program of the Department of Environmental Protection (DEP) involving every wastewater collection system in Massachusetts. This program requires that all of our collection systems be examined to identify necessary repairs. This is year three (3) of a recurring annual cost for ten (10) years and will keep the Town in compliance with the DEP regulations.*

**ARTICLE 29 107/24 Passed**  
**MODULAR TRAILER FOR SCHOOL BUS TRANSPORTATION OPERATIONS**

To see if the Town will vote to transfer from Free Cash the sum of TWO HUNDRED THOUSAND AND 00/100 DOLLARS (\$200,000.00) for the purchase and installation of a modular trailer for school bus transportation operations, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Burgess Elementary School Committee:

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: For the past two years Town has been leasing a unit to provide office and meeting space to the twenty-five (25) school bus staff members (located by the DPW building). Previously, operations were run out of a very small office in the DPW building and full staff meetings and training was done at the Public Safety Complex. This trailer increases staff safety for bus drivers and DPW staff by separating them, decreases interruption for each department, and allows the DPW to utilize the old office area.*

**ARTICLE 30 124/14 Passed**

Clarification on the article from last year's vote . The Article was never completed so we had to revote on it to complete the process according to Town Planner Jean Bubon

**ACCEPTANCE OF EXTENSION OF HILLSIDE DRIVE**  
**(2/3 Vote Required)**

To see if the Town will vote to accept as a public way an extension of the roadway known as Hillside Drive, as such extension has been heretofore laid out by the Board of Selectmen in the location shown on the plan entitled "Town Street Acceptance Plan of Hillside Drive as Laid Out by the Selectmen – Town of Sturbridge-Worcester County – Commonwealth of Massachusetts", plan prepared by Levesque Geomatics Inc., 43 Glendale Road, Sturbridge, MA 01518 – Plan date March 17, 2022 and revised through April 14, 2022, a copy of which has been placed on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, interests in land sufficient to provide for the use and maintenance of said

way for all purposes for which public ways are used in the Town of Sturbridge, or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 6-0-1.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: The owner has completed the necessary improvements to the road for acceptance by the Town as a public way.*

**ARTICLE 31 108 /29 Passed**  
**TAX INCREMENT FINANCING AGREEMENT AND PROJECT CERTIFICATION;**  
**NOBLE ENERGY**

To see if the Town will vote to approve and certify the Local Incentive Application submitted for a 15,803 square foot building located at 201 Charlton Road, as shown on the Project Certification Application, which building will include a 6,846 square foot Electric Voltage Learning Center, a 3,031 square foot restaurant, 2,798 square feet for shared offices for Noble Energy and Nichols College to support student employment and training and 3,128 square feet for common areas, and to authorize the Board of Selectman to enter into a Tax Increment Financing Agreement (TIF) pursuant to the provisions of G.L. Chapter 40, section 59, with Noble Energy 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
Year 1	100%
Year 2	90%
Year 3	90%
Year 4	80%
Year 5	70%
Year 6	60%
Year 7	50%
Year 8	40%
Year 9	30%
Year 10	20%

or take any action relative thereto:

Sponsor: Board of Selectman

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMAN:**

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

*Summary: This article will authorize the Board of Selectmen to offer a Tax Increment Financing agreement to Noble Energy or acceptable designee, for purposes of facilitating the construction of a 15,803 square foot facility including an electric voltage education center, a restaurant and offices for Noble Energy and Nichols College for student workforce and management training.*

**ARTICLE 32 101/38 Passed**

**AFFORDABLE HOUSING TRUST BY-LAW**

**To see if the Town will vote to insert the following Sturbridge Municipal Affordable Housing Trust Bylaw in the following location within the General Bylaw of the Town of Sturbridge - Division 1: Bylaws, Part 1 Administrative Legislation, Chapter 7 Boards, Commissions and Committees, Article X – Sturbridge Municipal Affordable Housing Trust or take any other action relative thereto:**

**§ 7-29 Authorization**

- A. Pursuant to the vote of the June 3, 2019 Annual Town Meeting to accept the provisions of MGL, Chapter 44, Section 55C to establish a Municipal Affordable Housing Trust Fund, there is hereby established in the Town of Sturbridge a Municipal Affordable Housing Trust (the “Trust”), having seven Trustees (the “Trustees”), to be appointed by the Board of Selectmen upon nomination by the Town Administrator.

**§ 7-30 Purpose**

- A. The purpose of the Sturbridge Municipal Affordable Housing Trust (Trust) shall be to provide for the creation and preservation of affordable housing in the Town of Sturbridge for the benefit of low and moderate income households, and to support the goals of the Town of Sturbridge Housing Production Plan (2021) as may be further amended.

**§ 7-31 Trustees**

- A. There shall be a Board of Trustees (the “Board”) of the Trust, composed of two non-voting members and seven voting members, the voting members hereinafter also referred to as “Trustees”. The Town Administrator and Town Planner shall serve as the non-voting members. The voting members shall include:
- (1) One member of the Board of Selectmen selected by the Board of Selectmen to serve for a term of two years;
  - (2) One member of the Finance Committee nominated by the Finance Committee to serve for an initial term of one year, and thereafter for a term of two years;
  - (3) One member of the Planning Board nominated by the Planning Board to serve for an initial term of one year, and thereafter for a term of two years;
  - (4) One member of the CPC nominated by the CPC to serve for a term of two years;
  - (5) Three members at large that shall be Town residents; one shall serve an initial term of two years and thereafter for a term of two years; two shall serve for an initial term of one year and thereafter for a term of two years;
  - (6) The Town Administrator shall be a non-voting member to serve a term of two years;
  - (7) The Town Planner shall be a non-voting member to serve a term of two years.
- A. Trustees shall serve without compensation.
- B. The Trust shall annually elect one of its members to serve as Chairperson and may elect such other officers, adopt procedural rules and regulations and establish any subcommittees as it deems appropriate.
- C. The Trustees shall consider the state of housing needs in Sturbridge and shall make recommendations to the Board of Selectmen on the options available to the Town to create new affordable housing to address those needs and to maintain existing affordable housing stock.

Additionally, the Trust shall work to accomplish goals set forth in the Housing Production Plan of the Town as may from time to time be amended.

- D. The Trustees shall meet on a regular basis as needed to enact the duties of the Trustees.
- E. The Trustees shall establish an application process for projects requesting Affordable Housing Trust Funds and develop clear review requirements and procedures for all projects based on the Town's affordable housing goals.

**§ 7-32 Legal Status**

- A. The Trust is a public employer and Trustees are public employees for the purposes of Chapter 258 of the Massachusetts General Laws.
- B. The Trust shall be deemed a municipal agency and the Trustees shall be deemed as Special Municipal employees for the purposes of Chapter 268A of the Massachusetts General Laws.
- C. The Trust is exempt from G.L. Chapter 59 and 62, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth or any subdivision thereto.
- D. The Trust is a governmental body for the purposes of Sections 23A, 23B and 23C of Chapter 39 of the Massachusetts General Laws.
- E. The Trust is a Board of the Town for the purposes of Massachusetts General Laws Chapter 30B and MGL c. 40, § 15A; but agreements and conveyances between the Trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the Town shall be exempt from said Chapter 30B of the Massachusetts General Laws.

**§ 7-33 Powers of the Trustees**

- A. Powers of the Trustees – The Trustees shall have the following powers and duties:
  - (1) To accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the trust in connection with any ordinance or by-law or any general or special law or any other source, including money from chapter 44B; provided, however, that any such money received from chapter 44B shall be used exclusively for community housing and shall remain subject to all the rules, regulations and limitations of that chapter when expended by the trust, and such funds shall be accounted for separately by the trust; and provided further, that at the end of each fiscal year, the trust shall ensure that all expenditures of funds received from said chapter 44B are reported to the community preservation committee of the city or town for inclusion in the community preservation initiatives report, form CP-3, to the department of revenue;
  - (2) To purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
  - (3) To sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to trust property as the board deems advisable notwithstanding the length of any such lease or contract;
  - (4) To execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the board engages for the accomplishment of the purposes of the trust;
  - (5) To employ advisors and agents, such as accountants, appraisers and lawyers as the board deems necessary;
  - (6) To pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the board deems advisable;

- (7) To apportion receipts and charges between incomes and principal as the board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- (8) To participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- (9) To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the board may deem proper and to pay, out of trust property, such portion of expenses and compensation of such committee as the board may deem necessary and appropriate;
- (10) To carry property for accounting purposes other than acquisition date values;
- (11) To borrow money on such terms and conditions and from such sources as the board deems advisable, to mortgage and pledge trust assets as collateral;
- (12) To make distributions or divisions of principal in kind;
- (13) To comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the board may deem appropriate;
- (14) To manage or improve real property; and to abandon any property which the board determined not to be worth retaining;
- (15) To hold all or part of the trust property un-invested for such purposes and for such time as the board may deem appropriate; and
- (16) To extend the time for payment of any obligation to the trust.
- (17) To provide grants or loans to assist low or moderate income homeowners or homebuyers to purchase or rehabilitate a dwelling unit in the Town of Sturbridge.
- (18) The powers and duties enumerated above may be modified or amended by by-law approved by Town Meeting.

**§ 7-34 Funds Paid to the Trust**

- A. Notwithstanding any general or special law to the contrary, all moneys paid to the trust in accordance with any zoning ordinance or by-law, exaction fee, or private contributions shall be paid directly into the trust and need not be appropriated or accepted and approved into the trust. General revenues appropriated into the trust become trust property and to be expended these funds need not be further appropriated. All moneys remaining in the trust at the end of any fiscal year, whether or not expended by the board within 1 year of the date they were appropriated into the trust, remain trust property.

**§ 7-35 Custodian of Funds**

- A. The Town Finance Director shall be the custodian of the funds of the Trust, and shall have signature authority to expend funds. The books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices for municipalities.

**§ 7-36 Acts of Trustees**

- A. A majority of Trustees may exercise any or all of the powers of the Trustees hereunder and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust Estate.

**§ 7-37 Liability**

- A. Neither of the Trustees nor any agent or officer of the Trust shall have the authority to bind the Town of Sturbridge, except in the manner specifically authorized herein.

**To see if the Town will vote to amend the General Bylaw of the Town of Sturbridge in the following manner or take any action in relation thereto:**

Amend § 7-15 Establishment; membership; appointment; terms by deleting Housing Partnership Committee and replacing that with Sturbridge Municipal Affordable Housing Trust.

Sponsor: Planning Board

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*To place the article- Voted 3-1-0.*

*Summary: The establishment of an affordable housing trust fund is an opportunity for Sturbridge to have accessible funds available to respond efficiently and effectively to housing opportunities as they arise.*

*In 2019, Town Meeting voted to accept the provisions of M.G.L. Chapter 44, Section 55C -establishing a Municipal Affordable Housing Trust Fund, but one has not yet been formed. A general bylaw is not required, but many towns adopt such a bylaw to codify the make-up and operations of the Trust. The members of the Trust will be appointed by the Board of Selectmen and all projects proposed by the Trust will need approval of the Board of Selectmen prior to moving forward.*

**ARTICLE 33 114/20 Passed**  
**PURCHASE OF PROPERTY AT 7 MAIN STREET**

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, for sewer purposes, the fee or lesser interest in all or a portion of a parcel of land located at 7 Main St. Sturbridge, containing 0.96 acres and described in a deed recorded with the Worcester South District Registry of Deeds in Book 60426, Page 222; upon such terms and conditions as the Selectmen may determine and to transfer a sum of SEVENTY THOUSAND AND 00/100 DOLLARS (\$70,000.00) from the Sewer Fund Balance to carry out such acquisition and to pay all costs incidental and related thereto, or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: At the Annual Town Meeting of June 7, 2021, the -Town Meeting approved \$200,000.00-for the study of the design and permitting of a new sewer pump station and force main to provide sewer service to the Fiske Hill area of Town. Presently that area is serviced through a contract with the Town of Southbridge. This property presents a unique opportunity for the Town to purchase the necessary site for the pump station.*

**ARTICLE 34 79/61 Did not pass 2/3 vote required on the substitute motion**  
**TRANSFER OF LAND ON CEDAR STREET No Action**

Substitute Motion made by the Open Space Chair Carol Goodwin to accept the Article as written

Annual Town Meeting June 6, 2022



To see if the Town will vote to transfer the care and custody of a parcel of land known as 70 Cedar Street and described in a deed with the Worcester South Registry of Deeds in Book 25558, Page 0037, from the Board of Selectmen for general municipal purposes, to the Conservation Commission for resource protection, open space and passive recreation, and to dedicate such land forever to the protection of Article 97 of the Amendments to the Massachusetts Constitution, or take any action relative thereto.

Sponsor: Open Space Committee

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to take no action on this article. Voted 6-0-1.*

*The Finance Committee does not believe this article is in the best interest of the Town. If this article should pass, the Town will forever be restricted from using this parcel for certain purposes that may be of benefit for the Town. For instance, the Town Meeting has been presented several opportunities to use this area for recreational fields, expansion to the Town's recreation area, or potential location of a Senior Center. In each case, a portion, if not all, of 70 Cedar Street was needed or requested. The passage of this article will not allow the Town to consider using this parcel for any purpose that may benefit the Town except those purposes specifically related to resource protection, open space and passive recreation.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: The purpose of this article is to over control of this 14-acre parcel, which was gifted to the inhabitants of the Town of Sturbridge the Conservation Commission for the purpose of allowing the Conservation Commission to convey a conservation restriction to a third party restricting the use of the parcel to open space and natural resources.*

**ARTICLE 35 92/33 Passed**

**FUNDING FOR THE CONSTRUCTION OF A PUBLIC PARKING LOT AT 501 MAIN STREET**

To see if the Town will vote to transfer from Free Cash the sum of TWO HUNDRED AND THIRTY THOUSAND AND 00/100 DOLLARS (\$230,000.00) for the construction of a public parking lot and accessory improvements located at 501 Main Street in Sturbridge, or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. Voted 5-2-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: The Commercial Tourist District Plan adopted by the Town in 2014 identified the need for additional parking along the Route 20 corridor. On January 27, 2020, Special Town Meeting voted to acquire the land at 501 Main St. for use as a public parking lot (Article 45, \$244,000.00) and to prepare the design plans and permitting for the project (Article 46, \$15,000.00). The parking lot as designed will contain 25 parking spaces and will provide much needed parking in the Commercial Tourist District as well as access to the trail system along the river. Planning Board and Conservation Commission approvals have been obtained and this project is shovel ready. The funds will be used to construct the parking lot and install a storm water management system, lighting and crosswalks. In addition to the funds from this article, the Town will be using \$244,000.00 of American Rescue Plan Act (ARPA) funds which were approved by the Board of Selectmen and a \$50,000.00 earmark made available from State Senator Gobi's office to complete this project.*

**ARTICLE 36 87/22 Passed**  
**REPAIR AND REPLACEMENT OF LIBRARY HVAC SYSTEM**

To see if the town will vote to transfer from Free Cash the sum of ONE MILLION ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$1,100,000.00) for the repair and replacement of the Heating, Ventilation and Air Conditioning system at the Joshua Hyde Library 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 transfer from Free Cash the sum of ONE MILLION ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$1,100,000.00) for the repair and replacement of the heating, ventilation and air conditioning system at the Joshua Hyde Library including the payment of all costs incidental and related thereto, which costs may include, but are not limited to, the costs of installing building sprinklers. Voted 7-0-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*Summary: The heating, ventilation and air conditioning system at the Joshua Hyde Library, which was installed as part of the renovations made to the library in 1987, has suffered multiple failures, is in constant need of repair, and is now well past its useful life. This article will fund the replacement of the HVAC system. The approximate cost of the replacement includes \$100,000.00 for design plans the new system and related upgrades, \$670,000.00 for the new system, \$100,000.00 in ADA building upgrades triggered by state codes due to the cost of the new system, and \$230,000.00 for installing a sprinkler system should such a system be required under state codes. \$50,000.00 in ARPA funds are also being used for this project.*

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

**ARTICLE 37 88/22 Passed**  
**REMOVE AND REPLACE PLANT MEDIA AT WATER PLANT**  
**(2/3 Vote Required)**

To see if the Town will vote to appropriate FOUR HUNDRED EIGHTY-ONE THOUSAND AND 00/100 (\$481,000.00) to pay costs of removing, inspecting and replacing iron removal plant media for the Water Department, including the payment of all costs incidental and related thereto, to determine whether this amount shall be raised by borrowing or otherwise, or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town appropriates FOUR HUNDRED EIGHTY-ONE THOUSAND AND 00/100 DOLLARS (\$481,000.00) to pay costs of removing, inspecting and replacing iron removal plant media, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §8(7A) or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted: 7-0-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town appropriates \$481,000.00 to pay costs of removing, inspecting and replacing iron removal plant media, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §8(7A) or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted 5-0-0.*

*Summary: The Green Sand media at the three filtration vessels at the water plant is well beyond its useful life. In addition, the underlying layers of anthracite and gravel should also be replaced. Tank vessels and underdrains may also require repair. Design, engineering and construction administration is also included in the cost.*

**ARTICLE 38 90/17 Passed**  
**SEWER DEPARTMENT GENERATOR**  
**(2/3 Vote Required)**

To see if the Town will vote to appropriate TWO HUNDRED TWENTY THOUSAND AND 00/100 (\$220,000.00) to pay the costs of replacing a Sewer Department generator, including all costs incidental and related thereto, and to determine whether this amount shall be raised by borrowing or otherwise, or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town appropriates TWO HUNDRED TWENTY THOUSAND AND 00/100 DOLLARS (\$220,000.00) to pay costs of replacing a Sewer Department generator, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1) or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted 6-0-0.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*That the Town appropriates \$220,000.00 to pay costs of replacing a Sewer Department generator, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1) or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted 5-0-0.*

*Summary: The generator at the Sewer plant is over 50 years old and well beyond its useful life. The Town will be pursuing a grant for this purchase and if successful the funds appropriated through this article will not be expended.*

**ARTICLE 39 78/29 Passed**  
**PETITIONED ARTICLE**

To see if the Town of Sturbridge will adopt a resolution in support of the work of the Special Commission Relative to the Seal and Motto of the Commonwealth, established by a resolve of the General Court in 2020 and appointed by Governor Baker to recommend changes to the current flag and seal of Massachusetts, and in support of a new seal and motto for the

Commonwealth that may better reflect our aspirations for harmonious and respectful relations between all people who now call Massachusetts home; or take any action relative thereto.

Sponsor: By Petition

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the town vote to approve the article as written. Voted 6-0-1.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

*To place the article. Voted 5-0-0.*

<p><i>Summary: This article was submitted by petition to be placed on the Annual Town Meeting Warrant.</i></p>
--

Dissolved the Annual Town Meeting at 9:38PM and took a 10 minute break before the start of the Special Town Meeting.

**TOWN OF STURBRIDGE**  
**SPECIAL TOWN MEETING WARRANT**  
**TANTASQUA REGIONAL HIGH SCHOOL**  
**JUNE 6, 2022**  
**7:00 P.M.**



**The Special Town Meeting was opened at 9:50PM**

**ARTICLE 55 36/0 Passed**  
**BETTERMENT PAYOFF – DISSOLVING OF BETTERMENT**

To see if the Town will vote to transfer the sum of ELEVEN THOUSAND THREE HUNDRED FORTY AND 00/100 DOLLARS (\$11,340.00) from the F/B Reserved for Sewer Betterments for the purpose of paying recording fees to the Registry of Deeds; or take any action relative thereto.

Sponsor: Finance Director

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to approve the article as written. [Voted 7-0-0.](#)*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*This article will provide funding to dissolve betterment liens by paying associated fees to the Worcester District Registry of Deeds. There are one hundred eight (108) betterment liens that need to be released (dissolved).*

**ARTICLE 56 35/2 Passed**  
**SNOW AND ICE REMOVAL DEFICIT**

To see if the Town will vote to transfer a sum of money from Free Cash to fund the Snow and Ice Removal account for FY 2022, or take any other action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to transfer ONE HUNDRED FORTY-TWO THOUSAND SEVEN HUNDRED FIFTY-FOUR AND 00/100 [DOLLARS](#) (\$142,754.00) from Free Cash to fund the fiscal 2022 snow and ice deficit. Voted: [7-0-0.](#)*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This article will fund the snow and ice removal deficit in fiscal year 2022. The Town can deficit spend each year for all costs related to snow and ice removal*

**ARTICLE 57 NO ACTION**  
**UNPAID BILLS OF A PREVIOUS YEAR**  
**(9/10 vote required)**

To see if the Town will vote to transfer from a sum of money from Free Cash for the purpose of paying unpaid bills of a prior fiscal year; or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

*That the Town vote to take no action on this article. Voted 7-0-0.*

*At the time this article was presented for Finance Committee consideration, there were no outstanding unpaid bills. If any should present themselves prior to the Special Town Meeting, a substitute motion for the appropriate amount will be presented to the Town Meeting.*

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This article seeks to fund any bills of a previous fiscal year received after the close of the fiscal year. [At the time the Finance Committee reviewed and voted on this article there were no outstanding bills from prior fiscal years that were unpaid.](#)*

**ARTICLE 58 38/1 Passed**  
**TRANSFER OF FUNDS TO BOND ACCOUNT**

To see if the Town will vote to transfer from Free Cash the sum of THREE THOUSAND AND 00/100 DOLLARS (\$3,000.00) to Account #99860 (GSPP OSV Bond), or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

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

*Summary: This article will reallocate funds for revenue received in a prior fiscal year that closed out to Free Cash.*

**ARTICLE 59 39/1 Passed**  
**TRANSFER OF FUNDS TO LAST CALL FOUNDATION GRANT**

To see if the Town will vote to transfer from Free Cash the sum of SIX HUNDRED AND 44/100 DOLLARS (\$600.44) to Account #22010 to fund expenses not covered under a Last Call Foundation Grant, or take any action relative thereto.

Sponsor: Board of Selectmen

**RECOMMENDATION OF THE FINANCE COMMITTEE:**

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

**RECOMMENDATION OF THE BOARD OF SELECTMEN:**

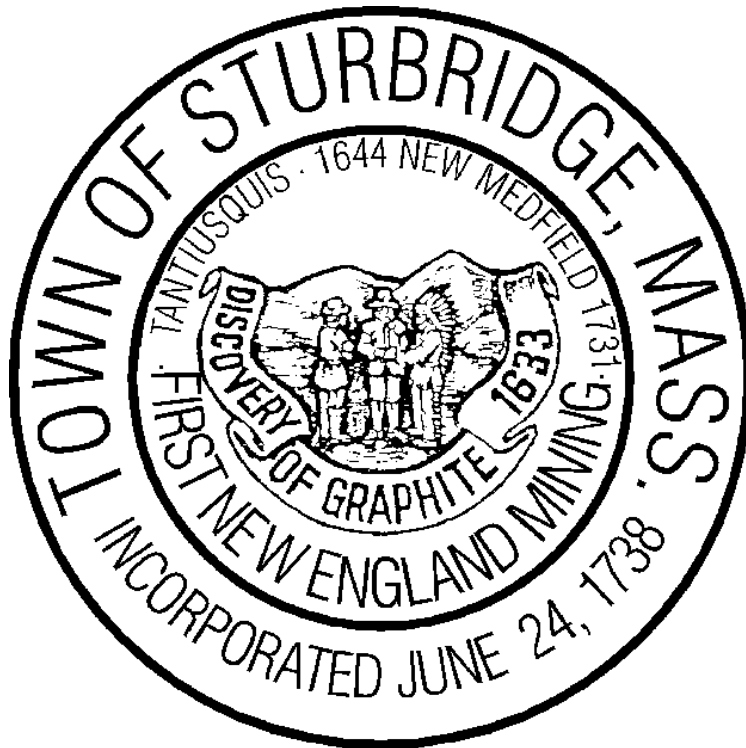
*That the Town vote to approve the article as written. Voted 4-0-0*

*Summary: This article will fund expenses not covered by a Last Call Foundation Grant and EMPG Grant for body armor for the Fire Department. [The Fire Department applied for and received funds from two grant sources to purchase body armor for the Fire Department, a Last Call Foundation Grant \(\\$15,000.00\) and an Emergency Management Performance Grant \(\\$2,899.13\).](#) The cost of the equipment purchased that was not covered by the grants is \$600.44.*

**Special Town Meeting was Adjourned at 10:03 PM**

# Town of Sturbridge

## Charter



Town Hall

308 Main Street

Sturbridge, MA 01566



## ARTICLE 1 DEFINITIONS

Unless another meaning is clearly apparent from the manner in which the word is used, the following words as used in the charter will have the following meanings:

- (A) Charter - The word "charter" shall mean this charter and amendments to it through any of the methods provided under the amendments to the state constitution.
- (B) Town - The word "town" shall mean the Town of Sturbridge.
- (C) Majority Vote - The words "majority vote" shall mean a majority of those present and voting.
- (D) Voters - The word "voters" shall mean registered voters of the Town of Sturbridge.
- (E) Gender - The reference to the generic pronoun "he" throughout the charter refers to both the male and female gender.
- (F) Days - When the period of time prescribed or allowed is seven days or fewer, Saturdays, Sundays and legal holidays shall be excluded in the computation. "Legal Holiday" includes those days specified in Massachusetts General Laws (M.G.L.) Chapter 4, Section 7 and any other day designated a holiday by the President and the Congress of the United States. If more than seven days, every day shall be counted.
- (G) Warrant – The "Warrant" is a document issued by the Board of Selectmen to call a Town Meeting. The Warrant states the time and place at which the Town Meeting is to convene, and, by separate articles, the subject matter to be acted upon, and further defined by Massachusetts General Laws, Chapter 39, Section 10.
- (H) Officer - All officers listed in Section 4-1(A) and any other person holding a position under Massachusetts General Laws (M.G.L.).
- (I) Appropriation – A vote on the disposition of funds at an Annual or Special Town Meeting.



## **ARTICLE 2 INCORPORATION, POWERS**

### Section 2-1 Incorporation.

The inhabitants of the Town of Sturbridge, within the territorial limits as now or hereafter may be established in the manner provided by law, shall continue to be a body corporate and politic with perpetual succession under the name "Town of Sturbridge."

### Section 2-2 Short Title.

This instrument shall be known and may be cited as the Sturbridge Home Rule Charter.

### Section 2-3 Powers

The form of government provided by this Charter shall be known as the Sturbridge Selectmen -Open Town Meeting plan. Pursuant to the provisions of this Charter and subject only to such limitations as may be imposed by the Massachusetts Constitution and General Laws, the Town shall have all powers authorized to it under the Massachusetts Constitution and General Laws as fully and completely as though they were specifically enumerated in this Charter.

### Section 2-4 Construction

The powers of the Town under this Charter shall be construed liberally in favor of the Town, and the specific mention of particular powers in this Charter shall not be construed as limiting in any way the general power stated in this article.

### Section 2-5 Intergovernmental Relations

Subject to the applicable requirements or limitations of any provision of the Massachusetts Constitution or General Laws, the Town may exercise any of its powers or perform any of its functions and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with any one or more states or civil divisions or agencies thereof, or the United States or any agency thereof.

## **ARTICLE 3 LEGISLATIVE BRANCH**

### Section 3-1 Town Meeting

The legislative powers of the Town shall be exercised by a town meeting open to all voters.

### Section 3-2 The Moderator

The Moderator is the Presiding Officer at all Town Meetings. At the first Town Meeting under the Moderator's tenure of office, the Moderator shall appoint a Deputy Moderator to serve when the Moderator is absent. The appointment of a Deputy Moderator shall be subject to confirmation by the Town Meeting.

Subject to authorization by the Town Meeting or by the Charter or by Bylaw, the Moderator shall appoint member(s) to committees, including standing, special, and ad hoc committees. The Moderator shall perform such other duties as may from time to time be assigned to the Moderator, by the Moderator, by Bylaw, or other vote of the Town Meeting.

The Moderator holds sole authority to maintain good order, civil conduct, and discourse and to determine the relevance, nature, duration, and timing of all presentations, written or otherwise.

### Section 3-3 Date of Annual Meeting

The Annual Town Meeting for the transaction of the Town's business shall be held on the first Monday of June or on such date as may from time to time be fixed by the Bylaws of the Town.

### Section 3-4 Preparation of Warrant for Annual and Special Town Meetings.

The Selectmen shall prepare the Warrants for the Annual Town Meeting and for Special Town Meetings.

### Section 3-5 Town Meeting Warrant Posting

The Town Clerk shall cause to be posted the Warrant for the Annual Town Meeting and all Special Town Meetings in the Town Hall, the post offices, the Town Library, and on the Town's official web site on the respective dates required by state statute or local by-law.

### Section 3-6 Insertion of Warrant Article by Petition

Insertion of articles in the Warrant for Town Meetings by petition of the voters shall follow the procedures and stipulations of Chapter 39, Section 10 of the Massachusetts General Laws. Articles shall be inserted in the Warrant for any Annual Town Meeting by the Selectmen upon their receipt in writing of a petition signed by ten (10) or more registered voters. For a Special Town Meeting, articles shall be inserted by the Selectmen upon their receipt in writing of a petition signed by one hundred (100) or more voters, or ten (10) percent of the voters, whichever is less. All signatures on said petition are subject to certification by the Registrars.

### Section 3-7 Call of Special Town Meeting by Petition

A Special Town Meeting shall be called by the Selectmen within forty-five (45) days after their receipt of a petition for that purpose signed by two hundred (200) or more voters, or twenty (20) percent of voters, whichever is less. All signatures on said petition are subject to certification by the Registrars.

### Section 3-8 Availability of Town Officials at Town Meetings

- (A) Every Town officer, the head of each department, and the head of each division within the said department shall attend all sessions of the Annual Town Meeting for the purpose of providing pertinent information. In the event any Town officer, department head, or division head is to be absent due to illness or other reasonable cause, a deputy shall be designated by the Town officer, head of the department, or head of the division to attend the meeting.
- (B) The Town Administrator shall determine which Town officers, department heads, and division heads, if any, shall attend a Special Town Meeting. In the event any Town officer, department head, or division head is to be absent due to illness or other reasonable cause, a deputy shall be designated by the Town officer, department head, or division head with the approval of the Town Administrator.

## **ARTICLE 4 ELECTED OFFICIALS**

### Section 4-1 General Provisions

- (A) Elective Offices - The offices to be filled by ballot of the whole town shall be:

<u>Board</u>	<u>No. of Members</u>	<u>Term</u>
Selectmen	5	3
Moderator	1	3
Town Clerk	1	3
Assessors	3	3
Constables	3	3
Library Trustees	9	3
Sturbridge School Committee (Elementary)	5	3
Board of Health	3	3
Zoning Board of Appeals	5 <sup>(1)</sup>	3
Tantasqua Regional School Committee	Variable	3
Recreation Committee	5	3

Members of regional authorities or districts as may be established by statute, inter-local agreement, or otherwise.

- (B) Eligibility – Any voter shall be eligible to hold any elective Town office except that no full time employee of the Town reporting to the Selectmen, either directly or through the Town Administrator, may simultaneously hold the position of Selectman.
- (C) Election - The regular elections for Town office shall be held annually on the second Monday of April or such a date as may from time to time be fixed in the Bylaws of the Town.

- <sup>(1)</sup> Two (2) additional members appointed by the Town Administrator, for a total of seven (7) members

### Section 4-2 Selectmen: Composition; Term of Office; Compensation; Powers and Duties; Appointment; and Restrictions

- (A) Composition, Term of Office - There shall be five (5) Selectmen each elected by the voters for a term of three (3) years, so arranged that the term of office of at least one (1) member, but not more than two (2) members, shall expire each year.
- (B) Compensation - The Selectmen shall receive such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties in General - The executive powers of the Town shall be vested in the Selectmen, and may be exercised by them jointly or through the Town agencies and offices under their general supervision and control. The Selectmen shall cause the laws and orders for the government of the Town to be enforced, and shall cause a record of all their official acts to be kept. To aid them in their official duties, they shall appoint a Town Administrator. The Selectmen shall act as the Water and Sewer Commissioners and have

the power and authority of Water and Sewer Commissioners as provided by Massachusetts General Laws and as Harbor Masters.

- (D) Appointment – The Selectmen shall appoint a Town Administrator and Registrars.
- (E) Restrictions - Selectmen shall not hold any other elected Town office, or any office appointed by the Town Administrator under Section 6-1 of the Charter that is subject to confirmation by the Selectmen.

Section 4-3 Moderator: Term of office; Compensation; Powers and Duties.

- (A) Term of Office - At each town election at which the term of office expires, a Moderator shall be elected by the voters for a term of three (3) years. In the event of a vacancy in that office prior to the expiration of the term, the Selectmen shall appoint a Moderator who shall serve until the next regular Town Election, when the voters shall elect a Moderator to serve for the balance of the term. The Moderator shall not hold any other Town office, elected or appointed.
- (B) Compensation - The Moderator shall receive such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The Moderator shall have the powers and duties provided for that office by statute, by this Charter, by Bylaw, or by other vote of the Town Meeting.
- (D) Appointments - The Moderator shall appoint a nine (9) member Finance Committee consisting of voters. The term shall be for three (3) years so arranged that the term of office of three (3) members shall expire each year. The Finance Committee shall review all Town Meeting Warrants and advise the Town Meeting of recommended action. The Finance Committee shall have all the powers provided in the Massachusetts General Laws, granted by Town Meeting, or specified by this Charter. The Moderator shall make appointments to other committees where so authorized by Town Meeting in Section 3-2.

Section 4-4 Sturbridge School Committee (Elementary): Composition; Term of Office; Compensation; Powers and Duties.

- (A) Composition, Term of Office - There shall be a Sturbridge School Committee (Elementary) consisting of five (5) members each elected by voters for a term of three (3) years, such that the term of office of at least one (1) member, but not more than two (2) members, shall expire each year.
- (B) Compensation - School Committee members shall receive such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The Sturbridge School Committee (Elementary) shall have all of the powers and duties school committees may have under the Massachusetts Constitution and General Laws, and shall have such additional powers and duties, including the use of land and buildings, as may be authorized by this Charter or Bylaw.

Section 4-5 Tantasqua Regional School Committee: Composition; Term of Office; Compensation; Powers and Duties.

- (A) Composition, Term of Office - There shall be elected representatives to the Tantasqua Regional School Committee, variable in number as provided in the Tantasqua Regional School Agreement, for a term of three (3) years, so arranged that the term of office of at least one (1) member shall expire each year. The Sturbridge School Committee (Elementary) shall elect one (1) of its members annually to serve on the Tantasqua Regional School Committee.
- (B) Compensation – Tantasqua Regional School Committee members shall receive such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The Tantasqua Regional School Committee shall have all the powers and duties regional school committees have under the Massachusetts Constitution, General Laws, and the Tantasqua Regional School Agreement.

Section 4-6 Assessors: Composition; Term of Office; Compensation; Powers and Duties.

- (A) Composition, Term of Office - There shall be three (3) Assessors each elected by the voters for a term of three (3) years, such that the term of office of one (1) member shall expire each year.
- (B) Compensation - The Assessors shall receive such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The Assessors shall annually make a fair cash valuation of all property, real and personal, subject to taxation within the Town. They shall have such other powers and duties as provided by Massachusetts General Laws.

Section 4-7 Town Clerk: Composition; Compensation; Term of Office; Powers and Duties.

- (A) Term of Office - There shall be a Town Clerk elected by the voters for a term of three (3) years.
- (B) The Town Clerk shall receive compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - The Town Clerk shall have all of the powers and duties town clerks may have under the Massachusetts Constitution and General Laws. The Town Clerk may also exercise such additional powers and duties as may from time to time be assigned to that office by this Charter, by Bylaw, or by other vote of the Town Meeting.

Section 4-8 Board of Health: Composition; Term of Office; Compensation;

Powers and Duties.

- (A) Composition, Term of Office - There shall be a Board of Health consisting of three (3) members, each elected by the voters for a term of three (3) years, so arranged that the term of office of one (1) member shall expire each year.
- (B) Compensation - The members of the Board of Health shall receive such compensation as may annually be provided for that purpose by appropriation.
- (C) Powers and Duties - the Board of Health may make reasonable health regulations and shall enforce Massachusetts General Laws relating to public health, provisions of the federal and state sanitary codes, and all local health regulations.

Section 4-9 Zoning Board of Appeals: Composition; Term of Office; Powers and Duties.

- (A) Composition, Term of Office - There shall be a Zoning Board of Appeals consisting of seven (7) members. Five (5) members shall be elected by the voters, each for a term of three (3) years, such that the term of office of at least one (1) member, but not more than two (2) members, shall expire each year. Two (2) members shall be appointed by the Town Administrator for three (3) year terms so arranged that the terms of office will not expire in the same year.
- (B) Powers and Duties - The Zoning Board of Appeals shall have all powers that are conferred on Zoning boards of appeals by Massachusetts General Laws, and such additional powers and duties as may be provided in the Zoning Bylaws.

Section 4-10 Recreation Committee: Composition; Term of Office; Powers and Duties.

- (A) Composition, Term of Office - There shall be a Recreation Committee consisting of five (5) members each elected by the voters for a term of three (3) years, so arranged that the term of office of at least one (1) member, but not more than two (2) members, shall expire each year.
- (B) Powers and Duties - The Recreation Committee shall plan, organize, and implement programs in response to the recreational needs of the Town, and shall be responsible for scheduling and issuing permits for all public recreation spaces.

Section 4-11 Other Elected Officers: Powers and Duties.

All other elected officers shall have all the powers and duties conferred on their respective offices by Massachusetts General Laws, this Charter, and the Town Bylaws.

Section 4-12 Recall Petition.

- (A) Any holder of an elective office, as defined in Section 4-1(A), may be recalled by the voters as herein provided.
- (B) Recall Petition – Any voter may file with the Town Clerk a signed and dated affidavit containing the name of the officer sought to be recalled and a statement of the grounds for the recall. The Town Clerk shall issue the blank petition forms that demand such recall with the Town Clerk's signature and Town Seal, and shall keep printed copies of the petition forms available for the voters. The forms issued by the Town Clerk shall be dated, be addressed to the Selectmen and contain the name or names of all persons to whom they are issued, the name of the person whose recall is sought, the grounds of recall as stated in the affidavit and demand a recall election. A copy of the petition shall be entered in a record book to be kept in the office of the Town Clerk. The recall petition shall be returned and filed with the Town Clerk within thirty (30) days after the filing of the affidavit and shall have been signed by at least twenty (20) percent of the voters, who shall add to their signatures the street and number of their residences.

The Town Clerk shall within twenty-four (24) hours of receipt of the petition, submit the petition to the Registrars, who shall forthwith certify the number of valid signatures.

- (C) Selectmen's Action on Receiving Petition – Petitions certified by the Registrars shall be submitted with the Registrars' dated certificate to the Selectmen no later than the close of the next business day. The Selectmen shall give written notice of the receipt of the dated certificate

to the officer sought to be recalled in no fewer than seven (7) days. Further, if the officer does not resign within five (5) days thereafter, the Selectmen shall order an election, such election to occur no fewer than thirty-five (35) days nor more than forty-five (45) days after the date of the Registrars' certificate; however, if any other Town election is to occur within sixty (60) days after the date of the certificate, the Selectmen shall postpone the holding of the recall election to the date of such other election. After a recall election has been ordered, the election shall proceed as provided in this Section, the resignation of the incumbent notwithstanding.

- (D) Incumbent Holds Office Until Recall Election - The incumbent shall continue to perform the duties of the office until the recall election. If not recalled, the incumbent shall continue in office for the remainder of the unexpired term, subject to recall as before, except as provided in this Section. If recalled, the incumbent shall be deemed removed from office, and the vacant office filled until the next election by appointment by the Selectmen.
- (E) Proposition on Ballot - Ballots used in a recall election shall submit the following proposition in the order indicated:  
  
For the recall of (name of officer):  
  
Against the recall of (name of officer):  
  
Title of office:
- (F) Repeat of Recall Petition - No recall petition shall be filed against an officer within three (3) months after election to office, nor, in the case of an officer subjected to a recall election and not recalled thereby, until at least three (3) months after the date of the recall election.
- (G) Appointment of Person Recalled - No person who has been recalled from an office, or who has resigned from office while recall proceedings were pending, shall be appointed to any Town office within two (2) years after such recall or such resignation.

## **ARTICLE 5 TOWN ADMINISTRATOR**

### **Section 5-1 Appointment; Qualifications; Term.**

The Selectmen shall appoint a Town Administrator for an indefinite term and fix compensation within the amount appropriated by the Town. The Town Administrator shall be appointed solely on the basis of executive and administrative qualifications. The appointee shall be a person especially fitted by education, training and/or experience in management or administration. The Town may, from time to time, establish by Bylaw such additional qualifications as seem necessary and appropriate.

In the event that the Town Administrator vacates that office, it shall be filled in accordance with Section 4-2 by the Selectmen. Meanwhile, they shall appoint a suitable person as temporary Town Administrator to perform the duties of the office. Such temporary appointment may not exceed six (6) months. but one (1) additional renewal, not to exceed three (3) months, may be voted by the Selectmen. The Selectmen shall set compensation for such person.

### **Section 5-2 Appointive Procedure.**

The Selectmen shall appoint a five (5) member Town Administrator Search Committee consisting of the following:

One (1) member of the Selectmen,

One (1) Town department head,

Three (3) voters not employed by the Town.

The Search Committee shall advertise the available position, screen all applicants and present no fewer than two (2) nor more than four (4) candidates to the Selectmen. The Search Committee shall follow the affirmative action guidelines as established by Federal Law. The Selectmen shall interview the candidates presented by the Search Committee at a regular meeting of the Selectmen. The Selectmen, by majority vote, shall choose a Town Administrator.

In the event of any vacancy in the office of the Town Administrator, the Selectmen will initiate the appointive procedure within ten (10) days

#### Section 5-3 Powers and Duties.

The Town Administrator shall be the Chief Administrative Officer of the Town, and be directly responsible to the Selectmen for the administration of all Town affairs by or under this Charter.

The powers and duties shall be to:

- (A) Supervise and direct the administration of all departments, agencies, and offices for whose function the Town Administrator is responsible.
- (B) Appoint, subject to confirmation by the Selectmen, all appointive Town officers, utilizing procedures described in Section 6.
- (C) Make notification of all unfilled positions within the Town by posting a notice on the bulletin boards at the Town Hall, on the Town's official website, and on cable television for a period of no fewer than five (5) days, and by notification in writing to the local news media.
- (D) Fix the compensation of all Town officers and employees appointed by the Town Administrator within the limits established by existing appropriations and Bylaws.
- (E) Attend all meetings of the Selectmen, unless excused, and have a voice but no vote in all of its deliberations.
- (F) Keep full and complete records of the office and render as often as may be required by the Selectmen, and at least annually, a report of all operations within the Town Administrator's jurisdiction during the period reported on, which report shall be made available to the public.
- (G) Advise the Selectmen as to the needs of the Town and recommend to them for adoption such measures requiring action by them or by the Town Meeting.
- (H) Hold full jurisdiction, exercise care, custody, and control over the rental and use of all Town property, except school property and property under the control of the Conservation Commission, and for the maintenance and repair of all Town buildings and facilities.
- (I) Present to the Selectmen a draft annual budget of the Town and be responsible for the development and annual updating of the Capital Improvement Program.
- (J) Maintain a complete inventory of all property of the Town, both real and personal.
- (K) Negotiate contracts involving any subject within the jurisdiction of the Town Administrator. These proposed contracts shall be subject to final approval and execution by the Selectmen.



Copies of all proposed contracts, including personnel, shall be provided to the Finance Committee by the Selectmen within ten (10) days of approval for record purposes.

- (L) Be responsible, as Chief Procurement Officer, for purchasing all supplies, material, and equipment for all departments under the Town Administrator's jurisdiction.
- (M) Ensure that all provisions of Massachusetts General Laws, the Charter, the votes of the Town Meetings, and votes of the Selectmen are faithfully carried out.
- (N) Prepare and revise, as necessary, a plan establishing personnel requirements. It shall include job descriptions, together with wage and salary schedules, for all departments established by this Charter, or Town Bylaw, except school department employees, and it shall become effective within thirty (30) days of submission to the Selectmen, unless rejected by them.
- (O) Inquire into the official conduct of any officer, employee, department, board, or commission under Town Administrator jurisdiction.
- (P) Attend all sessions of the Town Meetings and respond to all questions that arise in relation to the office of the Town Administrator.
- (Q) Perform any other duties required by the Bylaws, the votes of the Town Meeting, or the votes of the Selectmen.

#### Section 5-4 Termination and Removal, or Suspension

The Selectmen may, by a majority vote of all Selectmen then in office, provided there are at least three (3) qualified Selectmen, terminate and remove, or suspend, the Town Administrator from office. The Selectmen shall provide the Town Administrator a written statement containing the reason(s) for the vote to approve termination and removal, or suspension, within seven (7) days. The Town Administrator, upon receipt of said statement, shall notify the Selectmen in writing, within seven (7) days, of the exercise of the right to a public hearing. Such public hearing shall be conducted at the next regularly scheduled meeting of the Selectmen following the Selectmen's receipt of the Town Administrator's written request for a public hearing.

The Selectmen may, by a majority vote of all Selectmen then in office, provided there are at least three (3) qualified Selectmen voting, affirm the vote of termination and removal, or suspension, of the Town Administrator from office following the public hearing. Alternatively, the Selectmen may reverse the initial vote of termination and removal, or suspension, of the Town Administrator from office, or take any action the Selectmen deem suitable.

The Selectmen may suspend the Town Administrator from office pending and during the public hearing. Actions of the Selectmen that are in accordance with this procedure are final. Authority and responsibility for termination and removal, or suspension, of the Town Administrator reside solely in the jurisdiction of the Selectmen. The Town Administrator's salary will continue to be paid until the Selectmen's vote to terminate and remove, or suspend, the Town Administrator becomes final.

#### Section 5-5 Acting Town Administrator

The Town Administrator shall appoint a qualified Town employee as Acting Town Administrator, by a letter filed with the Town Clerk, to exercise the powers and perform the duties of Town Administrator in the event of a temporary absence that will make the Town Administrator unavailable to perform the

required duties of the office for three (3) consecutive business days or more. The Selectmen may not revoke any such designation of an Acting Town Administrator until at least ten (10) days have elapsed whereupon the Selectmen may appoint another qualified Town employee to serve as Acting Town Administrator. The Selectmen may determine a designated Acting Town Administrator is incapable, unable, or unwilling, to perform the assigned duties; in such circumstance, the Selectmen can appoint another qualified Town employee to serve as Acting Town Administrator.

In the event the Town Administrator is incapacitated without a determined date of return, the Selectmen shall immediately appoint a qualified person as Acting Town Administrator.

## **ARTICLE 6 APPOINTED OFFICIALS, BOARDS, COMMISSIONS, AND EMPLOYEES**

### Section 6-1

- (A) Appointments to all boards, commissions and committees consisting of more than one (1) member and where terms are greater than one (1) year shall be made in a manner that all terms of all incumbents do not expire in the same year. To the extent possible, an equal number of members of each board, commission and committee shall come to the end of their terms of office in each year.
- (B) The Town Clerk shall maintain, electronically, a list of the offices, boards, commissions, and committees of the Town, including the name of each office, board, commission, or committee; purpose or objective as determined by the Selectmen, Town Administrator, or other appointing authority; number of members, respective term of office, and the appointing authority. The Town Clerk shall update the list of offices, boards, commissions, and committees, as they are formed or dissolved, and shall maintain by name a current list of members of each office, board, commission, and committee, post a copy on the official website of the Town, and cause it to be included in the Annual Town Report.
- (C) Annual appointments to all boards, commissions and committees shall be made by July 1 of each year. Upon the occurrence of a vacancy, the responsible appointing authority shall appoint a replacement within forty-five (45) days.
- (D) The Town Administrator shall have the power to appoint such other town officers and members of boards, commissions and committees as are authorized by the Massachusetts General Laws, this Charter, or Bylaws, for which the method of appointment is not otherwise herein provided.

### Section 6-2 Appointments

The Town Administrator shall make all appointments to offices, boards, commissions, and committees, including town employees, subject to the confirmation by a majority vote of the Selectmen at a regularly scheduled meeting and administration of the oath of office by the Town Clerk, except herein otherwise provided.

### Section 6-3 Power to Rescind Appointments.

The Town Administrator shall, subject to confirmation by majority vote of the Selectmen, have the power to rescind for cause any appointment made to any board, commission, committee, or individual office, including Town employees, provided that the appointee shall first have been served with a written notice of the Town Administrator's intention, specifying the reasons for the proposed removal, and informing the appointee of the right to be heard, if requested in writing by the appointee, at a public meeting of the Selectmen.

Section 6-4 Merit Principle.

All appointments and promotions of Town officers and other employees shall be made solely on the basis of merit and fitness demonstrated by examination or other evidence of competence and suitability.

Section 6-5 Appointments by the Town Administrator

A. Appointment of Fire Chief, Director of Department of Public Works, Police Chief

The Town Administrator shall appoint a five (5) member Search Committee, subject to confirmation by the Selectmen, when a vacancy occurs, consisting of the following:

- (1) Town Administrator
- (2) Two (2) voters not currently employed by the Town, appointed by the Town Administrator
- (3) Two (2) members, who may be residents or non-residents, qualified to participate in the search process and appointed by the Town Administrator.

The Search Committee shall screen all applicants, interview the top applicants at a legally advertised public meeting, and the Town Administrator shall select the best qualified applicant for appointment, subject to confirmation by the Selectmen.

B. Appointment of Town Employees.

The Town Administrator shall advertise all available positions, screen all applicants, and select the best qualified applicant for appointment in accordance with Section 4, subject to confirmation by the Selectmen.

**ARTICLE 7 GENERAL PROVISIONS.**

Section 7-1 Relation of Charter to Town Bylaws, Rules, Regulations, Orders, and Special Laws.

All conflicts between this Charter and Town Bylaws, rules, regulations, orders and special laws, shall be resolved in favor of this Charter. All provisions of Town Bylaws, rules, regulations, orders, and special laws not superseded by this Charter shall remain in force.

Section 7-2 Severability.

If any provisions of this Charter are held invalid by a court of competent jurisdiction, no other provisions of this Charter shall be affected thereby. If the application of this Charter or any of its provisions to any person or circumstance is held invalid, the application of this Charter and its provisions to other persons and circumstances shall not be affected thereby.

Section 7-3 Specific Provisions Shall Prevail.

To the extent that any specific provision of this Charter shall conflict with any provision expressed herein in general terms, the specific provision shall prevail.

#### Section 7-4 Publication of Charter and Bylaws.

The Selectmen shall, within one (1) year of the adoption of this Charter and subsequent revisions thereafter, cause to be prepared copies of said Charter and Town Bylaws to be available to the public in a suitable format in the office of the Town Clerk, and posted on the Town's official website.

#### Section 7-5 Charter Revision.

Amendments to this charter relating in any way to the composition of the town meeting or the composition or mode of election or terms of office of the Board of Selectmen may be proposed only by a charter commission elected under the General Laws of the Commonwealth.

Amendments to this charter relating to other matters may be proposed at a duly called town meeting. Proposed amendments approved by a two-thirds majority town meeting vote shall be acted upon by ballot of the whole town at a regular election of town officers held in accordance with the General Laws. The effective date of revisions will be the date the town clerk certifies that the proposed amendment was approved by a majority of valid ballots cast.

The Board of Selectmen shall every five years, form a committee to study the working of town government. The committee shall recommend procedures to revise the charter, if that is deemed advisable.

#### Section 7-6 Resignations.

Resignation from any appointive or elective office shall be done by filing a letter of resignation with the Town Clerk. The effective date of resignation shall be upon receipt by the Town Clerk unless a time certain is specified therein when it shall take effect. The Town Clerk shall notify the Town Administrator and Selectmen within twenty-four (24) hours of receipt of a letter of resignation by forwarding a copy of the letter with date received. The Town Clerk shall resign the office by submitting a letter so stating to the Selectmen.

#### Section 7-7 Numbering of Charter Provisions

The numbering of sections, subsections, paragraphs, and subparagraphs in this Charter is deemed non-substantive and ministerial in nature, and the Town Clerk, after consultation with Town Counsel, may make appropriate revisions to the same solely for the purpose of ensuring consistent and appropriate sequencing of such numbering; provided, however, that the Town Clerk shall keep a record of all such revisions, which shall include the date and substance of all such revisions.

### **ARTICLE 8 TRANSITIONAL PROVISIONS.**

#### Section 8-1 Continuation of Existing Laws.

All general laws, special laws, Town Bylaws, votes, rules, and regulations of or pertaining to the Town which are in force when the Charter or revision thereto takes effect and which are not repealed directly or indirectly thereby, shall continue in full force and effect until amended or rescinded by operation of law or expire by their own limitation.

#### Section 8-2 Effective Date

This revised Charter shall take effect upon its adoption by the voters.

*“Everything that exists in your life, does so because of two things: something you did or something you didn’t do.”*

*~ Albert Einstein*