Town of Wilbraham

2015 Town Report

TOWN OF WILBRAHAM

2015 ANNUAL TOWN REPORT

The Annual Town Report is available in a digital format at www.wilbraham-ma.gov or upon request.

Please direct your request to:
The Selectmen's Office
240 Springfield Street
Wilbraham, Ma 01095
(413) 596-2800 ext. 101

Table of Contents

Introduction & General Info

Wilbraham Facts	2
Commendations & Appreciation	3
In Memoriam	3
Employee Service Recognition	3
Retirements	3
New Employees in 2015	3
Employee Promotions	3
Directors/Dept. Directory	4
Appt. Positions/Boards/Cmtes	5-8
Elected Officials	9
Political Town Committees	10
Federal & State Delegation	10

Administration

Board of Selectmen	23-25
By-law Study Committee	22
Human Resources	21-22
Information Technology	18-20
Personnel Board	21-22
Town Administrator	20-21
Town Clerk	13-20
Town Moderator	11-12

Finance

Board of Assessors	26-27
Capital Planning Committee	27-28
Community Preservation Cmte.	28
Finance Committee	28-29
Town Accountant	29-30
Treasurer/Collector	29, 31-35

Public Works

Disp. & Recycling Ctr./Solid Waste Div.	39-40
Engineering Division	36-37
Highway Division	37
Tree Warden	40
Wastewater Division	37-38
Water Division	38-39

Building & Land Use

Agricultural Commission	41
Building Dept.	41-42
Community Gardens	43
Conservation Commission	44
Open Space & Recreation Cmte	44-45
Planning Board	45-47
Sealer of Weights & Measures	47
Zoning Board of Appeals	47-48

Public Safety

Ambulance Oversight Committee	48
Animal Control/Dog Office	48
Board of Fire Commissioners	49
Central Dispatch	49
Fire Dept	50
Local Emergency Planning Cmte.	49; 51

Public Safety Cont.

Parking Clerk	52
Police Dept	53-56
Police Station Building Cmte.	51; 53

Health & Human Services

Cemetery Commissioners	57-58
Commission on Disability	58
Council on Aging/Elder Affairs	58-59
Health Inspector/Board of Health/ Advisory Board of Health	59-60
Housing Authority	60
Public Health Nurse	60-61
Veterans Affairs	61

Parks, Recreation & Culture

The Atheneum Society	62
Cultural Council	62
Historical Commission	62-63
Parks & Recreation Dept.	63-64
Public Access	64-65
Public Library	65-67

Hampden Wilbraham Reg. School District (HWRSD)

HWRSD	68-87

www.wilbraham-ma.gov

ONE-STEP NOTIFICATION
SIGN UP NOW
SERVICES BY Blackboard connect

Wilbraham Facts

Settled: 1731
Incorporated: 1763
Population: 14,484
Area: 22 Square Miles
Mileage of Public Ways: 125
County: Hampden County
Bound by: Hampden, Monson, Palmer, Ludlow, Springfield & East Longmeadow
Registered Voters: 10,137
Dwellings: 5520
Tax Rate: $20.88
Moody's Bond Rating: AA2
Form of Government: Open Meeting, Board of Selectmen & Town Administrator
History: Town of Wilbraham was a locale formally known as the *Outward Commons,* which was a part of the City of Springfield.

Gazebo Park, Main Street, Wilbraham

Wilbraham 2015 Notables

In Memoriam

Paul A. Bouchard, Jr.
Police Captain
Wilbraham Police Department
1944-2015

Herbert L. Butler
Highway Superintendent
Department of Public Works
1923-2015

Carole J. Colitti
Assistant Town Clerk
1932-2015

Frank Everton
Board of Selectmen
Finance Committee
Personnel Board
1928-2015

Benjamin Hogan
Commission on Disability
1953-2015

Gordon R. Long
Tree Warden
1932-2015

Thomas Moriarty, Jr.
Hampden County Registrar of Probate
1944-2015

Charles "Chuck" Phillips
Open Space and Recreation Committee
Vision Task Force
1945-2015

Ann Riddle
Board of Registrars
1939-2015

Alfred Rodrigues
Election Staff
1926-2015

Francis Vance
Election Officer/Poll Worker
1921-2015

New Employees

Full Time Employees
Nick Breault,Town Administrator
Christopher Rogers, Police Officer
Jeffrey Scribner, Heavy Equip. Operator
Bruce Sawyer, Heavy Equip. Operator
Jeffrey Kristek, Firefighter/EMT
Andrew Nothe, Firefighter/EMT

Part Time Employees
Patrick Regan, Recreation Aide
Lisa Hammerle, Recreation Clerk
Katherine Robinson, Assessor's Clerk
Annette Grasso, HR Clerk

Retirements

Captain Thomas Laware, Firefighter/EMT
Richard Searles, Heavy Equip. Operator
Sergeant Glenn Clark, Police Officer
Cathy Bruno, Assessors' Clerk
Elaine Wrubel, Children's Librarian
Richard Prochnow, Veterans' Agent

Employee Service Recognitions

Ten Years of Service
David Squires, On-Call Dispatcher
Michael Masley, Animal Control Officer
Officer Michael Cygan, Police Officer
David Miles, S.W., Parks and Recreation Dept.

Twenty Years of Service
Private Wendi Denning, Firefighter/EMT
Officer Harold Swift, Police Officer

Thirty Years of Service
Manuel Silva, Principal Assessor
Michael Framarin, Water Superintendent

Employee Promotions

Nancy Johnson, Town Accountant
Paul Maguire, Assistant Mechanic
Daniel Corliss, Fire Captain
Joshua Mullen, Fire Captain
Debbie Brennan, Staff Accountant
Jeffrey Rudinski, Police Sergeant
Wayne Wrubel, IT & Website Technician
Katherine Robinson, Sr. Admin. Clerk
Heidi Kane, Children's Librarian

Commendations & Appreciation

In 2015, the Board of Selectmen was pleased to honor the following residents for their outstanding achievements, or service to the community of Wilbraham.

Police Sergeant Glenn Clark
Upon his retirement, the Board extends appreciation for his honorable service to the Town and community of Wilbraham.

Women's Lung Health Week
Designated the second full week of May 2015 as "Women's Lung Health Week."

Red Ribbon Week
Designated October 23, 2015 to October 31, 2015 as "Red Ribbon Week."

Elaine H. Wrubel
Upon her retirement, the Board extends appreciation for her honorable service to the Town and community of Wilbraham.

Richard J. Prochnow
Upon his retirement, the Board extends appreciation **for** his honorable service to the Veterans, Town and community of Wilbraham.

Directors/Department Directory

Director	Department	Phone #
Nancy Johnson, Town Accountant	Accounting	596-2800 ext. 108
	Ambulance, Non-emergency business	596-2273
Manuel Silva, Principal Assessor	Assessors	596-2800 ext. 209
	Board of Appeals (Zoning)	596-2800 ext. 117
Lorri McCool, Health Inspector Lee Giglietti, Public Health Nurse	Board of Health/Health Inspector Public Health Nurse	596-2800 ext.101 596-8657
Lance Trevallion, Bldg. Inspector/Zoning Off. Ronald Rauscher, Facilities & Maintenance Supervisor	Building Department Appointments (Plumbing & Gas) Inspection Appointments (Electrical) Facilities & Maintenance	596-2800 ext. 204 ext. 228 ext. 229 ext. 120
	Conservation	596-2800 ext. 204
Michael Masely, Animal Control Officer	Dog Officer (Animal Control)	599-1253
Edmond W. Miga, Jr., Town Engineer William Sperrazza, Supt. of Operations	Engineering Dept./Dept. of Public Works	596-2800 ext. 208
Francis W. Nothe, Fire Chief	Fire Department, Non-Emergency business	596-3122
Herta Dane, Human Resource Coordinator	Human Resources	596-2800 ext.100
Nathan DeLong, IT Director	IT Department	596-2800 ext. 115
Karen Demers, Library Director	Library	596-6141
	Parking Department	596-2800 ext. 101
Bryan Litz, Parks & Recreation Director	Parks & Recreation Department Coach Information	596-2816 596-2402
John Pearsall, Planning Director	Planning & Community Develop. Dept.	596-2800 ext. 203
Roger Tucker, Police Chief Shirley Rae, Central Dispatch Supervisor	Police Department Non-Emergency Business/Dispatch	596-3837
Anthony Aube, Executive Director	Public Access Television	599-0940
Nick Breault, Town Administrator	Selectmen/Town Administrator	596-2800 ext. 103
Paula Dubord, Director of Elder Affairs	Senior Center/Dept. of Elder Affairs	596-8379
Thomas Sullivan, Asst. Town Administrator of Budgeting & Finance/Treasurer/Collector	Tax Collector/Treasurer	596-2800 ext.206; ext. 207
Beverly Litchfield, Town Clerk	Town Clerk	596-2800 ext. 200
	Trash Bags & Recycling	596-2800 ext. 206
David Graziano, Tree Warden	Tree Services	(413) 246-7345
Richard Prochnow, Veterans' Agent	Dept. of Veterans Affairs	596-8657
Michael Framarin, Supt. of Water Dept.	Water & Sewer Division	596-2826

2015 Appointed Positions/Boards/Committees

(The year listed post-name is the year the volunteers' term expires; No year listed indicates an indefinite term.)

Acting Treasurer/Collector
Lynne Frederick May 2015(no reappt.)

ADA Coordinator
Lance Trevallion 2016

Advisor to the Board of Health
VACANCY

Advisory Board of Health
Dr. Thomas S. Gould 2016
Teri Brand 2016
Loralee Nelson 2016
Dr. Thomas G. Magill 2016
Francis Barbaro* 2016
Tim O'Neil 2016
Catherine Jurgens 2016

Agricultural Commission
Robert Matthews 2017
Judy VanRaalte 2017
Richard Hoffman 2018
VACANCY
Robert Anderson* 2017
Chrysler Szarlan Nov. 2015(resigned)

Alternate Building Inspector
Wendell Hulbert 2016
Paul Tacy Jun. 2015 (no reappt.)

Alternate Burial Agent
Carole Tardif 2018

Alternate Dog Officer
Rosemarie Masley 2016

Alternate Electrical Inspector
Paul Shepardson 2016

Alternate Plumbing & Gas Inspector
Dennis Chaffee 2016

Alter. PVPC Jt. Transp. Board
Dena Grochmal 2016

Ambulance Oversight Committee
John T. Leibel 2017
Heather Mullen 2017
John Rigney 2016
Paula Chevrier 2018
Thomas Hurley 2018

Animal Control Officer
Michael Masley 2016

Animal Inspector
Dorsie R. Kovacs, DMV 2016

Asst. Director, DPW
Tonya Basch

Asst. Director, Parks & Rec. Dept.
Ben Saabs

Assistant Town Engineer
Tonya Basch

Assistant Treasurer
Lynne Frederick

Board of Fire Commissioners
Ralph Guyer 2017
Gary Petzold* 2018
Edward T. Rigney Jr. 2016

Board of Registrars
Jean DiRico Nov. 2015(resigned)
Thomas W. Mango 2018
Donna Fountain 2017

Broadband Advisory Committee
Tom Newton 2016
Nathan DeLong 2016
Anthony Aube 2016
VACANCY
William Caruana* Dec. 2015(resigned)
Felix Zayas 2016

Building Inspector/Zoning Officer
Lance Trevallion 2017

Building Feasibility Committee
(Senior Center Feas. Bldg. Subcmte.)
Norma Bandara 2016
Dennis Lopata* 2016
Carolyn Brennan 2016
Nicholas Manolakis 2016
Gina Kahn 2016
M. Trant Campbell 2016
Paula Dubord 2016
Thomas Sullivan× 2016
(Police Station Feas. Bldg. Subcmte.)
Edward Rigney 2015
Kevin Moriarty Jun. 2015(no reappt.)
Patricia Diotalevi 2015
Paul LaPlante 2015
Roger L. Chapdelaine 2015
Roger Fontaine* 2015
Roger Tucker 2015
Lance Trevallion 2015
Thomas Sullivan× 2015
(Police Station Feas. Bldg. Subcmte discontinued in July 2015)
×Serves on both Subcmtes.

Burial Agent
Beverly Litchfield 2018

Bylaw Study Committee
John Broderick* 2016
Edward Lennon 2016
Michael Mannix 2016
Judith Theocles 2016
Beverly Litchfield 2016
David A. Sanders 2016

Cable TV Advisory Committee
Daniel F. Cochran 2016
VACANCY
Dr. Thomas G. Magill 2016
George Reich 2016
VACANCY

2015 Appointed Positions/Boards/Committees

(The year listed post-name is the year the volunteers' term expires; No year listed indicates an indefinite term.)

Cable TV Advisory Cmte. Cont.
Daniel Kelley* 2016

Capital Planning Committee
Todd E. Luzi 2018
Paul Kukulka 2017
VACANCY
Nicholas P. Manolakis* 2016
John Guzzo 2016

Cell Attendant
Brian M. Kibbe 2016
Matthew C. Lapre 2016

Cell Attendant-Matron
Katherine M. Gomes 2016
Mary Bready 2016

Chief Procurement Officer
Candace Ouillette Gaumond 2016

Commission on Disability
Edward E. White 2016
Earl Way 2016
Diane DaSilva 2017
Margarita Dennis-Wurm 2016
VACANCY
Barbara Harrington 2018
Benjamin Hogan Oct. 2015(deceased)
Beverly Litchfield 2018
R. Steven Fratoni* 2018

Community Preservation Committee
Michelle Emirzian 2018
Daniele Desmarais 2016
Stoughton L. Smead 2017
Stanley J. Soja 2017
Peter Manolakis* 2017
Dave Proto 2018
Jeffrey Smith 2016
Patrick O. Kiernan 2018
Brian Fitzgerald 2016

Conservation Commission
James Roberts 2017
Paul Ekness 2018
George Reich 2018
Stoughton L. Smead 2016
Christopher J. Brown* 2016
Robert McMaster 2017
Thomas R. Reavey 2018

Constable
Edward Lennon 2016
David J. Goodrich, Sr. 2016

Council on Aging
Diane Weston 2016
Gilles Turcotte 2016
Ellen O'Brien 2017
Theresa Munn 2017
M. Trant Campbell* 2018
Robert Page 2016
Marie Valentine Sept. 2015(resigned)

Council on Aging Pastoral Advisor
Rev. Fr. Panteleimon Klostri 2016

Deputy Sealer of Weights & Measures
Gary Petzold 2016

Director of the DPW/Town Engineer
Edmond W. Miga Jr. 2018

Director of Elder Affairs
Paula Dubord 2016

Director of Central Dispatch
Shirley Rae

Director of IT Dept.
Nathan DeLong

Director of Public Library
Karen Demers

Director of Planning Department
John Pearsall

Director of Parks & Recreation Dept.
Bryan Litz 2016

Electrical Inspector
Edward E. White 2016

Emergency Management Director
Francis W. Nothe 2016

Executive Dir. of Public Access TV
Anthony Aube

Facilt. & Grounds Maint. Supervisor
Ron Rauscher

Fence Viewer
Francis C. Barbaro 2016
David Sanders 2016

Finance Committee
John Guzzo 2018
Anna Levine 2018
Carolyn Brennan 2018
Michael Mannix 2017
Walter Damon 2017
Todd E. Luzi 2016
Daniel Miles* 2016
Nancy Piccin 2016
Nicholas Manolakis Jun. 2015(no reappt.)
Anthony Scibelli Jul. 2015(resigned)
William Caruana Dec. 2015(resigned)
Collette Vogel Jun. 2015(no reappt.)

Fire Chief
Francis W. Nothe 2017

Forest Warden
Francis W. Nothe 2016

2015 Appointed Positions/Boards/Committees

(The year listed post-name is the year the volunteers' term expires; No year listed indicates an indefinite term.)

Health Inspector
Lorri McCool 2016

Historical Commission
VACANCY
Arthur Wolf 2018
Patrick O. Kiernan 2016
Timothy Symington 2017
Walter Clark* 2017
Carol M. Albano 2016
Roberta Albano 2017

Insurance Advisory Board
Michael Cygan
Adam Hart
John Kirchof
Karen Demers
Lynne Frederick
Melissa Graves

Interim Town Administrator
Thomas P. Sullivan Jun. 2015(no reappt.)

Local Community Mitig. Adv. Cmte.
Nick Breault 2015
John Pearsall Jul. 2015(no reappt.)

Local Emergency Planning Cmte.
Edmond Miga, Jr. Jun. 2015 (decl. appt.)
VACANCY 2016
VACANCY 2016
David Bourcier 2016
Anthony Aube 2016
Terry Nelson 2016
David R. Pasquini 2016
Stoughton L. Smead 2016
Robert A. Rusczek 2016
Ralph Guyer 2016
VACANCY 2016
Lorri McCool 2016
Ed Cenedella 2016
Fran Nothe 2016
Roger W. Tucker 2016
Robert J. Boilard 2016

On-Call Dispatcher
David Squires 2016

Open Space and Recreation Committee
Murray Watnick 2016
Brian Fitzgerald 2018
Steve Lawson 2017
Edna Colcord 2018
Catherine Callaghan Jun. 2015 (no reappt.)
VACANCY 2016
Joseph Calbrese* 2016
Judith Theocles 2017
Edward McCorkindale 2018
Jonathan Taylor* 2018
Margaret E. Connell 2016
Tracey Plantier 2017
Charles Phillips Sept. 2015(deceased)

Parking Clerk
Candace Ouillette Gaumond 2016

Personnel Board
Joseph Kelly 2017
Camie Lamica 2017
Mark Manolakis 2018
Paul D. Lemieux 2016
Miriam Cambo 2016

Pest Control Officer
David Graziano 2016

Planning Board Associate
James E. Moore, Jr. 2017

Playground & Rec. Commission
Marian E. Poe-Heineman 2016
Aaron Tillberry 2017
Patricia Silk 2018
William Scatolini 2016
Cliff "CW" Zimmer 2018
Stanley J. Soja* 2017
Jonathan Stogner 2017

Plumbing and Gas Inspector
Bernard Sears 2016

Police Station Building Committee
Edward Rigney 2016
Kevin Moriarty Jun. 2015(no reappt.)
James Dowd 2016
Patricia Diotalevi 2016
Paul LaPlante 2016
Roger L. Chapdelaine 2016
Roger Fontaine* 2016
Roger Tucker 2016
Lance Trevallion 2016

Pre-disaster Mititgation Plan Cmte.
Francis W. Nothe

Public Access TV Committee
VACANCY
VACANCY
Roy L. Scott 2016
Sandra Belcastro 2016
Mary Ripley Jun. 2015(no reappt.)
Janet Vitkus 2016
Edward J. Chapman 2016
Dolores Gravel 2016

PVPC Alternate Commissioner
David Sanders 2016
Tracey Plantier 2016

PVPC Joint Transportation Board
Tonya Basch 2016

PVTA Advisory Board
Paula Dubord

Scantic Valley Health Trust
Thomas Sullivan 2016

Scantic Valley Health Trust (Alternate Member)
Nick Breault 2016

2015 Appointed Positions/Boards/Committees

(The year listed post-name is the year the volunteers' term expires; No year listed indicates an indefinite term.)

Sealer of Weights and Measures

Gary Petzold Aug. 2015(no reappt.)
Susan Petzold 2016

Sewer Advisory Board

Joseph R. Kakley 2018
Frank Pychewicz 2017
VACANCY
VACANCY
VACANCY

Solid Waste Advisory Committee

Kevin Dorsey 2016
VACANCY
VACANCY
VACANCY

Stormwater Committee

William Sperrazza 2016
Dena Grochmal 2016
Lance Trevallion 2016
John Pearsall 2016
Tonya Basch 2016

Superintendent of Operations, DPW

William Sperrazza

Superintendent of the Water Dept.

Michael Framarin

Tax Title Custodian

Thomas Sullivan 2016

Town Administrator

Nick Breault 2018

Town Administrator Search Cmte.

Tonya Basch 2015
Thomas Sullivan 2015
Beverly Litchfield 2015
Herta Dane 2015
Marc Ducey 2015
Candace Ouillette Gaumond 2015

Town Admin. Search Cmte. Cont.

Patrick Brady* 2015
Roger Tucker 2015
Daniel Miles 2015

Town Counsel

Michael T. Hassett Jun. 2015(retired)
Stephen M. Reilly, Jr. 2016

Town Archivist

Timothy Symington

Traffic Safety Team

Roger W. Tucker
Robert J. Boilard
Tonya Basch
William Sperrazza
John Pearsall
Nick Breault
Edmond J. Miga

Treasurer/Collector

Thomas P. Sullivan

Veterans' Agent

Richard Prochnow Dec. 2015(retired)

Veterans' Graves Officer

William H. Garvey 2016

Wilbraham Cultural Council

VACANCY
Susan Adams 2016
Martha Damon 2017
Janet Vitkus 2017
Valerie Ducey 2018
Janet Wise* 2017
Jean Stone 2016
Mary Manning 2017
Margaret Kelliher* Jun. 2015(no reappt.)

Wilbraham Nature & Cult. Council

Susan C. Bunnell Jun. 2015 (no reappt.)
Robert J. Boilard 2016
(Selectmen's Rep. on the Council)

Wil. Rep., Grtr. Spfld. Sr. Services

Peter Schmidt

WPL Renovations Implement. Cmte.

Corinne Sawyer 2020
Holly Murray 2020
Paul Huijing 2020
Ronald Rauscher 2020
James Jurgens 2020
Raymond Burk 2020
Karen Demers 2020

Wil. Rep., Reg. 911 Emerg. District Plan. Cmte.

Francis Nothe
Roger Tucker
Nick Breault

**Denotes Chairman*

Elected Officials 2015

(as of May 16, 2015)

SELECTMEN & BOARD OF HEALTH

Robert J. Boilard (R)	2016
Susan C. Bunnell (U)	2017
Robert W. Russell (R)	2018

TOWN CLERK

Beverly J. Litchfield (D)	2018

MODERATOR

George L. Reich (R)	2018

ASSESSORS

John M. Wesolowski (R)	2017
Roger J Roberge II (R)	2016
Lawrence G. LaBarbera (R)	2018

REGIONAL SCHOOL COMMITTEE

Peter Salerno (R)	2017
Patricia Gordon (U)	2017
William J. Bontempi (R)	2018
Michelle P. Emirzian (R)	2018
Michael A. Mazzuca (R)	2016

TREE WARDEN

David A. Graziano (R)	2018

CEMETERY COMMISSIONERS

Donald Bourcier (R)	2018
Wilfred R. Renaud, Jr. (D)	2017
E. George Gordon (R)	2016 *(appt. Jun. 2015)*

WATER COMMISSIONERS

James B. Dunbar (R)	2018
Mary E. McCarthy (R)	2016
Thomas Pilarcik (U)	2017

LIBRARY TRUSTEES

Raymond Burk (R)	2018
Lucy I. Pelland (D)	2018
Linda F. Moriarty (R)	2017
Sarah Lloyd (R)	2016 *(resigned Oct. 2015)*
James S. Jurgens (R)	2016
Gloria Russell (D)	2017
J. Patrick Decoteau (D)	2016 *(appt. Nov. 2015)*

PLANNING BOARD

David A. Sanders (R)	2017
Jeffrey A. Smith (U)	2018
Adam Basch (U)	2019
Tracey Plantier (D)	2020
John P. McCloskey (D)	2016

WILBRAHAM HOUSING AUTHORITY

Angel L. Reyes (U)	2018 *(State appt.)*
Peter N. Manolakis (R)	2020
Anne Turcotte (D)	2018
Judy L. Cezeaux (R)	2016
Jason A. Burkins (D)	2017

Attested: Town Clerk Beverly J. Litchfield, MMC, CMMC

Did you know?

Wilbraham Public Access has Videos on Demand at http://www.wilbraham-ma.gov/vod

2015 Federal & State Delegation

U.S. SENATOR
Elizabeth Warren (D)
2400 John F. Kennedy Bldg.
15 New Sudbury St.
Boston, Ma 02203
1-617-565-3170

317 Hart Senate Office Bldg.
Washington, D. C. 20510
1-202-224-4543

1550 Main St., Ste. 406
Springfield, Ma 01103
Phone: 413-788-2690

U.S. SENATOR
Edward J. Markey (D)
975 JFK Federal Bldg.
15 New Sudbury St.
Boston, MA 02203
Phone: 1-617-565-8519

218 Senate Russell Office Bldg.
Washington, D. C. 20510
Phone: 1-202-224-2742

1500 Main St., 4th Flr.
Springfield, MA 01101
Phone: 1-413-785-4610

U.S. REPRESENTATIVE
2nd Congressional District
Richard E. Neal (D)
300 State Street, Suite 200
Springfield, Ma 01105
413-785-0325

341 Cannon House Office Bldg.
Washington, D. C. 20515
1-202-225-5601

GOVERNOR
Charlie Baker (R)
State House, Room 280
Boston, Ma 02133
1-888-870-7770
1-617-725-4005
Springfield: 413-784-1200
Washington: 1-202-624-7713
goffice@state.ma.us

SEC. OF STATE
William Francis Galvin
1 Ashburton Pl., Rm. 1611
Boston, Ma 02108
1-617-727-7030
cis@sec.state.ma.us

Western District Office
436 Dwight St., Rm. 102
Springfield, Ma 01103
413-784-1376

ATTORNEY GENERAL
Maura Healey
1 Ashburton Place
Boston, Ma 02108
1-617-722-2200

Western Regional Office
1350 Main Street, 4th Flr.
Springfield, MA 01103
413-784-1240

STATE TREASURER
Deborah B. Goldberg
State House, Room 227
Boston, Ma 02133
1-617-367-6900

STATE AUDITOR
Suzanne Bump
State House, Room 230
Boston, MA 02133
1-617-727-2075

Chicopee Regional Office
521 East Street
Chicopee, Ma 01020
413-784-1080

STATE SENATOR
1st Hampden/Hampshire District
Eric P. Lesser (D)
60 Shaker Road, Unit 3B
East Longmeadow, MA 01028
413-526-6501

State House, Room 519
Boston, Ma 02133
1-617-722-1291
eric.lesser@masenate.gov

STATE REPRESENTATIVE
12th Hampden District
Angelo J. Puppolo, Jr. (D)
2341 Boston Rd., Ste. 204
Wilbraham, Ma 01095
413-596-4333
repangelopuppolo@aol.com

State House, Room 236
Boston, MA 02133
1-617-722-2430
angelo.puppolo@mahouse.gov

2015 Democratic Town Committee

Todd Luzi, Chairman
Gilles Turcotte, Secretary
Dana Lee Luzi, Treasurer
Beverly Litchfield
Anne Turcotte
Joseph C. Falzone
Mark F. Jones
Lisa A. Jones
Madeline Q. Flanagan
James E. Thompson
Gale D. Candaras
Arthur D. Wolf
Thomas W. Mango
David W. Barry
Virginia F. Barry
Daniel J. Driscoll
Jean Canosa Albano
Daniel Fernandes
Michael Rustin
Carole Tardiff
Edward E. Kivari, Jr.
Patricia Nordstrom

Lifetime Members
John Fitzgerald
Barbara Kirby
Kevin Moriarty

2015 Republican Town Committee

David Sanders, Chairman
Mark Manolakis, Treasurer
D. John McCarthy, Secretary
Robert Boilard
Barbara Bourcier
Donald Bourcier
Carolyn Garete
Patricia Gordon
George Gordon
Robert Grove
Jolene Guzzo
Richard Howell
James Jurgens
Lawrence LaBarbera
Catherine Labine
Richard Labine
Peter Manolakis
Michael Mazzuca
Mary McCarthy
Tom Reavey
George Reich
Robert Russell
Elizabeth Sallade
Frederick Sallade
Constance Sattler
Roy Scott
Janet Shea
Anthony Vecchio
John Wesolowki

Associate Members
Peter Ablondi
Eileen Deane
Marc Ducey
David Graziano
Ann Marie Kibbe
Cheryl Malandrino
Joyce McComb
Patrick McComb
Debbie Reavey

Administration

Town Moderator

A Citizens Guide to Wilbraham Town Meeting - 2015

Description:

Wilbraham has an Open Town Meeting form of government. This form of government is the purest form of direct democracy. Town Meeting is considered a legislative body. During the meeting, each voter is a legislator. At the Meeting, voters will be asked to approve Town budgets; capital expenditures, zoning changes, Town Bylaw changes, compensation for employees and elected officials, Town acquisition or disposition of land and more. "Open" Town Meeting means that all Wilbraham registered voters are eligible to participate and vote.

Each year, Wilbraham must conduct an Annual Town Meeting. Town Bylaws require that this Meeting be called by the Selectman during the timeframe of April through June. Recent tradition has been to schedule the Meeting the Monday prior to Town Elections, which are held on the third Saturday of May.

The Selectmen may call a Special Town Meeting at any time. Special Town Meetings are called as needed.

All Town Meetings are televised and rebroadcast, at various times, by the Wilbraham Public Access channel.

The Warrant—The Warrant is basically the agenda for Town Meeting. It contains a number of Articles which set the framework for Motions that will be made at Town Meeting. The Articles themselves are not necessarily the motions that will be made at Town Meeting. The Board of Selectmen are responsible for: determining the appropriate Articles and preparing the Warrant; obtaining Legal opinion on the validity of proposed Articles; gathering input from Town staff and boards; and distribution of the Warrant.

Any ten voters have the right to petition the Board of Selectmen to put an Article on the Annual Town Meeting Warrant. This number increases to one hundred (100) for inclusion in a Special Town Meeting; and two hundred (200) to petition the Board to call a Special Town Meeting. For Annual Town Meeting, the deadline for submitting citizen's petitions for a Warrant Article is February 1 for Articles which have a monetary impact; and approximately March 1st for Articles with no monetary impact. Citizen petitioners should contact the Selectmen or Town Administrator as early as possible for guidance. The Selectmen retain the right to reject any Citizen's Petition Article which might not be legally appropriate.

Town Meeting "Cast"

Registered Wilbraham Voters – Each voter is a legislator at Town Meeting. They are full participants in budgeting, allocating funds and law making. Upon checking in to the Meeting, voters will be given a voting card, which they will hold up, (either for or against a motion,) when the vote is called by the Moderator. Non-voters may attend the Meeting but may not vote; and may address the Meeting only with permission, (traditionally this permission is presumed for Town Staff.)

Town Moderator – The Town Moderator is elected for a three (3) year term during Town Elections. The Moderator presides over Town Meeting and is responsible for its conduct consistent with Town Bylaws, Massachusetts General Laws and the parliamentary procedures defined in, *Town Meeting Time,* (a handbook of parliamentary law published by the Massachusetts Moderators Association.) Massachusetts General Laws grant The Moderator broad authority to accept parliamentary motions, regulate debate and rule speakers in or out of order. A primary role of the moderator is to insure that motions (or amendments to motions) remain within the scope of the Article published in The Warrant.

Board of Selectmen – As noted above, the Selectmen prepare the Warrant. Traditionally, they present the motions associated with most Articles (generally Zoning Article motions are made by the Planning Board and Citizen Petition Article motions are made by the petitioners). However, any voter may make the motion for an Article. The Selectmen may present recommendations or explanations of Articles.

Town Clerk – The Town Clerk is an elected official responsible for maintaining Town records. During Town Meeting, the Town Clerk is responsible for checking in voters; and recording votes and actions taken at Town Meeting. If the elected Moderator is not present at the start of the Meeting, the Town Clerk will conduct the Meeting until the Town Meeting voters elect a temporary Moderator.

Finance Committee - The Finance Committee is appointed by the Board of Selectmen. They have the authority to make recommendations on all Warrant Articles. They are deeply involved with the budgeting process and make a detailed explanation of the proposed budget to Town Meeting. Their budget recommendation is included in The Warrant. While the Finance Committee is charged with making recommendations on all Articles, traditionally they have referred recommendations on Zoning Articles to the Planning Board.

Town Counsel – Town Counsel attends Town Meeting to provide legal opinions on proposed actions being considered. The Moderator may consult with Counsel prior to issuing a ruling, if the Moderator is in doubt about the legality of that ruling.

Boards, Committees and Staff – Depending on the Article, Town Boards, Committees or Staff may be called on to make presentations or provide explanations on various Articles.

Town Meeting Procedures

The Town Moderator is the elected official who is responsible for conducting Town Meeting. The Moderator's authority and duties are defined in Massachusetts General Laws – primarily Part I, Title VII, Chapter 39; and the Town of Wilbraham Bylaws. Furthermore, the Town Bylaws

(Continued on page 12)

(Continued from page 11)
specifically state that "in all matters not specifically provided for in law or by the By-laws of the Town of Wilbraham, the Moderator shall be guided by the principles and rules of practice contained in the work entitled, *Town Meeting Time, A Handbook of Parliamentary Law…"* This book is published by the Massachusetts Moderators Association and is used by most Town Moderators in Massachusetts.

The quorum for a Town Meeting in Wilbraham is fifty (50) voters. The Town Clerk will inform the Moderator once a quorum is present. The Meeting will be called to order and after opening procedures have been completed, the Warrant Articles will be taken up. Articles will be taken up in the order prescribed by the Warrant. Generally, only Consent Agenda Items (description follows) or inter-dependent Articles will be taken out of order.

As mentioned earlier, the Article itself is not the Motion. However, the Motion associated with an Article must be within the scope of that Article as presented in the Warrant. A "reasonable" voter who has read the Article should not be surprised by the content of the Motion. Motions that expand upon the Article or materially change it will be ruled out of order by the Moderator. Any voter may make a Motion related to the Article being taken up. However, traditionally, the Selectmen have made most motions. Once there is a Motion and a second, the proponents of the Article may make a presentation to Town Meeting. These proponents may be Town Officials (elected, appointed or staff) or individual voters (especially for a Citizen's Petition Article.) In order to provide a balanced Meeting, the Moderator will permit opponents to make formal (projector) presentations, as well. However, the Moderator expects to be notified of both pro and con presentations, and to approve their content and duration, in advance. After the presentations, Town Voters may question or argue in support or opposition to the Motion. Any voter wishing to speak, should line up at one of the microphones in the aisles. Once they are recognized by the Moderator, they should state their name and address. Town Employees need not provide their address, but they should let Town Meeting know whether or not they are a Wilbraham voter. Speakers and presenters are encouraged to be brief, to the point and to avoid repetition. Debate is encouraged; but personal attacks are not. Please argue the content of the Motion, not the merits of those presenting their view points. As long as there are voters lining up to speak, Wilbraham By-laws do not allow the Moderator to cut off debate until five (5) voters have spoken on both sides of the issue. If there are less than five (5) voters speaking for one side, debate may be cut off after the five (5) voters have spoken on the other side.

The Consent Agenda is a series of Articles which are voted in a single Motion and Vote. The Selectmen, with input from the Moderator, Town Counsel and the Finance Committee identify Articles which they feel will generate no controversy or debate. These often tend to be "housekeeping" type Articles. After the Consent Agenda Motions are read, the Moderator will announce the Article Numbers which are included. If any voter wishes to discuss an Article, he or she should shout "hold" as the Article number is announced by the Moderator. This Article will be removed from the Consent Agenda and moved and discussed in its normal position in the Warrant.

Any voter may offer an amendment to an Article (except CPA articles which may not be amended.) However, like the main motion, the amendment must not go beyond the scope of Article that was published in the Warrant. A voter may also offer one amendment to an amendment. An amendment requires a simple majority vote to pass, regardless of the quantum of vote required for the original motion. If the amendment passes, the original motion is replaced by the amended motion. The vote is then held on this amended motion and the required quantum of vote returns to that of the original motion.

Town Meeting voting is generally done by voters holding up their voting card. When voters check in, their voter registration will be confirmed. Then they will be given a colored card which they will hold up when asked for their vote. Different types of Motions require different quanta of vote to pass. Most Motions require a simple majority (the Motion would fail if the vote were tied.) A lesser number require a two-thirds (2/3) vote (Zoning Articles are the most common in this group.) Finally, there are rare occasions when the requirement may be four-fifths (4/5) or nine-tenths (9/10) vote to pass. For votes that require a simple majority or two-thirds, the Moderator may declare the results based observation. If any seven (7) voters stand to challenge the Moderators declaration of vote, a count will be made by the election tellers. For those Articles that require a four-fifths or nine-tenths majority, a count must be taken unless the vote is unanimous. If a count is taken, there is no provision for Meeting members to request a re-count.

As a registered voter, the Moderator is entitled to vote. However, the Moderator will only vote if a count has been taken, and the Moderators vote affect the result.

A motion for Reconsideration of a previous Article will only be allowed if the person making the motion cites specific new information that has come to light since the original vote; and that person voted with the prevailing side. For example, a subsequent Article may have had an impact on a prior Article and now someone who voted with the majority has changed their mind. Reconsideration is not to be used as a parliamentary mechanism for a recount because the voter makeup of the Meeting may have changed since the original vote on the Article.

Adjournment
Town Meeting shall not be adjourned until all Warrant Articles have been dealt with. It may be continued to a specific date.

Town Moderator
George Reich

Town Clerk

Twenty-one years have now passed since I was elected Town Clerk for the first time. My love for this job continues. I mean it when I say it is a pleasure serving you.

Throughout 2015 my office was busy with Annual Town Meeting, Annual Town Election, voter registration, annual town census updating, dog/cat rabies clinic, dog licensing, vital records, business certificates, open meeting regulations and ethics regulations to name a few. The major changes in the office came in the form of the State Vital Records Department going to electronic death records. My assistant, Carole Tardif, and I sure had a promotion in ranks handling that. We now became "Burial Agents". Technically we were burial agents before but it was not such a formal title as now. I also was appointed the "Ethics Liaison" by the Board of Selectmen. This was new to me but I looked forward to the challenge.

In May, I ran for my eighth term as your Town Clerk. With the overwhelming support of so many voters it was a grand success over my opponent. Thank you so much for your faith in me. I will continue to try not to let you down.

The Town Clerk's office runs on a high level of activity at all times. Multitasking is our middle name. Rules and regulations are being constantly updated. When and if we are able to catch our breath, it is mostly due to my assistant and I being a tag-team for almost eighteen years now. Her dedication and unending energy level is greatly appreciated by me. I want to thank her from the bottom of my heart.

Now, I look toward the future and continuing to serve the residents of Wilbraham for many years to come.

With deep respect,
Beverly J. Litchfield, MMC, CMMC
Town Clerk of Wilbraham

Town Clerk Beverly Litchfield

Town Clerk's Office
Beverly Litchfield, Town Clerk
Carole Tardiff, Asst. Town Clerk

ANNUAL TOWN MEETING

MAY 11, 2015

Attendance:

Precinct A:	140
Precinct B:	130
Precinct C:	139
Precinct D:	168
Total ----------	**577**

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on Monday, May 11, 2015. At 7:00 p.m. Moderator George Reich noted a quorum was present and called the meeting to order. The Moderator welcomed all and commenced with a brief explanation of the process for the evening followed by the reading of the names of those recently deceased or have retired as printed in the town report.

The Pledge of Allegiance was then recited followed by Town Clerk Beverly J. Litchfield reading the call of the meeting.

Moderator Reich explained the process to be used concerning the "Consent Agenda" articles. Articles listed on the Consent Agenda are considered to be routine and will be acted on using an expedited procedure. Questions or concerns from the floor regarding any Consent Agenda article will result in that article's removal from the Consent Agenda for action under regular procedures.

The articles included in the Consent Agenda were then read, one at a time. The Consent Articles were 1, 2, 10, 12, 14, 40, 41, 42, 43, 44, 45, and 46. Each article had the Finance Committee's recommendation, passed by majority vote, are listed separately in these minutes and marked with an asterisk (*).

***ARTICLE 1.** **Choosing Miscellaneous Officials: Finance Committee Recommends.** Passing by a majority vote for the following persons be elected to the indicated offices for the ensuing year: Poundkeeper, Michael H. Masley; Surveyor of Lumber, Edward P. Lindsay and Measurer of Wood and Charcoal, Gary Petzold.

***ARTICLE 2.** **Hearing Reports: Finance Committee Recommends.** Passing by a majority vote that the town accepts the reports of all officers and committees as printed in the Annual Town Report.

ARTICLE 3. **Funding Transfers FY2015: Finance Committee Recommends.** Passing by unanimous vote, pursuant to Section 33B of Chapter 44 of the General Laws, to transfer the sum of $285,000 from previously appropriated but unexpended funds in the following FY'2015 budgets:

#122	Selectmen – Salaries	$25,000
#131	Reserve Fund	$117,000
#134	Accounting Salaries	$14,000
#134	Accounting Expenses	$2,000
#138	Treasurer/Coll Salaries	$38,000
#192	Town Properties – Fuel	$25,000
#194	Group Health Insurance	$54,000
#702	Interest on Temporary Loans Expense	$10,000

and to place such funds in the following amounts in the following FY'2015 budgets:

#210	Police - Overtime	$25,000
#220	Fire - Electricity	$6,000
#420	**Highway – Salaries OT**	$68,000
#420	Highway – Snow Removal	$186,000

ARTICLE 1. Ambulance Fund Transfer: Finance Committee Recommends. Passing by unanimous vote to appropriate $25,000 from Receipts reserved for Appropriation for Ambulance to the FY'2015 Ambulance Budget to cover overtime.

ARTICLE 2. Parliamentary Procedures: Finance Committee Recommends. Passing by unanimous vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2½), as amended, and as set forth in a document entitled "Article 5, Exhibit A," on file with the Town Clerk.

ARTICLE 3. Compensation for elected Town Officials: Finance Committee Recommends. Passing by unanimous vote to fix the compensation for elected Town Officers for fiscal year July l, 2015 to June 30, 2016, as follows: Assessors, $3,321 per year, chairman, $3,665 per year; Town Clerk, $79,869 per year (all fees revert to the Town treasury); Moderator, $200 Annual Town Meeting, $50 Special Town Meeting; Selectmen, $4,807 per year, chairman $5,607 per year; Tree Warden, $9,915 per year; Water Commissioners, $150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal; all other Town officers elected other than by official ballot, fees only, fixed by General Laws.

ARTICLE 4. Budget Appropriations: Finance Committee Recommends. Passing by a majority vote to accept the report of the Finance Committee to raise and appropriate $38,363,053 and transfer $26,000 from offset receipts (for Dog Officer Expenses) to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2016 (July 1, 2015 to June 30, 2016) per appropriations listed separately in the Town Meeting Workbook and incorporated herein by reference, with the exception of those budgets and expenditures which will be voted on separately in subsequent Articles.

ARTICLE 5. Water Enterprise Fund Budget: Finance Committee Recommends. Passing by unanimous vote that the following sums be appropriated for the Water Enterprise Fund: Salaries, $403,200; Expenses, $1,437,452, and that $1,840,652 be raised as follows: $1,815,266 from Water Department receipts and $25,386 from retained earnings.

ARTICLE 6. Water Enterprise Retained Earnings: Finance Committee Recommends. Passing by unanimous vote to appropriate $27,000 from available funds in the Water Enterprise Fund retained earnings account to fund the purchase of a Water Department Truck.

***ARTICLE 7. Water Enterprise Fund Reserve Fund: Finance Committee Recommends.** Passing by majority vote that the Town appropriate from water receipts the sum of $25,000 for a Fiscal Year 2016 Reserve Fund.

ARTICLE 8. Wastewater Enterprise Fund Budget: Finance Committee Recommends. Passing by unanimous vote that the following sums be appropriated for the Wastewater Enterprise Fund: Salaries, $201,300; Expenses, $988,956, and that $1,190,256 be raised as follows: $1,190,256 from Wastewater Department receipts and $0 from retained earnings.

***ARTICLE 9. Wastewater Enterprise Fund Reserve Fund: Finance Committee Recommends.** Pass by majority vote that the Town appropriate from wastewater receipts the sum of $5,000 for a Fiscal Year 2016 Reserve Fund.

ARTICLE 10. Solid Waste Enterprise Fund Budget: Finance Committee Recommends. Passing by unanimous vote that the following sums be appropriated for the Solid Waste Enterprise Fund: Salaries, $138,858; Expenses, $203,701, and that $342,559 be raised as follows: $295,439 from Solid Waste Enterprise Fund receipts and $47,120 from retained earnings.

***ARTICLE 11. Solid Waste Enterprise Fund Reserve Fund: Finance Committee Recommends.** Passing by majority vote that the Town appropriate from Solid Waste Enterprise Fund receipts the sum of $4,000 for a Fiscal Year 2016 Reserve Fund.

ARTICLE 12. Receipts Reserved for Appropriation for Ambulance: Finance Committee Recommends. Passing by unanimous vote to appropriate $647,271 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services, operating and capital costs, pursuant to Section 5 of Chapter 40 of the General Laws.

ARTICLE 13. Receipts Reserved for Appropriation for Ambulance Depreciation Account: Finance Committee Recommends. Passing by unanimous vote to appropriate $50,000 from Receipts Reserved for Appropriation for Ambulance to be held in a depreciation account for vehicle and equipment replacement pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 14. Receipts Reserved for Appropriation for Cemeteries: Finance Committee Recommends. Passing by unanimous vote to appropriate $20,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating costs, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the General Laws.

ARTICLE 15. Reserve Fund: Finance Committee Recommends. Passing by unanimous vote to raise and appropriate $250,000 for a Fiscal Year 2016 Reserve Fund.

ARTICLE 16. Special Appropriation for Road Repaving and Preservation: Finance Committee Recommends. Passing by unanimous vote to raise and appropriate $150,000 to repave, resurface and/or crack seal public ways.

ARTICLE 20. Funding of New Police Station: Finance Committee Recommends. Requiring a two-thirds vote,

(Continued on page 15)

(Continued from page 14)

passing by a declared two-thirds vote by the Moderator that the Town authorize the selectmen to acquire the following described parcel of land: 2780 Boston Road, more particularly described in a deed dated June 25, 1992 and recorded in the Hampden County Registry of Deeds Book 8093, Page 162 for municipal purposes, including constructing a new police facility; that $ 8,000,000 is appropriated to pay costs of purchasing such land, and for planning, designing and constructing a new police facility, including the payment of all other costs incidental or related thereto; that to meet this appropriation (i) $750,000 shall be transferred from free cash, (ii) $950,000 shall be transferred from the capital stabilization fund, and (iii) the Treasurer with the approval of the Board of Selectmen is authorized to borrow up to $ 6,300,000 under G.L. c.44, §7(3), or any other enabling authority; and that the Board of Selectmen is authorized to take any other action necessary or convenient to carry out this project; provided, however, that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2½), the amounts required to pay the principal of and interest on a $ 4,200,000 portion of the borrowing authorized by this vote.

Presentations made by Police Feasibility Committee Chairman Roger Fontaine and Interim Town Administrator Thomas Sullivan. Q and A session followed.

ARTICLE 21. Re-Appropriate Open Space Acquisition: Finance Committee Recommends. Passing by a majority vote for the town to appropriate $ 28,000 previously appropriated for Open Space acquisition, under Article 18 of the May 16, 2005 Annual Town Meeting ($7,000); Article 20 of the May 25, 2006 Annual Town Meeting ($7,000); Article 21 of the May 14, 2007 Annual Town Meeting ($7,000) and Article 18 of the May 12, 2008 Annual Town Meeting ($7,000); for Open Space acquisition and Management of existing Conservation land.

ARTICLE 22. Other Post Employment Benefits Liability Trust Fund: Finance Committee Recommends. Passing by unanimous vote for the town to raise and appropriate or transfer from the following available funds (free cash, water receipts, wastewater receipts, solid waste receipts, receipts reserved for appropriation for ambulance) a sum of money to be placed into the Other Post Employment Benefits Liability Trust Fund, established under the provisions of Massachusetts General Laws Chapter 32B, Section 20,

FUND	SOURCE	AMOUNT
General Fund	Raise & Appropriate	$200,000
Water Enterprise Fund	Water Receipts	$6,500
Wastewater Enterprise Fund	Wastewater Receipts	$2,800
Solid Waste Enterprise Fund	Solid Waste Receipts	$1,300
Receipts Reserved for App. for Ambulance		$5,200

ARTICLE 23. October 2011 Snowstorm Costs: Finance Committee Recommends. Passing by unanimous vote that the town transfer from Free Cash $ 113,927 to pay for the final costs associated with the cleanup from the October, 2011 Snowstorm.

ARTICLE 24. Municipal Building Insurance Fund: Finance Committee Recommends. Passing by unanimous vote to raise and appropriate $1,000 for the Municipal Building Insurance Fund.

ARTICLE 25. Stabilization Fund: Finance Committee Recommends. Passing by unanimous vote to transfer $200,000 from Free Cash to be added to the Stabilization Fund in accordance with Section 5B of Chapter 40 of the Massachusetts General Law.

ARTICLE 26. Zoning By-Law Amendment – Cottage Food Operation Regulations: Planning Board Recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator to amend the Wilbraham Zoning By-Law as printed in Article 26 of the Warrant.

"by inserting in proper alphabetical order a new definition for "Cottage Food Operation" in section 1.3 and by inserting at the end of existing section 3.9.2.13 a new paragraph I (Home-based Cottage Food Operation Exemption) as set forth in a document entitled "Zoning Amendment Exhibit A" on file with the Town Clerk".

ARTICLE 27. Zoning By-Law Amendment – Rezoning from R-34 to R-26: Planning Board Recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator to amend the Wilbraham Zoning By-Law as printed in Article 27 of the Warrant.

"by rezoning from Residence-34 (R-34) to Residence-26 (R-26) a parcel of land containing approximately 13.43 acres being the rear portion of land located at 601 Main Street owned by 601 Main Street, LLC as more particularly described on a plan on file with the Town Clerk entitled "Zoning Amendment Exhibit B".

ARTICLE 28. Zoning By-Law Amendment – Neighborhood Office Zoning District Use Regulations: Planning Board Recommends. Requiring a two-thirds vote, passing by two-thirds vote (yes-259, no-96) to amend the Wilbraham Zoning By-Law as printed in Article 28 of the Warrant.

"by deleting the code designation "N" and substituting therefore the code designation "ZBA" in the Neighborhood Office ("NO") zoning district column of the Schedule of Use Regulations Table".

Motion to continue Annual Town Meeting: Motion made and seconded to continue the annual town meeting on Tuesday, May 12, 2015 at 7:00 p.m. at Minnechaug Regional High School where the meeting will begin with Article 29. Motion carried unanimously at 10:40 p.m.

Annual Town Meeting – night two – May 12, 2015 was called back into session at 7:00 p.m. by Moderator Reich. He began the meeting by explaining how the proceedings go when a debate starts to occur between a speaker and a resident asking questions on a specific article not necessarily related to the article in question.

ARTICLE 29. Community Preservation Program Budget: Finance Committee Recommends. Passing by a

(Continued on page 16)

(Continued from page 15)
majority vote to appropriate $1,750 from the Community Preservation Fund for administrative costs of the Community Preservation Committee.

ARTICLE 30. Community Preservation Program Project – Affordable Housing Fund: Finance Committee Recommends. Passing by a majority vote to transfer $98,600 from the Community Preservation Affordable Housing Fund for a Community Preservation Project to purchase and install windows at The Pines and Miles Morgan Housing Developments.

ARTICLE 31. Community Preservation Program Project – Wilbraham Children's Museum: Finance Committee Recommends. Passing by a majority vote to transfer $5,900 from the Community Preservation Historic Preservation Housing Fund for a Community Preservation Project to provide funding for a design study to implement accessibility code renovations to the Wilbraham Children's Museum.

ARTICLE 32. Community Preservation Program Project – ADA Dock at Spec Pond: Finance Committee Recommends. Passing by a majority vote transfer $44,000 from the Community Preservation Non-Committed Fund for a Community Preservation Project to provide an ADA Accessible Fishing and Boating Dock at Spec Pond.

ARTICLE 33. Community Preservation Program Project – Historical Resources: Finance Committee Recommends. Passing by a majority vote to transfer $10,000 from the Community Preservation Historic Preservation Fund for a Community Preservation Project to continue the ongoing inventory of Wilbraham's historical resources.

ARTICLE 34. Community Preservation Program Project – Town Record Books: Finance Committee Recommends. Passing by a majority vote to transfer $9,005 from the Community Preservation Historic Preservation Fund for a Community Preservation Project for the preservation of town record books in the custody of the Town Clerk.

ARTICLE 35. Community Preservation Program Project – Invasive Tree Insects: Finance Committee Recommends. Passing by a majority vote to transfer $4,500 from the Community Preservation Open Space Fund for a Community Preservation Project to provide funding for a campaign to raise public awareness about the invasive tree insects.

ARTICLE 36. Community Preservation Program Project – Spec Pond Pavilion, Memorial and Soule Road Fields: Finance Committee Recommends. Passing by a majority vote to transfer $75,000 from the Community Preservation Non-Committed Fund for a Community Preservation Project to renovate Wilbraham's Memorial and Soule Road Fields as well as the Spec Pond Pavilion.

ARTICLE 37. Community Preservation Program Project – Forest Management Plan Twelve Mile Brook: Finance Committee Recommends. Passing by a majority vote to transfer $8,000 from the Community Preservation Open Space Fund for a Community Preservation Project to implement a CPA funded Forest Management Plan prepared for the Twelve Mile Brook Property in 2008.

ARTICLE 38. Community Preservation Program Project – Restoration Bruuer Pond/Sevey Park: Finance Committee Recommends. Passing by a majority to transfer $150,000 from the Community Preservation Non-Committed Fund for a Community Preservation Project to perform restoration work at Bruuer Pond/Sevey Park.

ARTICLE 39. Community Preservation Program Project – Stone Fence Bruuer Pond: Finance Committee Recommends. Passing by a majority vote to transfer $7,500 from the Community Preservation Open Space Fund for a Community Preservation Project to repair a historic stone boundary fence at Bruuer Pond.

ARTICLE 40. Community Gardens Revolving Fund: Finance Committee Recommends. Passing by a majority vote to reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from community garden lot rental fees and donations, which shall be used to purchase goods, tools, and services, including water resources, for the use of the gardeners enrolled in the program, and transfer the balance from the FY 2015 revolving fund to the FY 2016 revolving fund. Expenditures authorized by the Conservation Commission, not exceeding a total of $6,000 in FY 2016. The balance in the revolving account shall not exceed $6,000.

***ARTICLE 41. Authorization to Dispose of Surplus Equipment: Finance Committee Recommends** Passing by a majority vote to authorize the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

***ARTICLE 42. Grants Authorization: Finance Committee Recommends.** Passing by a majority vote to authorize the Board of Selectmen to apply for and accept federal or state grants or monies as may be available and to authorize the expenditure of any such grants or funds received therefrom in accordance with the terms of said grants.

***ARTICLE 43. Council on Aging Revolving Fund: Finance Committee Recommends.** Passing by a majority vote to reauthorize a revolving fund in accordance with Section 53E½ of Chapter 44 of the General Laws in order to place revenue collected from donations from individuals, organizations and events; memorial donations; and fees for classes, trips and programs, which shall be used for payment of costs connected with programs and events; repair and maintenance of equipment and furnishings; purchase of memorials and volunteer recognitions; and fees for instructors and classes, and transfer the balance of the FY 2015 revolving fund to the FY 2016 revolving fund. Expenditures authorized by the Director of Elder Affairs, not exceeding a total of $20,000 in FY 2016. The balance in the revolving account shall not exceed $20,000.

***ARTICLE 44. Compost Bin Revolving Fund: Finance Committee Recommends.** Passing by a majority vote to reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue

(Continued on page 17)

(Continued from page 16)
collected from the sale of compost bins which shall be used to purchase additional compost bins, and transfer the balance of the FY 2015 revolving fund to the FY 2016 revolving fund. Expenditures shall be authorized by the Public Works Director and shall not exceed a total of $5,000 in FY 2016. The balance in the revolving account shall not exceed $5,000.

***ARTICLE 45. Cemetery Revolving Fund: Finance Committee Recommends.** Passing by a majority vote to reauthorize a revolving fund in accordance with Section 53E½ of Chapter 44 of the General Laws in order to place revenue collected from the sale of boundary markers, foundations, winter access charges, and for opening and closing graves, which shall be used to purchase boundary markers, foundations, winter access charges, and to open and close graves, and transfer the balance from the FY 2015 revolving fund to the FY 2016 revolving fund. Expenditures authorized by the Cemetery Commission, not exceeding a total of $20,000 in FY 2016. The balance in the revolving account shall not exceed $20,000.

***ARTICLE 46. Authorization to Enter into Lease/Purchase Agreements: Finance Committee Recommends.** Passing by a majority vote to authorize the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interests of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

ARTICLE 47. Authorization to Borrow for Capital Outlays: Finance Committee Recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator that the town borrow $470,000 for the following purposes: $85,000 in accordance with Section 7(3A) of Chapter 44 of the General Laws for remodeling, reconstructing or making extraordinary repairs to public buildings owned by the town, including original equipment and landscaping, paving and other site improvements; and $385,000 in accordance with Section 7(9) of Chapter 44 of the General Laws for the cost of departmental equipment.

ARTICLE 48. Acceptance of Deeds: Passing by unanimous vote to move no action.

ARTICLE 49. Main Street Area Sidewalk Project: Finance Committee Recommends. Passing by a majority vote to transfer from Free Cash $100,000 to upgrade the sidewalks in the Main Street Area from Tinkham Road to Soule Road.

ARTICLE 50. Appointed Tree Warden By-Law Change: Passing by a majority vote to amend the By-laws by deleting Section 310 (Tree Warden) in its entirety and adding the following new section:

SECTION 423 TREE WARDEN

Effective May 16, 2018, the Board of Selectmen shall appoint a Tree Warden for a term of three years under the provisions of Section 106 of Chapter 41 of the General Laws.

This By-Law change shall not be effective until passage of the ballot question changing the Town's elected Tree Warden to an appointed Tree Warden. This question is on the election ballot to be voted on May 16, 2015.

ARTICLE 51. Fountain Park Use Guideline Changes: Passing by majority vote as amended to allow Fountain Park to receive Community Preservation Act monies.

Motion was made and seconded to table this article but failed to get the required two-thirds vote to pass.

Article 51 was then amended by Board of Selectmen member Susan Bunnell. The motion to amend which stated to allow Fountain Park to receive Community Preservation Act monies was seconded and passed by a majority vote.

ARTICLE 52. Reclassify Land at 68V (C) Brainard Road: Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator to designate the Town owned property known and designated as 68V (C) Brainard Road as Open Space to be supervised and managed by the Wilbraham Conservation Commission. Under the auspices of the Wilbraham Open Space and Recreation Plan, the Wilbraham Recreation Commission may request active and /or passive recreational activities on the property through the Conservation Commission.

ARTICLE 53. Town By-Law Amendment – Consumption of Intoxicating Beverages on Streets and on Certain Public Properties Amendment: Passing by unanimous vote to amend the existing Town By-law Section 603 by deleting it in its entirety and replacing it with the following as set forth in a document entitled "Town By-Law Amendment Exhibit A" on file with the Town Clerk.

ARTICLE 54. Town By-Law Amendment – Unreasonable Noise Amendment: Passing by unanimous vote to amend the existing Town By-law Section 630 (Unreasonable Noise) by deleting section 4(b) in its entirety as set forth in a document entitled "Town By-Law Amendment Exhibit B" on file with the Town Clerk.

Motion to Adjourn – Motion made and seconded to adjourn. Motion carried by unanimous vote.

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Beverly J. Litchfield, MMC, CMMC

Town Clerk of Wilbraham

TOWN BULLETIN

August 31, 2015

Boston, MA

Articles 26, 27, 28, 50, 53 and 54 - We approve Articles 26, 27, 28, 50, 53 and 54, and the map amendments related to Article 27, from the May 11, 2015 Wilbraham Annual Town Meeting.

Maura Healey
Attorney General

Nicole B. Caprioli
By: Nicole B. Caprioli
Assistant Attorney General
Municipal Law Unit
10 Mechanic Street, Suite 301
Worcester, MA 01608
(508) 792-7600 ext. 4418
nicole.caprioli@state.ma.us

Town Clerk

VITAL STATISTICS

BIRTHS	**2013**	**2014**	**2015**
MALES	45	35	43
FEMALES	34	44	40
TOTALS	**79**	**79**	**83**
MARRIAGES	**45**	**42**	**41**
DEATHS			
MALES	82	106	106
FEMALES	148	152	154
TOTALS	**230**	**258**	**260**

ATTEST: Beverly J. Litchfield, MMC, CMMC
Town Clerk

TOWN CLERK – STATEMENT OF RECEIPTS & DISBURSEMENTS
JULY 1, 2014 – JUNE 30, 2015

FY '15 RECEIPTS

2,377	DOG TAG REGISTRATIONS	$25,640.25
9	STRAY FINES	$ 90.00
12	BOARDING FEES	$ 120.00
232	LATE FEES	$ 7,810.00
37	NON-CRIMINAL TICKETS	$ 4,305.00
85	MISCELLANEOUS FEES	$ 941.50
45	MARRIAGE LICENSES	$ 1,350.00
1,568	COPIES OF RECORDS	$12,245.00
281	HUNTING PERMISSIONS	$ 562.00
96	BUSINESS CERTIFICATES	$ 3,780.00
5	RAFFLE PERMITS	$ 100.00
9	GAS PERMITS	$ 1,085.00
3	CEMETERY BOOKS	$ 6.00
2	POLE LOCATIONS	$ 160.00
9	STREET LISTING BOOKS	$ 135.00
	TOTAL FY '15 RECEIPTS	**$58,329.75**

FY '15 DISBURSEMENTS

2,377	DOG TAG REGISTRATIONS	$25,640.25
9	STRAY FINES	$ 90.00
12	BOARDING FEES	$ 120.00
232	LATE FEES	$ 7,810.00
37	NON-CRIMINAL TICKETS	$ 4,305.00
85	MISCELLANEOUS FEES	$ 941.50
45	MARRIAGE LICENSES	$ 1,350.00
1,568	COPIES OF RECORDS	$12,245.00
281	HUNTING PERMISSIONS	$ 562.00
96	BUSINESS CERTIFICATES	$ 3,780.00
5	RAFFLE PERMITS	$ 100.00
9	GAS PERMITS	$ 1,085.00
3	CEMETERY BOOKS	$ 6.00
2	POLE LOCATIONS	$ 160.00
9	STREET LISTING BOOKS	$ 135.00
	TOTAL FY '15 DISBURSEMENTS	**$58,329.75**

Information Technology Dept.

During 2015, much of the IT Department's time was utilized supporting the day-to-day technology needs of all Town municipal departments. The IT Department currently has 3 full time staff members (IT Director, Network Administrator and a Helpdesk/Website Support Technician). Outside consultants were leveraged to provide the extra support when needed.

Many IT Department accomplishments are below:

- Supported all Town department printers, copiers, network devices, workstations, servers, software, video, phone, radio, security and other "IT-like" systems. IT staff priority is to ensure that all Town departments maintain continuity of business operations – especially those providing public facing services.
- Continued using open source virtualization technologies to virtualize more Town servers and workstations.
- Continued operation and maintenance of wireless technology in Town buildings. Many Town buildings and properties support free Wi-Fi access.
- Continued maintenance and operation of the municipal building-to-building (WAN/VPN) network using free and open software on commodity hardware.
- Continued battery backup (UPS) installation, upgrades and battery maintenance in all facilities.
- Continued working with surrounding municipal and regional IT Directors to plan framework for future regionalization, mutual aid, grant application, training and other group efforts.
- Continued maintenance, upgrades and content coordination for the Town website (http://wilbraham-ma.gov) and other linked Internet technologies (Facebook, Twitter, Blackboard Connect [reverse 911], and others).
- Continued involvement in the design, planning, installation and

(Continued on page 19)

Town Clerk

VOTER REGISTRATION BY PRECINCT
(As of December 31, 2015)

PREC	Rep	Dem	Unen	Lib.	Inter 3rd Pty	Grn Rain	Grn USA	Ut. Party	Ind.	MA Indep.	Work Fam.	Total
A	484	746	1327	4	1	5	1	13		1		**2582**
B	487	678	1312	4	2			10	1			**2494**
C	553	582	1319	6	1	4	1	7	1			**2474**
D	515	747	1315	3	1	1		5				**2587**
TOTAL:	**2039**	**2753**	**5273**	**17**	**5**	**10**	**2**	**35**	**2**	**1**		**10,137**

2015 ANNUAL TOWN ELECTION
MAY 16, 2015

Total Registered Voters ---	9,962	Voted by Precinct	Total Registered	
Total Vote Cast ----------	2,228	Precinct A – 527	2523	
% Voted ----------	23%	Precinct B – 484	2468	
		Precinct C – 547	2420	
		Precinct D – 670	2551	

SELECTMAN – 3 YRS.

Robert W. Russell	R	1276*
Anna G. Levine	D	829

TOWN CLERK – 3 YRS.

Beverly J. Litchfield	D	1502*
Herta Dane	R	594

MODERATOR – 3 YRS.

George L. Reich	R	1601*

ASSESSOR – 3 YRS.

Lawrence G. LaBarbera	R	1570*

REG. SCHOOL COMMITTEE – 3 YRS.

Marc E. Ducey	R	960
Michelle P. Emirzian		997*
William John Bontempi	R	1023*
James S. Burke	R	891

TREE WARDEN – 3 YRS.

David A. Graziano	R	1560*
Charles H. Rounds		398

CEMETERY COMMISSIONER – 3 YRS

Donald R. Bourcier	R	1611*

CEMETERY COMMISSIONER – 1 YR.

Write-In candidate refused position

WATER COMMISSIONER – 3 YRS

James B. Dunbar	R	1278*
Michael P. Rustin	D	599

LIBRARY TRUSTEE – 3 YRS

Raymond D. Burk	R	1332*
Lucy I. Pelland	D	750*
Marjorie Williams	D	746

PLANNING BOARD – 5 YRS

Tracey Plantier	D	1376*

PLANNING BOARD – 1 YR

John P. McCloskey	D	1034*
Charles A. Pelouze		831

WILB. HOUSING AUTHORITY

Peter N. Manolakis	R	1273*
Russell D. Mitchell	D	689

QUESTION 1 (TREE WARDEN)
By-law change

Yes – 1299*
No – 730

QUESTION 2 (COMMON CORE)
Non-binding

Yes – 514
No – 1528*

QUESTION 3 (POLICE STATION)
Debt Exclusion

Yes – 1369*
No - 886

ATTEST: Beverly J. Litchfield, MMC, CMMC
Town Clerk of Wilbraham

* Denotes Winner

(Continued from page 18)

maintenance of the Town's public safety and other radio communication systems.

- Continued performing memory, hard drive and component upgrades, cleanings and other maintenance to extend the useful lifespan of Town computers and network devices.
- Continued e-waste removal from Town facilities and departments for proper re-purposing or eco-friendly recycling.
- Continued operation and monitoring of MBI fiber circuits for Town Hall, Fire HQ, Police HQ, Fire Station #2, and Library buildings. Upgraded the Town's primary Internet presence from 50 to 100 megabits. Upgraded the Library's fiber circuit to 50 megabits. Upgraded Town Hall's fiber circuit to 100 megabits.
- Continued operation and maintenance of IT Department emergency operations center (EOC) radio communications system. EOC system enables IT Department to monitor government communications (FD, PD, DPW) and incorporates civilian Ham radio integration. The system utilizes off-grid battery power which can be charged via grid connection or solar/other power. The system is portable and can be made mobile during emergencies.
- Migrated the Building Department to a cloud-hosted permitting system that allows for inspections to be performed using mobile tablets.
- Hired long time technical staff person from the Wilbraham Public Library as the IT Department's new website and helpdesk support technician. All requests to modify Town website pages or Internet services should be sent to website@wilbraham-ma.gov.
- Created centralized meeting agenda and minutes e-mail list called postings@wilbraham-ma.gov. Boards and Committees are advised to send all minutes

(Continued on page 20)

Town Clerk

2015 ANNUAL TOWN ELECTION - RECOUNT
LIBRARY TRUSTEE

Total Registered Voters ---	9,962	Voted by Precinct	Total Registered
Total Vote Cast ----------	2,228	Precinct A – 527	2523
% Voted ----------	23%	Precinct B – 484	2468
		Precinct C – 547	2420
		Precinct D – 670	2551

RECOUNT HELD JUNE 1, 2015

LIBRARY TRUSTEE – 3 YRS

Raymond D. Burk	R	1338*
Lucy I. Pelland	D	757*
Marjorie Williams	D	747

ATTEST: Beverly J. Litchfield, MMC, CMMC
Town Clerk of Wilbraham

(Continued from page 19)

and agendas to postings@wilbraham-ma.gov. Please do not send them directly to the IT Department.

IT Department
Nathan DeLong, IT Director
John Sternala, Network Administrator
Wayne Wrubel, IT Support & Website Technician
Karen Benoit, Website Coordinator

Soldiers' Monument at Crane Park.

Town Administrator

To the Citizens of Wilbraham:

It is with great pleasure that I submit my first Annual Report to you. I was honored to be appointed Town Administrator by the Board of Selectmen during its March 16th meeting. This was the culmination of a thorough and extensive search conducted by the Board of Selectmen, the Town Administrator Search Committee, and supported by the Collins Center. I thank and commend the Board of Selectmen, the Search Committee members and the Collins Center for their thoughtful, well-organized approach to this task. The search began with forty-seven applicants and was narrowed down to nine who were interviewed by the Search Committee. Five candidates emerged from that process. Two candidates subsequently withdrew. Three candidates—Ed Gibson, Dana Reed and I—interviewed with the Board of Selectmen on the afternoon of March 7th. We were also invited to meet residents at a special gathering in the Library that same evening, and to present our interest in the position to the public. This "Meet and Greet" event was a wonderful opportunity to speak one-on-one with residents. I was impressed with the enthusiasm and pride with which residents spoke of Wilbraham that evening.

I am thrilled to serve as Wilbraham's Town Administrator. I held the same title with the Town of East Longmeadow for ten years prior to coming to Wilbraham. As I explained during the interview process my interest in the Wilbraham Town Administrator position was generated by a desire to grow professionally. The title of the position in each community may be the same, but the scope of responsibility and authority are different. Wilbraham grants and expects more of each, to and from its Town Administrator. I relish this opportunity and am committed to giving my very best effort to help keep Wilbraham the special place that it is.

My first day on the job was June 1st. I spent much of my first few weeks reviewing the budget that was approved by Town Meeting in May, and meeting with department heads in my office and on site to learn about departmental operations. All department heads and employees were very welcoming and gracious in helping me get acclimated, but there are three individuals who were especially instrumental in helping to ease my learning curve. Tom Sullivan, the Assistant Town Administrator for Budget and Finance and Town Treasurer/Collector, who served with skillful aplomb as the Interim Town Administrator during the search, was key to providing me with information on budgets, operations, and various projects. Herta Dane, Human Resources Coordinator, likewise brought me up to speed on several personnel matters that were underway, or expected to be relevant in the future. Candace Ouillette Gaumond, Administrative Assistant to the Board of Selectmen and Town Administrator, gave me background information on many ongoing matters that needed attention, and insight as to how to prioritize them. I thank Tom, Herta and Candace for their help then, and every day since.

The budget is the central planning document for any municipality. I invested time early on to review the one that was passed in May. As summer turned to fall I began meeting with the financial team to prepare for the FY17 budget cycle. This laid the groundwork for the many discussions that were expected to come in the New Year. Each budget year presents its own challenges and FY 2017 is not

(Continued on page 21)

(Continued from page 20)

expected to be any different. In addition to the budget, there were many diverse issues that I was involved with on a day-to-day basis including addressing residents' concerns, hiring a new Town Counsel, issuing bid requests for space for the Senior Center and Recreation Department, pursuing the feasibility of a Regional Dispatch Center, and researching options to replace Wilbraham's retiring Veterans Service Agent. I also worked closely with the Human Resources Coordinator on personnel matters including hiring, collective bargaining, policy formulation and implementation, and compliance.

I encourage any resident with questions, suggestions or concerns about Wilbraham to contact me. I am available by calling (413) 596-2800, ext. 103; via email at nbreault@wilbraham-ma.gov; or via a personal visit the next time you are in Town Hall. I look forward to meeting you.

Town Administrator
Nick Breault

Human Resources

The Town Administrator oversees, on behalf of the Board of Selectmen, the day-to-day administration of the Town's Human Resources system. The Human Resources Coordinator, under the direction of the Town Administrator, works closely with the Personnel Board and administers and implements human resources policies and procedures for the Town, develops documents and maintains records related to personnel administration, ensures compliance with federal, state and local regulations, and acts as liaison between the Board of Selectmen and all town departments on employment or personnel related matters.

Benefits:

The Affordable Care Act required the implementation of administrative processes to allow for documentation of newly required data by the Internal Revenue Service. Under the leadership of Assistant Town Administrator for Budget and Finance/Treasurer/Collector Thomas Sullivan, Accounting and Selectmen's Office staff worked closely with our benefits administrator, the administrator of the Scantic Valley Regional Health Trust, software providers and the IT department to coordinate the flow of information and data, while protecting its confidentiality.

The Scantic Valley Regional Health Trust kept health insurance rates for active employees and retirees on active plans at the same level as the previous year (0% increase). On January 1, 2015, Premiums for the various retiree Medicare Supplement and Medicare Advantage Plans increased from 0% to 11%. As of December 31, 2015, there were 101 active employees enrolled in active plans, and 23 early retirees on active plans. 48 retirees were enrolled in Medicare plans. There were 21 active employees who were eligible to enroll in the Town's plans but declined due to other coverage.

Workers Compensation, Injured-on-duty Claims:

During 2015, 9 new injury-on duty claims were filed by police officers and firefighters; and 2 claims continued from the prior year. There was one Worker's Compensation Claim filed and one was continued from the prior year.

The Town is very fortunate to have an extremely dedicated, professional and skilled work force. Municipal service delivery is where government and citizenry most closely and frequently interact, and I am proud of the employees of the Town of Wilbraham for their enthusiastic embrace of their chosen professions, their faithful service to the taxpayers of Wilbraham, and their commitment to the daily challenges of public service.

A special thank you goes to Assistant Town Administrator for Budget and Finance/ Treasurer/Collector Thomas Sullivan, for serving as the Town's Interim Town Administrator from November 2014 to May 2015. He did an incredible job juggling the many needs of the various departments, in addition to several time consuming special projects.

On June 1, 2015, we welcomed our new Town Administrator, Nick Breault with open arms. Nick has a wealth of experience in municipal management at the top level from his service to the Town of East Longmeadow, and emerged as the top candidate from a very qualified pool of applicants for this important position. We are glad to have him on board and wish him well in his new position.

Human Resources
Herta Dane, Human Resource Coordinator
Annette Grasso, HR Clerk

Personnel Board

A five member Personnel Board, to hold staggered terms of three years, is appointed by the Board of Selectmen according to Section 509 of the town by-laws. The Board is charged with advising the Board of Selectmen on all matters pertaining to personnel policy for non-union and non-elected employees. The Board reviewed and advised the Board of Selectmen on the following policies in 2015: policies on Domestic Violence Leave, Parental Leave, and Nepotism and Fraternization. The Board is working to

(Continued on page 22)

Anniversaries:
During 2015, the following employees celebrated milestone employment anniversaries:

10 years of service to the Town:
David Squires, On-Call Dispatcher
Michael Masley, Animal Control Officer
Officer Michael Cygan, Police Officer
David Miles, Seasonal Worker, Parks and Recreation

20 years of service to the Town:
Private Wendi Denning, Firefighter/EMT
Officer Harold Swift, Police Officer

30 years of service to the Town:
Manuel Silva, Principal Assessor
Michael Framarin, Water Superintendent

Human Resources

Retirements:

January 9, 2015	Captain Thomas Laware, Firefighter/EMT, with 40 years of Service
April 21, 2015	Richard Searles, HEO, with 20 years of Service
July 6, 2015	Sgt. Glen Clark, Police Officer, with 24 years of Service
October 16, 2015	Cathy Bruno, Assessors Clerk, with 10 years of Service
October 30, 2015	Elaine Wrubel, Children's Librarian, with 24 years of Service
December 31, 2015	Richard Prochnow, Veterans Agent, with 29 years of Service

Other Staffing Changes:

Resignations:

April 21, 2015	Thomas Tassinari, Assistant Mechanic
October 20, 2015	Richard Zamora, DPW Foreman-Wastewater
November 9, 2015	Stacy Tancrati, Part Time Clerk Selectmen's Office
December 24, 2015	Karen Benoit, Planning/Zoning Admin. Asst.

New Hires Full Time:

June 1, 2015	Nick Breault, Town Administrator
July 1, 2015	Christopher Rogers, Police Officer
July 6, 2015	Jeffrey Scribner, HEO
July 6, 2015	Bruce Sawyer, HEO
October 5, 2015	Jeffrey Kristek, Firefighter/EMT
October 19, 2015	Andrew Nothe, Firefighter/EMT

New Hires Part Time:

January 12, 2015	Patrick Regan, Recreation Aide, (10 hrs/week)
March 9, 2015	Lisa Hammerle, Recreation Clerk, (10 hrs/week)
August 10, 2015	Katherine Robinson, P/T Assessor's Clerk(19.5)
November 2, 2015	Stacy Tancrati, Office/HR Clerk, Select/Off (17.5)
December 16, 2015	Annette Grasso, Office/HR Clerk, Select/Off (17.5)

Promotions:

February 9, 2015	Nancy Johnson, Town Accountant
May 11, 2015	Paul Maguire, HEO to Assistant Mechanic
May 24, 2015	Daniel Corliss, Fire Captain
May 24, 2015	Joshua Mullen, Fire Captain
June 1, 2015	Debbie Brennan, Staff Accountant
June 29, 2015	Jeffrey Rudinski, Police Sergeant
September 8, 2015	Wayne Wrubel, IT and Website Technician
October 19, 2015	Katherine Robinson, Sr. Admin. Clerk (also to F/T)
November 30, 2015	Heidi Kane, Children's Librarian

Change in hours/status/positions:

August 1, 2015	Melissa Graces, Land Management Coordinator ($100 stipend)
October 27, 2014	Susan Kent, Library Assistant, FT to PT
October 27, 2014	Debra Searles, Library Assistant, PT to FT
November 2, 2015	Karen Benoit, Admin Asst Plannig/Zoning, FT to PT

(Continued from page 21)

bring a number of policies under review in 2016.

Personnel Board
Paul Lemieux, Chairman
Joseph Kelly
Camie Lamica
Mark Manolakis
Miriam Cambo

By-Law Study Committee

The idea of a By-Law Study Committee was first introduced to the Town at the Annual Town Meeting in 1989. Through an amendment to the current By-Laws at that time, it was determined that the Board of Selectmen would appoint a committee, including the Town Clerk and that said committee would assist the Town Clerk in updating the By-Laws. The first committee began meeting in 1994; and brought a revised set of By-Laws to the Town Meeting on April 29, 1996.

Since that time there have been many additions and amendments to the By-Laws, but another complete review of the document had not been undertaken. In late 2014, early 2015 the Board of Selectmen, at the suggestion of residents and the Town Administrator, began the process of appointing a By-Law Study Committee. The first appointments were made in January 2015. The committee began meeting in March 2015 and has been meeting regularly since that time. The committee started with a complete review of the entire by-law document, noting and discussing areas of concern. The committee has solicited input from Town Department Heads, employees, Town Counsel, Town Administrator, other boards and committees and the general public. The Committee has also had regular updates and discussions with the Board of Selectmen.

Some of the issues that the committee has looked at may be brought to a vote at the Town Meeting in May 2016, as proposed changes or additions. Some issues may be referred for further study. The committee has looked at issues surrounding other boards and committees, blight, keeping of chickens for eggs, election and recall issues, traffic, littering and marijuana consumption and many others.

We would like to thank the Board of Selectmen and the Town for entrusting us with this important task.

By-Law Study Committee
John Broderick, Chairman
Edward Lennon, Vice Chairman
David Sanders
Michael Mannix
Judith Theocles
Beverly Litchfield, Town Clerk, Ex-Officio

Board of Selectmen

In May 2015, the seated board members: Robert J. Boilard, Susan C. Bunnell and Robert W. Russell resumed their positions on the Board of Selectmen. Following the Annual Town Election, the Board of Selectmen reorganized with Robert J. Boilard assuming the position of Chairman; Susan C. Bunnell, Vice Chairman, and Robert W. Russell as Clerk.

Board of Selectmen
(From left to right: Robert W. Russell; Chairman-Robert J. Boilard and Susan C. Bunnell)

The Board of Selectmen typically meets weekly on Monday evenings at 7:00pm. During the summer months of June, July and August, the Board tends to meet on a less regular basis. The Selectmen post a schedule listing upcoming meeting dates quarterly. Their meeting agendas are posted, at a minimum, 48 hours prior to their scheduled meeting.

The Board of Selectmen attended to various municipal matters throughout 2015, most of which were routine, such as lease agreements, the annual budget, Town Meeting, bid awards, and approving or supporting various grant applications, etc. There were also several matters noteworthy to mention, including:

- the hiring of Nick Breault as Wilbraham's Town Administrator;
- acceptance of a gift of land, located on Shady Lane;
- issuance of four Request for Proposals for the lease or purchase of office spaces for the Senior Center and Recreation Department;
- successful advocacy for state funding to repair the East Street Bridge and open the bridge to local traffic;
- approved the Town's participation in the Attorney General's Abandoned Housing Initiative Program so to bring abandoned homes up to building and zoning codes;
- pursuit of the taking for unpaid taxes of the former Belli's Property on Boston Road; and
- renaming Baypath Trail to Chuck Phillips Trail in honor the former Chairman of the Open Space and Recreation Committee and long, serving Wilbraham volunteer;
- finalized the Agreement; Land Lease, Net Metering Credit Purchase Agreement and Permit Assignment with Wilbraham LF Solar, LLC, which moved the solar project at the Town's landfill site to forward to prep for the physical construction of the facility;
- conducted a public hearing on May 4, 2015, to hear public comment on Wilbraham Nature and Cultural Center's proposed revision of Fountain Park's Use Guidelines;
- approved Access Plus Communication to be the first customer of Wilbraham's Municipal Light Plant;
- Co-sponsored and hosted a daylong event, *Natural Disturbance and Forest Management Wilbraham Town Forestlands* at Minnechaug Regional High School and Fountain Park, highlighting Wilbraham's forest and forest management work in collaboration with the Mass Department of Conservation and Recreation's Forestry Program and Wilbraham and Monson Academy;
- contracted with Corporate Plans, Inc. dba CPI-HR Consulting Services to help the Town implement the recent regulatory changes relative to the Affordable Care Act; and
- Proclamations issued recognizing the following:
  - Police Sergeant Glenn Clark for his honorable service to the Town upon his retirement;
  - designating the second full week of May 2015 as "Women's Lung Health Week;"
  - designating October 23, 2015 to October 31, 2015 as "Red Ribbon Week;"
  - Elaine H. Wrubel for her honorable service to the Town upon her retirement; and
  - Veteran's Agent Richard J. Prochnow for his honorable service to the Town and Veterans upon his retirement.

In 2015, the Board of Selectmen discussed or acted upon several matters of significance in the area of Public Safety. These included the new police station building project and the proposed Regional Emergency Communications Center (RECC). The Selectmen, while working with the Police Station Building Feasibility Sub-Committee, which was discontinued in 2015, and the newly formed Police Station Building Committee, moved the New Police Station Building Project closer to realization. In 2015, the Selectmen approved the acquisition of 2780 Boston Road, adjacent to the Wilbraham Fire Headquarters, as the location of the new police facility. In July 2015, the Selectmen awarded and approved Agreements to hire Tecton Architects as the project's architect and Construction Monitoring Services, Inc., to be the project's Owner's Project Manager (OPM) as required by State law. The Selectmen applaud the Police Station Building Committee's work on this project, particularly the Chairman, Roger Fontaine for his leadership..

The Selectmen took an active role in the discussion about the potential of establishing a RECC. The regional Committee charged to explore the possibility of establishing a regional emergency dispatch center to serve the communities of East Longmeadow,

(Continued on page 24)

(Continued from page 23)
Hampden, Longmeadow, Ludlow and Wilbraham, hired The Carell Group for a feasibility study related to establishing a RECC in this locale and invited them to present their findings. Following the presentation, the Selectmen made a determination to host a Regional Selectmen's Meeting, which could offer a venue where all the regional Selectmen could be in one room to discuss the possibility of this project. Shortly thereafter, the Wilbraham Selectmen approved an Agreement, which allows the project to seek state funding to implement the RECC. Throughout the process, the Board of Selectmen continually protected Wilbraham residents' interests by ensuring that the Town would not be locked into this endeavor should the undertaking present some disadvantage to, or fiscal constraints for, the Wilbraham community.

The Selectmen also hosted a Regional Selectmen's Meeting in September 2015, held at Minnechaug Regional High School, where local Selectmen from adjacent communities were able to hear a presentation about the feasibility study of the RECC, as presented by The Carell Group, and collective discuss their positions relative to moving forward with the RECC. This well-attended meeting also included discussion of Chapter 70 funding and unfunded State mandates. At the invitation of the Selectmen, John Robertson, Legislative Director from the Massachusetts Municipal Association attended the meeting and presented on the topics of State funding and unfunded mandates. Following the Regional Selectmen's Meeting, the Wilbraham Board of Selectmen initiated an advocacy effort, on behalf of the Regional Selectmen, at the state level regarding the shared groups' positions on Chapter 70 and unfunded State mandates.

Policies

In addition to the ongoing routine business and miscellaneous projects the Board of Selectmen worked on throughout the year, the Selectmen took action on a number of personnel and compensation policies. Those policies were:

- updated Policies and Procedures Manual for Police Officers to be current with federal and state regulations;
- aligned the Town's Minimum Wage Standard with Federal Minimum Wage Standards;
- amended policy on payment vouchers;
- approved Policies on: Domestic Violence Leave Policy; Nepotism and Fraternization Policy; and Parental Leave;
- approved Department of Justice Equitable Sharing Program Policies and Procedures for Wilbraham Police Officers.

2015 Selectmen Liaison Assignment		
Robert J. Boilard **Chairman**	**Susan C. Bunnell** **Vice Chairman**	**Robert W. Russell** **Clerk**
HWRSD School Committee	Cable TV Advisory Committee	Accounting Office
Finance Committee	Public Access TV Committee	Solid Waste Advisory Committee
Fire Department	Country Club of Wilbraham	Scantic Valley Health Trust
Police Department	Zoning Board of Appeals	Commission on Disability
Water Commission	Conservation Commission	Planning Board
Sewer Advisory Board	Engineering Dept./Dept. of Public Works	Assessors' Office
Board of Health	Historical Commission	Building Dept.
Council on Aging	Cemetery Commission	Public Library
Local Emergency Planning Committee	Personnel Board	Veterans' Affairs Dept.
Open Space & Recreation Committee		Broadband Advisory Committee
Playground and Recreation Commission		
Cultural Council		
Capital Planning Committee		
Treasurer/Collector's Office		
Wilbraham Nature and Cultural Council		
Traffic Safety Team		

Organizational

Following reorganization in May 2015, the Selectmen were assigned liaison responsibilities so that Town Departments and Boards/Committees had a liaison from the Selectboard.

The first half of 2015, the Board of Selectmen focused on a search for a new Town Administrator. In January 2015, the Board of Selectmen approved and signed Agreements with University of Massachusetts' Edward J. Collins, Jr. Center for Public Management (Collins Center) for assistance in the Town Administrator Search. The Board of Selectmen established a Town Administrator Search Committee to work with the Collins Center to evaluate the candidates. The Committee interviewed nine candidates and recommended five of the nine candidates to the Board of Selectmen to interview. Upon scheduling the interviews, two candidates excused themselves from the process; and on March 7, 2015, the Board of Selectmen interviewed the final, three candidates, who were Edward Gibson, Nick Breault and Dana Reed. The Selectmen determined that it was critically important for the Town residents and employees to have an opportunity to meet each of the final candidates prior to a decision being made. For this reason, the Selectmen held a "Meet and Greet the Candidates" on the evening of March 7. After nearly a six month process, the Board offered the Town Administrator position to Nick Breault, who accepted and assumed the Town Administrator position on June 1, 2015.

The Selectmen accepted retirement notices from five employees in various departments, including the retirements of the Town's long serving Town Counsel Michael T. Hassett, and Veterans' Agent Richard Prochnow. In 2015, the Board of Selectmen hired the law firm Mirick O'Connell for interim Town Counsel services, while the Selectmen issued a Request For Proposals to search for a new Town Counsel. Following the search and procurement process, the Selectmen awarded the position to Attorney Stephen M. Reilly, Jr., of S. M. Reilly

(Continued on page 25)

(Continued from page 24)
Associates, located in Springfield, Massachusetts. Following the awarding of this job to Attorney Reilly, the Board organized a reception for residents and Town employees to meet the new Town Counsel, which was well attended.

In addition to fulfilling the vacant Town Administrator and Town Counsel positions in 2015, the Selectmen also appointed a new Town Accountant and Assistant Town Accountant. Nancy Johnson, who was serving as the Interim Town Accountant, was offered the position in early 2015. Town Accountant Johnson assumed the role without skipping a beat. Shortly thereafter, the Board approved the promotion of Diane Hamakawa to Assistant Town Accountant.

The Selectmen also ratified the Police Chief's Employment Contract. According to the Police Chief's contract, he will continue his role as Police Chief from January 1, 2015 to December 31, 2017. The Board also ratified the International Union of Operating Engineers, Local 98's collective bargaining contract, which is effective until June 30, 2017.

The Board also paid close attention to the oversight of the Town's various committees, boards and commissions and made a commitment to filling vacancies where they existed. The Board of Selectmen formed two new Committees in 2015, which were the Wilbraham Public Library Renovations Implementation Committee and the Police Station Building Committee; and discontinued the Police Station Building Feasibility Sub-Committee. The Selectmen met regularly with members of the Police Station Building Feasibility Sub-Committee; Senior Center Building Feasibility Sub-Committee, Agricultural Commission, Broadband Committee, Bylaw Study Committee and Historical Commission to keep abreast of their progress as well as to answer questions or provide guidance. The Board appointed 149 volunteers to various Town Committees, Boards and Commissions in 2015.

Licenses/Permits

The Board of Selectmen serves as the Local Licensing Authority and the Board of Health in Wilbraham. Part of the Local Licensing Authority and Board of Health's responsibilities are to issue licenses and permits to businesses, vendors or individuals seeking to conduct business in Town.

In 2015, the Selectmen reviewed 18 events to be held in Wilbraham. The Board approved 18 requests to use public property in Town for various events and 7 requests to place banners or signs on Town property to advertise community happenings. The Board welcomed several new businesses in Town; and aided those businesses through the licensing and permitting process. Those new businesses are: Des Pizza and More; Theme Cakes by Jolene, Rice Fruit Farm, Arman's Deli and Wicked Good Treats by Elaine.

The Board also dealt with an ongoing revocation hearing relative to the status of a local restaurant's liquor license throughout the latter part of the year when a local restaurant closed its operation and ceased all activity related to its liquor license, a conflict with State law. During the business' first revocation hearing in June, 2015, the Selectmen agreed to table matter when learning of the sale of the business and proposed transfer of the liquor license. The Selectmen applied deadlines for the business to illustrate the sale and transition was moving forward. For this reason, the Selectmen repeatedly followed up on the matter for the remainder of the year until the proper transfer applications and documentation was provided to illustrate the business was, in fact, being sold and the license transferred.

The Board of Selectmen serves as the Town's Sewer Commissioners, too. As result of this responsibility, the Board dealt with a variety of routine sewer items, such as reviewing requests for 7 sewer abatements and 7 sewer bill hardships or requests to waive late fees in 2015.

Overall, the Board extends their heartfelt appreciation to all the volunteers serving as members on Town Boards, Committees and Commissions, and Town employees for all their exceptional and dedicated service to the Town of Wilbraham and its community.

Board of Selectmen
Robert J. Boilard, Chairman
Susan C. Bunnell, Vice Chairman
Robert W. Russell, Clerk

Town Administrator (June 2015 to December 2015)
Nick Breault

Interim Town Administrator (January 2015 to June 2015)
Thomas P. Sullivan

Administrative Assistant to the Town Administrator/Board of Selectmen
Candace Ouillette Gaumond

2015 Licenses/Permits

Type of License/Permit	Number Issued
New Annual Food Establishment Permit	8
New Common Victualer License	3
New Cream & Milk License	3
New Manufacture Frozen Desserts	2
New Annual Tanning Facility License	1
New Caterer's License	1
New Annual Tobacco Sales Permit	1
New Annual Entertainment License	1
Amended a Liquor License	2
Temporary Food Establishment Permit	9
One Day Entertainment License	16
Temporary Section 14: Alcohol License (1 day license)	13
Seasonal Food Establishment Permit	7
Seasonal Camp License	8
2015 License Renewals	178
Total Licenses/Permits Issued in 2015	**253**
Total Revenue from Licenses/Permits in 2015	**$47,080.45**

Finance

Board of Assessors

The Board of Assessors is comprised of three members each elected for a three -year term. This past year Chairman Roger J. Roberge II and Board Member John M. Wesolowski congratulated Lawrence G LaBarbera on his re-election. The daily functions of the Assessor's Office are managed by Principal Assessor Manuel D. Silva, MAA, and three staff members, Cathy A. Barnes, Katherine J. Bruno and Katherine N. Robinson.

During the past year the staff performed a required interim year revaluation of all property in the Town, which is required by the Massachusetts Department of Revenue (DOR). The DOR states that all property must be within 10% of full and fair market value as of January 1st each year. After a thorough analysis of the sales transactions in 2014 and the income & expense details of the commercial properties, the assessment to sale ratio showed the Town needed a few adjustments. All of the work was completed in-house; in addition to the revaluation the cyclical inspection program was ongoing. This will continue into the current fiscal year to fulfill the DOR requirement that all property is inspected at least once every nine years.

The Assessors and the staff have continued their responsibilities this past year relating to the Community Preservation Act, Senior Work-Off Program, Senior, Blind and Veteran Exemption Programs. All these programs allow some taxpayers, who meet certain eligibility requirements, to receive abatements on their annual taxes. The processing of the paperwork relating to exemptions for all of the programs is considerable and is ably handled by the Assessors staff.

In fiscal year 2016, the taxable value of the town for real and personal property amounts to $1,608,602,600. A slight increase in total value due mainly to market condition adjustments that the Town needed to implement. Additionally, new construction, both residential and commercial added to the Town's value. New construction,

(Continued on page 27)

State Tax Form 31C

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION
OF
WILBRAHAM
City / Town / District

FISCAL 2016

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe)	$	46,485,733.61
Ib. Total estimated receipts and other revenue sources (from IIIe)		11,739,917.45
Ic. Tax levy (Ia minus Ib)	$	34,745,816.16

Id. Distribution of Tax Rates and levies

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	88.4897%	30,746,468.48	1,423,448,254	21.60	30,746,482.29
Net of Exempt					0.00
Open Space	0.0000%	0.00	0		0.00
Commercial	7.6356%	2,653,051.54	122,825,946	21.60	2,653,040.43
Net of Exempt					0.00
Industrial	1.7730%	616,043.32	28,520,600	21.60	616,044.96
SUBTOTAL	97.8983%		1,574,794,800		34,015,567.68
Personal	2.1017%	730,252.82	33,807,800	21.60	730,248.48
TOTAL	100.0000%		1,608,602,600		34,745,816.16

MUST EQUAL 1C

Board of Assessors of WILBRAHAM
City / Town / District

NOTE : The information was Approved on 11/02/2016.

Manuel D Silva, Principal Assessor, Wilbraham, 413-596-2800 — Assessor
10/27/2015 9:30 AM — Date
I have authorization to sign. BOA signed cert. — (Comments)

Do Not Write Below This Line — For Department of Revenue Use Only

Reviewed By: James Podolak
Date : 02-NOV-16
Approved : Dennis Mountain
Director of Accounts
(Anthony A Rasciac)

Print Date : 11/2/2015 1:02 pm — Page 1 of 4

TAX RATE RECAPITULATION — FISCAL 2016
WILBRAHAM
City / Town / District

I. Amounts to be raised		
IIa. Appropriations (col.(b) through col.(e) from page 4)		$ 45,685,773.00
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	0.00	
2. Debt and interest charges not included on page 4	0.00	
3. Final court judgements	0.00	
4. Total overlay deficits of prior years	2,415.79	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	19,012.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. Authorized Deferral of Teachers' Pay	0.00	
9. Snow and Ice deficit Ch. 44, Sec. 31D	0.00	
10. Other (specify on separate letter)	408,658.85	
TOTAL IIb (Total lines 1 through 10)		430,086.64
IIc. State and county cherry sheet charges (C.S. 1-EC)		182,699.00
IId. Allowance for abatements and exemptions (overlay)		187,174.97
IIe. Total amount to be raised (Total IIa through IId)		$ 46,485,733.61
II. Estimated receipts and other revenue sources		
IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	$ 1,491,069.00	
2. Massachusetts school building authority payments	0.00	
TOTAL IIIa		1,491,069.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col(b), Line 24)	2,937,800.00	
2. Offset Receipts (Schedule A-1)	26,000.00	
3. Enterprise Funds (Schedule A-2)	3,620,848.00	
4. Community Preservation Funds (See Schedule A-4)	820,781.00	
TOTAL IIIb		7,405,429.00
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col.(c))	1,163,927.00	
2. Other available funds (page 4, col.(d))	1,672,471.00	
TOTAL IIIc		2,836,398.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2015	0.00	
b. Free cash..appropriated on or after July 1, 2015	0.00	
2. Municipal light source	0.00	
3. Teachers' pay deferral	0.00	
4. Other source : Premium adjustment	7,021.45	
TOTAL IIId		7,021.45
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		$ 11,739,917.45
IV. Summary of total amount to be raised and total receipts from all sources		
a. Total amount to be raised (from IIe)		$ 46,485,733.61
b. Total estimated receipts and other revenue sources (from IIIe)	$ 11,739,917.45	
c. Total real and personal property tax levy (from Ic)	$ 34,745,816.16	
d. Total receipts from all sources (total IVb plus IVc)		$ 46,485,733.61

Print Date : 11/2/2015 1:02 pm — Page 2 of 4

Board of Assessors

LOCAL RECEIPTS NOT ALLOCATED *

TAX RATE RECAPITULATION

WILBRAHAM

City/Town/District

		(a) Actual Receipts Fiscal 2015	(b) Estimated Receipts Fiscal 2016
==>	1 MOTOR VEHICLE EXCISE	2,119,757.58	2,020,000.00
	2 OTHER EXCISE		
==>	a.Meals	0.00	0.00
==>	b.Room	11,289.79	11,000.00
==>	c.Other	387.51	300.00
==>	3 PENALTIES AND INTEREST ON TAXES AND EXCISES	196,305.86	195,000.00
==>	4 PAYMENTS IN LIEU OF TAXES	2,540.12	2,500.00
	5 CHARGES FOR SERVICES - WATER	0.00	0.00
	6 CHARGES FOR SERVICES - SEWER	0.00	0.00
	7 CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
	8 CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
	9 OTHER CHARGES FOR SERVICES	10,403.00	10,000.00
	10 FEES	23,697.50	20,000.00
	11 RENTALS	380,538.14	380,000.00
	12 DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
	13 DEPARTMENTAL REVENUE - LIBRARIES	10,293.22	9,000.00
	14 DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
	15 DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
	16 OTHER DEPARTMENTAL REVENUE	32,789.65	30,000.00
	17 LICENSES AND PERMITS	200,905.16	200,000.00
	18 SPECIAL ASSESSMENTS	0.00	0.00
==>	19 FINES AND FORFEITS	46,147.50	45,000.00
==>	20 INVESTMENT INCOME	13,900.77	13,000.00
==>	21 MEDICAID REIMBURSEMENT	0.00	0.00
==>	22 MISCELLANEOUS RECURRING (PLEASE SPECIFY)	2,260.50	2,000.00
	23 MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	262,067.94	0.00
	24 TOTALS	$ 3,313,284.24	$ 2,937,800.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2016 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Nancy Johnson, Town Accountant, Wilbraham, 413-596-2800 — 10/30/2015 8:59 AM

Accounting Officer — Date

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2015 estimated receipts to FY2016 estimated

Print Date : 11/2/2015 1:02 pm — Page 3 of 4

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

TAX RATE RECAPITULATION — **FISCAL 2016**

WILBRAHAM

City / Town / District

APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
City / Town Council or Town Meeting Dates	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
05/11/2015	2016	41,826,451.00	38,964,053.00	1,163,927.00	1,672,471.00	26,000.00	51,000.00	0.00
05/11/2015	2016	414,255.00	0.00	0.00	0.00	414,255.00	0.00	0.00
05/11/2015	2016	1,198,056.00	0.00	0.00	0.00	1,198,056.00	0.00	0.00
05/11/2015	2016	1,899,152.00	0.00	0.00	0.00	1,899,152.00	0.00	0.00
05/11/2015	2016	347,859.00	0.00	0.00	0.00	347,859.00	0.00	0.00
Totals		45,685,773.00	38,964,053.00	1,163,927.00	1,672,471.00	3,885,322.00		
		Must Equal Cols. (b) thru (e)						

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

WILBRAHAM — Beverly J. Litzenfelt, Town Clerk, Wilbraham, 413-596-2800 — 9/15/2015 9:23 AM

City/Town/District — Clerk — Date

(Continued from page 26)

remodeling and additions, or new growth, was $15,769,036 and will produce $329,258 in new tax dollars. The Massachusetts Department of Revenue approved the tax rate for fiscal year 2016 at $21.60 per $1,000 of assessment. The new rate is an increase of $.72 from last year's rate of $20.88. This single rate applies to all classes of real and personal property in accordance with the vote of the selectmen at the classification hearing held on October 26, 2015.

In summary, our goal and primary concern is to provide the town with a professional service completed by a professional and competent staff. This will result in a fair and equitable distribution of the property taxes that finance the services provided by other departments in town.

Board of Assessors
Roger J. Roberge II, Chairman
John M. Wesolowski
Lawrence G. LaBarbera

Assessors' Office
Manuel D. Silva, MMA
Principal Assessor

Cathy A. Barnes, Assistant Administrator
Katherine J. Bruno, Admin. Clerk
Katherine N. Robinson, Admin. Clerk

Capital Planning Committee

The Capital Planning Committee is a five-person committee, three appointed by the Board of Selectmen and two appointed by the Finance Committee. We report to the Board of Selectmen. Members serve three-year terms.

The Capital Planning Committee reviews the capital expenditures of the town by maintaining a ten-year Capital Plan. We update the plan every year. These plans are formulated by speaking to department managers of the town and evaluating their capital projects. Projects are things such as maintenance of town buildings, (including all school buildings, except Minnechaug,) vehicle/fleet management, and equipment purchases that are more

(Continued on page 28)

(Continued from page 27)
than $10,000.

Our methodology also includes open public meetings, reviewing annual requests and recommendations submitted by town departments, on-site meetings, tours of the facilities, input from citizens, and requests from the Board of Selectmen. We present the Capital Plan for review at the annual budget hearing and Town Meeting.

Our committee is assisted by four very helpful town employees who attend most meetings. Town Treasurer/Collector Thomas Sullivan is a key resource for formulating a capital strategy, preparing online scenarios and helping with risk assessment. Town Accountant Nancy Johnson provides exceptional administrative support, research, and project work. Building Inspectors Lance Trevallion and Facilities & Maintenance Supervisor Ron Rauscher are great resources, monitoring and reporting about the status of ongoing projects. Their expertise in the construction area is extremely valuable.

Looking at FY 2017 (coming year) the committee anticipates a borrowing recommendation of $355,000 for vehicles and equipment and $60,000 for the remodeling of public buildings. The committee will be talking to department managers and the school staff at public meetings to better solidify final recommendations for Town Meeting.

Capital Planning Committee
Nicholas Manolakis, Chairman
John Guzzo, Vice Chairman
Paul Kukulka
Todd Luzi

Community Preservation Committee

In 2015, Community Preservation Act generated approximately $401,262 of which approximately 84% was raised locally and the balance came from the state.

There were 11 projects recommended by Committee and approved by Town Meeting. Projects approved during the 2014 Town Meeting for Fiscal Year 2015 included:

1. Preservation (Historic) of Town Records in Custody of Town Clerk
2. Windows for the Pines & Miles Morgan Court Housing Developments
3. Design Study for Accessibility Code Renovations to Children's Museum
4. ADA Accessible Fishing & Boating Dock at Spec Pond
5. Historic Properties Inventory
6. Public Awareness of Invasive Tree Insects
7. Wilbraham Field Renovations and Pavilion
8. Administrative Dues
9. Twelve Mile Brook Forest Management Project
10. Completion of Bruuer Pond Restoration Project
11. Historic Stone Boundary Fence Repair at Bruuer Pond

The Committee anticipates approximately $397,232 in additional revenue (local and state) in 2016 to evaluate project proposals for consideration by the 2015 Annual Town Meeting.

The Committee encourages residents to bring to our attention other worthwhile projects which fall within any of the eligible categories.

Community Preservation Committee
Peter N. Manolakis
Chairman, Housing Authority
Jeffrey Smith, Planning Board
Stanley J. Soja, Playgd. & Rec.
Stoughton L. Smead, Conservation Cmte.
Patrick Kiernan, Historical Commission
Danielle Desmarais, At-Large Member
David Proto, At-Large Member
Brian Fitzgerald, Open Sp. & Rec. Cmte.
Michelle Emirizian, At-Large Member

Finance Committee

The Finance Committee is a committee of nine members of your community, appointed by the Board of Selectmen, for three year terms. Over the past few years we have had a number of new members join the board with very different professional backgrounds giving us some very unique perspectives regarding the town's finances.

Each member serves as a liaison to one or more departments, meeting with the department heads and discussing both the challenges and opportunities each department may have. The Finance Committee begins the budgeting process in the fall of each year, meeting and organizing the committee itself, and begins to meet with the Department heads in January. Simultaneously, the Town Administrator is also reviewing all the budgets and will work with the committee to present an overall budget first to the selectmen, and finally at town meeting.

The primary mission of the Finance Committee is to look over our town finances, weigh all of the requests from the department heads and try to prioritize where our tax money is spent in the most efficient manner. We are fortunate in Wilbraham to have some of the very best professionals serving our town as department heads, and all of them care passionately about their roles. It is the Finance Committees job to evaluate where our resources are best spent, (or not,) and make our recommendations at the Town Meeting in May.

The town is in a strong financial position after diligent work to contain costs. Our free cash was certified at $2.2 million dollars, the result of actual receipts higher than estimates, expenses lower, and a conservation of free cash from last year.

Our combined Stabilization Funds at the close of FY'2015 was $2.7 million. At the Annual Town Meeting in May 2015, the town voted to transfer from the Capital Stabilization fund $950,000 to fund a portion of the new Police Station Project.

The Reserve Fund can be used only for extraordinary and unforeseen expenses during the fiscal year. This year's Reserve Fund was $250,000, from which we expended $166,000 primarily to fund the Snow Deficit. We are continuing to make contributions into the Other Post Employment Benefit Trust Fund to reduce the unfunded liability. Since 2010, we have put a plan in place to pay down our debt early, and on a more consistent basis,

(Continued on page 29)

(Continued from page 28)
minimizing the impact of new debt service in the budget from year to year.

Our meetings are open to the public and are broadcast on the Wilbraham Public Access channel. We welcome input from all citizens.

Finance Committee
Daniel Miles, Chairman
Walt Damon, Vice Chairman
Nancy Piccin
Nick Manolakis
John Guzzo
Anthony Scibelli
William Caruana
Colette Vogel
Mike Mannix

Town Accountant

Nancy Johnson, Town Accountant

The year 2015 brought several changes to the Accounting Department. JoAnne DeGray retired as Town Accountant in October 2014; and I was appointed the Town Accountant in February 2015. Diane Hamakawa served as the Payroll and Accountants Payable Administrator and was promoted to Assistant Town Accountant. Diane continues her responsibilities with the payroll processing which includes maintaining all payroll related data bases for earnings, deductions, and employee maintenance files. Diane reconciles the monthly cash accounts with the Treasurer Office.

Debbie Brennan was hired as Staff Accountant and processes all vendor payments for the departments. She checks all vendor bills for pertinent information as well as checking all calculations for accuracy. Debbie processes over 12,000 vendor bills in the course of a year. Debbie attends the Finance Committee's and Capital Planning Committee's meetings and takes the minutes at their meetings.

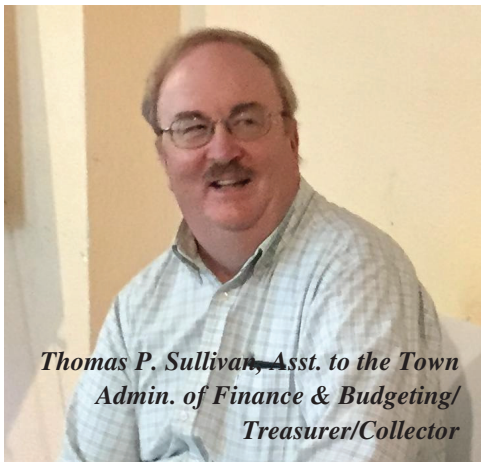
The Accounting Department's main responsibility is maintaining the financial records of the town. We ensure the "books" are in balance at the end of each month and ready for closing at the end of the fiscal year. The Accounting Department provides the Department of Revenue's Division of Local Services with the information required, to in turn provide the town with a "free cash" figure at year end. The free cash figure for FY' 2015 for the General Fund is $1,646,937. These funds are available for appropriation at the May 2016 Town Meeting. The DOR also processes Retained Earnings for the town's Enterprise Funds. For FY' 2015 these figures were: Water $99,504, Wastewater $366,376, Solid Waste $48,693. The Enterprise Funds can also use retained earnings for their future budget purposes if they choose.

During the year, we attend the Massachusetts Auditors & Accountants Association School at the University of Massachusetts. This is a three day event that brings us up to date on any new Massachusetts Municipal Laws. We are also brought up to date on any changes in the UMAS Accounting System. The continuing education is always helpful to the department. We also attend various Western Massachusetts Auditors and Accountants Association meetings during the year. We always try to stay abreast of any changes that may occur in the municipal accounting field.

In closing, I would like to thank the Board of Selectmen for their ongoing support and all of our department directors for their continued cooperation. And once again, I would like to thank JoAnne DeGray for everything she taught me during the many wonderful years we worked together. I would further like to thank my staff Diane Hamakawa and Debbie Brennan for doing an outstanding job. It is greatly appreciated.

Accounting Department
Nancy Johnson, Town Accountant
Diane Hamakawa, Asst. Town Accountant
Debbie Brennan, Staff Accountant

Treasurer/Collector


Thomas P. Sullivan, Asst. to the Town Admin. of Finance & Budgeting/ Treasurer/Collector

The Collector/Treasurer's Office is responsible for the financial administration of all municipal funds, including cash flow analysis, all aspects of debt management, collection and reconciliation of receivables and cash, tax titles, payroll, trust funds, performance bonds, preparation of various fiscal reports and compliance with applicable federal and state laws. The department also oversees the administration of employee benefits in retirement, the deferred compensation 457 plan, and the Section 125 Cafeteria plan. As Treasurer of the Town of Wilbraham, I also serve as the financial advisor to the Capital Planning Committee and forecast local receipts for the budget process, in addition to planning, designing, developing, and implementing new computerized applications for the Treasurer's Office, Collector's Office and other various departments. I am also the Tax Title Custodian for the Town of Wilbraham. The Tax Title Custodian is charged with the care, custody, management and control of all property acquired by the foreclosure of tax titles.

The Collector/Treasurer's Office is also responsible for the timely billing and collection of 95% of the Town of Wilbraham operating revenues. This equates to the issuance of approximately 50,000 bills annually. The department also functions as the disbursing agent for the Town of Wilbraham and issues in excess of 16,000 payroll and accounts payable payments annually.

(Continued on page 31)

Town Accountant

TOWN OF WILBRAHAM
(UNAUDITED BALANCE SHEET)
Combined Balance Sheet - All Types and Account Group FY2015

	General Funds	Government Fund Types		Proprietary Fund Types	Fiduciary Fund Types	Account Group	Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust & Agency	General Long Term Debt	Memorandum Only
Assets							
Cash & Cash Equivalents	3,703,199.71	2,139,567.43	1,162,258.48	1,409,349.85	2,450,613.26		10,864,988.73
Restricted Cash		652,271.00	318.93		646,977.72		1,299,567.65
Receivables:							
Property Taxes	1,314,923.53						1,314,923.53
Tax Liens	198,192.97						198,192.97
Excises	159,751.44						159,751.44
Community Preservation Act Taxes Receivable		12,873.61					12,873.61
Utilities				3,742,242.73			3,742,242.73
Special Assessments	31,018.47						31,018.47
Other	5,156.51	802,362.83					807,519.34
Due from Other Governments	47,746.81						47,746.81
Taxes in Possession	120,461.50						120,461.50
Amt to be Provided for BANS			2,764,000.00				2,764,000.00
Amt to be Provided for Retirement of General Long Term Obligations						6,142,083.00	6,142,083.00
Other Amounts to be Provided						1,268,316.28	1,268,316.28
TOTAL ASSETS	$5,580,450.94	$3,607,074.87	$3,926,577.41	$5,151,592.58	$3,097,590.98	$7,410,399.28	$28,774,286.06
Liabilities & Fund Equity							
Liabilities:							
Pre-Paid Taxes	29,023.62						29,023.62
Reserved for Abatements & Exemptions	242,591.02						242,591.02
Deferred Revenue	1,634,660.21	815,236.44		3,742,242.73			6,192,139.38
Performance Bonds					646,977.72		646,977.72
General Obligation Bonds							0.00
Accrued Compensated Absences							0.00
BAN'S Payable			2,764,000.00				2,764,000.00
TOTAL LIABILITIES	1,906,274.85	815,236.44	2,764,000.00	3,742,242.73	646,977.72	-	9,874,731.74
Fund Equity:							
Retained Earnings:							
Unreserved							0.00
Fund Balance:							
Reserved for Encumbrances	609,132.24	139,513.64		103,397.48			852,043.36
Reserved for Expenditures	1,050,000.00	1,480,698.59	1,162,577.41	99,505.80	2,407,390.72	7,410,999.28	13,611,171.80
Reserved for Debt Payment				691,874.05			691,874.05
Unreserved, Undesignated	2,015,043.85	405,207.68		514,572.52			2,934,824.05
Restricted Fund Balance		766,418.52			43,222.54		809,641.06
TOTAL EQUITY	3,674,176.09	2,791,838.43	1,162,577.41	1,409,349.85	2,450,613.26	7,410,999.28	18,899,554.32
TOTAL LIABILITIES & FUND EQUITY	$5,580,450.94	$3,607,074.87	$3,926,577.41	$5,151,592.58	$3,097,590.98	$7,410,999.28	$28,774,286.06

FY2015 GENERAL AND ENTERPRISE FUND EXPENDITURES

DEPARTMENT	FY2015 BUDGET	FY2015 TRANS IN/OUT	FY2015 EXPENDED	FY2015 ENCUMBERED	FY2015 SURPLUS
WASTEWATER NON-RECURRING					0.00
INTERFUND TRANSFERS	49,941.00		49,941.00		0.00
TOTAL DEPT.	1,235,280.00	3000.00	1,167,404.16	0.00	70,875.84
WASTEWATER SPECIAL ARTICLES	515,000.00		437,814.95		77,185.05
WATER SALARIES	395,508.00		395,024.59		483.41
WATER EXPENSES	1,413,812.00		1,308,216.67	218.00	105,377.33
WATER NON-RECURRING					0.00
INTERFUND TRANSFERS	100,726.00		100,726.00		0.00
TOTAL DEPT	1,910,046.00	0.00	1,803,967.26	218.00	105,860.74
WATER SPECIAL ARTICLES	100,000.00		18,299.25		81,700.75
SOLID WASTE SALARIES	132,366.00		132,043.26		322.74
SOLID WASTE EXPENSES	208,569.00		164,394.05		44,174.95
INTERFUND TRANSFERS	27,819.00		27,819.00		0.00
TOTAL DEPT.	368,754.00	0.00	324,256.31	0.00	44,497.69
TOTAL ENTERPRISES	3,514,080.00	3,000.00	3,295,627.73	218.00	221,234.27
TOTAL EXP GEN & ENTERPRISE FDS	41,134,482.00	3,000.00	39,878,974.39	609,350.00	582,532.76

(Continued from page 29)

An update of some of the department's major activities that we have worked on is as follows:

- The Police Station Feasibility Study Committee became the Police Station Building Committee with the passage of both the Town Meeting Articles and Ballot questions which provided funding for a new Police Station on Boston Road. Construction of the Police station should be completed in 2017.
- The Senior Center Feasibility Study Committee is continuing its work on securing a location for a senior center.
- This year the Treasurer's Office implemented the new "Affordable Care Act" requirements that the Town of Wilbraham issue the I.R.S. Form 1095-C to all full time employees, and retirees who are covered under the Town of Wilbraham's active health plan.
- The Land Court issued a final judgment of foreclosure to the Town of Wilbraham for the property located at 2451 Boston Road. Now that the Town of Wilbraham owns the property the DPW has cleaned up the area around the building. The voters may be asked at the next town meeting to approve money to demolish the building. A clean lot would make the property easier to sell at auction.

Next year the town will start the foreclosure process on 8 Dalton Street and 632 Springfield Street.

The goal of the Treasurer/Collector's Office is to perform the duties required by the town in an efficient and courteous manner. This goal requires teamwork to accomplish and would not be possible without the efforts of a great and friendly staff. I wish to thank Lynne, Janet, and Amy for their outstanding customer service and the work that they do for the town.

I also wish to thank the residents of Wilbraham, the Board of Selectmen, the Finance Committee, the Capital Planning Committee and other boards and departments for their continued support and cooperation. Lastly, if you have any questions about the department or its operations, please feel free to stop in and say "Hi" or call me at 596 - 2800 ext. 130. You can also check us out on the web at www.wilbraham-ma.gov.

Treasurer/Collector
Bank Balance as of June 30, 2015

TOWN OF WILBRAHAM
BANK BALANCES AS OF JUNE 30, 2015

CITIZENS	PARKS & RECREATION	22,326.17
CITIZENS	RECREATION DEPARTMENT	18,525.78
CITIZENS	GENERAL FUND	106,364.44
MMDT	CONSERVATION	28,701.96
MMDT	GENERAL	287,815.72
MMDT	STABILIZATION	0.00
MMDT	STABILIZATION-CAPITAL PROJECTS	0.00
MMDT	PEAK ROAD FUND	0.00
MMDT	DEACON WARRINER SCH FUND	0.00
MMDT	CHLOE BLISS STEBBINS FUND CHARITY	0.00
MMDT	TERCENTARY OBSERVANCE FUND	0.00
MMDT	SOLDIERS MONUMENT PK FUND	0.00
MMDT	CRANE PARK MEMORIAL FUND	3,652.37
PEOPLES SAVING BANK	GENERAL FUND	5,149,436.40
PEOPLES SAVING BANK	DEBT CARD ACCOUNT	3,000.00
PEOPLES SAVING BANK	STABILIZATION	1,779,026.56
PEOPLES SAVING BANK	DEA ASSET FUND	4,215.26
PEOPLES SAVING BANK	POLICE DRUG TRUST	17,841.46
PEOPLES SAVING BANK	COMMUNITY PRES ACT FUND	934,693.09
PEOPLES SAVING BANK	STABILIZATION-CAPITAL PROJECTS	955,075.01
PEOPLES SAVING BANK	250TH ANNIVERSARY FUND	0.00
PEOPLES SAVING BANK	TRUST FUNDS	8,092.04
PEOPLES SAVING BANK	CEMETERY TRUST	43,391.38
PEOPLES UNITED	GENERAL	4,922.78
TD BANKNORTH	VENDOR	1,108,855.81
TD BANKNORTH	CULTURAL COUNCIL	709.12
TD BANKNORTH	MONEY MARKET	10,124.04
UNIBANK	GENERAL FUND	342,272.15
UNITED BANK	CEMETERY TRUST	0.00
UNITED BANK	SCHOOL LOT FUND	0.00
UNITED BANK	O.P.E.B. LIABILITY TRUST FUND	21.68
UNITED BANK	CHLOE BLISS STEBBINS FUND-LIBRARY	0.00
UNITED BANK	GENERAL FUND	26.34

TOTAL BANK ACCOUNTS		11,495,696.76
CERTIFICATE OF DEPOSITS		0.00
UNITED BANK	O.P.E.B. LIABILITY TRUST FUND	477,677.31

TOTAL CASH		11,973,374.07
		==========
	BANK ACCOUNTS	11,495,696.76
	CERTIFICATE OF DEPOSITS	477,677.31
	TOTAL CASH BALANCE	11,973,374.07
	BANK ACCOUNTS DIFF	0.00
	TOTAL CASH BALANCE DIFF	0.00

Treasurer/Collector Department
Thomas P. Sullivan CMMC, CMMT
Assistant Town Administrator for Budget and Finance / Treasurer / Collector
Lynne Frederick, Asst. Treasurer
Janet Costa, Asst. Collector
Amy Delisle, Collection/Customer Service Asst.

Treasurer/Collector
Cash Paid July 1, 2014 to June 30, 2015

		TOWN COLLECTOR		JULY 1, 2014 TO JUNE 30, 2015			
TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY							
1994	$237						$237
1995	$2,888						$2,888
1996	$2,611						$2,611
1997	$2,442						$2,442
1998	$3,058						$3,058
1999	$2,708						$2,708
2000	$2,402						$2,402
2001	$2,338						$2,338
2002	$358						$358
2003	$914						$914
2005	$280						$280
2006	$385						$385
2007	$1,139						$1,139
2008	$1,491						$1,491
2009	$1,822						$1,822
2010	$1,762						$1,762
2011	$3,080						$3,080
2012	$3,369						$3,369
2013	$3,950			$291			$3,659
2014	$3,974			$427			$3,547
2015		$718,903	$2,254	$717,348			$3,808
REAL ESTATE						TAX TITLE	
1990	$616						$616
1991	$8,387						$8,387
1992	$993						$993
2009	$8,229			$8,229			$0
2010	$9,629			$9,629			$0
2011	$9,729			$9,729			$0
2012	$91,040			$82,208		$4,972	$3,860
2013	$206,610			$94,148		$6,694	$105,768
2014	$712,402			$301,711		$46,754	$363,937
2015		$32,622,509	$41,169	$31,731,267	$145,349		$787,062
PREPAID TAXES	-$28,794			$230			-$29,024
CPA							
2009	$101			$101			$0
2010	$118			$118			$0
2011	$121			$121			$0
2012	$637			$588		$32	$17
2013	$1,537			$789		$41	$707
2014	$6,391			$2,827		$407	$3,157
2015		$322,447	$218	$313,017	$2,430		$7,218
PAYMENT IN							
LIEU OF TAXES - 2015		$2,540		$2,540			$0
MOTOR VEHICLE EXCISE							
PRIOR YEARS 2009	$0	$0		$856			-$856
2009	-$80	$80					$0
2010	$5,413			$365			$5,048
2011	$8,449			$590			$7,859
2012	$12,927		$146	$3,502	$226		$9,344
2013	$23,794		$779	$13,403	$778		$10,391
2014	$165,365	$203,424	$17,763	$343,581	$21,133		$21,838
2015		$1,912,528	$10,083	$1,787,087	$30,252		$105,271
FARM ANIMAL EXCISE							
2013	$18			$18			$0
2014		$369	$13	$382			$0
APPORTIONED SEWER							
MAIN ST PROJ PD IN ADV	$0	$32,155		$32,155			$0
BETTERMENTS ADDED TO TAXES							

Treasurer/Collector
Cash Paid July 1, 2014 to June 30, 2015

		TOWN COLLECTOR		JULY 1, 2014 TO JUNE 30, 2015			
TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
BETTERMENTS ADDED TO TAXES							
BETTERMENTS MAIN STREET							
2012	$545			$545			$0
2013	$545						$545
2014	$1,363			$818			$545
2015		$154,780		$152,600			$2,180
BETTERMENTS ADDED TO TAXES WATER							
2015		$61		$61			$0
TAXES:	OUTSTANDING	COMMITTED	REFUNDS	TREASURER	ABATED	TRANSFERS	OUTSTANDING
COMMITTED INTEREST SEWER							
PAID IN ADVANCE	$58						$58
PAID IN ADVANCE MAIN STREET		$1,436		$1,436			$0
2012 MAIN STREET	$492			$492			$0
2013	$463						$463
2014	$1,090			$654			$436
2015		$112,645		$111,010			$1,635
COMMITTED INTEREST WATER							
PAID IN ADVANCE		$0		$0			$0
2015		$24		$24			$0
LIENS ADDED TO TAXES SEWER							
2012	$515			$515			$0
2014	$1,411			$787		$391	$232
2015		$6,928		$5,580			$1,348
LIENS ADDED TO TAXES WATER							
2012	$80			$79			$0
2013	$9						$9
2014	$434			$137			$297
2015		$3,662		$3,116			$545
POLICE FALSE ALARM LIENS							
2015		$0		$0		$0	$0
WATER DEPARTMENT						TRANSFERS	
WATER RATES	$47,871	$1,800,808		$1,796,995	$3,176	$2,504	$46,003
SEWER DEPARTMENT							
SEF	$0			$0			$0
SEWER USE	$34,680	$829,686	$1,429	$799,314	$21,716	$5,889	$38,876
LANDFILL						TRANSFERS	
2014	$276,610		$225		$276,835		$0
2015		$443,635	$185	$163,265	$85		$280,470
ACCOUNTS RECEIVABLE:							
LIQUOR LICENSES	$0	$38,603		$38,603			$0
VETERANS SERVICES	$66,721	$39,779		$58,753	$0		$47,746
SEWER PRIVLEDGE FEE							
TOWN & HIGH SCHOOL	$1,365,225	$0		$91,015	$0		$1,274,210
SEWER PRIVLEDGE FEE INTEREST		$68,261		$68,261			$0
TOTALS	$3,082,953	$39,315,260	$74,262	$38,751,314	$501,982	$67,686	$3,151,494
ITEMS COLLECTED							
INTEREST - TAXES - CPA				$154,217			
FEES - TAXES, WATER, SEWER, SEWER AVAILABILITY, ETC				$97,039			
BAG STICKERS & 2ND CAR STICKERS				$8,538			
POLICE FALSE ALARMS				$0			
LANDFILL MISC (TV & MONITORS)				$60			
MUNICIPAL LIENS				$10,403			
				==========			
TOTAL CASH PAID TO TREASURER				$39,021,571			

Treasurer/Collector
FY' 2015 Debt Service Report

TOWN OF WILBRAHAM
LONG-TERM DEBT SERVICE

PURPOSE	DATE OF ISSUE	RATE	DEBT BREAKDOWN	BALANCE 6/30/2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	BALANCE 6/30/2031
REMODELING 5/07/2001	1-Dec-06	4%	PRINCIPAL	20,000	$10,000	$5,000	$5,000															0
			INTEREST	1,400	$800	$400	$200															0
REMODELING 5/13/2003	1-Dec-06	4%	PRINCIPAL	60,000	$20,000	$20,000	$20,000															0
			INTEREST	4,800	$2,400	$1,600	$800															0
REMODELING 5/17/2004	1-Dec-06	4%	PRINCIPAL	75,000	$25,000	$25,000	$25,000															0
			INTEREST	6,000	$3,000	$2,000	$1,000															0
REMODELING 5/16/2005	1-Dec-06	4%	PRINCIPAL	135,000	$45,000	$45,000	$45,000															0
			INTEREST	10,800	$5,400	$3,600	$1,800															0
REMODELING 5/15/2006	1-Dec-06	4%	PRINCIPAL	120,000	$40,000	$40,000	$40,000															0
			INTEREST	9,600	$4,800	$3,200	$1,600															0
WATER MAINS - COTTAGE ST BRIDGE	1-Dec-06	4%	PRINCIPAL	45,000	$15,000	$15,000	$15,000															0
			INTEREST	3,600	$1,800	$1,200	$600															0
SEWER - CLAIFIER COVERS	1-Dec-06	4%	PRINCIPAL	75,000	$25,000	$25,000	$25,000															0
			INTEREST	6,000	$3,000	$2,000	$1,000															0
WATER CORRISION CONTROL	1-Jun-10	2.41%	PRINCIPAL	450,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000												0
			INTEREST	52,313	$14,625	$12,375	$10,125	$7,875	$4,875	$2,438												0
WATER MAINS ON MAIN STREET	1-Jun-10	2.41%	PRINCIPAL	150,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000												0
			INTEREST	17,438	$4,875	$4,125	$3,375	$2,625	$1,625	$813												0
WATER MAINS (WEST COLONIAL AREA)	1-Jun-10	2.41%	PRINCIPAL	720,000	$120,000	$120,000	$120,000	$120,000	$120,000	$120,000												0
(BRAINARD RD AREA)			INTEREST	83,700	$23,400	$19,800	$16,200	$12,600	$7,800	$3,900												0
WATER CORRISION CONTROL	1-Jun-10	2.41%	PRINCIPAL	50,000	$10,000	$10,000	$10,000	$10,000	$5,000	$5,000												0
			INTEREST	5,188	$1,625	$1,325	$1,025	$725	$325	$163												0
SEWER (STONY HILL SEWER LINE)	1-Jun-10	2.41%	PRINCIPAL	150,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000												0
			INTEREST	17,438	$4,875	$4,125	$3,375	$2,625	$1,625	$813												0
SEWER (MAIN STREET & FORCED MAIN)	1-Jun-10	2.41%	PRINCIPAL	640,000	$110,000	$110,000	$105,000	$105,000	$105,000	$105,000												0
			INTEREST	73,688	$20,775	$17,475	$14,175	$11,025	$6,825	$3,413												0
SURFACE DRAINS MAIN ST (GENERAL FUND)	1-Jun-10	2.41%	PRINCIPAL	30,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000												0
			INTEREST	3,488	$975	$825	$675	$525	$325	$163												0
BUILDING REMODELING	1-Jun-10	2.41%	PRINCIPAL	240,000	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000												0
			INTEREST	27,900	$7,800	$6,600	$5,400	$4,200	$2,600	$1,300												0
BUILDING REMODELING	1-Jun-10	2.41%	PRINCIPAL	435,000	$75,000	$75,000	$75,000	$70,000	$70,000	$70,000												0
			INTEREST	49,725	$14,100	$11,850	$9,600	$7,350	$4,550	$2,275												0
BUILDING REMODELING	1-Jun-10	2.41%	PRINCIPAL	60,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000												0
			INTEREST	6,975	$1,950	$1,650	$1,350	$1,050	$650	$325												0
DEPARTMENTAL EQUIPMENT	1-Jun-10	2.41%	PRINCIPAL	90,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000												0
			INTEREST	10,463	$2,925	$2,475	$2,025	$1,575	$975	$488												0
MAIN STREET SEWER PROJECT	18-Mar-09	2%	PRINCIPAL	3,003,946	$173,451	$176,955	$180,530	$184,177	$187,898	$191,694	$195,567	$199,517	$203,548	$207,660	$211,855	$216,135	$220,502	$224,956	$229,501			0
			INTEREST	472,989	$58,344	$54,840	$51,266	$47,618	$43,898	$40,102	$36,229	$32,278	$28,248	$24,136	$19,940	$15,661	$11,294	$6,840	$2,295			0
			ADMIN FEE	35,474	$4,376	$4,113	$3,845	$3,571	$3,292	$3,008	$2,717	$2,421	$2,119	$1,810	$1,496	$1,175	$847	$513	$172			0
MAIN STREET SEWER PROJECT	8-Jul-10	2%	PRINCIPAL	480,561	$23,973	$24,457	$24,952	$25,456	$25,970	$26,495	$27,030	$27,576	$28,133	$28,701	$29,281	$29,873	$30,476	$31,092	$31,720	$32,361	$33,015	0
			INTEREST	86,300	$9,371	$8,887	$8,393	$7,889	$7,375	$6,850	$6,315	$5,769	$5,212	$4,643	$4,064	$3,472	$2,869	$2,253	$1,625	$984	$330	0
			ADMIN FEE	6,472	$703	$667	$629	$592	$553	$514	$474	$433	$391	$348	$305	$260	$215	$169	$122	$74	$25	0
				8,021,255	1,079,344	1,051,544	1,023,940	821,479	796,161	779,750	268,332	267,994	267,650	267,298	266,940	266,575	266,203	265,822	265,435	33,419	33,370	0
			PRINCIPAL	7,029,507	887,424	886,412	885,482	709,633	708,868	713,189	222,597	227,093	231,681	236,361	241,136	246,008	250,978	256,048	261,221	32,361	33,015	0
			INTEREST	949,801	186,841	160,353	133,984	107,682	83,447	63,039	42,544	38,047	33,459	28,779	24,004	19,133	14,163	9,092	3,920	984	330	0
			ADMIN FEE	41,947	5,079	4,780	4,474	4,163	3,845	3,521	3,191	2,854	2,509	2,158	1,800	1,435	1,062	682	294	74	25	0
			TOTAL	8,021,255	1,079,344	1,051,544	1,023,940	821,479	796,161	779,750	268,332	267,994	267,650	267,298	266,940	266,575	266,203	265,822	265,435	33,419	33,370	0
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	

Treasurer/Collector
FY' 2015 Cemetery Report

STATEMENT OF TRUST FUNDS FY 2015

	BALANCE 30-Jun-14	EXPENDABLE 30-Jun-14	NEW FY 2015	INTEREST & DIVIDENDS FY 2015	EXPENSES FY 2015	BALANCE 30-Jun-15	EXPENDABLE 6/30/2015
TOTAL CEMETERIES	$45,687.31	$6,883.47	$2,200.00	$1,504.07	$0.00	$49,391.38	$8,387.54

THE VALUE OF STOCK DONATED BY
ETHELBERT BLISS
AS OF JUNE 30, 2015

NAME	SHARES	PRICE	VALUE	NAME	SHARES	PRICE	VALUE
				COMCAST CORP. (CMCSK)	54	$59.94	$3,236.76
FAIRPOINT COMMUNICATIONS (FRP'	1	$18.22	$18.22	ALCATEL - LUCENT (ALU)	14	$3.62	$50.68
ATT (T)	360	$35.52	$12,787.20	CENTURY LINK (CTL)	6	$29.38	$176.28
FRONTIER COMMUNICATIONS (FTR)	20	$4.95	$99.00				
VERIZON (VZ)	97	$46.61	$4,521.17	VODAFONE (VOD)	28	$36.45	$1,020.60
			TOTAL VALUE	$21,909.91			

MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT
PEAKE ROAD	$434.90	CHLOE B. STEBBINS (LIBRARY)	$100.00				
SCHOOL LOT FUND	$641.74	TERCENTARY OBSERVANCE	$250.00				
SOLDIERS' MONUMENT	$1,000.00	DEACON WARRINER SCHOOL	$667.00				
		CHLOE B. STEBBINS (POOR FUND)	$100.00				
	TOTAL MISC NON-EXPENDABLE TRUST AMOUNT					$3,193.64	

	BALANCE 30-Jun-14	EXPENDABLE 30-Jun-14	INTEREST FY 2015		EXPENSES FY 2015	BALANCE 6/30/2015	EXPENDABLE 6/30/2015
MISCELLANEOUS							
PEAKE ROAD	$1,350.46	$315.56	$3.29		$0.00	$1,353.75	$318.85
SCHOOL LOT FUND	$798.29	$156.55	$1.25		$0.00	$799.54	$157.80
SOLDIERS' MONUMENT	$1,380.65	$380.65	$3.30		$0.00	$1,383.95	$383.95
CHLOE B. STEBBINS (POOR FUND)	$1,726.38	$1,626.38	$3.36		$0.00	$1,729.74	$1,629.74
CHLOE B. STEBBINS (LIBRARY)	$569.47	$469.47	$0.89		$0.00	$570.36	$470.36
TERCENTARY OBSERVANCE	$1,420.59	$1,170.59	$3.30		$0.00	$1,423.89	$1,173.89
DEACON WARRINER SCHOOL	$829.53	$162.53	$1.28		$0.00	$830.81	$163.81
TOTAL MISCELLANEOUS	$8,075.37	$4,881.73	$16.67		$0.00	$8,092.04	$4,898.40
TOTAL CEMETERIES AND MISCELLANEOUS	$53,762.68	$11,765.20	$2,216.67		$0.00	$57,483.42	$13,285.94

			INTEREST	TRANSFERS IN	TRANSFERS OUT		EXPENDABLE 6/30/2015
STABILZATION FUND		$1,571,929.08	$7,097.48	$200,000.00	$0.00		$1,779,026.56
STABILZATION FUND CAPITAL PROJECTS		$202,226.96	$2,848.05	$750,000.00			$955,075.01
POLICE DRUG FUND		$10,687.75	$36.36	$8,467.50	$1,350.15		$17,841.46
POLICE DEA ASSET FUND		$12,662.31	$20.45	$0.00	$8,467.50		$4,215.26
CONSERVATION FUND	$28,644.73	$28,644.73	$57.23			$28,701.96	$28,701.96

Public Works

Department of Public Works

The Wilbraham Department of Public Works (DPW) is made up of 5 divisions: Engineering, Highway, Waste Water, Water, and Solid Waste Divisions. The following report lists some of the major accomplishments that the department performed this past year.

Engineering Division

The administration of DPW is managed by Engineering. Located in the Town office building, Engineering is the liaison between residents and Public Works. Engineering provides information on the Town's website about projects that may impact the community; provides forms and applications for licenses and installation permits for sewer, septic, water, waste water, and stormwater (drainage) construction. Engineering logs, tracks and responds to thousands of service requests. Staff are also available to help residents solve DPW related problems they may be having and encourage residents to stop in or call us if they have concerns.

Members of the staff participate in the following Organizations:

- Stormwater Committee
- Pioneer Valley Planning Commission's Joint Transportation Committee
- Geographic Information System Committee
- Traffic Safety Committee
- Tri County Highway Superintendents
- Mass Highway Association
- Central Massachusetts Regional Stormwater Coalition
- Also Engineering staff is responsible for attending and participating in various meetings including, but not limited to:
    - Board of Selectmen
    - Planning Board
    - Conservation Commission
    - Massachusetts Water Resource Authority
    - Finance Committee
    - Capital Planning
    - Department Head
    - Financial Staff

The following is list of activities in Engineering:

- Bruuer Pond/Sevey Park Project --- A sedimentation basin was installed at the outfall location of the Monson Road drainage system. The brook banks were stabilized to prevent future erosion. Permitting for the removal of sediment within the pond was initiated.
- Old Lindsay Landfill Cap- Surveyed and designed the landfill cap.
- Thayer Brook Forest Management Project--- This project was completed.
- Wilbraham Landfill Solar Project--- Permits from the State were approved. Construction will begin in 2016.
- Central Massachusetts Regional Stormwater Coalition--- Wilbraham renewed its commitment to continue to be a part of the multi-town coalition working together to address Federal Phase II Stormwater requirements.
- FEMA Hazardous Mitigation Grants--- Completed grant applications for two generators for backup power for McIntosh and Brookmont pump stations and Main Street/Hunting Lane Drainage Project.
- Road Resurfacing Projects--- Prepared specifications and inspected over $1,000,000 of resurfacing projects for the Town. (See list of streets paved.)
- Geographic Information System (GIS)—The GIS was updated and mobile applications were developed to collect more accurate data.
- Main Street Sidewalk Improvement Project--- The Town allocated $100,000 to repair the sidewalk on Main Street from Soule Road to Tinkham Road.
- Wastewater Pump Station Improvement Project--- Pump station improvements were made to Linwood, WWTP, Dudley, River Road, Wellfleet, Fernwood Drive and Cottage Avenue. These improvements will help reduce energy costs and increase the longevity of the infrastructure and equipment.
- Other task completed by Engineering:
    - Drainlayer (Sewer Installer) Licenses: 7
    - Pavement Cut/ Stormwater Permits and Inspections: 102
    - Residential Inquires Reported: 2,902
    - Sanitary Sewer Connection Permits and inspections: 12
    - Septage Hauler

(Continued on page 37)

(Continued from page 36)

Licenses: 6

- Septic system Installer Licenses: 22
- Water installer Licenses: 9
- Water and Sewer Semi-annual Billing: 3,484
- Water Backflow Billing: 42
- Trash Hauler licenses: 5

Engineering Division

Edmond W. Miga Jr. P.E.,
DPW Director/Town Engineer
Tonya L. Basch P.E.
Asst. DPW Director/Town Engineer
Dena Grochmal, Engineering Assistant
Donna Daviau, Administrative Assistant
Krystine Viess, Administrative Assistant

Highway Division

Within the division there are two mechanics and nine heavy equipment operators. The division is responsible for the maintenance of approximately 125 miles of roads, 57 miles of drainage pipe and 17 miles of sidewalks. Throughout the year, the division patches potholes, repairs pavement, cleans and repairs the drainage system as deemed necessary. All regulatory signage and street name signs are made by and installed by the division. The division is also responsible for the painting of all crosswalks, stop bars and lane markings on all town owned roadways.

Drainage

The division is responsible for the maintenance and repair of all town owned drainage infrastructure which includes catch basin repair and replacement, catch basin cleaning, storm line cleaning, pipe repair and replacement as well as detention/ retention basin maintenance.

Equipment

The town's fleet of trucks and equipment are necessary in performing all the day to day operations including snow and ice control during the winter months and right of way maintenance throughout the year. Without the many different pieces of the equipment, the division would not be able to provide all the safety sensitive services. The two mechanics are responsible for keeping this entire fleet of trucks and equipment mechanically sound. The division is comprised of approximately 52 various pieces of equipment used to perform many different tasks such as roadside mowing, street sweeping, basin cleaning, excavation, snow plowing and deicing, pavement maintenance, sign maintenance, pavement markings (crosswalks, arrows, lane markings etc.)

Guardrails

As a continued effort to upgrade and replace old guardrail systems throughout Town, we were able to continue with our program to replace guardrails in various locations. Specifically, new guardrail was installed on Glendale Road and Mountain Road.

Roads and Sidewalks

New sidewalks were installed on Main Street, from Soule Road to Tinkham Road. The funding was used for the removal of the existing sidewalk, grading and paving the new walk and restoring the loaming and seeding.

The following roads were paved this year:

Street	Location	Description
Main Street	Town Line to Minnechaug	Hot-in-place and top
Daniele Drive	All	Top
Stony Hill Road	Country Club To Tinkham Rd	Hot-in-place and top
Stony Hill Road	E. Longmeadow Rd to Soule Rd	Mill and top
Cone Trail Road	All	Reclaim, binder, top
Ridge Road	Mountain Rd to Ely Rd	Hot-in-place and top
Tinkham Road	Town Line to Stony Hill Rd	Hot-in-place and top
Orlando Street	All	Reclaim, binder, top
Katie Street	All	Top
Crest Street	All	Top
Old Carriage Road	All	Top

Because of the harsh winter additional funding was provided by the State in the spring. We were able to patch the following roads:

- Mountain Road
- Ridge Road
- Glendale Road
- Dipping Hole Road

Highway Division

William Sperrazza, Superintendent of Operations
Dennis Dumais, DPW Foreman
Vinnie Pafumi
Timothy Grise
Jeff Lewis
Paul Maguire
Gary Butler
Mitchell Opalinski
Doug Cutler
Richard Vierthaler
Jeff Skribner
Bruce Sawyer

Wastewater Division

This is a self-supporting Enterprise Fund. Two full time employees maintain the Waste Water Collection System which consists of 36 miles of sewer main lines and 10 pump stations. On an average, 420,000 gallons of wastewater a day is pumped to the City of Springfield for treatment at the regional plant.

(Continued on page 38)

(Continued from page 37)

This past year, improvements have been made to several pump stations, such as: changing out lights to LED lighting; replacing old pumps and control panels with new efficient ones, installing new pump station alarms and monitoring systems, introducing mobile GIS for system mapping and reporting requirements, provided additional training and equipment for confined space entry.

In an effort to keep our system efficient and in compliance with regulations, we ask that you do not connect any sump pumps into the sewer line. This is illegal and adds water to the system. Increased flows to the system only increase our costs to the City of Springfield. Therefore, increase in flow can result in increased costs to the users. Additionally, please do not dump grease or oil down your drains. The division exhausts a significant amount of resources addressing grease problems in the pipelines as well as at the pump stations.

Wastewater rates have remained unchanged since 2008. They are as follows:

Residential rate	$4.10 per 100 c.f.
Commercial rate	$5.00 per 100c.f.
Minimum charge	$52.50
Maximum charge	$492.00
Flat rate	$270.60

Wastewater Division

William Sperrazza, Superintendent of Operations
Daniel Gore
Richard Zamora

Water Division

During 2015, the list of duties performed by the Water Division, under the supervision of Water Superintendent Michael Framarin, included, but was not limited to: maintaining the four water booster stations; the 2.1 million gallon water tank and our corrosion control facility, six (6) water breaks were repaired, 16 new water service installations, 105 fire hydrants were flushed and checked for proper drainage, two fire hydrants were replaced, over 50 main line gate valves were cleaned and checked for operation and exercised, 224 work orders of various tasks were accomplished, 114 testable backflow prevention devises were tested at least once per Massachusetts Department of Environmental Protection's (DEP) regulation, over 200 water samples were taken for water quality analysis and 3,300 meters were read during March and then again in September. Total water usage in 2015 was 441,000 gallons as measured by the Massachusetts Water Resources Authority (MWRA) master meter. This was approximately 10% higher than the previous two years mainly due to the warm and dry spring and summer we had in 2015. Many commercial and residential property owners kept their lawn sprinklers on significantly more than 2013 and 2014.

Working with the MWRA, the Water Division hired Wachs Company to perform leak detection on 25 miles of water main in the system. The cost was $3,500.00 and will be paid through the MWRA. Wachs has a contract with the MWRA so that Wilbraham received a reduced rate. Wachs discovered a leak on Main Street near the Rice's Fruit Farm, which was repaired. The leak was on an old abandoned water service that was installed eighty years ago. Two new eight inch water main stubs were installed across Stony Hill Road for a future sub-division during July, 2015. The crossings were completed before Stony Hill Road was paved the past summer.

In December 2015, the Water Division was notified that a long awaited Federal Emergency Management Agency (FEMA) grant will be awarded to the Water Division for a 75% reimbursement for the Brookmont Drive and McIntosh Drive Emergency Generator Project. DEP required the Water Division to have standby emergency generators installed at both stations. This funding will allow for permanent automatic emergency generators at the two booster stations rather than portable units.

During January to March 2015 the weather was very cold and snowy. As a result, the Water Division had twelve frozen underground water services in that period. Many service line locations froze -up that were the standard five feet deep and had no snow cover to act as insulation. The winter of 2014-2015 was the worst since the winter of 1991-1992 when seventeen water services froze.

Documents submitted to DEP in 2015 included dozens of water quality result forms; weekly chlorine residual, water pressure and pH charts, the Annual Statistical Report, and Consumer Confidence Report, (which were also mailed to every household and business in our PWS.) Also, monthly state forms are sent in to DEP for documentation of water usage and chemical additions to our water.

The Wilbraham Heights sub-division water infrastructure was completed in December 2015. Carla Lane's water main is now looped and connected to Seneca Street. This was a 26 lot project that was accomplished in three phases by developer Anthony Carnevale.

The Corrosion Control Facility (CCF) on Miller Street in Ludlow, Massachusetts, operated successfully in 2015 with only minor mechanical and technical problems.

(Continued on page 39)

(Continued from page 38)

The four water booster stations (Glenn Drive, Brookmont Drive, McIntosh Drive and Old Orchard) had minor mechanical problems and were repaired at needed.

A new 2016 Ford F-250 truck with utility body and plow was purchased and anticipated delivery in February 2016. The truck's purchase price was $45,125.00. This new truck will be partially paid for by insurance reimbursement for the 2001 Ford F-250 truck that was totaled on August 20, 2014.

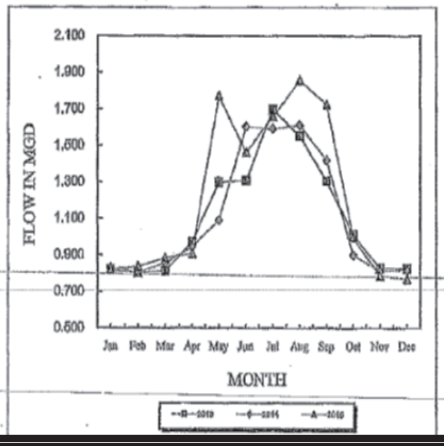
Complying with regulatory changes such as Ultraviolet Radiation (UV) disinfection, the building of the twenty-five million gallon covered water storage tanks at Nash Hill in Ludlow and the Pipeline Redundancy Project during the last eighteen years cost millions of dollars. The project MWRA's FY' 2017 budget assessment for Wilbraham is $793,800.00, (approximately $66,000.00 or 8.7% increase over FY 2016 actual assessment.) During 1997, our costs for Quabbin water was less than $25,000. Now the annual rate increase is more than Wilbraham would pay for an entire year's worth of water prior to 1998. It's no wonder the water rates continue their steep climb.

Water Division

Michael Framarin, Water Superintendent
Robert Gibson
Anthony Garceau
Lionel Duquette
Paul Willoughby
Kevin Laplante

Wilbraham - Total Daily Flow

Month	2013 Flow (MGD)	2014 Flow (MGD)	2015 Flow (MGD)
Jan	0.819	0.829	0.820
Feb	0.803	0.803	0.836
Mar	0.813	0.855	0.883
Apr	0.971	0.945	0.907
May	1.298	1.089	1.774
Jun	1.308	1.603	1.463
Jul	1.698	1.593	1.660
Aug	1.553	1.612	1.858
Sep	1.305	1.419	1.725
Oct	1.012	0.900	0.998
Nov	0.828	0.814	0.786
Dec	0.823	0.817	0.767
Average	1.103	1.108	1.200



Water Rates as of 10/1/2014: → Cubic feet (cf.) * 7.48 = Gallons

As of 10/1/14

0-10000 cf	→	→	$4.12/100cf.
10001-20000cf	→	→	$4.32/100cf.
20001-	→	→	$4.52/100cf.
Min. bill 0-1500cf.	→	→	$61.80
Commercial flat rate	→	→	$4.12/100cf.

Solid Waste Div.: Disposal & Recycling Ctr.

Disposal and Recycling Center (DRC) is a self-supporting facility operated as an Enterprise Fund. There is one full time employee and one part time employee at the DRC. The facility is located off Boston Road next to the fire station and across from the DPW building and is easily accessible. Currently, there are 1700 households who use the DRC. Recycling of books, metal, plastic, glass, cardboard, newspaper, leaves and grass is available to all participating users. The DRC members can participate in the once a year Regional Household Hazardous Waste Day. This event has been held at Minnechaug Regional High School for the past several years, in the month of September.

The DRC replaced its old front end loader this year which is a very expensive piece of equipment, costing $168,000.00. It is used to move a lot of material at the site, (i.e. pulling trash and recycling boxes, moving yard waste, turning compost, plowing, and loading trucks.) A ten-year bond will be added to the budget to pay for the loader.

Preparations are underway to formally close the area of the DRC known as the Lindsey Landfill. This is the area where all the yard waste is received and composted. Permitting applications and plans have been prepared and will be submitted to the Massachusetts DEP. Part of the permit includes authorization to transport and dispose of the Lindsey Landfill.

After years of planning, the Town has reached an agreement and is now permitted to construct solar panels on the top part of the closed landfill area. Actual construction will begin in the spring of 2016. A one megawatt facility is proposed; and all Town departments will be purchasing the energy generated from the site at a reduced rate.

Gas point monitoring; ground water monitoring, DEP inspections, Third Party inspections and meeting reporting and permitting requirements are

(Continued on page 40)

DRC Hours of Operation:

Sunday:	12pm-5pm
Wednesday & Friday:	7am-3pm
Saturday:	7am-5pm
Monday, Tuesday & Thursday: closed	

Current DRC Fees:

Pay as you throw program.

Under 65 yrs. old Car Sticker fee:	$100.00
Over 65 yrs. old Car Sticker fee:	$85.00
Bag fee 33 gal. capacity:	$2.25
Bag fee 16 gal. capacity:	$1.25
Additional Car sticker fee:	$10.00

(Continued from page 39)

ongoing. We are in the process of renewing our transfer station operation permit with the State.

Solid Waste Division – Disposal & Recycling Center

William Sperrazza, Superintendent of Operations
Bruce Strong
Robert Bisi

Conclusion:

Wilbraham is a wonderful community and I'm proud to be a part of it. On behalf of all the staff in DPW, thanks to all who help make this community a great place.

Respectfully submitted,
Edmond Miga , Jr., Town Engineer/ Director of DPW

Tree Warden

As Tree Warden, I have been continuing to work very closely with senior Arborists from our utility company, National Grid.

Town owned trees along our right of ways that are considered hazardous or a public safety risk and are within the three-phase wires are in most cases the responsibility of National Grid. I have responded to numerous inquiries from town residents and have referred these tree takedowns and hazard trimming projects to National Grid. I am continuing to develop a partnership with our local Utility Arborist division.

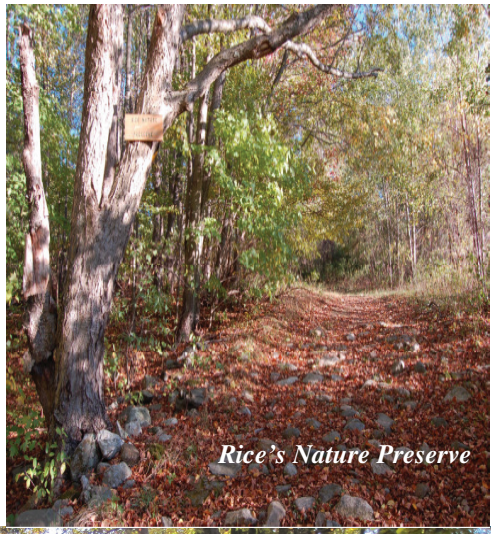
I am continuing to work with the Town's contracted Tree professionals, Northern Tree Service. I consult with their senior arborist on specific tree issues as they arise. I am involved with overseeing the takedown and trimming projects/operations throughout the Town.

On a day to day basis, I am responding to Town residents regarding Town tree issues that may impact public safety. I meet with residents, make assessments concerning the health and conditions of trees and determine if trees should be trimmed, removed or require other preventative maintenance.

My long-term goal is to preserve and protect Wilbraham's urban forests, all community trees within the Town's right of ways, trees in Town parks, and in common public areas. I am also an advocate of planting more shade and ornamental trees along our Town tree belts, rights of ways and open spaces.

Wilbraham's Tree Warden is a member of the Massachusetts Arborist Association and the Massachusetts Tree Wardens and Foresters Association; and participates in networking opportunities with other State Tree Wardens, Foresters and utility arborists. I am also involved with continuing education, professional development and sharing solutions to common problems related to trees and forestry so as to aid in bring a healthier and safer environment to the Wilbraham community.

Tree Warden
David Graziano



Rice's Nature Preserve

Old Boston Road

Building & Land Use

Agricultural Commission

The Wilbraham Agricultural Commission (AgCom) continues to grow in its commitment to, "*represent the farming community, encourage the pursuit of agriculture, promote agriculture-based economic activities, and preserve, revitalize and sustain the Town's agricultural businesses and lands.*"

Again in 2015, Town-owned lands were maintained in agricultural use by a collaboration of relevant town Boards, Commissions, Committees, Trusts and local farmers. These town-owned "municipal use" lands have been cleared and returned to productive use. Their value to the town has been validated and increased by these efforts. Good-spirited citizen, Dan Fernandez has been instrumental in these efforts.

A number of Wilbraham restaurants and other organizations helped support locally grown produce in 2015 by buying agricultural products directly from the remaining few Wilbraham farms.

Citizen memberships in farm *Community for Sustainable Agriculture* (CSA) programs continues to increase, and multiple Farmers' Markets remain active. Another old Wilbraham farm on Stony Hill Road has been returned to productive agricultural use.

The AgCom continues to pursue new and innovative ways to actively achieve its goals. As an example, AgCom's newest Commissioner, Dr. Richard Hoffman, is tirelessly promoting genetic cross-fertilization research for the return of the American Chestnut Tree to our forests. In collaboration with the American Chestnut Foundation, Dr. Hoffman planted new generations of Chestnut trees in Wilbraham in the hope of developing a blight resistant variety that can grow to full maturity. The power company Eversource has expressed interest and support of these efforts on some of its land in Wilbraham.

Wilbraham hosted a very successful Forest Management Conference in 2015. Over 100 people attended this event, which included tours of the Thayer Brook Conservation Area and Bruuer Pond. Forestry activities were also conducted at Fountain Park. Congratulations to Wilbraham's Doug Hutchinson, State Forester from the Massachusetts Department of Conservation and Recreation; Dr. Hoffman, Wilbraham Conservation Commission and many others for leading this important informative event.

Finally, AgCom had many discussions in 2015 about the pros and cons of a possible Wilbraham "Chicken Bylaw." As of this writing, no such bylaw is being presented at Town Meeting.

Thanks as always to all Wilbraham supporters of agriculture – farmers and backyard gardeners alike.

Agricultural Commission
Robert Anderson, Chairman
Dr. Richard Hoffman
Robert Matthews
Chrysler Szarlan (resigned Nov. 2015)
Judy VaRaalte

Building Department

Lance Trevallion has been the Building Inspector/Zoning Enforcement Officer for the Town of Wilbraham for over 17 years. Administrative Assistant Melissa Graves has been working with Lance for almost 12 years. Sheileen Carlotto has been with the department for 2 ½ years now. She has been doing a super job of keeping the office organized, the Inspectors' scheduled and on track.

Although new construction of single-family homes went down slightly from thirty-nine in 2014 to twenty in 2015, the Building Department saw an incredible increase in roof-top solar panel installations in 2015. The numbers have nearly tripled for solar installations over the last year going, from thirty-one in 2014 to ninety-seven in 2015.

As the department has been busy with the rapid increase in solar panel installations and inspections, we were happy to utilize the Town's Senior Tax Work Off Abatement Program. Sue Bennett joined our office; and with her vast skill set; she organized the department's storage of all old and current building plans and inspection records. This was no small feat and we sure were glad to have her.

Both, the Electrical and the Plumbing/ Gas Inspectors work part-time for the town. Bernie Sears has been inspecting plumbing and gas installations for the Town of Wilbraham since 1998. Edward White has been the Electrical/Wiring Inspector for 2 ½ years now. He has been doing a fantastic job keeping up with the numerous inspections throughout 2015, along with the continuing influx of solar panel installations.

The Building Department also processes applications for annual inspections for occupancy of public buildings. These inspections are required annually to ensure safe emergency exits, maximum occupancy numbers and exit lighting. This includes all schools, churches, restaurants, day care centers, gyms, and any other location that the public would gather and/or visit. In 2015, Lance and the new Fire Safety Inspector, Captain William Manseau, inspected 75 locations, including 13 buildings at the Wilbraham & Monson Academy, Wilbraham Municipal Buildings, including all Town of Wilbraham schools, and restaurants. The total fees collected in 2015 were $2,520.00.

Building Department
Lance Trevallion, Building Inspector
Melissa Graves, Admin. Assistant
Sheileen Carlotto, Building Dept. Clerk

Building Department

RESIDENTIAL PERMITS	NUMBER	FEES	EST. CONST. COST
New Construction	20	$37,577.00	$5,398,800.00
Roof/Siding/Windows	186	$10,455.00	$2,474,683.28
Additions	26	$10,750.00	$1,684,400.00
Alterations/Renovations	79	$15,251.00	$1,940,490.25
Solar Panel Installation	97	$19,200.00	$2,904,520.60
Insulation	127	$6,345.00	$351,932.23
Decks	21	$2,232.00	$124,980.00
Accessory Buildings/Sheds	28	$1,490.00	$164,397.19
Swimming Pools	21	$1,425.00	$372,580.92
Sheet Metal	2	$100.00	$20,000.00
Demolitions	5	$400.00	$78,500.00
Wood/Pellet Stoves	25	$1,250.00	$61,312.15
Swimming Pool Demolition	1	$100.00	$51,000.00
Residential Signs	1	$50.00	$50.00
Total	**639**	**$106,625.00**	**$15,627,464.62**

COMMERCIAL	NUMBER	FEES	EST. CONST. COST
Roof/Siding/Windows	3	$300.00	$137,200.00
Alterations/Renovations	14	$3,470.00	$380,755.00
Signs	30	$1,700.00	$50,460.00
Decks	1	$200.00	$4,000.00
Sheet Metal	1	$100.00	$22,000.00
Insulation	1	$50.00	$2,000.00
Demolition	2	$350.00	$21,900.00
Temporary Tents	7	$245.00	N/A
Total	**59**	**$6,415.00**	**$618,315.00**

MUNICIPAL	NUMBER	FEES	EST. CONST. COST
Roofing/Siding/Windows	2	$0.00	$ 50,000.00

Building Permits issued **Inspector: Lance Trevallion**

Permits issued – 700 Fees collected - $113,040.00 Inspections – 1700+-

Plumbing/Gas Permits issued **Inspector: Bernie Sears**

Permits issued – 437 Fees collected - $23,835.00 Inspections – 800+-

Electrical Permits issued **Inspector: Edward White**

Permits issued – 412 Fees collected - $29,420.00 Inspections – 800+-

Community Gardens

Community Garden

The Wilbraham Community Garden has blossomed into one of the largest and longest continuous operating gardens in New England. The project began in 1974 and became a popular place to meet friends and other gardeners. When I took over coordinating the Wilbraham Community Garden ten years ago, little did I know how much planning went into running a "little" garden. I have learned so much and made so many friends. The planning begins well before the frost is out of the ground. The numerous seed catalogs starts coming in the mail in January; and by March over half the plots available are spoken for by either returning gardeners or folks who want to give it a try. By April, I am planning the Spring Sign-Up Meeting and the Annual Plow Day. May has to be the busiest month for the garden planning with everyone getting spring fever and wanting to get their plants in the ground. I always tell folks that Memorial Day weekend is usually safest to wait until for planting. By mid-summer all the veggies catch up with each other and we usually get a bountiful harvest throughout the fall. We have a fun-filled fall picnic with gardeners bringing something prepared with at least one item from their garden. The variety of food is fabulous ranging from soups to desserts.

There are many advantages to growing and harvesting your own food. You plant exactly what you like and perhaps a few extra items that you want to try for the first time. Why not attempt to grow those specialty items instead of paying high prices at the grocery store. We have numerous families that get together and rent several plots sharing the responsibilities and the rewards. A Community Garden creates opportunity for recreation, exercise, therapy and education. Having a garden plot encourages self-reliance, provides nutritious food for your family and reduces a family's annual food budget.

The new greenhouse was in full operation in 2015 and was used by several gardeners to start seeds for planting in May. The first year was a trial run to see how it worked and by unanimous vote, the greenhouse is a big plus for the garden. We still need some shelving and a watering solution. The roof vents are solar activated and open at a specific temperature which works out very well.

We had the 9th annual "Plowing the Community Garden" event in May that included having the Eastern Connecticut Draft Horse Association plow the garden with their teams of horses. We had over a dozen venders selling handcrafted jewelry, maple syrup, crafts and plants. Horse-drawn hay rides by Mainely Drafts from Ludlow were once again enjoyed by many spectators. Cameron Sutphin, a local singer and guitarist joined us for the third year in a row and entertained the crowd at lunchtime. He was a big hit and took many requests from the audience. The 10th Annual "Plowing the Community Garden" will be held May, 2016.

Garden plots are available on a first-come, first-served basis with priority given to returning gardeners. New and returning gardeners are invited to attend the annual spring sign-up meeting held at the Wilbraham Town Hall prior to the growing season. The exact date of the meeting is published in the local newspaper. Garden plots are approximately 25' x 50' and the annual rental cost is $25.00 per plot. There is water on-site as well as a portable toilet during the growing season. If you are interested in joining us at the Wilbraham Community Gardens or if you would like more information, you may contact the Community Garden Coordinator Melissa Graves in the Conservation Commission Office at 596-2800, ext 204.

Community Gardens
Melissa Graves
Community Garden Coordinator

Sevey Park, Bruuer Pond

Conservation Commission

Directly or indirectly, wetlands are often sources of public or private water supply. Wetlands purify water serving as a settling area whose soils and vegetation trap sediments which bind, and in some cases chemically break down, pollutants into non-toxic compounds. Wetlands are valuable to wildlife as a food source, nesting area and protective cover. Floodplains are protected because they provide "storage" for flood waters during storms. The job of the Conservation Commission is to protect the interests of the Wetlands Protections Act. The interests include flood control; prevention of storm damage, prevention of pollution, fisheries, shellfisheries, groundwater, public or private water supply and wildlife habitat. The Conservation Commission met 16 times at open public meetings to review and permit projects ranging from limited tree removal to a large-scale ground mounted solar panel system.

The Commission is responsible for managing over 1,500 acres of open space/ conservation town-owned land in Wilbraham and 72 acres in Hampden. Forest Management Plans typically include recommendations for possible mature tree harvesting, treatment of blighted/diseased trees, native plantings, invasive plant species removal/controls and removal of damaged trees for public safety. The plan may also include identification of erosion, both natural and man-made and will identify wildlife habitat locations. Goals are set for one, two, five and ten years.

As of February, the Forest Management Project was in full swing at Thayer Brook with about fifty percent completed. The hiking trails will be re-established by hand cutting trees and clearing any debris. Several habitat shelters were built on the site to attract small mammals for nesting and breeding. The next forest management project will take place at the property known as Twelve Mile Brook and will include tree harvesting and wildlife habitat.

With the creation of a new Land Management Coordinator position, the Conservation Commission will continue their effort of forest management throughout the next year on several other town owned parcels. The Land Management Coordinator, Melissa Graves, applied for two grants through the Massachusetts Division of Fisheries and Wildlife for projects at Twelve Mile Brook and Thayer Brook. The grants should be reviewed and awarded by January, 2016.

The Commission accepted the donation of several forested parcels on Shady Lane for conservation purposes. The Commission encourages the use of conservation land for passive uses including hiking, biking, skiing, photography and horseback riding. The use of motorized vehicles is not permissible on any Town-owned property. While the majority of motorized vehicles seemingly do not harm the environment, there are some that do, including damage to stream beds, wetlands and wetland buffer zones.

The Conservation Commission generally meets on the second and fourth Mondays of each month at 7:00pm in the Town Office Building. The agenda is posted at least 48 hours in advance at the Town Hall and on the Town website. Interested people are always welcome and encouraged to participate. The office which is located in the Wilbraham Town Hall is open Monday-Friday, 8:30am to 4:30pm.

Conservation Commission
Christopher Brown, Chairman
Robert McMaster
James Roberts
Stoughton Smead
George Reich
Thomas Reavey
Paul Ekness

Melissa Graves
Administrative Assistant & Land Management Coordinator

Open Space & Recreation Committee

***Mission Statement:** Preserve significant open space by investigating, educating, planning and cooperating.*

In 2015, the Open Space and Recreation Committee (OSRPC), sadly, suffered the loss of one of its greatest advocates and most tireless workers, Chuck Phillips. During the decade that Chuck was on the OSRPC, both as a member and as a Chair, he spearheaded the development of the Wilbraham Hiking Trail System and the completion of the updated 2014 - 2021 Open Space and Recreation Plan. In addition, he chaired the Wilbraham Vision Task Force. To honor Chuck's legacy, the OSRPC sought and obtained permission to rename the Bay Path Trail at Crane Hill, the Chuck Phillips Trail.

The state Department of Conservation and Recreation (DCR) granted final approval of the Wilbraham Open Space and Recreation Plan 2014 – 2021 Update. This approval gives the Town the

(Continued on page 45)

Minnechaug students & OSRPC members groom a trail.

(Continued from page 44)
opportunity to apply for, and receive, grants for conservation, open space, recreation, and historical and cultural needs.

At the 2015 Annual Town Meeting, voters overwhelmingly supported the OSRPC's warrant article to reclassify the 68V-C Brainard parcel from municipal land to conservation and recreation land. The parcel was originally purchased (with a state grant) for such purposes as well as to protect the White Cedar Swamp behind it.

The OSRPC researched and discussed land donation, sale, bequeathing, and restriction options so as to be knowledgeable on dealing with such items as they come up.

The OSRPC and Wilbraham Hiking Club were busy most of the year maintaining the Wilbraham Trail System. Major work was done at Twelve Mile Brook, Crane Hill and Thayer Brook. The highlights were the addition of a new kiosk at the trailhead of the Twelve Mile Brook Trail, the addition of a dozen new signs to help hikers on their treks, and some major trail switchback repair at Crane Hill by the Lumberjack Club from Minnechaug Regional High School.

The updated history of Wilbraham (1963 – 2013) was published. It included a chapter on *Open Space and Conservation* that was compiled by members of the OSRPC and Conservation Commission.

To inform the public, the OSRPC wrote articles for, and interviewed by the Wilbraham-Hampden Times, which updated the public on OSRPC matters. In addition, the Wilbraham Hiking Club published weekly information about upcoming hikes.

The OSRPC worked with the Conservation Commission and the Engineering Department on the Thayer Brook and the Twelve Mile Brook Forestry Management Projects.

OSRPC and Wilbraham Hiking Club members attended, and participated in, the Wilbraham Forest Conference sponsored by the state DCR.

More groundwork was laid towards the creation of an ADA accessible trail. Possible sites were scouted. The choice for the first possible trail was narrowed down to Spec Pond. Plans are in place to write a grant proposal for the trail.

Members of the OSRPC erect their newest kiosk at the 12 Mile Brook Trailhead

Open Space & Recreation Committee
Joe Calabrese, Chairman
Edna Colcord, Secretary
Jonathan "Jay" Taylor
Judith Theocles
Margaret E. Connell
Tracey Plantier
Brian Fitzgerald
Steven Lawson
Edward McCorkindale
Catherine Callaghan (res. June 2015)
Charles "Chuck" Phillips (deceased Sept. 2015)
Dr. Murray Watnick

Planning Board

The Planning Board is composed of five members elected to overlapping five-year terms and one associate member appointed to a three-year term. Members of the Planning Board proudly serve the community and receive no compensation.

The Planning Board is responsible for overseeing land-use planning in the Town of Wilbraham. Working in close cooperation with the Planning Director and the Building Commissioner/Zoning Enforcement Officer, the Planning Board studies the resources and needs of the Town, particularly conditions affecting public welfare and safety related to land use and development. The Board is

(Continued on page 46)

New trail signs ready to be put up on the Wilbraham Trails.

(Continued from page 45)
authorized to develop the Town's Master Plan to guide growth and make recommendations to ensure that development is consistent with the Master Plan. As the main author and "custodian" of the Town's Zoning By-Law, the Board is responsible for conducting public hearings and making recommendations on proposed amendments to the Zoning By-Law, which must be approved by Town Meeting. The Board also regulates the subdivision of land and the construction of new roadways, grants site-plan approval and special permits for various land-use proposals required by the Town's Zoning By-Law, and reviews all petitions for variances and other zoning matters filed with the Zoning Board of Appeals.

During 2015, the Planning Board met 15 times, scheduled 33 appointments and held 9 public hearings, addressing a wide variety of issues and opportunities facing our community. We are pleased to submit a summary of our activities and accomplishments in 2015.

Development Activity
The Planning Board was kept busy dealing with the various residential and commercial projects proposed in the Town during the past year as follows:

- The Planning Board approved nine non-subdivision plans submitted by property owners. These are plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval.
- The Planning Board approved a preliminary subdivision entitled Westminster Court consisting of 9 proposed house lots on 13.6 acres of land located at 690V Stony Hill Road and a definitive subdivision entitled Willow Brook Estates consisting of 11 proposed house lots on approximately 11.1 acres of land located at 601 Main Street. The Planning Board also continued to monitor work in the other three approved subdivisions under construction: Stonington Park, Washington Heights and North Hills Lane.
- The Planning Board conducted public hearings and approved 6 special permit zoning applications to allow the following developments: improved drive-thru window service at Dunkin Donuts located at 2144 Boston Road; a large-scale, ground-mounted solar energy system to be installed on approximately 6.51 acres of leased land owned by the Charles L. Merrick Trust located at 651 Main Street; an accessory in-law apartment at the Mumblo residence located at 10 Longfellow Drive; an oversized detached accessory building at the Duby residence located at 10 Whitford Place; an accessory in-law apartment at the Savoie/Jenne residence located at 647 Springfield Street; and the construction of an addition to an existing detached residential accessory building (garage/barn) on property owned by Gregory & Martha Lyman located at 2 Woodland Road.
- The Planning Board conducted public hearings on one site plan approval application to allow the installation and operation of a seasonal roadside farm stand for the sale of produce grown on the Stony Hill Farm located at 899 Stony Hill Road.
- The Planning Board reviewed and provided written recommendations on four referrals to the Zoning Board of Appeals.

Zoning By-Law Amendments
At the Annual Town Meeting, voters adopted three amendments to the Zoning By-Law sponsored by the Planning Board. The first amendment added a new definition for "Cottage Food Operation" in section 1.3 and added a new section 3.9.2.13(I) that provides a Cottage Food Operation exemption in the Home Occupation Regulations to allow a resident to use their home kitchen to prepare certain low-risk foods for off-premise sale to the consumer. The second amendment amended the Zoning Map by rezoning from R-34 to R-26 approximately

14.15 acres of land comprising the rear portion of land located at 601 Main Street. The third amendment revised sections 3.4.5.4 and 3.4.5.17 to add retail sales and restaurant/food service establishments to the list of uses allowed in the NO Zoning District with special permit approval from the Zoning Board of Appeals.

Organization and Membership
At the annual Town election, Tracey Plantier and John McCloskey were elected to serve on the Planning Board for a five-year term and a one-year term, respectively. The Planning Board reorganized by re-electing Jeffrey Smith as Chairman, re-electing Tracey Plantier as Vice Chair and re-electing David Sanders as Clerk. David Sanders continued to serve as the Town's representative to the Pioneer Valley Regional Planning Commission, and Jeffrey Smith continued to serve as the

(Continued on page 47)

Planning Board (From left to right: James "Jay" Moore; David Sanders, Adam Basch, Jeffrey Smith, Chairman, Tracey Plantier and John McCloskey.)

(Continued from page 46)
Planning Board's representative on the Community Preservation Act (CPA) Committee. Planning Director John Pearsall, Building Inspector Lance Trevallion and Administrative Assistant Karen Benoit continued to function as the staff liaisons between the Planning Board and other Town boards and committees.

The Planning Board holds regularly scheduled meetings on Wednesdays at 6:30 PM. Specific dates and agendas for meetings may be obtained from the Planning Office or from the Town website at http://www.wilbraham-ma.gov. All meetings are open to the public, and community participation from interested townspeople is always welcomed and encouraged. With your support, we will continue to provide the very best possible service for our community in the year ahead.

Planning Board
Jeffrey Smith, Chairman
Tracey Plantier, Vice Chairman
David Sanders, Clerk
Adam Basch
John McCloskey
James Moore, Associate

John Pearsall, Planning Director
Lance Trevallion, Building Inspector/
Zoning Enforcement Officer
Karen Benoit, Administrative Assistant

Sealer of Weights & Measures

The Sealer of Weights and Measures and Deputy Sealer of Weights and Measures are appointed by the Board of Selectmen to assure the public that any product they purchase in the town by weight, measure, and products are scanned for cost will be accurately priced. The weight and measure testing equipment used by the Sealer are certified by the state every five years to provide the accuracy required by Massachusetts General Laws. Nine new weights were purchased to replace weights condemned by the state. Also, a new gas and diesel testing vessel was purchased to replace an antique model. Twenty-one businesses were visited during 2015, and random inspections of oil and propane trucks were carried out. The following field testing was completed during inspections resulting in $3,920 collected from fees.
Six devices were found to be inaccurate and, after adjustments were made, they were sealed. One commercial scale failed and was being rebuilt. Three businesses were given copies of the state laws and regulations in order to allow them to better serve the public.

Item	Category	Sealed
Scales	Under 100 pounds	39
	100 pounds and over	6
	Balance	1
Liquid Meters	Gasoline	70
	Diesel	4
Unit Pricing	Scanners	70

Please contact your Sealers if you have any questions or concerns about the above areas, cordwood, and any other products sold by weight or measure. Our email is sealer@wilbraham-ma.gov

Sealer of Weights & Measures
Susan Petzold, Sealer
(Appointed to position October 2015)
Gary Petzold, Deputy Sealer
(Former Sealer, resigned Aug. 2015; appointed Deputy Sealer Sept. 2015)

Zoning Board of Appeals

The Board of Appeals is a five-member board appointed by the Board of Selectmen for staggered three-year terms consisting of three full members and two associate members. The Board works closely with and relies upon Zoning Enforcement Officer Lance Trevallion to enforce the Zoning By-Law.

The purpose of the Board of Appeals is to hear and decide petitions for variances from the terms of the Zoning By-Law with respect to particular land or structures, but not to include variances for use; to hear and decide applications for special permits upon which the Board is empowered to act under the By-Law; to hear and decide appeals from any person seeking enforcement action under the provisions of M.G.L. Chapter 40A (the State Zoning Act); and to issue comprehensive permits for low- and moderate-income housing authorized by M.G.L. Chapter 40B.

This past year, the Board of Appeals met eight times, held eight public hearings and issued decisions on the following eight applications:

(Continued on page 48)

APPLICANT	ADDRESS	DECISION
Jacqueline Ingram Special permit to operate a family day care home	2367 Boston Road	Approved
Kid's Dentist Realty, Inc. Special permit to allow medical and non-medical offices	1984 Boston Road	Approved
Peter & Beverlee Corriveau Special permit to operate a landscaping business as a home occupation	650 Monson Road	Approved
Holly Pastrana Special permit to operate a yoga studio as a home occupation	388 Main Street	Approved
Dunkin Donuts/J & N Salema Family Limited Partnership Special permit amendment to construct an addition and associated site improvements	2144 Boston Road	Approved
Mark Bessette Special permit to operate a landscaping business as a home occupation	9 Hickory Hill Drive	Approved
Stephanie Fountain Special permit to operate a personal training studio as a home occupation	9 Drumlin Circle	Approved
Leslie Morrison Special permit to operate a family day care home	4 Edward Street	Approved

(Continued from page 47)

Zoning Board of Appeals
Edward E. Kivari Jr., Chairman
H. Clark Abbott
Mark Albano
Betsy Johnsen, Associate
Charles Pelouze, Associate

Lance Trevallion, Zon. Enforcement Off.
Karen Benoit, Administrative Assistant

Police Officers Joseph Brewer & Charon, K-9 Dog

Public Safety

Ambulance Oversight Committee

The Ambulance Oversight Committee continues to work with the Fire Chief and Deputy in overseeing the operation of the ambulance service. The committee's primary duty of reviewing and acting on ambulance service fee abatements has continued according to now established policy and protocol.

It is important to note the town's ambulance service remains self sufficient on a receipts reserved basis, and continues to serve the town extremely well. During 2015, the service treated over 1,811 patients, transporting 1,511 patients, to local area hospitals. Of these transports, Bay State Medical Center was the destination 45% of the time, with Mercy Medical Center at 12%, Wing Memorial Hospital at 25%, and the balance going to Mary Lane and Holyoke Hospitals. The top 4 patient medical conditions are traumatic injury, respiratory distress, general pain, and chest pain.

The Wilbraham Fire Ambulance Service has transitioned from state certification to the National Registry of Emergency Medical Technicians certification as required by a change in policy from the State Office of Emergency Medical Services.

Ambulance Oversight Committee
Paula L. Chevrier
John Rigney
Tom Hurley
Heather Mullen

Fire Chief Francis Nothe

Animal Control Officer/Dog Officer

Once again during the year of 2015, the Town of Wilbraham licensed a record number of dogs. 2448 dogs were licensed to be exact. This is an increase from calendar year 2014, where only 2307 dogs were licensed. I want to thank all residents who either licensed a new dog, or relicensed an existing dog. It is State and local law that all dogs, six months and older, be licensed within their town of residence (By-Law 604.2.) It is also State and local law that all dogs, cats, and ferrets must be current on their Rabies vaccination at all times or the pet owner is subject to a citation (by-law 604.3.)

All pet owners please be advised that there are no more $25.00 citations for animal law violations. State law (M.G.L. Chapter 140, Section 141) mandates that all animal law violations will be $50.00 for the first offense, $60.00 for the second offense, and $100.00 for the third offense. These are state minimum fines that the town of Wilbraham has adopted. The town could have opted for higher fines for violations of town by-laws 604.1 – 604.9, but opted to go with the State mandated minimum dollar amounts.

Also, please be advised that all animal laws, 604.1 – 604.9, especially 604.4, *The Leash Law*, will be enforced on all town owned property areas, such as Crane Hill Park, the McDonald Nature Preserve and Rice Nature Preserve. Please remember that all leash law violations are now $50.00!

Wildlife calls are on the rise at Animal Control. Please be advised that Animal Control and the Police Department will respond to either sick or perceived sick wildlife. Wilbraham abounds with wildlife. Residents should make an effort to educate themselves under the venue of people/wildlife cohabitation. Please do not hesitate to call Animal Control for any information in regards to people/wildlife interaction.

Finally, once again, Animal Control responded to in excess of 1,000 calls relating to potential by-law violations, stray pick-ups, vehicle/animal interactions and various other domestic or wild animal situations.

Animal Control Officer
Michael Masley, ACOAM Certified
Animal Control Officer/Certified Special Reserve Police Officer
Rosemarie Masley, Alternate Animal Control Officer

Board of Fire Commissioners

2015 was a busy year for the Board of Fire Commissioners. In January, we helped celebrate the retirement of Fire Captain Tom Laware. We thank him for his decades of outstanding service to the town. We participated in the promotional process for our two new Captains, Josh Mullen and Dan Corliss. We were also involved in the hiring process for our two newest Firefighter/EMTs, Jeff Kristek in October and Andy Nothe in November.

We are assisting the Fire Department and town in looking at a wide range of topics including a regional public service dispatch center and a transition from the Board of Fire Commissioners to a Public Safety Advisory Committee for fire and police. We want to thank Chief Fran Nothe and his entire team for doing an outstanding job every day for the citizens of Wilbraham.

Board of Fire Commissioners
Ralph Guyer
Gary Petzold
Edward Rigney, Jr.

Central Dispatch

2015 was an exciting year in Dispatch. The citizens of Wilbraham voted to build their first Police station, with Central Dispatch allocated a modern, professional location within a secure area. Thank you! Also in 2015, our 911 Public Safety Answering Point was one of six accepted into a pilot program for the NextGen 911. When fully activated throughout Massachusetts, this system will improve location accuracy of 911 callers and allow a means of communicating with 911 telecommunicators via text messaging. Our Dispatchers continue to receive State mandated training and refreshers; additionally; they seek to refine their skills with specialized Public Safety telecommunications training. Some of the specialized training Central Dispatchers received this year was *Protecting Law Enforcement Responders* and *Dealing with Natural Disasters.*

An edited digital version of the public police log is available on the Town of Wilbraham website www.wilbraham-ma.gov. (You may find the police log on the website under the tab for Departments, and then the tab for Central Dispatch.) This will give you a glimpse into some of our work for one of the public safety agencies we serve. The Town of Wilbraham website is an excellent resource for non-emergency information with links to local utilities and resources. There are forms available for the public to print and complete related to report requests and firearms licensing, along with many others. A very useful link is the Department of Public Works' *Service Request Form*. Please take advantage of the resources available to you when you do not need a "live voice".

As Central Dispatch begins its 36th year of service to the Town of Wilbraham, I would like to thank all the departments who rely on our communication skills, especially the Police and Fire Departments for their unwavering support and belief in the Central Dispatch model. We are looking forward to our new building and couldn't ask for better neighbors then the Wilbraham Fire Department.

Central Dispatch
Dispatch Supervisor
Shirley G. Rae, Central Dispatch Supervisor
Mark Duclos, Dispatcher
David Clark, Dispatcher
Anthony Gentile, Dispatcher
Linda Ely, Dispatcher
Brian Kibbe, Dispatcher
Annie Watson, Dispatcher
Jeffrey Hastings, Dispatcher
David Squires, Dispatcher

Local Emergency Planning Committee

The Local Emergency Planning Committee (LEPC) has been diligent with Emergency Planning and Community Right-to-Know Act (EPCRA) and Hazardous Chemical Storage Reporting Requirements. Its purpose is for any hazardous chemical used or stored in the workplace, in which facilities in our community must maintain a Safety Data Sheets (SDS) and submit the SDS to their State Emergency Response Commission (SERC), LEPC and the local Fire Department. Facilities must also report an annual inventory of these chemicals by March 1 of each year. The information must be made available to the public.

In addition, this year we have been updating our Comprehensive Emergency Management Plan (CEMP) with the Commonwealth. This program is designed to provide community emergency management officials with the ability, via the internet, to directly view and update their respective CEMP information. It will also allow Massachusetts Emergency Manage Agency (MEMA) to collect statewide data and build statewide datasets. This tool will help MEMA when allocating state resources and will give the agency new analytical capabilities.

Planning efforts are continually reevaluated to strategize for a variety of disasters that may affect the community. Floods, hazardous materials spills, wildfires, natural disasters and even terrorism all constitute challenges facing community leaders today.

This year our LEPC participated in an Anti-Terrorism Exercise in which brought together the four Counties of Western Massachusetts. The Department of Homeland Security (DHS) and Western Region Homeland Security Advisory Council sponsored this valuable training. The partners in this training included MEMA; Massachusetts State Police, Regional Hazmat Teams, Northwest Massachusetts Incident Management Team, Massachusetts Department of Public Health, Federal Bureau of Investigation, DHS, Local Police and Fire Departments, Emergency Medical Services, area Hospitals, State Governments, Federal Government, Regional Emergency Planning Committee, LEPC Pan Am and CSX Railroads.

The purpose of this Tabletop Exercise is to review, test, and determine readiness capabilities and response procedures of personnel, facilities, equipment; and examine the notifications to and among responding federal, state, and local agencies during an emergency event. The Emergency Action Plan (EAP) was also

(Continued on page 51)

Fire Department, Emergency Medical Services & Emergency Management

Fire Dept.'s Ladder Truck

Mission Statement: *Our mission is to minimize personal and community risk from fires, medical emergencies and other threats to life and property through prompt emergency response, public education and code enforcement. In our performance, we will utilize all available resources, placing the highest priority on the preservation of life and health, followed by the protection of property and incident management.*

We continue to provide an All Hazards approach to the department's response to request for service as well as emergency response. The Fire Department provides fire services; medical, emergency management, code enforcement, SAFE education, various rescue services, such as auto extrication, ice and water rescue, high angle technical rescue and hazardous material, and many other community services.

Captain Tom Laware retired from the department in January 9, 2015, after forty years of service to the community. His position and another vacancy were filled by the promotion of Josh Mullen and Dan Corliss to the rank of Captain.

Training continues to be an important part of our state of readiness. In 2015, members of the department completed over 2,636 hours of training to maintain and improve the proficiency.

Fire and Police continue to study the possibility of Regional Emergency Communications Center (Dispatch) for the area towns of Wilbraham, Ludlow, Hampden, East Longmeadow and Longmeadow. We are awaiting a grant award to continue cost estimates, technology and governance study in 2016.

Wilbraham Fire Department
Francis W. Nothe, Fire Chief

Board of Fire Commissioners
Ralph Guyer
Gary Petzold
Edward Rigney

Wilbraham Fire Headquarters
Boston Rd.

Follow the Wilbraham Fire Department on Twitter!

FOLLOW US ON twitter

FIRE DEPARTMENT ROSTER			
Fire Chief	Francis Nothe	Administrative Assistant	Lena McCaffrey
Deputy Chief	David Bourcier	Ambulance Billing Clerk	Maria Gildea
Captains	Josh Mullen		
	Tom Shaw		
	Peter Nothe		
	Dan Corliss		
Fire Prevention	William Manseau		
Privates	Wendy Denning		
	Paul Budaj		
	Anthony Cerini		
	Dane George		
	Richard Hatch, Jr		
	Victor Robidoux		
	James Royce		
	Kevin Brown		
	Jason Dimitropolis		
	Anthony Arventos		
	Mathew Walch		
	Jeffery Witek		
	Patrick Farrow		
	Chris Houghton		
	Adam Hart		
	John Fitzgerald		
	Jeff Kristek		
	Andrew Nothe		

FIRE DEPARTMENT ACTIVITY	2015	2014	2013	2012
Fire/Emergency Responses	800	785	777	718
Emergency Medical	1811	1670	1627	1766
Total Emergencies	2611	2455	2404	2484
Fire Inspection	1596			

put to its test with favorable results. Both exercises tested capabilities of Local, State and Federal resources.

We have also have had the benefit to participate, along with our partners, the local Medical Reserve Corps (MRC) in training on the MEMA Mass Evacuation and Mass Care/Sheltering concepts of operation and coordination. This training was sponsored by MEMA and is intended to provide education to local, regional and state public safety partners.

On November 12, 2015, we participated in a WebEOC Statewide Exercise. WebEOC is an incident management tool that provides a central hub for complete situational awareness and common operating picture. The State conducts two of these exercises a year.

We constantly take steps to make this community a safer place to live and work. The great communications between LEPC members, local government, MRC, business owners and residents makes the entire system succeed.

Local Emergency Planning Committee
David F. Bourcier, Chairman
Deputy Fire Chief/Asst. Emergency Management Director
Fire Chief Francis Nothe, Emergency Management Director
Police Chief Roger Tucker
Anthony Aube
Terry Nelson
David R. Pasquini
Stoughton L. Smead
Robert Rusczek
Ralph Guyer
Lorri McCool
Ed Cenedella
Robert J. Boilard
Edmond J. Miga, Jr. (term expired: Jun. 2015)

Follow the Wilbraham Police Department

facebook

Police Station Building Committee

2015 brings about year two for the Police Station Building Committee. The focus for the group in the early months of winter is twofold: first, continue work with Tecton Architects of Connecticut to design a functional and fiscally promising structure suitable for the needs of the Wilbraham Police Department; and second, pursue the acquisition of the preferred site 2780 Boston Road immediately adjacent to the Wilbraham Fire Station.

Through the first three months of the year, we fully defined our proposed facility of 15,000+ square feet to include: prisoner holding cells, prisoner processing, two car Sally Port, officer locker rooms, evidence storage, Police Chief and administrative offices, Emergency command/community training room, carport for cruiser coverage and the 911 Dispatch Center. This work culminated with a cost estimate for the complete project at $7,950,000.

Through the month of April the work centered on public communication to inform the Towns people about the needs, the plan design and structure, location and ultimate total cost and impact to the tax payers. There were Open Houses at the existing Wilbraham Police Department in April and early May, Open Forums on April 9, 2015, and again on April 28, 2015, as well as *Coffee With A Cop* sessions on a couple of occasions in April.

On May 11, 2015, Roger Fontaine Jr,

(Continued on page 53)

Excavation of 2780 Boston Road, new Police Station Site. Photos courtesy of the Police Station Building Committee.

Parking Clerk

The Parking Clerk works collaboratively with the Wilbraham Police Department to enforce the Town's parking by-laws. The Parking Clerk is responsible for collecting parking citation fees, issuing late fees and processing unpaid parking citations with the Massachusetts Registry of Motor Vehicles (RMV) through the assistance of Arthur P. Jones and Associates.

Parking citation fees can range from $15, $50 to $100, excluding late fees. A $10 late fee is added to the original parking citation fee after 31 days of non-payment. After approximately 51 days of non-payment of the parking citation fee, the driver's name and registration information is forwarded to the RMV to be "marked." This is an attempt for the Town to collect the outstanding fees. The payment of the parking citation fee is enforced; whereas, the fees must be paid to the Town of Wilbraham before the RMV will conduct any business with the violator, such as renewing a driver's license, registering a car, etc.

In 2015, 33 parking citations were issued in the Town of Wilbraham. Additionally, 1 parking citation from a previous year was resolved through payment. Parking citations can include more than one violation offense; however, none of the parking tickets issued in 2015 fell into this category. The breakdown of parking violations related to parking citations issued and, or resolved in 2015 can be found in a chart on page 52. You may also view on page 52, a chart outlining the 2015 collection efforts for parking citation fines.

For more information about parking regulations, please visited www.wilbraham-ma.org or contact the Parking Clerk at 413.596.2800 ext. 101.

Parking Clerk
Candace Ouillette Gaumond

2015 Breakdown of Parking Violations

Parking Violation #	Violation	Fine/Fee for Violation	# of Violations in 2015
1	Parked within a designated no parking zone.	$15	1
4	Parked so as to obstruct a sidewalk.	$15	1
9	Within (20) feet of an intersecting way.	$15	1
10	Parked with the left wheels to the curb or edge of the way.	$15	1
12	Parked so as to leave less than ten (10) feet wide unobstructed lane to the curb, edge or solid center line(s) of a street, highway or way.	$15	3
13	Which is unregistered on a street, highway or way.	$15	1
20	Parked on any street, highway or way for a period of time longer than one (1) hour between the hours of 1:00am and 7:00am of any day.	$15	1
22	Parked on school district property without a current parking sticker or except as a business or social invitee.	$15	19
26	Parked so as to obstruct or occupy a designated disabled veterans or handicap ramp, cross hatch area (as defined by MGL Chapter 40, Section 22a and, or 521 CMR, as amended from time to time) or parking area without proper permits.	$100	5

2015 Collection Efforts of Parking Citation Fines

# of Parking Citations	Action Taken – Parking Citation	Fee Collected
22	Paid prior to late fee issued	$330.00
0	Paid after issuance of late fee & 2nd notice of non-payment	$0.00
4	Paid after late fee issued & 3rd notice of non-payment	$0.00 ($60.00 received in January 2016)
3	Appealed parking citation. (2 citations were abated & appeals granted; 1 citation appeal was denied & fine stayed intact.)	$0.00
4	Parking citations were sent to the RMV for "marking"	$0.00
0	Parking Citations are pending in the process & are unpaid at this time.	0
1	Parking citations from previous years that were marked at the RMV were paid and cleared from RMV marking.	$145.00*
34 (33 parking citations issued in 2015)	**TOTAL of FEES COLLECTED IN 2015**	**$475.00**

*all $100 fees collected as a result of violation #26 were allocated to the Commission on Disability's budget.

(Continued from page 51)
Chairman of the Police Station Building Committee, presented to Town Meeting a proposal for the construction of a new Wilbraham Police Station, located at 2780 Boston Road, with a total cost, not to exceed, $ 8,000,000. The Article # 20 passed with near unanimous consent. On Saturday May 16, 2015, the annual Town Election saw a very good turnout to approve a debt exclusion for the project with 60% approval: 1,262 in favor and 879 no votes. Thank You!

Moving forward from this support, we spent the next six months completing many task. The property at 2780 Boston Road was purchased, the home on the property was demolished, the site was cleaned and ready for the new Police Station.

As required by state statute we completed a contract with Construction Monitoring Services, Inc. to perform the functionality of Owner's Project Manager. Additionally, we contracted with Tecton Architects to complete their efforts and continue as the Project Architect.

In the last three months, the team developed a bid package that included some 85 drawing and 2 volumes of specifications, which was posted in the Massachusetts Central Register. Ultimately, the Town received final bid proposals from sixteen General Contractors. As we end the year, we recommended W. J. Mountford, Inc. as the new police station project's General Contractor, with a proposed cost under the budget figure, to the Board of Selectmen to award the bid and proceed with the project.

Police Station Building Committee
Roger Fontaine Jr. Chairman
Police Chief Roger Tucker
Fire Chief Francis Nothe
Ed Rigney
Roger Chapdelaine
Paul LaPlante
Patti Diotalevi
James Dowd
Kevin Moriarty *(term ended Jun. 2015)*
Lance Trevallion, Building Inspector
Thomas Sullivan, Asst. Town Admin.
Finance & Budgeting/Treasurer/
Collector

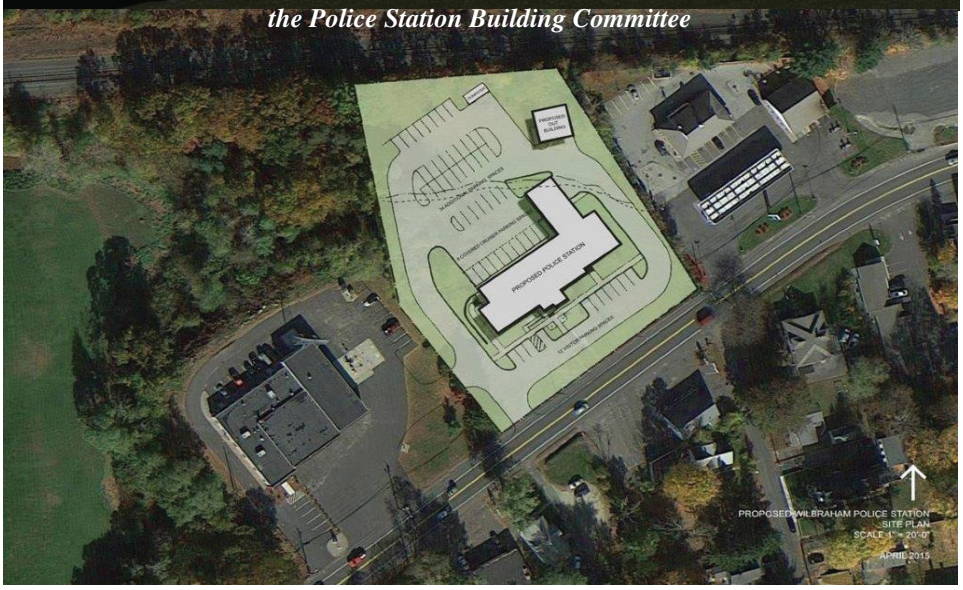
Police Department

The year-end review of the department brought time to reflect on the past and the future of the department. On a sad note, two retired officers, Captain Paul Bouchard and Sergeant Ned Baker, passed away during the year. Each served this community for decades. In June, Sgt. Glen Clark, who is well known to many in the area, decided to retire and ponder the next chapter in his life, after serving 24 years in Wilbraham. We thank Glen for his service, professionalism and extraordinary sense of community. We wish him the very best in his future endeavors. Officer Jeffrey Rudinski was promoted to the rank of Sergeant; and

(Continued on page 54)

Wilbraham Police Station, Main Street

New Police Station Designs. Photos courtesy of the Police Station Building Committee



(Continued from page 53)
resumed those duties and responsibilities on the midnight shift. Officer Christopher Rogers was hired to bring the staffing compliment back up to 26 officers. Officer Rogers attended Wilbraham schools, the Massachusetts Maritime Academy and is a recent graduate of the Western Massachusetts Police Academy in Springfield. He accepted the position in Wilbraham after a short period with the Monson Police Department. We look forward to many years of dedicated service from Officer Rogers.

The Board of Selectmen appointed a feasibility committee in December of 2013, to evaluate the future needs of the Police Department. This committee comprised of six residents and Wilbraham's Public Safety Chiefs, Building Inspector and Town Treasurer would recommend a proposed project to the Board of Selectmen. As the department conducted several open house events, and held public forums to share information about the current police facility, it became clear that residents did not know or appreciate the physical conditions of the 111 year old building. The department is extremely grateful for the community support to build a new police headquarters. Ultimately, the committee presented the project to the community; and, if approved would require 8 million dollars in funding. Town Meeting almost unanimously approved this funding request. This support was confirmed overwhelmingly at the ballot box a week later.

Members of the Police Station Building Committee continued to volunteer many hours of their time at meetings, to work on the details and ensure the project could be developed within the approved budget. Jeff McElravy of Tecton Architects was retained to continue the process of developing a facility that would meet the needs of the department now and well into the future. In early December, the project was advertised in the Central Register for the Commonwealth to seek bids from general contractors. As I prepare this report in early January 2016, I'm pleased to report that the project appears to be under budget and we look forward to ground breaking in Spring 2016.

Wilbraham continues to participate in a study regarding a proposed Regional Emergency Communications Center (dispatch) with the communities of Ludlow, Hampden, East Longmeadow and Longmeadow. It is a multi-year grant process with the State 911 Department to gather the necessary information to determine short and long term costs, site selection and development, and ultimately, if this direction is most beneficial to the town.

Since last year, the department is posting our police log on line. Residents can also follow the department with timely activity and news worthy events on our Facebook and Twitter accounts managed by Sgt. Rudinski. I've received positive comments from the Police Activity column published in the Wilbraham-Hampden Times, as residents often express their surprise to the variety of situations the department regularly handles. The annual statistical records of the Department activity are on the following pages for your review. These records are sent to the Federal Bureau of Investigation and the Massachusetts State Police.

I am thankful for the support this Department receives from the community. The next year will be exciting as we watch the construction of a new police facility being built at 2780 Boston Road. We encourage all residents to report suspicious activity when you observe it. The officers "would rather investigate a non-event than miss a crime in progress." We rely on your calls to better protect this community. Together, we can make a difference keeping Wilbraham a great place to live, work and play.

Wilbraham Police Department
Chief Roger W. Tucker

POLICE DEPARTMENT PERSONNEL

CHIEF Roger W. Tucker

CAPTAINS
Timothy F. Kane, Jr
Robert G. Zollo

SERGEANTS
Daniel E. Carr
Glen R. Clark-Retired 6-24-2015
Robert G. Zollo
Mark A. Paradis
Edward C. Lennon
Shawn B. Baldwin
Jeffrey Rudinski

PATROLMEN
John P. Siniscalchi
Peter O. Laviolette
Lawrence H. Rich III
Thomas P. Korzec
Harold R. Swift
Christian A. Letendre
Daniel E. Menard-School Resource Officer
David Diogo-Investigator/Court Officer
Michael J. Cygan-Investigator/Court Officer
Joseph R. Brewer-K-9
Aderico P. Florindo
Thomas D. Motyka
Brent P. Noyes
Justin R. Wall
Christopher C. Arventos
James E. Gagner
Sean Casella
Christopher Rogers

ADMINISTRATIVE ASSISTANT Lisa M. Bouchard

CELL ATTENDANTS

Lisa M. Bouchard	Mark Duclos	Anthony Gentile
Mary Bready	David Goodrich	Matthew Lapre
Linda Ely	Reginald McCalliste	Brian Kibbe

Police Department

I. CRIMINAL COURT COMPLAINTS

PRIMARY ARRESTING OFFENSE

RAPE	1
ROBBERY	5
ASSAULT AGGRAVATED	7
ASSAULT SIMPLE	37
INTIMIDATION	5
ARSON	0
RESTRAINING ORDER VIOLATION	10
BURGLARY/BREAK & ENTER	14
SHOPLIFTING	13
THEFT FROM BUILDING	0
THEFT FROM MOTOR VEHICLE	0
ALL OTHER LARCENY	12
MOTOR VEHICLE THEFT	3
FALSE PRETENSES/SWINDLE	2
EMBEZZLEMENT	1
STOLEN PROPERTY OFFENSES	3
VANDALISM	7
DRUG/NARCOTIC VIOLATION	8
WEAPON LAW VIOLATION	1
BAD CHECKS	0
DISORDERLY CONDUCT	4
DRIVING UNDER THE INFLUENCE	61
PROTECTIVE CUSTODY	10
FAMILY OFFENSE/NON-VIOLENT	0
LIQUOR LAW VIOLATION	2
RUNAWAY	0
TRESPASS OF REAL PROPERTY	0
ALL OTHER OFFENSES	62
TRAFFIC/BY-LAW	274
TOTAL	**542**

II. PERSONS ARRESTED OR CHARGED OFFENSE TYPE

A. Criminal	197
B. Motor Vehicle	335
C. Protective Custody	10
TOTAL	**542**

III. PERSONS ARRESTED OR CHARGED BY AGE

A. Adults	514
B. Juvenile	28
TOTAL	**542**

IV. PERSONS ARRESTED OR CHARGED BY OFFENSE TYPE/AGE

A. Criminal	
Adults	172
Juvenile	25
B. Motor Vehicle	
Adults	332
Juvenile	3
C. Protective Custody	
Adults	10
Juvenile	0
TOTAL	**542**

V. PERSONS ARRESTED OR CHARGED BY SEX

A. Adults Charged	
Male	362
Female	142
B. Juvenile	
Male	21
Female	7
C. Adults placed in protective custody	
Male	9
Female	1
D. Juveniles placed in protective custody	
Male	0
Female	0
TOTAL	**542**

VI. PERSONS INCARCERATED BY AGE/SEX

A. Adults	Males	162
	Females	55
Juveniles	Males	7
	Females	4
TOTAL		**228**

VII. UNIFORM TRAFFIC OFFENSES

	Civil	Warning
Violate RMV Rules/Regulation	14	74
Stop Sign/Red Lens Violation	34	205
Text Messaging	10	24
Improper Pass/Marked Lanes	13	50
Seatbelt	42	20
Child Restraint	0	0
Passing School Bus	0	0
Speeding	96	321
Fail Inspect M/V	133	330
Defective Equipment	16	230
Unregistered Motor Vehicle	12	16
No License/Reg In Possession	5	31
All Other Moving Violations	11	32
Recreation Veh. Violation	0	0
TOTAL	**386**	**1333**

VII. MOTOR VEHICLE VIOLATIONS BY TYPE

A. Uniform Traffic Citations	386
B. Warnings	1333
C. Parking Violations	27
TOTAL	**1746**

IX. UNIFORM CRIME REPORT (FBI CRIME INDEX OFFENSES)

Forcible Rape	2
Robbery	5
Assaults	99
Burglary	33
Larceny-Theft	108
Motor Vehicle Theft	10
Arson	0
TOTAL	**257**

Police Department

X. BURGLARY BREAKDOWN

Forced Entry	22
Unlawful Entry	7
Attempted Forced Entry	4
TOTAL	**33**

XI. LARCENY BREAKDOWN

Larceny over $ 200	57
Larceny between $ 50 & $ 200	25
Larceny less than $ 50	26
TOTAL	**108**

XII. VEHICLE ACCIDENTS

Fatal Accidents	0
Personal Injury Accidents	63
Property Damage Accidents	292
TOTAL	**355**

X111. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed	0
Persons Injured	83
TOTAL	**83**

XIV. OTHER ACTIVITY—PUBLIC LOG

Call Incidents Citizen-6654 Police 14554	21208
Call Incidents needing further invest	859
Alarms Investigated	826
Lost/Missing Persons	30
Suspicious Persons/Activity	850
Deaths Investigated	18
Harassment	37
Towed M.V.'s	421
Domestic Disturbances	138
Vandalism	76
Unsecured Buildings	31
Civil Marijuana Possession	40
Shoplifting	27

XV. STOLEN PROPERTY BREAKDOWN

There was a total of $ 39,249.00 taken in break-ins.
There was a total of $ 79,027.00 taken in larcenies.
There was a total of $ 79,500.00 taken in motor vehicle thefts.
There was a total of $ 3,033.00- taken in robberies.
There was a grand total of $ 200,809.00 in property stolen in town in 2015.

XVI. RECOVERED PROPERTY

There was a total of $ 39,326.00 in stolen property recovered.
** Does not include recovered motor vehicles.*

XVIII. PERMITS ISSUED

Pistol Permits	197
F.I.D. Cards	17

XIX. FEES COLLECTED

Pistol Permit /F.I.D. Cards	17,850.00
Video/Report Requests	4,029.00
Dealer Permits	200.00
Fingerprint Cards	40.00
Restitution Checks	0
TOTAL	**22,119.00**

XX. STATISTICAL COMPARISON FOR UNIFORM CRIME REPORT-FBI CRIME INDEX

	2014	2015	% CHANGE
Criminal Homicide	0	0	0%
Rapes	1	2	+100%
Robbery	0	5	+500%
Assault	91	99	+9%
Burglary/Res/Bus	37	33	-11%
Larceny	106	108	+2%
Auto Theft	9	10	+11%
Arson	0	0	0%
TOTAL	**244**	**257**	**+5%**

XXI.STATISTICAL COMPARISON FOR W.P.D. ACTIVITY INDEX

	2014	2015	%Change
Call Incidents	21115	21208	+2%
Written Complaints	984	859	-12%
Alarms Responded To	899	826	-8%
Protective Custody	6	10	+67%
Criminal Arrests	209	197	-6%
Vandalism	62	76	+23%
Domestic Disturbance	125	138	+10%
M.V. Accidents-Fatals	2	0	-200%
M.V. Accidents-Injury	79	63	-20%
Property Damage	262	292	+11%
M.V. Accidents-Total	343	355	+3%
Civil Marijuana Possession	93	40	-57%
Shoplifting		27	-270%

XXII. MOTOR VEHICLE VIOLATIONS CITED:

	2014	2015	%Change
Civil	917	386	-58%
Warnings	1566	1333	-15%
Arrest M/V	426	335	-21%
TOTAL	**2909**	**2054**	**-29%**

Health & Human Services

Cemetery Commissioners

The logo used by the Cemetery Commission for several years is of the monument of Eunice Chapman who died in Wilbraham March 30, 1789, at age 17. She and her parents, Isaiah and Hazadiah (Soyer), and brother, Isaiah Chapman, were from East Haddam, Connecticut. Information received through a recent perchance connection with a relative of the Chapman family via *Ancestry.com*, was that the Chapmans were Quakers and traveled north through Wilbraham to attend religious services. On their return on Monday, March 30, Eunice died in Wilbraham and was buried in Glendale Cemetery. The family later returned with an elaborate monument to her memory. This was done with a great deal of love and care and is still in excellent condition. No other member of her family is buried here.

The Wilbraham Cemetery Commission is responsible for the operation of the three town-owned cemeteries: Adams Cemetery, located on Tinkham Road; East Wilbraham Cemetery, located on Boston Road, and Glendale Cemetery, located at the intersection of Glendale and Monson Roads.

In 2015, there were 16 burials (Adams 9; East Wilbraham 2; Glendale 5). 10 were full burials and 6 were cremations.

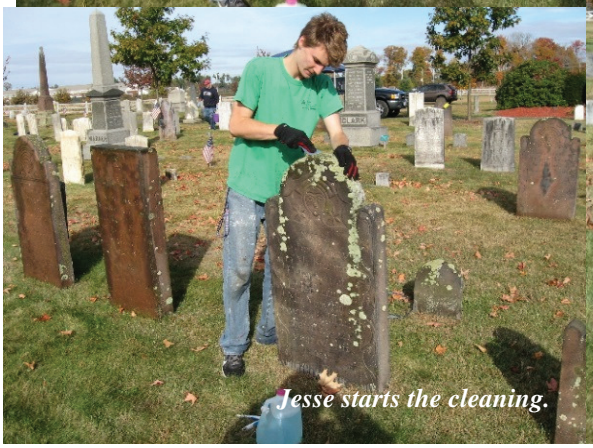
ADAMS CEMETERY

The staining of the new post and rail fence was completed with the assistance of a volunteer in the Senior Tax Work-Off Program.

A large sugar maple that survived the 2011 tornado to the west of the shed needed to be taken down due to decay. There are still several leaning monuments in need of repair which should be done in the spring. This work was planned for last fall but due to scheduling conflicts was not done.

In September, Jesse Kellner, a senior at Minnechaug Regional High School and a member of Scout Troup 359, approached the Cemetery Commission with a proposal or his project in working towards his Eagle Scout honors. The project was the cleaning of the monuments in the historic section. He did careful research as to the materials to be used as not to damage to these old stones. He received the Commissioners permission.

Jesse Kellner working on historic monument.



Jesse starts the cleaning.

He and his team spent a weekend in October and were able to clean several historic monuments. As shown in the photos, his efforts made it possible not only to clean the surface but also to enable the inscription to become legible once again. This project now makes it possible to regain some of Wilbraham's history, which for so many years was hidden under the built up dirt and grime.

The Cemetery Commissioners thanks Jesse for choosing this project of restoring the historic monuments to their original condition. Jesse has been a scout for seven years and has earned 21 merit badges on his way to the goal of Eagle Scout honors, which he did achieve. Congratulations Jesse!

EAST WILBRAHAM CEMETERY

In the spring of 2015, the loose-stone on the main road was replaced with an oil and stone surface. This makes for a smoother riding surface and retains its original appearance. The intent was to complete this last fall but due to the amount of rainfall, it had to be postponed until the spring. This was done through a grant from the Community and Preservation Act.

After the cleaning is complete.

Trees and shrubs were pruned as well as the removal of a large Spruce at the western fence line which showed decay at the base. In order to prevent damage to the monuments in the future it was prudent to remove the tree now.

There are several tilting monuments in need of repair,

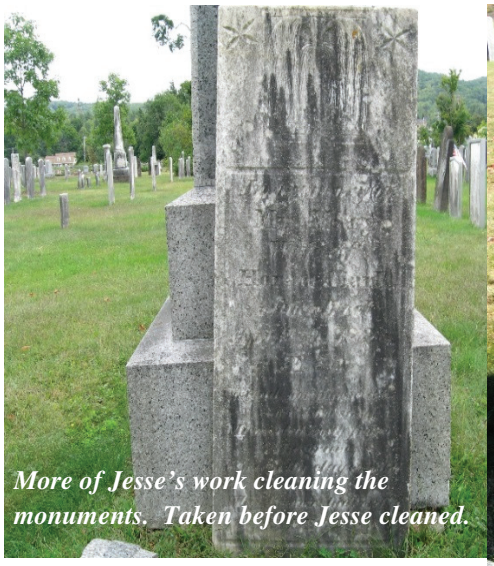
(Continued on page 58)

(Continued from page 57)
which will be addressed in the spring.

GLENDALE CEMETERY

Overgrowth and brush along the fence line and in the northern field were trimmed and removed.
There are a few leaning monuments in need of repair. This should be done as soon as the weather and scheduling permits.

All three cemeteries are in excellent condition, well-maintained and are in keeping with their individual unique rural appearance.



More of Jesse's work cleaning the monuments. Taken before Jesse cleaned.

Taken after Jesse cleaned the monument.

Cemetery Commissioners
Donald R. Bourcier, Chairman
George Gordon, Clerk
Wilfred R. Renaud, Secretary

Commission on Disability

The Wilbraham Commission on Disability is the local representative of the State of Massachusetts Office on Disability. The Commission advises and assists town officials in ensuring compliance with federal and state disability laws. Members work with the town's Building Inspector, who is also the ADA (Americans with Disabilities Act) Coordinator, to survey public buildings, and monitor compliance with the federal ADA requirements and the Massachusetts Architectural Access Board standards. The Commission reviews employment policies and procedures, parking facilities at businesses, recreational access, publication of town reports, and other accommodation issues for the disabled. Meetings are open to the public and the Commission provides information and consultation to citizens of Wilbraham with disabilities and their families.

In 2015, the Commission continued its work to inform and educate the Wilbraham community with a variety of public meetings and outreach activities. The Commission publicized and distributed *Disability Indicator Forms* to help residents include disability information in the Town's emergency 911 database. Grant money obtained from the Community Preservation Act (CPA) was used to complete a design and initiate the permitting process for an accessible fishing dock at Spec Pond. An additional CPA grant was obtained for a professional survey of accessibility options for the Wilbraham Children's Museum. The year ends with a grant application prepared for the construction phase of the project. The monthly public meetings were held at different locations in Town to accommodate public participation and to familiarize Commission members with the breadth of disability issues faced by Town residents.

The year also saw the passing of long time member, Ben Hogan, and the appointment of a new member; Beverly Litchfield.

The Commission closes the year with two vacancies and asks that any town resident with knowledge of accessibility issues consider serving on the Commission by sending a Letter of Interest to the Town's Select Board.

Commission on Disability
R. Steven Fratoni, Chairman
Barbara Harrington, Secretary
Ed White
Diane DaSilva
Earl Way
Margarita Dennis-Wurm
Beverly Litchfield
Ben Hogan (term expired due to passing in October 2015)
Lance Trevallion, ADA Coordinator

Council on Aging & Department of Elder Affairs

The Wilbraham Senior Center/Council on Aging, also known as the Department of Elder Affairs, works to improve and enhance the quality of life for elder residents in Wilbraham. Senior Center staff supports and promotes the independence and social, physical, and emotional well-being of Wilbraham elders by implementing and maintaining quality education, nutrition, recreational, and wellness programs. The staff includes Director of Elder Affairs Paula Dubord, Social Services Coordinator/ Veterans Administration Assistant Barbara Harrington, Activities/Volunteer Coordinator Mary Ellen Schmidt and Van Driver/Custodian James Heirsche. Also housed at the Senior Center is Public Health Nurse Lee Giglietti and Veterans' Agent Richard Prochnow.

Grants awarded in 2015:
The Senior Center van, purchased in 2003 by the Friends of Wilbraham Seniors, needed to be replaced. A grant through the Massachusetts Department of Transportation was applied for and with the help of Pioneer Valley Transit Authority (PVTA), the town was awarded a brand new van, worth $60,000. Delivery is expected in early 2016.

A Title III Grant from Greater Springfield Senior Services was applied for and awarded to the town in the amount of

(Continued on page 59)

(Continued from page 58)
$8,000 to partially pay for the Social Services Coordinators salary.

Barbara Harrington, Social Services Coordinator, applied and received a grant through Home Depot to install handicap ramps in homes of two residents. These were installed at no cost to the homeowners.

Senior Center Feasibility Committee:
The Feasibility Committee members (Norma Bandarra, Carolyn Brennan, Trant Campbell, Paula Dubord, Gina Kahn, Chairman Dennis Lopata, Nick Manolakis and Tom Sullivan) met 10 times throughout the year. The committee toured properties in town and selected their first choice of properties for a potential new building at 758V Main Street. In September, The Friends of Wilbraham Seniors signed a Purchase and Sales Agreement Option to purchase the property; pending acceptance by the town that the property would be used for a new senior center.

The Senior Center's rental lease with the Greater Springfield YMCA's Scantic Valley YMCA expired; and in December the town issued a Request for Proposals (RFP) for office space to either lease or purchase for a senior center.

Council on Aging
M. Trant Campbell, Chairman
Diane Weston
Gilles Turcotte
Ellen O'Brien
Theresa Munn
Robert Page
Marie Valentine (resigned in Sept. 2015)

Council on Aging-Pastoral Advisor
Rev. Fr. Panteleimon Klostri

Department of Elder Affairs
Paula Dubord, Director
Barbara Harrington, Social Service Coordinator/Veteran's Admin. Asst.
Mary Ellen Schmidt, Activities/Volunteer Coordinator

New Senior Center Van; received through a grant from the MassDOT

Council on Aging Statistics

Events Total Attendance:	13,707	Individual Seniors	2,328
Social Services Total:	1,378	Individual Seniors	310
Transportation Total:	2,122	Individual Seniors	128
Volunteer Total Hours:	3,597	Total Number of Volunteers	82

Health Inspector, Board of Health & Advisory Board of Health

The Board of Health (aka Board of Selectmen) is responsible for protecting public health and the environment. The Inspector is responsible for the enforcement of, and education for, public health issues and regulations. The position requires the inspection of all restaurants, retail food establishments, motels, tanning and piercing salons, schools, swimming pools, bathing beaches, camps for children and housing. These inspections are conducted to assure compliance with state and local regulations that govern them. When violations are observed, the facility is cited and a re-inspection is conducted to verify compliance.

In addition to the above, the Inspector is responsible for investigating complaints of trash and debris on private or public property; the health and welfare of individuals who may need assistance or guidance, noise complaints, septic system failure complaints, air quality issues, hoarding and any other concern relating to public health. In all these instances, the Inspector conducts an inspection to determine the health risk, and follows up with a letter to, or contact with, the affected parties to eliminate the health risk. When compliance with an order is not obtained within the specified time, the Inspector will continue the enforcement through the legal process. In these cases, the Inspector submits the documentation to the appropriate court and represents the Town in any subsequent court proceeding.

The Health Inspector also works closely with the Advisory Board of Health, whose charge is to assist the Board of Health with all matters related to public health. In 2015, the long, dormant Advisory Board of Health resumed activity. Francis Barbaro was elected Chairman of the Advisory Board of Health in September, 2015. Shortly thereafter, the Advisory Board of Health began to tackle the revision of the Town's outdated Tobacco Regulations. The Advisory Board of Health worked closely with the Inspector, Sarah McColgan, Tobacco Control Director from the Massachusetts Health Officers Association, and the Selectmen's Administrative Assistant, Candace Ouillette Gaumond, to put together newly revised Tobacco Regulations. The Advisory Board of Health will seek to recommend approval and implementation of the Tobacco Regulations, via the Board of Selectmen, in 2016.

The Health Inspector also represents the Town at the Hampden County Health Coalition and Regional Emergency Planning Committee, which meets monthly to discuss and initiate preparedness and public health initiatives. Throughout the year various drills are conducted to evaluate emergency response.

The Health Inspector is required to handle all aspects of the enforcement of Title V of the Environmental Code. This includes witnessing all site assessments required during percolation testing for new construction and repairs of all leach fields in the Town. The proposed design for the

(Continued on page 60)

(Continued from page 59)
new leach field or any component is submitted for the Inspector to review/ approve. The Inspector is then required to conduct all field inspections of the installation to assure compliance with the approved design. All aspects of Title V are handled through the Engineering Department at the Town Office Building. In 2014, the Inspector witnesses 67 percolation tests, reviewed 92 septic designs, and inspected 88 installations.

2015 Health Inspections Conducted	
Food Establishments(i.e. Restaurants, Non-profit Kitchen, Schools)	82
Food Establishment Retail	15
Food Establishment-Bakery/Residential Kitchen	8
Seasonal Food/Farmer's Market	9
One Day Food Establishments	6
Camps	6
Pools	8
Tanning Salons	-
Motel	1
Total Inspections	**188**

Health Inspector/Title V Inspector
Lorri McCool

Board of Health
Robert J. Boilard
Susan C. Bunnell
Robert W. Russell

Advisory Board of Health
Dr. Thomas S. Gould
Teri Brand
Loralee Nelson
Dr. Thomas G. Magill
Francis Barbaro, Chairman
Tim O'Neil
Catherine Jurgens

Board of Health Dept.
Candace Ouillette Gaumond,
Administrative Assistant

Wilbraham Housing Authority

The Wilbraham Housing Authority (WHA) manages elderly/handicapped and family housing. There are two elderly/handicapped developments: Miles Morgan Court, located off Main Street, and The Pines, located on Stony Hill Road. The family units are scattered throughout Wilbraham.

The Wilbraham Housing Authority had a busy year in 2015. A few of the items we have been focusing on are as follows:

- Applied for and were awarded funds from the Community Preservation Committee to help defer the cost of new windows for The Pines and Miles Morgan Development;
- The Authority is working with Blackstone Architects and the U. S. Department of Housing and Community Development on a Congregate Modernization Study. The purpose of this study is to explore the redesign of the congregate area into one-bedroom units and the costs associated;
- Like many housing authorities, WHA has become a Smoke-Free Authority;
- The hallways at The Pines development were updated with wainscoting, paint and new carpeting. Similar work has begun in the hallways of the Miles Morgan Development;
- One roof on a family unit had exceeded its life span and was replaced. The completed work will sustain this property for many years to come.

Minnechaug Track Teams, Thank You: WHA would like to thank the Minnechaug Boys' and Girls' Track Teams for their continued participation in the Spring Clean-up at our Miles Morgan and The Pines developments. On a freezing cold and windy day during April school vacation, about 50-60 brave student athletes and their coaches arrived early in the morning with rakes, brooms, shovels, and flowers. Several hours were spent sweeping parking lots and sidewalks, raking along fences, picking up branches and debris, and trying to stay warm. Thank you!

WHA Board of Commissioners consists of four Commissioners, who are elected to five year terms in Wilbraham's Annual Town Elections; and a fifth Commissioner, who is appointed by the Governor for a five year term. Board meetings are held on the second Tuesday of each month at 7:00 p.m.

The U. S. Department of Housing and Community Development is the regulatory agency for the WHA. Applications for housing are available at the WHA offices, 88 Stony Hill Road, weekdays 8:30 a.m. to 12:30 p.m. or by calling (413)543-1700.

Wilbraham Housing Authority
Anne Turcotte, Chairperson
Peter Manolakis, Vice Chairperson
Jason Burkins, Treasurer
Judy Cezeaux, Assistant Treasurer
Angel Reyes, State Appointee

Paula Olsen, Executive Director

Public Health Nurse

The Public Health Nurses Office continued to monitor health trends, health risks, and disease outbreaks in 2015 with the assistance of The Massachusetts Department of Health via the Massachusetts Virtual Epidemiologic Network {MAVEN). This cooperation allowed our department to conduct infectious disease case management, monitor disease trends, to access a multi disciplinary team of epidemiologists, biostatisticians, medical microbiologists, lab services and environmental health specialists.

The Public Health Nurse in Wilbraham promotes the well-being of the community and seeks to prevent disease, reduce the effects of preventable chronic diseases, and to improve the overall health, safety and wellness of the community through education. Services provided over the

(Continued on page 61)

(Continued from page 60)

course of 2015 included, but were not limited to, health assessments; medical referrals, free sharps dispensing units, prevention / reporting /case management of communicable disease, home visits, immunization, health screening clinics in the community, blood pressure clinics, wellness checks, and two skin screening clinics held at the Wilbraham Senior Center.

The Public Health Nurse actively participates and supports the Medical Reserve Corp (MRC); The Safe and Healthy Students Coalition, The Wilbraham-Hampden Wellness Initiative, and attends all state and federal conferences pertaining to emergency planning and new and emerging infectious disease. Continuing education continues to be crucial in the department's ability to prepare and respond to new and emerging disease and threats to our community's wellness. The nurse maintains health and immunization records, and all public health responsibilities as mandated by the Massachusetts Department of Public Health.

2015 was certainly a year of Public Health Challenges. We faced the risks and hardships of record breaking cold and heavy snow accumulation. This extreme weather resulted in increased referrals to and from our department to social services for fuel assistance and wellness checks. There was a surge in the number of families delaying childhood vaccinations nationwide and regionally resulting in increases in nearly eradicated diseases. This surge resulted in an increase in the need for exposure related surveillance and case management by both State and Local Public Health Departments. Opioids continued to claim lives regionally. Wilbraham Public Health is working in co-operation with our local schools, medical providers and responders to promote prevention, wellness, and the treatment of addiction. Prevention and Education initiatives are being explored and implemented in cooperation with The Safe and Healthy Students Coalition of Wilbraham.

Over one thousand residents were served in 2015. It continues to be my pleasure to serve the residents of the Town of Wilbraham.

Public Health Nurse
Lee A. Giglietti BS, RN, BSN

Department of Veterans' Affairs

Programs and Ceremonies

Our annual Memorial Day Ceremony was held on Sunday May 24, 2015, 10:30 a.m. at Crane Park. Reflections of Memorial Day were presented by State Senator Eric Lesser, State Representative Angelo Puppolo and Wilbraham Selectman Susan Bunnell. The Guest Speaker at the Memorial Day Ceremony was Kimberly Babin, a retired from the United States Airforce, Master Sergeant in the United States Airforce Reserves and Chicopee Veterans Agent. We also welcomed our Polish American Veterans, Korean Veterans, and American Legion Post 286 for the Posting of Colors. The talented students from the Minnechaug Regional High School Choir and Band graced us with their talents. Jake Roberts closed the ceremony with a rendition of Taps.

Wednesday, November 11, 2015 was a dreary cold rainy Veterans Day. The weather did not stop citizens from coming out to Crane Park to show support and gratitude for every Veteran. State Representative Angelo Puppolo along with Selectmen Susan Bunnell and Robert W. Russell were in attendance. Rev. Brian Tracy from Evangel Assembly Church gave a moving invocation that was very inspirational.

This was our Veterans' Agent Richard Prochnow's last ceremony as the Town's Veterans' Agent. Richard retired December 31, 2015, after 29 years of dedicated service to Veterans, their families and the Town of Wilbraham. The Veterans Office wishes Richard the best for a well deserved retirement.

Veterans Benefits

The Commonwealth of Massachusetts provides one of the best state Veterans Benefit Programs in the nation. Cities and towns of Massachusetts dispense the benefits and are reimbursed a seventy-five percent from the Commonwealth for the cost of the benefits. In 2015, the town spent $57,683.39 in Veterans' Benefits, under Massachusetts General Law, Chapter 115, as approved by the Commissioner of Veteran Services of which seventy-five percent ($43,262.55) will be reimbursed by the state to the town.

The Veterans Office assisted sevemty-five Veterans and, or Veteran family members, 368 service units.

The Veterans Office would like to extend a thank you to all that helped in making our programs a success.

Department of Veterans' Affairs
Richard Prochnow, Veterans' Agent
Barbara Harrington, Admin. Assistant

Richard Prochnow, Veterans' Agent, at Memorial Day Ceremony. Photo courtesy of David Miles, Turley Publications

Parks, Recreation & Culture

The Atheneum Society

The Atheneum Society operates and manages The Old Meeting House Museum, located on the corner of Mountain Road and Main Street. The Old Meeting House Museum welcomes visitors to our Open House the 2nd Sunday of each month, from May through November, and the first Sunday in December.

The Atheneum Society was pleased to bring a variety of interesting programs in the year 2015 to the Old Meeting House Museum. These programs included the ever popular Dennis Picard, who shared Spooky Tales of New England, and Lujuana Hood, Executive Director of the Pan African Historical Museum in Springfield, who gave a presentation, entitled *Education of the Free and Enslaved African Americans before the Civil War*. Other programs included the annual Adams Cemetery Candlelight Tour and the beautiful Christmas Trees display in December.

We are looking forward to the programs already planned for 2016; and welcome you to attend as we strive to bring programs of interest to the community.

Every winter the curators continue to turn their attention to the process of cataloging artifacts old and new.

Recently published and now available for purchase is the Wilbraham History and Culture Volume IV 1963-2013. For more information contact Sandy Sanders, President, at 596-9340.

The Atheneum Society welcomes you to the Old Meeting House, free of charge. Please view the event board, in the front yard of The Old Meeting House, to see upcoming, scheduled programs and any scheduling changes.

The Atheneum Society
Sandy Sanders, President, Trustee
Peter Ablondi, Trustee
Don Bourcier, Trustee
Wally Clark, Trustee
Steve Clark, Trustee
Nan Nieske, Trustee
Pat O'Brien, Trustee
Wendy O'Rourke, Trustee
Lucy Peltier, Trustee
Michelle Sampson, Trustee

Cultural Council

The Massachusetts Cultural Council's Local Cultural Program is the largest grassroots cultural funding network in the nation, supporting community-based projects in the arts, humanities, and interpretive sciences annually. The goal of the Wilbraham Cultural Council (WCC) is to fund as many programs as possible to enhance and benefit the cultural vitality of the Town of Wilbraham as a whole, rather than benefiting any private individual or group.

The amount of funds Wilbraham received in FY' 2015 was $4,403. In spite of having limited funds, we feel we were able to connect with a variety of audiences. After two open meetings were held at Town Hall for informational purposes and, after receiving some very widespread publicity, the WCC received and considered a number of applications requesting funding for 2015. The applications covered a range of requested amounts from $150 to $2,590; and culminated in fourteen applications that met with approval.

We were pleased at the scope of requests and audiences. The funded projects benefited all ages—from children to senior citizens. For instances, the students at Soule Road School were entertained by Theatreworks production of *The Lightning Thief;* budding artists were given an introduction to pastel painting by Gregory Maichack with his *Scarlet Poppies: Pastel Paint Like Georgia O'Keefe*; *The Irish are Coming! An Evening of Celtic Music* provided musical entertainment at the library; and our senior citizens were entertained with a vocalist presentation by Laurie Festa at the Wilbraham Senior Center. The WCC was also able to support the Wilbraham Parks and Recreation 2015 Summer Program with funding for tickets to Forest Park Zoo's *Zoo on the Go* and a magician at the Spec Pond Summer Camp.

The members of the Wilbraham Cultural Council feel that the programs selected for funding in 2015 supported the availability of rich cultural experiences for every Wilbraham resident.

Wilbraham Cultural Council
Janet Wise, Chairman
Martha W. Damon, Secretary
Susan Adams
Janet Vitkus
Valerie Ducey
Jean Stone
Mary Manning
Margaret Kelliher
(Ms. Kelliher was the Chairman from Jan. to Jun. 2015; however, due to term limits, Ms. Kelliher was not reappointed to her seat at the end of June, 2015.)

Historical Commission

"While we read history; we make history." George William Curtis (1824-1892)

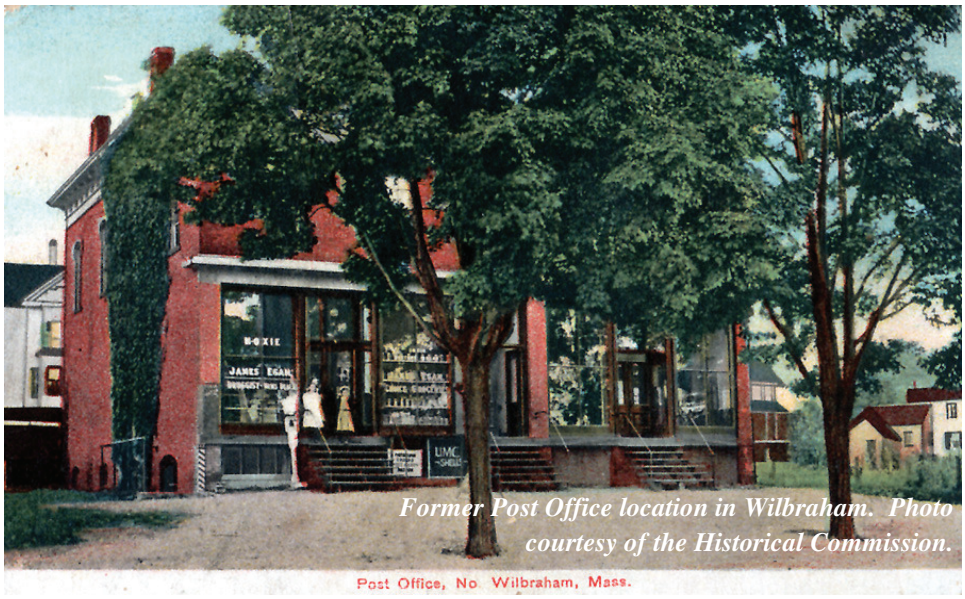
In 2015, the Wilbraham Historical Commission continued ongoing projects and revisited what the Historical Commission is and what it should be. Current ongoing projects include: three town cemeteries receiving placement on the National Register of Historic Places and inventory of historically significant properties in Wilbraham. The Historical Commission continues to monitor the application to have the three town cemeteries placed on the National Register of Historic Places. The application has been forwarded to the appropriate federal agency; and we are now waiting for a response. The Historical Commission is also continuing, through a grant from the Community Preservation Fund, an inventory of historically significant properties in Wilbraham.

The Historical Commission met this past

(Continued on page 63)

(Continued from page 62)
year with the Board of Selectmen to ensure that all concerned see the goals and objectives of the Historical Commission in the same light. We also reviewed the mandate for Historical Commissions from the Commonwealth of Massachusetts.

Historical Commission
Wally Clark, Chairman
Carol Albano
Roberta Albano
Patrick Kiernan
Tim Symington
Arthur Wolf



Former Post Office location in Wilbraham. Photo courtesy of the Historical Commission.

Parks & Recreation Department

2015 was another year of growth for the Parks & Recreation Department. We began the year transitioning to a new recreational software support which offers more customer friendly online registration without convenience fees as well as more streamlined in-office support. The community responded; and we quickly had over 500 accounts opened. By the end of the year, close to 1000 accounts were opened representing thousands of consumers.

Our staff grew this year as well. We added two new part-time positions to help meet our growing demands. Lisa Hammerle came on board as a Recreational Office Clerk and Patrick Regan as a Recreation Aide. One of Patrick's responsibilities is to maintain all aspects of our equipment inventory for the many sports and programs we oversee. Our storage facility is now well organized and equipment is readily available as needed.

Continuity within the office was smooth as Ben Sabbs, Assistant Director, and Ron Dobosz, Parks Foreman, completed their first year. Merrie Kaye, completed her 16th year as Administrative Assistant. Parks & Recreation Director, Bryan Litz, completed his 15th year; and Dominic Brady, Groundskeeper, completed his fifth year. With this qualified staff, the Department ran efficiently, keeping up with the many facets under its umbrella.

We continued growing our community outreach by bringing Chris Herren into Wilbraham to talk to parents and students alike about the devastating effects of addiction. Our other community outreach programs: the popular Turkey Day Jamboree; our 13th annual Easter Egg Hunt at Spec Pond, and the 2nd annual Spec Pond Fishing Derby were huge successes thanks to the support from the Friends of Recreation and the Massachusetts Division of Fisheries and Wildlife.

Growth also was seen in our programming. We added a few new popular programs: winter indoor track, Karate for Kids, Start Smart soccer and an animation camp to name a few. The wrestling program added a very popular Wrestling Tournament. The Suburban Basketball program was able to merge with Hampden. We continue to update and improve all existing programs to better meet the needs of our community.

Summer was as busy as ever with strong attendance at our summer basketball league and our Spec Day Camp. We held a record number of Spec Pond Pavilion rentals and a consistent and happy group of youngsters enjoyed the Country Bank playground. Our state-of-the art lighted fields hosted a multitude of teams and games. Our summer classes and clinics reached diverse interests and were well attended. With the addition of Amy's Sparkle Park, the Spec Pond beach was a popular spot to cool off as evidenced by an increase number of patrons of all ages. Our disc golf course and hiking club continue to be popular as well.

Renovations to our facilities this year included:

- Amy's Splash Pad was completed and in September was officially dedicated in memory of Wilbraham resident, Amy Lord.
- Renovations were completed at the Memorial Fields, with the infields re-graded and rebuilt; irrigation and a well was added, along with some improvements to the home run fencing.
- The Spec Beach buildings received an exterior makeover. All buildings were painted and the Spec Pond Pavilion roof replaced.
- A Walk of Fame area was built to recognize past, present and future donors at the Spec Pond Recreational Complex.
- The Hike for Mike fundraiser in memory of Mike Farrell raised enough funding to build an outdoor batting tunnel in memory of a Wilbraham resident and long -time supporter of in-town baseball, Chip Barone; complete with turf and soft toss stations at the Spec Pond Recreational Complex.

The Wilbraham Friends of Recreation continued their successful fundraising events. The third annual Spec Pond 5K Race and Oktoberfest saw a record number attendance. Traditional programs such as the Team Sponsors and the Banner

(Continued on page 64)

(Continued from page 63)
Program continued on with great success. We appreciate every individual, business and others who support our fundraising efforts.

The Parks & Recreation Department is committed to increasing and improving dynamic and diverse options for quality recreation. This is only possible by the support of countless volunteers; the Recreation Commission and Friends of Recreation members, committee members and many dedicated coaches. We applaud them for their years of service and dedication to not only the Parks and Recreation Department but also to the Town.

Playground & Recreation Commission
William Scatolini, Chairman
Stanley Soja
Aaron Tillberry
Patricia Silk
Marian Poe-Heineman
Cliff "CW" Zimmer
Jonathan Stogner

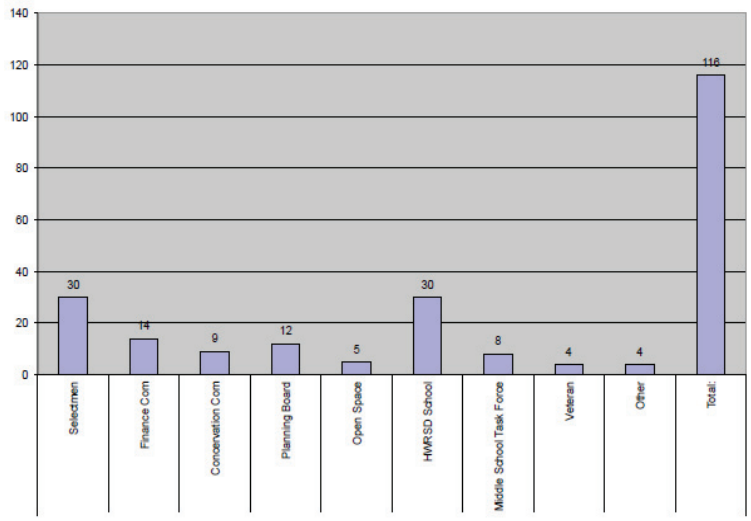
Parks & Recreation Department
Bryan Litz, Parks & Recreation Director
Ben Sabbs, Asst. Parks & Rec. Director
Merrie W. Kaye, Adm. Assistant
Ron Dobosz, Parks Foreman
Dominic Brady, Parks Employee
Lisa Hammerle, Recreation Clerk
Patrick Regan, Recreation Aide

Wilbraham Public Access

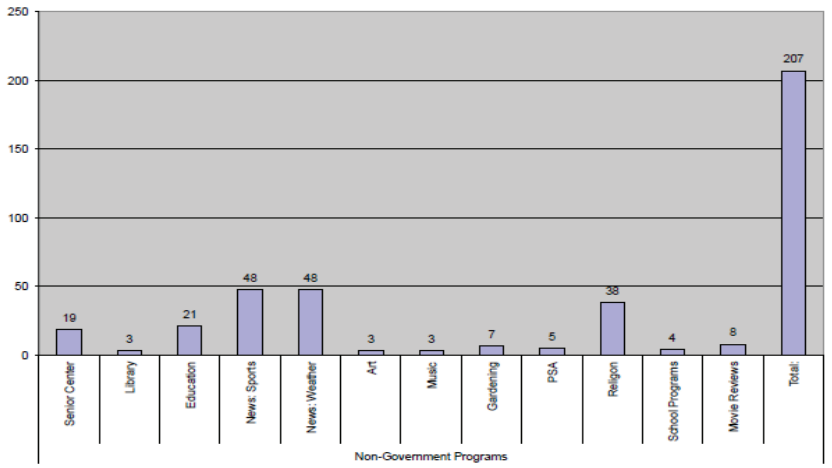
Wilbraham Public Access (WPA) provides locally produced programs for the benefit of all Wilbraham residents. We deliver our programs through Charter's cable television system on channels 191, 192 and 193. We also deliver Video On Demand programming online. You may view our content on the Town website at www.wilbraham-ma.gov/vod.

At WPA, training is extremely important as we are primarily an organization comprised of dedicated volunteers. Last year, WPA volunteers accounted for nearly 4,000 hours of production and post -production at WPA. Those volunteers also dedicated several thousand more hours doing field production. We are excited to see the organization continue to grow and branch out.

Wilbraham Public Access' 2015 Production of Government Meetings & Events



Wilbraham Public Access' 2015 Production of Non-Government, Community Events



In 2015, production of community events and Board/Committee/Commission meetings has been keeping us busy with a combined total of 323 productions. All the production of events and meetings would not be possible without the continued support of every WPA volunteer. Wilbraham Public Access is always recruiting new volunteers and encouraging creativity.

Director Aube would like to extend his deepest and heartfelt appreciation to the many volunteers, who serve on the Town's Cable and Public Access Committees, to the numerous volunteers whose dedicated service to WPA make it possible to have a functioning and quality

(Continued on page 65)

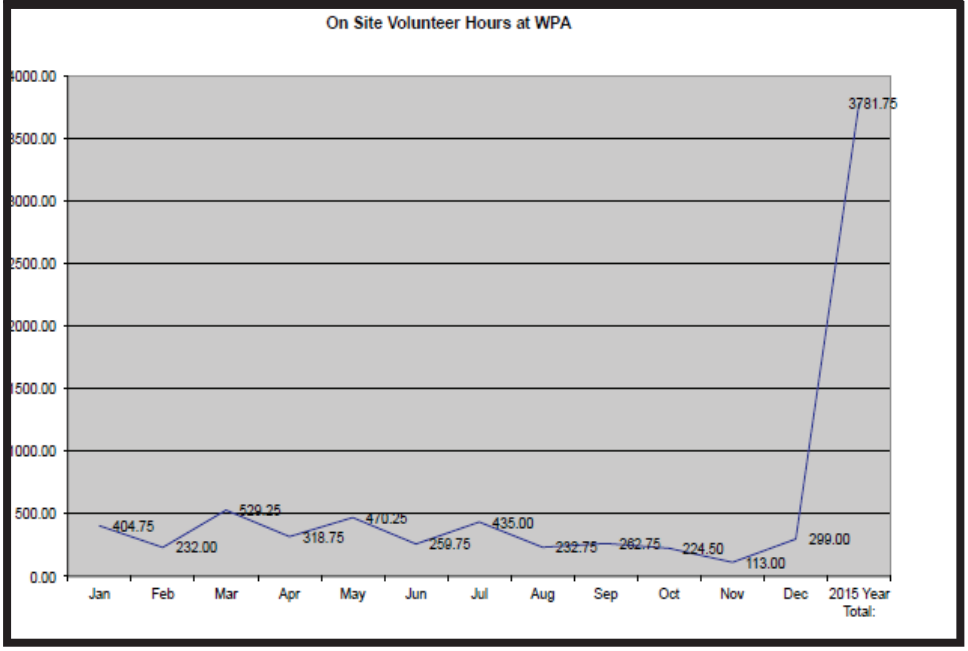
TV station; to the Friends of Wilbraham Public Access and to Paul Villano for his faithful contributions. Director Aube would also like to extend his appreciation to Nathan DeLong, IT Director, and the IT Department's staff for all their supportive help at WPA in 2015.

Public Access TV Advisory Committee
Sandra Belcastro, Chairman
Edward J. Chapman
Roy L. Scott
Delores Gravel
Janet Vitkus

Cable TV Advisory Committee
Daniel Kelley, Chairman
Dr. Thomas G. Magill
George Reich
Daniel F. Cochran

Wilbraham Public Access
Anthony Aube, Executive Director
Paul Villano, Production Coordinator

Wilbraham Public Access' 2015 On-Site Volunteer Hours



Public Library

This year brought several changes to the library, with staffing, collections, and physical improvements to the building.

After 24 years as the Children's Librarian, Elaine Wrubel retired in October. Assistant Children's Librarian, Heidi Kane, a 15 year member of the department, was promoted to the Children's Librarian position. Wayne Wrubel, the library's Automation Technician, left the library department to join the Town's IT department as a full-time staff member. Longtime part-time Library Clerk, Susan Getchell joined the library staff in a full-time capacity as a Library Assistant. On the Board of Library Trustees, Sarah Lloyd resigned from her position and the Board of Selectmen appointed Dr. J. Patrick Decoteau to serve the remaining time of Ms. Lloyd's term.

A new initiative in the Children's Department was the addition of "Book Discussion Kits" for elementary grades. Each kits contains multiple copies of titles geared toward with 2nd and 3rd graders or 4th and 5th graders, along with a "Readers' Guide" with questions and activities related to the books. Through our partnership with the Pathways for Parents organization, the library received a magnetic light-board for young children with magnetic manipulative building pieces.

The library's teen users were also very active this year. There were 23 contestants who participated in a "Cupcake War" with local bakers acting as judges. Participation in the Summer Reading program increased over 2014, with 121 teens registering reading 151,971 pages in 8 weeks. After a year off, the teen volunteers assembled a festive Christmas Tree to be displayed at the Old Meeting House's annual event. This year's tree featured "Star Wars" ornaments hand-crafted by the teens.

Our Adult Services Librarian, Mary Bell, oversaw the re-organization of the library's adult fiction collection. After surveying the public and assessing the success of the separation of the "mystery" genre, the

(Continued on page 66)

Storytime. Photo courtesy of the Wilbraham Public Library.

Cup Cake Wars. Photo courtesy of the Wilbraham Public Library.

Teens' Star Wars Tree. Photo courtesy of the Wilbraham Public Library.

(Continued from page 65)

library chose to complete the assigning of genres to the rest of the collection, according to publishers' standards. In addition to general fiction, sub-sections of the collection now include action/ adventure; classics, Christian fiction, fantasy, historical fiction, horror, mystery, romance, science-fiction, thrillers and westerns.

The library continued to offer a wide range of programs for adults, including the Friends of the Library sponsored bus trips, the Great Decisions series, and the Film Movement series. Library staff also coordinated "Welcome to the Graveyard" lecture with Brenda Sullivan; "Let it Be: The Beatles" lecture with Aaron Krerowicz, and "Healthy Grilling" with Kathleen Delaney.

For residents who were unable to visit the library in person, Dot Moore, our Reference and Outreach Services Librarian, maintained deposit collections at Life Care Center, Falcon Knoll and Wilbraham Commons; as well as coordinating 7 volunteer drivers who made 66 visits to our outreach clients.

The library completed the last phase of the windows/louvers replacement project, which began in 2008, funded through the town's Capital Planning Committee. The Wilbraham Public Library Renovations

(Continued on page 67)

Wilbraham Public Library's Brief Statistics

Category	Adult	Teen	Children	Total
Collection Holdings				
Books	21,941	2,298	17,024	41,263
Periodicals	1,452	119	161	1,732
Video formats	2,889	0	1,583	4,472
Audio formats	3,139	102	855	4,096
Circulation/Checkouts				
Books	45,972	7,137	46,077	99,186
Periodicals	3,906	125	310	4,341
Video formats	19,502	0	7,734	27,236
Audio formats	8,314	255	934	9,503
Total items (includes other materials not listed above)				52,358
Total circulation (includes other materials not listed above)				141,975
	Adult	**Teens**	**Children's**	
Programs	77	45	120	242
Program attendance	876	948	3,453	5,277
Total library visits				74,502

Volunteers' Stuffed Animal Sleep Over Event.. Photo courtesy of the Wilbraham Public Library.

(Continued from page 66)
Implementation Committee (WPLRIC) also began work on upgrading the library's lighting and electrical systems on the first floor.

The library was supported throughout the year by LIFT, the Friends of the Library, the Memorial-Endowment Fund, the Wilbraham Garden Club, the Wilbraham Cultural Council and Wilbraham Junior Women's Club, as well as several local businesses who offered support for our summer reading program.

The Board of Trustees and the library staff thank all the organizations and individuals who serve on library committees, manage programs and events, and volunteer their time on behalf of the library.

Wilbraham Board of Library Trustees
James S. Jurgens, Chairman
Raymond Burk
J. Patrick Decoteau *(appted. Nov. 2015)*
Sarah Lloyd *(resigned Oct. 2015)*
Linda F. Moriarty
Lucy Pelland
Gloria Russell

Wilbraham Public Library Renovations Implementation Committee
Corrine Sawyer
Holly Murray
Paul Huijing
Ronald Rauscher
James Jurgens
Raymond Burk
Karen Demers

Wilbraham Public Library
Karen Demers, Director
Mary Bell, Adult Services Librarian
Dorothy Moore, Ref. & Outreach Librarian
Heidi Kane, Children's Librarian
Rachel Hapgood, Asst. Children Librarian
Rachel Statham, Asst. Children's Librarian
Cindy Rusczek, Circulation & Technical Services Coordinator
Tonya Menard, Inventory/Billing Specialist
Susan Kent, Borrower Services
Debra Searles, Borrower Services
Susan Getchell, Library Assistant
Lauren Kovarik, Library Page
Veronica Meschke, Library Page
Ann Tousignant, Library Page
Gail Wholley, Library Page
Elaine Wrubel, Head of Children Services *(retired Oct. 2015)*
Wayne Wrubel, Library IT (promoted to IT Dept. Sept. 2015)

Ed Popielarczyk.
Photo courtesy of the Wilbraham Public Library.

Musical Petting Zoo.
Photo courtesy of the Wilbraham Public Library.

Sixth Grade Book Group
Photo courtesy of the Wilbraham Public Library.

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT PROFILE

▪ Superintendent's Statement ▪

The Hampden-Wilbraham Regional School District is a fully accredited public school district educating approximately 3,200 students in grades PreK to 12. HWRSD maintains seven school buildings: one elementary and one middle school in Hampden, and three elementary, one middle and the regional high school in Wilbraham. A newly-constructed, technologically-advanced, safe and highly efficient Minnechaug Regional High School opened its doors to students in August 2012. The District is driven by a strong vision that shapes the development of school and district-wide improvement goals and improvement plans. Together, students, parents and staff work together as a true "community of learners" dedicated to a tradition of educational excellence. HWRSD students regularly demonstrate high levels of achievement and accomplishments in academics, athletics, community service and the arts. HWRSD parents and the wider community are actively involved in the educational process. Over 500 HWRSD employees provide our students with a range of academic experiences and services, a well-coordinated and aligned program of curriculum and instruction and a firm commitment to maintaining healthy and safe learning environments. HWRSD is committed to working with all stakeholders to provide educational excellence in a cost-effective, efficient manner.

www.hwrsd.org

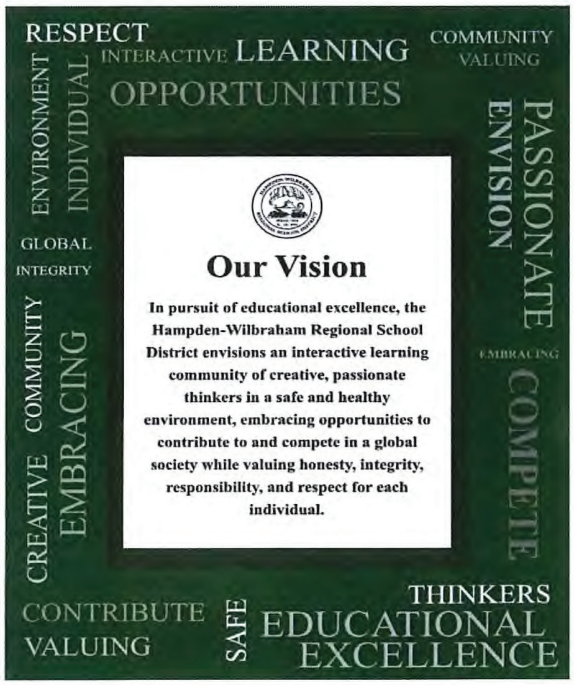
2014-2017 HWRSD District Improvement Plan

Goal One: Safety and Wellbeing: Development of policies, practices and strategies that promote the safety and wellbeing of the District's students and staff.

Goal Two: Meeting the Needs of all Learners: Consistent and effective focus on student achievement with attention to transitional planning, the social and academic curriculum and a tiered model of instruction.

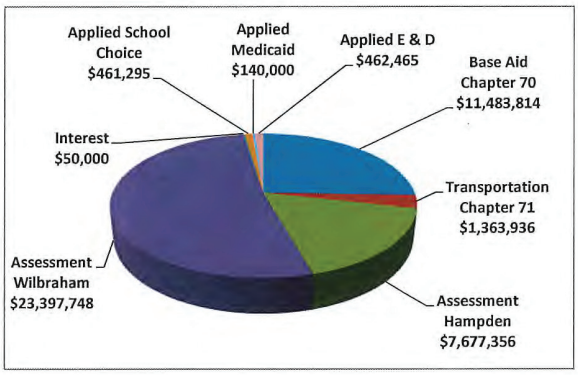
Goal Three: 21st Century Teaching and Learning: Continually strengthen HWRSD's commitment and frameworks for designing a 21st Century approach to education.

Goal Four: Learning and Achievement: Focused implementation of a systematic and cyclical process of curriculum renewal and development at all grades, in all disciplines and the development and implementation of a personnel infrastructure that supports teaching and learning and improves achievement outcomes for all children.



Our 2015-2016 Operating Budget $45,036,613

Base Aid Chapter 70	11,483,814
Transportation Chapter 71	1,363,936
Assessment Hampden (24.1941%)	7,677,356
Assessment Wilbraham (75.8059%)	23,397,748
Interest	50,000
Applied School Choice	461,295
Applied Medicaid	140,000
Applied E & D	462,465



Our District

Accreditation	NEASC
Accountability and Assistance Level - District	Level 2
Green Meadows – Title I School (TA)	Level 1
Soule Road - Title I School (TA)	Level 2
Stony Hill - Title I School (TA)	Level 2
Thornton W. Burgess - Title I School (TA)	Level 2
Wilbraham Middle – Non-Title I School (NT)	Level 2
Minnechaug - Non-Title I School (NT)	Level 1
Mile Tree - Non-Title I School (NT)	Not Applicable

Our Schools

Number of Campuses for 2015-2016	7
Elementary Schools	5
Middle Schools	2
High Schools	1
Total Square Feet	701,839
District Size	42.08 sq. miles

Our Students

Enrollment by Gender (2014-15)		
	District	State
Male	1,605	489,731
Female	1,635	466,113
Total	3,240	955,844

Enrollment by Race/Ethnicity (2014-15)		
Race	% of District	% of State
African American	2.7	8.7
Asian	2.9	6.3
Hispanic	5.2	17.9
Native American	0.1	0.2
White	86.1	63.7
Native Hawaiian, Pacific Islander	0.1	0.1
Multi-Race, Non-Hispanic	2.9	3.1

Total Enrollment based on October 1 preceding year 10/1/14 3,240

Enrollment By Grade (2015-16)															
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Green Meadows	31	42	49	41	44	44	0	0	0	0	0	0	0	0	251
Mile Tree	42	129	136	0	0	0	0	0	0	0	0	0	0	0	307
Minnechaug	0	0	0	0	0	0	0	0	0	0	313	279	293	280	1,165
Soule Road	0	0	0	0	0	169	169	0	0	0	0	0	0	0	338
Stony Hill	0	0	0	150	161	0	0	0	0	0	0	0	0	0	311
Thornton Burgess	0	0	0	0	0	0	51	58	62	75	0	0	0	0	246
Wilbraham Middle	0	0	0	0	0	0	0	198	155	167	0	0	0	0	520
District	73	171	185	191	205	213	220	256	217	242	313	279	293	280	3,138

Nutrition Services

Lunch Price	Elem/MS $2.50, HS $2.75
Avg. Complete Lunches Served Daily	1,600
Avg. Equivalent Meals Served Daily	530
Avg. Total Meals Served Daily	2,130

Geographical Information

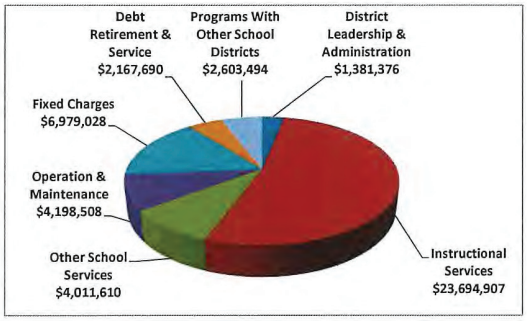
Hampden	19.65 Sq. Miles
Population (2010)	5,139
FY16 Tax Rate	
Wilbraham	22.43 Sq. Miles
Population (2010)	14,868
FY16 Tax Rate	$21.60

Regional Transportation

Number of Buses Running Daily	27
Cost per Bus	$46,363

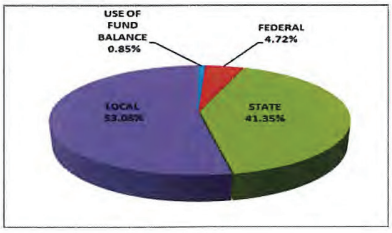
Financial/Basic Data

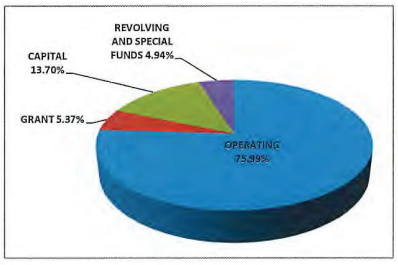
Our 2015-2016 Expenditures $45,036,613



E & D Certified Balance	$ 1,349,190
Stabilization Fund	50,000
OPEB Trust Fund	50,000
Federal Grants	1,915,280
State Grants	222,090
Per Pupil Expenditure (2014)	13,344

Percent of State Aid





2015 MCAS Test Results

Percent of Students Scoring Proficient or Higher

Grade	Reading	Math	ELA	Science
Grade 3	73	85		
Grade 4		57	55	
Grade 5		67	76	65
Grade 6		67	81	
Grade 7		62	85	
Grade 8		55	85	42
Grade 10		87	98	75

Performance/Student Data

Our District Accreditation	NEASC
NEASC 2009 Accountability Ratings	Academically Acceptable

2015 MCAS % Proficient or Higher

ELA	80%	Science	61%
Math	69%		

Additional Academic Facts

2014 Number of Graduates	303
% Continuing Education	90

Our Employees

Total Number of Employees	460.57
Administrative	16.50
Custodial/Maintenance	26.62
Food Service	29.00
Independents	34.50
Nurses	8.75
Paraprofessionals	74.65
Teachers	251.8
Clerical	18.75
Teacher Salary (BA Step 1)	$41,757
Teacher Salary (M +30 Step 1)	$50,029
Teacher Retention Rate	87.5%

Teacher Data (2014-15)	District	State
Total # of Teachers	222.7	71,806.4
% of Teachers Licensed in Teaching Assignment	99.6	97.4
Total # of Classes in Core Academic Areas	1,166	351,065
Who are Highly Qualified	100	95.9
Student/Teacher Ratio	14.5 to 1	13.3 to 1

Debt Service Schedules

	FY16
School Building Addition	
• $930,000 Stony Hill School & Mile Tree School	$72,728
School Project	
• $2,738,000 Green Meadows School	$226,800
School Building Project	
• $22,000,000 Minnechaug Regional High School	$1,431,800
• $ 7,025,000 Minnechaug Regional High School	$464,294
• $ 5,030,000 Minnechaug Regional High School	264,131
Sewer Betterment	
• $1,351,600 Hampden-Wilbraham RSD	$114,886
Total FY16 Debt Service Amount	$2,574,639

For this year's annual town report, we are pleased to provide the District and individual school "report card" statistics from the Massachusetts Department of Elementary and Secondary Education (DESE). These meaningful reports answer important questions about overall performance and contain specific information about student enrollment, teacher qualifications, student achievement and accountability. They also indicate how a school is performing relative to other schools in the District and the State, plus they show the progress made toward narrowing proficiency gaps for different groups of students.

2015 Massachusetts District Report Card Overview
HAMPDEN-WILBRAHAM PUBLIC SCHOOL DISTRICT (06800000)

Maurice M O'Shea, Superintendent
621 Main Street , Wilbraham, MA 01095
Phone: 413.596.3884
Website: http://www.hwrsd.org

Report cards help parents/guardians and the general public see where schools and districts are succeeding and where there is still work to do. This report card overview answers important questions about our district's performance. For the full report card containing additional data contact the district or visit the Massachusetts Department of Elementary and Secondary Education's website at http://profiles.doe.mass.edu. For more information about report card data, visit http://profiles.doe.mass.edu/help/data.aspx.

How is our district doing overall?

Accountability & assistance levels

Level 2 — One or more schools in the district classified into Level 2

Most **schools** are assigned a level from 1-5, with those meeting their proficiency gap-narrowing goals in Level 1 and the lowest performing in Levels 4 and 5. A **district** is typically assigned a level based on the level of its lowest performing school. Placing schools and districts into levels helps districts know which schools need more support, and helps the state know which districts need the most assistance. More information is available here: http://www.mass.gov/ese/accountability.

Overall progress in narrowing gaps

Massachusetts aims to reduce proficiency gaps by half between 2011 and 2017.

All students	Did Not Meet Target
High needs students	Did Not Meet Target
Economically disadvantaged	-
Students with disabilities	Did Not Meet Target
English language learners & former ELLs	-

District determination of need for special education technical assistance or intervention

Meets Requirements-At Risk (MRAR)

Districts, including single school districts, are assigned a determination of need for special education technical assistance or intervention. These determinations, which are typically based on the district's accountability and assistance level, range from *Meets Requirements - Provisional* (districts with insufficient data) to *Needs Substantial Intervention* (Level 5 districts). The determination, which also incorporates compliance measures, helps to identify whether the Department will require districts to take additional actions to support improved outcomes for all children, especially students with disabilities.

How does our district's achievement over time compare to the state?

Students scoring proficient or above on Massachusetts Comprehensive Assessment System (MCAS), 2012-2015.

	English language arts				Mathematics				Science			
	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015
Our District %	79	80	79	78	66	67	66	63	64	68	63	66
Massachusetts %	69	69	69	69	58	59	61	60	52	54	53	55

How does our district's growth compare to the state?

Student Growth Percentiles (SGPs) measure gains in student achievement from year to year. SGPs between 40 and 60 represent moderate growth. Our district's median SGPs for 2015 are below. (Note: Growth values are truncated.)

	English language arts	Mathematics
Lower growth 1		
50		
Higher growth 99		
Our district	50	53
Massachusetts	50	50

2015 Massachusetts District Report Card Overview (cont'd):

How does our district's enrollment compare to the state?

Total enrollment	Our district	Massachusetts
	3,239	955,844

By high needs population	Our district #	Our district %	Massachusetts #	Massachusetts %
Economically disadvantaged students	407	12.6	251,026	26.3
Students with disabilities	489	14.9	165,060	17.1
English language learners	10	0.3	81,146	8.5

How do our district's teachers and classrooms compare to the state?

General information	Our district	Massachusetts
Teachers (#)	222.7	71,886.8
Core academic classes taught by highly qualified teachers (%)	100.0	95.4
Average class size (#)	-	-
Student : teacher ratio	14.5 to 1	13.3 to 1

How is our district doing on other important measures?

Attendance	Our district	Massachusetts
2015 Attendance rate (%)	95.7	94.7
2015 Average days absent per student (#)	7.7	9.0
2015 Chronic absenteeism rate (%)	7.8	12.9
Discipline		
2015 In-school suspension rate (%)	0.5	1.8
2015 Out-of-school suspension rate (%)	3.9	2.9

High school completion	Our district	Massachusetts
2013 5-year graduation rate (%)	94.8	87.7
2014 4-year graduation rate (%)	96.2	86.1
2014 annual dropout rate (%)	0.4	2.0
2013 graduates attending institutions of higher education* (%)	87.8	76.6
2015 12th graders taking 1+ Advanced Placement courses (%)	29.5	39.7
2015 Advanced Placement tests with scores of 3 or higher (%)	88.0	66.3
2015 SAT average score - Reading	508	508
2015 SAT average score - Writing	497	497
2015 SAT average score - Math	535	521
2014 MassCore** - Completing a rigorous course of study (%)	86.5	72.4

**Postsecondary enrollment data includes any student enrolling in an institution of higher education within 16 months of earning a high school diploma*

***MassCore: 4 years of English, math, & science, 3 years of history, 2 years of a foreign language, 1 year of arts & 5 additional "core" courses*

What are our schools' accountability and assistance levels?

School	School type	Student enrollment	Accountability & assistance level
Mile Tree Elementary	Early Elementary School	317	Insufficient data
Green Meadows Elementary	Elementary School	242	Level 1
Soule Road	Elementary School	364	Level 2
Stony Hill School	Elementary School	325	Level 2
Thornton Burgess	Middle School	264	Level 2
Wilbraham Middle	Middle School	540	Level 2
Minnechaug Regional High	High School	1,187	Level 1

2015 Massachusetts School Report Card Overview
GREEN MEADOWS ELEMENTARY (06800005)

Hampden-Wilbraham Public School District (06800000)
Deborah F Thompson, Principal
Grades Served: PK,K,01,02,03,04

38 North Rd , Hampden, MA 01036
Phone: 413.566.3996
Website: http://www.hwrsd.org

Report cards help parents/guardians and the general public see where schools and districts are succeeding and where there is still work to do. This report card overview answers important questions about our school's performance. For the full report card containing additional data contact the school's principal or visit the Massachusetts Department of Elementary and Secondary Education's website at http://profiles.doe.mass.edu. For more information about report card data, visit our Profiles Help page.

How is our school doing overall?

Accountability and assistance levels

Our school — Level 1 — Meeting gap narrowing goals

Our district — Level 2 — One or more schools in the district classified into Level 2

Most schools are assigned a level from 1-5, with those meeting their proficiency gap-narrowing goals in Level 1 and the lowest performing in Levels 4 and 5. A district is typically assigned a level based on the level of its lowest performing school. Placing schools and districts into levels helps districts know which schools need more support, and helps the state know which districts need the most assistance. More information is available here: http://www.mass.gov/ese/accountability.

School percentile

School percentiles (1-99) indicate how a school is performing overall compared to other schools that serve the same or similar grades. Our school's percentile is below.

51

Lowest performing — Highest performing

Overall progress in narrowing gaps

Massachusetts aims to reduce proficiency gaps by half between 2011 and 2017.

All students	**Met Target**
High needs students	**Met Target**
Economically disadvantaged	-
Students with disabilities	-
English language learners & former ELLs	-

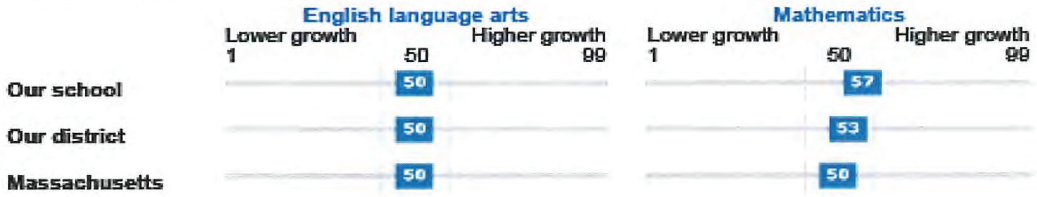
How does our school's achievement over time compare to the district and the state?

Students scoring proficient or above on Massachusetts Comprehensive Assessment System (MCAS), 2012-2015

	English language arts				Mathematics				Science			
	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015
Our school %	75	51	55	65	66	49	59	75	-	-	-	-
Elementary Schools in our district %	72	71	66	70	63	62	60	71	74	77	70	72
Elementary Schools in MA %	62	61	61	63	59	62	62	63	54	54	56	53

How does our school's growth compare to the district and the state?

Student Growth Percentiles (SGPs) measure gains in student achievement from year to year. SGPs between 40 and 60 represent moderate growth. Our school's median SGPs for 2015 are below. (Note: Growth values are truncated.)



How does our school's enrollment compare to the district and the state?

Total enrollment	Our school	Our district	Our state
	242	3,239	955,844

By high needs population	Our school #	Our school %	Elementary Schools in our district #	Elementary Schools in our district %	Elementary Schools in MA #	Elementary Schools in MA %
Economically disadvantaged students	39	16.1	141	15.1	101,936	28.4
Students with disabilities	43	17.8	134	14.4	55,059	15.4
English language learners	1	0.4	3	0.3	38,873	10.8

How do our school's teachers and classrooms compare to the district and the state?

General information	Our school	Elementary Schools in our district	Elementary Schools in MA
Teachers (#)	20.2	64.0	25,669.4
Core academic classes taught by highly qualified teachers (%)	100.0	100.0	95.8
Average class size (#)	-	-	-
Student : teacher ratio	12.0 to 1	14.5 to 1	14.0 to 1

How is our school doing on other important measures?

Attendance	Our school	Elementary Schools in our district	Elementary Schools in MA
2015 Attendance rate (%)	95.6	96.2	95.5
2015 Average days absent per student (#)	7.7	6.7	7.8
2015 Chronic absenteeism rate (%)	6.7	3.9	9.5
Discipline			
2015 In-school suspension rate (%)	1.6	0.6	0.4
2015 Out-of-school suspension rate (%)	1.2	0.4	0.9

2015 Massachusetts School Report Card Overview
MILE TREE ELEMENTARY (06800025)

Hampden-Wilbraham Public School District (06800000)
Joanne Wilson, Principal
Grades Served: PK,K,01

625 Main Street , Wilbraham, MA 01095
Phone: 413.596.6921
Website: **http://www.hwrsd.org**

Report cards help parents/guardians and the general public see where schools and districts are succeeding and where there is still work to do. This report card overview answers important questions about our school's performance. For the full report card containing additional data contact the school's principal or visit the Massachusetts Department of Elementary and Secondary Education's website at http://profiles.doe.mass.edu. For more information about report card data, visit our Profiles Help page.

How is our school doing overall?

Accountability and assistance levels

Our school **Insufficient data** -

Our district Level 2 One or more schools in the district classified into Level 2

Most **schools** are assigned a level from 1-5, with those meeting their proficiency gap-narrowing goals in Level 1 and the lowest performing in Levels 4 and 5. A **district** is typically assigned a level based on the level of its lowest performing school. Placing schools and districts into levels helps districts know which schools need more support, and helps the state know which districts need the most assistance. More information is available here: http://www.mass.gov/ese/accountability.

School percentile

School percentiles (1-99) indicate how a school is performing overall compared to other schools that serve the same or similar grades. Our school's percentile is below.

1 25 50 75 99

Lowest performing — Highest performing

Overall progress in narrowing gaps

Massachusetts aims to reduce proficiency gaps by half between 2011 and 2017.

All students	-
High needs students	-
Economically disadvantaged	-
Students with disabilities	-
English language learners & former ELLs	-

How does our school's achievement over time compare to the district and the state?

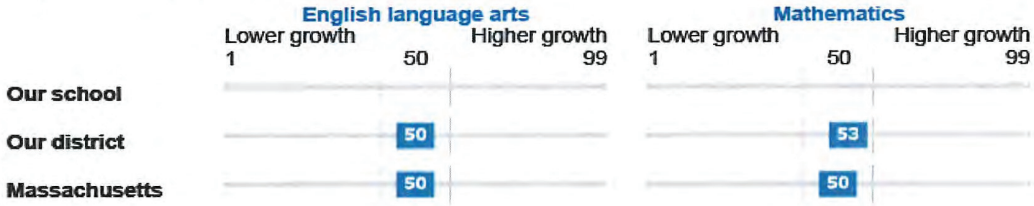
Percentage of students scoring proficient or above on Massachusetts Comprehensive Assessment System (MCAS), 2012-2015.

Not applicable for Mile Tree Elementary School students in grades PK, K, and 01.

2015 Massachusetts School Report Card Overview - Mile Tree (cont'd):

How does our school's growth compare to the district and the state?

Student Growth Percentiles (SGPs) measure gains in student achievement from year to year. SGPs between 40 and 60 represent moderate growth. Our school's median SGPs for 2015 are below. (Note: Growth values are truncated.)



How does our school's enrollment compare to the district and the state?

Total enrollment	Our school	Our district	Our state
	317	3,239	955,844

By high needs population	Our school #	Our school %	Early Elementary Schools in our district #	Early Elementary Schools in our district %	Early Elementary Schools in MA #	Early Elementary Schools in MA %
Economically disadvantaged students	44	13.9	44	13.9	10,437	25.9
Students with disabilities	41	12.9	41	12.9	7,398	18.3
English language learners	5	1.6	5	1.6	3,219	8.0

How do our school's teachers and classrooms compare to the district and the state?

General information	Our school	Early Elementary Schools in our district	Early Elementary Schools in MA
Teachers (#)	21.5	21.5	2,640.7
Core academic classes taught by highly qualified teachers (%)	100.0	100.0	94.4
Average class size (#)	-	-	-
Student : teacher ratio	14.8 to 1	14.8 to 1	15.3 to 1

How is our school doing on other important measures?

Attendance	Our school	Early Elementary Schools in our district	Early Elementary Schools in MA
2015 Attendance rate (%)	95.2	95.2	94.3
2015 Average days absent per student (#)	8.3	8.3	9.2
2015 Chronic absenteeism rate (%)	6.6	6.6	14.6
Discipline			
2015 In-school suspension rate (%)	-	0.9	0.1
2015 Out-of-school suspension rate (%)	-	0.9	0.2

2015 Massachusetts School Report Card Overview
STONY HILL SCHOOL (06800050)

Hampden-Wilbraham Public School District (06800000)
Sherrill J Caruana, Principal
Grades Served: 02,03

675 Stony Hill Road , Wilbraham, MA 01095
Phone: 413.599.1950
Website: **http://www.hwrsd.org**

Report cards help parents/guardians and the general public see where schools and districts are succeeding and where there is still work to do. This report card overview answers important questions about our school's performance. For the full report card containing additional data contact the school's principal or visit the Massachusetts Department of Elementary and Secondary Education's website at http://profiles.doe.mass.edu. For more information about report card data, visit our Profiles Help page.

How is our school doing overall?

Accountability and assistance levels

Our school	Level 2	Not meeting gap narrowing goals
Our district	Level 2	One or more schools in the district classified into Level 2

Most **schools** are assigned a level from 1-5, with those meeting their proficiency gap-narrowing goals in Level 1 and the lowest performing in Levels 4 and 5. A **district** is typically assigned a level based on the level of its lowest performing school. Placing schools and districts into levels helps districts know which schools need more support, and helps the state know which districts need the most assistance. More information is available here: http://www.mass.gov/ese/accountability.

School percentile

School percentiles (1-99) indicate how a school is performing overall compared to other schools that serve the same or similar grades. Our school's percentile is below.

1 25 50 75 99

Lowest performing — Highest performing

Overall progress in narrowing gaps

Massachusetts aims to reduce proficiency gaps by half between 2011 and 2017.

All students	**Met Target**
High needs students	Did Not Meet Target
Economically disadvantaged	-
Students with disabilities	-
English language learners & former ELLs	-

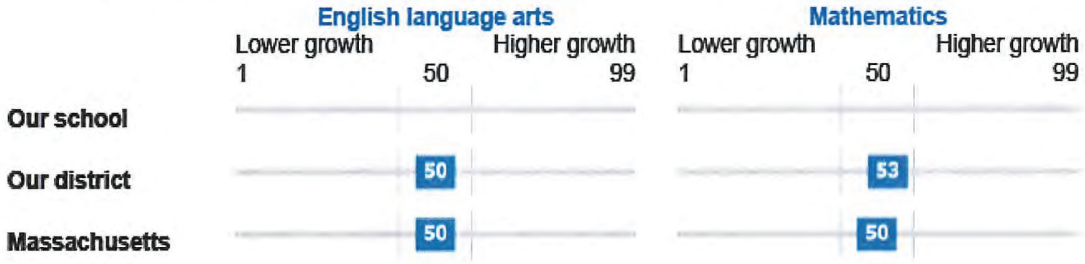
How does our school's achievement over time compare to the district and the state?

Students scoring proficient or above on **Massachusetts Comprehensive Assessment System (MCAS), 2012-2015**

		English language arts				Mathematics				Science			
		2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015
Our school	%	78	72	67	75	63	73	84	85	-	-	-	-
Elementary Schools in our district	%	72	71	66	70	63	62	60	71	74	77	70	72
Elementary Schools in MA	%	62	61	61	63	59	62	62	63	54	54	56	53

How does our school's growth compare to the district and the state?

Student Growth Percentiles (SGPs) measure gains in student achievement from year to year. SGPs between 40 and 60 represent moderate growth. Our school's median SGPs for 2015 are below. (Note: Growth values are truncated.)



How does our school's enrollment compare to the district and the state?

Total enrollment	Our school	Our district	Our state
	325	3,239	955,844

By high needs population	Our school #	Our school %	Elementary Schools in our district #	Elementary Schools in our district %	Elementary Schools in MA #	Elementary Schools in MA %
Economically disadvantaged students	55	16.9	141	15.1	101,936	28.4
Students with disabilities	37	11.4	134	14.4	55,059	15.4
English language learners	2	0.6	3	0.3	38,873	10.8

How do our school's teachers and classrooms compare to the district and the state?

General information	Our school	Elementary Schools in our district	Elementary Schools in MA
Teachers (#)	21.3	64.0	25,669.4
Core academic classes taught by highly qualified teachers (%)	100.0	100.0	95.8
Average class size (#)	-	-	-
Student : teacher ratio	15.2 to 1	14.5 to 1	14.0 to 1

How is our school doing on other important measures?

Attendance	Our school	Elementary Schools in our district	Elementary Schools in MA
2015 Attendance rate (%)	96.4	96.2	95.5
2015 Average days absent per student (#)	6.4	6.7	7.8
2015 Chronic absenteeism rate (%)	2.7	3.9	9.5
Discipline			
2015 In-school suspension rate (%)	-	0.6	0.4
2015 Out-of-school suspension rate (%)	-	0.4	0.9

2015 Massachusetts School Report Card Overview
SOULE ROAD (06800030)

Hampden-Wilbraham Public School District (06800000)
Lisa O Curtin, Principal
Grades Served: 04,05

300 Soule Rd , Wilbraham, MA 01095
Phone: 413.596.9311
Website: **http://www.hwrsd.org**

Report cards help parents/guardians and the general public see where schools and districts are succeeding and where there is still work to do. This report card overview answers important questions about our school's performance. For the full report card containing additional data contact the school's principal or visit the Massachusetts Department of Elementary and Secondary Education's website at http://profiles.doe.mass.edu. For more information about report card data, visit our Profiles Help page.

How is our school doing overall?

Accountability and assistance levels

Our school	Level 2	Not meeting gap narrowing goals
Our district	Level 2	One or more schools in the district classified into Level 2

Most **schools** are assigned a level from 1-5, with those meeting their proficiency gap-narrowing goals in Level 1 and the lowest performing in Levels 4 and 5. A **district** is typically assigned a level based on the level of its lowest performing school. Placing schools and districts into levels helps districts know which schools need more support, and helps the state know which districts need the most assistance. More information is available here: http://www.mass.gov/ese/accountability.

School percentile

School percentiles (1-99) indicate how a school is performing overall compared to other schools that serve the same or similar grades. Our school's percentile is below.

Lowest performing — Highest performing

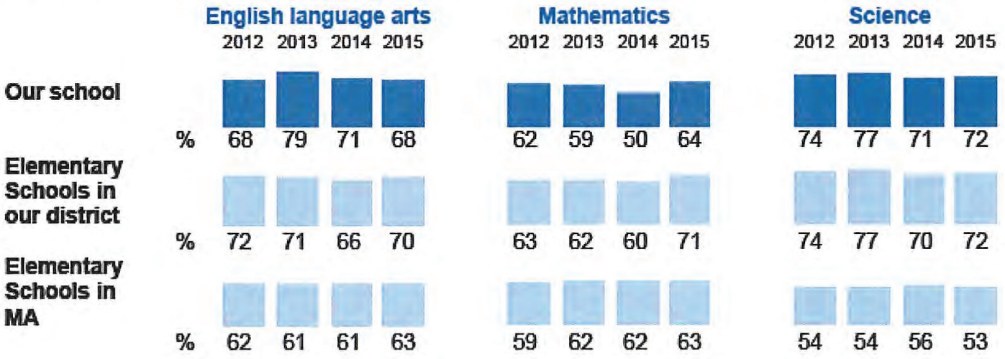
Overall progress in narrowing gaps

Massachusetts aims to reduce proficiency gaps by half between 2011 and 2017.

All students	Did Not Meet Target
High needs students	Did Not Meet Target
Economically disadvantaged	-
Students with disabilities	Did Not Meet Target
English language learners & former ELLs	-

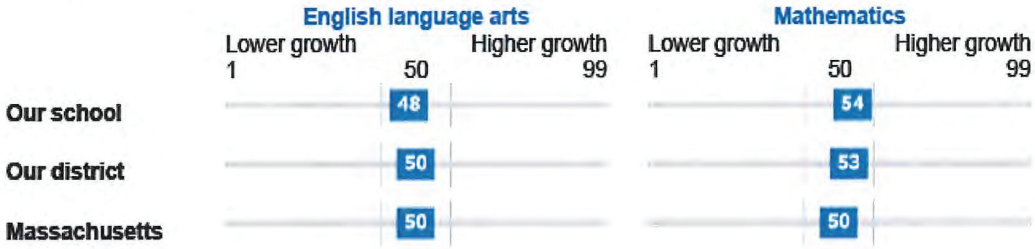
How does our school's achievement over time compare to the district and the state?

Students scoring proficient or above on **Massachusetts Comprehensive Assessment System (MCAS), 2012-2015**



How does our school's growth compare to the district and the state?

Student Growth Percentiles (SGPs) measure gains in student achievement from year to year. SGPs between 40 and 60 represent moderate growth. Our school's median SGPs for 2015 are below. (Note: Growth values are truncated.)



How does our school's enrollment compare to the district and the state?

Total enrollment	Our school	Our district	Our state
	364	3,239	955,844

By high needs population	Our school #	Our school %	Elementary Schools in our district #	Elementary Schools in our district %	Elementary Schools in MA #	Elementary Schools in MA %
Economically disadvantaged students	47	12.9	141	15.1	101,936	28.4
Students with disabilities	54	14.8	134	14.4	55,059	15.4
English language learners	0	0.0	3	0.3	38,873	10.8

How do our school's teachers and classrooms compare to the district and the state?

General information	Our school	Elementary Schools in our district	Elementary Schools in MA
Teachers (#)	22.5	64.0	25,669.4
Core academic classes taught by highly qualified teachers (%)	100.0	100.0	95.8
Average class size (#)	-	-	-
Student : teacher ratio	16.2 to 1	14.5 to 1	14.0 to 1

How is our school doing on other important measures?

Attendance	Our school	Elementary Schools in our district	Elementary Schools in MA
2015 Attendance rate (%)	96.4	96.2	95.5
2015 Average days absent per student (#)	6.4	6.7	7.8
2015 Chronic absenteeism rate (%)	3.0	3.9	9.5
Discipline			
2015 In-school suspension rate (%)	-	0.6	0.4
2015 Out-of-school suspension rate (%)	-	0.4	0.9

2015 Massachusetts School Report Card Overview
THORNTON BURGESS (06800305)

Hampden-Wilbraham Public School District (06800000)
Peter Dufresne, Principal
Grades Served: 05,06,07,08

85 Wilbraham Rd , Hampden, MA 01036
Phone: 413.566.3931
Website: **http://www.hwrsd.org**

Report cards help parents/guardians and the general public see where schools and districts are succeeding and where there is still work to do. This report card overview answers important questions about our school's performance. For the full report card containing additional data contact the school's principal or visit the Massachusetts Department of Elementary and Secondary Education's website at http://profiles.doe.mass.edu. For more information about report card data, visit our Profiles Help page.

How is our school doing overall?

Accountability and assistance levels

Our school	Level 2	Not meeting gap narrowing goals
Our district	Level 2	One or more schools in the district classified into Level 2

Most **schools** are assigned a level from 1-5, with those meeting their proficiency gap-narrowing goals in Level 1 and the lowest performing in Levels 4 and 5. A **district** is typically assigned a level based on the level of its lowest performing school. Placing schools and districts into levels helps districts know which schools need more support, and helps the state know which districts need the most assistance. More information is available here: http://www.mass.gov/ese/accountability.

School percentile

School percentiles (1-99) indicate how a school is performing overall compared to other schools that serve the same or similar grades. Our school's percentile is below.

Lowest performing — Highest performing

Overall progress in narrowing gaps

Massachusetts aims to reduce proficiency gaps by half between 2011 and 2017.

All students	Did Not Meet Target
High needs students	Did Not Meet Target
Economically disadvantaged	-
Students with disabilities	Did Not Meet Target
English language learners & former ELLs	-

How does our school's achievement over time compare to the district and the state?

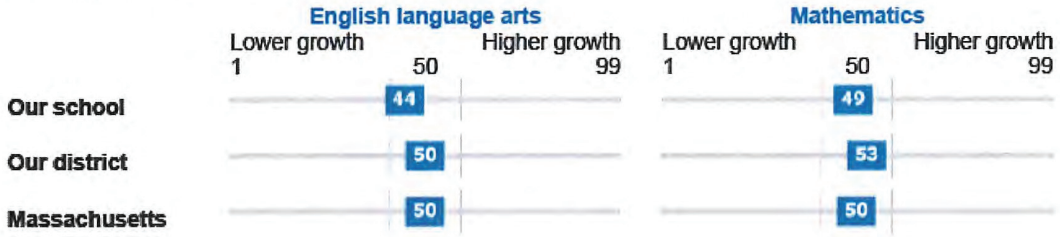
Students scoring proficient or above on **Massachusetts Comprehensive Assessment System (MCAS), 2012-2015**

		English language arts				Mathematics				Science			
		2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015
Our school	%	73	73	71	70	59	62	52	51	52	43	55	43
Middle Schools in our district	%	82	79	80	82	64	63	59	60	51	44	52	42
Middle Schools in MA	%	73	73	74	74	56	57	55	59	46	43	45	46

2015 Massachusetts School Report Card Overview - Thornton Burgess (cont'd):

How does our school's growth compare to the district and the state?

Student Growth Percentiles (SGPs) measure gains in student achievement from year to year. SGPs between 40 and 60 represent moderate growth. Our school's median SGPs for 2015 are below. (Note: Growth values are truncated.)



How does our school's enrollment compare to the district and the state?

Total enrollment	Our school	Our district	Our state
	264	3,239	955,844

By high needs population	Our school #	Our school %	Middle Schools in our district #	Middle Schools in our district %	Middle Schools in MA #	Middle Schools in MA %
Economically disadvantaged students	42	15.9	106	13.2	41,552	23.6
Students with disabilities	63	23.9	144	17.9	31,057	17.6
English language learners	0	0.0	1	0.1	9,515	5.4

How do our school's teachers and classrooms compare to the district and the state?

General information	Our school	Middle Schools in our district	Middle Schools in MA
Teachers (#)	21.6	60.2	13,646.7
Core academic classes taught by highly qualified teachers (%)	100.0	100.0	96.3
Average class size (#)	-	-	-
Student : teacher ratio	12.2 to 1	13.4 to 1	12.9 to 1

How is our school doing on other important measures?

Attendance	Our school	Middle Schools in our district	Middle Schools in MA
2015 Attendance rate (%)	95.6	96.0	95.4
2015 Average days absent per student (#)	7.7	7.1	8.0
2015 Chronic absenteeism rate (%)	8.9	7.5	10.2
Discipline			
2015 In-school suspension rate (%)	0.0	1.0	2.4
2015 Out-of-school suspension rate (%)	3.3	3.7	4.3

2015 Massachusetts School Report Card Overview
WILBRAHAM MIDDLE (06800310)

Hampden-Wilbraham Public School District (06800000)
Noel P Pixley, Principal
Grades Served: 06,07,08

466 Stony Hill Rd , Wilbraham, MA 01095
Phone: 413.596.9061
Website: **http://www.hwrsd.org**

Report cards help parents/guardians and the general public see where schools and districts are succeeding and where there is still work to do. This report card overview answers important questions about our school's performance. For the full report card containing additional data contact the school's principal or visit the Massachusetts Department of Elementary and Secondary Education's website at http://profiles.doe.mass.edu. For more information about report card data, visit our Profiles Help page.

How is our school doing overall?

Accountability and assistance levels

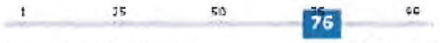
Our school — Level 2 — Not meeting gap narrowing goals - Low assessment participation (Less than 95%)

Our district — Level 2 — One or more schools in the district classified into Level 2

Most **schools** are assigned a level from 1-5, with those meeting their proficiency gap-narrowing goals in Level 1 and the lowest performing in Levels 4 and 5. A **district** is typically assigned a level based on the level of its lowest performing school. Placing schools and districts into levels helps districts know which schools need more support, and helps the state know which districts need the most assistance. More information is available here: http://www.mass.gov/ese/accountability.

School percentile

School percentiles (1-99) indicate how a school is performing overall compared to other schools that serve the same or similar grades. Our school's percentile is below.



Lowest performing — Highest performing

Overall progress in narrowing gaps

Massachusetts aims to reduce proficiency gaps by half between 2011 and 2017.

All students	Did Not Meet Target
High needs students	Did Not Meet Target
Economically disadvantaged	-
Students with disabilities	Did Not Meet Target
English language learners & former ELLs	-

How does our school's achievement over time compare to the district and the state?

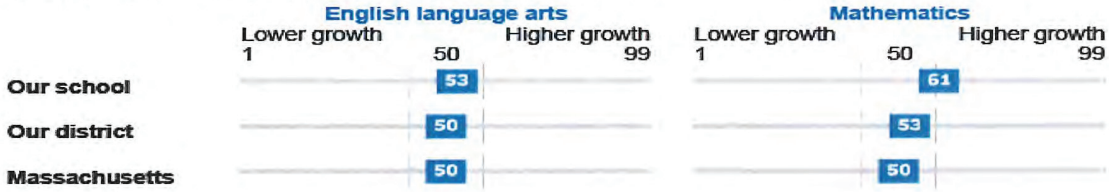
Students scoring proficient or above on **Massachusetts Comprehensive Assessment System (MCAS), 2012-2015**

		English language arts				Mathematics				Science			
		2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015
Our school	%	87	83	85	89	67	65	63	66	50	44	51	43
Middle Schools in our district	%	82	79	80	82	64	63	59	60	51	44	52	42
Middle Schools in MA	%	73	73	74	74	56	57	55	59	46	43	45	46

2015 Massachusetts School Report Card Overview - Wilbraham Middle (cont'd):

How does our school's growth compare to the district and the state?

Student Growth Percentiles (SGPs) measure gains in student achievement from year to year. SGPs between 40 and 60 represent moderate growth. Our school's median SGPs for 2015 are below. (Note: Growth values are truncated.)



How does our school's enrollment compare to the district and the state?

Total enrollment	Our school	Our district	Our state
	540	3,239	955,844

By high needs population	Our school #	Our school %	Middle Schools in our district #	Middle Schools in our district %	Middle Schools in MA #	Middle Schools in MA %
Economically disadvantaged students	64	11.9	106	13.2	41,552	23.6
Students with disabilities	81	15.0	144	17.9	31,057	17.6
English language learners	1	0.2	1	0.1	9,515	5.4

How do our school's teachers and classrooms compare to the district and the state?

General information	Our school	Middle Schools in our district	Middle Schools in MA
Teachers (#)	38.6	60.2	13,646.7
Core academic classes taught by highly qualified teachers (%)	100.0	100.0	96.3
Average class size (#)	-	-	-
Student : teacher ratio	14.0 to 1	13.4 to 1	12.9 to 1

How is our school doing on other important measures?

Attendance	Our school	Middle Schools in our district	Middle Schools in MA
2015 Attendance rate (%)	96.2	96.0	95.4
2015 Average days absent per student (#)	6.8	7.1	8.0
2015 Chronic absenteeism rate (%)	6.8	7.5	10.2
Discipline			
2015 In-school suspension rate (%)	1.5	1.0	2.4
2015 Out-of-school suspension rate (%)	3.8	3.7	4.3

2015 Massachusetts School Report Card Overview
MINNECHAUG REGIONAL HIGH (06800505)

Hampden-Wilbraham Public School District (06800000)
John G Derosia, Principal
Grades Served: 09,10,11,12

621 Main Street , Wilbraham, MA 01095
Phone: 413.596.9011
Website: **http://www.hwrsd.org**

Report cards help parents/guardians and the general public see where schools and districts are succeeding and where there is still work to do. This report card overview answers important questions about our school's performance. For the full report card containing additional data contact the school's principal or visit the Massachusetts Department of Elementary and Secondary Education's website at http://profiles.doe.mass.edu. For more information about report card data, visit our Profiles Help page.

How is our school doing overall?

Accountability and assistance levels

Our school	Level 1	Meeting gap narrowing goals
Our district	Level 2	One or more schools in the district classified into Level 2

Most **schools** are assigned a level from 1-5, with those meeting their proficiency gap-narrowing goals in Level 1 and the lowest performing in Levels 4 and 5. A **district** is typically assigned a level based on the level of its lowest performing school. Placing schools and districts into levels helps districts know which schools need more support, and helps the state know which districts need the most assistance. More information is available here: http://www.mass.gov/ese/accountability.

School percentile

School percentiles (1-99) indicate how a school is performing overall compared to other schools that serve the same or similar grades. Our school's percentile is below.

Lowest performing — Highest performing

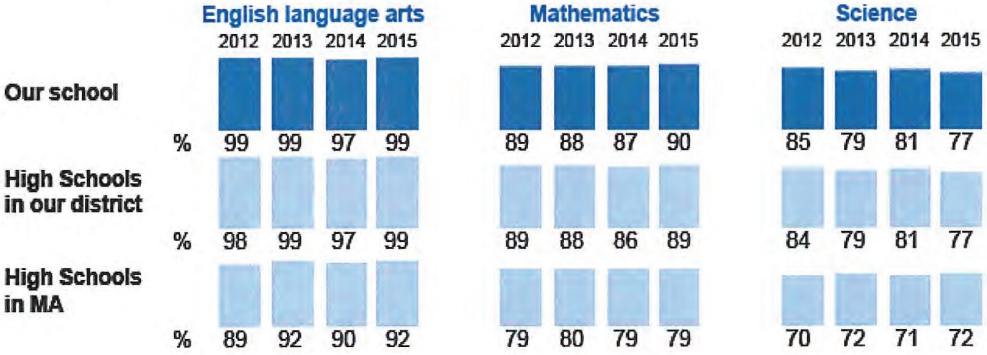
Overall progress in narrowing gaps

Massachusetts aims to reduce proficiency gaps by half between 2011 and 2017.

All students	**Met Target**
High needs students	**Met Target**
Economically disadvantaged	-
Students with disabilities	Met Target
English language learners & former ELLs	-

How does our school's achievement over time compare to the district and the state?

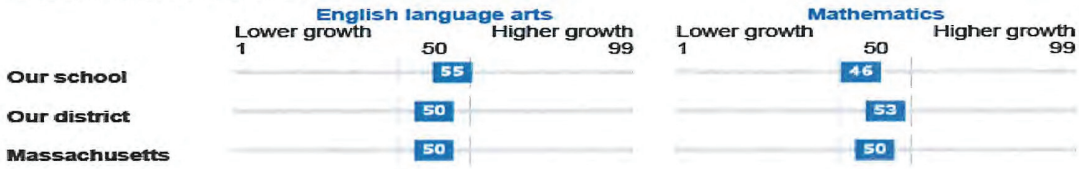
Students scoring proficient or above on **Massachusetts Comprehensive Assessment System (MCAS), 2012-2015**



2015 Massachusetts School Report Card Overview - Minnechaug Regional (cont'd):

How does our school's growth compare to the district and the state?

Student Growth Percentiles (SGPs) measure gains in student achievement from year to year. SGPs between 40 and 60 represent moderate growth. Our school's median SGPs for 2015 are below. (Note: Growth values are truncated.)



How does our school's enrollment compare to the district and the state?

Total enrollment	Our school	Our district	Our state
	1,187	3,239	955,844

By high needs population	Our school #	Our school %	High Schools in our district #	High Schools in our district %	High Schools in MA #	High Schools in MA %
Economically disadvantaged students	116	9.8	116	9.8	56,653	21.8
Students with disabilities	124	10.4	124	10.5	41,669	16.1
English language learners	1	0.1	1	0.1	14,527	5.6

How do our school's teachers and classrooms compare to the district and the state?

General information	Our school	High Schools in our district	High Schools in MA
Teachers (#)	77.0	77.0	20,328.0
Core academic classes taught by highly qualified teachers (%)	100.0	100.0	96.3
Average class size (#)	-	-	-
Student : teacher ratio	15.4 to 1	15.4 to 1	12.8 to 1

How is our school doing on other important measures?

Attendance	Our school	High Schools in our district	High Schools in MA
2015 Attendance rate (%)	95.4	95.4	93.4
2015 Average days absent per student (#)	8.1	8.1	11.2
2015 Chronic absenteeism rate (%)	10.1	10.1	18.3
Discipline			
2015 In-school suspension rate (%)	0.0	0.0	3.4
2015 Out-of-school suspension rate (%)	7.6	7.6	4.7

High school completion	Our school	Our district	Our state
2013 5-year graduation rate (%)	96.8	94.8	87.7
2014 4-year graduation rate (%)	97.4	96.2	86.1
2014 annual dropout rate (%)	0.4	0.4	2.0
2013 graduates attending institutions of higher education* (%)	88.6	87.8	76.6
2015 12th graders taking 1+ Advanced Placement courses (%)	29.5	29.5	39.7
2015 Advanced Placement tests with scores of 3 or higher (%)	88.0	88.0	66.3
2015 SAT average score - Reading	508	508	508
2015 SAT average score - Writing	497	497	497
2015 SAT average score - Math	535	535	521
2014 MassCore** - Completing a rigorous course of study (%)	87.2	86.5	72.4

**Postsecondary enrollment data includes any student enrolling in an institution of higher education within 16 months of earning a high school diploma*

***MassCore: 4 years of English, math, & science, 3 years of history, 2 years of a foreign language, 1 year of arts & 5 additional "core" courses*

To view more information on DESE report cards and related assessments:
http://profiles.doe.mass.edu/

HAMPDEN-WILBRAHAM REGIONAL SCHOOL COMMITTEE

"A School Committee has the dual responsibility for implementing statutory requirements pertaining to public education and local citizens' expectations for the education of the community's youth. It also has an obligation to determine and assess citizens' desires. When citizens elect delegates to represent them in the conduct of public education, their representatives have the authority to exercise their best judgment in determining policies, making decisions, and approving procedures for carrying out the responsibility." (Source: Massachusetts Association of School Committees)

Through May 2015	*As of May 2015*
Marc Ducey, Chairman	Peter Salemo, Chairman
Lena Buteau	William Bontempi
Michelle Emirzian	Lena Buteau
Pat Gordon	Michelle Emirzian
Michael Mazzuca	Pat Gordon
Lisa Morace	Michael Mazzuca
Peter Salemo	Lisa Morace

RETIREMENTS DURING THE SCHOOL YEAR

On the occasion of their retirement, we gratefully acknowledge the following employees for their years of dedicated service to the children and staff of the Hampden-Wilbraham Regional School District:

Mary Ellen Bergeron	Stony Hill Elementary School
Mary Dionne	HWRSD Central Office
Kathleen Finn	Thornton W. Burgess Middle School
Gayle Fogarty	Soule Road Elementary School
Carol Gauthier	Green Meadows & Mile Tree Elementary School
Susan Laing	Soule Road Elementary School
Janet Libby	Mile Tree Elementary School
Susan Marano	Minnechaug Regional High School
Corrinne Mercier	Minnechaug Regional High School
Anna Mitchell	Minnechaug Regional High School
Russell Mooney	Minnechaug Regional High School
Julie Phelps	Wilbraham Middle School

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT DIRECTORY

Central Office
M. Martin O'Shea, Superintendent of Schools
Beth L. Regulbuto, SBO, MCPPO, Assistant Superintendent for Business
Stephen Hale, Acting Director for Curriculum and Instruction
Debra L. Tobias, Ed.D. Director of Student Services
621 Main Street, Wilbraham, MA 01095 – (413) 596-3884
Office Hours: 7:00 a.m. to 4:00 p.m.

Center for Health and Safety
Gina Kahn, Ed.D. Director – Safe Schools/Healthy Students Program
Teri Brand, RN, BSN, NCSN, Nurse Leader
85 Wilbraham Road, Hampden, MA 01036 - (413) 566-5060
Office Hours: 8:00 a.m. to 4:00 p.m.

Green Meadows Elementary School (Grades PreK – 4)
Deborah Thompson, Principal
38 North Road, Hampden, MA 01036 – (413) 566-3263
School Hours: 8:30 a.m. to 2:40 p.m.

Mile Tree Elementary School (Grades Pre K – 1)
Joanne Wilson, Principal
625 Main Street, Wilbraham, MA 01095 – (413) 596-6921
School Hours: 8:30 a.m. to 2:40 p.m.

Minnechaug Regional High School (Grades 9 – 12)
John Derosia, Acting Principal
621 Main Street, Wilbraham, MA 01095 – (413) 596-9011
School Hours: 7:35 a.m. to 2:05 p.m.

Soule Road Elementary School (Grades 4 – 5)
Lisa Curtin, Principal
300 Soule Road, Wilbraham, MA 01095 – (413) 596-9311
School Hours: 8:30 a.m. to 2:45 p.m.)

Stony Hill School (Grades 2 – 3)
Sherrill Caruana, Principal
675 Stony Hill Road, Wilbraham, MA 01095 – (413) 599-1950
School Hours: 8:30 a.m. to 2:45 p.m.

Thornton W. Burgess Middle School (Grades 5 – 8)
Peter Dufresne, Principal
85 Wilbraham Road, Hampden, MA 01036 – (413) 566-8950
School Hours: 7:40 a.m. to 2:00 p.m.

Wilbraham Middle School (Grades 6 – 8)
Noel Pixley, Principal
466 Stony Hill Road, Wilbraham, MA 01095 – (413) 596-9061
School Hours: 7:40 a.m. to 2:00 p.m.

www.wilbraham-ma.gov