

**Town of Wilbraham
2020
Annual Town Report**



TOWN OF WILBRAHAM



2020 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. 222**

Cover Photo: Wilbraham Community Garden

Photo courtesy of Melissa Graves

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<u>Hampden Wilbraham Reg. School District (HWRSD)</u>	
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Human Resources

Personnel Board

The Personnel Board, which is advisory to the Board of Selectmen on matters pertaining to Personnel Policy for non-union and non-elected employees, was scheduled to meet on January 16, 2020, but the meeting was cancelled as no quorum of the members was available. It was re-scheduled for March 26, 2020. On March 17, 2021, the Town Offices officially closed to the Public due to the Coronavirus Pandemic, and the Board did not meet for the rest of the year.

Paul D. Lemieux, Chairman; Miriam Siegel Cambo; Joseph Kelly; Mark Manolakis; Marylou Fabbo.

The Board of Selectmen, who serves as the Town's Personnel Board, with the assistance of Town Administrator Nick Breault, who serves as the Town's Human Resources Director, as well as Human Resources Coordinator Herta Dane and Human Resources Clerk Sara Grassetti, and with assistance of Department Heads and labor counsel, implemented all required policies and procedures to meet the demands of the Pandemic. This included compliance and implementation of health and safety programs and administering the Emergency Paid Leave Laws enacted with the Families First Coronavirus Response Act (FFCRA), which included Emergency Paid Sick Leave (EPSL, paid at 100% the employees regular pay) and Extended Paid Family and Medical Leave (EFMLA, paid at 2/3 the employees regular pay) which was in effect from April 1, 2020 to December 31, 2020. The law specified that all employees, regardless of length of service or number of hours worked, were eligible for up to ten days of paid leave (regardless of employer provided sick leave) if they contracted COVID-19, or were exposed, or required to quarantine or isolate for any COVID-19 related reason. Employees who had been employed for at least 30 days and had not exhausted their regular unpaid FMLA protected leave were eligible for up an additional ten weeks of leave paid at 2/3 their regular rate of pay, if they needed to attend to small children whose daycare facilities were closed due to COVID-19 or to school age children if their school was closed and a remote learning model was implemented due to COVID-19.



Tid-Bit Facts

Settled: 1731
Incorporated: 1763
Population: 14,598
Area: 22 Square Miles
County: Hampden County
Bond by: Hampden, Monson, Palmer, Ludlow, Springfield & East Longmeadow
Registered Voters: 11,081
Residential Dwellings: 5,232
FY21 Tax Rate: \$22.96
Bond Rating: Standard & Poor's AA+
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.

Human Resources

Cont. from pg. 2 Due to the quick action of shutting down non-essential operations, and shifting of essential operations such as the treasury, tax collections, accounts payable/payroll as well as others to a remote “work from home” model, coupled with a number of safety measures for employees who remained at the work place, which included self-certification of employees to be free of COVID-19 related symptoms, the wearing of face masks, social distancing and increased air and surface cleaning and disinfecting measures, the number of employees who required the use of EPSL and EFMLA leave was minimized. Thirty-one employees used EPSL for a total of 1,247 hours, and two employees used EFMLA for a total of 122 hours.

As of December 31, 2020, the Town (not including school employees) had a staff of 161 employees, of which 39 were regular part time and 122 were full time employees. 91 employees, or 56.5%, belonged to a Collective Bargaining Unit. In addition, approximately 220 seasonal and temporary employees for such positions as umpires, lifeguards, camp counselors, basketball scorekeepers, concession stand workers, and election workers were hired throughout the year, including 20 seniors for positions under the Senior Property Tax Work Off Program. These temporary employees are not included in the following schedule:

Labor Relations

The Collective Bargaining Agreements with the Town’s four unions, the United Public Service Employees Union (UPSEU) Local 424M, the New England Police Benevolent Association (NEBPA) Local 120, the International Union of Operating Engineers (IUOE) Local 98, and the International Association of Firefighters (IAFF) Local 1847, all expired on June 30, 2020. Due to the Pandemic and the uncertainty of the economic outlook for the Town, the Town made a generous offer for a one year agreement with a 1% pay increase and no bargaining obligation to each union. The Professional Librarians (Local 98) and the municipal employees (UPSEU) accepted the offer and signed a one year contract to expire on June 30, 2021. Police and Fire unions negotiations for a three year contract were well underway but not completed by the end of the year and at the time of this report.

Training & Professional Development

Due to the Pandemic the Commonwealth relaxed many re-certification and training requirements. Whenever possible, training was moved to an online platform and Zoom, GoToMeeting or WebEx webinars became the preferred delivery method.

Workers Compensation and Injury-on-Duty

Town employees are covered by Workers Compensation Insurance for work related injury and illness. Uniformed Police Officers and Firefighters are protected under MGL Chapter 41 Sections 100 and 111F, which require Massachusetts Municipalities to indemnify officers and firefighters for medical bills and time lost due to Injury-on-Duty. The Town carries Accident Insurance for Police and Fire to cover some of these expenses. During 2020, the town experienced 19 new claims for Injury-on-Duty benefits from Police Officers and Firefighters, and 10 Workers Compensation claims. One long term prior year claim in the Fire Department continued for most of the year, but the employee was able to return to full duty in December. The Board of Selectmen indemnified a total of 1802 hours lost by police officers and firefighters. There were 17 OSHA reportable incidents, with 18.5 days of work lost and 167 days of job transfer or restrictions.

CALENDAR YEAR 2020 PERSONNEL CHANGES

Separations:

January 10, 2020	Angel Velez, part-time Recreation Aide
July 24, 2020	Sheileen Carlotto, part-time Building Clerk
September 7, 2020	Thomas Motyka, Police Officer
October 2, 2020	Bernard Sears, Plumbing and Gas Inspector

Retirements:

January 17, 2020	Edmond Miga, DPW Director/Town Engineer
January 24, 2020	Mary Ellen Schmidt, Senior Center Activities Coordinator
January 31, 2020	Paul Willoughby, Heavy Equipment Operator
June 19, 2020	Manny Silva, Principal Assessor
July 10, 2020	Lance Trevallion, Building Inspector/Commissioner
July 26, 2020	Diane Hamakawa, Assistant Town Accountant

New Hires:

July 6, 2020	John J. Walsh, Jr., Building Inspector/Zoning Enf. Officer
July 27, 2020	Joseph Lynsky, Engineering Technician/Field Inspector
August 24, 2020	W. David Zagorski, Assistant Assessor
September 21, 2020	Betty Ann Collins, Assistant Town Accountant
September 21, 2020	William O’Toole, DPW Worker – Highway Division
September 22, 2020	William Brunner, DPW Worker – Water Division
October 2, 2020	Gerald Nichols, Plumbing and Gas Inspector
October 6, 2020	Melissa Torres, part-time Ambulance Billing Clerk
November 19, 2020	Heidi Burnham, Admin Asst., Planning/Zoning/Building
December 18, 2020	Paul Morrissey, Interim Animal Control Officer

Promotions:

January 18, 2020	Tonya Basch, Public Works Director/Town Engineer
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Human Resources

Health Insurance Benefits

Wilbraham is a member community of the Scantic Valley Regional Health Trust, a joint purchasing group which includes the Towns of Wilbraham, East Longmeadow, Longmeadow, and Hampden, the Hampden Wilbraham Regional School District as well as the Pioneer Valley Educational Collaborative. Enrollment in Town of Wilbraham health plans of active employees and retirees as of December 31, 2020, was at 196, of which there were 51 enrollments in individual plans, 62 in a double plan, 24 in a family plan and 59 in Medicare Supplement or Advantage Plans. The Trust voted to approve rates which reflected an overall increase in premiums of 7.5% across all plans effective July 1, 2020, with HNE plans seeing the largest increase at 10% (to \$702/month for individual, \$1,425 for double, and \$1,920/month for family coverage), a 5% increase to the BCBS Network Blue HMO (to \$780/month for individual and \$1,932 for family coverage) and 5% to the BCBS Blue Care Elect Plan (to \$1,453/month for individual and \$3,162/month for family coverage), and a 3% increase to the Tufts EPO (to \$783/month for individual and \$1,954/month for family coverage). The Town pays 68% of the premiums for active employees and 60% of the premiums for retirees. All plans the Town of Wilbraham offers its employees and retirees are still non-deductible plans. Medicare Plans increased on January 1, 2020 by as much as 17.1% for the Health New England MedPlus plan (to \$480/month), to 3.2% for the Tufts Medicare HMO (to \$327/month) and 1.9% for the BCBS Medicare Managed Blue for Seniors (to \$374/month) and 1.6% for the BCBS Medex 2 with BlueCareRx coverage (to \$378/month), and with no increase for the Tufts Medicare Supplement (\$358/month) and the BCBS Medicare HMO Blue (\$383/month), a 10.4% reduction for the HNE Medicare Freedom plan (to \$328/month).

Respectfully submitted, Herta Dane, Human Resources Coordinator

In Memoriam

Diane M. Fontaine, HWRSD
Margaret M Kiely, HWRSD
John M. Lovejoy, Selectman
Edward Malzenski, Selaer of
Weights & Measures
Jenine Post, HWRSD

Employee Recognition

During 2020, the following employees celebrated anniversaries with the Town:

10 Year Anniversaries:

WALCH	MATHEW	FIRE DEPARTMENT	FIREFIGHTER/EMT
HARRINGTON	BARBARA	COUNCIL ON AGING	SOCIAL SERVICES COORDINATOR

20 Year Anniversaries:

DELISLE	AMY	TREASURER/COLLECTOR	COLL/CUST SERV ASSISTANT
VISS	KRYSTINE	ACCOUNTING	STAFF ACCOUNTANT
KANE	HEIDI	LIBRARY	CHILDREN'S LIBRARIAN
LITZ	BRYAN	RECREATION	RECREATION DIRECTOR
RUDINSKI	JEFFREY	POLICE DEPARTMENT	SERGEANT

30 Year Anniversaries:

DUCLOS	MARK	CENTRAL DISPATCH	DISPATCHER
DUBORD	PAULA	COUNCIL ON AGING	DIRECTOR OF ELDER AFFAIRS

Directors/Department Directory

Director	Department	Phone #
Nancy Johnson, Town Accountant	Accounting	596-2800 ext. 108
	Ambulance, Non-emergency business	596-2273
Christopher Keefe, Principal Assessor	Assessors	596-2800 ext. 209
	Board of Appeals (Zoning)	596-2800 ext. 117
Lorri McCool, Health Inspector Jill Conselino, Public Health Nurse	Board of Health/Health Inspector Public Health Nurse	596-2800 ext.101 596-2800 ext. 120
John Walsh, Bldg. Inspector/Zoning Off. Samuel Boyd, Facilities & Maintenance Supervisor	Building Department Appointments (Plumbing & Gas) Inspection Appointments (Electrical) Facilities & Maintenance	596-2800 ext. 204 ext. 228 ext. 229 ext. 120
Melissa Graves, Admin. Asst./Land Mgmt. Coordinator/Community Garden Coordinator	Conservation	596-2800 ext. 204
Paul Morrissey, Animal Control Officer	Dog Officer (Animal Control)	599-1253
Tonya Basch., Town Engineer William Sperrazza, Supt. of DPW Operations	Engineering Dept./Dept. of Public Works	596-2800 ext. 208
Michael Andrews, 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
Heather Kmelius, Parking Clerk	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
Robert Zollo, Police Chief Anthony Gentile, 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
Carole Tardif, Town Clerk	Town Clerk	596-2800 ext. 200
	Trash Bags & Recycling	596-2800 ext. 206
David Graziano, Tree Warden	Tree Services	(413) 246-7345
Jered Sasen, Director of Veterans' Affairs	Dept. of Veterans Affairs	596-8657
Vincent Pafumi, Supt. of Water Dept.	Water Division	596-2826

*Current as of print date in April 2021.

2020 Appointed Positions/Boards/Committees

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

ADA Coordinator John Walsh 2021 Lance Trevallion 2021 (retired 7/2020)	Board of Fire Commissioners Edward T. Rigney, Jr. 2022 Gary Petzold 2021 Ralph Guyer 2023	Kate Barlow 2021 Marylou Fabbo 2023 Deborah Cook 2022 Kate Green 2022
Advisor to the Board of Health VACANCY	Board of Library Trustee Raymond Burk 2021 Karen M. Grycel 2021 Marjorie Williams 2022 James S. Jurgens 2022 Linda Dagradi 2023 Cheryl Wesolowski 2023	Community Preservation Cmte. John Broderick 2022 Dave Proto 2021 Stoughton L. Smead 2023 Brian Fitzgerald 2023 Gordon E. Allen 2021 James Burke 2021 Tracey Plantier 2023 David Trebbe 2023 Cliff "CW" Zimmer 2020 (resigned 5/2020) Atty. Arthur Wolf 2021 (resigned 12/2019)
Advisory Board of Health Loralee Nelson 2021 Tim O'Neil 2021 Catherine Jurgens 2021 Francis Barbaro 2021 Teri Brand 2021 Ed Lennon 2021 Dr. Thomas S. Gould 2021 Dr. Thomas Magill 2020	Board of Registrars Thomas W. Mango 2021 Donna Fountain 2021 Frank Mikuszewski Jr 2023 Thomas Reavey 2021 (resigned 11/2020)	Conservation Commission Christopher J. Brown 2022 Robert McMaster 2023 James Roberts 2023 Stoughton L. Smead 2022 Alice Colman 2021 William Dane 2021
Agricultural Commission Robert Merrill 2021 Robert Matthews 2020 Judy VanRaalte 2023 Brian Cunningham 2021 Daniel Fernandes 2020	Board of Selectmen Robert W. Russell 2021 Robert J. Boilard 2022 Carolyn F. Brennan 2023	Constable Sgt. Edward Lennon 2021 David J. Goodrich, Sr. 2021
Alternate Building Inspector Wendell Hulbert 2021	Broadband Advisory Committee (Committee Dissolved 7/27/2020) Tom Newton 2020 Robert Tourville 2020 Bruce Williams 2020 Tony Colapietro 2020 Christine Goonan 2020 (resigned 1/2020) Zbigniew "Joe" Kielczewski 2020	Council on Aging Theresa Munn 2020 Giles Turcotte 2022 M. Trant Campbell 2021 Diane Weston 2022 Robert Page 2022 Ellen O'Brien 2020 Charles J. Marsman 2020
Alternate Burial Agent Deborah Brennan 2021	Building Inspector/Zoning Officer John Walsh 2021 Lance Trevallion 2020 (retired 7/2020)	Deputy Fire Chief Peter Nothe
Alternate Electrical Inspector Paul Shepardson 2021	Burial Agent Carole Tardif 2021	Deputy Scaler of Weights and Measures Gary Petzold 2021
Alter. Plumbing & Gas Inspector Gerald Nichols 2021	Cable TV Advisory Committee Thomas G. Magill 2022 Christopher Bovino 2020	Dir. of Public Works/Town Engineer Edmund W. Miga Jr. 2021 (retired 1/2020) Tonya Basch 2022
Alter. PVPC Joint Transportation Board Dena Grochmal 2021	Capital Planning Committee Nicholas P. Manolakis 2022 Timothy F. Murphy 2023 Paul Kukulka 2023 Todd E. Luzi 2021 James Rooney 2021	Director of Elder Affairs Dept. Paula Dubord 2021
Ambulance Oversight Committee Paula Chevrier 2021 (resigned 2020) Heather Mullen 2023 Thomas Hurley 2021 John Rigney 2022 John T. Leibel 2023	Cemetery Commissioners Sharon Kipetz 2022 Wilfred R. Renaud Jr. 2023 Donald Bourcier 2021	Director of Veterans Affairs Dept. Jered Sasen 2021
Animal Control Officer Ricky Seldomridge 2020 (separated 12/2020)	Chief Procurement Officer Nick Breault 2021	Director of Central Dispatch Anthony Gentile
Animal Control Officer Interim Paul Morrissey	Commission on Disability Maureen James 2022 Diane DaSilva 2023 Paula Euber 2021 Barbara Harrington 2021	Director Highway Division , DPW William Sperrazza
Assistant Collector Janet Costa		Director of Info. & Technology Dept. Nathan DeLong
Asst. Dir. of Parks & Rec. Dept. Erin Carroll		Director of Wilbraham Public Library Karen Demers
Assistant Town Accountant Betty Ann Collins 2021		
Assistant Treasurer Lynne Frederick		
Board of Assessors John M. Wesolowski 2023 Roger J. Roberge, II 2022 Lawrence G. LaBarbera 2021		

2020 Appointed Positions/Boards/Committees

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

Director of Planning & Community Development Dept. John Pearsall	Roberta Albano 2023 Thaddeus "Ted" Malysz 2022 Donald Williams 2023	On-Call Dispatcher David Squires 2021
Director of Parks & Rec. Dept. Bryan Litz 2022	HWRSD School Committee Patrick Kiernan 2023 Sean F. Kennedy 2022 Michelle Emirzian 2021 William Bontempi 2021 Sherrill Caruana 2023 Maura Ryan 2023 Michal Boudreau 2021	On-Call Firefighter/EMT VACANCY
Economic Development Initiative Steering Committee David A. Sanders 2021 James E. Thompson 2021 Elizabeth Davidson 2021 Linda J. Prystupa 2021 Robert J. Boilard 2021 (ex-officio member)	Municipal Records Officer Anthony Aube Bryan Litz Edmund Miga, Jr. (retired 1/2020) Nancy Johnson Nick Breault John Pearsall Karen Demers Lance Trevallion (retired 7/2020) Jered Sasen Manuel Silva (retired 6/2020) Nathan DeLong Paula Dubord Thomas Sullivan Carole Tardif Robert Zollo Michael E. Andrews Tonya Basch John Walsh W. David Zagorski	Open Space and Recreation Committee Marianne Moner 2022 Joseph Calabrese 2022 Brian Fitzgerald 2021 Jonathan Taylor 2021 Edward McCorkindale 2021 Edna Colcord 2021 Steve Lawson 2023 Tracey Plantier 2023 Judith Theocles 2023 Susan Burk 2023 William Shepard 2022 Michael Pelletier 2022
Electrical Inspector Edward Poulin 2021		Parking Clerk Heather Kmelius 2021
Emergency Management Director Michael Andrews		Personnel Board Paul D. Lemieux 2022 Miriam Siegel 2023 Joseph Kelly 2023 Marylou Fabbo 2022 Mark Manolakis 2021 (resigned 2020)
Executive Director of Wilbraham Public Access Television Anthony Aube		Pest Control Officer David Graziano 2021
Facilities & Grounds Maint. Superv. Samuel Boyd		Planning Board James E. Moore 2024 Tracy Plantier 2025 John P. McCloskey 2021 Jeffrey A. Smith 2023 James J. Rooney 2022
Fence Viewer Francis C. Barbaro 2021 David A. Sanders 2021		Planning Board — Associate Seat Gordon E. Allen 2023
Field Driver VACANT		Playground and Recreation Commission Marc Atkin 2021 William Scatolini 2022 David Trebbe 2023 Jonathan Stogner 2023 Olivia D'Amour 2022 Stanley Soja 2023 Steven Wickman 2022 Emilie Hisgen 2020 Michelle Pastore 2022 (resigned 11/2020) Cliff "CW" Zimmer 2021 (resigned 5/2020)
Finance Committee Michael Mazzuca 2023 Anna Levine 2021 Timothy F. Murphy 2021 Kevin Corridan 2022 Todd E. Luzzi 2019 Marc Ducey 2023 Kevin Hanks 2022 Peter Dufresne 2021 Susan Bunnell 2023 Carolyn Brennan 2020 Mark Manolakis 2020	National Grid-Single Point of Contact for Emergencies Michael Andrews 2022	Plumbing and Gas Inspector Bernard Sears 2021 (retired 2020) Gerald Nichols 2021
Fire Chief Michael Andrews	Local Community Mitigation Advrsy. Cmte. Judith Theocles 2021	Police Chief Robert Zollo 2023
Fire Commissioners Ralph Guyer 2020 Gary Petzold 2021 Edward R. Rigney, Jr. 2022	Local Emergency Planning Committee William Sperrazza 2021 Ralph Guyer 2021 Robert J. Boilard 2021 Robert Zollo 2021 Lorri McCool 2021 Anthony Aube 2021 Ed Cenedella 2021 Terry Nelson 2021 Stoughton L. Smead 2021 Timothy Kane 2021 Paula Dubord 2021	Poundkeeper Ricky Seldomridge (separated 12/2020)
Forest Warden Michael Andrews	Measurer of Wood and Charcoal Gary Petzold 2021 Susan Petzold 2021	
Health Inspector Lorri McCool 2021	Moderator James Jurgens 2021	
Historical Commission Dr. Diane Testa 2021 Arthur Wolf 2021 Charles Bennett 2022		

2020 Appointed Positions/Boards/Committees

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

Assistant Assessor

Manuel D. Silva 2020 (retired 6/2020)
W. David Zagorski 2021

Public Access TV Committee

Roy L. Scott 2021
Sandra Belcastro 2021
Janet Vitkus 2021

PVPC Alternate Commissioner

Tracey Plantier 2021

PVPC Commissioner

James Moore 2021

PVPC Joint Transportation Board

Tonya Basch 2019

PVPC Joint Transportation Board - Alternate

Dena Grochmal 2021

PVPC ZEV Work Group

Susan C. Bunnell

PVTA Advisory Board

Paula Dubord

Rep. to Grtr. Spfld. Senior Services, Inc.

Peter Schmidt

Scantic Valley Health Trust

Thomas Sullivan 2021

Scantic Valley Health Trust - Alternate

Nick Breault 2021

Sealer of Weights and Measures

Susan Petzold 2021

Senior Ctr. Bldg. Feasibility Cmte. (Terms completed in 2020)

Carolyn Brennan
Nicholas Manolakis
M. Trant Campbell
Norma Bandarra
Thomas Sullivan
Paula Dubord
Gina Kahn
Dennis Lopata

Senior Center Building Committee

Linda Cooper
Paula Dubord
George Fontaine
Ken Furst
Karl Jurgen
Jason Kahn
Dennis Lopata
Theodore Sowa
Diane Weston

Sewer Advisory Board

Joseph R. Kakley

Solid Waste Advisory Committee

John Broderick 2021
Susan Bunnell 2021
James Emerson 2021
James Murphy 2021
Ed Rau Jr. 2021
Jeffrey Smith 2021
Kenneth J. Wagner 2021

Stormwater Committee

Dena Grochmal 2021
John Pearsall 2021
Tonya Basch 2021
William Sperrazza 2021

Surveyor of Lumber

Edward P. Lindsay Jr.

Tax Title Custodian

Thomas Sullivan 2021

Town Accountant

Nancy Johnson 2021

Town Administrator

Nick Breault 2022

Town Archivist

James J. Rooney 2021

Town Clerk

Carole Tardif 2021

Town Counsel

Stephen M. Reilly, Jr. 2021

Traffic Safety Team

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

Treasurer/Collector/Asst. Town Admin. of

Finance & Budgeting

Thomas P. Sullivan

Tree Warden

David A. Graziano 2021

Veterans' Graves Officer

Jered Sasen 2021

Water Commissioner

James B. Dunbar 2021
Rik Alvarez 2022
Doug Hutcheson 2023

Water Superintendent—Water Division

Vincent Pafumi

Weigher of Grain

Susan Petzold 2021
Gary Petzold 2021

Wilbraham Cultural Council

Valerie Ducey 2021
Susan Bennett 2023
Lisa Person 2022
Kara Arcidiacono 2023

Wilbraham Housing Authority

James S. Burke 2023
Robert Sullivan Jr. 2020
Peter N. Manolakis 2020
Karen Rucks 2021

Kathy Ann Krawczyk 2023 (State appt. seat)

Wilbraham Nature and Cultural Council

Susan C. Bunnell 2020

Zoning Board of Appeals

Charles A. Pelouze 2021
Edward E. Kivari 2021
Mark J. Albano 2022

Zoning Board of Appeals Associate Seats

Betsy Johnson 2022
Jamil Eyvazzadeh 2023

2020 Elected Officials

(as of June 20, 2020)

SELECTMEN & BOARD OF HEALTH

Robert W. Russell (R) 2021
Robert J. Boilard (R) 2022
Carolyn F. Brennan (R) 2023

TOWN CLERK

Carole J. Tardif (D) 2021

MODERATOR

James S. Jurgens (R) 2021

ASSESSORS

John M. Wesolowski (R) 2023
Roger J Roberge II (R) 2022
Lawrence G. LaBarbera (R) 2021

REGIONAL SCHOOL COMMITTEE

Sherrill Caruana (D) 2023
Patrick O. Kiernan (U) 2023
William J. Bontempi (R) 2021
Michelle P. Emirzian (R) 2021
Sean F. Kennedy (D) 2022

CEMETERY COMMISSIONERS

Donald Bourcier (R) 2021
Wilfred R. Renaud, Jr. (D) 2023
Sharon L. Kiptz (D) 2022

2020 Appointed Positions/Boards/Committees

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

WATER COMMISSIONERS

James B. Dunbar (R) 2021
 Rik Alvarez (D) 2022
 Douglas Hutcheson (U) 2023

LIBRARY TRUSTEES

Raymond Burk (R) 2021
 Karen M. Grycel (D) 2021
 Linda F. Moriarty (R) 2020
 Cheryl A. Weslowski (R) 2023
 Marjorie Williams (D) 2022
 James S. Jurgens (R) 2022
 Linda Maria Dagradi (D) 2023

PLANNING BOARD

James J. Rooney (R) 2022
 Jeffrey A. Smith (U) 2023
 James E. Moore (U) 2024
 Tracey Plantier (D) 2025
 John P. McCloskey (D) 2021

WILBRAHAM HOUSING AUTHORITY

Robert Sullivan (R) BoS appt. 2020^{tenant}
 Peter N. Manolakis (R) 2025
 James S. Burke (R) 2023
 Karen L. Rucks (D) 2021
 Kathy Ann Krawczyk (R) 2023

Attest: Carole J. Tardif
 TOWN CLERK

2020 Federal & State Delegation

GOVERNOR

Charlie Baker (R)
 Office of the Governor
 State House, Rm. 280
 Boston, MA 02133
 Phone: 1-888-870-7770
 1-617-725-4005
 1-413-784-1200 Springfield
 1-202-624-7713 Washington
 E-mail: goffice@state.ma.us

U.S. SENATOR

Elizabeth Warren (D)
 2400 John F. Kennedy Bldg.
 15 New Sudbury St.
 Boston, MA 02203
 Phone: 1-617-565-3170

 309 Hart
 Senate Office Bldg.
 Washington, DC 20510
 Phone: 1-202-224-4543

 1550 Main St., Suite 406
 Springfield, MA 01103
 Phone: 413-788-2690

U.S. SENATOR

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

 255 Dirksen Senate Office Bldg.
 Washington, DC 20510
 Phone: 1-202-224-2742

 1550 Main Street, 4th floor
 Springfield, MA 01101
 Phone: 413-785-4610

CONGRESSMAN – 1ST CONG. DIST.

Richard E. Neal (D)
 300 State St., Suite 200
 Springfield, MA 01105
 Phone: 413-785-0325

 2309 Rayburn House Office Bldg.
 Washington, DC 20515
 Phone: 1-202-225-5601

REPRESENTATIVE IN GEN. COURT 12th HAMPDEN DISTRICT

Angelo J. Puppolo, Jr.
 State House, Room 122
 Boston, MA 02133-1054
 Phone: 1-617-722-2006
 Email: angelo.puppolo@mahouse.gov

2341 Boston Rd., Suite 204
 Wilbraham, MA 01095
 413-596-4333

Email: repangelopuppolo@aol.com

STATE SENATOR-1ST HAMPDEN/ HAMPSHIRE DISTRICT

Eric P. Lesser (D)
 24 Beacon St. Room 410
 Boston, MA 02133
 Phone: 1-617-722-1291

Email: eric.lesser@masenate.gov

60 Shaker Road
 Unit 3B

East Longmeadow, MA 01028
 Phone: 413-526-6501

2020 Annual Town Election Results

2020 ANNUAL TOWN ELECTION June 15, 2020

Total Registered Voters ---	10,773	Voted by Precinct	Total Registered
Total Vote Cast -----	773	Precinct A – 183	2777
% Voted -----	7.18%	Precinct B – 147	2678
		Precinct C – 192	2625
		Precinct D – 250	2693

SELECTMAN – 3 YRS.

Carolyn Brennan R 433*
 Robert Tourville D 329

ASSESSOR – 3 YRS.

John M. Wesolowski R 549*

REG. SCHOOL COMMITTEE – 3 YRS.

Sherrill Caruana D 585*
 Patrick O. Kiernan U 461*
 D. John McCarthy R 173

CEMETERY COMMISSIONER – 3 YRS

Wilfred R. Renaud Jr. D 636*

WATER COMMISSIONER – 3 YRS

Douglas Hutcheson U 16*

LIBRARY TRUSTEE – 3 YRS

Linda Maria Dagradi D 532*
 Cheryl A. Wesolowski R 413*

PLANNING BOARD – 5 YRS

Tracey Plantier D 613*

WILB. HOUSING AUTHORITY

Peter Noel Manolakis R 548*

ATTEST: Carole J. Tardif
 Town Clerk of Wilbraham

* Denotes Winner

2020 Democratic Town Committee

Executive Officers

Linda Dagradi, Chair
 Terri Landeck, Secretary
 Ann Tousignant, Treasurer

Members

Rik Alvarez	Jonathon Ball
Gale Candaras	Chuck Clark
Jane Clark	Linda Dagradi
Megan Dubord	Kandy Duffy
Bill Fogarty	Barbara Galanek
Christine Goonan	Ivan Gothner
Karen Grycel	Everett Hanford
Thomas Hidalgo	Maria Idali Torres
Chip Johnson	Mark Jones
Thomas Kenefick	Sean Kennedy
Ann Marie King	Sharon Kipetz
Terri Landeck	Anna Levine
Patricia McDiarmid	Robert Page
Marjorie Pessolano	Elizabeth "Liz" Quigley
Jamison Rohan	Karen Rucks Walker
Richard Ryan	Carole Tardif
Robert Tourville	Ann Tousignant
Bruce Williams	Marjorie Williams

2020 Republican Town Committee

Executive Officers

James Burke, Chairman
 Kathy Krawczyk, Secretary
 Joelene Guzzo, Treasurer

Members

Frank Barbaro	Robert Boiland
William Bontempi	Barbara Bourcier
Don Bourcier	Carolyn Brennan
Jim Burke	Herta Dane
Michael Dane	Lloyd Elliott
Joelene Guzzo	James Jurgens
Richard Howell	Kathy Krawczyk
Catherine Labine	Mark Manolakis
Peter Manolakis	Michael Mazzuca
John McCarthy	Mary McCarthy
Tom Reavey	Roger Roberge
Jim Rooney	Robert Russell
David Sanders	Marcie Sanders
Janet Shea	Robert Sullivan
John Wesolowski	

Associate Members

Peter Ablondi	David Graziano
Ann Marie Kibbe	Charlotte Logan
Lawrence LaBarbera	Joyce McComb
Patrick McComb	Debbie Reavey
Elizabeth Sallade	Roy Scott
Anthony Vecchio	



Photo: Twelve Mile Bridge
 Photo courtesy of Melissa Graves

Administration

Town Clerk

Town Clerk's Office

Carole J. Tardif, Town Clerk
Deborah M. Brennan, Assistant
Town Clerk

SPECIAL TOWN MEETING March 9, 2020

Attendance:

Precinct A: 30
Precinct B: 30
Precinct C: 30
Precinct D: 40
Total ----- 130

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, March 9, 2020. Moderator James Jurgens noted a quorum was present at 7:00pm and called the meeting.

Moderator Jurgens welcomed all and asked attendees to join in reciting the Pledge of Allegiance before the call of the meeting was read by Town Clerk Carole J. Tardif. Moderator Jurgens allowed Selectwoman, Susan Bunnell to express her gratitude to all resident of Wilbraham for all their support over the years she served on Finance Committee and as a Selectwoman. She will not seek another term due to conflict with her new job.

Superintendent Al Ganem Jr. and Howard G. Barber, Director of Finance, Operations and Human Resources presented a short presentation for Article 1.

ARTICLE 1. Approved by a declared 2/3 vote that the Town (i) appropriate the sum of \$ 1,520,939 from the Town's Stabilization Fund to be paid to the Hampden-Wilbraham Regional School District to be used to pay for a portion of the costs of the Project defined below, and (ii) approves the borrowing authorized by the Hampden-Wilbraham Regional School District, for the purpose of paying costs of the replacement of roofs at the Wilbraham Middle School, 466 Stony Hill Road, Wilbraham, MA 01095, including the payment of all costs incidental or related thereto (the

"Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the District to collaborate with the MSBA on this proposed repair project, any project costs the District incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the District; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

Passing by declared two-third vote to appropriate a sum of money as printed in Article 1 of the Warrant.

ARTICLE 2. Approved by a declared 2/3 vote to appropriates \$ 135,000 to pay costs of the following capital outlay items: Equipment Vehicles 2 Highway Dump Trucks (grant) \$ 135,000 including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$135,000 in accordance with Chapter 44 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Passing by declared two-third vote to appropriate a sum of money as printed in Article 2 of the Warrant.

Moderator Jurgens moved to adjourn meeting and was seconded, meeting was adjourned at 7:25pm.

Attest:



Carole J. Tardif
Town Clerk of Wilbraham

ANNUAL TOWN MEETING June 15, 2020

Attendance:

Precinct A: 56
Precinct B: 59
Precinct C: 51
Precinct D: 58
Total ----- 224

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, June 15, 2020. At 7:00 p.m. Moderator James S. Jurgens 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.

In respect of tradition, the names of those Town employees and Town committees recently deceased since our last meeting were read. These names are printed in the annual town report. A moment of silence was held in their honor.

The Select Board Susan Bunnell had a few words of recognition for Mr. John Lovejoy who was very involved in the Town of Wilbraham. Then we had a moment of silence in his honor.

The Pledge of Allegiance was then recited by Moderator James S. Jurgens, followed by Town Clerk Carole J. Tardif agreeing all protocols of posting were met, and abstained from reading the call of the meeting.

Due to the Covid - 19 pandemic, Moderator James S. Jurgens thanked all Town Employee and Volunteers for all their efforts in setting up the Auditorium and Cafeteria. The Town followed all guidelines set forth from Governor Baker, social distances setting and check in tables, wearing of face coverings, sanitizing during the meeting.

Continued on pg.12

**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.*

Consent Agenda (articles marked *) - Finance Committee Recommends:

Passing by majority vote that the Town accept and approve the following motions as presented in the anticipated motions handout. Articles 1,2,4,8,9,10,11,12,13,16,17,18,19,23,41,42, and 43.

***ARTICLE 1. Choosing miscellaneous officials (consent agenda):** Passing by majority vote that the following persons be elected to the indicated offices for the ensuing year: Poundkeeper, Ricky Seldomridge; Measurer of Wood and Charcoal, Gary Petzold; Measurer of Wood and Charcoal, Susan Petzold; Surveyor of Lumber, Edward P. Lindsay.

***ARTICLE 2. Hearing reports (consent agenda):** Passing by majority vote that the town accept the reports of all officers and committees as printed in the Annual Town Report.

ARTICLE 3. Funding Transfers FY 2020 – MOVE NO ACTION

***ARTICLE 4. Ambulance Fund Transfer (consent agenda). MOVE NO ACTION**

ARTICLE 5. 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 6. Compensation for elected Town officials. – Finance Committee Recommends: Passing by a majority vote to fix the compensation for elected Town Officers for fiscal year July 1, 2020 to June 30, 2021, as follows: Assessors, \$3,631 per year, chairman, \$4,007 per year; Town Clerk, \$80,042 per year (all fees revert to the Town treasury); Moderator, \$200 Annual Town Meeting, \$50 Special Town Meeting; Selectmen, \$5,255 per year, chairman \$6,130 per year; Water Commis-

sioners, \$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 7. Budget Appropriations. – Finance Committee Recommends: Passing by majority vote to accept the report of the Finance Committee and vote to raise and appropriate \$44,302,519, and appropriate from Free Cash \$103,552 to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2021 (July 1, 2020 to June 30, 2021) 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. Presentations were given by Finance Committee and the Hamden Wilbraham Regional School District. A question and answer session followed.

***ARTICLE 8. Water Enterprise Fund Budget (consent agenda):** Passing by majority vote that the following sums be appropriated for the Water Enterprise Fund: Salaries, \$459,265; Expenses, \$1,348,524, and that \$1,807,789 be raised as follows: \$1,807,789 from Water Department receipts for Fiscal Year 2021 expenses.

***ARTICLE 9. Water Enterprise Fund Reserve Fund (consent agenda):** Passing by majority vote that the Town vote to appropriate from water receipts the sum of \$50,000 for a Fiscal Year 2021 Reserve Fund.

***ARTICLE 10. Wastewater Enterprise Fund Budget (consent agenda):** Passing by majority vote that the following sums be appropriated for the Wastewater Enterprise Fund: Salaries, \$266,934; Expenses, \$917,999, and that \$1,184,933 be raised as follows: \$1,057,373 from Wastewater Department receipts, \$21,560 from retained earnings and *fund balance reserved for future debt \$ 106,000*) for Fiscal Year 2021 expenses.

***ARTICLE 11. Wastewater Enterprise Fund Reserve Fund (consent agenda):** Passing by majority vote that the Town vote to appropriate from wastewater receipts the sum of \$60,000 for a Fiscal Year 2021 Reserve Fund.

***ARTICLE 12. Solid Waste Enterprise Fund Budget (consent agenda):** Passing by majority vote that the following sums be appropriated for the Solid Waste Enterprise Fund: Salaries, \$133,175; Expenses, \$236,965, and that \$370,140 be raised as follows: \$337,918 from Solid Waste Enterprise Fund receipts, and \$32,222 from retained earnings for Fiscal Year 2021 expenses.

***ARTICLE 13. Solid Waste Enterprise Fund Reserve Fund (consent agenda):** Passing by majority vote that the Town vote to appropriate from Solid Waste Enterprise Fund receipts the sum of \$4,000 for a Fiscal Year 2021 Reserve Fund.

ARTICLE 14. Capital Projects from Free Cash – Finance Committee Recommends: Passing by majority vote that the Town vote to appropriate from available funds (Free Cash (2019), \$380,280 to fund the following Projects in Fiscal Year 2020:

DEPARTMENT	PROJECT	AMOUNT
Police Department	Watch Guard – Cameras (9)	\$57,780
I.T. Department	Replace Fiber Line for Town Hall Connection	\$30,000
Historical Commission	Property Plaques and Signs	\$2,500
Fire Department	Rescue Air Bags	\$9,000
Fire Department	Autoloader for Ambulance (Contingent on Grant)	\$10,000
Wilbraham Fiber	Broadband Study Plan	\$15,000
Recreation Department	Lawnmower	\$15,000
DPW (Highway Div)	Chipper	\$38,000
Facility Maintenance	Various Town Building Projects (See List)	\$100,000
Selectmen	Non-Bargaining Compensation Study	\$25,000
Tree Warden	Tree Removal Program	\$78,000

ARTICLE 15. Appropriation for Capital Outlays – Finance Committee Recommendations: Requiring a two-third vote, passing by a declared two-third vote by the Moderator that the Town appropriates \$ 275,000 to pay costs of the following capital outlay items:

Public Buildings DPW GARAGE \$200,000
Equipment WMS ROOFTOP HVAC UNIT \$75,000

Including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$275,000 in accordance with Chapter 44 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. (2/3rd Vote.) Presentations was given by Capital Planning Committee chair Nick Manolakis . A question and answer session followed.

***ARTICLE 16. Receipts reserved for appropriation for ambulance (consent agenda):** Passing by majority vote to appropriate \$868,123 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 17. Appropriations for Ambulance Depreciation Account (consent agenda):** Passing by majority vote to appropriate \$115,000 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 18. Receipts reserved for appropriation for cemeteries (consent agenda):** Passing by majority vote to appropriate \$20,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating expenses, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the General Laws.

***ARTICLE 19. Receipts reserved for appropriation for Wilbraham Public Access Television (consent agenda):** Passing by majority vote to appropriate \$165,465 from the PEG Access and Cable Related Fund for Appropriation for Wilbraham Public Access Television, pursuant to Section 53F ¾ of Chapter 44 of the Massachusetts General Laws.

ARTICLE 20. Reserve Fund – Finance Committee Recommendations: Passing by majority vote to raise and appropriate \$300,000 for a Fiscal Year 2021 Reserve Fund.

ARTICLE 21. Special Appropriation for road repaving and preservation – Finance Committee Recommendations: Passing by majority vote to raise and appropriate \$150,000 to repave, resurface and/or crack seal public ways.

ARTICLE 22. Other Post-Employment Benefits Liability Trust Fund – Finance Committee Recommendations: Passing by majority vote that the town vote 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,

***ARTICLE 23. Municipal Building Insurance Fund (consent agenda).** Passing by majority vote to raise and appropriate \$1,000 for the Municipal Building Insurance Fund.

FUND	SOURCE	AMOUNT
General Fund	Raise and appropriate	\$450,000
Water Enterprise Fund	Water receipts	\$15,521
Wastewater Enterprise Fund	Wastewater receipts	\$4,957
Solid Waste Enterprise Fund	Solid waste receipts	\$2,194
Receipts Reserved for Appropriation for Ambulance	Receipts reserved for appropriation for ambulance	\$4,528

ARTICLE 24. Stabilization Fund - Finance Committee Recommendations: Passing by majority vote to transfer \$100,000 from Free Cash to be added to the Stabilization Fund and to transfer \$1,125,000 from free cash to be added to the Capital Stabilization Fund, both in accordance with Section 5B of Chapter 40 of the Massachusetts General Law.

ARTICLE 25. Water Enterprise Retained Earnings – Finance Committee Recommendations: Passing by majority vote to appropriate \$210,972 from the Water Enterprise Retained Earnings account to fund a new water valve (\$25,000), a new water truck (\$100,000), the Water Department’s share of a new DPW building (\$50,000) and an inspection of the water tank (\$35,972).

ARTICLE 26. Waste Water Enterprise Retained Earnings – Finance Committee Recommendations: Passing by majority vote to appropriate \$50,000 from the Waste Water Enterprise Fund Retained Earnings account to fund the Waste Water Department’s share of a new DPW building (\$50,000).

ARTICLE 27. Zoning By-Law Amendment – First Floor (Street Level) Use Regulations for Mixed Use Building. – Planning Board Recommends: Requiring a two-third vote, passing by declared two-third vote by the Moderator that the Town amend the Wilbraham Zoning By-Law by deleting existing Section 6.4.3(C) in its entirety and substituting therefore a new Section 6.4.3(C) to read as follows:
“The first floor (street level) of the Mixed Use Building shall be occupied for commercial use only and shall be limited to the commercial uses specifically authorized in the applicable zoning district by site plan approval or special permit pursuant to section 3.4.5 of the Zoning By-Law, and said commercial uses shall be subject to separate approval by the appropriate permit granting authority in accordance with the requirements of this Zoning By-Law. Dwelling units shall not occupy the first floor of the mixed use commercial building.”

ARTICLE 28. Zoning By-Law Amendment – Decommissioning or Abandonment Regulations for Large-Scale Ground – Mounted Solar Energy Systems. – Planning Board Recommends: Requiring a two-third vote, passing by declared two-third vote by the Moderator that Town vote to amend the Wilbraham Zoning By-Law by revising the last sentence in section 10.7.12(B) to read as follows:

“The cost for the removal will be drawn from the performance surety provided by the applicant or charged to the property owner in accordance with the provisions of M.G.L. chapter 139, section 3A as a tax lien on the property and said costs will constitute liens for purposes of M.G.L. chapter 40, section 58.”

ARTICLE 29. Acceptance of Public Ways - Passing by majority vote that the Town vote to accept Julia Way and Willowbrook Lane as a public ways pursuant to a layout filed by the Board of Selectmen with the Town Clerk.

ARTICLE 30. Acceptance of Deeds – MOVED NO ACTION

ARTICLE 31. Community Preservation Program Budget – Finance Committee Recommends: Passing by majority vote to appropriate or reserve from the Community Preservation annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative costs, community preservation projects and other expenses in fiscal year 2021, as printed in Article 31 of this Warrant, with each item to be considered a separate appropriation.

APPROPRIATIONS	
FY 2021 estimated revenues for Administrative Costs	\$7,500
RESERVES:	
FY 2021 estimated revenues for Historic Preservation Reserves	\$45,206
FY 2021 estimated revenues for Community Housing Reserves	\$45,206
FY 2021 estimated revenues for Open Space Reserves	\$45,206
FY 2021 estimated revenues for Non-Committed Reserves	\$316,444
FY 2021 estimated total of revenue in Reserves	\$452,062
Estimated new surcharge collections for FY 2021	\$407,267
Estimated State Match for FY 2021	\$44,799
FY 2021 estimated total	\$452,062

ARTICLE 32. CPA Project for Preservation of Town Record Books. – Finance Committee Recommends: Passing by majority vote to transfer \$47,243 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 33. Restoration of Adams Cemetery Grave Stone Markers. – Finance Committee Recommends: Passing by majority vote to transfer \$3,600 from the FY2021 Community Preservation Historic category to provide funding for repair and re-installation of seven gravestone markers in the older section of Adams Cemetery.

ARTICLE 34. Restoration of East Wilbraham Cemetery Grave Stone Markers. – Finance Committee Recommends: Passing by majority vote to transfer \$8,525 from the FY2021 Community Preservation Historic category to provide funding to remove, repair, restore and re-installation of sixteen gravestone markers in East Wilbraham Cemetery.

ARTICLE 35. Spec Pond Recreation Support Storage Building, Supplemental Funding Application. – Finance Committee Recommends: Passing by majority vote to transfer \$250,000 from FY2021 Community Preservation Non-Committed category as supplemental funding for construction of a 3,000 SF pre-engineered Butler metal building on the east side of Spec Pond Complex.

ARTICLE 36. Atheneum Society of Wilbraham, renovate Old Meeting House front entry at 450 Main Street for compliance with handicapped entrance to a public building. – Finance Committee Recommends: Passing by majority vote that the Town transfer \$19,249 from the Community Preservation FY2021 Historic category and \$128,504 from the CPA Non-Committed category, total of \$147,753 for restoration of the 450 Main St entry of a historic building to comply with Massachusetts Handicap Access regulations to a public building, without altering the building or its colonial appearance.

ARTICLE 37. Community Gardens Well shelter and Gardener’s Storage Shed. – Finance Committee Recommends: Passing by majority vote that the Town transfer \$15,000 from the FY2021 CPA Non-Committed category for construction of two small accessory buildings on the Community Gardens campus on Monson Rd.

ARTICLE 38. Gleason Land purchase for Conservation Restriction. – Finance Committee Recommends: Requiring a two-third vote, passing by a declared two-third vote by the Moderator to appropriate \$47,043 from the FY2021 CPA Open Space category and \$172,957 from Non-Committed category, totaling \$220,000 from CPA funds to pay the costs of acquiring, by negotiated purchase, the 71.47 acre Gleason Family property of forest land between Bellows Rd. and Springfield St. to be managed and controlled by the Conservation Commission of the Town of Wilbraham in accordance with M.G.L. c. 40, Section 8C for conservation and passive recreation purposes; and to authorize the Board of Selectmen and the Conservation Commission, as they deem appropriate, to enter into all agreements and execute any and all instruments including the conveyance of a perpetual conservation restriction to the Minnechaug Land Trust or other nonprofit organization qualified and willing to hold such a restriction in accordance with M.G.L. c. 184 as required by Section 12(a) of Chapter 44B or Chapter 293 Section 10 of the Acts of 1998 as amended, as may be necessary on behalf of the Town of Wilbraham to affect said purchase. (2/3rd Vote)

ARTICLE 39. Twelve Mile Brook Foot Bridge, Supplemental Funding Application. – Finance Committee Recommends: Passing by majority vote that the Town will vote to transfer \$14,500 from FY2021 Community Preservation Non-Committed category for additional funding to construct a new light weight, Fiberglass Reinforced Polymer pedestrian foot bridge over 12 Mile Brook.

ARTICLE 40. Open Space Trail Identification Signs. – Finance Committee Recommends: Passing by majority vote that the Town transfer \$2,700 from FY 2021 Community Preservation Non-committed category for design and production of ten hanging signs and several post mounted signs for identification of Wilbraham Conservation Land and Open Space hiking trails, Community Gardens and 12 Mile Brook conservation land.

***ARTICLE 41. Authorization to Dispose of Surplus Equipment (consent agenda).**

Passing by majority vote that the Town 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. Departmental Revolving Funds (consent agenda).**

Passing by majority vote that the Town vote to fix the maximum amount that may be spent during Fiscal year FY2021 beginning on July 1, 2020 for the revolving funds established in Town By-laws for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E ½, the Town of Wilbraham shall authorize the following Revolving Funds: Council on Aging, \$20,000; Compost Bins, \$5,000; Cemetery, \$20,000; and Community Garden, \$6,000.

***ARTICLE 43. Authorization to Enter into Lease/Purchase Agreements (consent agenda)**

Passing by majority vote that the Town 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 44. Town By-Law Amendment— To Define Appointing Authority in the Town of Wilbraham for Employees and Officers Other than Those Employed by the Wilbraham Police Department, Wilbraham Fire Department, and Wilbraham Department of Public Works.

Passing by majority vote to authorize the Board of Selectmen to petition the General Court for special Home Rule legislation under the Home Rule Amendment to the Massachusetts Constitution or take any other action thereon, for Special Legislation to be entitled, “An Act Defining the Appointment and Removal Authority in the Town of Wilbraham for Officers and Employees of the Town of Wilbraham Other Than Those Employed by the Wilbraham Police Department, Wilbraham Fire Department, and Wilbraham Department of Public Works,” as set forth in Article 44 of this Warrant.

AN ACT PROVIDING FOR THE APPOINTMENT AND REMOVAL AUTHORITY OF THE TOWN ADMINISTRATOR OF THE TOWN OF WILBRAHAM FOR OFFICERS AND EMPLOYEES OF THE TOWN OTHER THAN THOSE EMPLOYEES OF THE WILBRAHAM POLICE DEPARTMENT, WILBRAHAM FIRE DEPARTMENT, AND WILBRAHAM DEPARTMENT OF PUBLIC WORKS.

SECTION 1. Notwithstanding any general or special law or Town bylaw to the contrary, the Town Administrator of the Town of Wilbraham shall have the authority to appoint and remove all officers and employees, other than department heads, of the Town including, but not limited to, officers and employees working in the following departments: the board of assessors, the board of library trustees, the council on aging, the playground & recreation commission, the town accountant, the town clerk, and the town treasurer; provided, however, the Town Administrator shall not have the authority to appoint or remove any department heads or any officers or employees of the Wilbraham Police Department, the Wilbraham Fire Department, or the Department of Public Works, and provided further that Town Administrator shall not have the authority to appoint and remove the director of the Wilbraham Public Library, which director shall be appointed for a term not to exceed three years, and may be removed by the board of library trustees.

SECTION 2. Removals by the Town Administrator of any subordinate officers and employees appointed by the Town Administrator shall be subject to the approval of the board of selectmen.

SECTION 3. Notwithstanding any general or special law or Town bylaw to the contrary, the Board of Selectmen of the Town of Wilbraham shall have the authority to appoint and remove all department heads of the various departments in the Town of Wilbraham; provided, however, that the board of library trustees shall have the authority to appoint and remove a director for a term not to exceed three years.

SECTION 4. This act shall take effect upon its passage.

B. The General Court may make clerical or editorial changes of form only to the requested legislation within the scope of the public objectives of the petition, or take any other action relative thereto that is reasonably necessary to carry out the

public objectives of the petition; or take any other action relative thereto.

ARTICLE 45. Non – Binding Resolution – Tax Increment Financing Program.

Passing by majority vote to adopt the non-binding resolution to seek applications for eligible projects for Municipal Real Estate Tax Incentives under M.G.L. c. 23A, Sec. 3E, as set forth in Article 45 in this Warrant.

A resolution to seek applications for eligible projects for Municipal Real Estate Tax Incentives under M.G.L. c. 23A, Sec. 3E.

WHEREAS, the Town benefits from private real estate investment through redevelopment of property and the creation and retention of employment opportunities; WHEREAS, applicable law permits the Town to provide certain municipal real estate tax incentives for eligible projects that are consistent with the development objectives of the Town and are likely to increase or retain employment opportunities in the Town;

WHEREAS, municipal real estate tax incentives take the form of a Tax Increment Financing (TIF) Exemption or Special Tax Assessment as codified in a written agreement with the Town which is subject to subsequent Town meeting approval on a case by case basis; WHEREAS, municipal real estate tax incentives may attract or retain investment in the Town;

WHEREAS, setting forth the Town’s desire to attract investment through municipal real estate tax incentives is critical to attracting eligible projects; and

ARTICLE 46. Petitioned Article— Wilbraham Senior Center To Be Relocated To Memorial School. Ruled Out of Order – No Vote Taken by Moderator

We the undersigned require that the binding questions of: Should the Wilbraham Senior Center be relocated to Memorial School and be placed on the Warrant for the 2020 Annual Town Meetings, for a Vote of the Citizens of Wilbraham, present at the said Town Meeting.

ARTICLE 47. Petitioned Article— Name Memorial School A Historic Building Honoring Veterans. Ruled Out of Order – No Vote Taken by Moderator
We the undersigned direct the Selectmen/ Woman to make application to name Memorial School a Historic Building honoring our Veterans.

Motion to adjourn was made and second-
ed. Meeting adjourned at 10:19 p.m.

Attest: 

Carole J. Tardif
Town Clerk of Wilbraham



MAURA HEALEY
ATTORNEY GENERAL

THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL
CENTRAL MASSACHUSETTS DIVISION
10 MECHANIC STREET, SUITE 301
WORCESTER, MA 01608

(508) 792-7600
(508) 795-1991 fax
www.mass.gov/ago

September 28, 2020

Carole J. Tardif, Town Clerk
Town of Wilbraham
240 Springfield Street
Wilbraham, MA 01095

Re: **Wilbraham Annual Town Meeting of June 15, 2020 -- Case # 9832**
Warrant Articles # 27 and 28 (Zoning)

Dear Ms. Tardif:

Articles 27 and 28 - We approve Articles 27 and 28, from the Wilbraham June 15, 2020, Annual Town Meeting. Our comments on Article 28 are provided below.

Article 28 - Article 28 amends the Town's zoning by-laws, Section 10-7 ("Large-Scale Ground Mounted Solar Energy Systems) by adding new text to the last sentence of section 10.7.12 (B) pertaining to decommissioned or abandoned large scale ground-mounted solar energy systems. As amended, the section 10.7.12 provides as follows:

The cost for the removal will be drawn from the performance surety provided by the applicant or charged to the property owner in accordance with the provisions of M.G.L. chapter 139, section 3A as tax lien on the property and said costs will constitute liens for purposes of M.G.L. chapter 40, section 58.

The Town amended section 10.7.12 (B) based on a previous decision issued by our Office where we commented on the use of G.L. c. 40, § 58.¹ We again remind the Town that the it must apply Section 10.7.12 (B) in a manner consistent with G.L. c. 139. General Laws Chapter 139, Section 3A, establishes that certain costs incurred by a town (*those costs associated with the removal of burnt, dangerous, or dilapidated buildings or structures, or the securing of vacant parcels that are subject to an order issued pursuant to G.L. c. 139, § 3*) constitute a debt due the town, which shall be recoverable in a contract action. The Town may utilize the provisions of G.L. c. 139, § 3A, only where authorized by G.L. c. 139. Thus, the Town must apply Section 10.7.12 (B) in a manner consistent with G.L. c. 139.

¹ See our decision to the Town dated August 29, 2019 (Case # 9481).

Note: Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) **general** by-laws and amendments take effect on the date that these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) **zoning** by-laws and amendments are deemed to have taken effect from the date they were voted by Town Meeting, unless a later effective date is prescribed in the by-law.

Very truly yours,

MAURA HEALEY
ATTORNEY GENERAL

Kelli E. Gunagan

by: Kelli E. Gunagan, Assistant Attorney General
Municipal Law Unit
Office of the Attorney General
Ten Mechanic Street, Suite 301
Worcester, MA 01608
508-792-7600

cc: Town Counsel Stephen M. Reilly, Jr.



Flag Pole at Bruuer Pond

Photo courtesy of Jered Sasen,
Veteran Services Director



If you would like to receive emergency or urgent information notifications from the Town of Wilbraham, you may go to the Town's website (www.wilbraham-ma.gov) and click on the Blackboard Connect link at the bottom, left side of the website's home page.

VOTER REGISTRATION BY PRECINCT
(As of December 31, 2020)

<u>PREC</u>	<u>Rep</u>	<u>Dem</u>	<u>Unen</u>	<u>Liber.</u>	<u>Green Rainbow</u>	<u>Political Designations</u>	<u>Total</u>
A	522	744	1571	12	2	30	2881
B	463	677	1545	10	0	28	2723
C	534	576	1557	11	2	25	2705
D	477	695	1582	6	0	12	2772
TOTAL:	1996	2692	6255	39	4	95	11081

VITAL STATISTICS

<u>BIRTHS</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
MALES	29	50	56	56	42
FEMALES	34	35	37	44	46
TOTALS	63	85	93	100	88
MARRIAGES	49	46	58	45	37
DEATHS					
MALES	95	92	96	94	116
FEMALES	120	146	145	156	153
TOTALS	215	238	241	250	269

ATTEST: Carole J. Tardif
Town Clerk

Office of the Town Clerk
State Summary Report
Beginning 07/01/2019 and Ending 06/20/2020

<u>Code</u>	<u>Description</u>	<u>#</u>	<u>Total</u>
01	Stray Fine	11	255.00
02	Noncriminal Tickets	3	250.00
03	Boarding Fees	16	370.00
04	Misc	129	192.50
05	Marriage	48	1,440.00
06	Copy of Rec	1,463	14,630.00
07	HT Permiss	263	526.00
08	Bus Cert	86	3,220.00
09	Raffle Pmt	2	40.00
10	Gas Permit	7	805.00
11	Cemetery BK	1	2.00
12	Pole Loc	5	200.00
13	Street List	5	45.00
DR	Dog Tag Registration	2,746	28,155.50
	Total Cash		11,127.00
	Total Checks		29,239.00
	Total Credit Cards		9,765.00
	Total Unknown Payment Type		0.00
			50,131.00
			50,131.00

Presidential Primary Official Results: DEMOCRAT

March 3, 2020

Presidential Preference	PCT A	PCT B	PCT C	PCT D	UCAVA	TOTALS
DEVAL PATRICK	4	1	3	4		12
AMY KLOBUCHAR	19	7	11	21		58
ELIZABETH WARREN	125	105	102	100		432
MICHAEL BENNET	1	0	1	0		2
MICHAEL R BLOOMBERG	111	82	84	125		402
TULSI GABBARD	1	0	7	3		11
CORY BOOKER	0	0	0	0		0
JULIAN CASTRO	0	1	0	0		1
TOM STEYER	0	1	1	2		4
BERNIE SANDERS	157	136	156	148		597
JOSEPH R BIDEN	248	269	246	277		1040
JOHN K DELANEY	0	1	0	0		1
ANDREW YANG	2	0	1	1		4
PETE BUTTIGIEG	29	27	17	16		89
MARIANNE WILLIAMSON	0	0	0	0		0
NO PREFERENCE	4	1	1	5		11
WRITE-IN						0
Blank	1	2	4	4		11
Total Ballots Cast	702	633	634	706		2675

State Committee Man	PCT A	PCT B	PCT C	PCT D	UCAVA	TOTALS
BRUCE SAMUEL ADAMS JR	464	459	415	455		1793
WRITE-IN	1	0	0	0		1
			219	251		470
BLANK	237	174				411
Total Ballots Cast	702	633	634	706	0	2675

State Committee Woman	PCT A	PCT B	PCT C	PCT D	UCAVA	TOTALS
MARYGAIL B. COCKINIANS	483	473	434	475		1865
WRITE-IN	0	0	0	0		0
BLANK	219	160	200	231		810
						0
Total Ballots Cast	702	633	634	706	0	2675

Presidential Primary Official Results: DEMOCRAT

March 3, 2020

Town Committee	PCT A	PCT B	PCT C	PCT D	UCAVA	TOTALS
LINDA MARIA DAGRADI	379	285	291	352	1	1308
ANNA GABRIELLE LEVINE	395	284	298	335	1	1313
CAROLE J. TARDIF	399	304	298	354	5	1360
MARJORIE WILLIAMS	383	292	290	333	1	1299
MEGAN ELIZABETH DUBORD	393	294	296	352	1	1336
ANN E. TOUSIGNANT	412	303	322	375	1	1413
BRUCE WILLIAMS	373	276	282	320	1	1252
KAREN L. RUCKS	375	294	288	331	1	1289
WILLIAM J. FOGARTY	392	298	312	350	1	1353
THOMAS G. HIDALGO	371	272	284	319	1	1247
ROBERT TOURVILLE	364	271	289	317	1	1242
KAREN M. GRYCEL	382	298	295	362	1	1338
RIK ALVAREZ	365	278	285	317	1	1246
TERRI J. LANDECK	373	277	282	324	1	1257
JONATHAN P. BALL	362	265	275	316	1	1219
CHRISTINE MARIE GOONAN	386	320	293	359	1	1359
MARK F. JONES	368	284	278	319	1	1250
IVAN GOTHNER	363	262	289	311	1	1226
KATHLEEN M. PHIPPS	370	274	287	329	1	1261
ROBERT L. PAGE, JR	388	281	292	333	1	1295
SHARON L. KIPETZ	368	276	280	319	1	1244
ELIZABETH M. QUIGLEY	392	289	293	351	1	1326
JANE E. CLARK	380	286	297	333	1	1297
MARJORIE M. PESSOLANO	387	298	305	362	2	1354
CLIFTON C. JOHNSON	365	270	276	319	1	1231
SEAN F. KENNEDY	392	289	301	338	1	1321
PATRICIA L. MCDIARMID	395	288	292	364	2	1341
ANNEMARIE KING	377	278	283	326	2	1266
EVERETT L. HANDFORD	363	284	279	319	2	1247
MARIA IDALI TORRES	367	278	282	325	1	1253
BARBARA JEANNE GALANEK	376	277	279	326	1	1259
THOMAS A. KENEFICK, III	373	281	299	340	1	1294
CHARLES P. CLARK	369	272	284	316	1	1242
RICHARD HENRY RYAN	368	267	291	330	1	1257
WRITE-IN						0
BLANKS						0
Total Ballots Cast	12865	9645	9867	11376	42	43795

Presidential Primary Official Results: REPUBLICAN

March 3, 2020

Presidential Preference	PCT A	PCT B	PCT C	PCT D	UCAVA	TOTALS
WILLIAM F. WELD	12	11	23	19		65
JOE WALSH	3	1	3	3		10
DONALD J. TRUMP	182	147	134	188		651
ROQUE "ROCKY" DE LA FUENTE	0	1	1	1		3
NO PREFERENCE	2	1	5	4		12
Blanks	4	1	4	1		10
Total Ballots Cast	203	162	170	216	0	751

State Committee Man	PCT A	PCT B	PCT C	PCT D	UCAVA	TOTALS
SIDNEY M. STARKS	121	104	103	126		454
DOUGLAS D. LYMAN	48	37	42	44		171
WRITE-IN	1	0	0	0		1
BLANKS	33	21	25	46		125
Total Ballots Cast	203	162	170	216	0	751

State Committee Woman	PCT A	PCT B	PCT C	PCT D	UCAVA	TOTALS
DEBORAH L. MARTELL	148	125	123	141		537
WRITE-IN	0	0	0	0		0
BLANKS	55	37	47	75		214
						0
Total Ballots Cast	203	162	170	216	0	751

Presidential Primary Official Results: REPUBLICAN

March 3, 2020

Town Committee	PCT A	PCT B	PCT C	PCT D	UCAVA	TOTALS
MARCIE KNAPIK SANDERS	117	79	97	94		387
DAVID A. SANDERS	124	83	97	97		401
PETER NOEL MANOLAKIS	120	93	97	104		414
MARK MANOLAKIS	121	92	95	102		410
JAMES S. BURKE	117	78	96	93		384
JOELENE J. GUZZO	119	86	91	92		388
DONALD R. BOURCIER	130	84	93	95		402
BARBARA BALDWIN BOURCIER	124	80	91	91		386
ROBERT J. BOILARD	163	115	117	131		526
ROBERT L. SULLIVAN	117	82	91	99		389
MICHAEL W. DANE	114	83	92	94		383
HERTA DANE	111	80	93	93		377
THOMAS E. REAVEY	114	77	95	100		386
MARY E. MCCARTHY	114	80	90	90		374
D. JOHN MCCARTHY	112	79	93	89		373
CATHERINE W. LABINE	122	79	99	99		399
JANET L. SHEA	116	89	97	93		395
CAROLYN F. BRENNAN	119	81	94	103		397
RICHARD J. HOWELL	119	83	94	96		392
KATHY KRAWCZYK	114	74	92	89		369
MICHAEL A. MAZZUCA	119	81	92	98		390
JAMES S. JURGENS	116	79	95	98		388
JAMES J. ROONEY	122	80	93	91		386
LLOYD KEITH ELLIOTT, II	109	75	87	84		355
ROBERT W. RUSSELL	137	93	100	103		433
WILLIAM JOHN BONTEMPI	127	86	96	99		408
JOHN M. WESOLOWSKI	119	85	94	96		394
ROGER JOHN ROBERGE, II	113	76	87	88		364
FRANCIS C. BARBARO	120	74	92	93		379
WRITE-IN						0
BLANK						0
Total Ballots Cast	3489	2406	2740	2794	0	11429

Percent Turnout for March 3, 2020 Presidential Primary

	PCT A	PCT B	PCT C	PCT D	TOTALS
Tot Reg Democrat	731	684	583	678	2676
Tot Reg Libertarian	13	13	12	5	43
Tot Reg Republican	528	489	534	487	2038
Tot Reg Green Rain	4	0	1	0	5
Tot Reg Unenrolled	1472	1466	1461	1496	5895
Tot Reg Political	28	25	19	13	85
Total Registered Voters	2776	2677	2610	2679	10742
Public Counter on 3.3.2020	905	795	804	923	3427
Turnout %	32.6%	29.7%	30.8%	34.5%	31.9%

CLERK TALLY SHEET DEMOCRAT STATE PRIMARY 9/01/2020

Senator In Congress	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Polls	AD	UOCAVA										
Edward J. Markey, 7 Townsmed St. Malden	161	260	1	162	215	2	144	211	2	192	243		1593
Joseph P. Kennedy, III, 106 Waban Hill Rd. Newton	160	256		177	217		170	186		208	237	1	1612
Blank													0
Write-in Votes													0
Total Ballots Cast	836			773			713			881			3205

Representative in Congress	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Polls	AD	UOCAVA										
Richard E. Neal, 36 Atwater Ter., Springfield	207	386	1	216	324	1	186	281		263	349		2214
Alex B. Morse, 11 Linden St., Holyoke	116	133		125	112	1	130	116	1	148	131	1	1014
Blank													0
Write-in Votes													0
Total Ballots Cast	843			779			714			892			3228

Councillor	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTAL
	Polls	AD	UOCAVA										
Elighth District													
Mary E. Hurley, 15 Fields Dr., East Longmeadow	283	446	1	281	381	2	262	321	1	328	400	1	2707
Blank													0
Write-in Votes													0
Total Ballots Cast	730			664			584			729			2707

Senator in General Court	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTAL
	Polls	AD	UOCAVA										
First Hampden & Hampshire District													
Eric P. Lesser, 41 Dover Rd., Longmeadow	264	469	1	289	392	2	263	342	1	333	416	1	2773
Blank													0
Write-in Votes													0
Total Ballots Cast	734			683			606			750			2773

Representative in General Court	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTAL
	Polls	AD	UOCAVA										
Twelfth Hampden District													
Angelo J. Puppolo, Jr., 44 South Shore Dr. Springfield	271	475	1	294	389	2	270	354	1	352	432	1	2842
Blank													0
Write-in Votes													0
Total Ballots Cast	747			685			625			785			2842

Register of Probate	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Polls	AD	UOCAVA										
Hampden County													
Bob Collamore, 20 Weymouth St. Springfield	100	217	1	120	180		75	141		109	159		1102
Rosemary A. Saccomani, 46 Dogwood Ln, Agawam	175	258		177	217		196	212	1	244	255	1	1736
Blank													0
Write-in Votes													0
Total Ballots Cast	751			694			625			768			2838

Senator in Congress	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Machine	AD	UOCAVA										
Shiva Ayyadurai, 69 Snake Hill Rd, Belmont	63	26	1	62	19		63	23		66	19		342
Kevin J. O'Connor, 55 Glen St., Dover	54	63		61	30		52	52		80	48		440
Blank													0
Write-in Votes													0
Total Ballots Cast	207			172			190			213			782

Percent Turnout for September 1, 2020 State Primary

	PCT A	PCT B	PCT C	PCT D	TOTALS
Tot Reg Democrat	726	687	576	688	2677
Tot Reg Libertarian	13	12	11	6	42
Tot Reg Republican	521	478	536	479	2014
Tot Reg Green_Rain	5	0	2	0	7
Tot Reg Unenrolled	1523	1514	1517	1547	6101
Tot Reg Political Designations	28	26	21	11	86
Total Registered Voters	2816	2717	2663	2731	10927
Total # of Voters that voted in Primary	1056	968	917	1122	4063
Turnout %	37.5%	35.6%	34.4%	41.1%	37.2%

	A	B	C	D
Warden Public Counter + Auxillary	442	473	436	567
Advanced Deposited	612	493	479	554
UOCAVA	2	2	2	1

CLERK TALLY SHEET PRESIDENTIAL ELECTION 11.3.2020

Electors of President and Vice President	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Machine	AD	UOCAVA										
BIDEN and HARRIS.....Democrat	349	946	5	306	934	7	304	829	6	370	865	7	4928
HAWKINS and WALKER.....Green Rainbow	7	5		6	2		7	4		4	5		40
JORGENSEN and COHEN.....Libertarian	13	21	1	13	17		13	16		28	13		135
TRUMP and PENCE.....Republican	542	513	1	509	489		621	498		615	474		4262
Total Ballots Cast													9365
Senator in Congress	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Machine	AD	UOCAVA										
EDWARD J MARKEY.....Democrat	356	923	6	292	916	7	302	802	5	355	818	6	4788
KEVIN J. O'CONNOR.....Republican	517	523	1	505	491		606	511		618	495	1	4268
Total Ballots Cast													9056
Representative in Congress	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Machine	AD	UOCAVA										
First District													
RICHARD E. NEAL.....Democrat	613	1124	6	524	1110	7	578	1002	6	656	1005	7	6638
													0
Total Ballots Cast													6638
Councillor	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTAL
	Machine	AD	UOCAVA										
Eighth District													
MARY E. HURLEY.....Democrat	600	1130	6	546	1138	7	576	1003	5	677	1013	7	6708
													0
Total Ballots Cast													6708
Senator in General Court	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTAL
	Machine	AD	UOCAVA										
First Hampden & Hampshire District													
ERIC P. LESSER.....Democrat	601	1155	6	543	1147	5	584	1005	4	664	1025	3	6742
													0
Total Ballots Cast													6742
Representative in General Court	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTAL
	Machine	AD	UOCAVA										
Twelfth Hampden District													
ANGELO J. PUPPOLO, JR.Democrat	648	1202	6	598	1188	5	646	1053	4	736	1098	3	7187
													0
Total Ballots Cast													7187
Register of Probate	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Machine	AD	UOCAVA										
Hampden County													
ROSEMARY A. SACCOMANI.....Democrat	299	618	5	253	636	7	263	580	3	296	579	5	3544
LORI A. LANDERS-CARVALHO...Independent	491	646	1	476	618		573	599	2	607	603	1	4617
Total Ballots Cast													8161
Expanded Access to Mechanical Data	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTAL
	Machine	AD	UOCAVA										
YES	643	1061	7	601	1072	4	714	968	5	747	983	4	6809
NO	235	370		221	346	3	220	333		261	326	1	2316
Total Ballots Cast													9125
Ranked Choice Voting	PRECINCT A			PRECINCT B			PRECINCT C			PRECINCT D			TOTALS
	Machine	AD	UOCAVA										
YES	240	488	6	219	525	5	256	473	4	289	453	3	2961
NO	622	931	1	594	852	2	673	815	1	707	840	2	6040
Total Ballots Cast													9001

Percent Turnout for November 3, 2020 Presidential Election					
	PCT A	PCT B	PCT C	PCT D	TOTALS
Tot Reg Democrat	763	694	594	704	2755
Tot Reg Libertarian	13	10	12	6	41
Tot Reg Republican	538	480	552	488	2058
Tot Reg Green_Rain	4		2		6
Tot Reg Unenrolled	1612	1565	1575	1596	6348
Tot Reg Political Designations	29	27	25	12	93
Total Registered Voters	2959	2776	2760	2806	11301
Total # of Voters that voted in Election	2422	2311	2320	2399	9452
Turnout %	81.9%	83.2%	84.1%	85.5%	83.6%
	A	B	C	D	
Warden Public Counter + Auxilliary	915	841	951	1023	
Advanced Deposited	1500	1463	1363	1369	
UOCAVA	7	7	6	7	

Information and Technology (IT) Department

During 2020, 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. COVID-19 impacted our department in the way of needing to add more remote access, mobile devices and remote meeting capabilities.

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 fiber optic backbone paired with free and open software firewalls.
- ◆ 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 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 migrating end of life applications and operating systems to current versions.
- ◆ 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 and Fire HQ buildings.
- ◆ Continued usage of cloud/SaaS services for some departments and evaluation of feasibility and cost effectiveness of migrating other internally hosted systems to these services.
- ◆ Continued maintenance and improvements of the IT building located at 16 Main Street. The facility serves as IT staff offices and meeting space, technology inventory and archival storage, and offsite disaster recovery storage for existing data rooms located in other town buildings.
- ◆ Implemented phase 2 of the cloud-based Town-wide voice-over-IP (VoIP) phone system. Added the Senior Center, Fire Department and DPW Highway building to it.
- ◆ Installed 144 strand fiber between the Public Access and Town Hall buildings. This removes our reliance on Charter for connectivity between the two buildings and adds future capacity.
- ◆ Added a significant amount of remote access capabilities for staff, using funds from the CARES act.
- ◆ Implemented remote meeting capabilities using the GoToMeeting platform, using funds from the CARES act.

Board of Selectmen



The Board of Selectmen acknowledges that 2020 was a year unlike any other in living memory. The effects of the coronavirus pandemic on the citizens of Wilbraham, and the world at-large, were life altering. Yet, it is with a sense of hope that the Board of Selectmen looks forward.

Robert W. Russell and Robert J. Boilard continued their service on the Board of Selectmen. Town elections were held in June instead of the customary May date. Susan C. Bunnell decided not to run for a fourth term on the Board of Selectmen. Carolyn F. Brennan was elected to the Board of Selectmen. Following the Annual Town Election, the Board of Selectmen reorganized with Robert W. Russell voted Chair; Robert J. Boilard, Vice Chairman; and Carolyn F. Brennan, Clerk.

The Board of Selectmen usually meets weekly on Monday evenings, often with an Executive Session at approximately 6:00 p.m., and an Open Session at 7:00 p.m. Meetings are generally held bi-weekly during the summer months. Due to COVID-19 restrictions, meetings from mid-March through the end of 2020 were conducted via remote access. The Selectmen approve a quarterly meeting schedule which is posted at Town Hall and on the town website. Meeting agendas are posted a minimum of 48 hours prior to scheduled meetings.

The Board of Selectmen attended to various municipal issues throughout 2020. The headline issue at every regular meeting from March through the rest of the year was the coronavirus. Every open session of every regular meeting during this time period began with reports and updates from the Fire Chief, Police Chief, Public Health Nurse, Health Agent, Dispatch Supervisor, and other department heads as appropriate. In addition to the many aspects of COVID, other important matters the Board of Selectmen deliberated on were formulating the Fiscal Year 2021 Budget; proposing and approving Warrant Articles for the Special Town Meeting in March, and the Annual Town Meeting in June; appointing volunteers to various boards and committees; licensing, permitting and lease agreements; general personnel matters and various collective bargaining issues; disposition of surplus property; bid awards; animal control issues; utility easements and pole locations; acceptance of public ways; use of town property for public events; approving or supporting various grants, regional initiatives, etc.

As expected, changes in Department Head personnel continued in 2020 due to retirements. Among the appointments the Board of Selectmen made in 2020 were Tonya Basch to Director of the Department of Public Works/Town Engineer (for Ed Miga); and John Walsh to Building Inspector (for Lance Trevallion). Manny Silva, Assistant Assessor, also retired in 2020.

Board of Selectmen

Continued from page 21

The Board of Selectmen also considered and addressed the following matters in 2020: Approved the recommendation of the Senior Center Study Committee to locate a proposed new Senior Center on property behind the Town Office Building, and appointed a Senior Center Building Committee; continued to work towards implementing municipal broadband services; and to prepare for and mitigate the effects of a planned expansion of the operations of the USA Waste facility on Old Boston Road. Each of these major issues will have a significant impact on the quality of life in Wilbraham.

But the overarching concern for the Board of Selectmen in 2020, as it was with the world, was dealing with the coronavirus. Obtaining accurate, consistent information and providing it to the public was a challenge equaled only with keeping up with, understanding and implementing ever-changing regulations. The Board of Selectmen took the extraordinary measure of closing municipal offices to the public from March to October. Acting in its capacity as the Licensing Commission, the Board of Selectmen approved outdoor dining for several establishments under new COVID guidelines, and also waived certain alcohol license fees for restaurants as a way to help in a very difficult time.

The Board extends its sincere appreciation to all the volunteers who serve as members on Town Boards, Committees and Commissions, and to Town employees for their exceptional and dedicated service to the Town of Wilbraham.

Board of Selectmen

Robert W. Russell, Chairman
Robert J. Boilard, Vice Chairman
Carolyn F. Brennan, Clerk

Town Administrator

Nick Breault

Administrative Assistant to the Town

Administrator/Board of Selectmen

Heather Kmelius

2020 Permits and Licenses	
Type of License/Permit	# Issued
Annual Food Establishment Permit (All types)	66
Common Victualer License	26
Milk & Cream License	12
Annual Caterer's License	3
Annual Entertainment License (Sundays)	5
Annual Entertainment License (Mondays-Saturdays)	10
Tobacco Licenses	7
Tanning Facilities	1
Auto – Class I	2
Auto – Class II	3
Roller Skating Rinks	1
Juke Boxes	5
Pool Tables	1
Amusement Devices	7
Motel, Cabins	1
Pasteurization	1
Frozen Dessert (Wholesale Mfg and Small Business Mfg Retail)	4
Pawnbrokers/Junk & Secondhand Dealers	0
New License for Above ground Storage of Flammable and Combustible Liquids, Flammable Gases and Solids	0
Annual Liquor Licenses (Section 15 and Section 12, includes transfers)	20
Temporary Food Establishment Permit	25
Temporary Entertainment License (1 Event, incl. Sundays)	10
Section 14: Special Alcohol License (1 day license and Special - Educational)	7
Seasonal Food Establishment Permit	4
Seasonal and Annual Operation of Swimming Pool License	6
Seasonal Camp License	5
Total Licenses/Permits Issued in 2020	232
*Total Revenue from Licenses/Permits in Calendar Year 2020	\$18,000

*Section 12 and Section 19 Liquor license renewal fees were waived for 2021 by the Board of Selectmen due to the Covid-19 pandemic. Other various license and permit fees were also waived by the Board for the same reason.

2020-2021 LIAISON ASSIGNMENTS

<p>Robert W. Russell, Chairman</p> <p>HWRSD School Committee Cable TV Advisory Committee Public Access TV Committee Country Club of Wilbraham Zoning Board of Appeals Conservation Commission Historical Commission Cemetery Commission Personnel Board Community Preservation Committee Broadband Advisory Committee Sealer of Weights and Measures IT Department</p>	<p>Robert J. Boilard, Vice Chairman</p> <p>Solid Waste Advisory Committee Scantic Valley Health Trust Commission on Disability Planning Board Assessor's Office Building Department Traffic Safety Team Department of Veterans' Affairs Public Library Local Emergency Planning Committee Playground & Recreation Commission Economic Development Initiative Steering Committee</p>
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Carolyn F. Brennan, Clerk

<p>Finance Committee Fire Department Police Department Water Commission Sewer Advisory Board Council on Aging Open Space and Recreation Committee Cultural Council</p>	<p>Capital Planning Committee Treasurer/Collector's Office Advisory Board of Health Accounting Office Engineering Dept./DPW Wilbraham Nature & Cultural Council Town Clerk's Office</p>
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Finance

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 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.

Looking at FY 2021 (Past Year) the town approved borrowing of \$275,000 for the remodeling of public buildings & \$0 for Vehicles & Equipment.

Looking at FY 2022 (coming year) the committee anticipates a borrowing recommendation of \$275,000 for vehicles and equipment and \$100,000 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.

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 (retired) and John Walsh and Facilities & Maintenance Supervisor Sam Boyd are great resources, monitoring and reporting about the status of ongoing projects. Their expertise in the construction area is extremely valuable.

Capital Planning Committee
Nicholas Manolakis, Chairman
Paul Kukulka, Vice Chairman
Todd Luzi
Jim Rooney
Tim Murphy

Board of Assessors

The Board of Assessors is comprised of three members each elected for a three-year term. This past year the assessors department said a heartfelt goodbye to longtime Principal Assessor, Manuel D. Silva, who retired after 35 years of outstanding service with the Town. In August, the department welcomed W. David Zagorski, MAA as the new Assistant Assessor. The daily functions of the Assessor's Office are managed by Assistant Assessor W. David Zagorski, and three staff members, Cathy A. Barnes, Katherine N. Robinson and Susan M. Redman.

During the past year the staff performed interim year adjustment 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 analysis of the sales transactions and the income & expense details of the commercial properties, the assessment to sale ratio showed the Town needed some adjustments. All of the work was completed in-house, cyclical inspection program continued and will continue into the current fiscal year to fulfill the DOR requirement that all properties are inspected at least once every ten 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 an exemption which may result in a reduction 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 2021, the taxable value of the Town for real and personal property amounts rose to \$1,778,144,200. An increase in total value due to current market conditions were required and implemented. Additionally, new construction, residential, commercial and personal property added to the Town's value. New construction, remodeling and additions added new growth in the amount of \$19,659,800 and will produce \$439,987 in new tax dollars. The Massachusetts Department of Revenue approved the tax rate for fiscal year 2021 at \$22.96 per \$1,000 of assessment. The new rate is an increase of \$.58 from last year's rate of \$22.38. 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 November 2, 2020.

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 property taxes that finance the services provided by other departments in Town.

Board of Assessors

Lawrence G. LaBarbera, Chairman
Roger J. Roberge II, Assessor
John M. Wesolowski, Assessor

Assessors' Office Employees

Manuel D. Silva, MMA, Principal Assessor (retired)
W. David Zagorski, MMA, Assistant Assessor
Cathy A. Barnes, Assistant Administrator
Katherine N. Robinson, Sr. Administrative Clerk
Susan M. Redman, Administrative Clerk

Continued on page 24

Board of Assessors (continued)

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES
BUREAU OF ACCOUNTS

Wilbraham
TOWN

TAX RATE RECAPITULATION Fiscal Year 2021

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from page 2, IIe)	\$ 53,450,266.82
Ib. Total estimated receipts and other revenue sources (from page 2, IIIe)	12,624,076.00
Ic. Tax Levy (Ia minus Ib)	\$ 40,826,190.82
Id. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(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	88.3389	36,065,407.88	1,570,792,274.00	22.96	36,065,390.61
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	7.2522	2,960,797.01	128,954,826.00	22.96	2,960,802.80
Net of Exempt					
Industrial	1.7611	718,990.05	31,314,900.00	22.96	718,990.10
SUBTOTAL	97.3522		1,731,062,000.00		39,745,183.51
Personal	2.6478	1,080,995.88	47,082,200.00	22.96	1,081,007.31
TOTAL	100.0000		1,778,144,200.00		40,826,190.82

MUST EQUAL 1C

Assessors

Roger J Roberge, Assessor, Wilbraham, msilva@wilbraham-ma.gov 413-596-2800 | 11/2/2020 1:39 PM
 Comment:
 W. David Zagorski, Asst Assessor, Wilbraham, dzagorski@wilbraham-ma.gov 413-596-2800 | 11/2/2020 1:20 PM
 Comment:
 Lawrence G. La Barbara, Assessor, Wilbraham, msilva@wilbraham-ma.gov 413-596-2800 | 11/2/2020 6:21 PM
 Comment:

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

Reviewed By: James Podolak
Date: 11/04/2020
Approved: Deborah Wagner
Director of Accounts: Mary Jane Handy

TAX RATE RECAPITULATION Fiscal Year 2021

II. Amounts to be raised

IIa. Appropriations (col.(b) through col.(g) from page 4)	52,698,412.00
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 Awards	0.00
4. Total overlay deficit	0.00
5. Total cherry sheet offsets (see cherry sheet 1-ER)	22,073.00
6. Revenue deficits	0.00
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00
8. CPA other unappropriated/unreserved	316,444.00
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00
10. Other :	0.00
TOTAL IIb (Total lines 1 through 10)	338,517.00
IIc. State and county cherry sheet charges (C.S. 1-EC)	167,072.00
IId. Allowance for abatements and exemptions (overlay)	246,265.82
IIe. Total amount to be raised (Total IIa through IId)	53,450,266.82

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State	
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	1,747,605.00
2. Massachusetts school building authority payments	0.00
TOTAL IIIa	1,747,605.00
IIIb. Estimated receipts - Local	
1. Local receipts not allocated (page 3, col (b) Line 24)	2,948,550.00
2. Offset Receipts (Schedule A-1)	0.00
3. Enterprise Funds (Schedule A-2)	3,877,090.00
4. Community Preservation Funds (See Schedule A-4)	1,168,883.00
TOTAL IIIb	7,994,523.00
IIIc. Revenue sources appropriated for particular purposes	
1. Free cash (page 4, col (c))	1,708,832.00
2. Other available funds (page 4, col (d))	1,173,116.00
TOTAL IIIc	2,881,948.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate	
1a. Free cash..appropriated on or before June 30, 2020	0.00
1b. Free cash..appropriated on or after July 1, 2020	0.00
2. Municipal light surplus	0.00
3. Other source :	0.00
TOTAL IIId	0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)	12,624,076.00

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)	53,450,266.82
b. Total estimated receipts and other revenue sources (from IIIe)	12,624,076.00
c. Total real and personal property tax levy (from Ic)	40,826,190.82
d. Total receipts from all sources (total IVb plus IVc)	53,450,266.82

Continued on page 25

TAX RATE RECAPITULATION
Fiscal Year 2021

LOCAL RECEIPTS NOT ALLOCATED *

	Receipt Type Description	(a) Actual Receipts Fiscal 2020	(b) Estimated Receipts Fiscal 2021
=>	1. MOTOR VEHICLE EXCISE	2,337,086.00	2,200,000.00
	2. OTHER EXCISE		
=>	a.Meals	0.00	0.00
=>	b.Room	11,239.00	15,000.00
=>	c.Other	956.00	500.00
=>	d.Cannabis	0.00	0.00
=>	3. PENALTIES AND INTEREST ON TAXES AND EXCISES	276,481.00	275,000.00
=>	4. PAYMENTS IN LIEU OF TAXES	2,551.00	2,550.00
	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	14,133.00	10,000.00
	10. FEES	36,233.00	33,000.00
	a.Cannabis Impact Fee	0.00	0.00
	b.Community Impact Fee Short Term Rentals	0.00	0.00
	11. RENTALS	24,955.00	25,000.00
	12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
	13. DEPARTMENTAL REVENUE - LIBRARIES	4,530.00	6,000.00
	14. DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
	15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
	16. OTHER DEPARTMENTAL REVENUE	56,170.00	54,500.00
	17. LICENSES AND PERMITS	263,481.00	240,000.00
	18. SPECIAL ASSESSMENTS	0.00	0.00
=>	19. FINES AND FORFEITS	14,336.00	14,000.00
=>	20. INVESTMENT INCOME	85,147.00	63,232.00
=>	21. MEDICAID REIMBURSEMENT	0.00	0.00
=>	22. MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	3,473.00	3,000.00
	23. MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	468,252.00	6,768.00
	24. Totals	3,599,023.00	2,948,550.00

Accounting Officer

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 above-indicated fiscal year tax rate recapitulation form by the City / Town / 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 , njohnson@wilbraham-ma.gov 413-596-2800 | 10/23/2020 12:42 PM

TAX RATE RECAPITULATION
Fiscal Year 2021

		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)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
06/15/2020	2021	49,111,915.00	45,203,519.00	103,552.00	868,123.00	0.00	2,084,282.00	852,439.00	51,000.00	275,000.00
06/15/2020	2021	2,529,418.00	0.00	1,225,000.00	4,528.00	0.00	1,299,890.00	0.00	0.00	0.00
06/15/2020	2020	871,614.00	0.00	380,280.00	115,000.00	0.00	376,334.00	0.00	0.00	0.00
06/15/2020	2021	20,000.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00
06/15/2020	2021	165,465.00	0.00	0.00	165,465.00	0.00	0.00	0.00	0.00	0.00
	Total	52,698,412.00	45,203,519.00	1,708,832.00	1,173,116.00	0.00	3,760,506.00	852,439.00		

* Enter the fiscal year to which the appropriation relates.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source.

Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Clerk

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

Carole J Tardif, Town Clerk , Wilbraham , ctardif@wilbraham-ma.gov 413-596-2900 | 10/27/2020 11:56 AM

Finance Committee

Nine members from our community are appointed by the Board of Selectmen to advise and make recommendations to Town meeting on the annual budget and other areas of finance. Each member serves as a liaison to one or more departments. The liaison's role is to meet with department heads and learn more about the specific needs of that department and convey those to the full committee.

The budget preparation season begins in the fall and the committee begins meeting on a weekly basis in January until early April to review budget requests, meet collectively with department heads, and then prioritize requests with available funds.

Wilbraham continues to be in a strong financial position. Our free cash was certified at \$2.3M. On March 9, 2020 there was a Special Town meeting to appropriate \$1,520,939 from the Stabilization fund for the purpose of paying costs to replace the Middle School roof. At the Annual Town Meeting on June 15, 2020, an additional \$1,125,000 was appropriated into the Stabilization Funds bringing the total to \$4.29M. The Reserve Fund, which can only be used for extraordinary and unforeseen expenses, had a balance of \$250,000, from which \$45,318 was expended to fund various unforeseen expenses. We continue to make contributions into the Other Post Employment Benefit Trust Fund to reduce unfunded liability.

The Finance Committee has been able to accomplish this while keeping taxes below the maximum allowable tax levy. In FY2020, the Town's maximum allowable tax levy was \$40,523,566. The town appropriated \$39,549,915 which is \$913,651 under the levy limit.

The Finance Committee would like to thank Nancy Johnson, Town Accountant and Tom Sullivan, Assistant Town Administrator Budget and Finance. Their knowledge, expertise and diligence has been invaluable to the Finance Committee's work. They are responsible for maintaining Wilbraham's strong financial position.

Respectfully submitted by
Marc Ducey, Chair
Kevin Hanks, Vice Chair
Peter Dufresne
Anna Levine
Mike Mazzuca
Tim Murphy
Todd Luzi
Kevin Corridan
Mark Manolakis

Town Accountant

The Accounting Department's main responsibility is maintaining the financial records of the Town. We insure 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, Division of Local Services with the information they need, to in turn, provide the Town with a "free cash" figure at year end. The term "Free Cash" is also referred to as unappropriated fund balance and is a factor in every budget cycle. The "free cash" calculation includes surplus revenue, unexpended appropriations, balance from prior year free cash not appropriated and outstanding property taxes. The free cash figure for FY2020 was \$2,369,755 and will be available for appropriation in FY2021 or FY2022 which will be voted at the May 2021 Town Meeting. The Town's policy is non-recurring revenues should only be used in support of non-recurring expenses or to build reserves.

The DOR also processes Retained Earnings for the Town's Enterprise Funds. The Retained Earnings certified at the end of FY2020 were: Water \$53,037, Wastewater \$171,082 and Solid Waste \$43,703. The Enterprise Funds can also appropriate at the Annual Town Meeting, the retained earnings for their future budget purposes if they choose.

There are several documents on the Town of Wilbraham website on the Accounting Department page. They include the FY2021 Budget, FY2020 Estimated Receipts, the FY2021 Budget Recap and the FY2020 Unaudited Balance Sheet. Every year the Town of Wilbraham will have an independent audit of the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information. The Annual Financial Statements prepared by Melanson and Heath are available in the Accounting Department.

Assistant Town Accountant Diane Hamakawa is responsible for processing the weekly payroll which includes maintaining all payroll related data bases for earnings, deductions and employee maintenance files. Diane also reconciles the monthly cash accounts with the Treasurer's Office. Diane takes the minutes for the Finance Committee and the Capital Planning Committee meetings.

Staff Accountant Krys Viess joined the Accounting Department in FY2019. Krys processes all vendor payments for the departments. She checks all vendor bills for pertinent information as well as checking all calculations for accuracy. Krys processes over 6,000 vendor bills in the course of a year.

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 & Accountants Association meetings during the year. We always try to stay abreast of any changes that may occur in the municipal accounting field.

I would like to give a special thank you to my Assistant Diane Hamakawa who retired in July 2020. Diane did an outstanding job in the Accounting Department and I will miss her very much. I would also like to thank Krys Viess for all her hard work during these crazy days of the COVID-19 pandemic. It is greatly appreciated.

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.

Respectfully submitted by
Nancy Johnson, Town Accountant

Continued on page 27

TOWN OF WILBRAHAM 01095		
Employee Compensation		
Gross Salary: Fiscal Year 2020		
Figures provided by Accounting Department as Required by Town Bylaw Section 422		
FIRE DEPARTMENT		
Name	Title	Gross Salary
Michael Andrews	Chief	\$89,757
Peter L. Nothe	Deputy Fire Chief	\$100,778
Daniel J. Corliss	Captain	\$98,458
Joshua N. Mullen	Captain	\$111,391
Anthony E. Arventos	Captain	\$137,054
Kevin M. Brown	Captain	\$141,050
Mathew W. Walch	Captain	\$102,326
William Manseau	Captain (Retired 10-18-19)	\$60,294
Thomas Shaw	Captain (Retired 9-9-19)	\$54,830
Taran Savoie	Firefighter	\$28,022
Devan Bean	Firefighter	\$37,357
Scott Flynn	Firefighter	\$68,652
Jason A. Dimitropolis	Firefighter	\$97,686
Patrick R. Farrow	Firefighter	\$86,486
* Dane A. George	Firefighter	\$108,136
Richard A. Hatch	Firefighter	\$85,396
Christopher E. Houghton	Firefighter	\$114,145
Jeffrey Kristek	Firefighter	\$95,690
* Andrew Nothe	Firefighter	\$99,613
Victor G. Robidoux	Firefighter	\$83,159
James R. Royce	Firefighter	\$89,052
Justin Senecal	Firefighter	\$17,607
Jeffrey M. Witek	Firefighter	\$95,302
Adam R. Hart	Firefighter	\$84,054
John Fitzgerald	Firefighter	\$126,663
Derrick Merrill	Firefighter	\$112,764
Mathew Sterling	Firefighter	\$100,923
Administrative Personnel		
Lena McCaffery	Adm. Assistant	\$50,308
* Paid by Ambulance Fund		

TOWN OF WILBRAHAM 01095		
Employee Compensation		
Gross Salary: Fiscal Year 2020		
Figures provided by Accounting Department as Required by Town Bylaw Section 422		
CENTRAL DISPATCH		
Name	Title	Gross Salary
Anthony E. Gentile, Jr.	Dispatch Supervisor	\$62,092
Mark E. Duclos	Dispatcher	\$68,706
Linda J. Hatch	Dispatcher	\$82,500
Brian Kibbe	Dispatcher	\$64,571
Annie Murphy	Dispatcher	\$74,052
Jeffrey Hastings	Dispatcher	\$57,193
Johnathan Danek	Dispatcher	\$80,835
David Squires	Dispatcher - P/T	\$7,874
David Clark	Dispatcher- P/T	\$6,197
Brent Dimascola	Dispatcher- P/T	\$1,921
Lori Hebert	Dispatcher	\$496
Matthew Bouffard	Dispatcher (Separated)	\$663
Brandon Chabot	Dispatcher (Separated)	\$3,734
Todd Davis	Dispatcher (Separated)	\$421

TOWN OF WILBRAHAM 01095		
Employee Compensation		
Gross Salary: Fiscal Year 2020		
Figures provided by Accounting Department as Required by Town Bylaw Section 422		
POLICE DEPARTMENT		
Name	Title	Gross Salary

Chief Robert Zollo	Chief	\$147,698
Timothy Kane	Captain	\$141,281
Shawn Baldwin	Sergeant	\$104,934
Edward C. Lennon	Captain	\$129,638
Mark Paradis	Sergeant	\$100,924
Jeffrey R. Rudinski	Sergeant	\$87,794
Christopher C. Arventos	Sergeant	\$107,559
Douglas Costa	Patrolman	\$65,345
Sean Casella	Patrolman	\$75,150
Michael Cygan	Patrolman	\$81,481
Aderico P. Florindo	Patrolman	\$70,520
James E. Gagner	Patrolman	\$81,324
Thomas P. Korzec	Patrolman	\$66,711
Joshua Gagnon	Patrolman	\$32,940
Daniel E. Menard	Patrolman	\$64,932
Mark Harris	Patrolman	\$51,780
Brent Noyes	Patrolman	\$86,510
Benjamin Regin	Patrolman	\$55,840
Charles Moore	Patrolman	\$59,455
Justin Wall	Patrolman	\$82,216
Steven J. Glenn	Patrolman	\$64,769
Daniel Ryan	Patrolman	\$64,259
Mark C. Shlosser	Patrolman	\$66,870
Brian Strong	Patrolman	\$73,323
Karl Osborn	Patrolman	\$70,469
John R Perry II	Patrolman	\$64,500
Thomas Motyka	Patrolman	\$63,937
Lawrence Rich II	Patrolman (Retired 8-9-19)	\$30,835
Harold Swift III	Patrolman (Retired 8-9-19)	\$28,782
Joseph Brewer	Patrolman (Separated 8-20-19)	\$28,318
Administrative		
Maria Gildea	Administrative Secretary	\$36,570



Photo courtesy of Jared Sassen, Director of Veteran Services

TOWN OF WILBRAHAM 01095		
Employee Compensation		
Gross Salary: Fiscal Year 2020		
Figures provided by Accounting Department as		
Required by Town Bylaw Section 422		
SELECTMEN'S OFFICE		
Name	Title	Gross Salary
<u>SELECTMEN'S OFFICE</u>		
Nick Breault	Town Administrator	\$114,658
Herta Z Dane	Human Resources Coordinator	\$75,477
Heather Kmelius	Admin Assistant to the Town Administrator	\$50,324
Sara Grassetti	PT Office and Human Resources Clerk	\$15,730
Jill Conselino	Public Health Nurse	\$29,036
Susan Bunnell	Chairman	\$5,952
Robert J. Boilard	Selectman	\$5,203
Robert W. Russell	Selectman	\$5,220
Carolyn F. Brennan	Selectman	\$100
<u>ACCOUNTING</u>		
Nancy C. Johnson	Town Accountant	\$86,452
Diane Hamakawa	Assistant Town Accountant	\$55,131
Krystine Viess	Staff Accountant	\$46,831
<u>ASSESSORS</u>		
Cathy A. Barnes	Asst. Assessor/Data Collector	\$56,648
Katherine Robinson	Administrative Clerk	\$38,349
Susan Redman	Part-Time Clerk	\$18,926
Manuel Silva	Principal Assessor (Retired 6-19-20)	\$125,790
Lawrence G. Labarbera	Assessor	\$3,602
John M. Wesolowski	Assessor (Chairman)	\$3,960
Roger Roberge	Assessor	\$3,595
<u>COLLECTOR/TREASURER</u>		
Thomas P. Sullivan	Ass't Administrator/Collector /Treasurer	\$98,430
Janet M. Costa	Assistant Collector	\$55,131
Lynne A. Frederick	Assistant Treasurer	\$55,131
Amy B. DeLisle	Collection/Customer Service Assistant	\$36,049
<u>INFORMATION TECHNOLOGY</u>		
Nathan A. Delong	Information Technology	\$97,430
John F. Sternala	Network Administrator	\$86,452
Wayne Wrubel	IT Support/WEB Tech	\$74,168
<u>TOWN CLERK</u>		
Carole J. Tardif	Town Clerk	\$73,046
Deborah Brennan	Assistant Town Clerk	\$50,243
<u>PLANNING</u>		
John M. Pearsall	Town Planner	\$86,452
<u>INSPECTORS</u>		
Lance Trevallion	Town Building Inspector Administrative	\$86,452
Melissa A. Graves	Assistant/Conservation	\$56,290
Sheileen Carlotto	Building Office Clerk	\$18,672
Bernard A. Sears	Plumbing Inspector	\$15,600
Edward Poulin	Electrical Inspector	\$21,360
<u>TOWN PROPERTIES</u>		
Samuel Boyd	Facilities Maintenance Manager	\$68,615
Ronald Rauscher	Facilities Maintenance Manager (Retired 8-16-19)	\$36,925

<u>SEALER WGTS & MEAS.</u>		
Susan Petzold	Sealer of Wgts and Measures	\$6,667
<u>DOG OFFICER</u>		
Ricky Seldomridge	Animal Control Officer	\$25,159
Ricky Seldomridge	Animal Inspector	\$1,600
<u>TREE WARDEN/INSECT CONTROL</u>		
David A. Graziano	Tree Warden/Insect Control	\$13,779
<u>BOARD OF HEALTH</u>		
Lorri A. McCool	Board of Health Agent	\$37,465
<u>ENGINEERING</u>		
Ed Miga	DPW Director (Retired 1-17-20)	\$119,682
Tonya L. Basch	DPW Director	\$116,644
William J. Sperrazza	Superintendent of Operations for Public Works	\$86,454
Dena M. Grochmal	Engineer/GIS Coordinator	\$65,000
Donna E. Daviau	Administrative Assistant	\$39,694
Annette Grasso	Engineering Clerk	\$27,804
<u>HIGHWAY</u>		
Douglas R. Cutler, Jr.	Heavy Equipment Operator	\$57,728
Timothy G. Grise	Highway Foreman	\$71,203
Efrain Colon	Mechanic	\$70,518
Paul A. Maguire	Assistant Mechanic	\$52,147
Mitchell D. Opalinski	Heavy Equipment Operator	\$52,782
Michael Hermanson	Heavy Equipment Operator	\$61,538
Damon Goddard	Heavy Equipment Operator	\$55,525
Richard J. Vierthaler	Heavy Equipment Operator	\$59,475
Bruce Sawyer	Heavy Equipment Operator	\$51,904
Edward Jenkins	DPW Worker	\$43,719
Blake Farnsworth	Heavy Equipment Operator (Separated 10-15-19)	\$8,871
<u>WATER DEPT</u>		
Lionel Duquette	Water Foreman	\$80,791
Vincent Pafumi	Water Superintendent	\$76,889
Anthony L. Garceau	Water Service Worker	\$54,371
Robert G. Gibson	Water Service Worker	\$46,321
Kevin L. Laplante	Water Service Worker	\$61,756
Paul Willoughby	Water Service Worker (Retired 1-31-20)	\$44,373
James Dunbar	Water Commissioner, Chairman	\$150
Thomas Pilarcik	Water Commissioner	\$150
Joes Alvarez	Water Commissioner	\$150
<u>WASTE WATER DEPT</u>		
Gary Butler	Waste Water Foreman	\$69,501
Andrew Ferrier	Waste Water Technician	\$58,310
<u>SOLID WASTE DEPT</u>		
Dennis Dumais	Heavy Equipment Operator	\$51,582
Robert Tourville	Part-Time Recycling Center Attendant	\$13,664



Photo courtesy of Melissa Graves

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<u>COUNCIL ON AGING</u>		
Paula S. Dubord	Director of Elder Affairs	\$75,477
Barbara Harrington	Social Services Coordinator Activities & Volunteer	\$55,131
Mary Ellen Schmidt	Coordinator (Retired 1-24-20) Activities & Volunteer	\$43,600
Jennifer Curtis	Coordinator	\$39,798
Gregory Schmutte	Part-Time Van Driver/Custodian	\$6,059
<u>VETERANS</u>		
Jered Sasen	Director of Veterans Services	\$48,029
<u>LIBRARY</u>		
Karen M. Demers	Library Director	\$86,452
Mary S. Bell	Assistant Library Director	\$63,147
Susan Getchell	Borrower's Services Assistant	\$38,207
Heidi B. Kane	Children's Librarian	\$60,307
Debra A. Searles	Borrower Services Coordinatiior Teen Services/Young Adult	\$42,115
Rachel E. Hapgood	Librarian Assistance Children's Librarian	\$52,712
Lisa Nicholson	P/T	\$15,628
Bernard Davidow	Adult Services Librarian	\$49,636
Suzanne Witham	Borrower Services Assistant	\$33,838
Ann Tousignant	Library Clerk	\$11,585
Caroline Welch	Adult Services P/T	\$16,933
Glenn Maller	Library Page P/T	\$4,974
Jack Swan	Library Page P/T	\$7,440
<u>RECREATION</u>		
Bryan J. Litz	Recreation Director	\$86,452
Carroll, Erin	Assistant Recreation Director	\$54,206
Helen Sullivan	Part-Time Recreation Clerk	\$7,998
Jason Robinson	Groundskeeper/HEO	\$49,238
Ronald P. Dobosz	Groundskeeper/Foreman	\$63,211
Connor Duquette	Recreation Program Coordinator Administrative Clerk (Separated 7-2-19)	\$16,552
Jennifer Arce	Recreation Aide (Separated 1-10-20)	\$2,130
Angel Velez		\$4,040
<u>PUBLIC ACCESS</u>		
Anthony Aube	Executive Director WPA	\$80,717
Jennifer Buchanan	Part-Time Production Part-Time Program Coordinator	\$8,114
Paul Villano	(Separated 11-5-19)	\$5,703
All salary is based on the fiscal year		
Figures provided by the Accting Dept		



*Photos of Wilbraham
Town Hall in bloom.*



WILBRAHAM
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2020
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary	Account	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Fund Types Trust and Agency	Groups Long-term Debt	(Memorandum Only)
ASSETS								
Cash and cash equivalents	4,855,947.68	3,833,981.85	2,299,969.67	1,480,083.12		5,548,246.40		18,018,228.72
Investments								0.00
Receivables:								
Personal property taxes	47,068.58							47,068.58
Real estate taxes	1,333,409.42							1,333,409.42
Deferred taxes								0.00
Allowance for abatements and exemption	(303,866.01)							(303,866.01)
Special assessments	31,018.47			2,039,003.94				2,070,022.41
Tax liens	500,572.75			3,095.63				503,668.38
Tax foreclosures	170,308.83							170,308.83
Motor vehicle excise	154,594.29							154,594.29
Other excises	17.32							17.32
User fees				184,423.64				184,423.64
Utility liens added to taxes				7,908.34				7,908.34
Departmental	48,976.09	27,576.49						76,552.58
Other receivables	2,557.37	360,835.53						363,392.90
Due from other governments	65,829.94							65,829.94
Due to/from other funds								0.00
Working deposit								0.00
Prepays								0.00
Inventory								0.00
Performance bonds						357,449.98		357,449.98
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds			1,467,000.00				8,788,499.00	10,255,499.00
Amounts to be provided - vacation/sick leave							1,197,304.63	1,197,304.63
Total Assets	6,906,434.73	4,222,393.87	3,766,969.67	3,714,514.67	0.00	5,905,696.38	9,985,803.63	34,501,812.95
LIABILITIES AND FUND EQUITY								
Liabilities:								
Accounts payable								0.00
Warrants payable								0.00
Accrued payroll and withholdings								0.00
Accrued claims payable								0.00
IBNR								0.00
Other liabilities								0.00
Agency Funds								0.00
Deferred revenue:								
Real and personal property taxes	1,079,169.36							1,079,169.36
Deferred taxes								0.00
Prepaid taxes/fees	95,899.46							95,899.46
Special assessments	31,018.47			2,039,003.94				2,070,022.41
Tax liens	500,572.75			3,095.63				503,668.38
Tax foreclosures	170,308.83							170,308.83
Motor vehicle excise	154,594.29							154,594.29
Other excises	17.32							17.32
User fees				184,423.64				184,423.64
Utility liens added to taxes				7,908.34				7,908.34
Departmental	48,976.09							48,976.09
Deposits receivable								0.00
Other receivables		388,412.02						388,412.02
Due from other governments								0.00
Due to other governments	65,829.94							65,829.94
Due to/from other funds								0.00
performance bonds						357,449.98		357,449.98
Bonds payable								0.00
Notes payable			1,467,000.00					1,467,000.00
Vacation and sick leave liability								0.00
Total Liabilities	2,146,386.51	388,412.02	1,467,000.00	2,234,431.55	0.00	357,449.98	0.00	6,593,680.06
Fund Equity:								
Reserved for encumbrances	655,166.90	422,184.84		93,000.00				1,170,351.74
Reserved for expenditures	1,328,552.00	1,990,129.61	2,299,969.67	420,754.00		5,548,246.40	9,985,803.63	21,573,455.31
Reserved for continuing appropriations		715,374.62						715,374.62
Reserved for petty cash								0.00
Reserved for appropriation deficit								0.00
Reserved for snow and ice deficit								0.00
Reserved for COVID-19 deficit								0.00
Reserved for debt service	86,623.25			685,874.05				772,497.30
Reserved for premiums								0.00
Reserved for working deposit								0.00
Undesignated fund balance	2,689,706.07	706,292.78		280,455.07				3,676,453.92
Unreserved retained earnings								0.00
Investment in capital assets								0.00
Total Fund Equity	4,760,048.22	3,833,981.85	2,299,969.67	1,480,083.12	0.00	5,548,246.40	9,985,803.63	27,908,132.89
Total Liabilities and Fund Equity	6,906,434.73	4,222,393.87	3,766,969.67	3,714,514.67	0.00	5,905,696.38	9,985,803.63	34,501,812.95

FY2020 GENERAL AND ENTERPRISE FUND EXPENDITURES

	<u>DEPARTMENT</u>	<u>FY2020 BUDGET</u>	<u>FY2020 TRANS IN/OUT</u>	<u>FY2020 EXPENDED</u>	<u>FY2020 ENCUMBERED</u>	<u>FY2020 SURPLUS</u>
111	LEGAL EXPENSES	150,000.00		92,566.79	20,000.00	37,433.21
113	TOWN MEETING SALARIES	18,460.00		15,192.84		3,267.16
113	TOWN MEETING EXPENSES	10,047.00		7,707.87	150.00	2,189.13
113	TOTAL DEPT.	28,507.00	0.00	22,900.71	150.00	5,456.29
122	SELECTMEN SALARIES	400,396.00	3,000.00	385,335.05	6,200.00	11,860.95
122	SELECTMEN EXPENSES	53,079.00	0.00	44,058.36	2,400.00	6,620.64
122	TOTAL DEPT	453,475.00	3,000.00	429,393.41	8,600.00	18,481.59
123	SELECTMEN NON-RECURRING	25,000.00		21,284.90	0.00	3,715.10
131	RESERVE FUND	250,000.00	(45,318.20)			204,681.80
134	ACCOUNTING SALARIES	188,914.00		188,401.25		512.75
134	ACCOUNTING EXPENSES	34,625.00		30,115.90	700.00	3,809.10
134	TOTAL DEPT.	223,539.00	0.00	218,517.15	700.00	4,321.85
137	ASSESSORS SALARIES	212,438.00	0.00	209,011.24		3,426.76
137	ASSESSORS EXPENSES	19,300.00		18,592.84	1,882.00	(1,174.84)
137	ASSESSORS NON-RECURRING	10,000.00		8,117.50		1,882.50
137	TOTAL DEPT.	241,738.00	-	235,721.58	1,882.00	4,134.42
138	TREAS/COLL SALARIES	245,541.00	0.00	245,301.84		239.16
138	TREAS/COLL EXPENSES	56,412.00		46,746.44	9,500.00	165.56
138	TOTAL DEPT.	301,953.00	0.00	292,048.28	9,500.00	404.72
154	INFORMATION TECH SALARIES	258,050.00		258,048.72		1.28
154	INFORMATION TECH EXPENSES	252,282.00		225,773.42	26,000.00	508.58
	INFORMATION TECH NON-RECURRING					0.00
154	TOTAL DEPT.	510,332.00	0.00	483,822.14	26,000.00	509.86
161	TOWN CLERK SALARIES	123,289.00	320.00	123,543.06		65.94
161	TOWN CLERK EXPENSES	4,411.00		2,053.69		2,357.31
161	TOTAL DEPT.	127,700.00	320.00	125,596.75		2,423.25
163	REGISTRARS SALARIES	5,740.00		2,580.50		3,159.50
163	REGISTRARS EXPENSES	5,214.00		5,124.76		89.24
163	TOTAL DEPT.	10,954.00	0.00	7,705.26	0.00	3,248.74
171	CONSERVATION EXPENSES	9,197.00		7,545.88	0.00	1,651.12
179	PLANNING SALARIES	107,201.00		86,451.62		20,749.38
179	PLANNING EXPENSES	6,550.00		4,192.24	2,000.00	357.76
179	TOTAL DEPT.	113,751.00	0.00	90,643.86	2,000.00	21,107.14
191	FACILITY MAINTENANCE SALARIES	93,477.00		81,161.48		12,315.52
191	FACILITY MAINTENANCE EXPENSES	159,260.00	0.00	159,118.71	14,000.00	(13,858.71)
	FACILITY MAINTENANCE NON-RECURR	50,000.00		35,896.00		14,104.00
191	TOTAL DEPT.	302,737.00	0.00	276,176.19	14,000.00	12,560.81
192	TOWN PROPS. EXPENSES	407,653.00	0.00	349,432.62	7,560.00	50,660.38
	MEMORIAL SCH MAINTENANCE	50,000.00	0.00	43,614.68		6,385.32
192	TOTAL DEPT.	457,653.00	0.00	393,047.30	7,560.00	57,045.70
193	GENERAL INSURANCE EXPENSE	536,700.00		463,832.97	17,900.00	54,967.03
194	GROUP INSURANCE EXPENSE	1,646,550.00	(35,320.00)	1,469,951.85		141,278.15
194	TOTAL DEPT	1,646,550.00	(35,320.00)	1,469,951.85		141,278.15
196	TOWN REPORTS	1,854.00		1,325.00		529.00
197	SURETY BONDS	1,700.00		1,577.50		122.50
198	PENSIONS EXPENSES	2,167,909.00		2,167,909.00		0.00
199	TOWN OFFICE EXPENSES	92,315.00		43,191.40	2,032.00	47,091.60
199	TOTAL DEPT.	92,315.00	0.00	43,191.40	2,032.00	47,091.60
210	POLICE DEPT. SALARIES	2,375,182.00		2,189,993.69		185,188.31
210	POLICE DEPT. EXPENSES	221,657.00		181,330.52	85.00	40,241.48
211	POLICE NON-RECURRING	98,000.00		98,000.00		0.00
210	TOTAL DEPT.	2,694,839.00	0.00	2,469,324.21	85.00	225,429.79

	DEPARTMENT	FY2020 BUDGET	FY2020 TRANS IN/OUT	FY2020 EXPENDED	FY2020 ENCUMBERED	FY2020 SURPLUS
220	FIRE DEPT. EXPENSES	167,748.00	-	143,235.31		24,512.69
220	TOTAL DEPT.	2,139,324.00	-	2,025,220.80	0.00	114,103.20
	PUBLIC SAFETY					
225	COMMUNICATIONS	21,600.00		21,300.00		300.00
240	DISPATCH SALARIES	484,737.00	0.00	472,101.10		12,635.90
240	DISPATCH EXPENSES	11,517.00		11,208.13		308.87
240	TOTAL DEPT.	496,254.00	0.00	483,309.23	0.00	12,944.77
251	INSPECTORS SALARIES	161,406.00	2000.00	161,534.92		1,871.08
251	INSPECTORS EXPENSES	6,600.00		4,144.07	0.00	2,455.93
251	TOTAL DEPT.	168,006.00	2000.00	165,678.99		4,327.01
254	SEALER WGT'S SALARIES	6,667.00		6,666.85		0.15
254	SEALER WGT'S EXPENSES	2,193.00		1,434.78		758.22
254	TOTAL DEPT.	8,860.00	0.00	8,101.63		758.37
291	CIVIL DEFENSE EXPENSES	10,800.00		10,700.00		100.00
292	DOG OFFICER SALARIES	26,959.00	0.00	26,758.81		200.19
292	DOG OFFICER EXPENSES	8,041.00	0.00	4,411.98		3,629.02
292	TOTAL DEPT.	35,000.00	0.00	31,170.79	-	3,829.21
294	TREE WARDEN SALARIES	10,732.00		10,731.52		0.48
294	TREE WARDEN EXPENSES	54,804.00	15000.00	68,551.90	1,200.00	52.10
294	TOTAL DEPT.	65,536.00	15000.00	79,283.42	1,200.00	52.58
296	INSECT CONTROL SALARIES	3,047.00		3,046.54		0.46
296	INSECT CONTROL EXPENSES	5,159.00		-		5,159.00
296	TOTAL DEPT.	8,206.00	0.00	3,046.54		5,159.46
301	REGIONAL SCHOOL	25,713,056.00		25,713,053.82		2.18
410	ENGINEERING SALARIES	204,266.00	0.00	183,412.30		20,853.70
410	ENGINEERING EXPENSES	71,325.00		67,616.52	3,000.00	708.48
410	TOTAL DEPT.	275,591.00	0.00	251,028.82	3,000.00	21,562.18
420	HIGHWAY SALARIES	660,979.00	0.00	610,166.55		50,812.45
420	HIGHWAY EXPENSES	933,360.00	15,000.00	898,527.00	48,000.00	1,833.00
420	TOTAL DEPT.	1,594,339.00	15,000.00	1,508,693.55	48,000.00	52,645.45
511	SANITARIAN SALARIES	12,566.00		12,314.52		251.48
511	SANITARIAN EXPENSES	680.00		321.08		358.92
511	TOTAL DEPT.	13,246.00	0.00	12,635.60		610.40
541	C.O.A. SALARIES	138,809.00	0.00	132,138.57		6,670.43
541	C.O.A. EXPENSES	11,925.00		9,801.31	0.00	2,123.69
541	TOTAL DEPT.	150,734.00	0.00	141,939.88	0.00	8,794.12
543	VETERANS SALARIES	56,375.00		56,039.78		335.22
543	VETERANS EXPENSES	98,929.00	25,000.00	108,698.94		15,230.06
543	TOTAL DEPT.	155,304.00	25,000.00	164,738.72	0.00	15,565.28
591	CEMETERIES EXPENSES	31,282.00		27,048.57		4,233.43
591	TOTAL DEPT.	31,282.00	0.00	27,048.57	0.00	4,233.43
610	LIBRARY SALARIES	506,763.00		481,827.69		24,935.31
610	LIBRARY EXPENSES	225,306.00	700.00	226,006.00		0.00
610	TOTAL DEPT.	732,069.00	700.00	707,833.69	0.00	24,935.31
620	RECREATION SALARIES	290,006.00	0.00	286,790.91		3,215.09
620	RECREATION EXPENSES	76,265.00	19,618.20	95,749.33		133.87
620	RECREATION NON-RECURRING					0.00
620	TOTAL RECREATION DEPT	366,271.00	19,618.20	382,540.24		3,348.96
650	HISTORICAL EXPENSES	250.00		250.00	0.00	0.00
690	PUBLIC ACCESS	15,000.00		14,999.50		0.50
700	DEBT	1,078,000.00		1,075,000.00		3,000.00
702	INTEREST ON DEBT	248,718.00		242,744.69		5,973.31
801	SPECIAL ARTICLES	566,078.00		42,576.00		523,502.00
	TOTAL GENERAL FUND	44,241,927.00	0.00	42,426,976.61	162,609.00	1,652,341.39

DEPARTMENT	FY2020 BUDGET	FY2020 TRANS		FY2020	
		IN/OUT	FY2020 EXPENDED	ENCUMBERED	FY2020 SURPLUS
WASTEWATER SALARIES	263,491.00	0.00	247,093.10		16,397.90
WASTEWATER EXPENSES	972,811.00	0.00	929,549.16	43,000.00	261.84
RESERVE FUND	65,000.00				65,000.00
INTERFUND TRANSFERS	61,158.00		61,158.00		0.00
TOTAL DEPT.	1,362,460.00	0.00	1,237,800.26	43,000.00	81,659.74
WASTEWATER SPECIAL ARTICLES	175,661.00		135,125.54	0.00	40,535.46
WATER SALARIES	454,680.00	0.00	438,376.10		16,303.90
WATER EXPENSES	1,512,903.00		1,443,832.80	1,000.00	68,070.20
RESERVE FUND	25,000.00				25,000.00
INTERFUND TRANSFERS	117,885.00		117,885.00		0.00
TOTAL DEPT	2,110,468.00		2,000,093.90	1,000.00	109,374.10
WATER SPECIAL ARTICLES	125,085.00	0.00	74,080.32		51,004.68
SOLID WASTE SALARIES	131,370.00		121,488.68		9,881.32
SOLID WASTE EXPENSES	188,566.00		180,241.07	9,000.00	(675.07)
RESERVE FUND	4,000.00				4,000.00
INTERFUND TRANSFERS	14,534.00		14,534.00		0.00
TOTAL DEPT.	338,470.00	0.00	316,263.75	9,000.00	13,206.25
SOLID WASTE SPECIAL	0.00		-		0.00
TOTAL ENTERPRISES	4,112,144.00	0.00	3,763,363.77	53,000.00	295,780.23
TOTAL EXP GEN & ENTERPRISE FDS	48,354,071.00	0.00	46,190,340.38	215,609.00	1,948,121.62

Town Collector/Treasurer's Office

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 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 responsible for the timely billing and collection of the Town of Wilbraham operating revenues. This equates to the issuance of approximately 50,000 bills annually. The department functions as the disbursing agent for the Town of Wilbraham and issues in excess of 16,000 payroll and accounts payable payments annually. With 2020 being a very tough year for everyone the Treasurer/Collector's office did their best to ensure that the residents of Wilbraham received the many services they are accustomed to in a timely manner. We had to conduct business very differently once Town Hall closed due to COVID19 on March 17, 2020 doing our best to keep the daily operations as seamless as possible despite the various COVID restraints.

We would like to sincerely thank all of the residents of Wilbraham for their flexibility and patience as we strove to provide services in a manner that was safe for them as well as for our staff.

Even during a pandemic we were able to conduct our first foreclosure auction in 15 years. We contracted with Sullivan & Sullivan Auctioneers, LLC out of Sandwich, Massachusetts and on November 17, 2020, outside at Spec Pond, we hosted over 60 qualified bidders.

There were 3 properties auctioned at the following amounts:
 2451 Boston Road for \$80,000
 17 Hunting Lane for \$ 245,000
 440 Dipping Hole Road for \$ 146,000

It was a very successful auction for the Town with the proceeds being credited to the general fund.

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 that 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 call me at 596 - 2800. EXT 207. You can also check us out on the web at www.wilbraham-ma.gov.

Respectfully submitted,

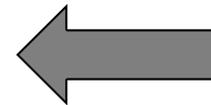
Thomas P. Sullivan CMMC, CMMT
 Assistant Town Administrator for Budget and Finance / Treasurer / Collector

Continued on page 34

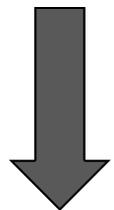
**TOWN OF WILBRAHAM
BANK BALANCES AS OF JUNE 30, 2020**

CITIZENS	PAYROLL ACCOUNT	157,090.86
CITIZENS	RECREATION DEPARTMENT	25,066.20
CITIZENS	GENERAL FUND	358,120.27
COUNTRY BANK MONEY MAR	GENERAL FUND	3,161,945.10
COUNTRY BANK	STABILIZATION	2,560,307.43
COUNTRY BANK	STAB CAP PROJECTS	2,017,857.95
COUNTRY BANK	OPEB TRUST FUND	2,203,210.83
MMDT	CONSERVATION	29,095.27
MMDT	GENERAL	2,021,989.82
MMDT	CRANE PARK MEMORIAL	3,920.09
MONSON SAVING BANK	GENERAL FUND/NEW RATE	1,652,975.45
NEWBURYPORT BANK MM	GENERAL FUND	523,322.85
PEOPLES SAVING BANK	GENERAL FUND	358,415.23
PEOPLES SAVING BANK	DEBT CARD ACCOUNT	3,000.00
PEOPLES SAVING BANK	DEA ASSET FUND	4,987.40
PEOPLES SAVING BANK	POLICE DRUG FUND	33,495.19
PEOPLES SAVING BANK	COMMUNITY PRES ACT FUND	1,372,994.73
PEOPLES SAVING BANK	TRUST FUNDS	7,718.17
PEOPLES SAVING BANK	CEMETERY TRUST	64,960.08
PEOPLES UNITED	GENERAL	3,226.63
TD BANKNORTH	VENDOR	1,892,116.51
TD BANKNORTH	CULTURAL COUNCIL	10,611.44
UNIBANK	GENERAL FUND	231,730.13
UNIBANK	TREASURER ON LINE PMTS	37,057.44
UNIBANK	RECREATION ONLINE	18,972.29
TOTAL BANK ACCOUNTS		18,754,187.36
CERTIFICATE OF DEPOSITS		0.00
TOTAL CASH BALANCE		18,754,187.36

Bank Balances



**Treasurer/Collector
FY20 Cemetery
Report**



STATEMENT OF TRUST FUNDS FY				2020			
	BALANCE 30-Jun-19	EXPENDABLE 30-Jun-19	NEW FY 2020	INTEREST & DIVIDENDS FY 2020	EXPENSES FY 2020	BALANCE 30-Jun-20	EXPENDABLE 6/30/2020
TOTAL CEMETERIES	\$60,211.33	\$14,770.02	\$2,500.00	\$2,248.75	\$0.00	\$64,960.08	\$17,018.77
THE VALUE OF STOCK DONATED BY ETHELBERT BLISS AS OF JUNE 30, 2020							
NAME	SHARES	PRICE	VALUE	NAME	SHARES	PRICE	VALUE
	0	\$15.40	\$0.00	COMCAST CORP. (CMCSA)	54	\$38.61	\$2,084.94
ATT (T)	360	\$28.67	\$10,321.20	CENTURY LINK (LUMN)	6	\$9.56	\$57.36
FRONTIER COMMUNICATIONS (FTR)	1.33	\$0.00	\$0.00	VODAFONE (VOD)	28	\$15.46	\$432.88
VERIZON (VZ)	97	\$53.37	\$5,176.89				
			TOTAL VALUE			\$18,073.27	
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-19	EXPENDABLE 30-Jun-19	INTEREST FY 2020	EXPENSES FY 2020	BALANCE 6/30/2020	EXPENDABLE 6/30/2020	
MISCELLANEOUS							
PEAKE ROAD	\$1,367.38	\$932.48	\$3.44	\$0.00	\$1,370.82	\$935.92	
SCHOOL LOT FUND	\$807.53	\$165.79	\$2.04	\$0.00	\$809.57	\$167.83	
SOLDIERS' MONUMENT	\$1,397.85	\$397.85	\$3.56	\$0.00	\$1,401.41	\$401.41	
CHLOE B. STEBBINS (POOR FUND)	\$1,742.79	\$1,647.13	\$4.39	\$0.00	\$1,747.18	\$1,651.52	
CHLOE B. STEBBINS (LIBRARY)	\$101.58	\$1.58	\$0.24	\$0.00	\$101.82	\$1.82	
TERCENTARY OBSERVANCE	\$1,438.08	\$1,188.08	\$3.66	\$0.00	\$1,441.74	\$1,191.74	
DEACON WARRINER SCHOOL	\$839.18	\$172.18	\$2.11	\$0.00	\$841.29	\$174.29	
TOTAL MISCELLANEOUS	\$7,694.39	\$4,505.09	\$19.44	\$0.00	\$7,713.83	\$4,524.53	
TOTAL CEMETERIES AND MISCELLANEOUS	\$67,905.72	\$19,275.11	\$2,519.44	\$0.00	\$72,673.91	\$21,543.30	
			INTEREST	TRANSFERS IN	TRANSFERS OUT	EXPENDABLE 6/30/2020	
STABILIZATION FUND		\$2,368,698.80	\$91,608.63	\$100,000.00	\$1,520,939.00	\$1,039,368.43	
STABILIZATION FUND CAPITAL PROJECTS		\$1,027,672.22	\$55,185.73	\$935,000.00		\$2,017,857.95	
OPEB LIABILITY TRUST FUND		\$1,720,118.65	\$57,092.18	\$426,000.00		\$2,203,210.83	
POLICE DRUG FUND		\$33,410.99	\$84.20		\$0.00	\$33,495.19	
POLICE DEA ASSET FUND		\$4,974.87	\$12.53			\$4,987.40	
CONSERVATION FUND	\$28,614.23	\$28,614.23	\$481.04			\$29,095.27	

Treasurer/Collector FY20 Debt Service Report

PAGE ONE DEBT SERVICE SCHEDULE	TOWN LONG TERM	PURPOSE	DATE OF ISSUE	RATE	DEBT BREAKDOWN	OF DEBT SERVICE											BALANCE 6/30/2031				
						WILBRAHAM															
NAME						BALANCE 6/30/2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	BALANCE 6/30/2031	
MULTI-PURPOSE BOND		WATER CORROSION CONTROL	1-Jun-10	2.41%	PRINCIPAL	75,000	\$75,000													0	
					INTEREST	2,438	\$2,438													0	
MULTI-PURPOSE BOND		WATER MAINS ON MAIN STREET	1-Jun-10	2.41%	PRINCIPAL	25,000	\$25,000													0	
					INTEREST	813	\$813													0	
MULTI-PURPOSE BOND		WATER MAINS (WEST COLONIAL AREA) (BRAINARD RD AREA)	1-Jun-10	2.41%	PRINCIPAL	120,000	\$120,000													0	
					INTEREST	3,900	\$3,900													0	
MULTI-PURPOSE BOND		WATER CORROSION CONTROL	1-Jun-10	2.41%	PRINCIPAL	5,000	\$5,000													0	
					INTEREST	163	\$163													0	
MULTI-PURPOSE BOND		SEWER (STONY HILL SEWER LINE)	1-Jun-10	2.41%	PRINCIPAL	25,000	\$25,000													0	
					INTEREST	813	\$813													0	
MULTI-PURPOSE BOND		SEWER (MAIN STREET & FORCED MAIN)	1-Jun-10	2.41%	PRINCIPAL	105,000	\$105,000													0	
					INTEREST	3,413	\$3,413													0	
MULTI-PURPOSE BOND		SURFACE DRAINS MAIN ST (GENERAL FUND)	1-Jun-10	2.41%	PRINCIPAL	5,000	\$5,000													0	
					INTEREST	163	\$163													0	
MULTI-PURPOSE BOND		BUILDING REMODELING	1-Jun-10	2.41%	PRINCIPAL	40,000	\$40,000													0	
					INTEREST	1,300	\$1,300													0	
MULTI-PURPOSE BOND		BUILDING REMODELING	1-Jun-10	2.41%	PRINCIPAL	70,000	\$70,000													0	
					INTEREST	2,275	\$2,275													0	
MULTI-PURPOSE BOND		BUILDING REMODELING	1-Jun-10	2.41%	PRINCIPAL	10,000	\$10,000													0	
					INTEREST	325	\$325													0	
MULTI-PURPOSE BOND		DEPARTMENTAL EQUIPMENT	1-Jun-10	2.41%	PRINCIPAL	15,000	\$15,000													0	
					INTEREST	488	\$488													0	
WATER POL ABATE TRUST		MAIN STREET SEWER PROJECT	18-Mar-09	2%	PRINCIPAL	2,100,935	\$191,694	\$195,567	\$199,517	\$203,548	\$207,660	\$211,855	\$216,135	\$220,502	\$224,956	\$229,501					
					INTEREST	217,022	\$40,102	\$36,229	\$32,278	\$28,248	\$24,136	\$19,940	\$15,681	\$11,294	\$6,840	\$2,295					
					ADMIN FEE	16,277	\$3,008	\$2,717	\$2,421	\$2,119	\$1,810	\$1,496	\$1,175	\$847	\$513	\$172					
WATER POL ABATE TRUST		MAIN STREET SEWER PROJECT	8-Jul-10	2%	PRINCIPAL	365,753	\$28,495	\$27,030	\$27,576	\$28,133	\$28,701	\$29,281	\$29,873	\$30,476	\$31,092	\$31,720	\$32,361	\$33,015			
					INTEREST	44,385	\$6,850	\$6,315	\$5,769	\$5,212	\$4,643	\$4,064	\$3,472	\$2,869	\$2,253	\$1,625	\$984	\$330			
					ADMIN FEE	3,329	\$514	\$474	\$433	\$391	\$348	\$305	\$260	\$215	\$169	\$122	\$74	\$25			
MULTI-PURPOSE BOND		FIRE STATION	19-Apr-17	3.00%	PRINCIPAL	\$1,495,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000	\$0	
					INTEREST	\$302,738	\$45,425	\$41,975	\$38,525	\$35,075	\$31,625	\$28,175	\$24,725	\$21,275	\$18,113	\$14,950	\$12,190	\$9,315	\$6,325	\$3,220	
MULTI-PURPOSE BOND		FY 2013 REMODELING	19-Apr-17	3.00%	PRINCIPAL	\$110,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$0	
					INTEREST	\$16,283	\$3,655	\$3,235	\$2,815	\$2,395	\$1,975	\$1,555	\$1,135	\$715	\$358						
MULTI-PURPOSE BOND		FY 2014 REMODELING	19-Apr-17	3.00%	PRINCIPAL	\$114,000	\$15,000	\$15,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$0	
					INTEREST	\$16,795	\$3,770	\$3,320	\$2,870	\$2,420	\$1,970	\$1,520	\$1,070	\$770	\$385						
MULTI-PURPOSE BOND		FY 2015 REMODELING	19-Apr-17	3.00%	PRINCIPAL	\$135,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$0	
					INTEREST	\$20,053	\$4,478	\$3,968	\$3,458	\$2,948	\$2,438	\$1,928	\$1,418	\$908	\$440						
MULTI-PURPOSE BOND		FY 2016 EQUIPMENT	19-Apr-17	3.00%	PRINCIPAL	\$104,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$0	
					INTEREST	\$15,503	\$3,445	\$3,055	\$2,665	\$2,275	\$1,755	\$1,235	\$715	\$358							
MULTI-PURPOSE BOND		FY 2016 REMODELING	19-Apr-17	3.00%	PRINCIPAL	\$67,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$0	
					INTEREST	\$9,720	\$2,210	\$1,940	\$1,670	\$1,400	\$1,080	\$760	\$440	\$220							
MULTI-PURPOSE BOND		POLICE STATION NON-EXEMPT 2 1/2	19-Apr-17	3.00%	PRINCIPAL	\$1,820,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$0	
					INTEREST	\$368,325	\$55,350	\$51,150	\$46,950	\$42,750	\$37,030	\$31,310	\$25,790	\$21,995	\$18,200	\$14,840	\$11,340	\$7,700	\$4,000	\$3,920	
MULTI-PURPOSE BOND		POLICE STATION EXEMPT 2 1/2	19-Apr-17	3.00%	PRINCIPAL	\$3,168,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$262,000	\$0
					INTEREST	\$640,865	\$95,595	\$88,735	\$80,875	\$73,735	\$64,295	\$54,855	\$45,215	\$38,560	\$31,850	\$25,970	\$19,845	\$13,475	\$6,880	\$6,880	
MULTI-PURPOSE BOND		SOLID WASTE LOADER	19-Apr-17	3.00%	PRINCIPAL	\$119,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$0	
					INTEREST	\$17,668	\$3,948	\$3,498	\$3,048	\$2,598	\$1,998	\$1,398	\$798	\$385							
TOTAL PRINCIPAL & INTEREST PAYMENTS PER FISCAL YEAR						11,806,725	1,598,625	1,089,207	1,025,869	1,008,275	984,923	961,565	938,200	922,015	830,822	818,435	773,919	560,870	514,000	0	
					PRINCIPAL	10,101,688	1,313,189	822,597	802,093	806,681	811,361	816,136	821,008	825,978	756,048	761,221	532,361	533,015	500,000	0	
					INTEREST	1,685,432	281,914	243,419	220,922	199,084	171,404	143,629	115,758	94,975	74,092	56,920	41,484	27,830	14,000	0	
					ADMIN FEE	19,606	3,521	3,191	2,854	2,509	2,158	1,800	1,435	1,062	682	294	74	25	0		
					TOTAL	11,806,725	1,598,625	1,089,207	1,025,869	1,008,275	984,923	961,565	938,200	922,015	830,822	818,435	773,919	560,870	514,000	0	

		TOWN COLLECTOR			JULY 1, 2019 TO JUNE 30, 2020			
TAXES:		OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY								
1997		\$27			\$0	\$0		\$27
2005		\$225						\$225
2006		\$200						\$200
2007		\$963						\$963
2008		\$1,294						\$1,294
2009		\$1,637						\$1,637
2010		\$1,558						\$1,558
2011		\$2,869						\$2,869
2012		\$3,213						\$3,213
2013		\$3,439						\$3,439
2014		\$3,233						\$3,233
2015		\$3,238			\$793			\$2,446
2016		\$4,174		\$530	\$975	\$530		\$3,199
2017		\$3,934			\$382			\$3,552
2018		\$4,183			\$610			\$3,573
2019		\$4,318			\$680			\$3,638
2020		\$0	\$945,119	\$340	\$933,044	\$414		\$12,001
REAL ESTATE							TAX TITLE	
1990		\$616						\$616
1991		\$8,387						\$8,387
1992		\$993						\$993
2016		\$2,045			\$2,045			\$0
2017		\$113,268	\$1,967		\$112,288		\$2,946	\$0
2018		\$303,759	\$2,024		\$77,012		\$3,032	\$225,739
2019		\$560,415	\$1,949		\$236,452		\$3,211	\$322,700
2020			\$38,484,905	\$39,765	\$37,545,001	\$204,697		\$774,973
PREPAID TAXES								
CPA		-\$77,760			\$18,139			-\$95,899
							TAX TITLE	
2017		\$1,082			\$1,071		\$11	\$0
2018		\$2,877			\$703		\$12	\$2,162
2019		\$5,290			\$2,162		\$15	\$3,113
2020			\$397,329	\$312	\$387,714	\$2,612		\$7,315
PAYMENT IN LIEU OF TAXES - 2019		\$2,560	-\$10		\$2,551			\$0
2020			\$2,557					\$2,557
MOTOR VEHICLE EXCISE								
PRIOR YEARS 2012	2014	\$0	\$0	\$0	\$0	\$0		\$0
2015		\$5,749			\$616			\$5,133
2016		\$6,147		\$185	\$1,206	\$185		\$4,941
2017		\$11,172		\$711	\$4,631	\$834		\$6,416
2018		\$24,747		\$2,488	\$15,000	\$2,488		\$9,747
2019		\$121,353	\$245,464	\$25,513	\$337,067	\$26,743		\$28,521
2020			\$2,134,112	\$15,400	\$2,022,863	\$26,813		\$99,836
FARM ANIMAL EXCISE								
2015		\$17	\$0		\$0			\$17
2017		\$112			\$112			\$0
2018		\$112			\$112			\$0
2019			\$732		\$732			\$0
APPORTIONED SEWER								
MAIN ST PROJ PD IN ADV		\$0	\$5,450		\$5,450			\$0
BETTERMENTS ADDED TO TAXES								
BETTERMENTS MAIN STREET								
2017		\$545			\$545			\$0
2018		\$1,090						\$1,090
2019		\$1,090						\$1,090
2020			\$135,160		\$132,693			\$2,467
BETTERMENTS ADDED TO TAXES WATER								
2020			\$61		\$61			\$0
			TOWN COLLECTOR		JULY 1, 2019 TO JUNE 30, 2020			
TAXES:		OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED	TRANSFERS	OUTSTANDING
COMMITTED INTEREST SEWER								
PAID IN ADVANCE								\$0
PAID IN ADVANCE MAIN STREET			\$225		\$225			\$0
2017 MAIN STREET		\$355			\$355			\$0
2018		\$654						\$654
2019		\$600						\$600
2020			\$67,355		\$66,674			\$681
COMMITTED INTEREST WATER								
PAID IN ADVANCE			\$0		\$0			\$0
2020		\$0	\$9		\$9			\$0
LIENS ADDED TO TAXES SEWER								
2017		\$482			\$482			\$0
2018		\$2,677			\$1,218			\$1,459
2019		\$1,613			\$0		\$159	\$1,455
2020			\$8,925		\$5,564			\$3,361
LIENS ADDED TO TAXES WATER								
2017		\$412			\$412			\$0
2018		\$431			\$271			\$160
2019		\$329			\$313			\$16
2020			\$4,222		\$2,922			\$1,300
POLICE FALSE ALARM LIENS								
			\$0		\$0			\$0
WATER DEPARTMENT							TRANSFERS	
WATER RATES		\$45,209	\$1,907,893	\$667	\$1,796,783	\$4,446	\$0	\$152,539
SEWER DEPARTMENT								
SEWER USE		\$262,210	\$825,207	\$0	\$897,052	\$148,577	\$0	\$41,788
LANDFILL							TRANSFERS	
2020			\$536,800		\$178,720	\$358,080		\$0
ACCOUNTS RECEIVABLE:								
LIQUOR LICENSES		\$0	\$40,000	\$0	\$40,000	\$0		\$0
VETERANS SERVICES		\$68,969	\$65,833		\$68,972			\$65,830
SEWER PRIVLEDGE FEE								
TOWN & HIGH SCHOOL		\$910,150	\$0		\$91,015	\$0		\$819,135
SEWER PRIVLEDGE FEE INTEREST								
MUNICIPAL LIGHT PLANT			\$50,058		\$45,508			\$4,550
TREE TAPPING			\$2,400		\$2,400			\$0
			\$1,000		\$1,000			\$0
TOTALS		\$2,428,263	\$45,866,746	\$85,911	\$45,042,602	\$776,420	\$9,385	\$2,552,513
ITEMS COLLECTED								
INTEREST - TAXES - CPA					\$143,769			
FEES - TAXES, WATER, SEWER, SEWER AVAILABILITY, ETC					\$105,113			
BAGS & 2ND CAR STICKERS					\$11,761			
POLICE FALSE ALARMS					\$0			
LANDFILL MISC (TV & MONITORS)					\$350			
MUNICIPAL LIENS					\$14,133			
TOTAL CASH PAID TO TREASURER					\$45,317,728			
				Q&A TOTALS	\$45,317,730			
								-\$2

Community Preservation Committee

2020 started off as a typical year for the Community Preservation Committee. There were a total of ten project applications received in January. The committee approved all projects to be brought before Town Meeting for vote except for a Conservation Land Fund proposal, that the committee felt would change the committee's role and the town resident's role in the decision-making process. All projects approved by the committee were subsequently approved by the voters at the June 2020 Town Meeting.

Projects reported as completed or nearly completed at the end of 2020 include – Town Records Preservation, Spec Pond Storage Building, Gleason Land Purchase and 12 Mile Brook Bridge. The remaining projects have seen delays due to Covid-19 and other circumstances but expect to be started in Spring 2021. (see chart)

The committee had some changes in its makeup with the resignation of Cliff "CW" Zimmer over the summer and his replacement David Trebbe from the Playground and Recreation Commission. When the committee began its regular meetings in November 2020, a little later than usual, perhaps due to Covid-19, the meetings were and have continued to be online meetings only. Longtime Chairman and committee member Stoughton Smead informed the committee of his desire to step back from the Chairman responsibilities. Stoughton, the Conservation Commission appointee, was one of the original committee members from 2005 and has been Chairman since 2016. John Broderick was elected the new Chairman, Tracey Plantier Vice Chair and Gordon Allen has been filling in as Secretary. The committee is still awaiting an appointee from the Historical Commission. The committee has begun pursuing the hiring of a Recording Secretary and expects that to be completed in early 2021.

It is looking like 2021 may be a quiet year for the committee, as our meeting attendance of

potential project applicants has been low, and project inquiries have been few compared to previous years. We have had a few contacts regarding some potential historical projects, tree preservation work, a recreation project and have been working with many other Town boards, committees and Town employees on the evaluation of Wilbraham exercising their right of first refusal on the 186V Tinkham Road parcel.

Thank you to all those who participate in making this a great community to live in. We look forward to working with you to continue to move Wilbraham forward and preserve and improve all this community has to offer.

Committee members are:

John Broderick – Chairman – Board of Selectmen Appointee
 Tracey Plantier – Vice Chair – Planning Board Appointee
 Gordon Allen – Acting Secretary – Bd. of Selectmen Appointee
 Stoughton Smead – Conservation Commission Appointee
 Brian Fitzgerald – Open Space Appointee
 Jim Burke – Housing Authority Appointee
 David Trebbe – Playground & Recreation Appointee
 David Proto – Board of Selectmen Appointee
 Vacancy – Historical Commission Appointee

Public Works

Solid Waste Advisory Committee

After a long period of inactivity, well over 10 years, the Board of Selectmen appointed a new group of seven residents to serve on the Solid Waste Advisory Committee. It is a well-rounded group of some long-term residents with varied backgrounds and interests and quite a bit of experience with Town Government and related issues. The committee held its first meeting in August of 2020 and continued to meet monthly through the end of the year.

The charge of the committee as documented in the 2005 Annual Town Report "is to research, analyze, and provide guidance to the Board of Selectmen on the operations of the Disposal and Recycling Center (DRC)." The committee has followed and perhaps expanded that charge in its work. Some of the issues the committee has been working on and discussing include – an updating of the Town's Recycling By-Law, analysis of the financial aspects of the DRC, discussions on what the DRC offers customers and how to get that information to residents, ways to get input from residents regarding the DRC, a household hazardous waste day, possible town wide curbside pickup and other matters.

The committee has also been following the Town's work on issues surrounding Private Hauler Regulations and the proposed changes and agreement with the 120 Old Boston Road facility. These issues are being worked on by another group of Town employees, residents and legal counsel. The committee was given a tour of the DRC facility and the 120 Old Boston Road facility and was joined by the DPW Director, Town Administrator and DPW staff and the 120 Old Boston Road management and staff. Joe Lynskey of the Department of Public Works serves as the committee's contact person to the Town.

Committee Members are
 John Broderick – Chairman
 James Emerson – Vice Chairman & Secretary
 Susan Bunnell, James Murphy, Jeffrey Smith, Kenneth Wagner, Edward Rau

ANNUAL COMMUNITY PRESERVATION PROGRAM						
TAX RATE FY2020 \$22.38						
WILBRAHAM CPA FY2021 ESTIMATED REVENUE PROJECTION*						
Assume a 11% state match as DOR's estimate for FY2021 will not be available until mid-March 2021						
The Department of Revenue's estimate for FY2018 was 15%, we received 17.2%.						
The Department of Revenue's estimate for FY2019 was 11.0%, we received 19%						
The Department of Revenue's estimate for FY2020 was 11.6%, we received 23.9%						
Assuming \$407,263 (Local Raised) + \$44,799(11.0% State Match) = \$452,062						
						23.9%
REVENUE	Open Space	Historic	Housing	Non - Committed	Total	
FY2020	6,837	33,411	87,594	324,680	452,522	Prior FY
FY2021 Projects Appropriated					-	
FY2021 New Funds added 10%	45,206	45,206	45,206	316,444	452,062	New
Total Available Revenue	52,043	78,617	132,800	641,124	904,584	Total Available
EXPENDITURES	Open Space	Historic	Housing	Non Com		
Project	Amt requested					
1 Administrative & Operating	7,500			7,500		
2 Town Records Preservation	47,243	47,243				
3 Adams Cemetery Monuments	3,600	3,600				
4 E. Wilb. Cemetery Monuments	8,525	8,525				
5 Spec Pond Complex Bldg Add'l	250,000			250,000		
6 OMH Ramp Entry	147,753	19,249		128,504		
7 Cmty. Gardens Storage	15,000			15,000		
8 Gleason Land Purchase	220,000	47,043		172,957		
9 12 Mile Brook Bridge Add'l	14,500			14,500		
10 Open Space Signs	2,700			2,700		
Total Project Expenses	716,821	47,043	78,617	591,161	716,821	Total awarded
BALANCE	Open Space	Historic	Housing	Non - Committed		
Total Funds Retained	5,000	-	132,800	49,963	187,763	Balance retained
FY 2019 Projects closed to fund balances	Open Space	Historic	Housing	Non Com	Total Unused balances end of FY19	
Bruer Pond				6,000		
CPA Admin expenses				4,623		
Glendale cemetery projects		1,075				
		1,075		10,623	11,698	

Public Works

The Department of Public Works consists of five divisions (Engineering, Highway, Wastewater, Water and Solid Waste), with 26 employees and a budget exceeding \$6,000,000. 2020 will be remembered as the year of transition. After 36 years of loyal service to the Town, the highly respected DPW Director, Ed Miga, retired. He will be remembered for his innovative problem solving and conscientious fiscal management. Shortly after Ed's retirement the Covid-19 pandemic created unimaginable challenges for the DPW personnel. Their commitment to the residents enabled them to provide a high level of public service despite the constant struggle of maintaining covid compliance protocols implemented in the work place nationwide.

Engineering Division

The Engineering Division oversees all the DPW divisions and provides public works related administrative and technical support to Town departments, committees and boards. Personnel continued normal operations during the COVID pandemic and met with residents and contractors as needed in the field or by appointment. Service requests were received via phone, email or the logged on the Town website.

In addition to receiving and coordinating the resolution of thousands of service requests, personnel also provide administration support for trench permits, septic system installation, Title V inspection, bids and contracts, water/sewer billing, commitments, abatements, letters and installation appointments for new water meter and radio readers, water/sewer billing issues and closing adjustments, setting up new accounts, backflow billing, sump pump inspection appointments, storm water permits, excavation permits and water/sewer/drainage markout request.

Engineering personnel worked collaboratively with the other DPW divisions and contractors on a variety of projects. Listed below are some of the highlights for the year.

- ◇ Host Community Agreement Negotiation for 120 Old Boston Rd
- ◇ Municipal Vulnerability Preparedness Grant Application
- ◇ Glendale Drainage Project
- ◇ Culvert repair on Beebe Road
- ◇ Parking area on Hollow Road
- ◇ Road Resurfacing and Related Work project (\$1.1 Million): (See Paving List)
- ◇ Geographic Information System (GIS) - DPW continues to use modern technology to assist with field operation using applications with iPads. Examples include storm water outfall inspection, catch basin cleaning, wastewater manhole and pipe inspection, pump station inspection and maintenance, hydrant flushing, backflow testing, cross connection inspection etc
- ◇ Sidewalk Improvement Project- Using grant funding secured by Senator Lesser, sidewalks were completed at Post Office Park connecting Post Office Park with the Spec Pond recreational area. Sidewalks were reconstructed on Stony Hill Road from Bridge Street to Acton Street and reconstructed on Soule Road from Catherine to Millbrook.
- ◇ Wastewater Inflow and infiltration – (I&I) State mandated reporting and compliance work

- ◇ Environmental Protection Agency (EPA) Phase II Stormwater Regulation Compliance–Federally mandated tasks completed listed in the Annual Storm water Report located on the Town's website. GIS documented catch basin cleaning, outfall inventory inspection, detention basin inspection, illicit discharge and elimination investigation, construction activity inspection and enforcement
- ◇ Ongoing testing, repair and upgrading the DPW radio system
- ◇ Grease trap pumping permit and inspection program
- ◇ Site Plan review for Planning Board and Zoning Board of Appeals
- ◇ Stormwater permit review and inspection for commercial and residential properties
- ◇ Update the Towns Pavement Management Report
- ◇ Private Way temporary maintenance requests

LICENSES

Drainlayer (Sewer Installer) Licenses	12
Pavement Cut/Storm water Permits and Inspections	180
Septage Hauler Licenses	9
Septic System Installer Licenses	27
Water Installer Licenses	9
Trash Hauler Licenses	5
Residential Inquiries Reported	3500
Water and Sewer Semi-annual Billing	3600
Water Backflow Billing	55
Sanitary Sewer Connection Permits and inspections	7
Grease Trap Inspections	66

Engineering Division Employees:

Tonya L. Basch P.E., DPW Director Town Engineer
 William Sperrazza, Superintendent of Operations
 Dena Grochmal, GIS Coordinator/Engineer
 Donna Daviau, Administrative Assistant
 Annette Grasso, Administrative Assistant
 Joe Lynskey, Engineering Technician/Field Inspector

Highway Division

The Highway Division is responsible for maintaining 125+/- miles of roads. Typical work assignments include:

- Painting crosswalks and stop lines
- Tree and brush trimming, along with weed control around guard rail systems
- Roadside mowing
- Repairing road trenches and pothole patching
- Loam and seeding for Road projects
- Fixing plow damage
- Catch basin cleaning and inspection reports
- Culvert cleaning
- Street sweeping
- Drainage repair and installation (catch basin & pipe)
- Sidewalk maintenance and construction
- Snow and Ice removal
- Sign maintenance
- Vehicle and Equipment maintenance

Continued on page 39

Public Works

In order to complete these tasks, the division has approximately 52 various pieces of equipment. There is one Lead Mechanic and an Assistant Mechanic responsible for maintenance and repair of various division vehicles and equipment i.e. DPW, Building, and Engineering.

The Highway division, as part the stormwater program, has been prioritizing the cleaning of catch basins throughout the Town making every effort to clean and document each basin and its condition utilizing specialized basin cleaning equipment and software. Culverts and outfalls were inspected and maintained as necessary.

The DPW received the Volkswagen Grant to purchase 2 new Diesel Dump trucks. The trucks have arrived and both will be in service by early January 2021.

The DPW vehicle storage garage with wash bay was bid and awarded. Ground breaking began in early December with an anticipated completion date of April 2021.

Over at the DRC composting site, Highway crews processed over 1000 cubic yards of compost into useable loam utilizing the division's new vibratory screener. The loam was used for extensive tree belt loaming and seeding along all the completed road construction and sidewalk projects. The work was accomplished utilizing the divisions new rubber tired excavator.

Highway crews assisted with the Fountain Park access drive improvements by removing the old asphalt driveway and installing a new road base material. Loam and seed was also placed in various locations.

Drainage improvements were completed on the retention basin for the Police Department property. The division installed an exfiltration system and access road.

The Highway division took delivery of a new brush chipper this fall which is capable of chipping up to 12" diameter trees. Highway personnel custom built a chipper box for one of the highway dump trucks to receive the chip brush. The chipper has saved the Town money and improved efficiency while cleaning up storm damage, maintaining Town properties and raising road canopy.

Highway Division Employees:

Tim Grise; Highway Foreman
Efrain Colon; Lead Mechanic
Paul Maguire; Assistant Mechanic

Heavy Equipment Operators

Mitchell Opalinski	Richard Vierthale
Damon Goddard	Michael Hermanson
Doug Cutler	Bruce Sawyer

DPW Workers

Ed Jenkins (1/2 Highway and 1/2 Wastewater)
Billy O'Toole

The following roads were paved this year:

Street	Location	Description
Tracy Drive	All	Shim/Overlay
Hefferon Drive	All	Shim/Overlay
Glendale Road	Stonington to Town Line	Shim/Overlay
Stony Hill Road	Underpass	Mill/Overlay
Springfield Street	Springfield Town Line to Brooklawn and Stony Hill to Faculty	Mill/Overlay
Faculty Street	Springfield St to 100 Faculty	Mill/Overlay
Three Rivers Road	Boston Road to 215 Three Rivers Road	Shim
Upper Tinkham	All	Shim/Overlay
Bolles Road	All	Shim/Overlay
Memill Road	All	Shim/Overlay
Overlook Dr	Hitchcock to approx. 100'	Overlay
Mountain Road	420 to 509 Main Street	Overlay
Soule Road	Meadowview to Catherine	Overlay
Dipping Hole Road	All	Shim/Overlay
Old Boston Road	Bridge St to River Road	Overlay
Edson Dr	All	Top
Hollow Road	All	Overlay
Captain Road	9 Captain to Leemond	Shim/Overlay

Wastewater Division

The Wastewater Division is an enterprise fund with two (2) full-time employees and one (1) half-time employee. Division personnel are responsible for maintaining 36 miles of sewer mains, ten (10) pump stations and 795 manholes. The Town's wastewater is pumped to and treated at the Springfield Regional Wastewater Treatment Plant.

Pump station inspection and maintenance is one of the major responsibilities of the division. The following was completed at the pump stations this year:

- ◆ Daily visual inspection of all pump stations
- ◆ Emergency response to pump station failures
- ◆ Updated all pump control panels at all stations to meet OSHA regulations
- ◆ Wellfleet Pump Station generator back up power design began with anticipated completion in 2021
- ◆ Pulling, cleaning, and testing of pumps
- ◆ JetVac maintenance
- ◆ Crane Truck Inspection and Maintenance
- ◆ Quarterly Sampling
- ◆ Dye Testing

Public Works

Water Division

As part of a Massachusetts Department of Environmental Protection Inflow and Infiltration (I&I) removal mandate an extensive inspection and investigation of the wastewater system continued. I&I consists of unwanted rainwater or groundwater entering the Town's wastewater system usually generated from illicit connections or compromised infrastructure. Wastewater personnel inspected sewer manholes for weeping or suspicious flow. A state of the art robotic sewer camera was purchased and utilized to do visual inspections of sewer mains and laterals. Division personnel jetted and inspected over 3.6 miles of sewer main. Inspection work and I&I removal projects will continue in the upcoming years in problem areas of the sewer system. The goal is to eliminate all I&I in the sewer system which will reduce the Town's sewer bill from the City of Springfield.

Improvements to the WTP Pump Station force main included the installation of 2 new air release valves.

Seven (7) new connections to the sewer system were installed.

Residents should be aware that it is illegal to connect sump pumps, roof drains (down spouts) or curtain drains (yard drain) into the sewer system. Make sure your sump pump is not connected to the sewer. Secondly, do not dump grease or oil down your drain. Grease and oil will solidify in your own plumbing and sewer lateral, as well as the Town's sewer lines. Expensive blockages can be avoided by simple practice of putting grease in the trash and not down the drain.

Division personnel also maintain the interior and exterior of facilities, perform preventative maintenance on pumps and other system appurtenances, perform routine maintenance on vehicles, and assist with road treatment and snow removal.

Wastewater rates have remained unchanged since 2008.

They are as follows:

Residential rate:	\$4.10 per 100 cubic feet
Commercial rate:	\$5.00 per 100 cubic feet
Minimum charge:	\$52.50
Maximum charge:	\$492.00
Flat rate:	\$270.60

Wastewater Division Employees:

Gary Butler, Foreman
 Andrew Ferrier, Wastewater Technician
 Ed Jenkins, DPW Worker (1/2 time Highway – 1/2 time Waste Water)

During 2020 the list of duties performed by the Wilbraham Water Division included, but were not limited to the following:

- ◇ Maintenance of the Town's four water booster stations and the Miller Street Corrosion Control Facility.
- ◇ One (1) water break was repaired.
- ◇ Nine(9) new water services were installed
- ◇ Four (4) water service lines were repaired
- ◇ Fire hydrant flushing as time permitted
- ◇ Two (2) fire hydrant was replaced
- ◇ In excess of one hundred (100) main line gate valves were cleaned and checked for operation and exercised.
- ◇ Six hundred (600) work orders of various tasks were completed
- ◇ One hundred fifty seven (157) testable backflow devices were tested at least once per Mass. D.E.P. regulation
- ◇ In excess of two hundred (225) water samples were taken for water quality analysis
- ◇ Over three thousand three hundred (3,200) water meters were read during March and then again in September
- ◇ The water usage in 2020 was 454.6 million gallons as measured by the Massachusetts Water Resources Authority (MWRA) master meter.
- ◇ There was an increase of 9% in usage during 2020.
- ◇ Continuing DEP mandated Cross Connection inspection of the water system
- ◇ Continuing a system wide meter replacement program to include auto read system
- ◇ Assisted in Town wide snow and ice removal operations.

Over the last two years the Wilbraham Water Division worked continuously on Glenn Drive installing fourteen hundred feet of new water main. Previously, the water main ended at the intersection of Lance and Glenn Drive. Two new hydrants and fifteen new water services were installed on the high pressure water section of the Town.

Documents submitted to DEP in 2020 included water quality result forms, weekly chlorine residuals, water pressure and pH charts, the Annual Statistical Report, and the Consumer Confidence Report (which were also mailed to every household and business in our PWS). Monthly state forms are sent to D.E.P. for documentation of water usage and chemical additions to our water.

Wilbraham – Total Daily Flow

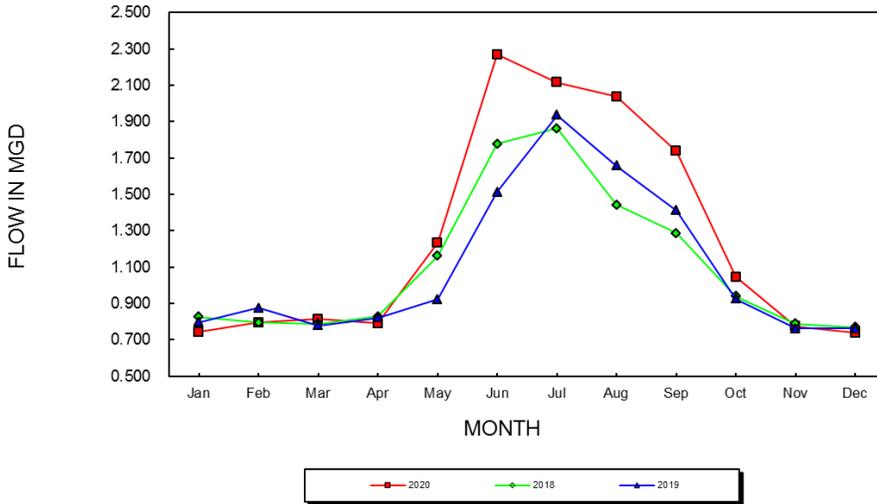
	2018	2019	2020
Month	Flow (MGD)	Flow (MGD)	Flow (MGD)
Jan	0.825	0.798	0.744
Feb	0.796	0.876	0.794
Mar	0.787	0.778	0.813
Apr	0.827	0.822	0.790
May	1.160	0.922	1.233
Jun	1.778	1.514	2.269
Jul	1.862	1.935	2.115
Aug	1.442	1.657	2.036
Sep	1.287	1.411	1.736
Oct	0.938	0.926	1.046
Nov	0.787	0.763	0.773
Dec	0.769	0.761	0.738

During the 2020 year a longtime employee of the Wilbraham Water Division retired. Paul Willoughby was hired 1997 as Heavy Equipment Operator in the Highway Division, then soon after transferred to the Water Division. Paul (Willoughby) was a very hard working employee and was never afraid to get his hands dirty. The Wilbraham Water Division appreciates Paul (Willoughby) for his 23 years of service and dedication. We wish him a happy and healthy retirement!

The Corrosion Control Facility on Miller Street in Ludlow, MA operated successfully in 2020 with only a few mechanical and technical problems.

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Public Works



Solid Waste –Disposal and Recycling Center (DRC)

The DRC is an enterprise fund transfer station and recycling center. A portion of the facility is used to process loam for the Town’s tree belt restoration. Currently, the facility is staffed by one full-time employee and one part-time employee. Approximately 1,700 households use the DRC. Third party inspections were completed along with maintaining permits to operate. Recycling plays a big role in trash disposal. The personnel at the facility educate its users on proper recycling guidelines to maintain state regulatory compliance.

The facility offers a location to dispose of recyclable household waste, electronic waste, Styrofoam (block foam only), metal, textiles (clothing), empty propane tanks and yard waste.

The DRC generated approximately 660 tons of household trash annually and 430 tons of recyclables. Trash was hauled to the transfer station operated by U.S.A. Waste and Recycling located at 120 Old Boston Road and recyclables were hauled to the Material Recycling Facility located in Springfield. The Town entered into a new contact with U.S.A. to haul and process recyclables on July 1, 2020.

Water Rates remain the same since 10/1/14: Cubic Feet (CF) (7.48 gallons per cubic foot)

0-10000 CF	\$4.12/100 CF.
10001-20000 CF	\$4.32 /100 CF.
20001- and up	\$4.52/100 CF.
Min. bill 0-1500 CF.	\$61.80
Commercial flat rate	\$4.12/100 CF.

Water Division Employees:

- Vinnie Pafumi -Water Superintendent
- Lionel Duquette - Foreman
- Robert Gibson - DPW Worker
- Anthony Garceau - Heavy Equipment Operator
- Kevin LaPlante - Water Service Worker

Water Commissioners met monthly to discuss updates and/or help resolve issues within the division including but not limited to MADEP requirements, MWRA, water billing, budget, rates, infrastructure and capital projects. Many thanks to the Commissioners for their support.

Water Commissioners: James B. Dunbar, Chairman
Rick Alvarez
Douglas Hutcheson - our newest member

Water Commissioners

The Wilbraham Board of Water Commissioners continued its work with the Town of Wilbraham’s Water Department who deliver a high quality, reliable and cost-effective supply of water to the Town of Wilbraham and its customers. The Water Division is an enterprise fund and is fully funded by the rates assessed to water users. No town tax dollars are involved in its operation or budget. Wilbraham’s water is provided by the Massachusetts Water Resource Authority (MWRA). The water originates at the Quabbin Reservoir and is piped to Wilbraham by way of the Chicopee Valley Aqueduct (CVA). The Board sets the water rates based on the water department’s budget, the MWRA’s assessment (cost to purchase water), infrastructure improvements and debt services for various water projects.

The three members of the elected Water Commission are Chairman Jamie Dunbar, Rik Alvarez and Doug Hutcheson. Tom Pilarcik resigned choosing not to run for re-election but has contributed immensely to the Board through his years of service and will be missed. The Board of Water Commissioners meet’s monthly, typically on the first Thursday of the month at 8:45am.

The DRC hours of operation:

Sunday: 12-5
Wednesday and Friday: 7-3
Saturday 7-5
Closed on Monday, Tuesday & Thursday & Holidays that fall on scheduled open days.

Solid Waste - DRC Employees:

- Dennis Dumais,
- Heavy Equipment Operator
- Robert Tourville,
- Recycling Attendant part time

Current DRC fees:

Car Sticker Fee (under age 65):	\$120.00
Car Sticker Fee (age 65 and over):	\$100.00
Additional Car Sticker Fee:	\$20.00
Bag Fee 33 gal. Capacity:	\$2.75
Bag Fee 16 gal. Capacity:	\$1.50
Freon and TV Disposal Sticker Fee:	\$25.00
Landscaper Fee:	\$300.00

Building & Land Use

Agricultural Commission

The Town of Wilbraham is a “Right to Farm Community.” Wilbraham citizens overwhelmingly approved its “Right to Farm By-Law” at the 2007 Town Meeting.

Our by-law states “it is the policy of the Town of Wilbraham, a ‘Right to Farm’ community, to preserve, protect, and encourage the maintenance and improvement of agricultural land for the production of food and other agricultural products, and also for its natural, recreational and ecological value.”

The Board of Selectmen appoints a five-member Agricultural commission (AgComm) which is committed 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.”

Many local farms have seen an increase in sales as customers prefer open air venues over enclosed grocery stores. Stony Hill Farm has transitioned from self-serve farm stand and farmers markets sales to online orders with pick-up on the farm. Little Oak Farm opened a new farm stand over the summer on Monson Rd, and at Merrick Farm, a new generation is continuing the legacy of growing sweet corn in Wilbraham.

Fern Valley Farms (commonly referred to as Rice Apple Orchard) now welcomes pick-your-own customers to drive directly onto the farm during apple picking season, Sept-Nov. Fern Valley Farms used to do hayrides from Rice’s Fruit Farm on Main St, but due to social distancing this was stopped.

Thank you one and all--farmers and backyard gardeners alike--for your support of Wilbraham’s agricultural endeavors.

Agricultural Commission
 Brian Cunningham, Chairman
 Robert Merrill
 Judy VanRaalte
 Amy O’Neil
 Dan Fernandes

Building Department

The Building Department went through a lot of changes in 2020 including the retirement of long term Building Commissioner Lance Trevallion. Lance dedicated 22 years to the Town as the Building Inspector/Zoning Enforcement Officer and he will surely be missed. We wish him farewell to pursue more days to enjoy fishing and time with family and friends. Our new Building Inspector, John Walsh Jr has been in the building industry for most of his life and comes in with a wealth of knowledge and experience. We look forward to many years of working with him. Administrative Assistant, Melissa Graves has been the Administrative Assistant to the Building Inspector for 17 years and does double duty, as the Towns Conservation Commission’s Administrative Assistant and Land Management Coordinator. Sheileen Carlotto, the Building Department Clerk, resigned from her position this year after 7 years. After an extensive search, Heidi Burnham was hired as the Building Department Clerk. Heidi jumped right in and learned very quickly the scheduling processes for both the Plumbing Inspector and Electrical Inspector. She is an exceptional addition to the department.

As you can see from the list of permits below, the Building Department never slowed down through the Covid crisis in 2020. With residents being home more, they kept contractors quite busy. There was a huge increase in swimming pool permits more than likely because there were travel bans. New houses and renovations also kept this office busy with permitting and inspections. Roof-Mounted solar projects remained steady this year with approximately the same amount of permits issued as last year. There were also two large ground-mounted solar panel array systems, one on Tinkham Road and one on Beebe Road.

Bernie Sears retired from his role as the Plumbing and Gas Inspector after 22 years. Bernie has been a wonderful individual to work with for so many years. We wish him the best of everything as he retires so he can spend more time with family and friends. The new Plumbing and Gas Inspector, Gerald Nichols, started in October and hit the ground running. Ed Poulin, the Town Electrical Inspector has been with us for 4 years and continues to be a great asset to the Wilbraham Building Department.

Building Permits issued

Inspector: Lance Trevallion Retired July, 2020

Inspector: John J Walsh Jr: Began July, 2020

Permits issued – 680 Fees collected - \$153,204.52 Inspections – 1900+-

Plumbing/Gas Permits issued

Inspector: Bernie Sears

Permits issued – 461 Fees collected - \$34,075.00 Inspections – 900+-

Electrical Permits issued

Inspector: Ed Poulin

Permits issued – 392 Fees collected - \$36,250.00 Inspections – 900+-

<u>RESIDENTIAL/COMMERCIAL</u>	<u>NUMBER</u>	<u>FEES</u>	<u>EST. CONST. COST</u>
New Construction	20	\$ 43,822.60	\$ 7,210,846.00
Roof/Siding/Windows	183	\$ 14,614.00	\$ 4,456,371.39
Additions	8	\$ 4,237.50	\$ 598,896.00
Alterations/Renovations	130	\$ 44,699.59	\$ 5,640,683.12
Solar Panel Installation	52	\$ 25,323.00	\$ 3,727,226.29
Insulation	124	\$ 7,670.00	\$ 567,650.20
Decks	45	\$ 3,684.83	\$ 463,494.64
Accessory Buildings/Sheds	41	\$ 2,238.00	\$ 250,786.67
Swimming Pools	37	\$ 4,025.00	\$ 1,033,648.76
Sheet Metal	3	\$ 245.00	\$ 23,000.00
Demolitions	3	\$ 350.00	\$ 27,000.00
Wood/Pellet Stoves	18	\$ 1,335.00	\$ 41,333.50
Swimming Pool Demolition	4	\$ 225.00	\$ 28,359.00
Signs	8	\$ 600.00	\$ 30,845.00
Tents	4	\$ 135.00	\$ 0.00
Total	680	\$153,204.52	\$24,100,140.57

Building & Land Use

Continued from page 42

The Building Department also processes applications for annual inspections for occupancy of public buildings. These inspections are required annually to insure 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 the year of 2020, Lance, John and Fire Safety Inspector, Mathew Welch inspected 75+ locations, including 13 buildings at the Wilbraham & Monson Academy, Wilbraham Municipal Buildings, including all Town of Wilbraham schools and restaurants.

Lance Trevallion, Building Inspector – Retired July, 2020
John J Walsh Jr, Building Inspector – Began July, 2020
Melissa Graves, Administrative Assistant
Heidi Burnham, Building Department Clerk, Began November, 2020
Sheileen Carlotto, Building Department Clerk – Resigned July, 2020
Electrical Inspector, Edward Poulin
Plumbing/Gas Inspector, Benard Sears – Retired in September, 2020
Plumbing/Gas Inspector, Gerald Nichols – Began October, 2020

Community Gardens

The garden got off to a slow start this season. We couldn't open the greenhouse because people were not able to gather in public buildings, so most folks started their seeds at home or purchased seedlings. There were a lot of people looking forward to our annual plowing event, but the fields were once again plowed using a tractor this year and not the horses. Once the gardeners got the go ahead to start planting and preparing their plots, they really were excited. Over the years, the plots have become quite creative. There are plots with sitting areas, umbrellas, herb gardens, stone paths, family farm signs and all types of garden flags. A typical season at the garden produces literally tons of healthy vegetables and fruits and feeds many families. During the summer, many of the gardeners donated their bountiful harvests to local food banks. Volunteers also tend to the many beautiful perennials that surround the greenhouse and the entry sign.

A Community Preservation Application was approved for two new sheds this year. One will replace the metal shed that houses the well system and one will be a larger storage shed. The larger shed will be for the over-winter storage of garden tools, hoses and equipment. The greenhouse is currently used for storage which presents an issue in the early spring when people want to use it to start seeds.

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 \$30.00 per plot. There is water on-site as well as a portable toilet during the growing season. The greenhouse is available to gardeners at any time. If you are interested in joining us at the Wilbraham Community Gardens or if you would like more information, you may contact the garden coordinator, Melissa Graves in the Conservation Commission office at 596-2800, ext 204.

Conservation Commission

Conservation Commission Division

The Conservation Commission met 13 times at either open or virtual public meetings to review and permit projects ranging from limited tree removal to new homes and large ground-mounted solar array systems. Additionally, the Conservation Commission renewed the lease agreement to Ferrindino Farms for the tapping of up to 1000 Sugar Maple trees on Town-owned property. The Conservation Commission approved bow hunting on seven of its sites limiting the permits issued to 200 during the deer hunting season. Hunting permits are typically issued by the Wilbraham Town Clerk during the month of July and are open to residents as well as non-residents. There were several events that were approved on Conservation Open Space including the McDonald Nature Preserve, the White Cedar Swamp and the Crane Hill Conservation Area.

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.

Continued on page 44

Photo courtesy of Melissa Graves



Land Management Division

The Town of Wilbraham was given the opportunity to preserve a large tract of land consisting of approximately 71 acres of forest, wetlands, streams and existing trails. After reviewing the offer from the Gleason Family, a combined effort from the Wilbraham Conservation Commission, Minnechaug Land Trust and the Land Management Coordinator proposed to purchase the land utilizing Community Preservation Funds. Residents voting at Town Meeting approved the purchase of this valuable open space. The property is now known as the Gleason Conservation Area and is open to the public for non-motorized recreation. To learn more about the trails in Wilbraham please visit the Town website.

In response to the heightened need for people to access open space and hiking areas adjacent to the Rice Nature Preserve, an improved parking area was developed at the end of Hollow Road. This alleviated the overcrowded parking area at the end of Highmoor Drive and encouraged hikers and bikers to new and exciting trails to explore.

A Forest Cutting Plan was developed for the McDonald Nature Preserve. The gypsy moth infestation has devastated a large number of mature trees within the site. The crowns of these trees have become dead and pose a threat to public safety. The goal is to implement this cutting plan sometime in the winter of 2020-2021.

The Conservation Commission generally meets on the second and fourth Mondays of each month at 7:00 PM in the Town Office Building. However, this last year was changed to reflect the guidelines pertaining to public meetings. The schedule changed to Mondays at 5:00 PM and meetings were held via GoToMeeting virtually. The agenda is posted at least 48 hours in advance at the Town Hall and on the Town web site. Interested people are always welcome and encouraged to participate.

Christopher Brown, Chairman
Robert McMaster
James Roberts
Stoughton Smead
Bill Dane
Alice Colman

Melissa Graves, Administrative Assistant
& Land Management Coordinator

Open Space & Recreation Committee

Mission Statement:

Preserve significant open space by investigating, educating, planning and cooperating

The 2022 – 2028 Open Space and Recreation Plan – Throughout 2020, the OSRPC researched data for its new 7-year plan. In doing so, committee members compiled a bibliography of 93 sources, including organizations referenced and individuals interviewed and/or involved in the plan's creation. The committee also employed data from 350+ surveys of Town residents. Committee members presented their findings for review at its monthly meetings, section by section, and finished the new plan by year's end. In 2021, a draft of the completed plan will be made available to the public and presented to relevant Town committees. Input from these sources will be incorporated, and the final document will be sent to the State for approval. Approval will allow Wilbraham to obtain State funding for major projects.

New Trails and Trail Additions – Wilbraham welcomed the Gleason Nature Preserve to its list of conservation areas in October. The Preserve encompasses the land west of the developments on the western side of Stony Hill Road to the Springfield border. North to south, it runs from Bellows Road down to Inwood Drive. The area is a Massachusetts State Core Habitat, housing various flora and fauna as well as vernal pools and wetlands. It also serves as a perfect neighborhood nature retreat. The Twelve Mile Brook Trail finally got its much-needed bridge replacement approved at Town Meeting and installed in December. Mount Marcy saw the addition of two cross trails which allow for shorter hikes and great views of the area to the east. The Thayer Brook Trail from Whale Rock to Bennett Road was restored and reopened thanks to help from the Boy Scouts. The Rice Nature Preserve saw the opening of a new Hollow Road Parking Area and a new Sunrise Peak Loop Trail. This entrance will take some of the stress off of the Highmoor Drive Parking Area which can fill up on nice weather days.

Trail Work – Due to the lack of snow in the winter, the OSRPC did a lot of January through March trailwork which principally consisted of cutting back invasive species and fast growing, trail-crowding vegetation to prepare for the spring burst of growth. This turned out to be very beneficial as Covid-19 hit in March, and hiking became one of the biggest pastimes in

Town. Unfortunately, because of Covid-19, our volunteer crew from Wilbraham-Monson Academy was unable to help us in 2020. The Citizens Bank crew made it out to help at Thayer Brook, and individual volunteers showed up at times as well. In the summer, it was storm damage, especially from Tropical Storm Isaias, that kept us busy. Sawmill Pond was shut down for weeks, and tree damage occurred on most other properties too. The fall and winter were used to update trail blazes, put signs at the Oakland Trail and at the Rice Nature Preserve, clear more tree damage and do more light trimming.

Future Trails and Trail Additions - The Storywalk Trail scheduled to go on the side of and behind the library has been put on hold due to Covid-19. Hopefully, planning and construction will start in 2021. The OSRPC did a GPS of the Gleason Nature Preserve's trails and will blaze them in 2021. Information about the area will then be posted on the OSRPC website and on its Facebook page.

Signs and Kiosks – Money was appropriated at Town Meeting for much needed additional signage. The goal for all trails is to have clear signage in trail areas that are tricky to follow and signs that point out key trail features such as Whale Rock and Sunrise Peak. Also, since some trails are located in hard to find areas, another goal is to create signage with an easily recognizable conservation area logo to be placed on main roads directing hikers to the trailheads. Finally, kiosks that currently exist need to be refurbished and updated, and areas without kiosks need to have them installed. Lots to do!

Facebook/Instagram/AllTrails - The committee Facebook page's audience has continued to grow, reaching 863 followers by year's end. The OSRPC posts trail issues after storms and trail maintenance activity there as well as upcoming open space events. Town residents are interacting with the OSRPC on Facebook and getting their questions answered. They are also informing us about trail issues that need to be addressed. For example, the Highmoor Drive parking problem was originally addressed through Facebook, and communication with street residents led to the installation of more signage and

a new parking area. Residents are encouraged to “like” the Wilbraham Open Space Facebook page so they can remain up to date. In addition, the OSRPC has an Instagram page and has been logging information about our trails onto the popular AllTrails app too.

Newspaper - The committee got interviewed for several newspaper articles in the Wilbraham Times and posted information about upcoming OSRPC meetings there. The committee is committed to periodically contacting the paper about its activities so it can keep residents informed throughout the year.

Community Support - With several new trails in operation and some planned, the OSRPC again seeks help with trailwork from community groups and interested individuals. Groups and individuals interested in helping can contact us via our website or our Facebook/Instagram pages. We can set up specific dates and times for groups, and individuals can be placed on our email list and receive word prior to each of our trailwork sessions.

Joe Calabrese, Chair, Edna Colcord, Jay Taylor, Bill Shepard, Judith Theocles, Tracey Plantier, Edward McCorkindale, Brian Fitzgerald, Steven Lawson, Susan Burk, Marianne Moner, Sec., Michael Pelletier, Bill Shepard



Left: Citizens Bank crew helps with trail work during the pandemic. Right: New Hollow Road Sunrise Peak Trail parking area with access to Sunrise Peak and the Rice Nature Preserve Trails.



Left: One of the several bog bridge repairs done throughout the year. Right: The Riddle Walk at the Oakland Trail kept hikers amused. In addition, story walk trails were available at the Thayer Brook Trail and at the McDonald’s Nature Preserve.



The new 12 Mile Trail bridge provides hikers with safe access to the beautiful brook-side jaunt out to Monson.



Left: The whole Chapline family volunteered to do trail clearing at Mount Marcy. Right: A hiker and his son enjoy the Easy Trail at Thayer Brook.



The new chain-saws and the power weed-whackers have helped with the constant fallen trees and other storm damage.

All Photos
Courtesy of the
Open Space &
Recreation
Committee

Planning Board

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 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.

2020, the year that unexpectedly ushered in the novel coronavirus global pandemic, was certainly a consequential year of extreme change and anxious uncertainty like no other in recent memory. With public health guidelines advising out of an abundance of caution for us to practice strict physical distancing and even sheltering in place as necessary, it would be easy to carry on about all of the things we were not able to do this year and the many difficulties that challenged all of us. However, we prefer to focus instead on the ways we learned to respond and adapt, to help and support each other, and to turn unwanted disruption into positive change. Although public access to Town Hall was restricted to prevent community contact transmission, the planning staff continued to report to work and the Planning Board managed to maintain a relatively normal meeting schedule. When the passage of emergency state legislation in the spring dropped us down the proverbial magic rabbit hole into an altered state of administrative reality, we improvised and implemented new practices to maintain services to the community and preserve, to the best of our ability, public engagement in the planning process. We provided services over the phone, by email, on the internet and in person in the



Photo Courtesy of the Planning & Community Development Office

Planning Board (from left to right): Gordon Allen, James Rooney, James Moore, Jeffrey Smith, Tracey Plantier, John McCloskey

Town Hall parking lot and utilized web-based platforms to conduct and broadcast our meetings by remote participation. Responding to the massive and unprecedented shock to our local economy, we supported flexible zoning requirements to allow restaurants to survive with outdoor dining and expedited emergency site plan changes necessary to enable the Wilbraham Monson Academy to reopen with classroom learning and on campus living while also continuing to meet regularly and conduct essential planning business for the residents and business owners in Wilbraham seeking to make improvements to their property.

During 2020, the Planning Board met seventeen times, scheduled sixteen appointments and held nine 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 2020.

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:

- ◆ Six non-subdivision plans submitted by property owners were reviewed and approved. These are plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval. One new residential building lot and one future subdivision lot were created on existing town roads through the non-subdivision process.
 - ◆ Sambles Estates and Willow Brook Estates, the two remaining approved subdivisions under our jurisdiction, were issued final certificates of completion in the spring and Julia Way and Willow Brook Lane, the roads in the
- ◆ completed subdivisions, were accepted as public ways at the Annual Town Meeting. A new definitive subdivision plan entitled Cooley Drive Extension consisting of 4 single family house lots fronting on a cul-de-sac extension of Cooley Drive was submitted in November and remained under review at year's end.
 - ◆ Seven Special Permit zoning applications were approved to allow the following projects to be constructed: accessory in-law apartments at 8 Highmoor Drive, 14 Willow Brook Lane and 3 Marilyn Drive; oversized detached residential garages at 527 Ridge Road, 42 Glenn Drive and 934 Glendale Road; and a Mixed Use Development entitled Center Village on property located at 466 Main Street, 468-470 Main Street and 6 Burt Lane. The Planning Board was also kept preoccupied throughout the year overseeing two approved solar energy projects under construction—a 3 MW (AC) solar array at 126V Beebe Road and a 1.0 MW (AC) solar array at 676-676V Tinkham Road while also vigorously defending at trial in Massachusetts Land Court an appeal of the Board's denial of a special permit to construct a 7.6 MW (AC) solar array at 285 Three Rivers Road.
 - ◆ Ridgeline and Hillside District Site Plan approval was granted for the construction of new single-family homes at 527 Ridge Road and 22 Deerfield Drive and for tree clearing needed to install a septic system at 851 Ridge Road.
 - ◆ The Planning Board reviewed and provided feedback as needed on ten applications submitted before the Zoning Board of Appeals.

Continued on page 47

Zoning Board of Appeals

The purpose of the Zoning 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.

The Zoning 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 assistance from Planning Director John Pearsall and Building Inspector/Zoning Enforcement Officer John Walsh.

In 2020, the Zoning Board of Appeals met six times, held eleven public hearing sessions, and issued decisions on the following applications:

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, Chair
Tracey Plantier, Vice Chair
John McCloskey, Clerk
James Moore, Jr.
James Rooney
Gordon Allen, Associate Member

John Pearsall, Planning Director
Heidi Burnham, Administrative Assistant



Zoning By-Law Amendments

At the Annual Town Meeting in June, voters adopted two articles amending the Zoning By-Law that were sponsored by the Planning Board. The first article amended section 6.4.3(C) by making technical corrections to the commercial use regulations that apply to the first floor of a Mixed Use Building located in the Neighborhood Office or Neighborhood Shopping Zoning Districts. The second article amended the last sentence in section 10.7.12(B) to clarify that in accordance with the provisions of state municipal finance law any cost incurred by the Town in decommissioning a Large-Scale Ground-Mounted Solar Energy System pursuant to M.G.L. chapter 139, section 3A shall be considered a lien under M.G.L. chapter 40, section 58.

Membership and Organization

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. During the past year members of the Planning Board continued to take advantage of the opportunity to attend relevant workshops and training sessions in order to keep up with the latest trends in local planning, improve the local decision-making process and more effectively serve the community as informed citizen planners.

At the annual Town election, Tracey Plantier was re-elected to serve on the Planning Board for a five-year term. The Planning Board reorganized by re-electing Jeffrey Smith as Chairman, re-electing Tracey Plantier as Vice Chair and re-electing John McCloskey as Clerk. James Moore was reappointed to serve as the Town's representative to the Pioneer Valley Planning Commission and Tracey Plantier was appointed to serve as the Planning Board's representative on the Community Preservation Act (CPA) Committee. Planning Director John Pearsall and Administrative Assistant Heidi Burnham who was hired in November functioned as the staff liaisons between the Planning Board and other Town boards and committees.

The Planning Board holds regularly scheduled meetings on Wednesdays at 6:00 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>.

APPLICANT/APPLICATION	ADDRESS	DECISION
Theorod, LLC Special Permit to convert existing building to multi-tenant commercial use	2 Crane Park Drive	Approved
Robert Ward, Jr. Special Permit to convert existing single family home to a two-family dwelling.	2645 Boston Road	Approved
O & C Properties, LLC Special Permit for asphalt maintenance company	14 Dollar Avenue	Approved
Sara Hulseberg d/b/a Excel Therapy & Conditioning, LLC Special Permit for rehabilitation, training and wellness & health center	2030 Boston Road	Approved
Anatomy, LLC Special Permit for Professional Dental Office	1876 Boston Road	Approved
Bryan & Heather Murphy Special Permit for home occupation use	944 Tinkham Road	Approved
5 Woodland Dell, LLC Special Permit for non-medical professional office building	5 Woodland Dell Road	Approved
Renee Rodolakis Special Permit for hair salon & beauty shop	40 Dumaine Street	Approved

Respectfully submitted,
Zoning Board of Appeals

Edward Kivari, Jr., Chairman
Mark Albano
Charles Pelouze
Betsy Johnsen, Associate
Jamil Eyvazzadeh, Associate

Sealer of Weights and Measures

2020 proved to be a very challenging year with Covid-19 restrictions and mandates from the State. All businesses were inspected in a timely manner with PPG. The Sealers of Weights and Measures are appointed by the Board of Selectmen and certified by the State after a written and practical exam. Continuing education is required to stay certified. We assure the public that any product they purchase in the Town by weight or measure and products that are scanned for cost will be accurately priced. Every business is inspected at least once a year and complaints are quickly investigated. The weight and measure testing equipment used by the Sealers is certified as accurate by the State every five years to provide the accuracy required by Massachusetts General Laws. Twenty-four businesses were visited during the year and six random inspections of oil and propane trucks were carried out. All ATMs and fuel pumps were again inspected for skimmers, as this is an ongoing problem. The following field-testing was completed during inspections resulting in \$ 4995 collected for the town in sealing fees.

Item	Category	Sealed
Scales	Under 100 pounds	44
	100 – 5000 pounds	6
	5000-10,000 pounds	0
	Over 10,000 pounds	5
Liquid Meters	Balance	0
	Gasoline	88
Unit Pricing	Diesel	6
	Scanners	81
Reverse Vending (bottle/can return)		4
Linear Measure		2

Nine devices were found to be inaccurate and, after adjustments were made, they were sealed. Several businesses were given copies of the state laws and regulations in order to allow them to understand the law and better serve the public. We continue to work with our local business in a co-operative manner to assure pricing accuracy for the business and consumers.

Please contact your sealers if you have any questions or concerns about, cordwood, skimmers, and any products sold by weight or measure. Our email is: sealer@wilbraham-ma.gov

Susan Petzold, Sealer
Gary Petzold, Deputy Sealer

Public Safety

Ambulance Oversight Committee

The Ambulance Oversight Committee continues to work with the Fire Chief and the administrative staff in overseeing the operation of the ambulance service. The committee's primary duty is reviewing and acting upon ambulance service fee abatements in accordance with well-established policy and protocol. In addition, ambulance fee schedule and structure are accessed in accordance with regulatory authority. It is our purpose to keep the ambulance service functional within the Fire Department.

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 2020, the ambulance service within the fire department treated 2,108 patients and transported 1,500+ patients to local area hospitals. Of these transports, BSMC-Spfd was the destination 41% of the time, with BSMC-Wing at 35.17%, Mercy at 14.88%, Holyoke at .18%, BSMC- Mary Lane at .06% and other facilities at .06%. The top five patient medical conditions are Traumatic Injury, Pain (non-specific), Other, Respiratory Distress, and Psychological.

Due to Covid restrictions we had to take alternative measures for department members to conduct their recertification program. This year members were required to do all trainings online. We hope to be

back to our normal multi-town recertification program next year.

We continue to update ambulance policies that need to be done to reflect changes with State Regulations. These updated policies are merged with existing Fire Department policies so that references can be made from one document just by adding an additional EMS Section.

Thanks go out to so many people who have made generous donations to the Ambulance Gift Fund in memory of a loved one. We have been benefactors of this generosity for many years and we are very grateful.

Lastly, we would like to thank Paula Chevrier for her many years of serving on the ambulance advisory board. We wish you the best in your future endeavors.

Respectfully submitted
on behalf of the AOC,
Fire Chief Michael E. Andrews

Committee Members:

John Rigney
Tom Hurley
Heather Mullen



Medic 1 - Photo
Courtesy of Mass-
firetrucks.com

Public Safety

Fire Department, Emergency Medical Services & Emergency Management

Mission Statement of the Wilbraham Fire Department: 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.

This past year has been a challenge for all of us in dealing with the pandemic. I want to commend the officers, firefighters and administrative staff for their hard work and for the way they stepped up and took on the challenges that the pandemic has brought us. I can truly say I could not be more proud of them.

The Wilbraham Fire Department does not just respond to fires. This department is an all-hazards department that responds to many types of calls for service. Fire suppression, emergency medical services, code enforcement, SAFE Education, various rescue services such as auto extrication, ice and water rescue, and hazardous materials incidents are just some of the types of incidents that the department responds to.

Safety to our personnel is the administration's top priority. We continue to make upgrades to our equipment and turnout gear.

We appointed a new Firefighter this year. Justin Senecal joined the department in April. We are very fortunate that he joins our department with prior experience in fire and EMS from another department.

Unfortunately, due to restrictions, we were not able to hold our open house. We did, however, still recognize a member as our firefighter of the year. This year Private Derrick Merrill was selected by his peers for this honor. Derrick has a strong work ethic and is committed to bettering the department in any way he can.

Once again, the department was successful with seeking out grants. The department received \$128,000 in a grant from FEMA to purchase new automatic stretchers and stretcher loaders. This grant allowed us to outfit each of our ambulances with state of the art equipment. This equipment saves our paramedics from repeatedly having to lift the stretcher in and out of the ambulance.

Training continues to be an important part

of our state of readiness in 2020. The members of the department completed over 1600 hours of training to maintain and improve the proficiency of this department. We were able to send members to a live burn where they could practice their skills under realistic conditions. Other training included the utilization of outside resources such as National Grid, Massachusetts Emergency Management, Friendly Ice Cream Corporation, and Columbia Gas.



We are very grateful for the partnerships that we have developed over the years and continue to develop as we move toward the future.

Emergency Management preparedness has been an ongoing process with updating Emergency Action Plans for National Grid, Eversource, and Massachusetts Water Resources Authority. Annual meetings with our community partners were held to discuss strategies for emergency management. This is valuable in helping to develop good working relationships prior to an emergency.

This year we received a total of \$3,500.00 in a grant from MEMA to purchase mobile radio upgrades for better interoperability with our mutual partners. The Emergency Management Performance Grant Program plays an important role in the implementation of the National Preparedness System by supporting the building, sustainment,

and delivery of core capabilities essential to achieving the National Preparedness Goal (the Goal) of a secure and resilient Nation.

All members of the Fire Department continue to be updated on various levels of upgrade in-regards to the National Incident Management System (NIMS) training. This training provides a consistent nationwide template to establish a model for federal, state, tribal, local governments, private sector and non-governmental organizations to work together effectively and efficiently to prepare for, prevent, respond to, and recover from emergency incidents regardless of cause, size or complexity.

We have also renewed our contract with Blackboard Connect. This system allows authorized Town officials to create and rapidly disseminate time-sensitive messages to every home phone, business phone, cell phone (with text messages) and email addresses stored in the notification database. With this system, authorized officials can send thousands of messages in minutes. You can sign up now by going to the Town website and click on the Blackboard Connect tab.

This year we continued to receive SAFE and Senior grant funds from the Massachusetts Executive Office of Public Safety and Security. The SAFE program provides students with first-hand knowledge of the dangers associated with fire and age-appropriate information on preventing and surviving fires that occur. The senior program was created with the support of the Legislature to offer funds to local communities in support of senior fire prevention training and is aimed at educating seniors, among the vulnerable populations at risk of fire-related deaths, on fire prevention, general home safety and how to be better prepared in the event of a fire.

The department responded to over 2,800 emergency calls. Many times, an outside

FIRE DEPARTMENT ACTIVITY 2020

Fire / Emergency Responses	946
Emergency Medical Responses	1915
Fire and Safety Inspections & Permits	1215
Totals	4076

agency is being called in to handle overlapping medical and other emergency calls. Over 50% of calls have overlap in which most cases require outside mutual aid. Handling the run volume with the current staffing levels proves to be challenging at best. The department is currently looking into cost-effective ways to increase on-duty staffing.

The Emergency Management Team continues to meet in preparation for vaccinating the Town's residents from the Covid-19 pandemic. Many hours of planning and coordinating logistics have taken place.

Finally, I would like to thank the community, its leaders, voluntary boards, and firefighters, past and present, who have supported this department in so many ways. In addition, our community partners for working with us in keeping this community safe. It takes many people for this organization to be successful in meeting our obligations. I feel we have accomplished this goal, and I am very proud of being a part of an organization that really cares about the community we serve.

Respectfully submitted,
 Michael E. Andrews, Fire Chief / EMD
 Board of Fire Commissioners:
 Ralph Guyer
 Gary Petzold
 Edward Rigney

Fire Department Roster

Michael Andrews*	Fire Chief
Peter Nothe**	Deputy Fire Chief
Mathew Walch **	Captain of Fire Prevention
Vacant / Not Filled	Captain of EMS & Training
Lena McCaffrey	Administrative Assistant
Melissa Torres	Ambulance Billing Clerk

Daniel Corliss**	Captain "D" Group
Josh Mullen**	Captain "A" Group
Kevin Brown **	Captain "C" Group
Anthony Arventos**	Captain "B" Group/Head Mechanic
Dane George **	Senior Private
Richard Hatch Jr. **	Senior Private
Victor Robidoux **	Senior Private
James Royce **	Senior Private / Assistant Mechanic
Jason Dimitropolis **	Private
Jeffery Witek **	Private
Patrick Farrow **	Private
Chris Houghton **	Private
Adam Hart **	Private
John Fitzgerald **	Private
Jeff Kristek **	Private
Andrew Nothe **	Private
Mathew Sterling**	Private/EMS Coordinator
Derrick Merrill**	Private
Scott Flynn**	Private
Devan Beane*	Private
Taran Savoie*	Private
Justin Senecal**	Probationary

EMT *
 Paramedic **

Animal Control Officer

Ricky Seldomridge served as the Animal Control Officer until December 15, 2020. Paul Morrissey served as the Interim Animal Control Officer for the remainder of 2020. During 2020, the Animal Control Officer, who also serves as the Town's Animal Inspector, served the Town's residents for all of their animal related needs. A total of 2,290 dogs were licensed within the Town. The Town licensing period begins January 1 and expires on December 31 of the same year. This is a yearly renewal and an additional fee will be applied after the month of April. To obtain a required Town dog license, you must deliver proof of up-to-date rabies vaccinations to the Town Clerk's Office and pay the license fee.

Animal Control responded to over approximately 1,000 calls in 2020. These calls pertained to Town by-laws violations/complaints, stray animals, deceased or injured animals and variety of wildlife calls. Residents are reminded never to approach, attempt to capture, or touch presumably sick or injured wildlife. Please call the Police Department or Animal Control for immediate assistance. Animal Control also removed over 100 deceased animals from the public roadways. All motorists are asked to use extra care when driving to avoid contact with these critters.

Central Dispatch

The Centralized Dispatch Center concept was put in place by the Town of Wilbraham's Police and Fire Departments in 1979. This model is still being replicated by other Communities and Regional Dispatch Centers. Components of mutual respect, professionalism, training and community provide the foundation for the very fine Public Safety response system in Wilbraham.

The staff of full time and part time Dispatchers has participated in several different training opportunities during 2020. Because of the pandemic, many trainings were cancelled or held virtually. Wilbraham was scheduled to host several trainings, all of which were cancelled.

In 2020, Wilbraham Public Safety Communications (Central Dispatch) processed 26,730 calls for service in our CAD system. That is an increase of approximately 5.5% from 2019. Citizens are reminded that the non-emergency number for the Wilbraham Police Department is 413.596.3837. The non-emergency number for the Wilbraham Fire Department is 413.596.9771. Security, Fire and Medical alarm companies should be given the 413.596.9771 phone number for Public Safety Dispatch.

Massachusetts 911 has once again evolved. In January 2020 Wilbraham Public Safety started receiving Phase 1 9-1-1 calls direct from mobile devices. This eliminates most Phase 1 calls to be transferred from another PSAP (Public Safety Answering Point) to Wilbraham Public Safety. This in turn provides for faster emergency response.

This year was a challenge with regards to the pandemic. Several obstacles were overcome and we still were able to provide the highest level of service 24/7/365. I am very proud of my staff for not only maintaining the highest level of service during the pandemic, but also being able to overcome all of the hurdles in their way during the year. I am honored to be part of an organization that truly cares about the community we serve.

Respectfully submitted,
Anthony E. Gentile Jr.
Dispatch Supervisor

Full Time Dispatchers Part Time Dispatchers

Mark Duclos
Linda Hatch
Brian Kibbe
Annie Murphy
Jeffrey Hastings
Jonathan Danek

David Clark
David Squires
Brent DiMascola
Lori Hebert

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, sending courtesy letters prompting citation payment and resolution, 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 range from \$15 to \$200 excluding late fees. A \$10 late fee is added to the original parking citation fee after 21 days of non-payment. After approximately forty one days of non-payment of the parking citation fee, the driver's name and registration information is forwarded to the RMV to be "marked" as 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. The parking citation fee for handicapped parking offence violations is \$200 with a late fee of \$50 after 21 days of non-payment. All monies collected for this type of parking violation are allocated to the Commission on Disability to be utilized towards accessibility projects, etc.

In 2020, fifteen parking citations were issued in the Town of Wilbraham. Additionally, three parking citations from a previous year were resolved through payment. One parking citation this year had more than one violation and three ticketed vehicles had to be towed. The breakdown of parking violations related to parking citations issued and resolved in 2020 can be found in the chart below.

Respectfully submitted,
Heather Kmelius,
Parking Clerk

2020 Breakdown of Parking Violations - 15 Citations with 16 violations and 3 towed vehicles			
Parking Violation #	Violation	Fine/Fee for Violation	# of Violations in 2020
1	Parked within a designated no parking zone	\$15.00	3
3	So as to obstruct snow or ice removal	\$15.00	1
7	Over one foot from the curb or edge of the way	\$15.00	2
10	With the left wheels to the curb or edge of the way	\$15.00	1
13	Which is unregistered on a street, highway or way	\$15.00	2 (2 with a tow)
19	Within a fire lane	\$15.00	3
25	Within ten feet of a fire hydrant	\$50.00	2 (1 with a tow)
26	veterans or handicap ramp, cross hatch area (as defined by M.G.L. C. 40 s. 22a and/or 521 CMR, as amended from time to time) or parking without proper permit	\$200.00	2

In 2020, the collection efforts for parking citation fines were as follows:

2020 Collection of Parking Citation Fines		
# of Parking citations	Action Taken - Parking Citation	Fee Collected
10	Paid prior to late fee issued	\$240.00
2*	Paid after late fee issued	\$75.00
7	Parking citations sent to the RMV for "marking"	
2	Appealed citations (2 sustained and 1 overturned and demand for payment)	
12	Total parking citation payments received (including three 2019 citations)	\$185 (2020) and \$130
	Total of fees Collected in 2020	\$315.00
	*Due to US Mail issue, one \$10 late fee not collected.	
	**Citation was appealed in December 2019 and overturned in January 2020.	

Police Department

As seen in this year-end review, 2020 has brought many changes and exciting improvements to the Wilbraham Police Department.

The Wilbraham Police Department recently took delivery of the fleet's first 2020 Ford Police Interceptor Hybrid SUV.

Much of a police cruiser's day is spent at low speeds and idling, many of these conditions will now be covered by the hybrid's electric engine. The purchase of the hybrid vehicle was made possible with assistance from funds allocated to Wilbraham due to its distinction as a Green Community. WPD is also in the process of updating emergency equipment as new vehicles are ordered in an effort to improve officer and motorist safety. The new cruisers will be equipped with emergency lighting that automatically dims at night and flash patterns that speed up or slow down depending on whether the vehicle is moving or stopped.

The new utility vehicles are more fuel efficient while providing officers with the same features and performance as standard drivetrain vehicles. During an eight-hour shift, a cruiser idles about 61 percent of the time, which is 4.9 hours, and the lithium-ion battery powered hybrid design means the cruisers can run on electricity instead of fuel while idling. The hybrid also achieves 24 miles per gallon while its gas counterpart gets 17 mpg. WPD's fuel consumption and carbon footprint will be greatly reduced as these vehicles are brought into service.

After nine years with the WPD, Officer Tom Motyka resigned to work for the Town of Webster as a police officer. We wish Tom and his family the best. The department intends to fill Officer Motyka's former position on or about January 2021.

The year 2020 brought the historic challenges of a global pandemic. Along with it have come quarantine mandates, limited contact with loved ones, disruptions to businesses both large and small, a fractured economy, rising unemployment, ugly politics, corruption scandals, the taking of innocent lives by law enforcement, civil unrest, protests, and a spike in insecurity. These issues are fomenting a huge spike in loneliness, anxiety, depression, alcohol/drug dependency, domestic violence, and suicide. Differing views to the response to the pandemic have further

widened already deep societal divisions and it seems many people would rather talk over one another than to each other.

The Police Department has been better able to deal with these challenges by participating in a grant program through the MA Department of Mental Health (DMH) to increase mental health response training. Currently, grant funding has trained all of our officers in "Mental Health First Aid" which trains officers in basic mental health responses. Currently 3 officers have further undergone a 40 hour training program to be certified as Crisis Intervention Team (CIT) officers. The intention is that these officers will take the lead in responses involving mental health issues. The goal is to reduce emergency transports to the hospital and for CIT officers to work with the Behavioral Health Network (BHN), the local organization that coordinates Baystate Health System's mental health program to achieve better emergency responses and especially better long-term outcomes. CIT officers also follow up with cases where a non-CIT officer responded to crisis and take action or make referrals.

Another goal is that CIT officers will be liaisons with BHN, with our intention to have at least a total of 6+ officers trained in CIT (20% of PD) and to have the officers spread across all three shifts. We were scheduled/funded to have the intended officers trained in CIT but due to COVID all training was cancelled and our funding expired. If a resident is need of this service or wants more information please call the department and speak to Captain Lennon.

In 2020, Wilbraham began to observe dramatic effects of the opioid epidemic. WPD subsequently met with Mercy Medical Center and began a relationship with "Pathways to Care". Pathways to Care is a resource offered to area Police Departments to assist in the opioid epidemic. Wilbraham PD was one of only a few area departments to join this unique relationship. The Police Department utilized resources of Pathways to Care and Mercy Medical Center to meet with individuals experiencing issues with substance abuse. The Wilbraham Police Department then joined Hampshire HOPE. They are a multi-sector coalition addressing the rise in prescription opioid misuse, heroin use, addiction, and overdose death in the Hampshire

County region, through policy, practice, and systems change. Hampshire HOPE subsequently created the Drug Addiction & Recovery Team (DART) program. This program was unique in several ways. It utilized plain clothes specially trained police officers, harm reduction counselors and recovery coaches working in a combined concerted effort. These combined teams visit residents with opioid addiction, and who have recently overdosed. This program is about understanding opioid addiction and treating the addiction and not simply relying on the criminal justice system. Wilbraham PD joined the DART program in October of 2019. Upon joining the program, Sergeant Rudinski, Officer Cygan, Officer Glenn, and Officer Costa were trained in the history of DART, physiology of addiction, harm reduction, the roles of harm reduction counselors, recovery coaches and ED clinicians, DART outreach, Narcan distribution and overdose reporting. The grant is utilized for DART officers to conduct anything DART related including home visitations and assistance to medical facilities. All overdoses and Narcan applications are reported to the WPD DART team for follow up and home visits. If you want more information on the program please call the aforementioned officers.

While many people have the ability to remotely work or learn at home, the nature of the work we do and the services we provide require us to interact directly with the public. Our officers reported to work daily and addressed every call asked of them. I'm extremely impressed by their dedication, compassion, professionalism and competence. Our goal is and always has been to be transparent. I would like to thank them for their service day in and out.

We are looking forward to serving the citizens of Wilbraham in 2021. We ask if you have any concerns to please notify us immediately so we may put your mind at ease. We are here to serve you! The Wilbraham Police Department would like to thank the community for its ongoing support and generosity throughout the years.

Continued on page 53

Police Department

2020 ANNUAL REPORT STATS

I. CRIMINAL COURT COMPLAINTS

PRIMARY ARRESTING OFFENSE

SEXUAL ASSAULT	0
ROBBERY	1
ASSAULT AGGRAVATED	3
ASSAULT SIMPLE	22
INTIMIDATION	0
ARSON	0
RESTRAINING ORDER VIOLATION	9
BURGLARY/BREAK & ENTER	1
SHOPLIFTING	56
THEFT FROM BUILDING	0
THEFT FROM MOTOR VEHICLE	0
ALL OTHER LARCENY	4
MOTOR VEHICLE THEFT	1
FALSE PRETENSES/SWINDLE	4
EMBEZZLEMENT	0
STOLEN PROPERTY OFFENSES	2
VANDALISM	9
DRUG/NARCOTIC VIOLATION	2
WEAPON LAW VIOLATION	3
BAD CHECKS	0
DISORDERLY CONDUCT	2
DRIVING UNDER THE INFLUENCE	26
PROTECTIVE CUSTODY	6
FAMILY OFFENSE/NON-VIOLENT	0
LIQUOR LAW VIOLATION	3
RUNAWAY	0
TRESPASS OF REAL PROPERTY	2
ALL OTHER OFFENSES	44
TRAFFIC/BY-LAW	<u>153</u>
TOTAL	353

II. PERSONS ARRESTED OR CHARGED OFFENSE TYPE

A. Criminal	200
B. Motor Vehicle	147
C. Protective Custody	6
TOTAL	<u>353</u>

III. PERSONS ARRESTED OR CHARGED BY AGE

A. Adults	345
B. Juvenile	8
TOTAL	<u>353</u>

IV. PERSONS ARRESTED OR CHARGED BY OFFENSE TYPE/AGE

A. Criminal	
Adults	199
Juvenile	1
B. Motor Vehicle	
Adults	140
Juvenile	7
C. Protective Custody	
Adults	6
Juvenile	0
TOTAL	<u>353</u>

V. PERSONS ARRESTED OR CHARGED BY SEX

A. Adults Charged

Male	273
Female	66

B. Juvenile

Male	7
Female	1

C. Adults placed in protective custody

Male	4
Female	2

D. Juveniles placed in protective custody

Male	0
Female	<u>0</u>

TOTAL **353**

VI. PERSONS INCARCERATED BY AGE/SEX

A. Adults	Males	115
	Females	23
B. Juveniles	Males	0
	Females	<u>0</u>
TOTAL		138

VII. UNIFORM TRAFFIC OFFENSES

	<u>Civil</u>	<u>Warning</u>
Violate RMV Rules/Regulation	3	56
Stop Sign/Red Lens Violation	6	142
Text Messaging	2	107
Improper Pass/Marked Lanes	11	66
Seatbelt	5	9
Child Restraint	0	0
Passing School Bus	1	1
Speeding	50	347
Fail Inspect M/V	34	243
Defective Equipment	8	212
Unregistered Motor Vehicle	3	11
No License/Reg In Possession	3	18
All Other Moving Violations	2	0
Recreation Veh. Violation	<u>3</u>	<u>0</u>
TOTAL	131	1212

MOTOR VEHICLE VIOLATIONS BY TYPE

A. Uniform Traffic Citations	131
B. Warnings	1212
C. Parking Violations	<u>15</u>
TOTAL	1358

IX. UNIFORM CRIME REPORT (FBI CRIME INDEX OFFENSES)

Forcible Rape	6
Robbery	2
Assaults	81
Burglary	18
Larceny-Theft	160
Motor Vehicle Theft	8
Arson	<u>1</u>
TOTAL	276

X. BURGLARY BREAKDOWN

Forced Entry	11
Unlawful Entry	4
Attempted Forced Entry	<u>3</u>
TOTAL	18

XI. LARCENY BREAKDOWN

Larceny over \$ 200	95
Larceny between \$ 50 & \$ 200	30
Larceny less than \$ 50	<u>35</u>
TOTAL	160

Police Department

XII. VEHICLE ACCIDENTS

Fatal Accidents	1
Personal Injury Accidents	34
Property Damage Accidents	175
TOTAL	210

MOTOR VEHICLE VIOLATIONS CITED:

	2019	2020	% CHANGE
Civil	284	129	-55%
Warnings	1621	1212	-25%
Arrest M/V	266	147	-45%
TOTAL	2171	1488	-38%

XIII. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed	1
Persons Injured	53
TOTAL	54

POLICE DEPARTMENT PERSONNEL

XIV. OTHER ACTIVITY – PUBLIC LOG

Call Incidents Citizen-8668 Police 17547	26215
Call Incidents needing further invest	1020
Alarms Investigated	1141
Lost/Missing Persons	69
Suspicious Persons/Activity	851
Deaths Investigated	14
Harassment	47
Towed M.V.'s	232
Domestic Disturbances	221
Unsecured Buildings	18
Shoplifting Reports Filed	78

CHIEF

Robert G. Zollo

CAPTAINS

Timothy F. Kane, Jr
Edward C. Lennon

SERGEANTS

Mark A. Paradis
Shawn B. Baldwin
Jeffrey Rudinski
Christopher Arventos
Brent Noyes

PATROLMEN

Thomas P. Korzec
Daniel E. Menard-School Resource Officer
Michael J. Cygan
Aderico P. Florindo-Investigator & Court Officer
Justin R. Wall
James E. Gagner
Sean Casella-Investigator & Court Officer
Daniel Ryan
Brian Strong
Steven Glenn
Mark Shlosser
John Perry, II
Karl Osborn
Douglas W. Costa, Jr
Charles Moore
Mark Harris
Benjamin Regin
Joshua Gagnon

ADMINISTRATIVE ASSISTANT

Maria Gildea

XV. STOLEN PROPERTY BREAKDOWN

There was a total of \$ 155,396.00 taken in break-ins and larcenies.
There was a total of \$ 224,075.00 taken in motor vehicle thefts.
There was a total of \$ 125.00 taken in robberies.
There was a grand total of \$ 379,596 in property stolen in town in 2020.

XVI. RECOVERED PROPERTY

12,672.00 recovered – does not include vehicles.

XVIII. PERMITS ISSUED

Pistol Permits	332
F.I.D. Cards	25

XIX. FEES COLLECTED

Pistol Permit / F.I.D. Cards	36,775.00
Commonwealth General Fund:	27,512.50
Town of Wilbraham:	9,262.50
Video/Report Requests	2,865.00
Solicitor Licenses	100.00
TOTAL	39,740.00

STATISTICAL COMPARISON FOR UNIFORM CRIME REPORT-FBI CRIME INDEX

	2019	2020	% CHANGE
Criminal Homicide	0	0	0%
Rapes	1	6	+500%
Robbery	0	2	+200%
Assault	91	81	-11%
Burglary/Res/Bus	23	18	-22%
Larceny	157	160	+2%
Auto Theft	8	8	0%
Arson	0	1	+100%
TOTAL	280	276	-1%

STATISTICAL COMPARISON FOR W.P.D. ACTIVITY INDEX

	2019	2020	% CHANGE
Call Incidents	25239	26215	+4%
Written Complaints	913	1020	+12%
Alarms Responded To	1214	1141	-6%
Protective Custody	6	6	0%
Criminal Arrests	248	200	-19%
Domestic Disturbance	171	221	+29%
M.V. Accidents-Fatals	3	1	-67%
M.V. Accidents-Injury	82	34	-59%
Property Damage	255	175	-31%
M.V. Accidents-Total	340	210	-38%
Shoplifting	98	78	-20%

Health & Human Services

Cemetery Commissioners



The logo used by the Cemetery Commission for many 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, CT. The Chapmans were Quakers and traveled north through Wilbraham to attend religious services. In their travels on Monday, March 30, Eunice died in Wilbraham and was buried in Glendale Cemetery, the nearest burial ground. 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 located on Boston Road, and Glendale Cemetery located at the intersection of Glendale and Monson Roads.

In 2020 there were 23 burials (Adams 11; East Wilbraham 7; Glendale 5). 16 were full burials and 7 were cremations. The following chart shows the yearly burial for the past 10 years:

Wilbraham Town Cemetery Burials										
										2020
YEAR	ADAMS			EAST			GLENDALE			TOTAL
	Total	Full	Cremation	Total	Full	Cremation	Total	Full	Cremation	
2011	9	3	6	1	1	0	4	3	1	14
2012	6	4	2	5	4	1	3	1	2	14
2013	6	3	3	0	0	0	3	0	3	9
2014	8	4	4	1	0	1	9	7	2	18
2015	9	6	3	2	1	1	5	2	3	16
2016	6	3	3	3	2	1	4	3	1	13
2017	5	4	1	4	0	4	3	1	2	12
2018	7	3	4	4	0	4	6	5	1	17
2019	3	2	1	2	1	1	4	1	3	9
2020	11	7	4	7	4	3	5	5	0	23

COVID-19 impacted everyone's lifestyle. The funeral service sector was affected in a unique way. Burials were scheduled almost immediately. Usual calling hours were eliminated. Graveside Services replaced Church Services. The number of those present at gatherings were limited by the state. Memorial Services to take place at future dates when gatherings can be held safely. Everyone is anxious to return to the ways in which we have been accustomed. Although this may be called the "new normal".

ADAMS CEMETERY

The annual October Adams Cemetery Tour sponsored by the Athenaeum Society was cancelled due to COVID-19. We look forward for October 2021.

During the spring several of the newly planted trees were trimmed and pruned, and the mulch was taken away and the roots aerated to allow for a healthier growth.

Several wooden post and rails on the fence on the west side of Adams were rotted and will be replaced.

Seven historic monuments have broken from their bases and are in need of repair. A CPA application was submitted for \$3,600.00 for the cost of the restoration. A few other monuments have fallen over since the application was submitted.

EAST WILBRAHAM CEMETERY

A CPA application was made for \$8,525.00 for the restoration of 16 historic monuments that have either fallen, broken or simply in need of repair. This is the first major monument repair in the cemetery in several years. A few other monuments have fallen since the application was submitted.

GLENDALE CEMETERY

Stones from the wall on Monson Road have fallen onto the ground. A call was made to the stone mason. Due to his schedule the wall has not yet be repaired but this is on his agenda.

The severe windstorm of November 2nd caused some broken branches. The securely locked gate on Glendale Road sprung open and was twisted to a 45-degree angle. The gate will be replaced to match the original. Photos below show the damage. All photos below courtesy of the Cemetery Commissioners.



Respectfully submitted,

Donald R. Bourcier, Chairman
Sharon Kipetz, Secretary
Wilfred R. Renaud, Treasurer

Health & Human Services

Senior Center

After many years of planning, countless meetings, three different committees, we were ready for a vote on a new Senior Center at the Annual Town Meeting in 2020. A Town owned property had been chosen funding was available; all that was needed was approval by the townspeople. As we began to prepare for a May meeting, all plans were put on hold when on March 13th the Senior Center closed the doors to the public, due to a worldwide pandemic. The doors remained closed throughout 2020.

Instead of hosting over 100 Seniors daily, all efforts were focused on keeping Wilbraham Seniors safe from a virus that was especially devastating to those 60 and older. When “stay at home” orders were given, our staff stepped up to offer assistance. We delivered prescriptions, groceries, face masks, hand sanitizer and toilet paper to the homes of our Seniors. Weekly wellness phone checks were made. Our weekly Big Y Baked Goods were delivered to Seniors doorsteps. Our monthly Brown Bag program continued. We held a “Mask Distribution” at Big Y, started a weekly virtual Bingo group, turned our parking lot into a Drive-in movie theater, held a drive thru Flu Clinic, distributed Boxes of Hope from a local church, and distributed puzzles to those who were staying at home.

We continued to provide transportation to the groceries stores, banks and pharmacies as needed. When doctors started seeing patients again, medical rides were provided.



Mask distribution at Big Y

Working with Greater Springfield Seniors Services, a Grab N Go lunch program was started in May and continues to provide a nutritious, affordable noon time meal. Over 3,500 meals have been served in 2020 through this program.

As the weather turned towards the winter months, we worked with Home Depot and provided “Sand for Seniors”. The Home Depot donated sand, salt and buckets, which were delivered to residents on our Know Box program.

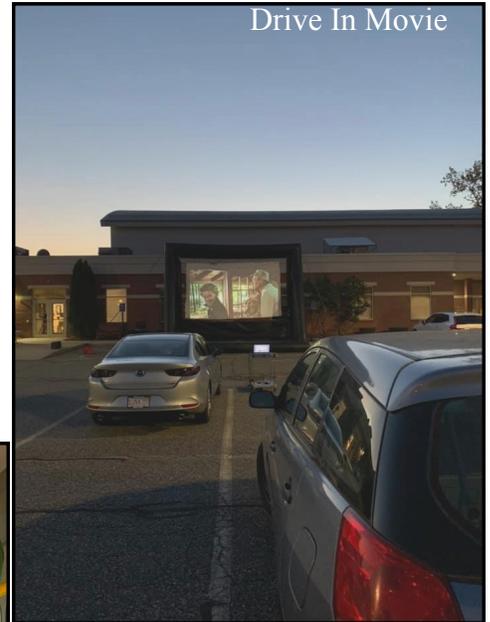


Sand for Seniors

Activities/Volunteer Coordinator Mary Ellen Schmidt retired in January after many years of service to the town. We welcomed Jen Curtis, who has stepped in and made the best of a bad situation, trying to keep our Seniors engaged while our doors remain closed.

It was a very difficult year, one we will not forget. Nor will we forget those special Seniors who left us in 2020. Among those we remember are long time office volunteer Adell Teschendorf, lunchtime volunteer Richard Senecal, and Senior Center supporter Zig Pabich. Kathy Phipps left us too soon, but her legacy of working towards a new senior center lives on. Her dying wish was for the Town of Wilbraham to have an appropriate Senior Center for its elder population.

Drive In Movie



I would like to thank everyone who works at the Senior Center: Barbara Harrington, Jen Curtis, Jered Sasen and Greg Schmutte. We all became social service workers, getting creative on how to help our residents, meeting each new challenge with a positive attitude. The Town is lucky to have you all. On December 27, 2020, I celebrated my 30th anniversary working at the Senior Center. I have met so many wonderful people, seen many changes and have learned so much from the Seniors of Wilbraham. Thank you for the opportunity to continue to serve you.

Paula S. Dubord
Director of Elder Affairs

All photos on this page courtesy of Paula Dubord.



Grab-N-Go Lunch

Health & Human Services

Senior Center Building Committee

The newly formed committee met for the first time in January of 2020, Appointed to the committee: Linda Cooper, Paula Dubord, George Fontaine, Ken Furst, Karl Jurgen. Jason Kahn, Dennis Lopata, Ted Sowa and Diane Weston. The charge from the Board of Selectmen on November 18, 2019 was as follows: Move to establish a Senior Center Building Committee consisting of 9 members to advise and assist in the determining the time, expenses and operating costs associated with a proposed Senior Center at the site selected by the Senior Center Feasibility Committee located at the parcel of land at 240R Springfield Street.

The committee met 6 times before March 13th shut down all meetings due to COVID-19 pandemic. In June and July, Chairperson Dennis Lopata called to meetings to order to discuss a timeline on moving forward with the Senior Center project. In November, the chairmen position changed, with Dennis Lopata stepping down as chair and George Fontaine stepped in as the news chairperson.

The committee's last meeting in 2020 was held in December when Town Treasurer/Collector Tom Sullivan laid out a plan to finance the project without a debt exclusion. The committee plans to bring this project to a Town Meeting in 2021.

Submitted by Paula Dubord

Health Inspector/Title V Inspector/Board of Health/Advisory Board of Health

The Board of Health faced many challenges in 2020 with the onset of the Covid- 19 Pandemic. The Commonwealth has put in place rules, safeguards, and resources to help Cities and Towns support residents, businesses, and employees during the pandemic. Guidance was and continues to be issued from the Governor's Office for which local public health officials are required to oversee in each of its communities. The initial shut-down of businesses across the Commonwealth and the eventual phasing in of

restrictions and limitation on both public and private venues was constantly changing as more information was learned about the virus. The Board of Health has been and continues to work with state public health officials in preparing and presenting information to the public. The Board of Health agent responds to all complaints and assists when necessary with contact tracing. The roll out of the Covid 19 vaccines will be the focus of 2021 in an effort to ensure the health and safety of our community.

The Board of Health Agent 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 re-inspection is conducted to verify compliance.

In addition to the above, the Health Agent is responsible for investigating complaints of trash and debris on public and private 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 concerns relating to public health. In all these instances the Health Agent 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 Health Agent will continue 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 proceedings.

The Health Agent also represents the Town of Wilbraham at the Hampden County Health Coalition and Regional Emergency Planning Committee, which meets monthly, collaborates with public health entities to improve and safeguard the quality of life for our residents and plan for natural and man-made disasters. Participating in Hampden County Health Coalition PHEP projects and deliverables, including:

- Call down and alert system drills – Health and Homeland Alert Network (HHAN), WebEOC
- Drills of components of the distribution of medical countermeasures:
 - Emergency Dispensing Site (EDS) activation
 - Staff notification and assembly
 - Facility setup
 - Use of ICS for resource management at the EDS
- Revision EDS Plans:
 - Updating contact information
 - Outreach to community contacts and partners
 - Conducting periodic walkthrough of the the EDS site with key stakeholders in order to evaluate the effectiveness of the proposed design and staging of circuits for dispensing

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 requires during the percolation testing for new construction and repairs of all septic systems in Town. The proposed design for the new system 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. In 2020 the inspector witnessed 54 percolation tests, reviewed 79 septic designs and inspected 81 installations.

Health Inspector/Title V Inspector

Lorri McCool

Board of Health

Robert W. Russell
Robert J. Boilard
Carolyn F. Brennan

Administrative Assistant

Heather Kmelius

Health & Human Services

Public Health Nurse

During 2020, the office of the Public Health Nurse continued to monitor health trends, health risks, and disease outbreaks throughout our Town, statewide and on a national basis. This was all done through partnerships with the Massachusetts Department of Health (MADPH), the use of the Massachusetts Virtual Epidemiological Network [MAVEN], and collaborating with the surrounding Towns and other municipalities within our Town. Using the MAVEN system, I was able to conduct and efficiently complete disease case management. The MAVEN system allows both state and local public health officials the ability to monitor disease trends. The purpose is to prevent the spread of disease, reduce the effects of preventable chronic disease and to improve overall health, safety, and wellness of the community through awareness.

In the position of Public Health Nurse, I have actively participated and supported the Hampden-Wilbraham Partners for Youth-United for Safe, Healthy, and Drug-free Communities, the Advisory Board of Health for the Town of Wilbraham, and kept up-to-date on emergency planning for new and emerging infectious diseases. I have also spent the past year maintaining health event records as mandated by the MADPH. I have continued to develop a strong working relationship with the local school district and Nurse Leader to work together on using our resources for a healthy school year. There were also coordinated efforts with the district regarding notification of specific disease processes and the protocols to follow for the district on how to appropriately handle these situations.

2020 started out like most years in the world of public health with the continued focus on many of the disease processes that I have been monitoring for the past three years for this Town. Then in early February we started to hear about a new virus that was based in Wuhan, China, called 2019 Novel Coronavirus, or COVID-19. Since then, everyone's world has drastically changed and been turned upside down because of this virus, how contagious it is, and new behaviors that we needed to adapt to in order to help stop the spread of this virus. Wilbraham saw its first case of COVID-19 in March, 2020, and I worked with MDPH on the current

guidelines to help this resident get through the infectious period and guidance to be followed by any family members and close contacts as well. The increase in number of COVID-19 cases last spring brought with it the need for additional response and follow-up with residents who had tested positive for the virus as well as their close contacts to explain next steps related to infectious period, isolation and quarantine and recommendations for follow-up testing. The nursing staff from the Hampden-Wilbraham Regional School District was more than willing to hop on board to coordinate with this effort while the school district was in a full-remote set-up. I could not have gotten through the surge of the spring and early summer months without the assistance of the staff of the HWRSD nurses. The relationships that these ladies already had was one detail that helped with the process of trying to navigate all of the changes in guidance from the state on what to do and what not to do related to COVID-19. It seemed as though each week we needed to understand something new about this virus, which made things even more confusing for the residents of this Town as well.

Since the pandemic started and through the end of 2020 Wilbraham saw a total of 771 PCR confirmed cases of COVID-19 and 38 probable cases of COVID-19. Those are the results reported by MDPH through the MAVEN reporting system. Those numbers are inclusive of traditional community residents, residents of the long-term care and assisted care facilities in Town as well as the private boarding school in our community. The public health office spent a good portion of the past year coordinating and assisting the three older adult communities in our Town with the most updated guidance related to COVID-19 and to help them get through their outbreaks of the virus through their facilities as well. The end of 2020 saw some progress on vaccine development against the COVID-19 virus and the first responders were scheduled to begin receiving their first doses through the efforts of a regional vaccine clinic in East Longmeadow the beginning of January 2021. Wilbraham will be looking to hold a regional COVID-19 vaccine clinic with the town of Hampden, MA to begin in late February 2021 and will give both Towns the ability to provide this much needed vaccine to residents of both communities. In addition to the vaccine, the town as well as MDPH still recommend the use of mask wearing, hand washing and social distanc-

ing. Those three things, in addition to residents being able to receive the COVID-19 vaccine will give us the best chances of beating this virus and getting back to a sense of normalcy. If you or anyone in your house experiences any symptoms consistent with the virus, please take into consideration your health and the health of those around you. Quite simply put, if you do not feel well, please stay home to keep not only yourself safe but others around you as well. Hopefully with a cooperative effort from everyone in Town we will be able to resume normal activities and the kids will be able to once again return to in-person learning on a full-time basis.

The Town did see its first case of Eastern Equine Encephalitis (EEE) last fall. This ensued a heightened awareness amongst residents of our Town along with surrounding communities as Wilbraham was deemed in the Critical Risk level by MDPH, which had not happened in some time. Because of that diagnosis, there were many conversations during the fall athletic season with regards to the EEE status of the town and how that affected the local community from a health standpoint. These conversations and decisions did not come without controversy, but the decisions were made with the best interest of all. From the Town's perspective in coordination with the state, we took a stance to follow the recommendations put forth by the MADPH with respect to schedule alterations and had the safety of our community as the top priority. I did receive numerous phone calls during the height of the season with requests to alter schedules, but as a whole, we felt strong enough to follow the recommendations of the state. The Town has entertained the idea of mosquito monitoring in order to have a better understanding of what is actually living in our community, and as soon as we have more information that will be released to the residents of our Town.

Over the course of the past year, I have investigated a variety of infectious diseases in our Town, with the majority of them being COVID-19. These diseases come across my desk through the MAVEN system and are followed up with the networking of the local medical providers in the area to ensure that all of our residents are safe. Over the past year surveillance was done on the following diseases: Cryptosporidiosis, Eastern Equine Infection, Group A Strep, Haemophilus influenzae,

Health & Human Services

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Hepatitis C, Influenza, Novel Coronavirus. There were 0 cases of Lyme Disease (down from 22 in 2019), 74 cases of the flu for calendar year 2020 (up from 51 in 2019), and 772 confirmed cases of COVID-19.

What I can't stress enough for this season coming up is if you have not already done so, to get your flu shot! And when you have the opportunity to do so and are eligible, please get your COVID-19 vaccine. The vaccine is one of the most important things that you can do help stop the spread of this virus along with the other protective factors of hand washing, mask wearing and social distancing. Please check up on your immunizations as well as your children's immunizations! If it's been close to 10 years since you've last had a Tdap, please get a booster! Pertussis (whooping cough) is back and very contagious and can last for almost 2 months.

Our sharps disposal program will be up and running for residents to utilize by beginning to Mid-February 2021. The disposal kiosk will be located at the Police station in Town in the lobby next to the drug disposal kiosk. This site was identified to allow residents better access to this new service for our Town. At this time sharps containers will need to be provided by the residents, but if the demands warrants, the Town may look into a supply to be available for purchase. As a resident of this Town, I am vested in the health and wellness of not only my family but also those whom I come into contact with on a daily and weekly basis. Please don't hesitate to contact me in my office at the Town Hall. Office hours are typically Tuesday/Wednesday 2:30-4:30pm.

Public Health Nurse
Jill Conselino, MSN, RN, PHN
jconselino@wilbraham-ma.gov

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 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 as well as to Wilbraham businesses.

The year started off strong for the Commission. In 2019 the Commission had, for the first time, conducted successful fund-raising efforts through the annual Cup-to-Pint Road Race and by selling "lanterns" as part of the Peach Festival's Lantern event. In 2020, the Commission began planning for distribution of the funds it had raised, including connecting with other local governmental agencies regarding processes, procedures, and best practices. The Commission also began meeting with applicants for grants. Unfortunately, due to the pandemic efforts, were put on hold during the Spring. The Commission looks forward to using funds raised to offer scholarship grants for local students with disabilities, a grant program to assist residents who have disabilities with improvements to their residences, and/or in other manners that would benefit individuals with disabilities.

The Commission wishes to acknowledge that the past year was particularly challenging for many residents with disabilities. Overall, people with disabilities are at greater risk of contracting COVID-19 and have higher rates of mortality than non-disabled populations. Many people with intellectual and developmental disabilities were disproportionately isolated prior to the pandemic, and the pandemic increased that isolation. Many of the care services that had been available were been drastically reduced. The Commission is dedicated to reducing the barriers individuals with disabilities have faced as the result of the pandemic.

Marylou Fabbo - Chair,
Kate Barlow, Deborah Cook,
Diane DaSilva, Paula Euber,
Kate Green, Barbara Harrington and
Maureen James

Town of Wilbraham ADA Coordinator:
Lance Trevallion, (Retired 7/20)
John Walsh

Wilbraham Housing Authority

The Wilbraham Housing Authority (WHA) manages Elderly/Handicapped and Family Housing. There are two Elderly/Handicapped developments: Miles Morgan Court off of Main St. and the Pines on Stony Hill Road. The family units are scattered throughout Wilbraham.

The Wilbraham Housing Authority worked on various projects in 2020. The Pandemic put the brakes on much of what we had planned. A few of the items we have been focusing on are as follows:

The Pines: The Authority has housed 9 new units in our new section. This includes 4 Handicap Accessible and 5 Standard apartments. We also started the process to replace the boilers. This was put on hold by the Pandemic as work would have to be done within close proximity to 8 occupied units. We have installed Security Cameras at all entrances to the building.

Miles Morgan Court: We have started two projects. We have selected contractors and are waiting for both to get started. With the pandemic orders were delayed due to shortage of supplies. The projects are new outside doors to all buildings and siding replacement on the two remaining buildings.

Family Units: We replaced a stove and water heater in two different units. Also some work was done in two bathrooms.

The Wilbraham Housing Authority Board of Commissioners: Three Commissioners are elected to a five year term in Town Elections. The fourth member is to be a tenant elected by tenants. (Regulations on this member are still being worked on.) The fifth commissioner is appointed by the Governor for a five year term. Board Meetings are held at the Pines Development on the second Tuesday of each month at 7:00 p.m.

Peter Manolakis, Chairperson
James Burke, Treasurer
Karen Walker, Treasurer
Robert Sullivan, State Appointee
Kathy Ann Krawczyk, State Appointee
Jeanne Tryon, Executive Director

The Dept. of Housing and Community Development is the regulatory agency for the WHA. Applications for housing are available on line at www.mass.gov/applyforpublichousing or at the WHA offices at 88 Stony Hill Road weekdays 8:30 a.m. to 12:30 p.m.

Health & Human Services

Department of Veterans' Affairs

Our Veterans Department has had an exceptionally busy year. Once COVID-19 closed our doors to the public in March, our Department had to shift practices and procedures to continue to assist all 800* of our Veterans, especially those who were susceptible to the COVID-19 Virus. The following are some of the major programs that our department was involved in through-out 2020.



Food Delivery

The one thing that the global pandemic did not break was our sense of community. Since the beginning the COVID-19 outbreak, there was a general outpouring of support from local organizations and caring members of our community. One of the major programs that exemplified this is the amount of food delivery that this department was involved in. We coordinated with the Western Massachusetts Veteran Service Officer Association (WMVSOA) and the Wilbraham Council on Aging to provide boxes of food to Veterans in need.



The food boxes were provided by The Salvation Army, The Veterans Empowerment Center, and Food Bank of Western Massachusetts. All and all, our Department had delivered over 200 boxes of food to Veterans and their families throughout the 2020 COVID-19 epidemic.

Through generous donations of The Local Home Depot and caring residents in Town, The Department of Veterans Services was able to provide Thanksgiving and Christmas dinners to over 40 Veterans and their Families.

Holyoke Soldiers Home Coalition

A very sad situation to arise early in the epidemic was the 76 Heroes, who lost their lives at the Holyoke Soldiers Home due to COVID-19 Virus. Our community was deeply affected by this loss, as many of our Wilbraham residents were family to these Heroes. As a result the Town of Wilbraham had joined the Holyoke Soldiers Home Coalition on August 31st. The Coalition is calling on the state to make much needed changes to ensure the events that occurred are never repeated.

Conferences and Trainings

All conferences for state trainings were still held virtually to ensure that our office is aligned with the most current local, state and federal regulations.

Programs

Sadly, due to the virus we have temporary shut down our Veteran ID card program which has been an effective tool in connecting with Wilbraham Veterans. This is a program that our department looks forward to reopening to the public as soon as it is deemed safe.

Ceremonies

Another major change this year, that was brought on by the COVID-19 global epidemic is the way we held our Memorial Day and Veteran's Day Ceremonies. Both ceremonies could not be held in-person due to the inability to guarantee the safety of not only the participants, but the observers as well.



For Memorial Day we had a virtual event that was primarily held on Facebook through-out the month of May. For this event we asked local residents to decorate their homes in a patriotic fashion and sub-

mit the photos to our office, in turn we posted the photos on our Facebook page and to the Wilbraham-Hampden Times.



For our annual Veteran's Day Ceremony, our office partnered with Turley Publications to bring Wilbraham the best possible display of appreciation to our local Veterans through the Wilbraham-Hampden Times. This year's events included several pictures and kind words of appreciation that were published in the November 12 Edition of the Wilbraham-Hampden Times. We also still held a very small and private Veteran of the Year "Passing of the Sash" ceremony where Luke Jenne was named our Town of Wilbraham, 2020 Veteran of the Year.

Despite the COVID-19 Virus, our department still ensured that the cemetery flags were replaced and in good condition for both Veteran's Day and Memorial Day.



All photos on this page courtesy of Jered Sassen



Health & Human Services

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Veterans Benefits

Our department is proud to announce that even with the difficulties brought on by the COVID-19 virus we were still able to be available to service all of our Veterans in our community. This past year we continued to fully utilize the VetraSpec program where we have been able to streamline and broaden the federal VA claim process. The Town of Wilbraham currently has a total of 276 Veterans and Beneficiaries receiving a total of \$379,303.97 which equates to \$31,608.66 a month from the Federal Government to our Veteran's and their families. This is a lot of money coming into the Town that benefits all of us.

As always the Commonwealth of Massachusetts remains the best state for Veterans benefits in the nation. Our local Veterans Department manages an ever changing budget with regard to our state benefits. We provide assistance with MA Chapter 115, VA claims, VA appeals, health care benefits, educational benefits, death benefits and various other facets of Veteran assistance through state and federal programs. For the MA Chapter 115 Benefit, Cities and Towns of Massachusetts dispense the benefits and are reimbursed at seventy-five percent from the Commonwealth for the cost of the benefits. In FY2020, the Town spent \$104,198.48 in Veterans' Benefits, under Massachusetts General Law, Chapter 115, as approved by the Commissioner of Veteran Services of which seventy-five percent (\$78,148.86) will be reimbursed by the state to the Town.

This Veterans Office assisted numerous Veterans and/or Veteran family members in countless appointments (both in office and home visits), phone calls, emails, faxes, etc.

We look forward to another successful year of Serving those who Served Us!

Department of Veterans Services

Jered Sasen, Director of
Veterans Services

Barbara Harrington, Administrative
Assistant

The Atheneum Society of Wilbraham

The Atheneum Society of Wilbraham (ASW) was formed in 1963 as a non-profit organization. Our purpose is to preserve artifacts and memorabilia relating to the people and history of Wilbraham, and to share knowledge, educate and involve our local community. The operation of the organization is funded by the dues, gifts, and activities of our membership, which is open to all interested persons from Wilbraham and other communities.

The Old Meeting House Museum, maintained and operated by the ASW, was temporarily closed to the public for the duration of 2020. This decision was due to ongoing precautions against COVID-19. The ASW plans to bring future fun and interesting programs as soon as it is deemed to be safe.

In the meantime, please consider the ASW if you are looking to donate artifacts that have a Wilbraham (or local area) connection and a known history. We collect a wide variety of items from those used historically by well-known Wilbraham people to everyday objects of today.

The ASW is keeping up our agreement with the Town of Wilbraham by maintaining the Old Meeting House. We hope to begin construction on the front-entrance handicapped ramp in 2021. This will make visiting the museum much easier for our visitors who are mobility impaired.

We are grateful to the community, our supporters, and our volunteers for their generosity over the years.

The Atheneum Society of Wilbraham

Lucy Peltier, President
Sandy Sanders, Vice President
Patricia O'Brien, Secretary
Steve Clark, Treasurer
Donald Bourcier, Trustee
Charlie Bennett, Trustee
Karen Geaghan, Trustee
Nick DeCondio, Trustee

Parks, Recreation & Culture

Parks & Recreation Department

The Parks & Recreation Department spent most of 2020 trying to adapt to the constantly changing guidelines for COVID-19. As the pandemic became our new reality, we realized that we were seriously restricted in the number and types of programs that we could offer. We also realized that whatever we could offer would be sorely needed by the community as a way to pursue social interaction in as safe an environment as could be managed. Our special events were all cancelled, such as the Turkey Day Jamboree and Annual Easter Egg Hunt at Spec Pond. The Friends of Recreation were also unable to hold their special events again, with the third annual A Night in the Park, 5K Race and Fishing Derby.

In May 2020 the Department rolled out its first ever offering of ESports (Rocket League, MLB Show, Madden Football) with great success. ESports allowed us to offer programming even though the State was locked down. The Department was able to offer sports programming in a very limited fashion starting in June 2020. The state of Massachusetts released standards for most recreational programming. Starting in June the Department offered Competitive Baseball and Recreational Baseball, one of the only communities in Massachusetts to offer a recreational outlet. The programs we were able to offer continued to thrive thanks to our outstanding volunteer commitment and the leadership of our coaches and instructors. We heard countless thanks from parents looking for activities that would get the children outdoors and moving.

The busiest time of year continued to be the summer. While state guidelines seriously hampered the number of participants and while the Pinney Pavilion was not available for rentals, the summer months were once again home to the Spec Pond Beach and Spec Pond Day Camp. Both were viewed as a welcome respite by residents who had grown weary of the four walls of their homes. The Day Camp welcomed Jake Trevallion as the Camp Director after having been the Assistant Director since 2017.

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Parks, Recreation & Culture

The beach and spray park were lucky enough to have Alyssa Shepard take the helm for her first year as Head Waterfront Director. The Directors and their staff led to another smooth summer with lots of happy patrons.

Pandemic restrictions were loosened a little in the fall and some of the sport-governing authorities modified the playing regulations. This allowed us to offer a limited number of programs, including football conditioning, soccer, and track. We were lucky to have Memorial School available for after-school programs. While registrations were severely limited in size, the offerings included the ever popular dance program (Stars of Tomorrow), Mad Science and Art-Ventures.

In 2020, construction was started on the Parks Support Storage Building. The Parks Building is something that has been discussed for over 5 years, and will allow us to properly store all the parks equipment we have. Construction is expected to be completed in early 2021. A new warning track was constructed on McLaughlin softball field and more material was added around the dugouts and walkways at all three fields at Spec.

The department staff continued to strive to provide a fluid approach to the programs and facilities that we oversee for the Town. In January 2020, the new position of Program Coordinator was filled by Connor Duquette and the staffing was deemed complete. The rest of the staff had to rely on their experience to continue as the Director, Bryan Litz, started his 20th year, Ron Dobosz, Parks Foreman, completed his sixth year, Assistant Director Erin Carroll completed her fourth year, and Jason Robinson completed his second year, while Helen Sullivan, Administration Clerk completed her first year.

The Playground and Recreation Commission had some turnover in 2020. The commission and staff bid adieu to Emilie Hisgen, Michelle Pastore, and CW Zimmer with sincere thanks for their service and enthusiasm. And we were also able to welcome Olivia D'Amour, Stanley Soja, and Steve Wickman, who all quickly stepped up to the plate when they saw the need.

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, Friends of Recreation, 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.

RECREATION COMMISSION

Bill Scatolini - Chairman
Jon Stogner- Secretary
Marc Atkin
Olivia D'Amour
Stanley Soja
Dave Trebbe
Steve Wickman

We continue to push ahead and plan for the future. Currently the Playground & Recreation Commission, in conjunction with the WPRD, is plotting out future projects that range from Brainard Park to Pickleball to Parking.

We have about 12 potential projects that we will rank, come up with a top three, begin exploring funding options and see if we can get them started and completed in 2021.

PARKS & RECREATION DEPT.

Bryan Litz, Parks & Rec Director
Erin Carroll, Assistant Parks & Rec Director
Ron Dobosz, Parks Foreman
Jason Robinson, Parks Employee
Helen Sullivan, Recreation Administration Clerk
Connor Duquette, Program Coordinator

Public Library

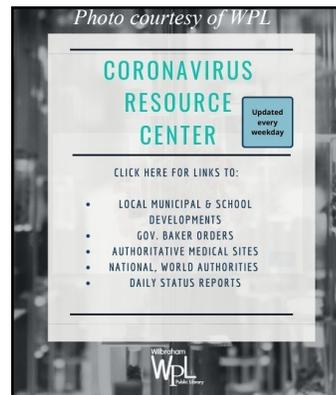
This was a very challenging year as we adapted to provide library services to the community during the COVID-19 pandemic. Every area of the library was impacted, beginning with a period of closure, and then slowly restoring services in a phased approach with the health and safety of our staff and patrons as the priority for all decisions.

The library closed to the public in March and all public programs were canceled for April and May. Delivery of materials was also temporarily ceased by the Massachusetts Library System and there was no borrowing available through the C/W MARS network. While staff were able to work remotely for several weeks, we were able to serve the community through our digital resources and expanded our online offerings to include the Creativebug collection of online tutorials, as well as additional ebook collections for children and teens.

Staff were able to return to the building in May, and we launched the curbside pickup service in June. Between June and December, nearly 5,000 appointments were made by patrons to pick up and return bags of library materials. The effect on circulation overall was significant, however, with checkouts of physical materials showing a decrease of 54 percent from the previous year. The circulation of ebooks increased by over 30 percent from the previous year with more patrons taking advantage of both the OverDrive and Hoopla collections.

As the use of our digital resources increased, staff expanded the library's YouTube channel with content for all ages - ranging from tutorials for crafts for families to instructional videos on using the library's online catalog and other digital resources. The library's website and social media pages were updated regularly to share information with the community regarding our collections and services. As the pandemic made it impossible to offer in-library programming, we purchased a license for Zoom to offer online book discussions and other virtual programs.

Working with the Pathways for Parents organization, there were storytimes, music activities, and even yoga classes. The teens participated in online book



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Parks, Recreation & Culture

discussions as well as a virtual classes in coding. Virtual programs for adults had the most success – often with the attendance surpassing the average attendance of traditional in-person programming. Highlights included “Writers and Artists in New England,” “Signing Rocks,” and “Irish Christmas.” Although the library will certainly be offering traditional programming in post-pandemic times, we will also be including virtual options to enable us to host presenters from a much wider geographical region.

The area of library services that experienced the most change was in children's services and programming. Unable to offer traditional storytimes, the staff changed gears to offer “Take and Make Kits” and thematic “Grab Bags” for families to enjoy at home. Many of these kits and grab bags were developed to promote STEAM learning opportunities. The Summer Reading Club is usually the biggest program of the year. This year's event was moved to a completely online format and had 234 participants. In years past, we exceeded 600 participants.

The library was able to offer in-library appointments for browsing and computer use on Tuesdays and Thursdays beginning in October. Patrons were required to complete self-certifying paperwork for each visit, wear masks and gloves, and maintain social distancing.

Although the library was fortunate to avert any layoffs or furloughs during the pandemic, there were staffing considerations that caused us to limit service hours to Monday through Friday. To accommodate individuals who were unable to be served during the reduced hours, we expanded our traditional outreach service to offer delivery of materials to any household – not just for Wilbraham's homebound residents.

Library staff also made excellent use of the time we had when the public was not in the building by working on special projects within the collections. The adult fiction area was shifted to allow the elimination of the top shelf and provide a better browsing experience for our patrons. Archival supplies were purchased with gift funds and over twenty years' worth of staff and program photos were added to the local history collection. In addition, historical minutes from the board of trustees were scanned for future inclusion in the Digital Commonwealth collection.

Building improvements continued as insulation was blown into our eaves to improve energy efficiency, overgrown shrubbery was removed to improve the landscaping, and cameras were added to improve security.

Although the COVID-19 pandemic certainly had a major impact on the library and the community at large, the library staff worked well as a team to develop creative solutions over the course of the year and to respond to the community's need for information, opportunities for learning and connecting with each other, and educational and recreational materials.

We thank the community for their patience, adaptability, and continued support.

Respectfully submitted,
Karen Demers
Library Director

Photo
courtesy
of WPL



Photo courtesy of WPL



Photo courtesy of WPL



Wilbraham Children's Museum

What promised to be another fabulous year for the Wilbraham Children's Museum with many planned events, new evening playgroups and a full schedule of birthday parties, became quite an unconventional 2020. The museum was closed in March for what we thought would be a few weeks. By summer we came to the realization that if we wanted to continue serving the community we were going to have to pivot to a virtual and socially distant model, a particular challenge given our mission and the nature of our programs. We did not offer memberships for the 2020/2021 season as we were constrained by the unknowns of the pandemic. However, with some outside the box thinking, we were able to maintain some semblance of our usual offerings with a twist.

We reopened the playground in June by implementing a cleaning schedule where members of our board volunteered to sanitize the entire playground twice a week from June to November. The museum offered outdoor organized small daily playgroups this fall- but instead of a standard playgroup session fee, a donation was suggested. We used our fenced-in space as an opportunity to host socially distant picnic story times complete with a read aloud, a themed craft and individually wrapped cider donuts donated by Rice's Fruit Farm. Instead of our usual, well-attended Trunk or Treat event the museum offered a smaller Halloween walk through event at the Spec Pond Recreational Complex. Registration for one of three time slots allowed children to dress up in costume and parade through socially distant activity stations such as Feed-the-Monster and Pumpkin Bowling then pick up a craft to go and a prepackaged bag of treats.

Our 3rd Annual Turkey Toddle was held virtually Thanksgiving weekend, sponsored by the Polish National Credit Union. We assembled a swag bag for each participant to pick up the week of Thanksgiving. Each bag contained a t-shirt, medal, and crafts. Families were encouraged to get creative with their own courses and submit photos of their little turkeys “toddling” for the chance to win a holiday prize pack.

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Parks, Recreation & Culture

Historical Commission

Commission Members:

Roberta Albano, Charlie Bennett, Ted Malysz, Diane Testa (Chair), Don Williams

Membership

The Historical Commission in 2020 has been comprised of the five members listed above, with Don Williams joining the Commission in December 2020.

Historical Signage in Town

The Historical Commission has been involved in creating a historic designation of the Town's center. The Commission had sought proposals from three professional sign companies: Agnoli Signs of Springfield, New England Promotional Marketing of Wilbraham, and Art-Tec Signs of Wilbraham. Art-Tec Signs proposed project cost was the most competitive. The Historical Commission brought a request to the Board of Selectmen for the Town to provide additional budgetary funds of \$2500 to cover the added costs of producing three signs in 2020, and the request was approved at the annual Town Meeting by an overwhelming majority of those present.

The Commission hired Art-Tec Signs of Wilbraham to produce three signs demarcating Wilbraham's historic center. The signs will be placed (1) on the north end of the village center, across the street from the present Flo-Design company building; (2) at the south end of the village center, across from and just south of the Merrick Farm; and (3) on the west side of the village center, at the intersection of Faculty Street and Springfield Street in Hoover Park. Wilbraham's official seal from the 1963 celebration is on the sign, as well as the date of the Town's founding. The signs are approximately 3' x 5' and look like the image on the right.



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Image courtesy of Art-Tec



Photo Credit: Wilbraham Children's Museum. Halloween Costume Parade Pumpkin Bowling

In December, the museum reached out to our community for volunteers to register their address for a map of the first Wilbraham Holiday Light Trail, ultimately securing the support of over 40 families. A map of participating homes was created and made available online and in person to the community. The in person map pickup was an opportunity for WCM to collect donations for the Town food drive. Feedback for the Wilbraham Holiday Light Trail was overwhelmingly positive and we plan on making this an annual event.

In 2019, the Wilbraham Community Association awarded WCM with a grant earmarked towards the purchase of an Expression Swing. This combined with a donation from the Polish National Credit Union and our own fundraising efforts allowed us to purchase the swing in 2020. It will be installed in the spring of 2021, promoting intergenerational face to face playtime.

The Executive Board of WCM would like to thank all the organizations and individuals who donate to our museum and volunteer their time on behalf of WCM. The Wilbraham Children's Museum was established in 1981, and we are looking forward to celebrating our 40th year with imaginative community events. One of the beauties of the 5 and younger crowd is that they are resilient and if we follow their lead and give them the opportunity for fun, their joy could become ours.

Respectfully submitted,
Meagan Michel
Volunteer President



Photo Credit: Wilbraham Children's Museum Holiday Light Trail

Wilbraham Children's Museum Executive Board

- Meagan Michel, President
- Kim Ryan, Vice President
- Sarah Nolan, Treasurer
- Jen Iverson, Secretary
- Shannon Schmitt, Playgroup/Membership Coordinator
- Melissa Freeman, Marketing Coordinator
- Emma Dzierzowski, Events Coordinator

Parks, Recreation & Culture

Historical Signage in Town (cont.)

The costs for the project were as follows:

Total cost for sign production: **\$4650**

Total cost for installation: **\$650**

TOTAL PROJECT COST: \$5300

Terry Liberatori and Linda Liberatori of Art-Tec Signs have produced the signs and are waiting on materials for the posts. A delay in delivery of materials due to the virus has slowed the completion of the project. Art-Tec Signs will be installing the signs once finished, with an expected completion date of January 2021.

Future Town By-Law for Demolition Delay

The Historical Commission believes Wilbraham has the need of a by-law that would allow for a delay of demolition of a building in Town with historical significance. The Commission would like a demolition delay of at least a few months that would offer options to the property owner, such as allowing historians to scan the property for artifacts before delay, or even consider an alternate buyer who would want to maintain the existing historical structure on the property. The Commission would like a by-law that gives notice of the demolition in the local paper so as to solicit advantages and disadvantages of the project from townspeople.

Longmeadow has such a by-law in place in its town ordinances, and Hampden tried to undertake the creation of such a by-law, but failed. Therefore, Historical Commission member Ted Malysz undertook conversations with Connie Witt of Hampden, MA to learn what aspects of Hampden's by-law caused it to fail in a Town vote.

Hampden's proposed by-law failed almost unanimously because of several key aspects: (1) the list of historical homes was too long, meaning it was too inclusive. People felt that "every other house" was on the list. (2) Townspeople perceived that the by-law would exert too much control over their personal property, such as restricting the exterior color of a historical house. (3) Voters wanted a shorter review period for the delay, such as 90 days instead of the proposed 6 months to 2 years. The longer review period allows project members more time to look into the historical ramifications of demolition. A delay of 3 to 6 months is too short; at least 9 months delay would be needed to have a workable timeframe; a 12-month delay is the state guideline. Ted Malysz also spoke with Ware, MA to learn that Ware's demolition

delay by-law passed almost unanimously because residents were trying to save their downtown after losing a church and the Casino movie theater in their downtown district.

When a future by-law potentially would be drafted, a telephone and e-mail campaign was suggested for informing Wilbraham residents to attend an Annual Town Meeting to vote in favor of a proposed demolition delay by-law. Another approach that worked for Ware was to circulate a petition among Town residents by first approaching the Selectmen with the petition idea. The Historical Commission could develop a type of promotional campaign to win over the support of the townspeople via education. The message of the campaign needs to be non-threatening, such that townspeople are assured that the Commission will not interfere in their personal property. The Historical Commission could develop guidelines for working with homeowners of historical properties, so that prior to demolition, an accounting of artifacts from the house and property could be noted and those articles removed.

Repurposing Memorial School

While attending the November Historical Commission meeting as a guest, Matt Villamaino mentioned that an architect had reviewed the structure of Memorial School, and found that to bring it up to code to become a senior center would cost \$14 - \$15M. Jered Sesen of the Veteran's office has commented that he would like to use Memorial School as office space for the veterans.

Designating the building as historic is a separate undertaking. Money would need to be spent to place the school building in a registry of historic buildings; otherwise the title is purely symbolic. A plaque could be made to place in the school, to note its historic designation. Since Town resident Don Flannery has such a strong interest in preserving Memorial School for Town use, the Historical Commission suggested that Don Flannery put in a formal request to the Commission to initiate the registration of Memorial School as an historic building.

Historic Photographs to Enhance Town Hall

The Historical Commission has interest in keeping alive the vibrant history of the Town of Wilbraham by placing some of the meaningful, historic photographs in the hallways, lobby and meeting rooms of Town Hall. It is thought that there is a collection of old Town photographs archived in a storage closet in Town Hall. The project to be undertaken by the Commission would be to create a composite of wall art with framed, preserved photographs and/or notable memorabilia, displayed in a shadow box. Such a project could possibly be incorporated into an art class at Minnechaug High School.

With the sorrowful passing of long-time Wilbraham resident, Llewellyn Merrick, the Commission would like to memorialize him by placing a photograph with a small plaque in Conference Room 1 to complement the photograph of Jessie Rice also hanging on the wall of this room. Greg The Barber also has some historical memorabilia that could be placed on a wall of Town Hall. Suggestions for other photographs of significant farm families of Wilbraham to hang on the walls include the Bennett's, Nutupski's, & Oaks Farm. Further inquiry about the whereabouts of the old photographs and the costs to frame them will be undertaken in the coming year. Possible funding may be requested through the CPC to cover the costs of framing and preservation.

Additional Project Ideas

Other project considerations included teaming up with the Open Space Committee so that historical places like Rattlesnake Mountain, 12-Mile Brook, and Rice's Nature Preserve can be noted. Another idea would be to build a kiosk located at historical sites, with a pamphlet that describes the history of the site. Mt. Marcy or the Minnechaug Land Trust could be additional sites with a trail map.

The 1963 Wilbraham history book has an extensive history of the song "On Springfield Mountain" as it is believed to belong to our Town. The Merrick version of the song was written in 1761 – the song used to be taught to school children in the public schools. One future idea is to organize a music event with historical folk music that could be incorporated into the summer concert series at Fountain Park.

Parks, Recreation & Culture

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. (Please visit the Town website to view our content www.wilbraham-ma.gov/vod)

At WPA, training is extremely important as we are primarily an organization comprised of dedicated volunteers. Last year proved very difficult in light of the Pandemic as WPA had to close to the public and put on hold all in person interactions with volunteers. Consistently over the years WPA would account for nearly 4,000 volunteer hours of production and post-production and several thousand more hours doing field production at WPA. We are excited with anticipation of returning to regular operation at the close of the pandemic and welcome back all our dedicated and enthusiastic volunteers.

In 2020, production of community events and board/committee meetings took on a new face. WPA continued to cover Board of Selectmen meetings and rebroadcasting of all recorded teleconference open meetings for boards and committees. We also worked extremely hard with the regional school district to broadcast live from the fields of the high school the Minnechaug High School Graduation. We also provided over flow video and audio to multiple locations for a Special Town Meeting in order to accomplish 6 foot social distancing for all Town residents.

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 TV station, to the Friends of Wilbraham Public Access and to Jennifer Buchanan for her faithful contributions. He 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 2020.

Public Access TV Advisory Committee

Sandra Belcastro, Chair

Roy L. Scott

Janet Vitkus

Executive Director

Anthony Aube

Production Coordinator

Jennifer Buchanan



*Photo courtesy
of WPA*

Broadband Advisory Committee

The Broadband Advisory Committee was officially dissolved by the Board of Selectmen on July 27, 2020. The Board of Selectmen greatly appreciates the efforts of the committee to research and promote the concept of bringing municipal sponsored broadband service to the Town. In December of 2020, the Board of Selectmen signed a contract with Entry Point Networks, a municipal fiber consulting practice, for consulting services to develop a Broadband Master Plan in the Town of Wilbraham. The cost of the Broadband Master Plan, \$20,000 as quoted by Entry Point Networks, will be paid for by a Community Compact Grant from the Commonwealth of Massachusetts. The report is expected to be completed in the spring of 2021.

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT PROFILE

+ Superintendent's Statement +

The Hampden-Wilbraham Regional School District is a fully accredited public school district educating approximately 3,000 students in PreK to 12th grade. The District maintains seven school buildings: Green Meadows School, an elementary/middle school in Hampden; Mile Tree, Stony Hill and Soule Road elementary schools in Wilbraham; and Wilbraham Middle School and Minnechaug Regional High School in Wilbraham. Thornton W. Burgess School in Hampden currently houses the District's offices and programs that provide health, safety and student support. The District is driven by a strong vision that shapes the development of school and district-wide improvement goals and improvement plans. 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. 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.

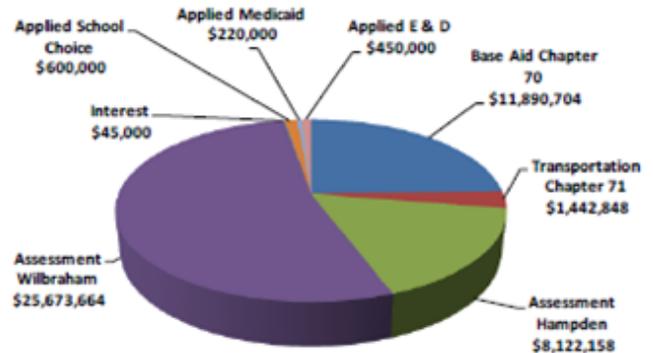
School Committee Goals

1. During the school year, the Hampden-Wilbraham Regional School Committee will improve communication with our member communities through:
 - a. Regular member attendance at Selectboard, Finance, and Capital Budget Committees through a schedule drawn up by the chair and jointly agreed upon.
 - b. Building on the regular joint budget meetings this past year, hold regular joint budget meetings with both towns through the budget season, as scheduled by the budget chair.
 - c. Promoting and holding two symposiums-one on substance abuse, one on bullying-to raise community awareness about these pressing issues.
 - d. Reporting out monthly in a written column to local press the news of the School Committee.
 - e. Creating and using a year-long agenda, in order to systematically focus on goals, evaluation, and budget over the course of the year.
2. During the creation of the FY21 budget, the Hampden-Wilbraham School Committee agrees to prioritize the following objectives based on the available resources:
 - a. Maintaining reduced class size in kindergarten through grade 5
 - b. social-emotional learning
 - c. Safe and secure schools
 - d. Equitable educational opportunities across the district that meets the needs of all students

2019-2020 Operating Budget

\$48,444,374

Base Aid Chapter 70	11,890,704
Transportation Chapter 71	1,442,848
Assessment Hampden (21.2152%)	8,122,158
Assessment Wilbraham (78.7848%)	25,673,664
Interest	45,000
Applied School Choice	600,000
Applied Medicaid	220,000
Applied E & D	450,000



Our District

School Accountability Information

- Green Meadows School – Title I
- Soule Road School - Title I
- Stony Hill School - Title I
- Wilbraham Middle School – Non-Title I
- Minnechaug Regional High School - Non-Title I
- Mile Tree School – Non-Title I School

Our Schools

Elementary Schools	3
K-8 Schools	1
Middle Schools	1
High Schools	1
Total Square Feet	701,839
District Size	42.08 sq. miles

2019 Next Generation MCAS Test Results

Percent of Students Meeting or Exceeding Expectations

Grade	Math	ELA	Science
Grade 3	58	66	
Grade 4	53	56	
Grade 5	56	52	63
Grade 6	57	67	
Grade 7	44	55	
Grade 8	52	62	55
Grade 10	73	72	

Performance/Student Data

Our District Accreditation
NEASC 2009 Accountability Rating

NEASC
Academically Acceptable



Total Enrollment on October 1, 2019 (2019-2020) 3,003

Enrollment by Grade (2019-2020)															
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Green Meadows	26	46	36	46	41	42	42	15	15	14	0	0	0	0	323
Mile Tree	62	148	153	0	0	0	0	0	0	0	0	0	0	0	363
Minnechaug	0	0	0	0	0	0	0	0	0	0	257	283	247	261	1048
Soule Road	0	0	0	0	0	160	160	0	0	0	0	0	0	0	320
Stony Hill	0	0	0	154	171	0	0	0	0	0	0	0	0	0	325
Wilbraham Middle	0	0	0	0	0	0	0	214	198	212	0	0	0	0	624
District	88	194	190	202	215	206	207	235	220	234	266	293	258	273	3003

Our Students - Source: Department of Education

Enrollment by Gender (2019-2020)		
	% District	% State
Male	49.8	51.2
Female	50.2	48.7
Total	100	99.9

Nutrition Services

Lunch Price	Elem/MS \$2.75, HS \$3.00
Avg. Complete Lunches Served Daily	1,248
Avg. Equivalent Meals Served Daily	633
Avg. Total Meals Served Daily	1,960

Geographical Information

Hampden	19.65 Sq. Miles
Population (2018)	5,220
FY19 Tax Rate	\$20.15

Wilbraham	22.43 Sq. Miles
Population (2018)	14,749
FY19 Tax Rate	\$22.38

Regional Transportation

Number of Buses Running Daily	47
Cost per Bus Regular Transportation	\$60,077
Cost per Bus Special Education Transportation	\$72,945

Financial/Basic Data

Enrollment by Race/Ethnicity (2019-2020)

Race	% of District	% of State
African American	2.7	9.2
Asian	2.8	7.1
Hispanic	7.8	21.6
Native American	0.2	0.2
White	83.0	57.9
Native Hawaiian, Pacific Islander	0.1	0.1
Multi-Race, Non-Hispanic	3.5	3.9

Additional Academic Facts

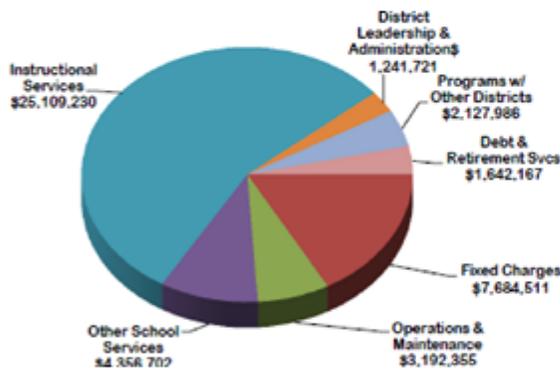
2019 Number of Graduates	285
% Continuing Education	89.5

2019-2020 Employees

Total Number of Employees	539
Administrative	20
Custodial/Maintenance	25
Food Service	26
Independents	38
Nurses	9
Paraprofessionals	104
Teachers, Counselors, ETLs, Psychologists, Therapists	288
Clerical	20
Teacher Salary (BA Step 1)	\$45,648
Teacher Salary (M +30 Step 1)	\$54,690
Teacher Retention Rate	89.5%

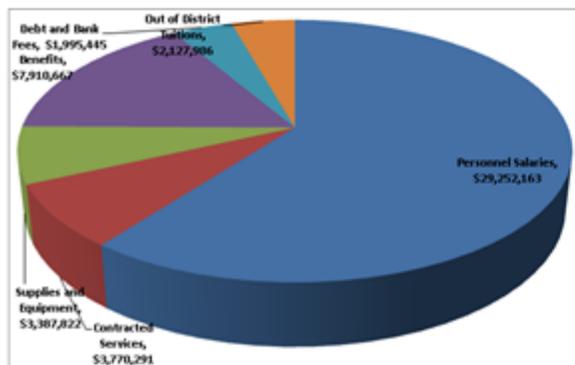
2019-2020 Expenditures

\$43,955,174



FY20 Federal Grants	\$2,213,712
State Grants	\$691,138
Per Pupil Expenditure (2018)	\$15,567
Per Pupil Expenditure State Average (2018)	\$16,945

FY20 Budget at a Glance



Teacher Data (2018-19) Source: DESE	District	State
Total # of Teachers	215.6	73,878.00
% of Teachers Licensed in Teaching Assignment	100.0	97.3
% of Experienced Teachers	91.2	82.6
Student/Teacher Ratio	14.2 to 1	12.9 to 1

Debt Service Schedules

FY20

School Project:	
• \$2,738,000 Green Meadows School	\$198,000
School Building Project:	
• \$18,835,000 – Minnechaug Regional High School (Re-Bonded \$22 Million Bond October 2017)	\$700,463
• \$7,025,000 – Minnechaug Regional High School	\$440,294
• \$5,030,000 – Minnechaug Regional High School	\$281,838
Sewer Betterment:	
• \$1,351,600 – Hampden-Wilbraham RSD	\$101,370
Total FY20 Debt Service Amount	\$1,721,965

FROM THE SUPERINTENDENT

Albert G. Ganem, Jr., Superintendent of Schools

The Hampden-Wilbraham Regional School District is a fully accredited public school district educating approximately 3,000 students in PreK to 12th grade. The District maintains seven school buildings: Green Meadows School, an elementary/middle school in Hampden; Mile Tree, Stony Hill and Soule Road elementary schools in Wilbraham; and Wilbraham Middle School and Minnechaug Regional High School in Wilbraham. Thornton W. Burgess School in Hampden currently houses the District's offices and programs that provide health, safety and student support.

The District is driven by a strong vision that shapes the development of school and district-wide improvement goals. 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. 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.

Reflecting upon 2020, a challenging year like no other, the first thought that comes to mind is that we in the HWRSD community have an extraordinarily strong sense of resilience – we never gave up! Our community of learners showed great patience and flexibility as we faced the many uncertainties together. The best part is that through it all we continued to learn during a global pandemic and its "forced evolution" of new ways of teaching and learning. Who would ever have thought that we would be learning remotely or know so much about hybrid, remote, synchronous and asynchronous learning; or educational programs such as Edpuzzle, Flipgrid, Hovercam, Hyperdocs, Jamboard, Kami, and Nearpod; or, of course, Google Classrooms and Slides; or, last but not least, Zoom!

As Superintendent of Schools for the Hampden-Wilbraham Regional School District, I am especially proud to provide the following reports that highlight just some of the many great things that happened in the District during 2020, a year that will certainly be one for the history books!

ANNUAL FINANCIAL REPORT

Howard G. Barber, Director of Finance, Operations and Human Resources (Through August 2020)

Aaron D. Osborne, Director of Finance, Operations and Human Resources (As of September 2020)

The Hampden-Wilbraham Regional School District annual budget is intended to support the financial decisions to ensure that the District remains focused on the safety and wellbeing of all stakeholders, improves and expands professional learning aimed at content knowledge and intervention, remains fiscally responsible, sustains our commitment to educational excellence for all learners, and continues to strengthen our approach to education using technology and 21st Century frameworks. The following continue to be the guiding principles for the budget development process:

- To sustain the District’s vision and commitment to excellence
- To prioritize strategies and programs with proven cost effectiveness
- To develop manageable and affordable assessments to the towns of Hampden and Wilbraham
- To clearly communicate to all stakeholders
- To allocate funds strategically to create an aligned system
- To sustain school safety and wellbeing
- To manage student class sizes

The District continued to perform at a high level academically, while being challenged by many new instructional and technology-based initiatives and mandates where the pace and costs associated with these obligations was significant during such challenging times. The member towns have high expectations for student achievement and continued to commit to investing in education while also experiencing their own fiscal stresses. The District continued to absorb increasingly significant financial mandated costs relating to, but not limited to, union contracts, health care and benefit costs, and out-of-district costs for student services. These aspects of operations heavily influence the overall financial picture of the District.

As a result of the global pandemic, the District relied heavily on available grant resources to offer the hybrid model of teaching and learning in the new school year. While ensuring proper distancing and protocols, this model of education is by far the most expensive as it requires the same investment in technology as a fully remote model, plus all the personal protective equipment (PPE) and sanitization costs necessary for a full in-person model. These measures resulted in fully expending well over \$1 million in grant funds. These critically important funds were spent on hundreds of student computer devices, software packages, cellular wireless hotspots, health room monitors, remote instructors, substitutes, hand sanitizers, cleaning supplies, masks, Plexiglas shields, storage trailers, supplies and much more to ensure the safety of students and staff.

The District budget process continued to build upon the positive working relationship between the two towns and the schools and incorporated direct feedback from our communities in recognition of the economic realities, while ensuring the ability to meet the needs of our schools in a fiscally responsible manner. The District appreciates the efforts of Hampden and Wilbraham to contribute well above the Minimum Local Contribution (MLC) level required by the State. This level of support from our towns has allowed the District to keep its core mission intact and their investments are considered imperative to the success of our schools’ educational platforms. This will ensure that the District can provide the educational experiences our communities want for their children. These objectives have been met through staffing, programmatic and operational reductions, systemic and sustainable contract negotiations, pursuit of other revenue opportunities and development of strategic cost-saving initiatives and efficiencies.

CURRICULUM, INSTRUCTION & PROFESSIONAL LEARNING

John G. Derosia, Director of Secondary Curriculum and Instruction (Through June 2020)

Julie B. Keefe, Director of Elementary Curriculum and Instruction (Through June 2020)

Thomas J. Mazza, Director of Curriculum, Instruction & Professional Learning (as of July 2020)

Across the District, our staff and students continue their teaching and learning that is aligned to the Massachusetts State Standards. HWRSD has updated the curriculum and teaching resources in History and Social Science using Standards from the Massachusetts educational technology resources. We

facilitated the curriculum updates working to integrate multiple content areas providing access to primary source documents, digital texts, maps, and multimedia resources.

Our elementary schools utilize the Workshop Model for students in grades K-5 for both Readers' and Math Workshop. As a result of the interrupted learning platforms due to the global pandemic, HWRSD revised curricular resources to best meet the needs of all students. Elementary school academic coaches worked with each grade level team to strengthen the implementation of Writers' Workshop. HWRSD established consistent weekly professional learning communities to further expand our knowledge of The Wilson Foundations, which is used to support explicit phonics and phonemic awareness instruction. Professional Learning for District staff supported the use of resources and teaching methods for Writers' Workshop, Foundations phonics and phonemic awareness and content-specific professional learning for related arts staff. Elementary teachers attended workshops pertaining to job-embedded mentoring from instructional coaches on the Workshop Model for both literacy and math initiatives.

The District continued to participate in the Project Lead The Way using the \$40,000 awarded in grants from Mass STEM Hub to support PLTW modules thus enhancing our science, technology, engineering and math (STEM) instruction within science classes. This three-year grant helps pay for professional learning and educational kits from PLTW that will continue the hands-on, minds-on learning in and out of the science lab.

During the year, the secondary curriculum level responded to the change in the Social Studies Standards and will offer an 8th grade civics course including a real world capstone project. Using resources from *We the People*, our 8th grade social studies teachers at Green Meadows and Wilbraham Middle have established this course to appropriately develop a more informed and civic-minded culture.

Teachers and administrators worked collaboratively to design a new middle school Program of Studies. The work encompassed a consistent approach to instruction, topics, and assessments to be compiled into one document. The main purpose was to develop predictable and understandable course explanations for families and students. This Program of Studies was approved and implemented for the 2020-2021 school year.

Minnechaug Regional High School enhanced their focus on creating class schedules with a change in the leveling of course options. The purpose was to provide curriculum and courses available to eligible students. The previous method of Level 1, 2, Honors and AP was consolidated into College Preparatory, Honors and Advanced Placement (AP) offerings, which allow for a more flexible schedule and the enhanced delivery of curriculum to all students.



GREEN MEADOWS SCHOOL (Grades PreK – 8)
Sharon L. Moberg, Principal

Green Meadows School serves a population of approximately 330 students in grades PreK-8. Our staff, parents and community are dedicated to helping our students achieve their full potential and strive for excellence. It is through our shared vision that we believe in fostering a respectful and challenging learning environment that cultivates interpersonal communication skills, collaboration, and a growth mindset. The staff at Green Meadows is dedicated to the implementation of the State Standards across all content areas and is focused on providing high-quality instruction that both motivates and challenges young learners. Common assessments are given throughout the year to ensure all students are taught a rigorous curriculum and to collect student learning data on priority standards. Data is used to drive reteaching and intervention strategies to ensure all students learn the foundational skills and concepts.

Green Meadows staff and students are also committed to maintaining a positive school climate. Through Morning Meeting and an advisory program, students are taught the values of team building, leadership and service learning, as well as the five social competencies of social-emotional learning. Various school enrichment opportunities exist at Green Meadows including Student Council, Yearbook, Fitness, and Art Clubs. All of these activities help to support our goal of a safe, nurturing, and respectful learning environment.



MILE TREE ELEMENTARY SCHOOL (Grades PreK – 1)

Marie E. Pratt, Principal (Through June 2020)

Chante M. Jillson (As of July 2020)

Mile Tree School strives to support and develop a love of learning for its 324 young students during their important formative years. Our experienced, dedicated staff fosters and encourages students to reach their potential in a safe, nurturing, early childhood environment. Mile Tree provides a well-rounded curriculum that supports all areas of student development. This year has changed how schools look and feel because of the COVID pandemic, but the heart of our mission remained the same.

Our community of learners embraces the school expectations of *Be Kind, Be Responsible and Be Safe*. Mile Tree uses Responsive Classroom principles and Positive Behavioral Interventions & Supports (PBIS) to help create a positive school climate promoting and enhancing students' social skills. The Second Step Curriculum, an evidence based social-emotional learning curriculum, promotes social-emotional development, safety and wellbeing.

Instruction for Reading/ELA and Math is delivered utilizing the Workshop Model. The Workshop Model includes opportunities for instruction to the whole class, small groups and individually based on student needs. Students engage in a variety of engaging, developmentally appropriate, hands-on activities that provide practice, reinforcement and mastery of skills and lessons taught. Students participate in weekly Related Arts instruction of Physical Education, Art, Music and Science.

Parents and families are strong supporters of Mile Tree. During these COVID times, that support never faltered, but as with everything, it looked different. The PTO and families continue to be Mile Tree's partners in making the challenging year as successful as possible. The PTO and school are also partners in providing a variety of academic and community-building opportunities to enhance our children's learning journey at Mile Tree Elementary School.



STONY HILL ELEMENTARY SCHOOL (Grades 2 – 3)

Monique C. Dangleis, Principal

At **Stony Hill Elementary School**, we firmly believe in the potential and possibility that exists in every one of our 288 students. That core belief is what drives the decisions we make on behalf of our students. All staff work diligently and creatively to nurture our students' passion for learning and their persistence to succeed. At Stony Hill School, we build bridges between students, educators, families, and our

community in order to forge strong partnerships, all with the common goal of providing an excellent education for our students. While this year has presented us all with many unique challenges, we remain committed to this mission.

We place great value on creating and maintaining a positive school climate and are keenly aware of the impact it has on student achievement. As a Responsive Classroom school, we structure our academic and social-emotional instruction using routines and activities that build classroom community, self-efficacy, and a safe, nurturing, and respectful learning environment. The five Social-Emotional Competencies of Cooperation, Assertion, Responsibility, Empathy, and Self-Control (CARES) underscore our instruction and form the foundation of our program. Students learn that they are more successful, both academically and socially, when they demonstrate these traits. Integral to the social-emotional climate is a focus on the safety, health, and well-being of our students and staff. Together, we have developed all new protocols to fully implement the requirements put forth by the CDC and the State of Massachusetts, and have made it a priority to closely monitor students' emotional wellbeing and provide multiple avenues for support.

Our curriculum is delivered by a staff of highly qualified teachers using the Workshop Model that includes direct instruction, whole-group practice, small group work, and needs-based individualized support. Our standards-based units of study are designed to continually enhance critical thinking and problem solving skills. Teachers administer common assessments and use that data, along with anecdotal observations and IXL Diagnostic data, to continually revise and refine their instruction in order to best respond to students' needs.

Technology has played a pivotal role in both our hybrid and remote instruction this year. Teachers have adapted to the ever-changing educational environment due to the pandemic by accelerating their acquisition of advanced technology skills, and increasing their digital acumen. They have proven themselves to be innovative, creative, and relentlessly committed to maintaining the high level of excellence that our families have come to expect. This year has been difficult in many ways, but it has also created unexpected opportunities for growth and allowed us to deepen our partnership with parents. The entire Stony Hill School staff is especially grateful to the HWRSD community for its support throughout these historic times.



SOULE ROAD ELEMENTARY SCHOOL (Grades 4 – 5)
Lisa O. Curtin, Principal

Soule Road Elementary School currently enrolls 312 students in grades four and five. It is a community where students participate in challenging and engaging learning opportunities, develop critical thinking skills, demonstrate positive social behavior and grow as individuals. Staff and students meet high standards in a safe, supportive, nurturing environment where all individuals are respected and appreciated. The Soule Road School staff works diligently to provide positive learning experiences while meeting the needs of the individual child. This has been a year like no other! In response to the COVID-19 pandemic, the entire school community has come together to create both in-person and remote learning environments that support the academic and social-emotional needs of students, all while maintaining a safe and healthy facility

Remote Learning has had its challenges, but it has allowed for continued teaching and learning, even when staff and students were home. Synchronous learning, where students use Zoom to meet via their devices, has allowed classes to continue learning together, even if some students are not physically in the classroom. Teachers continue to implement reading, math and writing workshops, with modifications due to physical distance guidelines. The Workshop Model provides teachers with the opportunity to differentiate their instruction to meet the needs of all learners.

Soule Road School students have access to their own Chromebooks to use while learning in school and remotely. Faced with the increased demands of remote learning, teachers are designing engaging lessons using the technology and providing students with a wide variety of targeted learning opportunities. Both students and teachers have pushed themselves to acquire the technology skills necessary to access the curriculum, demonstrate content knowledge and communicate effectively with one another.

Despite all the challenges that come with a global pandemic, teachers continue to provide students with rich and rigorous educational experiences. Not only are students developing skills as readers, writers and mathematicians, but also life skills such as problem solving, perseverance and flexibility. This year, more than ever, we have focused on the social-emotional needs of our students. To teach and foster positive social behavior and develop classroom communities, Soule Road School continues its commitment to Responsive Classroom practices, as well as Positive Behavioral Interventions & Supports (PBIS). Teachers begin each day with a Morning Meeting designed to teach and model positive social interactions and a daily check-in to help students identify their feelings so they can be ready to learn. In addition, teachers and other school staff have prioritized checking in regularly with students and establishing the connections that support their social-emotional well-being.

During these challenging and unprecedented times, parents, grandparents, caregivers and friends have been supporting the learning at home. Communication between school and home has been essential. All of us at Soule Road School are thankful for the patience, understanding and support of our families. This year has truly been a team effort!



WILBRAHAM MIDDLE SCHOOL (Grades 6 – 8)

Thomas J. Mazza, Principal (Through June 2020)

John G. Derosia, Principal (As of July 2020)

Wilbraham Middle School (WMS) is a community where staff works collaboratively to provide a safe environment where our 581 students can reach their full potential academically, socially and emotionally. At WMS, we Work hard, Make good choices, and Stay positive. This is also the social contract for our campus.

The School Improvement Plan focused on four strategic goals in order to make progress and narrow proficiency gaps. WMS is continuing the work on Multi-Tiered System of Supports (MTSS) initiatives which include strengthening our Tier 1 behavior interventions; the launch of School-Wide Information System (SWIS) Suite, the web-based information system to collect, summarize and use student behavior data for decision making; and the expansion of the REACH ticket incentive program (Relationships, Education, Accountability, Character and Hard Work). These social-emotional components to the school curriculum are designed to support a positive school climate and culture.

When creating goals, the baseline data was collected from staff surveys, professional development, and team meetings. MCAS data is monitored and used to direct instruction. Data from IXL Diagnostic is assessed quarterly and used to assign specific students to all Tier 2 academic programs. Informal data (tests and homework), District Curriculum Accommodation Plan (DCAP) and Positive Behavioral Intervention & Supports (PBIS) are used to support the teaching and learning throughout the school year.

During the 2020-2021 school year, making connections and communicating with students and families became vital and challenging at the same time. WMS established instructional protocols that used Zoom technology to connect with students working in hybrid and remote learning environments. Teachers had access to technology applications that made the hybrid teaching model possible and instruction and support accessible for all students.

WMS will continue to implement strategies to support the social and emotional well-being of all students at WMS. Through the efforts of faculty and staff, and using the Safe Schools/Healthy Students Grant, WMS worked to create an environment that is conducive to adult and student growth. Our baseline data was gained from the Social, Academic, and Emotional Behavior Risk Screener (SAEBRS) Universal Testing.

As part of the middle school team approach, we have reduced the reading class from 7th grade and added a STEM teacher for all students in the 7th grade. Along with the Information Technology teachers, the STEM teacher has been applying for Grant funding to access modules from Project Lead

The Way. These topics allow for hands-on engagement of students while developing an understanding of coding and the engineering process.

Wilbraham Middle School is in the third year of transitioning to a true middle school model. As a result, students experience learning with a team of teachers consisting of English language arts, history, math, science, reading, and foreign language. A strong focus is placed on building a solid culture that builds a bridge between school and family. As a result of a District initiative of establishing connections, WMS worked to increase communication between staff/student and staff/families. We believe the ultimate growth of our students will be enhanced through tools such as student agenda books, parent portals, conferences, school/family events, open houses and weekly parent notifications, all of which support a collaborative relationship with all stakeholders of Wilbraham Middle School.



MINNECHAUG REGIONAL HIGH SCHOOL (Grades 9 – 12)
Stephen M. Hale, Principal

Minnechaug Regional High School continues to excel in the academic, social, and physical education of its 1,028 students. The faculty and administration remain firmly committed to the school's mission of "providing a safe and academically challenging environment that promotes the growth and well-being of all community members and assisting our students in becoming active world citizens who value integrity, citizenship, and respect." The major goals of the School Improvement Plan developed by the School Council are: 1) Increase awareness, knowledge, and implementation of a school climate team to expand upon and increase school safety measures for all students and staff; 2) Engage the staff in NEASC process and overall continuous improvement; and 3) Engage faculty and staff in the frameworks of deeper learning.

The following reports from the various departments highlight just some of the many commendable educational activities at the high school.

The **Athletics Department** began the year successfully both on and off the field. Our student athletes continued to maintain their high academic success with 97% remaining eligible for the sports that they participated in. Unfortunately our Spring Season was cancelled altogether due to COVID, but we were able to still honor our seniors via a video tribute to a lost season. Even though a full season was cancelled, the student athletes displayed resilience in dealing with their disappointment. The coaches continued the great work they do with student athletes throughout the entire year and we feel fortunate to have such a dedicated staff. We continue to serve over 57% of our student population within our 28 different sports and levels. The true number one goal continues to be striving to mold the best citizens

we can within our program. We want them to be well-rounded people and we do that through participating in various community service projects during the year. We place great importance on giving back to our two communities that continue to support our programs and student athletes, which we greatly appreciate. We are Chaug!

English Department - To meet the needs of diverse learners, teachers continued to develop and revise curriculum, including the newest courses from the last three years: Honors Level curriculum for 9th grade English; Freshmen Foundations curriculum, focused on reading, writing, research and presentation skills; and the AP Seminar in which students explore issues from multiple perspectives, evaluate sources, form their own evidence-based arguments and present them. In the fall of 2020, English teachers quickly learned how to deliver instruction through multiple platforms (Edpuzzle, Mote, KAMI, Zoom, Socrative, Peardeck, Jamboard, Flipgrid, Padlet, Bitmoji) while teaching students how to use them in hybrid learning. Teachers utilized new technology without jeopardizing standards, content and skills. The Smoke Signal was redesigned for the 21st century and published online in the fall: [The Smoke Signal – The Student News Site of Minnechaug Regional High School](#). Students submitted writing to various contests, with one earning an Honorable Mention from the Scholastic Writing Awards, and our Out Loud school-wide contest winner competing in the regional competition in Springfield.

Fine Arts Department - Music - During the 2020 calendar year 12 band students took part in the Quabbin Valley Music Festival hosted at Palmer High School. In addition, 17 music students performed at UMASS in the Western District Senior Music Festival across the Honors Jazz Band, Concert Band, Chorus and Orchestra. In March, four students moved to the next step of performing with the Massachusetts All-State Band and Chorus on the stage at Boston's Symphony Hall. Two students were accepted to the All-New England Orchestra, with a sophomore receiving the highest flute score of the festival. The All-New England Concert weekend did not take place due to COVID. The strings, band and choir programs presented a winter concert to the public which featured, "The Night Before Christmas" performed by the honors wind ensemble with narration by MRHS Science teacher Julie Zanetti and MRHS Art teacher Jennifer Zera. Although Music students were unable to perform live for much of the year, their previous recordings were featured during the outdoor graduation ceremony for the class of 2020 in July. In the fall of 2020 students were able to virtually audition for both districts and all-state, with several Minnechaug students being accepted. Choir members were able to use the online digital platform "Soundtrap" to digitally record vocal collaborations with other students which were then mixed and produced into recordings released for the 2020 holiday season. In Art, the students enrolled in Art 2 classes created portraits for students in Russia and Pakistan through the Memory project and were able to share video footage of the foreign students receiving the portraits at a school-side music assembly. Two students were recognized in the Scholastic Art and Writing Competition sponsored by the Boston Globe, with one receiving a "gold medal" and the other a "silver medal." Their winning entries were displayed in Boston and the gold medalist moved on to the national level for adjudication. The entire Art staff in the HWRSD put together the "Community Connections Project," which worked to connect the community at the onset of the pandemic through universal art projects, seed planting, and art material distribution. The high school Art program submitted a first round of AP Portfolios, which had not been done in several years. Overall Art class enrollments have skyrocketed, including our largest numbers ever in clay classes, and we were able to hire another Art teacher!

Applied Arts - The Applied Arts department was able to invest in the Photography & Graphics program, more than doubling the supply of digital cameras, buying LED video lighting panels, external flash units, and drawing tablets. The department was able to offer more sections of Intro to Photography & Graphics and work was done to diversify the course content and increase critical thinking and civic-

mindfulness. Tech and Engineering, as well as Wood Tech, launched online learning platforms through “SimBuild” to maintain student learning and engagement during the pandemic. Although unable to host the 6th Annual Car Show in the spring of 2020, the Sports and Entertainment Marketing class was able to participate in organizing the East-of-the-River Five Town Chamber of Commerce fund-raising golf tournament held at the Wilbraham Country Club.

The Foreign Language Department continued to implement proficiency-based activities and 21st Century methods while making revisions to the curriculum and to common exams and projects. Students were provided communicative opportunities and activities to interact with one another in their second language by increasing the use of technology and authentic resources. Teachers enhanced their curriculum and increased student engagement by using Flipgrid, Edpuzzle, Quizlet Live, Mote, Padlet, Nearpod, Jamboard, Conjuguemos, Kahoot, Quia, and Flango. Making cultural connections with grammatical concepts through proficiency activities utilizing the three modes of communication - interpersonal, interpretive and presentational - teachers increased student engagement by executing creative activities using a variety of online platforms. Teachers continued to attend workshops to build on their knowledge of teaching towards proficiency. Always a popular event, Foreign Language Week was observed by the entire Minnechaug community participating in a variety of special activities to celebrate cultural differences in people around the world and to promote understanding of others. As a way to provide additional opportunities for our students to engage in different languages and to introduce them to different aspects of the culture through activities, food, arts, and entertainment in an environment outside of the classroom, we offer an International Club, French Club, and Spanish Club.

The **History and Social Science Department** successfully redesigned all their classes to fit the new hybrid model by learning new technology to implement it in an engaging format. The Modern World History Curriculum was redesigned to include more World History I content so students would receive a well-rounded vision of different areas of the world. Courses were aligned with the updated Massachusetts Department of Education History Curriculum, including content shifts and more literacy and practice elements, as well as the State-required offering of a Civics Project to all students. Teachers continued to update their core knowledge base and professional status by taking courses online and participating in various workshops. Other department highlights include observing Constitution Day in each class; informing the school of the various local and national elections in November and facilitating a school-wide election; hosting engaging guest speakers (through Zoom) such as Wilbraham Police Officer Dan Menard and Suffolk County Assistant District Attorney Melissa Brooks, to talk about careers in the criminal justice system. Dr. Constance Carpenter-Bixler (practicing neuropsychologist) and Dr. Christopher Hakala (cognitive psychology professor and the Director of The Center of Excellence in Teaching, Learning and Scholarship at Springfield College) spoke to Advanced Placement Psychology students about their occupations and how the students’ curriculum is applied to their everyday work. The department learned ways to work virtual field trips into a student’s experience. For example, 9th graders were asked to tour the Palace of Versailles while studying the building’s importance in Louis XIV’s reign and the eventual revolution of France. The department’s clubs continue to meet virtually and compete in online competitions.

The **Information and Research Commons (IRC)** continued to support student and educator challenges, as well as individual curiosity. COVID 19 increased the need for IRC staff teaching and learning collaboration. These collaborations included evaluating and implementing instructional technology, providing course design guidance, and providing distance learning solutions. Students had access to all print materials using online browsing, ordering, and delivery systems, and the entire MRHS community had remote access to subscription database sources. The IRC invested in SWANK, SORA, and Oxford English Dictionary to further support teaching and learning. SWANK provides direct licensed movie

streaming; SORA, an OverDrive company, provides young adult eBooks and audiobooks; and Oxford English Dictionary provides vocabulary depth and etymology. As a result of the certified school library teacher licensure, MRHS also qualifies for the Massachusetts Library System subscription of over 30 databases. The IRC continues to invest allocated funds in Ebsco Academic Search Ultimate, Proquest Central, Science Direct, and eight other differentiated learning Infobase sources and continues to host free academic databases from HeinOnline. All of these subscription databases are intended to support student research, educator content development, and individual learning. The IRC print collection expanded with professional development resources for online learning best practices, as well as conducting a diversity, equity, and inclusion curriculum audit. The IRC is proud to host both the Student IRC Advisory and Computer Science Club.

The **Mathematics Department** continued with curriculum revisions in all math courses. New lesson plans were developed throughout all courses to focus on the mathematical practice standards and make connections to new curricular topics. The math courses challenge students while aiding in the development of critical thinking and problem solving skills. The recent addition of a College Prep Pre-Calculus course has allowed more students to have access to advanced mathematical topics necessary to prepare students for college fields that require a Pre-Calculus foundation. For the College Prep Concepts level students, the Algebra 2 curriculum has been separated into two parts which has allowed these students to complete the Algebra 2 curriculum at a pace designed for their success. In the AP courses and Concepts courses, projects were assigned to encourage students to draw real-world connections to the concepts taught. AP Statistics and College Prep Statistics students designed a study related to a topic of personal interest and then analyzed and presented their findings using statistical procedures. The department regularly used data to drive curriculum revisions and identify areas of concern. The common final assessments in all courses provided valuable feedback to best meet the needs of the students. Students demonstrated strong math foundations in various ways and several students successfully passed AP exams in AB Calculus, BC Calculus, AP Statistics and AP Computer Science. Students were very accomplished, with four Advanced Placement BC Calculus students representing Minnechaug in the 32nd annual WPI Invitational Mathematics Meet and the Mathletes team competing against local high schools. Both the WPI team and the Mathletes team placed in the upper half of all competing schools. The department provided a student intern with the opportunity to work with a math teacher to learn about curriculum design, effective teaching strategies and overall data analysis. The department's chairperson, Kristen Miracle, was recognized with a Grinspoon Pioneer Valley Excellence in Teaching Award for her dedication to the 'Chaug community. The department quickly utilized many new teaching methods when we moved to remote learning, including a "flipped classroom" approach where lessons were recorded and posted for students to view. New technology such as Google Classroom, Screencastify, and Zoom were immediately embraced in order to continue teaching students when we could not meet in person. The commitment of the entire department to work the extra hours and to find unique ways to connect with our students during challenging times was unparalleled.

The **Physical Education/Health Department** continued to promote student-learning expectations by instilling the necessary skills to maintain personal and community wellness. The department also continued its great working relationships with local colleges and universities to mentor students in their pre-practicum and practicum experiences. During the unexpected school closure, the department developed Google Classrooms for posting assignments and communicating with students through email.

The **School Counseling Center (Guidance Department)** continued offering a variety of programs to serve students and parents in a proactive manner. Many of these programs and activities were conducted

remotely via Zoom meetings and webinars due to the pandemic. Google Classrooms were created for each academic grade cohort as a means to disseminate information and resources. An updated community resources page was also created and posted on the Counseling Center website tab of the Minnechaug website. Some of the community outreach services included workshops on writing college essays, College Financial Aid, College Night for students and their parents, College Fair, and orientation program for 8th grade students and parents. The SAT Reasoning and Subject tests, ACT, PSAT, ASVAB and AP exams were safely administered at Minnechaug. The Internship Program for seniors is considered one of the strongest in Massachusetts, but unfortunately the program was suspended due to the pandemic. The School-to-Career Specialist and School Counselors (Guidance) work with students in Developmental Guidance classes on relevant topics such as transition to high school, career readiness program and college readiness. All students use the on-line platform Naviance throughout high school to help with the process of deciding future plans, college research, and completing the college application process. School Counselors and Adjustment Counselors continued to meet individually with students to assist in developing course schedules, make career and college choices, and deal with social-emotional and personal concerns. All Counselors are members of our Student/Teacher Assistance Team (STAT), which is an early academic intervention program.

The **Science Department** highlights include the implementation of the Environmental Science course for freshmen. The course is focused on increasing science literacy with an intensive focus on the skills of observing, measuring, replicating experiments, manipulating equipment, and collecting and reporting data through engagement in laboratory activities and fieldwork. All Science teachers revised and enhanced instruction to provide students with more lab skills-based practice opportunities, data analysis and hands-on experiences. Since the spring of 2020, science teachers have worked diligently to create engaging virtual lessons using the following technologies: Nearpod, Flipgrid, Edpuzzle, Quizlet, Kami, and Jamboard. With the use of Zoom and Hovercams, science teachers have been able to improve the quality of the lab experience for the fully remote learners. In 2020, the AP Biology students had great success with 87.8% of Minnechaug AP Biology students scoring a 3 or higher, which was above the State average of 75.7% and the global average of 68.8%.

The **Student Activities Department** continued to offer over 50 co-curricular student activity programs with participants gaining experience in fundraising, community service and academic competitions with State and National awards. Students raised over \$10,000 to donate to local and national charities, provided over 3,000 hours of community service, held numerous food and clothing drives, provided over 250 hours of tutoring, and awarded over \$2,000 in scholarships. New clubs were developed based on students' interests.

Some highlights of the various clubs available to students include:

Above the Influence Club continued its work in the community raising awareness around healthy life decisions and some members were representatives on the Partners for Youth Coalition.

Art Club continued to grow and members created various forms of art to share and display throughout the school.

Basketball Tournament had good participation for another year of competition.

Celebrate Life Club completed three community service projects, including one project in collaboration with Teens Helping Teens.

Chess Club held weekly meetings and casual game-playing for its members. Students taught new members how to play.

Color Guard program continued to grow with the group performing in the Big E parade and the Homecoming Half-Time Show. The group also purchased new uniforms.

Diversity and Culture Club created a Kindness Wall that supported students of color, hosted guest speakers to bring in voices and perspectives from different cultures and experiences, hosted dine-out nights, and attended events and conversations to support social justice, and hosted a meeting with the History and Social Sciences department to work on adding more diversity to curriculum.

Dungeons and Dragons Club doubled in size this year and held meetings regularly.

French Club met during the year to celebrate French culture and language. They hosted a couple dine-out nights, held a Secret Santa activity, hosted Fondue Fridays, and donated to the Class of 2020 project.

Gay-Straight Alliance (GSA) held a Trans Remembrance Day to honor lives lost due to acts of anti-transgender violence. Students also attended regional GSA conferences over the course of the year.

National Honor Society provided tutoring for more than 150 students and completed a dozen community service projects, including IRC Homework Help Desk, MCAS Biology tutoring, Holiday Caroling, care packages for our troops, canned food drive, assistance with election set-up, and creating final exams advisory lessons for freshmen.

Student Council received the Massachusetts Association of Student Councils (MASC) Gold Council of Excellence Award, the Five-Star Award and a Top Ten Project Award, plus earned a position on the MASC State Board. Minnechaug also received the National Student Council Gold Council of Excellence Award. Minnechaug students and their advisor presented workshops at the State and National conferences with the objective of enhancing student leadership in other students and schools. Principal Hale received the 2020 Massachusetts Association of Student Council Administrator of the Year Award at the annual conference in March.

Table Tennis held its annual table tennis tournament with twelve students participating in the round robin and elimination tournament.

Teens Helping Teens hosted events to benefit our entire community. The club raised money for our Patty Hogan Memorial Scholarship, made Halloween treat bags to give to children in foster care, assisted with the Veteran's Day assembly, ran a cold weather drive for children in need, sponsored a foster child for holiday gifts, and worked with the ATI club on a project for the Class of 2020.

Video Game Club created opportunities for students to explore different games and gaming systems, while teaching other students.

Vocal Vibe met weekly to provide opportunities for students to arrange vocal performances for the school and its productions.

Volleyball Tournament once again ran with good participation from the student body.

World Care Club was created this year and immediately began work on encouraging school-wide recycling, starting a compost program, and planning an Earth Day event.



THORNTON W. BURGESS MIDDLE SCHOOL
Health, Safety and Student Support

STUDENT SERVICES

Gina M. Roy, Director of Student Services

The **Student Services Department**, located at Thornton W. Burgess Middle School, is responsible for the coordination of special education and counseling support services for the District. The goal of the Student Services Department is to provide each student the necessary skills and supports they need in order to function effectively in the school and community environment. In addition to special education teachers and paraprofessionals, Student Services utilizes the expertise of school psychologists, speech/language pathologists, school adjustment counselors, physical therapists, occupational therapists, vision and hearing specialists, behavior specialists and several consultants specializing in various areas of educational programming.

Initial interventions for our students begin with general education teachers who provide a continuum of instructional accommodations to assist students with diverse learning styles. Each school has its own Student/Teacher Assistance Team (S/TAT), which is comprised of building professionals dedicated to enhancing the effectiveness of the learning process for each student. In the event that the interventions provided do not result in the anticipated improvements for the student, the S/TAT will make a referral for a special education evaluation in order to determine if there is an educational disability undermining the student's ability to make effective educational progress. As needed, specialized instruction, support services, and/or specific therapies may be recommended and provided to the student in the least restrictive environment determined.

The District continued to develop and support special education programs within our schools to meet the unique needs of our learners. Two Transition Classrooms for 18-22 year old students are based at Thornton W. Burgess Middle School. Previously these students attended out-of-district programs after high school, but this Transition Program was created so our students could learn college and career readiness skills here in their community of meaningful ties. This transition program provides access to Life Skills and Social Skills Curriculums, with opportunities to apply skills learned in various community settings; Vocational Training and experience through supervised internships; and the opportunity for some students to take classes at Holyoke Community College through the Massachusetts Inclusive Concurrent Enrollment Initiative (MAICEI) program.

For all special education providers, we continued to investigate new research-based interventions that provide further learning opportunities for students, plus we conducted all required training prior to the implementation of new programs. For all interventions we completed regular progress monitoring, assessments, and data collection in order to determine how individual students are developing and to make recommendations to the teaching staff. Student progress is communicated through TEAM meetings and/or parent/guardian conferences.

A top priority in Student Services is to continue to seek and implement new and effective educational options for all students in the Hampden-Wilbraham Regional School District.

CENTER FOR HEALTH AND SAFETY

Gina S. Kahn, Ed.D., Director – Hampden-Wilbraham Partners for Youth Coalition

The **Center for Health and Safety**, located at Thornton W. Burgess Middle School, continued to be a base for initiatives supporting school safety, school climate, substance misuse prevention and behavioral health. As a point of intersection and support for many programs, services and activities across the

district with focus on our students' physical, social and emotional well-being, our work has taken on an even greater sense of urgency in the face of the year's many unique challenges.

School safety efforts, as always, remained a top priority in 2020, assisted by a second year of funding from a grant from the Department of Justice COPS Office. Many safety protocols required adaptations after the State-mandated closure in March, and the incorporation of virtual teaching and learning environments added new safety and security dynamics. Our Administrative and Safety teams worked together to incorporate public-health related measures into basic operating procedures and to anticipate and address evolving needs.

The District's commitment to social-emotional and mental health support similarly reflected the difficult realities that COVID-19 presented in the lives of our students and families. This shift was the focus of summer work at the annual School Climate Institute, where school teams gathered to refine the Social-Emotional Learning components of our District's Dynamic Learning Plan in preparation for the upcoming school year. Utilizing funds from a 2019-2020 grant from the Massachusetts Department of Elementary and Secondary Education (DESE), we were especially fortunate to maintain a Community Support Liaison to serve as a link between school and community-based support resources. We were pleased to learn of our selection for additional DESE funding to build upon this work in the 2020-2021 school year, allowing us to continue to develop a wider range of services for students and families, as well as training opportunities for staff.

Finally, in its second year of continuation funding through the Federal Drug Free Communities (DFC) grant, the activities of the Hampden-Wilbraham Partners for Youth Coalition also reflected a significant change in its "2020 Vision" as a result of the pandemic's impact. Nonetheless, the Coalition maintained its momentum as a collaboration of community members and organizations working to promote physical health, mental health and safety for all Hampden-Wilbraham youth through the prevention of substance misuse. Focus shifted, however, in recognition of the significant connection between community resilience, mental health/well-being, and substance misuse prevention. The "Parenting Now" series was launched to provide regularly scheduled forums for training and discussion of the challenges that families were facing in the COVID world. The ability to transition to a virtual webinar format allowed for even greater access to these types of Coalition events and related resources. The Coalition itself noted a significant transition in September with the announcement of the resignation of Coordinator Ruth DiCristoforo. Members expressed their deep gratitude to Ruth for her four years of steady leadership and tireless promotion of the Coalition's presence in the HWRSD community. Members look forward to her successor, Jenna Swotchak, building upon this positive momentum. We encourage community members to reach out to Jenna at jswotchak@hwrso.org or to visit www.HWP4Y.org for up-to-date information about the Coalition, its in-depth resources and activities, and how to become involved.

SCHOOL HEALTH SERVICES

Teri L. Brand, RN, BSN, NCSN, Nurse Leader

School nurses play a vital role in supporting a District priority of improving student learning and achievement. Our school nurses support this goal in their daily work as they assist in the efforts to keep all students safe, healthy and ready to learn. Our DESE-licensed school nurses in each school building provide comprehensive school health services to all students, promote health and safety, intervene with actual and potential health problems, provide case management services, dispense first aid and emergency care, manage students with complex health needs, monitor immunization compliance, oversee communicable disease surveillance, perform mandated health screenings and offer health

counseling and education. School nurses carry out procedures for student assessment and treatment including blood glucose testing, carbohydrate/insulin calculation, medication administration, auscultation of lungs, vital signs measurement and other various medical procedures as ordered by health care providers.

For the school year ending in June 2020, and with the abrupt shift to fully remote learning in March 2020, the daily scope of the work changed with no students in the buildings. School nurses continued to support students in other ways through telephone and email check-ins with families of students with chronic health needs and by accepting referrals from teachers and counselors. Nurses engaged in many professional development activities and programs to stay informed and up to date with the immense and ever changing topic of COVID-19. We met virtually as a team on a regular basis and developed systems and protocols to be prepared for the return of students to school.

During the year, school nurses partnered with and assisted the Wilbraham Public Health Nurse with case investigation and contact tracing and were certified as users within the MAVEN (MA Virtual Epidemiologic Network) communicable disease surveillance system. Once the hybrid model of in-person education began in September, many of the responsibilities and daily work looked similar to years past, but with an expanded role with new responsibilities to ensure a safe educational environment is maintained. New protocols were followed, COVID-19 case investigations were performed with school-based contact tracing when warranted. Nurses utilized spreadsheets and new templates in the electronic health record system to track COVID-19 cases, close contacts, and the safe return to school and work for students and staff. There was increased communication with families and staff to answer questions and provide accurate information and guidance. Our close connections with the MDPH and our local Public Health Nurses will serve us well in years to come.

The District continues to receive Comprehensive School Health Services grant funds which provide additional support to students through the services of a Nurse Care Coordinator. This year the Care Coordinator's primary role was to monitor MAVEN for COVID-19 cases for school purposes, conduct contact tracing, and serve as a liaison to the Public Health Nurse in both towns. The funds also support school nurses with per diem nurse hours for substitutes so they can attend important student meetings and collaborate with school personnel. Professional development for school clinicians will also be financially supported.

In collaboration with the Scantic Valley Regional Health Trust (SVRHT), several wellness programs were offered to HWRSD and municipal employees including incentivized health promotion programs, exercise and relaxation programs, incentives for completing health screenings and access to smoking cessation support. The partnership with the Wilbraham CVS pharmacist continued and provided an on-site flu clinic at each school building for District employees .

The District welcomed a new School Physician in 2020, Amy Kasper M.D., F.A.A.P., a local pediatrician at Pediatric and Adolescent Medicine. Dr. Kasper quickly proved to be a strong partner with her valuable consultation and input to guide our health and safety protocols, as well as health-related decision making. Dr. Leif Nordstrom retired from serving the District after many years of dedicated service and professional consultation to the HWRSD. Fortunately he will continue to care for students in his local private medical practice.

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)

Members through June 2020

Patrick Kiernan, Chair
William Bontempi
Sherrill Caruana
Michelle Emirzian
Sean Kennedy
Maura Ryan
Heather Zanetti

Members as of July 2020

Sherrill Caruana, Chair
William Bontempi
Michal Boudreau
Michelle Emirzian
Sean Kennedy
Patrick Kiernan
Maura Ryan

RETIREMENTS FROM HWRSD

On the occasion of their retirement, the District gratefully acknowledges the following employees for their many years of service to the children, families and staff of the Hampden-Wilbraham Regional School District:

Claire Bigos	Food Service Staff	Minnechaug
Douglas Cummings	Social Studies Teacher	Wilbraham Middle
Patricia D'Amours	Paraprofessional	Green Meadows
Joanne Gemux	Paraprofessional	Green Meadows
Ellen Harris	Music Teacher	Stony Hill/Soule Road
Charles Hill	Physics Teacher	Minnechaug
Christine Jackman	2nd Grade Teacher	Green Meadows
Gina Kahn	Director, Safe Schools/Healthy Students	District
Lee Lyon	3rd Grade Teacher	Stony Hill
Catherine Mahoney	5th Grade Teacher	Soule Road
Robert McCray	Tech Support	Wilbraham Middle
Lori Mooney	PE/Health Teacher	Stony Hill
Elizabeth Morin	5th Grade Teacher	Soule Road
Rosemarie Pollard	Paraprofessional	Soule Road
Walter Tyszka	Custodian	Minnechaug
Joanne Weisser	Business Teacher	Minnechaug

This special group of dedicated retirees provided a total of 403 years of service to the Hampden-Wilbraham Regional School District!

SCHOOL COUNCILS

The Hampden-Wilbraham Regional School District wishes to acknowledge the efforts of the School Councils and to thank them for volunteering their personal time to pursue a commitment to the education of young people. We would also like the community to recognize the services rendered by these parents and citizens:

Green Meadows Elementary School	Soule Road Elementary School
Sharon Moberg, Principal	Lisa Curtin, Principal
Michal Boudreau	Christine Casagrande
Brett Castellano	Danielle Dugre
Cynthia Miller	Cathy Mahoney
Becky Orr	Jennifer Powell
Melanie Patterson	Nicole Steven
Carol Winters	Special Education Parent Advisory
Mile Tree Elementary School	Kristina Guerin
Chante Jillson, Principal	Joyce Leckey
Michelle Croteau-Hall	Corrine Roberts
Karl Gates	Kristin Szpakowski
Sandy Goodale	Maggie Wurm
Pam Pearson	Stony Hill Elementary School
Lisa Person	Monique Dangleis, Principal
Stacey Rosen	Laura Britton
Amy Selvia-Smith	Dacia Hoskinson
Minnechaug Regional High School	Lynn Mayotte
Stephen Hale, Principal	Jill Pszeniczny
Lauren Beaudin	Wilbraham Middle School
Lena Buteau	John Derosia, Principal
Heidi Drawec	Serenity Greenwood
Olivia Elliott	Keri Less
Jaime Fisher	Rosemary Oldread
Donna Gregory	Carey Pace
Jennifer Kovarik	Sean Rooney
Keith Poulin	Andy Villamaino

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT DIRECTORY

Central Office

Albert G. Ganem, Jr., Superintendent of Schools
Aaron D. Osborne, Director of Finance, Operations & Human Resources
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Health, Safety and Student Support

Gina M. Roy, Director of Student Services
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Center of Health and Safety

Gina S. Kahn, Ed.D., Director, Hampden-Wilbraham Partners for Youth Coalition
Teri L. Brand, RN, BSN, NCSN, Nurse Leader
85 Wilbraham Road, Hampden, MA 01036 - (413) 566-5060

Green Meadows Elementary School (Grades PreK – 8)

Sharon L. Moberg, Principal
38 North Road, Hampden, MA 01036 – (413) 566-3263

Mile Tree Elementary School (Grades PreK – 1)

Chante M. Jillson, Principal
625 Main Street, Wilbraham, MA 01095 – (413) 596-6921

Minnechaug Regional High School (Grades 9 – 12)

Stephen M. Hale, Principal
621 Main Street, Wilbraham, MA 01095 – (413) 596-9011

Soule Road Elementary School (Grades 4 – 5)

Lisa O. Curtin, Principal
300 Soule Road, Wilbraham, MA 01095 – (413) 596-9311

Stony Hill School (Grades 2 – 3)

Monique C. Dangleis, Principal
675 Stony Hill Road, Wilbraham, MA 01095 – (413) 599-1950

Wilbraham Middle School (Grades 6 – 8)

John G. Derosia, Principal
466 Stony Hill Road, Wilbraham, MA 01095 – (413) 596-9061

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