

Town of Deerfield



Annual Town Report for the Year Ending December 31, 2021

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ELECTED OFFICIALS

DEERFIELD ELEMENTARY SCHOOL COMMITTEE

	TERM EXPIRES
Kenneth Cuddeback, Chair	2023
G. David Sharp, Secretary	2022
Mary Ramon	2024
Carey Etchells, Vice Chair	2022
Erica Boyd Jacob	2024

FRONTIER REGIONAL SCHOOL COMMITTEE

	TERM EXPIRES
Robert Halla, Chair	2022
Olivia Leone	2024
William Smith, Vice Chair	2022
Mary Ramon	2022
Philip Kantor	2022
Keith McFarland	2022
Lyn Roberts	2023
Missy Novak	2023
Judy Pierce, Secretary	2022
Damion Fosnot	2022
Ashley Dion	2022

ASSESSORS

Assessor's Office as of May 2021 Elections

Board:

	TERM EXPIRES
John P. Coderre, M.A.A.	2022
Charles Shattuck III, Chair	2024
Francis (Skip) Sobieski	2023

Administrative Assistant to the Board of Assessors: Karen S. Menard, M.A.A.

How the Assessors Determine Value

Real property valuation in Massachusetts is based on "full and fair cash value," the amount a willing buyer would pay a willing seller on the open market. Assessors must collect, record, and analyze a great deal of information about property and market characteristics in order to estimate the fair market value of all taxable properties in their communities. All properties, including churches, educational institutions, State and Town-owned land, are also valued, even though they may be exempt from taxation.

Personal property valuation in Massachusetts (property not considered real estate and, generally, not part of one's home) is based on a combination of market value and utility value. Personal property located within the town as of January 1, preceding the next fiscal year, is required to be reported to the town on a Form of List by March 1.

The Commonwealth of Massachusetts requires that the assessed values be reviewed annually with sales statistics for the previous calendar year and that all properties be recertified every five years, starting fiscal year 2018. Deerfield has completed interim updates for fiscal year 2022. The Town of Deerfield uses an independent appraisal service to inspect properties and to analyze sales.

Why Assessments Go Up When a Property Hasn't Changed

Since assessments reflect market value, rising/falling real estate prices in the community will result in generally higher/lower assessments. As several factors influence market value, the changes to assessments may not be uniform. One such factor is the style of the building. For example, one year, colonials will be in demand, thus raising their market value more than other styles and, another year, capes will be more popular. Another factor is location. For various reasons, certain neighborhoods are more attractive to buyers (in-town one year, rural the next...). Again, the resulting demand raises the price for homes in the preferred neighborhood. In addition, the condition of the property will affect its value. For two homes comparable in style, grade, and location, the better maintained home would have a higher value. While changes made to a property can affect value, these other factors must also be considered.

If You Disagree With the Assessed Value of Your Property

If, in your opinion, the assessment of your property is incorrect, by all means discuss it with the Board of Assessors. At the meeting, you will need to specify the items about which you disagree such as misinformation on the property record card or values of comparable properties lower or higher than yours. Cite specific examples. Information on all properties is available in the Assessors' Office and on-line at www.deerfieldma.us.

Abatements and Appeals

Once the tax bills have been mailed, an aggrieved taxpayer must go through the more formal process of filing for an abatement. These forms may be picked up at the Assessors' Office. They must be filed with the Assessors on or before the due date of the first installment of the actual tax bill.

If the Assessors do not grant the desired abatement, the taxpayer then has the right to appeal to the State's Appellate Tax Board. The appeal must be filed within three months of the denial from the Board of Assessors. Information and applications are available from:

The Appellate Tax Board

100 Cambridge Street, Suite 200

Boston, MA 02114

Phone: (617)727-3100

<http://www.mass.gov/atb/>

How Property Taxes Are Computed

Before Proposition 2½ went into effect in Massachusetts in Fiscal Year 1982, the amount to be raised by the property tax in each community was essentially determined by what the community decided to spend in the coming year, either through its Annual Town Meeting, or its City and Town Council. Budgets were so determined and, then the tax rates were set to raise that amount. With Proposition 2½ in effect, the process is reversed. The tax limitation law sets the maximum amount a community may collect, or levy, from the property tax to "...2.5 percent of the total full and fair cash value of all real and personal property in the community" based on the previous year's valuation plus new growth. At the Annual Town Meeting, a budget is adopted. Budgets must be made to fit within that limit (with the exception of any override(s) or debt exclusion(s) passed by the voters). The budget total less the monies anticipated from other sources, such as state aid and local receipts from fees, etc., is the amount that needs to be raised through property taxes.

Determining the Tax Rate

Before the tax rate can be set, the Town must decide if they want all property to be taxed at the same rate, or if they prefer separate rates for a certain class of property, such as commercial/industrial. The Assessors prepare a Tax Rate Recapitulation sheet showing the total value for each class of property and its percentage of the town total. Using this information, the Selectboard holds a Classification Hearing to decide if there will be a single or multiple tax rate(s).

What Assessors Do Not Do

Assessors do not make the laws that affect property owners. Tax laws are enacted by the Massachusetts Legislature. Various guidelines and regulations to implement the legislation are established by the Department of Revenue. The Assessors must follow these procedures and act in accordance with the law.

Report of The Board of Assessors
 Fiscal Year Ending June 30, 2021
 Town Appropriations Voted June 1, 2020

Appropriations To Be Raised:

From Raise and Appropriate	\$15,287,702.00	
From Free Cash	1,047,293.00	
From Other Available Funds	237,137.00	
From CPA Funds	2,245,354.00	
From Enterprise Funds	2,350,795.00	<u>\$21,168,281.00</u>

Other Amounts To Be Raised:

Amounts Certified for Tax Title	4,475.00	
Overlay Deficits	0.00	
Cherry Sheet Offsets	352,114.00	
State and County Cherry Sheets Charges	335,929.00	
Overlay Reserve	<u>49,786.62</u>	<u>\$742,304.62</u>

Total Amount To Be Raised:

\$21,910,585.62

Estimated Receipts & Other Revenue Sources:

Estimated Receipts From State:

Cherry Sheet Estimated Receipts	\$2,128,883.00	
Mass. School Building Authority Payment	0.00	<u>\$2,128,883.00</u>

Local Estimated Receipts:

Motor Vehicle Excise	\$570,000.00	
Other Excise	0.00	
Room Occupancy Tax	110,000.00	
Meals Tax	40,000.00	
Cannabis Tax	0.00	
Penalties & Interest	30,000.00	
Payment In Lieu Of taxes	160,000.00	
Trash Disposal	140,000.00	
Fees	140,000.00	
Rentals	40,000.00	
Departmental Revenue - Cemeteries	0.00	
Other Departmental Revenue	0.00	
Licenses & Permits	180,000.00	
Fines & Forfeits	55,000.00	
Investment Income	10,000.00	
Medicaid Reimbursement	20,000.00	
Miscellaneous Non-Recurring	<u>8,000.00</u>	<u>\$1,503,000.00</u>

Free Cash	\$1,047,293.00	
Free Cash to reduce tax rate	0.00	
Enterprise Funds	2,451,945.00	
Community Preservation Act Surcharge	2,245,354.00	
Other Available Funds	<u>237,137.00</u>	

Total Estimated Receipts & Revenue

\$9,613,612.00

Total Tax Levy

\$12,296,973.62

Total Assessed Value of Real & Personal Property

\$775,834,298.00

Total Levy ÷ Total Value x 1,000 = Tax Rate

12,296,973.62 ÷ 775,834,298.00 x 1,000 = \$15.85

PLANNING BOARD

Board Members:

	TERM EXPIRES
Rachel Blain, Clerk	2024
Ann Mary Cloutier	2022
Andrea Leibson	2024
Denise Mason, Vice Chair	2023
Kathleen Sylvester	2024
Kathleen Watroba	2022
Analee Wulfkuhle, Chair	2023

2021 was a busy year for the Planning Board. John Waite resigned after serving on the Board for 18 years due to his family moving to Gill. We are grateful for John's time and dedication to our town and wish him well. Paul Allis resigned due to health issues. Analee Wulfkuhle replaced John as Planning Board Chair and Denise Mason took on the role as Vice Chair following Rachel Blain's many years in that capacity.

We work closely with our town administration and appreciate the knowledge and guidance of Kayce Warren and Jennifer Gannett and all that help to make our town administration run smoothly.

Month-by-Month Highlights

JANUARY

We began the year with the Continuation of Public Hearing of South Deerfield DG Series, LLC ("Dollar General") for site plan review (SPR) approval and a stormwater permit. Whitney Hill Antiques public hearing continued, and Deerfield for Responsible Development (DRD) requested continuation of formula-based business (FBB) public hearing for the following month.

We continued working with Chris Curtis on a draft revision to our solar bylaws and scheduled a hearing for the following month so as to obtain as much public input as possible.

FEBRUARY

There was a joint meeting of the Planning Board with Selectboard for appointment to the Planning Board due to John Waite's resignation. Kathy Watroba was voted to sit on the Board until town elections in the spring when a resident could be elected for the final year of John's term. Analee Wulfkuhle was elected Planning Board Chair and Denise Mason as Vice Chair.

Public hearings for Whitney Hill Antiques and Formula Based Businesses were held and continued. An ANR to create a second lot at 1 Cross Street was endorsed and a special permit for construction of a single-family house with a driveway that exceeds 500 ft. was approved with conditions. Due to new state laws pertaining to Accessory Dwelling Units (ADU), there was a discussion of the need to revise according to new state laws.

MARCH

Discussions were held on proposed solar and site plan reviews and continued to the next meeting. The public hearing on Formula Based Businesses was completed. That item was voted to be placed on the warrant for the spring Town Meeting. The proposed accessory apartment bylaw was reviewed and a public hearing scheduled for the next meeting. Procedural items pertaining to process, planning and training of the Planning Board were discussed.

In order to give the Planning Board enough time to review, it was decided that documents must be received at least three business days before a meeting. The Planning Board binder was updated in preparation for an orientation session later in the month.

Denise Mason was appointed to the Capital Improvement Planning Committee (CIPC).

APRIL

Discussion was held about the Planning Board working to increase public engagement by notices in the newspaper and posting notices of meetings on social media.

Both Accessory Dwelling Unit bylaw and Solar bylaw public hearings were held. Site Plan Review proposed bylaw amendments were approved and a public hearing held later in the month. Tree House Site Plan Review for Phase I of their application was approved with conditions. Amended Site Plan Review proposed bylaw and Solar bylaw (Medium and Large-Scale Solar installations) were voted to be placed on the warrant.

MAY

Rachel Blain was re-elected and Kathleen Sylvester and Andrea Leibson elected to 3-year terms; Kathy Watroba was elected to John Waite's remaining 1-year term.

The Attorney General approved corrections to the Marijuana Bylaws that were approved at last year's Town Meeting.

At a public hearing, two proposed bylaws, Municipal Facilities Use & Dimensional requirements and Municipal Frontage, were approved to be placed on Town Meeting warrant. Proposed Accessory Apartments was approved as amended for Town Meeting warrant. Selectboard request for two bylaw changes to establish gender-neutral terminology were added as well.

JUNE

At a public hearing continuation for Dollar General, the applicant's request for further continuation was approved. Support of \$13K allocation to preserve farmland as proposed by the CIPC was approved.

At Annual Town Meeting, Solar, Site Plan Review including green development standards passed. Formula Based Business and Gender-neutral language updates all passed.

JULY

Initial discussion was held on Planning Board priorities for next 12-18 months. Focus included a FRCOG presentation of its functions, how to increase community engagement, and updating the Master Plan.

Ann-Mary Cloutier was appointed as Planning Board representative to the FRCOG Franklin Regional Planning Board (FRPB) and Analee Wulfkuhle was the appointee from the Selectboard.

AUGUST

A public hearing for Tree House Phase II was held. Their application was reviewed as well as a request for an Entertainment Overlay District zoning bylaw.

Additional proposed changes to Small-Scale Solar bylaw was reviewed and it was decided to place the bylaw on the warrant as a complete replacement to the current solar bylaw.

At a combined meeting with the Selectboard, there was a presentation of Entertainment Overlay District zoning bylaw as proposed by the Selectboard. The Selectboard also proposed to reduce required frontage to 50 ft. for municipal property in the CV District.

There was a public hearing to make minor language changes to our Floodplain bylaw, as suggested by the Attorney General. There was another public hearing to change language in zoning bylaws to be gender-neutral Selectboard rather than Selectmen.

Andrea Leibson was appointed to the Open Space Committee by Town Moderator.

SEPTEMBER

There were three public hearings: Frontage for Municipal Facilities on town-owned lots, The Tourism Overlay District, and Small-Scale Solar. All three were placed on Town Meeting warrant.

At a public hearing, Site Plan Review of the church at 71 North Main Street application was approved.

OCTOBER

At the special town meeting, Small-Scale Solar passed with modification to increase “small scale” definition to 1,000 sq. ft. Gender-neutral language updates passed. Municipal Frontage passed. Tourism Overlay District map and bylaw passed.

NOVEMBER

The FRCOG presented on its functions and possible assistance to the Planning Board.

A discussion was held about owners of Large-Scale Solar installations that have not complied with the requirement for annual review. Enforcement responsibility will be reviewed with Town Administration.

Ann-Mary Cloutier stepped down as Clerk. Rachel Blain was elected to replace her.

An issue with Snowberry Circle condominiums and perceived lack of compliance with Stormwater Management Plans that were approved by the former Planning Board was presented and will be reviewed by Town Administrator.

DECEMBER

The FRCOG presented on area housing issues. Ember Gardens/SunsMass presented on change of ownership, and a transfer of existing decisions to the new owners was approved. Town Counsel input will be sought pertaining to the Snowberry Circle condominiums stormwater management issues. Tourism Overlay District residents’ concerns about confusing language and inconsistencies will be sent to the Selectboard.

The Town Park Site Plan Review application is being reviewed.

2021 HIGHLIGHTS:

- Conclusion of approximately two years of contentious debate about the SPR application by South Deerfield DG Series, LLC (“Dollar General”) due to state’s EPA findings re: wetlands
 - Strong public and member engagement during COVID remote and hybrid sessions. 5-15 members of the public attend our meetings. Absences by Planning Board members occur very infrequently. Increased public engagement at public hearings, Planning Board meetings, and mail communications. Planning Board actions modified in response to resident input (e.g. delaying action on accessory apartments, second round of revisions to the solar bylaws)
 - Town Meeting passed 100% of initiatives proposed by the Planning Board
 - Increased outreach beyond the Planning Board’s immediate concerns e.g. joint meetings/appearances on other town boards (Selectboard, Finance Committee, Zoning Board of Appeals); reports at every meeting on other committees, seminars, etc. Congratulations to Planning Board member Denise Mason’s appointment as Chair of the newly formed Connecting Community Initiative (CCI)
 - Carefully considering Planning Board initiatives for the next 12-18 months. Began updating internal policies/procedures (e.g. fee schedule, Planning Board Roles & Responsibilities).
 - Smooth transition of officers and members: John Waite thanked for his 18 years on the Planning Board; Analee Wulfschuhle was elected as the new Chair, and Kathy Watroba was appointed to fill the remaining months of John Waite’s term (and subsequently elected to the final year of his term.) Ann-Mary Cloutier stepped down as Clerk, replaced by Rachel Blain. We mourned the loss of Paul Allis and welcomed the election of Kathleen Sylvester and Andrea Leibson to the Board.
 - Strengthened orientation and support of all Planning Board members through orientation session and updated PB binder of essential documents
 - Addressing questions of enforcement responsibility (e.g. Medium- and Large-Scale Solar installations annual review and upkeep; stormwater plans not implemented as approved)
 - **Goals from 2020:**
 - ✓ Provide on-going training and updates on Open Meeting laws.
 - ✓ Fully orient new Planning Board members to regulations and processes.
 - ✓ Brainstorm models for in-person and remote meetings in order to facilitate public engagement.
 - ✓ Increase our focus on planning in addition to responding to residents’ concerns/requests.
 - ✓ Create small workgroups to address issues/make reports for Planning Board review.
 - ✓ Hold occasional extra meetings to address Planning Board infrastructure needs.
- In progress: Take inventory of outdated plans, bylaws to determine priorities for next 12-18 months.

GOALS for 2022

- Continue efforts to increase public engagement
- Make significant progress on updating internal policies/procedures (e.g. Fee Schedules, Planning Board Roles & Responsibilities, applications and process for Site Plan Review (SPR), Special Permits, Approval Not Required (ANR), Stormwater)
- Finalize priorities for the next 12-18 months, and make significant progress in meeting these goals

SELECTBOARD / BOARD OF HEALTH

	TERM EXPIRES
David W Wolfram	2022
Trevor D. McDaniel	2023
Carolyn Shores Ness	2024

It is with great respect and honor that we the Selectboard and Board of Health offer this report to the people of Deerfield. The year 2021 was another year dominated in many ways by the COVID-19 pandemic and the different variants that arose from the original virus. It was also a year in which we all tried to turn the focus to something other than COVID and were quickly humbled as the Delta variant came on very strong and forced us to keep more focus on the pandemic than we had hoped through the summer. As soon as we came over that hump and looked to a new year of 2022, signs were pointing to a new variant of Omicron which we get to address in next year’s report as this pandemic evolves to be endemic.

Although COVID was a large part of our Board’s focus as it has been since 2019, we did work on quite a lot this year and have great hopes for the direction of our town going forward.

The beginning of the year began with several appointments to the Zoning Board of Appeals, the Green Infrastructure Advisory Committee and to fill an opening on the Planning Board until the annual election, along with yearly licenses and permits for liquor sales and various businesses. We began working to lobby FRCOG for DTLA Grant monies to fund a needs assessment of our seniors. For several years, we have been struggling with providing an adequate and safe home for our 3-town regional senior center. We did engage UMASS Boston’s Gerontology Dept. to begin this work by developing a survey to get an understanding of the needs and wants of our senior population so we have a better understanding of what space would be required, and what types of programs we would like to offer our residents. Later, we hope to fund a feasibility study to understand if the current building or a new building will be required to finally serve our seniors and what that might cost.

In February, through the help of the FRCOG, Deerfield along with many other towns began the bidding and process to join a municipal energy aggregation program. Colonial Power worked to solicit an energy supplier that would offer several options of local green power generation at an affordable cost to Deerfield residents. The company finally chosen was Dynegy and a low entry rate was selected for all Deerfield residents that locked in a small percent of green energy. That rate was lower than what was being provided by Eversource and has proved out to save money for residents all year long, especially once the winter rate by Eversource was posted. We continue to benefit from the collaboration and hope to have this pay off for years to come. Residents always have the option to opt out.

We want to take a moment and thank the Finance Committee and Capital Improvement Planning Committee for working collaboratively with our board to produce a budget for the town and a plan for capital projects during one of the most difficult years in our history. The state budgets and forecast for our budget were very hard to nail down, and with the amazing help of our administration and with the excellent help of our town accountant Brenda Hill we worked together to produce a sound budget to carry us through. We set annual town meeting to be held on June 12, 2021 so that we could safely hold it outdoors again. We want to thank all those involved including the Frontier School Administration and Superintendent Darius Modestow for working together to make this a possibility again this year.

This year required continuous collaboration between our Board of Health and the school administration to ensure a safe work and learning environment for our children, teachers and administration. We could not be prouder of our school community and our families for truly stepping up under enormous fatigue with the pandemic to keep our children safe. We can think of no other community we would rather be in than the one right here in South County. Everyone worked so hard to make sure the policies were flexible and sound to beat this pandemic.

One of the greatest accomplishments to take place this year, was the collaboration to bring local COVID-19 vaccination to Deerfield at the soon to be Tree House Brewing Company. We truly cannot thank the owners of the Tree House Brewing Company enough for their donation and generosity to provide a space free of charge to make this a reality for not only Deerfield but for our whole region and even state. The collaboration between FRCOG, Deerfield Board of Health and all the volunteers that came together to begin to vaccinate our senior population at the start was heartwarming and breathtaking. It meant we finally had hope for an end to this pandemic and a new beginning to slowly inch back to normal. We could not have done this without Tree House and the local people who stepped up at great risk to provide this for our residents. We want to thank the leadership of our town nurse Dr. Lisa White especially for the countless hours she spent working to protect and bring comfort to our people. A true humble hero we will never forget.

Over the winter and into spring brought us information sessions on our new Deerfield Recreation Park on North Main Street. We engaged with engineers and worked on zoning changes to bring about this possibility. We look forward to the day when we can all celebrate a safe and inviting space for our families to come together to watch children play and for all to walk and get exercise and take in a summer concert. Much more work and oversight is yet to come, but we feel we are on the way to making this a great space for our residents.

Spring also brought us the bid openings for our Phase I upgrade to the South Deerfield Wastewater Treatment Plant. During the bidding, we listed out the main work along with several alternates that we wanted to bring forward from Phase II because it made timely and economic sense to combine them. The bid was awarded to Waterline Industries. They are doing an amazing job bringing our main plant into the 21st Century with a new headworks building and an additional circular clarifier, along with a new pump building and all the piping at the plant. We continue to hold monthly construction meetings, and are planning Phase II needs along with our Old Deerfield Plant upgrades.

In addition to the plant work, we have sent a camera in every collection pipe and manhole in both the South Deerfield and Old Deerfield system and have worked up an assessment of the needs of each collection system. We are working to put a plan together to fund and begin this pipe replacement and repair. In June, we accepted a very generous donation from Deerfield Academy to pay for one of the most critical pipe replacement projects through the campus. That bid was awarded to Precision Trenchless, LLC and Ludlow Construction Co Inc.

Kayce Warren, our Town Administrator, began working with UMASS Boston Collins Center to conduct a wage and compensation classification study to evaluate the competitive pay we offer our employees and to ensure we are able to retain employees and to be able to competitively hire people when the need arises. We have found it extremely difficult to do both of these things over the last several years because of the effect the pandemic has had on labor practices in the private and municipal sectors. Once the study was complete, we, working with the personnel board and the finance committee, chose a 2-year implementation of the plan to have the least impact on the yearly budgets.

The Municipal Vulnerability Preparedness Grant Program continues to support projects for the town of Deerfield as it relates to climate change and resiliency. We completed the Kelleher Drive culvert project and began work on the tree box filters along with other planning projects for future work for which we hope to gain grant monies.

We held a Pre-Town Meeting on May 26 to discuss the warrant and allow residents to ask questions about topics that will be voted at Annual Town Meeting. We held Town Meeting on June 12 and completed a large agenda that reshaped several of our zoning bylaws.

In June, working with Kimberly MacPhee from FRCOG, we applied for Mass DEP 319 Grant Monies to begin a study of the Bloody Brook watershed and work collaboratively with three other Deerfield River watershed areas to protect the water sources and find ways we might be able to control the flooding along the brook.

June also brought us the first part of a reopening plan to provide more access to local government since the vaccine was being widely distributed by that time.

We also began debate on an adoption of a code of conduct for our employees, boards and committees. We feel strongly that our town and its government need to be a safe place for vibrant yet respectful discourse. It is the backbone of our democracy and needs to be fostered and protected to ensure that residents can safely and respectfully voice their opinions without fear of retribution. It is also just as important that the public have a good understanding of the rules our boards and committees abide by, to respect and protect the members of these committees from verbal abuse and disrespectful behavior. We can agree to disagree while continuing the quest for common ground and treat each other as we wish to be treated.

In July, we held a meeting with Ken Bouquillon from the Deerfield Cultivation Campus on their plans to develop a parcel off Route 5 & 10 across from the new Tree House Brewing for a Marijuana Cultivation, Dispensary and Testing facility. This would bring needed tax revenue and high paying jobs to the region along with construction jobs, and an impact fee that could be used to offset any financial impacts from siting a facility in Deerfield. We also gathered as a group to discuss each of our priorities for the coming year. There was consensus that continued work on wastewater infrastructure was high on each of our lists, along with addressing the needs of our senior population as it relates to a home for the senior center. Another theme that came out of the meeting was a focus on Deerfield 2030, which is a vision for encapsulating all our needs we want to stay focused on as we lead up to 2030: Roads, Culverts, Bugs, Water and Wastewater Management, Highway Department Reorganization, Long-Term Funding for schools, Emergency Planning capacity for rivers, Board of Health and storms.

We also began reworking our sound equipment in town hall to allow better sound in town hall for hybrid meetings. This new system will be mobile to allow for meetings or presentations out of town hall. This will also allow better connectivity between the participants in the room and those on Zoom. With meetings most likely staying hybrid, this system will be used for years to come.

July finished off with a hearing on Tree House Brewing liquor licenses so they can begin operations. They plan for three phases and the first phase will be a limited opening sometime over the winter with further phases as they flush out the demand and what can be done with the site. We have been so pleased to have Tree House Brewing as a partner and business in the Town of Deerfield.

August started with a discussion of a proposed mental health worker for the residents of Deerfield. While we are not in the position to hire our own worker, we do see the value in bringing these services to Deerfield. We plan to have conversations with local healthcare providers to see if a joint or shared

position might be possible. The summer also brought forward the need to address the Selectboard public comment policies. We strive to allow as much public participation at our meetings as possible but based on several discussions and a complaint to the ACLU on behalf of the public, we felt we needed to provide more structure to the public comment section of our meetings. We settled on a policy that we felt was in the best interest of the public, while still allowing us to conduct business. We think our current policy is a good template for any public body and hope others take advantage of the work we have done.

The Board of Health, working in conjunction with the school administration, held a hearing and settled on a mask and COVID safety measure policy for the upcoming school year. We believe we were able to strike the best balance between safety for our children and staff, and keeping the schools open. Again, we cannot thank the school committees and administration enough for their continued work in this area.

Because of our work and the great generosity of Tree House Brewing to allow our vaccine clinic to be hosted there, the United States Postal Service presented a commemorative stamp to the Board and to Tree House Brewing in honor of the efforts made to protect the people of the region. We are forever grateful for this recognition.

In September, working with the Energy Committee, we began the process of changing over our streetlights to LED. We had been looking at this for years but the time was right with a Green Communities grant to purchase the old lights from Eversource and purchase new LED Lights and get them installed. We also secured a grant through Eversource to make this happen. A huge thank you to the Deerfield Energy Committee.

In September, Sunny Days Cannabis presented their plans to the Board for the cultivation, retail and testing facility. They hope to build across from Tree House Brewing.

We approved the next phase of MVP grants and projects that will bring us our second Climate Change Forum as soon as it is safe to gather again. We also finally approved our Body Art Regulations for any entity that comes to town and wants to operate here. They now have a set of guidelines and expectations from the Board of Health.

October 4, we held our Special Town meeting at Frontier Regional School. It was well attended, and we want to thank the school administration and the town administration for all the work that goes into setting up a meeting for the town.

There was consensus in town to form a group that consists of a member from each board to discuss all the projects everyone is working on. This group was formed as the Connecting Communities Initiative. The objective is to make sure work is not duplicated and that all are aware of what projects and grants are being pursued. This was also formed to give one voice to our state and federal governments to better serve the needs of and advocate for our town.

The Oxford Properties were sent out for an RFP (Request for Proposal) so that we could get the property back on the tax rolls and generate economic development.

We ended October with a joint meeting with the Tilton Library Board of Trustees to learn the progress of the grant application and addition/renovation of the Tilton Library Building. We expect to hear our place in the grant award later in the summer of 2022.

We also engaged the services of Mary Acardi from UMASS Boston Collins Center to perform Respectful Workplace and Discrimination Prevention Training. The training was vital and long overdue. We were able to engage all town employees and all board and committee members, and we feel it was well received. This is an exercise we need to continue for our professional development for the future.

November started with hearings on sewer rates and tax classification. We voted a sewer rate of 16.38 and a Single Tax Rate of 15.07, which was the recommendation of the Board of Assessors. We entered into a purchase and sales agreement with NuPro LLC to sell the Oxford Property. The Police requested to enter into contract negotiations.

The Board voted to leave the Cooperative Public Health Service District (CPHSD) and to return to funding our own nurse. The separation will take place in March 2022 for our contact tracing since we secured a shared grant with Greenfield, Sunderland and Montague for that service. June 2022 will be the end date for our shared nursing program.

November ended with a joint meeting with the Personnel Board for the FY 2023 classification and compensation plan. We also began our FY 2023 budgeting and capital planning.

December was a time to dig deeper into budget planning and continue working with DPC Engineering to address Phase II of the Wastewater Plant upgrades in South Deerfield with an eye to our needs on our Old Deerfield Plant and collection systems.

Since COVID has hit, there are more grant opportunities, but managing and oversight add excessive work to town staff. Hosting meetings in hybrid and remote fashion has created additional burdens for the staff to set up and monitor all the meetings. We used to just focus on the Selectboard, Planning Board and when it comes to budget season, the capital and finance meetings. Now with hybrid, it has been the practice to host all meetings and it has become overwhelming for staff and board members. We need to find a balance because it has afforded more people to participate in their local government, which is a good result of the pandemic, but there needs to be a balance for the welfare of the staff.

At the time this report is ending, we are in the biggest spike in COVID cases this town has seen since the beginning of the pandemic. The town has gone into lockdown again with new mask mandates. We know from hindsight that we will come out of this, but it will be a rough winter after the holidays. We all look forward to the spring of 2022 to allow the opening back up of schools and town offices and the opportunity to gather as a community again.

We wish to thank you all for your participation in town and your efforts, along with ours, to build a better future for our children and families.



Citizen of the Year Award Recipient, Carolyn Shores Ness

TILTON LIBRARY BOARD OF TRUSTEES

Satu Zoller, Chair
Marjorie Shearer, Vice Chair
Cynthia Von Flatern, Secretary
James Cambias, Member
Nancy Maynard, Member
Kathleen O'Rourke, Member
Elizabeth Schmitt, Member

TOWN MODERATOR

The current Moderator is Daniel F. Graves, Esq. and can be reached by email at dgraveslaw@gmail.com. He has served as Deerfield's elected Town Moderator since 2016. This year the Moderator presided over the Annual Town Meeting outside on the baseball field and a Special Town Meeting in the Frontier Gymnasium due to COVID. While the locations provided unique challenges, the Moderator was especially grateful to all of those individuals who went out of their way to plan, set up and disassemble the venues.

The Moderator wishes to express his thanks and best wishes to Deerfield's former Treasurer/Collector/Clerk, Barbara Hancock who completed her tenure with the Town of Deerfield. Her assistance, guidance and professionalism were appreciated by the Moderator and are just a few of her many qualities that deserve gratitude.

The Moderator does not set the agenda or articles for Town Meeting or serve in any other office or position within the Town to maintain neutrality. The Moderator serves as the presiding officer at the Annual Town Meeting and any Special Town Meetings, regulating the proceedings, deciding all questions of order and making public declaration of all votes.

The Moderator's goal is to conduct the Town Meeting in a civil, fair, and expeditious manner, allowing all points of view a fair hearing and voice and to balance those voices with the volume of articles often before the Meeting in any given year.

While the Selectboard calls Town Meetings and Special Town Meetings, the Selectboard members are only equal voices at the meeting where all citizens are entitled to a voice and vote. The Town of Deerfield has adopted a set of rules under a publication called "Town Meeting Time." The Moderator enforces the rules using that publication as his guideline.

The Moderator also makes all appointments to the Finance Committee and makes other various appointments on a variety of boards.

The Moderator invites any citizen to reach out to him at any time with any interest in serving on Town Boards or with questions regarding process or proceedings.

Daniel F. Graves, Moderator

APPOINTED OFFICIALS

AD HOC SENIOR HOUSING COMMITTEE

The Ad Hoc Senior Housing Committee spent its first months reviewing town properties to best leverage our assets and meet the housing needs of Deerfield seniors. In the course of doing this, we documented over 300 acres of land, most of it not usable for senior housing. However, we identified other ways this land could generate revenue for the town. In June 2021, we shared our research with the Selectboard for their further action.

In the summer and fall of 2021, we met with many other town committees and leaders. Recognizing the enormous efforts being made across many committees, the concept of the “Connecting Community Initiative” was developed by the Committee and endorsed by the Selectboard in October 2021. The CCI convened on Nov. 10, 2021.

Through its multiple discussions and meetings, the Senior Housing Committee has identified the following criteria for senior housing in Deerfield:

Senior housing should be on land the town already owns, if possible.

Senior Housing should be developed as a “friendly 40B,” which is subsidized housing for people aged 55 and older. (A “friendly 40B” is one where the town exercises the ability to build subsidized housing. This prevents outside developers from over-riding our zoning bylaws because we have insufficient affordable housing.)

The Senior Housing homes must be within the center of the community, walkable to key services, sociable, accessible, energy efficient, and have the outdoors as much a part of the design as possible.

Tom Fydenkevez of Sunderland has been enormously helpful in sharing their process and learning with us.

To eventually procure construction funding, the Senior Housing Committee is working with the Franklin Regional Council of Governments (FRCOG) and the Franklin County Regional Housing and Redevelopment Authority (HRA) to develop a “needs” survey, as well as an evaluation of the Brae Burn property and the campus of municipal buildings, businesses, and the Town Common. We have completed a first draft of the needs survey and applied for a “Technical Services” grant to pay for its distribution and analysis.

The Committee is applying to the Community Preservation Committee for funding for the remaining portions of the feasibility studies of the sites and the market. If accepted by the CPC, our proposal will be presented for vote by residents at Town Meeting in the spring of 2022.

Over the next months, we expect to send the needs survey out to Deerfield residents, engage with HRA and Rural Development, Inc. (RDI) for the market and site feasibility study, and continue to work with the CCI so that its work is informed through ours, and ours conforms to the work of the other committees.

The information-gathering and these collaborations give us strong direction as we evaluate sites and begin actual design work for affordable senior housing that has been desired in Deerfield for so long.

CAPITAL IMPROVEMENT PLANNING COMMITTEE

Members:

Jeff Upton
Jack Davey Chair/Secretary
Francis "Skip" Sobieski
Denise Mason
Carolyn Shores Ness
Ken Cuddeback
Mark Brennan

The Deerfield Capital Improvement Planning Committee (CIPC) is composed of Deerfield residents and is charged with organizing and considering capital requests from the Town's departments. These requests may be for equipment purchases, vehicles, building upgrades, or feasibility studies. We research, consider, and debate the merit of these requests. Our recommendations on the merits of capital requests are made to the Finance Committee, the Selectboard, and ultimately the Town Meeting. We are an advisory body only. We have no authority to spend taxpayer dollars.

The CIPC held numerous meetings throughout 2020 and 2021 in preparation for the 2022 Fiscal Year Capital Budget.

The committee considered and recommended:

\$5,724,000 for Waste Water Treatment Plant upgrades
\$26,000 for a roadside mower for the Highway Department
\$25,000 for asphalt paving for South County Emergency Medical Services
\$30,000 for an exhaust system for South County Emergency Medical Services
\$105,000 Wacker-Neuson WL32F multi-purpose loader for the Highway Department
\$100,000 Police HVAC Design, engineering, and construction
\$15,300 for Deerfield Elementary School restroom renovations
\$21,200 for Deerfield Elementary School flooring replacements (ongoing)
\$42,500 for a Senior Center needs assessment & feasibility study
\$60,000 for Municipal Offices repairs
\$15,500 for Building/Inspections permitting software
\$48,000 for Town website conversion
\$35,000 for Town office file server
\$503,324 for Asphalt Sidewalk Repairs
\$140,000 for Municipal Offices/Police Department paving
\$250,000 for the Capital Stabilization Fund
\$35,000 Building Inspections electronic archiving software
\$15,242 Frontier Regional School gym/auditorium duct cleaning and curtain replacement

The following items were approved by the voters at the Annual Town meeting of June 12, 2021:

- \$42,500** for a Senior Center needs assessment & feasibility study
- \$100,000** for Asphalt Sidewalk Repairs (Free Cash)
- \$150,000** for Asphalt Sidewalk Repairs (Capital Stabilization)
- \$26,000** for a roadside mower for the Highway Department
- \$52,118** for Municipal Offices repairs
- \$25,000** for asphalt paving for South County Emergency Medical Services
- \$30,000** for an exhaust system for South County Emergency Medical Services

The voters also approved the following amendment to the Town of Deerfield General Bylaws Chapter 10, Article VI, Section 10-17, Capital Improvement Recommendations, by replacing the first sentence in the paragraph with the following language:

“Each year, not less than twenty-one (21) days prior to Annual Town Meeting, the Capital Improvement Planning Committee shall submit to the Selectboard, the Capital Improvement Plan which includes the capital improvement budget for the ensuing fiscal year and recommended capital improvements for the following four fiscal years.”

On June 3, 2021, the CIPC voted to recommend the replacement/lining of the sewer pipe on Albany Road and Little Meadow Road for \$381,000, generously funded by Deerfield Academy.

With regret, the committee received the resignations of Jack Davey and Jeff Upton. We thank them for their service.

Respectfully Submitted,

Mark Brennan, Chair
Capital Improvement Planning Committee

COMMUNITY PRESERVATION COMMITTEE

Membership:

<u>Name</u>	<u>Appointing Authority</u>
Tim Hilchey, Chair	Conservation Commission
Alan Swedlund, Vice Chair	Open Space Committee
Ben Bensen, Clerk	Historical Commission
Analee Wulfkuhle	Planning Board
Charles Shattuck	Board of Assessors
Lili Dwight	Moderator Appointee
Vacant	Selectboard Appointee
Robert Ackerman	Recreation Committee
Vacant	Regional Housing Authority

The Community Preservation Committee was created after acceptance of the Massachusetts Community Preservation Act, General Law Chapter 44B, by Town Meeting in 2007.

The Massachusetts Community Preservation Act website (www.communitypreservation.org) details aspects of the enabling legislation, but a brief synopsis of its purpose is noted below:

“The Community Preservation Act provides new funding sources which can be used to address three core community concerns:

1. Acquisition and preservation of open space
2. Creation and support of affordable housing
3. Acquisition and/or preservation of historic buildings, structures, documents, etc.

A minimum of 10% of the annual revenues of the fund must be reserved for each of the three core community concerns, and up to 5% may be used for administrative expenses of the Community Preservation Committee. The remaining funds can be allocated for any combination of the allowed uses, or “for permissible recreational use”.

Each Community Preservation Committee must follow certain steps as part of the grant process. In Deerfield, the committee begins by holding an information session to notify interested parties of funding availability and to detail the application schedule. After applications are received and reviewed, public information sessions are held. These open meetings allow applicants to improve their proposals for funding as well as provide the public an opportunity to discuss the grant submittals. Once the CPC has approved proposals, recommendations are presented at Annual Town Meeting and the voters decide which funding requests to approve.

Deerfield approved a surcharge of three percent (3%) of property taxes with a \$100,000 residential exemption to provide funding for these activities. As a 3% community, Deerfield is eligible to receive two additional rounds of matching funds from the Commonwealth's CPA fund.

In the most recent funding cycle, the state sent Deerfield \$252,546, which represents a 100 percent match of the money raised locally by the Town. Since Deerfield voted to become a CPA participant, the state's match has exceeded 80 percent. This leverage is critical for the impact these funds can have on bettering our town.

Last year, the CPC recommended that Town Meeting participants vote on the following projects:

1. Open Space: Request for 10 percent matching funds for placing an Agricultural Preservation Restriction on 7.4 acres of prime farmland located at 23 South Mill River Road. Voters approved the request of \$13,000, and the Commonwealth provided \$117,000, or 90 percent of the APR cost. The land will remain in farming.
2. Historic Preservation: Request for \$4,475 to restore the Original Pine Nook Cemetery, which includes the 200-plus-year-old gravestones of historically important Deerfield families. Voters approved the request.
3. Administrative Fund: The committee requested that \$15,000 be placed in the CPC fund for administrative expenses. Any money not expended for administrative purposes reverts to the CPC general fund at the time of the next Annual Town Meeting. Voters approved the request.

One CPA project category - Affordable Housing - has never been the recipient of CPC funding, in part because housing is expensive to build. The Community Preservation Committee asked voters to provide a show of support for a future affordable community housing effort by approving the transfer of 55 percent (\$209,000) of the Community Preservation Fund Estimated Revenues for 2022 to the Community Housing category. Voters approved this transfer.

The Committee would like to thank applicants, residents and town officials for participating in this process. The CPA program helps contribute to keeping Deerfield a great place to live.

CONSERVATION COMMISSION

In 2021, after more than 20 years of service to the town, the Commission's Chair, Louis Misiun Jr., decided to retire. The remaining Commissioners voted to appoint Tim Hilchey as his successor.

The Commission's work continued to be impacted by restrictions related to the COVID-19 pandemic. While all regular meetings were held remotely, field site visits were conducted in person with appropriate precautions, including the use of masks and social distancing.

The Commission addressed numerous "Request for Determination" (RDA) and "Notice of Intent" (NOI) filings related to the Wetlands Protection act. This is a sampling of the projects reviewed: an extensive powerline upgrade conducted by Eversource; a new well and water system project at Woolman Hill; a Berkshire Gas installation of new safety valves and replacement of outdated gas delivery mains along Route 5; two RDAs involving wetland areas on the Tree House Brewing campus; a sewer line replacement project on Little Meadow Road affecting Deerfield Academy; and numerous requests from homeowners seeking to build or expand homes in areas located near streams and wetlands.

The effects of climate change were evident throughout the year, with major rainstorms causing flooding and washouts around Deerfield. The Commission was asked to issue emergency approval for work in protected wetlands to alleviate dangerous recurring flooding on Route 5 near Richardson's Candy Kitchen. The Commission was also called upon to review plans to repair a severely washed out utility access road near Eaglebrook School.

After a prolonged search, the Commission was fortunate to recruit Kate Devlin as its newest commissioner. Ms. Devlin, who has a doctorate in biology, was appointed in December.

Respectfully submitted,

Tim Hilchey, Chair
Ben Byrne
Kate Devlin
Peter Law
William Marrapese

DEERFIELD 350th ANNIVERSARY COMMITTEE

Over the course of 2021, much progress has been made and plans continue to evolve toward a year of celebration in 2023. We welcomed two new members to the Steering Committee. We hope that many others will step forward to assist with numerous events and make this yearlong celebration a rousing success.

Through collaboration with graduate students at UMass-Amherst and the work of our committee member, Jennifer Remillard, our Deerfield 350th web site was launched at www.deerfield350.org. As 2023 approaches, we will use it to update the community with a Calendar of Events, expand information about specific happenings, and discuss Deerfield's complex history.

We will be importing a grand, ten-foot tall anniversary cake sporting 350 fully lit candles from Whately, and with community teamwork, it will be displayed in front of the South Deerfield Fire Department. It will be on display for our full anniversary year. A lighting ceremony for the cake is also planned to take place on the commons in Old Deerfield and South Deerfield.

The two big festivities currently in the works are a kick-off Gala dinner and dance on [12/31/22](#) and a Parade on [6/10/23](#). There are several ways to help with these events and volunteers are needed. If you are interested in helping, email us at deerfield350th@gmail.com

A contest will take place for local schoolchildren to create a Pictorial Postmark Cancellation stamp for both of our town zip codes. Details will be announced in April 2022. We are encouraging curriculum development about our town at our local schools as well.

Please consider how you can get involved in this fun-filled year of celebration!

History Working Group

This has been a year of planning, research, grant-writing, and coordination with other organizations to solicit their active participation in a year of insightful programming that is intended to expand the community's understanding of Deerfield's rich, complex and exciting history over three and a half centuries. While understanding the legacy of Old Deerfield Village and its families from its initial settlement is important, looking back at the Native American presence in the land, exploring the history of other parts of town, the commercial, agricultural and residential growth of South Deerfield, and the arrival and settling in of numerous immigrant families throughout town, is also essential to fully grasp where we have come as a community, who we are today, and allow us to better plan for the future.

In partnership with the University of Massachusetts Public History program, four graduate students completed an insightful report in support of both the Steering Committee and History Working Groups' planning process. The website is now active. If you would like to know what early town documents have been digitized, as well as the types of research questions the History Working Group is or would like to pursue, go to <https://www.deerfield350.org/history-work-group>.

The Working Group has been coordinating its planning with Historic Deerfield, Pocumtuck Valley Memorial Association, and the Pioneer Valley History Network. All are positively engaged. One of the proposed events on the calendar is to host a discussion program about Native American history and culture. The Tribal Historic Preservation Officers of five Massachusetts and Vermont tribes have been invited to participate.

Peter Thomas and Jay Stryker, members of the History Working Group, have been awarded a grant from the local cultural council titled "The Nuts and Bolts of It: A Brief and Practical Exploration into Deerfield's Industrial Heritage." This program is designed as a pilot project to introduce residents to Deerfield's industrial history.

The History Working Group has also acquired and digitized a collection of 250 photographs of Deerfield homes and their occupants taken in 1900. These are mostly from outside the Village. Brief interviews with a few current residents of these homes have occurred. Volunteers will be welcomed as we hope to expand this initial study into a community-wide program.

DEERFIELD CULTURAL COUNCIL

In 2021, the Deerfield Local Cultural Council approved funding for 23 projects for the 2022 grant cycle (up from 12 in 2020), for a total of \$7,460 (\$5,600 of this was money allocated from the Massachusetts Cultural Council (MCC), \$1,860 of it came from previously allocated funds for programming that never took place, plus interest). The list of projects funded included:

Silverthorne Theater Co	2022 Theater Thursday Play Reading Series	150.00
Belding Memorial Library	Lake House Rendezvous	500.00
David Neill	Music for South County Senior Center Picnic	375.00
Nolumbeka Project Inc	9th Annual Pocumtuck Homelands Festival	250.00
Authors & Artists Festival	Authors and Artists Festival	250.00
Music Dance	Hip Hop Dance Chair Exercise for Seniors!	280.00
Timothy Van Egmond	Spring Performance At The South County Senior Center	125.00
Erika Ross	Mindfulness and Writing: A Slow Down Time	300.00
Racial Justice Rising	Community Outreach for Racial Justice - Year 2	400.00
Sarah Clay	Stolen Moments	200.00
Julie A Stepanek	Learn Ukulele with Julie	309.00
Franklin County Pride	Franklin County Pride 2022	500.00
Deerfield Recreation Dept	Alana & Duh Band	200.00
Deerfield Recreation Dept	The 60's Experience	200.00
Native Plant Trust	Plant Communities of Massachusetts	421.00
Town of Deerfield 350th Comm	Nuts & Bolts: A Brief Exploration - Drfld's Indust. Heritage	450.00
Swing Set Singers	Swing Set Singers in Concert	500.00
Layla Hazen	Indigenous Peoples of CT River Valley - Powerful Stories	600.00
Bill Halloran	Live Blues Concert	200.00
Janet Ryan	Songs Stories and Movement	500.00
Peter Farber	Presentation & Educational Performance - Big Band Music	150.00
Local Access to Valley Arts	Social Justice in the Arts and Media: Theory and Practice	100.00
Ohketeau Cultural Ctr	The Living Presence of Our History Part VI	500.00

Given the volume of applications, the Deerfield LCC elected to use the full \$7,460 available for grant requests. In the following fiscal year we anticipate only having MCC funds to allocate.

In September 2021, in anticipation of the 2022 grant cycle, the Deerfield LCC adopted the following funding priorities. These priorities explicitly encourage the inclusion of diverse voices, and projects that focus on diversity and inclusion, among other things.

The priority of the Deerfield Cultural Council is to bring new and varied programs to all ages of our population. We award the funds to the applicant in each category that will reach the most residents.

1. We try to allocate across three demographics: students, seniors and our general population.

2. We give preference to events that take place in town or have free or reduced ticket prices for our residents. In light of the COVID-19 pandemic, and the ways in which it is affecting our ability to convene large, indoor events, we will also give preference to events that can be offered online (ex. Via Zoom, Facebook, YouTube, etc.) and/or to outdoor events that lend themselves to social distancing. If the event is to be held in person, you, as the applicant, must provide the venue and indicate that you have received permission to use that venue.
3. The Americans with Disabilities Act (ADA) requires that persons with disabilities have access to public programs or services on an equal basis with the rest of the general public. Furthermore, federal law mandates that any programs or service that receives federal or state funding must be accessible to persons with disabilities and reasonable accommodation be made to provide an accessible environment. Therefore, all events and programs funded by the LCCs must consider access for persons with disabilities, including the facility or event location as well as the content of the program. To ensure equitable access, an applicant's first step is a candid assessment and identification of barriers (physical, virtual, cultural, communication) followed by a bold and innovative plan for improvement. If an applicant puts forward a proposal for a project with strong potential for public benefit, but the Local Cultural Council has concerns about access for persons with disabilities, the Council may choose to award a conditional approval. This would allow the applicant the opportunity to address the concerns and improve access as a condition of receiving the grant.
4. Generally, smaller grants are more likely to be funded. (We are splitting up a very small pie.) We cannot stress enough the need for the applicant to have an approved plan with a venue and a budget in place before applying. This confirms that our community is invested in the event and will work towards its success.

Guidelines:

1. The application must be filled in correctly - the most common error that applicants make is in the financial details (the total expenses should not be the same as the amount that you request).
2. We give priority to projects that increase awareness of cultural diversity and/or elevate the voices of historically marginalized groups. Projects should create opportunities for artists and community members who identify as BIPOC, LGBTQX, refugee, immigrant, or persons living with a disability. Projects may include coalition building, research, leadership, and youth development.

We advertised our grant cycle, starting in October 2021, through a press release in the Greenfield Recorder, as well as on several Deerfield-focused Facebook groups (Deerfield Now, Deerfield Inclusion Group, etc.) We created a video that was shared on social media to increase engagement, and reached out to equity groups and the five colleges as well. We also invited several potential members to sit in on our granting deliberations, in anticipation of potentially joining the LCC in 2022.

Respectfully submitted,

Jennifer Marrassese, Chair
Piper Pichette, Secretary
Olivia Leone
Denise Schwartz
Reba-Jean Pichette
Roberta LaBarbera
Emily Gaylord
Emily Luker

ENERGY COMMITTEE

Despite meeting mostly remote, the Deerfield Energy Committee continued to work to reduce town energy use and to lower energy costs.

Green Communities: The Energy Committee has overseen implementation of the Green Communities grant of over \$160,000 awarded in 2020. This money has allowed us to:

1. Save the town thousands of dollars each year by buying and replacing streetlights in town.
 - a. Between savings on rent and energy - with maintenance costs included - the town is projected to save over \$39,000 every year.
 - b. The town has been paying rent on the streetlights as well as paying for their energy usage. Thanks are also due to Eversource Energy for contributing the cost of the new light fixtures.
 - c. The new LED streetlights use a fraction as much energy, which should save roughly 20,000kWh each year.
 - d. By directing light more toward where it is needed, and not into the sky, the new lights may even make the stars seem a little brighter.
2. Build a dual-port charging station in the Leary parking lot to serve electric vehicles. Special thanks to Greenfield Savings Bank, who has offered \$1,000 for each of five years to subsidize its use.
3. Contribute \$5,000 toward the cost of a hybrid police cruiser.

Aggregation: In coordination with regional towns, the Energy Committee has facilitated energy “aggregation,” using the improved negotiating power of towns working together to get “greener” energy generation sources while also reducing the price below our local utility’s basic rates.

Within Town: The Energy Committee has:

1. Representation on the Connecting Community Initiative, which seeks to improve coordination and communication among the various town boards and committees.
2. Is working with others on Municipal Vulnerability Project through its Green Infrastructure subcommittee, including the Climate Change Forum planned for April 2, 2022.
3. Supported the Planning Board in reviewing and revising town bylaws as they relate to solar energy systems.
4. Supported efforts toward improving bike lanes while minimizing impacts of other projects on carbon-absorbing trees and wetlands.
5. Monitored the progress of Nexamp’s application to state agencies and the utilities toward approval to build a solar array over the town’s retired landfill, adjacent to the transfer station. When complete, the array will be a valuable source of revenue to the town.
6. Mailed a newsletter to keep residents informed.

Mass Save: As always, the Energy Committee encourages each of you to take advantage of MassSave (massave.com) to get free home energy audits. You are likely to get free light bulbs and good advice. If you choose to go ahead with recommended insulation or other work to save energy, up to 75% of your costs may be paid for by your utility company - and you get the continued savings from using less energy.

Ideas? We are looking forward to applying for a new Green Communities grant. If you have ideas of how the town can save energy, we would love to hear them.

Respectfully,

David Gilbert Keith
(Chair, Deerfield Energy Committee)

FINANCE COMMITTEE

<u>Name</u>	<u>Title</u>	<u>Term Expiration</u>
Julie Chalfant	Chair	2022
James Cambias	Secretary	2023
Albert N. "Skip" Olmstead, Jr.	Member	2022
John P. Paciorek	Member	2022
John Paresky	Member	2023
Elizabeth Brown	Member	2023
Allison van der Velden	Member	2024

The finance committee provides an independent review of the municipal budget and makes recommendations to the people of the town. Further, the committee is required to consider every municipal question (warrant article) presented to the town for the purpose of making reports or recommendations to the town. The committee's primary role is the fiscal watchdog of the town, which is the lens through which the municipal questions are considered.

The committee achieves this by meeting with the department head or committee responsible for each line item in the municipal budget and discussing the budget recommendation with them during open meetings. The committee then assesses the full budget along with warrant article expenditures and compares this to expected revenues, reserves, and other funding sources. The Selectboard has been invited to join in these meetings to provide input on town priorities. The meetings for the Fiscal Year 2023 budget and warrant articles are still ongoing at the time of writing this report, so a separate report providing a set of recommendations is planned to be provided at Annual Town Meeting.

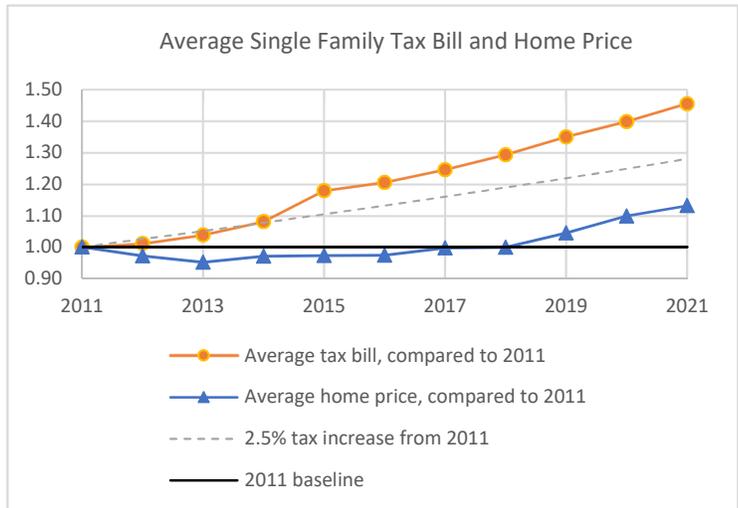
In addition to conducting the review of the town budget and warrant articles, this year the finance committee has also reviewed the financial position of the town using data for fiscal years 2011-2021. This is necessarily in arrears since 2021 is our most recent complete fiscal year; we are currently in fiscal year 2022, and the proposed budget to be reviewed at town meeting will be for fiscal year 2023.

On the whole, the financial position of the Town of Deerfield is strong. Revenues, assessed values, new growth, reserves, and operating expenditures are all in good shape. Some details:

- Our revenues from property taxes and local receipts have grown at a sustained rate despite the impact of the pandemic.
- The assessed values of property in town in all categories (residential, commercial and industrial) have increased slightly over the past five years, and recently we have had robust new growth: primarily residential in 2020-2021 and commercial/industrial in 2019.
- We have healthy reserves in our general and capital stabilization funds for use in emergencies and to smooth over rough years.
- Our operating expenditures have increased at a sustainable rate and the categories of expenditures have remained in balance with one another.

There are some areas of concern that warrant attention in upcoming years:

- The average single-family property tax bill has increased 46% since 2011, while average home values and incomes have increased only 13% and 14% respectively over the same period. Tax bill increase has been around 4% per year for the past five years, on top of a very large jump in 2015. Further, this does not include fire and water taxes, which are billed separately, and does not include sewer fees which have increased significantly as well. The town needs to balance repairing the capital infrastructure with controlling the tax bills.
- Our debt load and debt service, while still within the acceptable limits of state law, increased substantially in 2020 due to the South Deerfield Wastewater Treatment Plant upgrades. Although much of this debt will be paid off with sewer user fees, it should be recognized that most of those users are town residents who will be out of pocket, whether due to taxes or fees.



THE ORANGE LINE SHOWS THE AVERAGE SINGLE-FAMILY TAX BILL RELATIVE TO THE 2011 AVERAGE BILL. THE GREY DASHED LINE SHOWS A 2.5% INCREASE, WHICH WOULD HAVE PRODUCED A 2021 AVERAGE BILL OF \$4393 COMPARED TO THE ACTUAL 2021 BILL OF \$4994. THE BLUE LINE SHOWS THE AVERAGE SINGLE-FAMILY HOME ASSESSED VALUE RELATIVE TO THE 2011 VALUE. NOTE THAT THE TAX BILL HAS INCREASED AT A FASTER RATE THAN THE HOME VALUES AND A FASTER RATE THAN 2.5%.

Looking forward, we expect this to be a very challenging budget year due to inflation, which will affect salaries, contracted services and material expenditures. Further, there is desire in town government for numerous major capital projects; however, we do not have much room left under our debt ceiling for additional borrowing and there is concern among many town residents about the rapidly increasing tax bills.

The Financial Indicators used in this study are available on the Town of Deerfield website: <https://www.deerfieldma.us/finance-committee>

HISTORICAL COMMISSION

Members:

John Nove (Chair)

Ben Bensen (Clerk and Representative to the Community Preservation Committee)

Bonita Conlon

Henrietta Kocot

Jennifer Ferrara Remillard

Michael Muilenberg (through May)

(Currently two vacancies)

As with most other volunteer-staffed Town Commissions, this was an unusual year for the Deerfield Historical Commission (DHC). We met only four times, and in various formats, but were able to continue working on several projects.

North Main Street Walking Tour

A first draft of the walking tour brochure, a project originally headed up by Mike Muilenberg and released during the summer of 2020, continued to attract comments and additions. Most notably, local historians Peter Thomas and Gary Sanderson have been contributing information to an area they and their families know well. A final version will be ready for the town's 350th anniversary next year with copies of the draft version currently available at the Town Hall 'table' and the Tilton Library.

Ongoing Community Preservation Act (CPA)-funded Project

In 2020, work on restoring The Dead of 1704 memorial stone and mound in the Albany Road Cemetery was put on hold until 2021. That has now been extended into the summer of 2022. A contract was awarded to Francis Miller who had previously worked over a five-year period to restore the town's Civil War Memorial on the Old Deerfield Common. The stone will be cleaned and reset on a restored brick base.

Archaeology

The DHC was notified by the Massachusetts Historical Commission (MHC) of two recent archaeological permits it issued for work in Deerfield.

As reported last year, Deerfield Academy planned to construct new dormitory space on what was a paved parking area adjacent to its Health Center. Historical maps suggested that the area was minimally disturbed over the years, so sampling and analysis, primarily for Native American-related artifacts and possible human remains, was required. Test pits dug in 2021 revealed primarily Colonial and post-Colonial debris, although a few small stone flakes produced in the making of stone tools were also found. A copy of the contract archaeologist's report to the MHC was received by the DHC. Construction began this summer.

Further, up Old Main Street, Historic Deerfield (HD) began archaeological work adjacent to the Stebbins House. Prior to that work and in response to the Town's Archaeological Accountability Policy, Claire Carlson, Historic Deerfield's Director of Archaeology, met with the Commission to describe the project. Initially a test pit was dug as part of an educational event during Massachusetts' Archaeology Month in October followed by a ground-penetrating radar (GPR) study of the area around the house in December. Several other test pits were dug in the spring and summer in areas that the GPR study suggested might be of interest. A copy of the final report sent to the MHC has yet to be received.

In addition, a team of archaeologists from New Hampshire, contracted in conjunction with a U.S. Department of Agriculture permit, was encountered by chance, carrying out an archaeological survey along Mill Village Road. They said their digging of a long row of test pits was related to a permit for the installation of in-ground irrigation pipes on a property owned by Pioneer Gardens. They were informed of the Town's Archaeological Accountability Policy and said that they would submit a final report on their findings to the Deerfield Historic Commission. The report has yet to be received.

River Road Cemetery

Based on several anecdotal reports, the remains of a cemetery dating from the first half of the 19th Century were located last year in a now-wooded area off River Road by Bud Driver, the Town's Cultural Resource Officer. Further research by Commissioner Bensen and volunteer Chris Harris revealed that the cemetery, now mostly overgrown, preceded the establishment of the nearby Pine Nook Cemetery. It lies on town-owned land but is accessible only by crossing private property. A plan is underway to clear the area, unearth buried gravestones, and document the burials, including of an individual thought to be a Revolutionary War veteran. Professional restoration of the stones is likely to follow

Town Records

Local historian, Peter Thomas, has continued the mining and digitizing of old records from the town's two vaults, one in Town Hall and a second in the basement of the currently closed former Senior Center / Old Grammar School. These include Town Meeting reports dating back to 1680. The plan in the next year calls for the consolidation of all the town's historical records, possibly at the PVMA, where storage conditions can be more stringently controlled and scholars can have easier access to them.

Comings and Goings

Mike Muilenberg left in the spring and headed off with his wife to resettle in Ithaca, NY. We wish him well and appreciate the energy he brought to meetings and projects while on the Commission.

We welcome John Davis to the Deerfield historical community. John, the new President and CEO of Historic Deerfield Inc. comes to Deerfield from the Smithsonian Institution but had become familiar with the area when he worked as an administrator at Smith College while living in Northampton. The Commission looks forward to working with him and continuing to interact with the staff of Historic Deerfield as it has in the past.

PERSONNEL BOARD

Members:

Raloon Bialek
Erika Higgins Ross
Lisa Middents
John Paresky (joint member with the Finance Committee)
Jennifer Reynolds (member August - December)

Highlights of the year:

- Completion of the CLASSIFICATION AND COMPENSATION STUDY, followed by review and approval of the FY2022 RECOMMENDED CLASSIFICATION PLAN in concert with the Selectboard and the Finance Committee. The recommended classification and compensation plan was brought to the town meeting for a vote.
- Ongoing work to write a Personnel Policy Manual for the Town of Deerfield containing rights/obligations/benefits for town employees that could be updated regularly to bring the town into compliance as needed with legal requirements.

We look forward to continuing our work on behalf of the town in establishing hiring procedures and meeting the needs of current staff.

Respectfully Submitted,

The Personnel Board

TOWN BUILDINGS ADVISORY COMMITTEE

Julie Chalfant	Chair
John P. Paciorek	Member
Greg Francheschi	Member
Kevin Scarborough	(ex-officio)
Carol Moro	Member
Matthew Russo	Member

The main actions of the Town Building Advisory Committee (TBAC) in 2021 were to compile an application to the CPC for renovation of the Old Grammar School (ex-senior center) building, and begin the process of compiling a maintenance schedule for town-owned buildings.

Maintenance: There is a consensus among committee members that there is a need in town for increased support of building maintenance in order to ensure a longer service life for our facilities. There are three main aspects to this: funding to accomplish maintenance, personnel to oversee and/or accomplish maintenance, and a plan of the maintenance to be done. This committee can support by advocating for all three and assisting in compiling a maintenance plan. The committee has begun work to compile a maintenance plan for town-owned buildings.

Building Status and Plans:

Old Grammar School, most recently used as the Senior Center: The Deerfield Selectboard is proposing that town Community Preservation Act (CPA) funds be considered for refurbishing the Old Grammar School building to be repurposed to house the municipal offices. This provides an updated space for town offices and increases the amount of space available for such. Refurbishment would include the addition of an elevator and stairway at the back of the building.

Over the past two years, the TBAC conducted a survey of town residents regarding building use in the town. Several consistent themes emerged from the survey: 1) a desire for improved town services, 2) a desire to preserve historical buildings in town, and 3) concern over increasing taxes. This proposal meets all three of these seemingly conflicting desires: use of CPA funds will not impose greater taxes on town residents, and the project will both improve town services and preserve a historical resource in town. Further, TBAC facilitated a survey of town buildings by the architectural firm GRLA, in which GRLA clearly stated that the building had strong bones and was salvageable.

Congregational Church Building: Renovations to this building are scheduled to begin the fall of 2022 in order to enable the space to be used by the Senior Center for programs and offices. Renovations will be made to the fellowship hall portion of the building, adding a ramp for access, upgrading bathrooms to make them accessible, and adding mini-splits for heating and air conditioning, among other improvements. This will provide a space for the Senior Center to operate, potentially for several years, while a new location is being finalized.

ZONING BOARD OF APPEALS

Board Members:

	TERM EXPIRES
Robert Decker, III	2023
Alex Herchenreder	2023
David Potter	2024
Jennifer Remillard	2023
Bernie Sadoski	2022
Adam Sokoloski	2024
John Stobierski	2022

Thank you to the residents of Deerfield for their engagement and support throughout the year. Thank you to the members who currently volunteer and have in the past. I look forward to continuing to serve the community in 2022.

Adam Sokoloski
Chair Person

TOWN DEPARTMENTS

ACCOUNTANT

Brenda K. Hill Town Accountant

Free Cash was certified on September 27, 2021 for \$1,192,446. The calculation of Free Cash is the result of a combination of many factors, including unspent Free Cash from the previous certification year, receipts in excess of estimated for the year just ended, and unspent appropriation balances for the year just ended. In Deerfield, Free Cash has historically been used to finance capital purchases. In some years, it has also been used to cover budget shortages due to tax levy limitations.

The South County EMS Enterprise Fund completed its seventh full year of operations as of June 30, 2021. Retained Earnings was certified at \$360,756.

The Sewer Enterprise Fund finished its third full year of operations as an "Enterprise Fund" and had Retained Earnings certified at \$1,300,063.

Fiscal Year 2021 Annual Expenditure Report			
<u>Account Name</u>	<u>Total Budget</u>	<u>Actual Expense</u>	<u>Amt Remaining</u>
Moderator	400.00	350.00	50.00
Selectboard's Salaries	16,000.00	16,000.00	-
Selectboard's Staff Salaries	219,610.00	219,598.80	11.20
Selectboard /Administrator Expense	10,950.00	7,715.17	3,234.83
Finance Committee Expense	500.00	160.00	340.00
Reserve Fund	38,400.00	-	38,400.00
Accountant Salary	52,850.00	52,830.40	19.60
Accountant/Audit Expense	16,275.00	14,625.00	1,650.00
Assessor's Salaries	11,000.00	11,000.00	-
Assessor's Admin Assistant Salary	64,105.00	64,104.90	0.10
Assessor's Expense	23,125.00	15,200.84	7,924.16
Encumbered Assessors Technology Upgrade	1,731.00	775.00	956.00
Quinquennial Recertification	28,862.77	14,250.00	14,612.77
Clerk/Treas/Collector Staff Salaries	183,125.00	182,625.24	499.76
Treasurer/Collector Expense	41,585.00	35,391.69	6,193.31
Legal Expense	80,000.00	70,170.40	9,829.60
Personnel Board Expense	500.00	225.00	275.00

<u>Account Name</u>	<u>Total Budget</u>	<u>Actual Expense</u>	<u>Amt Remaining</u>
IT Hardware	17,000.00	1,888.57	15,111.43
PEG Access Capital	67,962.10	4,566.00	63,396.10
Office Contracted Services	214,654.00	195,579.58	19,074.42
Town Clerk Expense	23,370.00	16,460.97	6,909.03
Conservation Commission Expense	800.00	465.54	334.46
Open Space Committee Expense	5,250.00	-	5,250.00
Planning Board Expense	7,000.00	7,000.00	-
Zoning Board of Appeals Expense	2,000.00	1,637.77	362.23
Agriculture Commission Expense	100.00	-	100.00
Capital - Streetscape Planning	8,738.61	-	8,738.61
Energy Committee Expense	1,900.00	1,849.30	50.70
Town Office Building Maintenance	80,400.00	73,904.66	6,495.34
Town Office Expense	15,900.00	15,709.03	190.97
Capital - Church Feasability Study	15,750.00	750.00	15,000.00
Capital - Town Buildings Assessment	2,250.00	2,250.00	-
General Insurance	58,000.00	57,629.00	371.00
Police Department Payroll	859,354.00	838,658.04	20,695.96
Police Department Expense	110,300.00	110,250.21	49.79
Capital - Police Cruiser	50,000.00	49,757.43	242.57
Capital - 800 Mhz Radios	23,527.82	23,527.82	-
Capital - Police Data Migration	23,000.00		23,000.00
Capital - Mobile Data Terminals	35,000.00		35,000.00
SCEMS Expense	299,606.00	299,606.00	-
Inspections Department Salaries	161,423.00	150,317.79	11,105.21
Inspections Department Expense	4,750.00	1,654.88	3,095.12
Emergency Management	2,800.00	2,600.00	200.00
Canine Control Program	19,188.00	18,884.68	303.32

Account Name	Total Budget	Actual Expense	Amt Remaining
Elementary School Expense	4,833,913.00	4,833,913.00	-
Encumbered Elementary School Exp 2020	2,156.27	1,744.67	411.60
Encumbered Elementary School Exp 2021	-	(82,377.64)	82,377.64
Frontier Regional School Expense	3,852,973.00	3,852,973.00	-
Frontier - Dickinson Trust	696.49	-	696.49
Frontier - Transportation	115,036.00	115,036.00	-
Franklin County Tech Expense	313,756.00	313,756.00	-
Out of District Placement Exp	35,965.00	31,136.71	4,828.29
Franklin County Tech Capital	17,818.00	17,817.81	0.19
Capital - DES Generator	27,000.00	-	27,000.00
Capital - DES Replace Flooring	18,460.36	17,866.00	594.36
Capital - DES Restroom Renovations	17,650.00	13,750.00	3,900.00
Capital - FTR Door Holds, Clock, Intercom	23,959.00	21,224.59	2,734.41
General Highway Payroll	491,430.17	448,183.92	43,246.25
General Highway Expense	278,350.00	242,375.09	35,974.91
Capital - Complete Streets	40,000.00	-	40,000.00
Capital - Ford F150	32,500.00	32,041.22	458.78
Snow and Ice Removal	120,109.83	120,109.83	-
Street Lighting	39,300.00	39,217.64	82.36
Transfer Station Expense	207,100.00	207,100.00	-
Capital - Fence	12,000.00	-	12,000.00
Landfill Monitoring	40,000.00	28,850.00	11,150.00
Board of Health Salaries	38,631.00	38,628.95	2.05
Board of Health Expense	32,415.00	28,817.59	3,597.41
COVID-19 Expense	8,500.00	-	8,500.00
Council on Aging Expense	500.00	-	500.00
Senior Center Expense	46,091.00	46,091.00	-
Veterans Services Assessment	11,593.00	11,592.65	0.35
Veterans Benefits	21,000.00	16,839.52	4,160.48
War Memorial Maintenance	591.02	216.00	375.02
ADA Coordinator	500.00	-	500.00
Tilton Library Expenses	188,309.00	188,294.97	14.03
Tilton Library - Dickinson Trust	2,855.04	1,318.93	1,536.11
Capital - Carpet	12,603.00	-	12,603.00
Capital - Air Conditioner	15,500.00	-	15,500.00

Account Name	Total Budget	Actual Expense	Amt Remaining
Summer Swim Program	1,310.00	-	1,310.00
Tri-Town Beach Expense	6,514.00	5,093.09	1,420.91
Recreation Director Salary	50,341.00	50,340.56	0.44
Capital - Town Common Design	40,000.00	12,160.00	27,840.00
Historic Commission Expense	1,175.00	342.50	832.50
350th Anniversary Celebration Expense	10,000.00	10,000.00	-
Vet/Memorial Day Expense	2,000.00	2,000.00	-
Principal - Maturing Debt	457,500.00	457,500.00	-
Interest - Maturing Debt	131,032.00	126,147.77	4,884.23
Interest - Temporary Loans	5,000.00	33.16	4,966.84
Air Pollution District	1,569.00	1,569.00	-
RMV Marking Surcharge	3,660.00	3,660.00	-
Regional Transit Authority	35,471.00	35,471.00	-
Charter School Assessment	131,346.00	138,691.00	(7,345.00)
School Choice Assessment	163,883.00	154,764.00	9,119.00
Franklin Regional Council of Governments	44,013.00	44,013.00	-
Sick Leave/Vacation Reserve	15,000.00	13,331.29	1,668.71
Franklin County Retirement	531,139.00	531,139.00	-
Workers Compensation	50,430.00	38,118.00	12,312.00
Workers Compensation 2000	42,956.93	-	42,956.93
Unemployment Insurance	37,000.00	35,871.82	1,128.18
Encumbered Unemployment Insurance	20,000.00	17,315.74	2,684.26
Group Insurance - Town	309,266.00	283,967.94	25,298.06
Group Insurance - Deerfield Elementary	644,390.00	626,383.18	18,006.82
Medicare Expense	105,831.00	90,595.00	15,236.00
Transfer to Capital Stabilization	250,000.00	250,000.00	-
Transfer to SCEMS Rent Stabilization	54,000.00	54,000.00	-
Transfer to OPEB Trust	40,272.00	40,272.00	-
Total Year to Date Expenditures	16,983,402.41	16,189,266.21	794,136.20

Fiscal Year 2021 Annual Revenue Report

<u>Account Name</u>	<u>Total Budget</u>	<u>Actual</u>	<u>Over/(Under)</u>
Personal Property Taxes	624,451.96	614,512.67	(9,939.29)
Real Estate Taxes	11,672,521.66	11,680,742.81	8,221.15
Tax Liens Redeemed	-	39,181.92	39,181.92
Motor Vehicle Excise	570,000.00	680,450.61	110,450.61
Abated MV Taxes Recovered	-	2,520.22	2,520.22
Pen & Int on Prop Taxes	18,000.00	27,863.14	9,863.14
Pen & Int on Excise Taxes	12,000.00	15,499.26	3,499.26
Pmts in Lieu of Taxes	160,000.00	184,121.00	24,121.00
Room Occupancy Tax	110,000.00	110,747.56	747.56
Local Meals Tax	40,000.00	64,306.91	24,306.91
Total Tax Revenue	13,206,973.62	13,419,946.10	212,972.48
Rentals	40,000.00	53,155.03	13,155.03
Fees-Assessors	-	370.00	370.00
Fees-Collector	2,500.00	5,150.00	2,650.00
Fees-Registry Markings	2,500.00	2,720.00	220.00
Fees-Comcast Subscriber	500.00	820.50	320.50
Fees-PEG Access	85,000.00	96,631.94	11,631.94
Fees-Town Clerk	7,000.00	13,869.00	6,869.00
Fees-Conservation Comm	-	-	-
Fees-Zoning Board	2,000.00	3,248.78	1,248.78
Fees-Police	15,000.00	31,754.75	16,754.75
Fees-Canine Control	3,000.00	5,420.00	2,420.00
Fees-Dump Stickers	60,000.00	108,673.00	48,673.00
Fees-Bulky Items	5,000.00	13,893.50	8,893.50
Fees-Trash Bag Receipts	75,000.00	98,612.00	23,612.00
Fees-Health Board-Septic	7,500.00	6,500.00	(1,000.00)
Fees-Health Board-Other	5,000.00	9,035.00	4,035.00
I & E Delinquent Charges Rev	10,000.00	13,550.00	3,550.00
Total Fee Revenue	280,000.00	410,248.47	130,248.47
Licenses-Liquor	20,000.00	26,878.25	6,878.25
Licenses-Other	1,000.00	2,469.25	1,469.25
Total License Revenue	21,000.00	29,347.50	8,347.50

<u>Account Name</u>	<u>Total Budget</u>	<u>Actual</u>	<u>Over/(Under)</u>
Permits-Trench	100.00	350.00	250.00
Permits-Police Dept	1,500.00	3,437.50	1,937.50
Permits-Building Insp	112,400.00	168,276.34	55,876.34
Permits-Plumbing Insp	20,000.00	31,585.00	11,585.00
Permits-Electrical Insp	25,000.00	41,598.00	16,598.00
Total Permit Revenue	159,000.00	245,246.84	86,246.84
Medicaid Reimbursement	20,000.00	19,656.97	(343.03)
Reimb for State Owned Land	85,650.00	88,505.00	2,855.00
Veterans Abatements	-	-	-
Elderly Abatements	30,153.00	9,538.00	(20,615.00)
School Aid Chapter 70	1,114,363.00	1,114,363.00	-
Charter Tuition Reimb	25,141.00	21,379.00	(3,762.00)
Unrestricted Govt Aid	510,020.00	510,020.00	-
Veterans Benefits	11,442.00	12,560.00	1,118.00
Other State Revenue	-	6.00	6.00
Total State Revenue	1,796,769.00	1,776,027.97	(20,741.03)
Fines-Court	50,500.00	35,588.13	(14,911.87)
Fines-Parking	500.00	1,035.00	535.00
Fines-District Court	4,000.00	2,305.00	(1,695.00)
Total Fine Revenue	55,000.00	38,928.13	(16,071.87)
Earnings on Investments	10,000.00	35,359.40	25,359.40
Sale of Fixed Assets	-	1,000.00	1,000.00
Miscellaneous Revenue	6,000.00	17,285.87	11,285.87
Refunds & Reimbursements	2,000.00	3,953.39	1,953.39
Tr From Special Revenue Funds	5,649.00	6,694.17	1,045.17
Tr From Trust Funds	1,712.00	1,712.00	-
Tr From Enterprise Funds	101,150.00	101,150.00	-
Total Other Revenue	126,511.00	167,154.83	40,643.83
Total Year To Date Revenue	15,685,253.62	16,140,054.87	454,801.25

Special Revenue Funds Fiscal Year 2021

	<u>Opening Balance</u>	<u>YTD Revenue /Trfrs</u>	<u>YTD Expense/Trfrs</u>	<u>Ending Balance</u>
<u>Highway Funds</u>				
Mass Highway Funds	(28,470.92)	843,669.48	831,622.88	(16,424.32)
Complete Streets	(13,270.11)	16,647.88	3,377.77	-
<u>Revolving Funds</u>				
Recycling Program Revolving Fund	20,362.77	7,251.27	5,378.73	22,235.31
Police Detail Revolving Fund	(6,500.00)	379,428.00	389,068.00	(16,140.00)
Wetlands Protection Fund	26,780.02	1,370.00	-	28,150.02
Recreation Revolving Fund	26,987.89	17,700.00	21,969.85	22,718.04
Swim Program Revolving Fund	11,794.15	-	-	11,794.15
Planning Board Revolving Fund	3,788.98	3,104.66	394.21	6,499.43
Plan Bd/ConsComm Peer Review Funds	9,500.00	-	9,500.00	-
350th Celebration Fund	10,000.00	10,000.00	-	20,000.00
<u>Receipts Reserved For Appropriation</u>				
Sale of Cemetery Lots	29,082.82	1,500.00	-	30,582.82
Insurance Claims	843.93	-	-	843.93
TNC Surcharge Distribution	445.60	63.80	-	509.40
<u>Other Special Revenue Funds</u>				
School Resource Officer Fund	20,694.37	45,701.53	47,696.19	18,699.71
HCOG Wellness Minigrant	286.75	600.00	886.55	0.20
Veterans Street Sign Fund	1,191.85	-	177.96	1,013.89
Sadoski Memorial Day/Vets Fund	63.20	-	-	63.20
Tech & Civic Life Grant	-	5,000.00	5,000.00	-
Police Donations Fund	5,875.67	12,000.00	12,096.24	5,779.43
Deerfield Academy WWTP Donation Fund	-	270,000.00	34,200.00	235,800.00
Senior Center Gift Fund	8,558.35	5,002.70	1,444.24	12,116.81
Recreation Dept Gift Fund	10,477.24	100.00	250.00	10,327.24
Roadside Mower Fund	33,514.91	29,000.00	26,000.00	36,514.91
Memorial Day Gift Fund	3,603.96	50.00	40.22	3,613.74
350th Anniversary Celebration Gifts	260.00	-	216.00	44.00
Yankee Candle Gift Fund	2,304.55	4,000.00	-	6,304.55
Fred Wells Health Grant	-	4,600.00	-	4,600.00
EWP Donations	48,263.27	-	-	48,263.27
Albany Road Cemetery Donation Fund	1,640.57	-	-	1,640.57
Senior Center Operations Fund	11,941.73	92,181.00	79,962.14	24,160.59
Senior Center EOEa Grant Fund	-	27,252.00	25,017.40	2,234.60
FCHCC Senior Center Fitness Grant	(284.00)	2,315.00	260.00	1,771.00
Public Works Donation Fund	10,856.13	-	-	10,856.13
EV Charging Donation Fund	-	1,000.00	-	1,000.00
<u>Community Preservation Act</u>				
	2,349,625.87	571,923.27	1,099,505.00	1,822,044.14

	<u>Opening Balance</u>	<u>YTD Revenue /Trfrs</u>	<u>YTD Expense/Trfrs</u>	<u>Ending Balance</u>
<u>State & Federal Grants</u>				
Community Policing Grant	901.71	-	-	901.71
Bulletproof Vest Grant	-	2,656.00	10,488.00	(7,832.00)
Drug Forfeiture Grant	14,388.31	3,315.95	2,067.59	15,636.67
Gov Highway Safety Grant	(985.00)	8,062.16	9,209.72	(2,132.56)
Council on Aging Grant	-	14,568.00	14,568.00	-
Library State Aid	16,566.53	9,479.16	10,455.85	15,589.84
Cultural Council Grant	4,647.78	5,302.34	2,165.00	7,785.12
MAPHCO Minigrant	(0.30)	2,825.00	2,825.00	(0.30)
Mass RDP Small Scale Grant	10,044.66	5,600.00	4,248.25	11,396.41
MEMA EMPG Grant	-	-	2,700.00	(2,700.00)
Green Community Grant	1,803.19	-	-	1,803.19
COA Service Incentive Grant	(9,870.00)	17,345.49	13,135.05	(5,659.56)
DEP Grant	-	2,898.75	2,898.75	-
EOAF Mosquito Control Grant	17,086.45	-	-	17,086.45
DCR Urban Forestry Grant	(3,754.83)	4,800.00	1,045.17	-
Green Community Grant	-	41,438.50	5,000.00	36,438.50
Hazmit Planning Grant	(7,043.50)	7,500.00	456.50	-
MVP Action Grant #3	115.54	-	22,963.00	(22,847.46)
MVP Action Grant #4	125,730.11	44,750.00	679,129.42	(508,649.31)
ADA Grant	(2,228.21)	2,228.21	10,770.58	(10,770.58)
COVID-19 FEMA Grant	(41,783.08)	-	15,957.67	(57,740.75)
COVID-19 CARES SVRF	(45,978.48)	444,542.00	332,959.24	65,604.28
CC Class Comp Grant	17,000.00	-	17,000.00	-
MA DPH Crisis Fund	-	7,058.52	7,058.52	-
Cares Election Postage	-	867.14	867.14	-
EPS COVID Grant	-	49,543.41	49,543.41	-
EPS Mobile Terminals Grant	-	-	36,925.50	(36,925.50)
SHRAB Veterans Records Grant	-	3,600.00	-	3,600.00
ARPA Grant	-	261,200.38	-	261,200.38
FEMA-Vaccination Clinic Costs	-	-	1,866.91	(1,866.91)
<u>Education Funds</u>				
School Lunch	25,924.36	89,021.68	56,901.25	58,044.79
School Choice	1,102,794.37	309,058.00	191,274.88	1,220,577.49
Grant Funded Stipends	(165.00)	2,419.00	2,254.00	-
Title I Grant	(1,300.00)	26,092.32	24,792.32	-
REAP Grant	270.00	41,319.38	48,709.26	(7,119.88)
Circuit Breaker Rev Fund	16,720.75	11,213.00	16,721.00	11,212.75
SPED Assistance Grant	(2,692.73)	84,204.63	81,511.90	-
Dionne Mem Music Award	40.00	-	-	40.00
School Building Use Fund	8,111.21	-	-	8,111.21
Fall Daybreak Program	82,595.33	52,000.00	81,366.14	53,229.19
Summer Daybreak Program	13,798.97	-	-	13,798.97

Town of Deerfield							
Combined Balance Sheet - All Fund Types and Account Groups							
as of June 30, 2021							
(Unaudited)							
	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	
ASSETS							
Cash and cash equivalents	3,096,449.43	3,822,550.48	10,009,771.54	2,239,626.46	2,865,302.19		22,033,700.10
Receivables:							
Personal property taxes	12,476.16						12,476.16
Real estate taxes	105,862.37	2,114.40					107,976.77
Allowance for abatements and exemptions	(76,107.97)						(76,107.97)
Tax liens	110,987.89	1,415.37		1,168.46	9,006.45		122,578.17
Deferred taxes	8,969.25						8,969.25
Motor vehicle excise	53,463.74						53,463.74
User fees				1,360,119.15			1,360,119.15
Departmental	500.00						500.00
Due from other governments		520,511.61					520,511.61
Foreclosures/Possessions	41,711.81						41,711.81
Amounts to be provided - payment of bonds						3,185,000.00	3,185,000.00
Total Assets	3,354,312.68	4,346,591.86	10,009,771.54	3,600,914.07	2,874,308.64	3,185,000.00	27,370,898.79
LIABILITIES AND FUND EQUITY							
Liabilities:							
Warrants payable	199,811.45	170,987.03	272,291.25	43,197.97	4,468.56		690,756.26
Accounts payable	7,269.42	298.82		64.99			7,633.23
Accrued payroll	418,516.10	16,089.50		25,143.77			459,749.37
Withholdings	70,347.84						70,347.84
Other liabilities			42,657.86				42,657.86
Deferred revenue:							
Real and personal property taxes	42,230.56	2,114.40					44,344.96
Tax liens	110,987.89	1,415.37		1,168.46	9,006.45		122,578.17
Deferred taxes	8,969.25						8,969.25
Foreclosures/Possessions	41,711.81						41,711.81
Motor vehicle excise	53,463.74						53,463.74
User fees				1,360,119.15			1,360,119.15
Departmental	500.00						500.00
Due from other governments		520,511.61					520,511.61
Notes payable			10,564,720.00				10,564,720.00
Bonds payable						3,185,000.00	3,185,000.00
Total Liabilities	953,808.06	711,416.73	10,879,669.11	1,429,694.34	13,475.01	3,185,000.00	17,173,063.25
Fund Equity:							
Reserved for encumbrances	104,377.64						104,377.64
Reserved for continuing appropriations	305,255.03	35,354.00					340,609.03
Reserved for expenditures	672,850.00			510,401.00			1,183,251.00
Reserved for premiums	46,149.05						46,149.05
Reserved for working deposit		380,005.00					380,005.00
Undesignated fund balance	1,271,872.90	3,219,816.13	(869,897.57)		2,860,833.63		6,482,625.09
Unreserved retained earnings				1,660,818.73			1,660,818.73
Total Fund Equity	2,400,504.62	3,635,175.13	(869,897.57)	2,171,219.73	2,860,833.63	0.00	10,197,835.54
Total Liabilities and Fund Equity	3,354,312.68	4,346,591.86	10,009,771.54	3,600,914.07	2,874,308.64	3,185,000.00	27,370,898.79

BUILDING INSPECTIONS

Robert Walden Building Commissioner
 Wayne Shaw..... Wiring Inspector
 Eric Henderson Alternate Wiring Inspector
 Steven Baranoski..... Plumbing & Gas Fittings Inspector
 Mark Wendolowski Alternate Plumbing & Gas Fittings Inspector
 Sue Brulotte..... Administrative Assistant

The Building Inspections office ensures safety and code compliance.

Detailed below are new permits issued by the Building Department in 2021, and the annual permits issued each year.

PERMIT TYPE	NEW HOMES	COMMERCIAL	MISC. HOME REPAIR
Building Permits	19	49	234
Electrical	16	50	110
Gas Fittings	10	10	48
Plumbing	14	32	36
Annuals Permits:			
Restaurants, Bars	Churches, lecture halls, recreational center	Hotel, motels, boarding house, etc.	Educational, daycares
19	8	3	74

Building permits may be required when work on a home or business is being done either by the homeowner or a contractor. If you are unsure if you need a building permit, please contact the Building Inspections office.

Work Requiring a Permit (examples)

- New homes, additions, garages or storage sheds (over 200 sq. ft.)
- Interior renovations, involving the cutting away of any wall or structural member.
- Decks and ramps.
- Roofing (when re-roofing more than 25% of existing roof).
- Siding (when re-siding more than 25% of existing house)
- Windows or exterior door replacement.
- Fences over 7ft high.
- Retaining walls over 4ft high.
- Wood stoves, fireplace inserts, fireplaces, or chimneys, outdoor wood furnace.
- Demolition of any existing structure.
- Signs-new or alterations of existing signs.
- Changes of use (e.g. from storage to living space).

Why Should I Get a Permit?

It's the law. Massachusetts Building Code (780 CMR 5110.1.0) states: It shall be unlawful to construct, reconstruct, alter, repair, remove or demolish a building or structure...without first filing a written application with the building official and obtaining the required permit therefore." In addition, a building permit is for your own protection. The building official will require the work performed to meet the standards of the Mass Building Code, which translates into your security. Insurance companies may require a Certificate of Occupancy or approval of the building official for certain work.

TOWN ADMINISTRATION

Kayce D. Warren, Town Administrator
Jennifer A. Gannett, Assistant Town Administrator
Patricia A. Kroll, Administrative Assistant

TOWN CLERK

The Town Clerk's Office appreciated a quiet start to 2021, following a very busy 2020 election year. The COVID-19 pandemic precautions were still in place at the start of the year. Vaccines rolled out in January and by late Spring, a majority of residents in Town and the State had been fully vaccinated. By mid-June, the Governor withdrew the mask mandate and the Town Offices along with other businesses, opened to the public for the first time since March of 2020.

The Annual Town Election was held on the customary, first Monday in May. Turnout was light at 15% (587 out of 3941 voters). The Planning Board had the only contested race with five candidates vying for three seats. There were no State or Federal elections in 2021.

Voters were checked in using electronic Poll Pads for the first time. The new technology was purchased with grant funds from the Center for Tech and Civic Life. The nonprofit organization stepped up to offer grant funds to cities and towns throughout the US, to be used for the public purpose of planning and operationalizing safe and secure election administration. The Poll Pads enabled voters to be checked in swiftly and accurately, and aided in post-election processing.

The Annual Town Meeting met outside at the Frontier Regional School again. The meeting was held on Saturday, June 12. It was a lengthy meeting as voters took up five General Bylaws, five Zoning Bylaws, along with the FY22 Budget and other routine Town Meeting business.

By the beginning of FY22, the Town Clerk's Office resumed a more routine schedule of duties and due dates.

Town Clerk's Page of the Town Website -

The Town Clerk's page on the Town's website has been expanded to include up-to-date information, helpful links, and a FAQ section. In addition to finding useful information on the website, residents may also order and pay for birth, death, and marriage records as well as dog licenses by choosing Online Bill Pay.

The following is a summary of activities of the Town Clerk's Office for 2017-2021.

	2021	2020	2019	2018	2017
Births	25	19	34	18	36
Deaths	48	44	39	51	48
Marriages	23	30	20	29	25

FY21 Total Fees Collected by the Town Clerk
Recording Fees: \$ 13,627 Dog Licenses: \$ 3,772

Respectfully submitted,

Barbara J. Hancock, Town Clerk

Annual Town Meeting

June 12, 2021

FRANKLIN SS

I, Barbara J. Hancock, duly appointed and qualified Clerk of the Town of Deerfield hereby verify that the following votes were taken at the Annual Town Meeting held on Saturday, June 12, 2021 on the baseball field at the Frontier Regional School on 113 North Main Street, in the Village of South Deerfield, with 223 voters in attendance. Meeting was called to order by the Moderator, Daniel Graves, at 9:10 a.m.

Moderator's Motions:

Voted that the reading of all articles be waived and that prior to the reading of a motion under the article, the Moderator briefly summarize the content of the article to be considered; and, further, that unless objection is raised, the reading of detailed motions be waived where the article as printed can, in the opinion of the Moderator, be incorporated by reference in any motion presented.

Motion passed unanimously, so declared the Moderator

Voted the following people be allowed to address the audience during the Town Meeting:

- Attorney Lisa Mead, Town Counsel
- Brenda Hill, Town Accountant
- Kayce Warren, Town Administrator
- Darius Modestow, Superintendent, Frontier Regional/Union 38 Schools
- Shelly Poreda, Director of Business Administration, Frontier Regional/Union 38 Schools
- Tina Gemme, Principal, Deerfield Elementary School
- Richard Martin, Superintendent, Franklin County Technical School
- Russell Kaubris, Business Manager, Franklin County Technical School

Motion passed, so declared the Moderator

Voted that the moderator can, call a four-fifths vote without a roll call tabulation if he, in his opinion can determine the vote manually.

Motion passed, so declared the Moderator

ARTICLE 1

Voted to approve Article 1, A through H, as a consent article, as follows:

A. Reports of Officers

Hear the reports of the Selectboard, the Deerfield School Committee, and all other Town officers, boards, committees, and commissions.

B. Elected Officials Compensation

Establish the salaries and compensation of all elected officers of the Town as contained within the omnibus budget of the Town, for the Fiscal Year beginning July 1, 2021.

OFFICIAL	REQUESTED	RECOMMENDED
<i>Moderator, Annual Town Meeting</i>	\$ 300.00	\$ 300.00
<i>Moderator, Special Town Meeting (\$50/mtg.)</i>	\$ 100.00	\$ 100.00
<i>Selectboard, Chair</i>	\$ 6,000.00	\$ 6,000.00
<i>Selectboard, Associate Members (2)</i>	\$ 5,000.00	\$ 5,000.00
<i>Assessors, Chair</i>	\$ 4,000.00	\$ 4,000.00
<i>Assessors, Associate Members (2)</i>	\$ 3,500.00	\$ 3,500.00
<i>School Committee, Chair</i>	\$ 150.00	\$ 150.00
<i>School Committee, Assoc. Members (4)</i>	\$ 100.00	\$ 100.00

C. Acknowledgement of Gifts

Acknowledge the following monetary gifts made to the Town in appreciation of services rendered, that have been deposited by the Treasurer in the General or related Special Funds of the Town; and to acknowledge countless non-monetary gifts made to the Town by our non-profit partners.

Monetary Gifts in appreciation for services rendered

Deerfield Academy	\$130,000
Eaglebrook School	\$26,000
Historic Deerfield	\$14,000
Bement School	\$10,000
Woolman Hill	\$4,121

Monetary pledges toward replacement of the Deerfield Elementary School Roof completed in 2016, paid over a 5 -to- 10-year period.

Deerfield Academy	\$105,000
Eaglebrook School	\$75,000
Historic Deerfield	\$25,000
Bement School	\$20,000

Pledges received in the last 12 months

Deerfield Academy	\$10,500
Eaglebrook School	\$7,500
Historic Deerfield	\$5,000
Bement School	\$2,000

Monetary donation towards School Resource Officer Program the past 12 months

Deerfield Academy	\$30,000
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Monetary donation towards the Police Motorcycle

Eaglebrook School	\$13,000
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Monetary donation towards Police Radios

Deerfield Academy \$8,000

Monetary donation towards Deerfield Elementary School Lunch program

Deerfield Academy \$12,500

The Town gratefully acknowledges countless non-monetary gifts made by all our non-profit partners during the last 12 months.

D. Library Interest

Vote to transfer the interest earned for the preceding year from the Dickinson Library Trust fund to the Tilton Library, and to Frontier Regional School for Library use, for the Fiscal Year beginning July 1, 2021, as referenced in this article.

Dickinson Library Trust Interest

Tilton Library for Library Use	\$2,262
Frontier Regional School for Library use	\$399
Total	\$2,661

E. Acceptance of Grants

Authorize the Selectboard to apply for, accept and expend for specific purposes any monies provided by any Federal or State Grants or Programs which may be awarded to the Town.

F. Selectboard Contract Authority

Authorize the Selectboard, in accordance with G.L c. 30B §12(b), to negotiate and enter into contracts with vendors as they deem necessary or beneficial, for a term of no more than five (5) years.

G. Assessors Contract Authority

Authorize the Board of Assessors, in accordance with G.L c. 30B §12(b), to negotiate and enter into contracts with vendors as they deem necessary or beneficial, for a term of no more than five (5) years.

H. Revolving Funds

Vote to fix the maximum amount that may be spent for the Fiscal Year beginning July 1, 2021, for the revolving funds established in the Deerfield General Bylaws, c. 20 §20-3, Departmental Revolving Funds for certain departments, boards, committees, agencies or officers in accordance with G.L. c.44 §53E½, as referenced in this article.

FUND	SPENDING LIMIT
Recycling	\$20,000.00
Parks and Recreation	\$75,000.00
Planning	\$25,000.00

Motion passed, so declared the Moderator

ARTICLE 2 Consent Article – Unanticipated Prior Fiscal Year Bills

Motion to approve the following prior year bills, Article 1, A through C, as a consent article:

- A.** The sum of **\$7,920** to fund a Fiscal Year 2019 unanticipated bill for the Mill Village Rd Upper Watershed study;

This bill is for a study of the factors affecting drainage from the contributing watershed to appropriately size the Mill Village Road Culvert prior to replacement.

- B.** The sum of **\$6,200** to fund a Fiscal Year 2019 unanticipated bill for DEERFMA-Planning Board Peer Review – Dollar General;

This bill is for additional peer review tasks as requested by the Planning Board for the Dollar General project.

- C.** The sum of **\$1,744** to fund a Fiscal Year 2020 unanticipated bill for Town Building Assessment Survey;

This bill is for the mailing costs and online survey of residents regarding town building use.

Motion failed, so declared the Moderator

ARTICLE 3 Consent Article – Special Appropriations

Voted Article 3, A through D, as a consent article to transfer the following appropriations from Free Cash:

- A. Reserve Fund Appropriation**

The sum of **\$100,000** for the Reserve Fund of the Town in accordance with G.L. c.40 §6 for the Fiscal Year beginning July 1, 2021;

- B. OPEB Liability Trust Fund Appropriation**

The sum of **\$41,610** for the Other Post-Employment Benefits (OPEB) Liability Trust Fund for the Fiscal Year beginning July 1, 2021;

- C. Out of District Placement (Vocational Education) Appropriation**

The sum of **\$60,500** for the tuition and transportation expenses of students to the Smith Vocational and Agricultural High School for the Fiscal Year beginning July 1, 2021;

- D. 350th Celebration Appropriation**

The sum of **\$10,000** for the Town’s 350th Anniversary Celebration for the Fiscal Year beginning July 1, 2021;

Motion passed, so declared the Moderator

ARTICLE 4 Classification-Compensation Plan

Voted to adopt the Classification-Compensation Plan in accordance with the Deerfield General Bylaws Chapter 35-Personnel, Article III, Classification-Compensation Plan for the Fiscal Year beginning July 1, 2021, as presented in this handout.

FY22 DEERFIELD COMPENSATION - CLASSIFICATION SCHEDULE												
Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Over
1	Landfill Attendants	14.14	14.91	15.71	16.50	17.28	18.07	18.85	19.64	20.42	21.21	Long.
	Library Aides	14.14	14.91	15.71	16.50	17.28	18.07	18.85	19.64	20.42	21.21	Long.
2	Admin Asst. Hwy/Public Works	16.96	17.92	18.85	19.79	20.74	21.68	22.62	23.57	24.50	25.46	Long.
	Assistant Town Clerk	16.96	17.92	18.85	19.79	20.74	21.68	22.62	23.57	24.50	25.46	Long.
	EMT - Basic	16.96	17.92	18.85	19.79	20.74	21.68	22.62	23.57	24.50	25.46	Long.
	Heavy Equipment Operator	16.96	17.92	18.85	19.79	20.74	21.68	22.62	23.57	24.50	25.46	Long.
	Library Adult Circ. Head	16.96	17.92	18.85	19.79	20.74	21.68	22.62	23.57	24.50	25.46	Long.
	Sr Ctr Program Coordinator	16.96	17.92	18.85	19.79	20.74	21.68	22.62	23.57	24.50	25.46	Long.
	WWTP Operator	16.96	17.92	18.85	19.79	20.74	21.68	22.62	23.57	24.50	25.46	Long.
3	Admin Assistant (Insp.)	19.79	20.89	21.99	23.08	24.18	25.30	26.41	27.50	28.60	29.71	Long.
	Admin Assistant (SB/BoH)	19.79	20.89	21.99	23.08	24.18	25.30	26.41	27.50	28.60	29.71	Long.
	Admin Assistant (Police)	19.79	20.89	21.99	23.08	24.18	25.30	26.41	27.50	28.60	29.71	Long.
	Advanced EMT	19.79	20.89	21.99	23.08	24.18	25.30	26.41	27.50	28.60	29.71	Long.
	Children's Librarian	19.79	20.89	21.99	23.08	24.18	25.30	26.41	27.50	28.60	29.71	Long.
	Foreman/HEO	19.79	20.89	21.99	23.08	24.18	25.30	26.41	27.50	28.60	29.71	Long.
	Recreation Director	19.79	20.89	21.99	23.08	24.18	25.30	26.41	27.50	28.60	29.71	Long.
4	Assistant Assessor	22.62	23.89	25.13	26.41	27.66	28.90	30.16	31.43	32.67	33.94	Long.
	Asst Treas/Collector	22.62	23.89	25.13	26.41	27.66	28.90	30.16	31.43	32.67	33.94	Long.
	Building/Land Use Office Mgr	22.62	23.89	25.13	26.41	27.66	28.90	30.16	31.43	32.67	33.94	Long.
	Executive Assistant	22.62	23.89	25.13	26.41	27.66	28.90	30.16	31.43	32.67	33.94	Long.
	Paramedic	22.62	23.89	25.13	26.41	27.66	28.90	30.16	31.43	32.67	33.94	Long.
	Senior Center Director	22.62	23.89	25.13	26.41	27.66	28.90	30.16	31.43	32.67	33.94	Long.
5	Assistant EMS Director	25.46	26.86	28.28	29.71	31.11	32.53	33.94	35.35	36.77	38.18	Long.
	Assistant TA/Planning Off.	25.46	26.86	28.28	29.71	31.11	32.53	33.94	35.35	36.77	38.18	Long.

	Asst Highway/Public Works Supt	25.46	26.86	28.28	29.71	31.11	32.53	33.94	35.35	36.77	38.18	Long.
	Chief WWTP Operator	25.46	26.86	28.28	29.71	31.11	32.53	33.94	35.35	36.77	38.18	Long.
	Health Agent	25.46	26.86	28.28	29.71	31.11	32.53	33.94	35.35	36.77	38.18	Long.
	Library Director	25.46	26.86	28.28	29.71	31.11	32.53	33.94	35.35	36.77	38.18	Long.
	Town Accountant	25.46	26.86	28.28	29.71	31.11	32.53	33.94	35.35	36.77	38.18	Long.
6	Building Commissioner	28.28	29.86	31.43	32.99	34.58	36.13	37.71	39.27	40.85	42.43	Long.
	EMS Director	28.28	29.86	31.43	32.99	34.58	36.13	37.71	39.27	40.85	42.43	Long.
	Police Chief	28.28	29.86	31.43	32.99	34.58	36.13	37.71	39.27	40.85	42.43	Long.
	Public Works Supt	28.28	29.86	31.43	32.99	34.58	36.13	37.71	39.27	40.85	42.43	Long.
	Town Clerk/Treas/Collector	28.28	29.86	31.43	32.99	34.58	36.13	37.71	39.27	40.85	42.43	Long.
	LONGEVITY	10-14 yrs \$200			15-19 yrs. \$300			20-24 yrs \$400			25+ yrs \$500	

Motion passed, so declared the Moderator

ARTICLE 5 Omnibus Budget

Voted the Moderator read amounts recommended to be appropriated under this article, and unless objection is made, each item recommended in the report of the Finance Committee shall be tentatively accepted as appropriated for the purpose stated. If an objection is made to any recommendation, such appropriation shall be taken separately and the amount thereof and the manner of taking the same shall be determined by vote of the meeting and tentatively accepted. One vote shall be taken appropriating each amount so accepted as a single appropriation not to be exceeded.

Motion passed, so declared the Moderator

The FY2022 Omnibus Budget

	FY2021 Appropriated	FY2022 Requested	FY2022 Voted
100 SERIES - GENERAL GOVERNMENT			
114-5100 - MODERATOR	\$400	\$400	\$400
122-5100 - SELECTBOARD SALARIES	\$16,000	\$16,000	\$16,000
122-5110 - SELECTBOARD STAFF SALARIES	\$219,410	\$225,167	\$225,167
122-5400 - SELECTBOARD/ADMINISTRATOR EXP	\$11,150	\$13,100	\$13,100
131-5400 - FINANCE COMMITTEE	\$500	\$500	\$500
135-5110 - ACCOUNTANT SALARY	\$52,600	\$56,358	\$56,358
135-5400 - ACCOUNTANT EXPENSE	\$16,525	\$16,525	\$16,525
141-5100 - ASSESSORS SALARIES	\$11,000	\$11,000	\$11,000
141-5110 - ASSESSORS ADMIN ASSISTANT	\$64,105	\$66,026	\$66,026
141-5400 - ASSESSORS EXPENSE	\$23,125	\$23,125	\$23,125
142-5400 - ASSESSORS QUINQUENNIAL RECERT	\$20,000	\$20,000	\$20,000
145-5110 - CLERK / TREAS / COLLECTOR SALARIES	\$183,125	\$190,517	\$190,517
145-5410 - TREASURER / COLLECTOR EXPENSE	\$37,110	\$31,110	\$31,110
151-5110 - LEGAL EXPENSE	\$80,000	\$74,000	\$74,000
152-5400 - PERSONNEL BOARD	\$500	\$500	\$500
155-5400 - IT HARDWARE	\$5,000	\$5,000	\$5,000
155-5800 - PEG ACCESS CAPITAL EXPENSE	\$4,000	\$4,000	\$4,000
159-5410 - CONTRACTED SERVICES	\$214,654	\$229,558	\$229,558
161-5400 - TOWN CLERK EXPENSE	\$23,370	\$17,598	\$17,598
171-5400 - CONSERVATION COMMISSION	\$800	\$1,000	\$1,000
172-5400 - OPEN SPACE COMMITTEE	\$250	\$10,000	\$10,000
175-5400 - PLANNING BOARD	\$7,000	\$7,000	\$7,000
176-5400 - ZONING BOARD OF APPEALS	\$1,000	\$1,000	\$1,000
179-5400 - AGRICULTURAL COMMISSION	\$100	\$100	\$100
182-5400 - ENERGY COMMITTEE	\$1,000	\$1,000	\$1,000
192-5400 - TOWN OFFICE BLDG MAINTENANCE	\$80,400	\$81,100	\$81,100
192-5430 - TOWN OFFICE EXPENSE	\$13,500	\$13,250	\$13,250
196-5400 - GENERAL INSURANCE	\$55,000	\$60,000	\$60,000
TOTAL - GENERAL GOVERNMENT	\$1,141,624	\$1,174,934	\$1,174,934
	FY2021	FY2022	FY2022
200 SERIES - PUBLIC SAFETY	Appropriated	Requested	Voted
210-5110 - POLICE PAYROLL	\$859,354	\$932,657	\$932,657
210-5400 - POLICE DEPT EXPENSE	\$110,300	\$119,300	\$119,300
210-5800 - POLICE DEPT - CRUISER	\$50,000	\$55,000	\$55,000
241-5110 - INSPECTIONS DEPT PAYROLL	\$161,423	\$165,181	\$165,181
241-5400 - INSPECTIONS DEPT EXPENSE	\$4,750	\$4,750	\$4,750
291-5400 - EMERGENCY MANAGEMENT	\$2,800	\$2,800	\$2,800
292-5400 - CANINE CONTROL	\$19,188	\$20,485	\$20,485
TOTAL - PUBLIC SAFETY	\$1,207,815	\$1,300,173	\$1,300,173
	FY2021	FY2022	FY2022
300 SERIES - EDUCATION	Appropriated	Requested	Voted
300-5400 - DEERFIELD ELEMENTARY SCHOOL	\$4,833,913	\$4,995,986	\$4,945,986
312-5400 - FRONTIER REGIONAL SCHOOL	\$3,852,973	\$4,016,567	\$4,016,567
315-5800 - FRONTIER REGIONAL TRANSPORTATION	\$115,036	\$122,920	\$122,920
320-5410 - FRANKLIN TECH ASSESSMENT	\$313,756	\$323,023	\$323,023
320-5800 - FRANKLIN TECH - CAPITAL	\$17,818	\$17,697	\$17,697
TOTAL - EDUCATION	\$9,133,496	\$9,476,193	\$9,426,193

	FY2021	FY2022	FY2022
	Appropriated	Requested	Voted
400 SERIES - PUBLIC WORKS			
422-5110 - GEN HIGHWAY PAYROLL	\$521,540	\$543,532	\$543,532
422-5400 - GEN HIGHWAY EXPENSE	\$253,350	\$280,050	\$280,050
423-5400 - WINTER SNOW AND ICE REMOVAL	\$90,000	\$90,000	\$90,000
424-5400 - STREET LIGHTING	\$37,000	\$37,000	\$37,000
433-5400 - TRANSFER STATION EXPENSE	\$207,100	\$211,600	\$211,600
439-5400 - TEST WELL MONITORING / MAINT	\$40,000	\$40,000	\$40,000
TOTAL - PUBLIC WORKS	\$1,148,990	\$1,202,182	\$1,202,182
	FY2021	FY2022	FY2022
	Appropriated	Requested	Voted
500 SERIES - HUMAN SERVICES			
512-5110 - BOARD OF HEALTH SALARY	\$38,021	\$39,336	\$39,336
512-5400 - BOARD OF HEALTH EXPENSE	\$33,025	\$33,525	\$33,525
512-5500 - EMERGENCY COVID-19 EXP	\$8,500	\$15,000	\$15,000
541-5400 - COUNCIL ON AGING	\$500	\$500	\$500
541-5420 - SENIOR CENTER EXPENSE	\$46,091	\$47,558	\$47,558
543-5400 - VETERANS DISTRICT ASSESSMENT	\$11,593	\$13,910	\$13,910
543-5410 - VETERANS BENEFITS	\$21,000	\$21,000	\$21,000
549-5400 - ADA COORDINATOR	\$500	\$250	\$250
TOTAL - HUMAN SERVICES	\$159,230	\$171,079	\$171,079
	FY2021	FY2022	FY2022
	Appropriated	Requested	Voted
600 SERIES - CULTURE AND RECREATION			
610-5400 - TILTON LIBRARY	\$188,309	\$194,105	\$194,105
630-5400 - SUMMER SWIM PROGRAM	\$1,310	\$1,310	\$1,310
630-5410 - TRI-TOWN BEACH EXPENSE	\$6,514	\$18,160	\$18,160
634-5110 - RECREATION DEPT DIRECTOR SALARY	\$50,341	\$51,849	\$51,849
691-5400 - HISTORICAL COMMISSION	\$1,175	\$1,175	\$1,175
692-5800 - VETERANS DAY / MEMORIAL DAY EXP	\$2,000	\$2,000	\$2,000
TOTAL - CULTURE AND RECREATION	\$249,649	\$268,599	\$268,599
	FY2021	FY2022	FY2022
	Appropriated	Requested	Voted
700 SERIES - DEBT SERVICE			
710-5900 - MATURING DEBT	\$457,500	\$483,614	\$483,614
751-5900 - INTEREST ON MATURING DEBT	\$131,032	\$130,917	\$130,917
752-5900 - INTEREST ON TEMPORARY LOANS	\$5,000	\$5,000	\$5,000
TOTAL - DEBT SERVICE	\$593,532	\$619,531	\$619,531
	FY2021	FY2022	FY2022
	Appropriated	Requested	Voted
800 & 900 SERIES - BENEFITS			
830-5400 - FRCOG CORE ASSESSMENT	\$44,013	\$41,574	\$41,574
910-5800 - UNFUNDED SICK LEAVE AND VACATION	\$15,000	\$10,000	\$10,000
911-5400 - FRANKLIN CTY REGIONAL RETIREMENT	\$531,139	\$563,504	\$563,504
912-5400 - WORKERS COMPENSATION	\$50,430	\$47,144	\$47,144
913-5400 - UNEMPLOYMENT INSURANCE	\$27,000	\$27,000	\$27,000
914-5400 - GROUP INSURANCE - TOWN	\$309,266	\$292,280	\$292,280
914-5410 - GROUP INSURANCE - SCHOOL	\$644,390	\$657,526	\$657,526
916-5400 - MEDICARE INSURANCE	\$105,831	\$103,987	\$103,987
TOTAL - BENEFITS	\$1,727,069	\$1,743,015	\$1,743,015
TOTAL - OMNIBUS BUDGET	\$15,361,405	\$15,955,706	\$15,905,706

Voted to appropriate \$15,905,706 to fund the accepted amounts voted, and to meet this appropriation, transfer:

\$62,530	From SCEMS Enterprise Fund
\$5,649	From SCSC Fund
\$38,620	From Sewer Enterprise Fund
\$6,881	From Receipts Reserved for Debt
\$8,997	From Free Cash

and raise and appropriate \$15,783,029

Motion passed, so declared the Moderator

ARTICLE 6 Sewer/WWTP Enterprise Fund

Voted to appropriate \$1,542,940 to operate the Sewer Enterprise Fund for the Fiscal Year beginning July 1, 2021, in accordance with the provisions of G.L. c.44, §53F½, such amount to be funded from enterprise revenue and retained earnings, as referenced in this article:

Revenues

<i>User Fees</i>	\$ 1,340,940
<i>Retained Earnings</i>	\$ 200,000
<i>Investment Income</i>	\$ 2,000
Total Revenues	\$1,542,940

Expenses

<i>Salaries/Wages</i>	\$ 305,884
<i>Operating Expenses</i>	\$ 656,925
<i>Debt Service</i>	\$ 483,991
<i>Indirect Costs</i>	\$ 55,140
<i>Operational Reserve</i>	\$ 41,000
Total Enterprise Fund Expenses	\$1,542,940

Motion carried, so declared the Moderator

ARTICLE 7 SCEMS Enterprise Fund

Voted to appropriate the sum of \$1,432,844, and to transfer from Free Cash the sum of \$309,243 to fund the South County Emergency Medical Services (SCEMS) Enterprise Fund for the Fiscal Year beginning July 1, 2021, as follows:

Revenues

Medical Service Fees	\$ 525,000
Grants	\$ 0
Retained Earnings	\$ 310,401
Deerfield Assessment (from Free Cash)	\$ 309,243
Sunderland Assessment	\$ 188,056
Whately Assessment	\$ 100,144
Other	\$ 0
Total Revenues	\$ 1,432,844

Expenses

Salaries/Wages	\$ 1,067,395
Operating Expenses	\$ 208,024
Indirect Costs	\$ 57,425
Reserve for Emergency/Unforeseen	\$ 100,000
Total Enterprise Fund Expenses	\$ 1,432,844

Town of Deerfield's Allocated Share of Total Enterprise Fund Expenses:

FY2022 Subsidy from Free Cash \$ 309,243

Information Only:

FY2022 Assessments Calculation

Total Expenses		\$ 1,432,844
Less Estimated Medical Service Fees		-\$ 525,000
Less Retained Earnings		-\$ 310,401
Equals Amounts to be Assessed		\$ 597,443
Deerfield	51.76%	\$ 309,243
Sunderland	31.48%	\$ 188,056
Whately	16.76%	\$ 100,144

Capital Expenditure requests

None for the Enterprise Fund

Motion carried, so declared the Moderator

ARTICLE 8 Capital Projects

Voted to transfer \$142,500 (requested amount amended from \$179,000) from Free Cash, transfer \$26,000 from the Roadside Mower Special Revenue Fund, transfer \$52,118 from the Municipal Building Fund, transfer \$150,000 from Capital Stabilization, and transfer \$55,000 from SCEMS Rent Stabilization to fund the Capital Improvements Projects for the Fiscal Year beginning July 1, 2021 as follows:

DETAIL OF CAPITAL REQUESTS

FREE CASH	Requested	Selectboard, FinComm, & CIPC	<u>VOTED</u> <u>AMOUNT</u>
Elementary School: Replace Flooring	0	\$21,200	0
Elementary School: Restroom Renovations	0	\$15,300	0
Senior Center Needs Assessment & Feasibility Study	\$42,500	\$42,500	\$42,500
Asphalt Sidewalk Repairs	\$503,325	\$100,000	\$100,000
Subtotal:	\$545,825	\$179,000	\$142,500
ROADSIDE MOWER SPECIAL REV FUND			
Lease pmt #5 of 5 for Roadside Mower	\$26,000	\$26,000	\$26,000

MUNICIPAL BUILDING FUND

Municipal Offices Repairs	\$60,000	\$52,118	\$52,118
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CAPITAL STABILIZATION (2/3 vote)

Asphalt Sidewalk Repairs	(see above)	\$150,000	\$150,000
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SCEMS RENT STABILIZATION (2/3 vote)

Asphalt Paving	\$25,000	\$25,000	\$25,000
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Exhaust System	\$30,000	\$30,000	\$30,000
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Subtotal:	\$55,000	\$55,000	\$55,000
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TOTAL - CAPITAL REQUESTS	\$686,825	\$462,118	\$425,618
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Motion carried by 2/3rds, so declared the Moderator

ARTICLE 9 Community Preservation Fund

Voted to:

- appropriate \$4,475 from the Community Preservation Fund 2022 Estimated Revenues for clearing the 0.48-acre Town of Deerfield site of the Original Pine Nook Cemetery, surveying the site, probing for toppled and buried gravestones, repairing, re-erecting, stabilizing and cleaning the 200-year-old+ gravestones, all in a manner consistent with the proposal submitted by the Deerfield Historical Commission, and approved by the Community Preservation Committee; said funds to be expended within three years under the direction of the Selectboard and any unused funds to be returned to the Community Preservation Fund as required by statute; and
- appropriate \$13,000 from the Community Preservation Fund 2022 Estimated Revenues for Agricultural Preservation Restriction (APR) match for property identified in the Assessors records as Map 148, Lot 7, all in a manner consistent with the proposal submitted by the Town of Deerfield Selectboard, and approved by the Community Preservation Committee; said funds to be expended within three years under the direction of the Selectboard and any unused funds to be returned to the Community Preservation Fund as required by statute; and
- transfer \$209,000 (55%) of the Community Preservation Fund 2022 Estimated Revenues to the Reserve for Community Housing (General Law Chapter 44B requires that a minimum of 10% be set aside for Community Housing); and
- transfer \$25,000 (10%) of the Community Preservation Fund 2022 Estimated Revenues to the Reserve for Open Space as required by General Law Chapter 44B; and
- transfer \$33,525 (10%) of the Community Preservation Fund 2022 Estimated Revenues to the Reserve for Historic Preservation as required by General Law Chapter 44B; and
- appropriate \$15,000 from the Community Preservation Fund 2022 Estimated Revenues for Community Preservation Committee administrative expenses; and
- transfer \$80,000, the balance of the Community Preservation Fund 2022 Estimated Revenues, to the Community Preservation Budgeted Reserve.

Project Requests

<i>Applicant</i>	<i>Project Description</i>	<i>Amount Requested</i>
Deerfield Historic Commission	<i>Old Pine Nook Cemetery Preservation</i>	\$4,475
Town of Deerfield Selectboard	<i>APR contribution for Map 148 lot 7</i>	\$13,000

Annual Revenue Appropriations

<i>Action Requested</i>	<i>Purpose</i>	<i>Amount Requested</i>	<i>Percentage of Estimated Revenues</i>
Transfer to Reserve	Community Preservation Community Housing	\$209,000	55%
Transfer to Reserve	Community Preservation Open Space Reserve	\$25,000	10%
Transfer to Reserve	Community Preservation Historical Reserve	\$33,525	10%
Transfer to Reserve	Community Preservation Budgeted Reserve	\$80,000	
Appropriation	Community Preservation Administrative Expenses	\$15,000	

Community Preservation Reserve Balances as of October 22, 2020:

Reserve for Open Space	\$0
Reserve for Historic Resources	\$29,550
Reserve for Community Housing	\$350,455
Undesignated Fund Balance	\$1,090,287

Motion carried, so declared the Moderator

ARTICLE 10 Change of Use and Confirmation of Appropriation for North Main Street Land

Voted to change the use of the property shown as Map 151 Lot 1 including approximately 8.5 acres +/- and conveyed to the Town of Deerfield by Joyce A. Pervere by deed dated June 29, 2020 and recorded in the Franklin County Registry of Deeds in Book 7566, Page 283 from general recreational purposes as set forth in Article 16 of the 2020 Annual Town meeting to park and outdoor recreational purposes pursuant to G.L. c. 45 sec. 3, and further to **confirm the appropriation previously approved in** Article 13 paragraph (C) of the 2020 Annual Town Meeting **as follows:** from the Community Preservation Fund as follows \$198,870 from the Community Preservation Fund Open Space Reserves, \$900,000 from the Community Preservation Fund Undesignated Fund Balance, and \$51,130 from the Community Preservation Fund 2021 Estimated Revenues, and further to **confirm the appropriation previously approved in** Article 4 of the 2020 Special Town Meeting **as follows:** \$153,516 from the Budgeted Reserve Fund and \$846,484 from the Undesignated Fund Balance for a total of \$2,150,000, and further to authorize the Selectboard to submit on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts through the Land and Water Conservation Fund (P.L. 88-578) grant program or take any action relative thereto.

Motion carried by 2/3 Majority, so declared the Moderator

ARTICLE 11 Police Officer Age-Waiver

Voted to submit a Home Rule Petition to the General Court to allow, notwithstanding any general or special law to the contrary, Gary Sibilias, a police officer with the police department of the Town of Deerfield, to extend the length of service in such position until the date of his retirement or he is relieved of his duties, whichever occurs first; provided, however, that Gary Sibilias is mentally and physically capable of performing the duties of the position. The Town may require, at its own expense, that Gary Sibilias be examined by an impartial physician designated by the town to determine his capacity. No further deductions shall be made from the regular compensation of Gary Sibilias pursuant to G.L. c.32; This Act shall take effect upon its passage; And that the Selectboard shall be permitted to make changes to the foregoing as may be required to affect the passage thereof.

Motion carried, so declared the Moderator

ARTICLE 12 General Bylaw Change – Personnel, Holidays, Juneteenth Independence Day

Voted to amend the Town of Deerfield General Bylaws, Chapter 35, Article II, Section 35-25 by adding “Juneteenth Independence Day” to the list of paid Holidays and to add the same holiday for all benefitted employees including those belonging to collective bargaining units and those contracted under other agreements.

Motion carried, so declared the Moderator

ARTICLE 13 General Bylaw Change – Personnel, Holidays, Columbus Day

Voted to amend the Town of Deerfield Chapter 35, Article II, Section 35-25, Holidays by renaming “Columbus Day” to “Indigenous Peoples’ Day”, as set forth in the Warrant.

Motion carried, so declared the Moderator

ARTICLE 14 General Bylaw Change – Capital Improvement Recommendations

Voted to amend the Town of Deerfield General Bylaws Chapter 10, Article VI, Section 10-17, Capital Improvement Recommendations, by replacing the first sentence in the paragraph with the following language, as presented in this handout:

Each year, not less than twenty-one (21) days prior to Annual Town Meeting, the Capital Improvement Planning Committee shall submit to the Selectboard, the Capital Improvement Plan which includes the capital improvement budget for the ensuing fiscal year and recommended capital improvements for the following four fiscal years.

Motion carried, so declared the Moderator

ARTICLE 15 General Bylaw Change – Gender Neutral Language for “Selectboard”

Voted to amend the Town of Deerfield Bylaws by deleting the word “Selectmen” each time it appears in said bylaw and inserting the term “Selectboard” in place thereof, and further, deleting the words “Board of Selectmen” each time it appears and inserting in place thereof the term “Selectboard” and further that the Town Clerk be authorized to make clerical, editorial or other adjustments to effectuate the purposes hereof.

Motion carried, so declared the Moderator

ARTICLE 16 Zoning Bylaw Change – Gender Neutral Language for “Selectboard”

Passed over this article.

ARTICLE 17 Zoning Bylaw – Municipal Facilities

Motion to amend the Town of Deerfield Zoning Bylaws, c. 179, Article II, entitled “Use and Dimensional Requirements,” Section 2300, entitled “Dimensional Requirements,” by adding a new superscript “9” after “Principal Use” in the heading of the principal use column, and adding the following new definition of superscript “9” at the end of the “NOTES” section thereof as:

⁹These provisions shall not apply to Town-owned Lots used for Municipal Facilities which shall be required to have no less than 50 (fifty) feet of frontage except that the front, rear and side-yard setback requirements noted herein shall apply. Notwithstanding the foregoing, the Planning Board, upon application of the Applicant, may waive and reduce the setback requirements if, in the opinion of the Planning Board, it is in the public interest to do so.

Motion Failed, so declared the Moderator

ARTICLE 18 Zoning Bylaw Change – Formula Based Business (FBB) Definitions

Voted to amend the Town of Deerfield Zoning Bylaws, c.179, Article VI, to add the following three definitions:

FAÇADE: The exterior front of a building and any other exterior building faces that are visible from a street or public, residential, or commercial space. Such front or faces shall include roofs, awnings, or other building projections or appurtenances.

FORMULA BASED BUSINESS: A type of retail sales establishment (not including consumer services), or a restaurant, tavern, bar, or other food service establishment which is under common ownership or control or is a franchise and is one (1) of ten (10) or more other businesses or establishments worldwide maintaining any of the following features (1-6):

	FORMULA BASED FOOD SERVICE	FORMULA BASED RETAIL
1	Standardized menu	Standardized array of merchandise with 50% or more of in-stock merchandise bearing uniform markings.
2	<p>Trademark or service mark, defined as a word, phrase, symbol or design, or a combination of words, phrases, symbols or designs that identifies and distinguishes the source of goods from one party from those of others, on products or as part of the store design.</p> <p>Such as on cups, napkins, bags, boxes, wrappers, straws, store signs, or advertising devices.</p>	<p>Trademark or service mark, defined as a word, phrase, symbol or design, or a combination of words, phrases, symbols or designs that identifies and distinguishes the source of goods from one party from those of others, on products or as part of the store design.</p> <p>Such as merchandise labels, bags, boxes, signs or advertising devices.</p>
3	Standardized décor and color scheme used throughout the interior of the establishment.	Standardized décor and color scheme used throughout the interior of the establishment.
4	A standardized façade.	A standardized façade.
5	Standardized décor and color scheme used throughout the exterior of the establishment.	Standardized décor and color scheme used throughout the exterior of the establishment.
6	Standardized signage.	Standardized signage.

STANDARDIZED: Substantially the same, not necessarily identical.

Motion carried by 2/3rds, so declared the Moderator

ARTICLE 19 Zoning Bylaw Change – Formula-based Business (FBB)

Voted to amend the Deerfield Zoning Bylaws c.179, §2200 by adding the following footnote after existing footnote 10:

¹¹ Within all C-I and all C-II Commercial zoning districts excepting the most northerly C-II district, Formula Based Businesses that conform to definitional elements 4, 5, or 6 herein are prohibited.

Motion carried by 2/3rds, so declared the Moderator

ARTICLE 20 Zoning Bylaw Change – Formula-based Business (FBB)

Voted to amend the Deerfield Zoning Bylaws c.179, §2200, by adding a notation of footnote 11 to the following listed commercial uses within the C-I and C-II districts:

“Retail sales or rental with or without display outdoors – Building 4,000 sq. ft. or less of enclosed floor area”

“Retail sales or rental with or without display outdoors – Building greater than 4,000 sq. ft. up to 30,000 sq. ft. of enclosed floor area”

“Retail sales or rental with or without display outdoors – Building greater than 30,000 sq. ft. up to 60,000 sq. ft. of enclosed floor area”

“Restaurant, not including fast-food or drive-in restaurant”

Motion carried by 2/3rds, so declared the Moderator

ARTICLE 21 Zoning Bylaw Change – Solar Energy Systems

Voted to amend the Deerfield Zoning Bylaws c.179 §3800 Solar Electric Installations by amending this section by making modifications as follows:

3800. SOLAR ENERGY SYSTEMS.

3810. Purpose. The purpose of this bylaw is to facilitate the creation or expansion Solar Energy Systems by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on environmental, scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

3820. Definitions. The words and phrases below shall be defined, for purposes of this bylaw, Section 3800, as follows:

Active Solar Energy System: Systems that convert the sun’s energy to electricity or heat, including: photovoltaic solar technology, which directly converts sunlight into electricity using panels made of semiconductor cells; and solar thermal technology, which captures the sun's heat.

As-of-Right Siting - As-of-right siting shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-right development may be subject to Site Plan Review to determine conformance with the provisions hereof and with the provisions of the Deerfield Zoning Bylaw, as may be applicable. As-of-right siting of Large-Scale Ground-Mounted Energy Systems shall be permitted where specified by the Use Regulation Schedule, Section 2230.

Large-Scale Ground-Mounted Solar Energy System: An Active Ground-mounted Solar Energy System that occupies more than 5 acres of surface area. Large solar energy systems are utility-scale solar energy conversion systems with many ground-mounted solar arrays in rows, and associated control or conversion electronics or energy storage components, that produce utility power to offsite customers.

Medium-Scale Ground-Mounted Solar Energy System: An Active Ground-mounted Solar Energy System that occupies more than 10,000 square feet of surface area, but no more than 5 acres of surface area. Medium solar energy systems are defined as private on-site or utility-scale solar energy conversion systems with many ground-mounted solar arrays in rows, and associated control or conversion electronics or energy storage components, that produce utility power to onsite and offsite customers.

Passive Solar Energy System: A solar energy system that captures solar light or heat without transforming it to another form of energy or transferring the energy via a heat exchanger.

Roof-Mounted Solar Energy System: An Active Solar Energy System that is structurally mounted to the roof of a building or structure; may be of any size (small-, medium- or large-scale). **Small-Scale Ground-Mounted Solar Energy System:** single residential or small business-scale solar energy conversion systems consisting of ground-mounted solar arrays, or other solar energy fixtures, and associated control or conversion electronics or energy storage components, occupying no more than 10,000 square feet of surface area.

Solar Canopies: Elevated structures that host solar panels and provide shade. These overhead solar panel installations are typically installed in parking lots or other paved areas.

3830. General Requirements.

3831. **Compliance with Laws, Bylaws, and Regulations.** The construction and operation of all Solar Energy Systems shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part thereof shall be constructed in accordance with the Massachusetts State Building Code (*See MGL c. 143, § 1 et seq.*).

3832. **Building Permit and Building Inspection.** No Solar Energy System shall be constructed, installed or modified as provided in this Section 3800 without first obtaining a building permit.

3833. **Fees.** *Medium-Scale and Large-Scale Solar Energy Systems* shall be permitted only upon payment of the fee(s) required for the issuance of a building permit and as required in connection with Site Plan Review or the issuance of a Special Permit hereunder.

3834. **Independent Consultants.** Upon submission of an application for Site Plan Review and/or a Special Permit, the Planning Board is authorized to engage outside consultants to peer review the application, pursuant to G.L. c. 44, § 53G, whose services shall be paid for by the applicant.

3835. **Permit Granting Authority.** The Planning Board shall serve as Site Plan Review Authority and Special Permit Granting Authority under this Section 3800.

3836. **Specified Solar Systems Permitted As of Right.** As specified in the Use Regulation Schedule, Section 2230, Small-scale Ground-Mounted Solar Energy Systems, Roof-Mounted Solar Energy Systems, Municipal Solar Energy Systems, Solar Canopies and Passive Solar Energy Systems shall be permitted as of right.

3837. **Site Location of Solar Energy Systems.** Utility scale Solar Energy Systems are encouraged to locate on existing building rooftops, rather than on ground-mounted locations. Ground-mounted systems shall minimize impacts on forestland and farmland in active production.

3840. Site Plan Review. *Medium-Scale and Large-Scale Solar Energy Systems* shall undergo Site Plan Review by the Planning Board, in accordance with Section 5400, prior to construction, installation or modification thereof, and shall further meet the requirements of this Section 3800.

3841. General. All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts.

3842. Required Documents. The project applicant shall provide the following documents in addition to or in coordination with those required under Section 5400.

a. Site Plan. A Site Plan showing:

(i) Property lines and physical features, including roads and topography, for the project site.

(ii) Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, fencing, screening vegetation and structures, including their height.

(iii) Locations of wetlands and Priority Habitat Areas as defined by the Natural Heritage & Endangered Species Program (NHESP).

(iv) Locations of floodplains or inundation areas for moderate or high hazard dams.

(v) Locations of local or National Historic Districts.

(vi) Water provision, including fire protection measures.

(vii) Stormwater drainage, including means of ultimate disposal and calculations, in compliance with the Town's Stormwater Bylaw, being Chapter 155 of the Deerfield General Bylaws, and any regulations adopted pursuant thereto.

(viii) Existing trees 10" caliper or better and existing tree/shrub masses; proposed planting, landscaping, and screening.

(ix) Identification of the site of the proposed installation by street address, if any, and the name(s) of the street(s) and way(s) nearest thereto.

(x) Map and lot number(s) for the site, available from the Assessor's office.

(xi) Zoning district designation(s) for the parcel(s) of land comprising the project site.

b. Blueprints. Blueprints or drawings of the installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts, showing:

(i) The proposed layout of the system and any potential shading from nearby structures.

(ii) One or three line electrical diagram detailing the Solar Energy System, associated components, and electrical interconnection methods, with all Massachusetts and National Electrical Code compliant disconnects and overcurrent devices.

c. General Documentation. The following information shall also be provided:

(i) A list of any hazardous materials proposed to be located on the site in excess of household quantities and a plan to prevent their release to the environment as appropriate.

(ii) Documentation of the major system components to be used, including the electric generating components, transmission systems, mounting system, inverter, etc.

(iii) Name, address, and contact information for proposed system installer.

(iv) Name, address, phone number and signature of the project applicant, as well as all co-applicants or property owners, if any.

(v) The name, contact information and signature of any agents representing the project applicant.

(vi) Certified list of abutters.

(vii) Any and all presentation board(s) and/or full-sized plan(s) utilized by the applicant at meeting(s) of the Site Plan Review Authority, provided in a format no larger than 24" x 36".

d. Site Control. The project applicant shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed Solar Energy System.

e. Operation and Maintenance Plan. The project applicant shall submit a plan for the operation and maintenance of the Solar Energy System, which shall include measures for maintaining safe access to the installation, stormwater management (consistent with DEP's Stormwater Regulations and the Town of Deerfield's Stormwater Regulations (11) and vegetation controls, as well as general procedures for operational maintenance of the installation.

11 Editor's Note: See Ch. 155, Stormwater.

f. Insurance. The project applicant shall provide proof of liability insurance in an amount sufficient to cover loss or damage to person(s) and structure(s) occasioned by the construction, use or failure of the Solar Energy System.

g. Financial Surety. Applicants for Medium-Scale and Large-Scale Solar Energy Systems shall provide a form of surety, either through an escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the installation and remediate the site to its natural preexisting condition, in an amount and form determined to be reasonable by the Site Plan Review Authority, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein. The project applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

h. Utility Notification. No Medium-Scale and Large-Scale Solar Energy Systems shall be constructed until evidence has been given that the utility company that operates the electrical grid where the installation is to be located has permitted the energy system. Off-grid systems shall be exempt from this requirement.

3843. Conditions. In addition to those considerations specified in Section 5460, Medium-Scale and Large-Scale Solar Energy Systems shall be designed so as to:

a. minimize visual impacts through proper lighting, landscaping and screening of the Solar Energy System and appurtenant structure(s), if any;

- b. minimize environmental impacts by avoiding land clearing and fragmentation of open space, preserving natural habitat and limiting the use of and providing for the containment of hazardous materials, and by satisfying applicable noise standards;
- c. minimize safety impacts through compliance with applicable dimensional requirements, design of the site so as to prevent unauthorized access and development of an emergency response plan; and
- d. ensure compliance with all applicable local, state and federal statutes, regulations, codes, bylaws, rules and standards.

3850. Special Permit. Where required by Section 2230 Use Regulations, a special permit may be granted by the Planning Board for the construction, installation or modification of a Large-Scale Solar Energy Systems, in accordance with Section 5300.

3851. Consolidation with Site Plan Review. Consistent with Section 5423, the Planning Board, as both the Site Plan Review Authority and the Special Permit Granting Authority, shall consolidate site plan review into the special permit procedures required hereunder, and the timetable for decision shall conform thereto.

3852. Criteria. A Special Permit may be granted upon written determination by the Planning Board that the benefits of the proposed use outweigh its detrimental impacts on the Town and the neighborhood, in view of the particular characteristics of the site and of the proposal in relation to that site. In addition to the criteria specified in Section 5320 or elsewhere in the Deerfield Zoning Bylaw, such determination shall include consideration of the following:

- a. the use is in harmony with the purpose and intent of this Section 3800;
- b. the use will be sited, designed and operated in a manner that appropriately addresses the impacts to the neighborhood and the community, including visual impacts, environmental impacts and impacts to public health, safety and welfare;
- c. no nuisance is expected to be created by the use; and
- d. adequate and appropriate facilities will be provided for the proper operation of the Solar Energy System.
- e. the use minimizes impacts on forestland and farmland in active production.

3860. Dimensional Requirements.

3861. Setback Requirements. For all Medium-Scale and Large-Scale Solar Energy Systems, minimum setbacks shall be as follows: For all Small-Scale Solar Energy Systems, the dimensional requirements shall be as shown in Section 2320. Table of Dimensional Requirements. Acreage and generating capacity thresholds apply in the aggregate to new facilities and expansions of existing facilities. For expansions, the acreage and output generation of the existing facility would be added to those of the proposed expansion to determine the overall size and generating capacity. Required setback areas shall not be counted toward a facility's total acreage.

3862. Height of Structures. The height of any structure associated with Medium-Scale and Large-Scale Solar Energy Systems shall not exceed 35 feet, including the full extended height of any tracking system, except for roof-mounted solar energy systems.

Table of Dimensional Requirements for Medium-Scale and Large-Scale Solar Energy Systems

Dimensional Requirement	RA	CVRD	C-I	C-II	I	PI	EPD
FRONT SETBACK (feet)	50	50	50	50	40	50	50
REAR YARD (feet)	50	50	50	50	25	50	50
SIDE YARD (feet)	50	50	50	50	25	50	50
PERIMETER SETBACK (feet)	-	-	-	-	100	-	-
MAXIMUM HEIGHT (feet)	35*	35*	35*	35*	35*	35*	35*

*Note: See also Section 3853.

3852. Dimensional Requirements for Appurtenant Structures. All appurtenant structures to Medium-Scale and Large-Scale Solar Energy Systems shall be subject to reasonable regulations concerning lot area, parking, and building coverage, as per the Deerfield Zoning Bylaw. All such appurtenant structures, including but not limited to equipment shelters, storage facilities, transformers, substations, batteries and other electrical storage, shall be architecturally compatible with each other. Whenever reasonable, structures should be screened from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

3853. Exemption from Maximum Height Limits. Roof-mounted solar energy systems shall be exempt from the maximum building height requirements in Section 2320. Table of Dimensional Requirements, and in the Table of Dimensional Requirements for Medium-scale and Large-scale Solar Energy Systems is Section 3862.

3854. Exemption from Lot Coverage Requirements. Small-scale solar energy systems shall be exempt for the Maximum Lot Coverage requirements in Section 2320. Table of Dimensional Requirements.

3870. Design and Performance Standards.

3871. Lighting. Lighting of Solar Energy Systems and appurtenant structures shall be consistent with the Deerfield Zoning Bylaw, and all other applicable local, state and federal laws. Lighting of the installation, including appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be shielded from abutting properties. All lighting shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

3872. Signage. Signs on all Medium-Scale and Large-Scale Solar Energy Systems shall comply with Section 3200 of the Deerfield Zoning Bylaw. Sufficient signage shall be provided, in accordance with said Section, to identify the owner of the facility and provide a 24-hour emergency contact phone number. Solar Energy Systems shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of such installation.

3873. Utility Connections. Electrical transformers or other utility interconnections shall be constructed as required by the utility provider and may be above ground if necessary; provided, however, that

reasonable efforts shall be made to place all utility connections underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider.

3874. Roads. Access roads shall be constructed to minimize grading, removal of stone walls or street trees and minimize impacts to environmental or historic resources.

3875. Control of Vegetation. Herbicides may not be used to control vegetation at the Solar Energy System. Mowing or the use of pervious pavers or geotextile materials underneath the solar array is a possible alternative.

3876. Hazardous Materials. If hazardous materials are to be used or generated on site, provision shall be made for the storage thereof in accordance with all requirements of the Department of Environmental Protection (DEP), including but not limited to the storage of hazardous materials in a building with an impervious floor that is not adjacent to any floor drains to prevent discharge to the outdoor environment and for full containment of such materials in the event of a release. An enclosed containment area, designed to contain at least 110% of the volume of the hazardous materials used, generated or stored on the site, may be required.

3877. Noise. Noise generated by Medium-Scale and Large-Scale Solar Energy Systems and associated equipment and machinery shall conform to applicable state and local noise regulations, including the DEP's Division of Air Quality noise regulations, 310 CMR 7.10. A source of sound will be considered in violation of said regulations if the source:

- a. increases the broadband sound level by more than 10 db(A) above ambient; or
- b. produces a "pure tone" condition, when an octave band center frequency sound pressure level exceeds the two (2) adjacent center frequency sound pressure levels by three (3) decibels or more.

Said criteria are measured both at the property line and at the nearest inhabited residence. "Ambient" is defined as the background A-weighted sound level that is exceeded 90% of the time measured during equipment hours, unless established by other means with the consent of the DEP. Noise shall further comply with Section 3700 of the Deerfield Zoning Bylaw.

3878. Landscaping, Screening and Reflections.

- a. Any fencing or other structure(s) erected to prevent unauthorized access to the Solar Energy System, as well as any appurtenant structures, shall be screened using landscaping or other means so as to minimize their visual impact.
- b. Medium-Scale and Large-Scale Solar Energy Systems, including batteries and storage facilities, shall be screened by preserving existing vegetation, or using landscaping or other means, so as to minimize their visual impact along the street frontage, and adjacent to any pre-existing abutting residential or commercial uses.
- c. Medium-Scale and Large-Scale Solar Energy Systems shall be designed and/or oriented to minimize reflections that may cause a nuisance to adjacent residential or commercial uses.

3880. Safety and Environmental Standards.

3881. Emergency Services. The Solar Energy System owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Fire Chief, Highway Superintendent, and Emergency Management Director. Upon request the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the Solar Energy System shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

3882. Access. All Medium-Scale and Large-Scale Solar Energy Systems shall be designed so as to prevent unauthorized access (e.g. by fencing, by locked access).

3883. Land Clearing, Soil Erosion and Habitat Impacts. All Medium-Scale and Large-Scale Solar Energy Systems shall be designed to minimize land clearing and fragmentation of open space areas, and shall be located so as to avoid significant negative impacts on rare or protected species in the vicinity. Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Solar Energy System or as otherwise prescribed by applicable laws or regulations.

3884. Wetlands. All Medium-Scale and Large-Scale Solar Energy Systems shall be located in a manner consistent with applicable state and local wetlands regulations.

3890. Monitoring, Maintenance and Reporting.

3891. Solar Energy System Conditions. The Solar Energy System owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Management Director. The owner or operator shall be responsible for the cost of maintaining the Solar Energy System and any access road(s).

3892. Modifications. All material modifications to a Solar Energy System made after issuance of the required building permit shall require approval by the Permit Granting Authority, if applicable.

3893. Commissioning Report. Prior to placement of a Solar Energy System into operation, the owner or operator thereof shall submit a commissioning report demonstrating that said Installation has been adequately tested and that it functioned as designed prior to start-up. The report shall be submitted to the Select Board at least thirty (30) days prior to activation of the facility.

3894. Annual Reporting. The owner or operator of the Solar Energy System shall submit an annual report demonstrating and certifying compliance with the Operation and Maintenance Plan (see [Section 3842.c](#)), the requirements of this Section 3800 and the approved site plan, including but not limited to continued control of vegetation, compliance with noise standards, and adequacy of road access. The annual report shall also provide information on the maintenance completed during the course of the year and the amount of electricity generated by the facility. The report shall be submitted to the Select Board, Planning Board, Fire Chief, Emergency Management Director, Building Commissioner, Board of Health and Conservation Commission (if a wetlands permit was issued) no later than 45 days after the end of the calendar year.

3895. Abandonment or Decommissioning.

38951. Abandonment. Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the large-scale ground-mounted solar energy system shall be considered abandoned when it fails to operate for more than one year without the written consent of the Permit Granting Authority.

38952. Removal Requirements. Any Medium-Scale and Large-Scale Solar Energy System which has reached the end of its useful life or has been abandoned consistent *with Section 38952* shall be removed. The owner or operator shall physically remove the installation no later than 150 days after the date of discontinued operations. The owner or operator shall notify the Planning Board, if applicable, by certified mail, of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

- a. Physical removal of all components of the Solar Energy System, including but not limited to structures, equipment, security barriers, and on-site transmission lines. Associated off-site utility interconnections shall also be removed if no longer needed.
- b. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
- c. Restoration of the site to its natural preexisting condition, including stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

38953. Decommissioning by the Town. If the owner or operator of a Medium-Scale and Large-Scale Solar Energy System fails to remove such installation in accordance with the requirements of this Section 3895 within 150 days of discontinued operations or abandonment, the Town may enter the property and physically remove the installation at the owner's expense, drawing from the escrow account or upon the bond or other financial surety provided by the applicant pursuant to Section 3842.g.

38954. Financial Surety. For any Medium-Scale and Large-Scale Solar Energy System. prior to commencing operation, the applicant shall provide a form of financial surety, through a cash deposit, surety bond, or tripartite agreement (Financial Surety), in an amount determined to be adequate by the Planning Board to cover cost of CSPI removal and site restoration. The following procedures shall be followed:

- a. Decommissioning Cost Estimation. The applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include an escalator for calculating increased removal costs due to inflation. Salvage for solar panels may be included for other components of the installation at the discretion of the Planning Board.
- b. The Financial Surety shall be maintained by the developer for the lifespan of the facility, with annual certification notices from the surety company or bank for surety bonds submitted to the Planning Board. Such surety is not required for municipal facilities.
- c. A cash deposit [of a minimum amount of \$100,000 per MW (DC) of installed system capacity] shall be held by the Town Treasurer pursuant to M.G.L. Chapter 44, Section 53 ½.

OTHER AMENDMENTS

2230. Use Regulation Schedule.

Principal Use	RA	CVRD	C-I	C-II	I	PI	EPD
Small-Scale Ground-Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y
Medium Scale Ground-Mounted Solar Energy System	Y**	Y**	Y**	Y**	Y**	Y**	Y**
Large-Scale Ground-Mounted Solar Energy System	SP	SP	SP	N	SP	N	N
Roof-mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y
Passive Solar Energy System	Y	Y	Y	Y	Y	Y	Y
Solar Canopies	Y	Y	Y	Y	Y	Y	Y
Municipal Solar Energy Systems	Y	Y	Y	Y	Y	Y	Y

Motion carried by 2/3rds, so declared the Moderator

ARTICLE 22 Zoning Bylaw – Site Plan Review

Voted to amend the Deerfield Zoning Bylaws Deerfield Zoning Bylaws, c.179, §5400 Site Plan Review, by amending this section as follows:

5400. SITE PLAN REVIEW

5410. Applicability. The following types of activities and uses require site plan review by the

Planning Board: [Amended 4-26-2010 ATM, Art. 1; 4-25-2011 ATM, Art. 7; 4-30-2012 ATM, Art 7; 4-30-2018 ATM, Art. 27]

5411. For a municipal, institutional, commercial, industrial, or multi-family structure: 1) a change of use; or 2) construction, exterior alteration, or exterior expansion that will cumulatively add more than 600 square feet over a three-year period;

5412. Construction or expansion of a parking lot for a municipal, institutional, commercial, industrial, or multi-family structure which results in a cumulative total of 10 or more parking spaces or 2,000 square feet of parking area;

5413. Grading, clearing, or other land development activity EXCEPT for the following: landscaping on a lot with an existing dwelling, clearing necessary for percolation and other site tests, or work in conjunction with an approved subdivision plan or earth removal permit.

5414. Outdoor storage, sales or display associated with any retail use:

5415. Construction or expansion of a Large-Scale Ground-Mounted Solar Electric installation or a Medium Scale Ground Mounted Solar Electric Installation.

5416. Flexible Developments as authorized in Section 3500;

5417. Planned Unit Developments as authorized in Section 4800;

5418. Marijuana Establishments as authorized in Section 4660;

5419. Any use listed in Section 2230, Use Regulation Schedule, or in other sections of this

bylaw as requiring Site Plan Review.

5420. Green Development Performance Standards. All uses requiring Site Plan Review in Section 5410 shall also demonstrate compliance to the Planning Board with the Green Development Performance Standards herein, before a Building Permit may be issued. Applicants shall, to the maximum extent practicable, meet the standards for:

- (a) Limits to Site Disturbance (see Section 5481);
- (b) Tree Preservation (see Section 5482);
- (c) Orientation of Buildings for Solar Access (see Section 5483);
- (d) Landscaping and Water Reduction (see Section 5484);
- (e) Protection and Buffering of Land in Agricultural Use (see Section 5485);
- (f) Parking and Trip Reduction (see Section 5486);
- (g) Pedestrian and Bicycle Access (see Section 5487);
- (h) Storage of Hazardous Materials (see Section 5488);
- (i) Light Pollution Reduction (see Section 5489);
- (j) Collection and Storage of Recyclables (see Section 54891);
- (k) Construction Waste Management and Topsoil Recovery (see Section 54892);

5430. Definitions

Best Management Practices (BMPs): Practices that have been determined to be the most effective and practicable means of preventing or reducing undesirable environmental impacts.

Blue Roof: A blue roof is a roof design that is explicitly intended to store rainfall or other precipitation, through a detention stormwater management practice that provides temporary storage and slow release of rainwater on a rooftop.

Complete Streets: Streets that are designed and operated to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities.

Conditioned Square Footage: A building's room area that is heated in the winter and/or air conditioned in the summer.

Critical Root Zone (CRZ): The critical root zone (also known as essential root zone) is the portion of a tree's root system that is the minimum necessary to maintain the stability and vitality of the tree. It can be calculated by using the following formula: tree trunk diameter at breast height X 2, then convert to feet. For example, for a tree with a trunk diameter of 10 inches, the critical root zone would have a diameter of 20 feet.

Drip Line: The circle that could be drawn on the soil around a tree directly under the tips of its outermost branches. Rainwater tends to drip from the tree at this point.

Floor Area Ratio: The ratio of the gross floor area of buildings on a certain location to the size of the land of that location.

Green Roof: A green roof or living roof is a roof of a building that is partially or completely covered with vegetation and a growing medium, planted over a waterproofing membrane. It may also include additional layers such as a root barrier and drainage and irrigation systems.

Gross Floor Area: The sum of the gross horizontal areas of the several floors of the building measured from the exterior faces of the exterior walls or from the center line of walls separating two buildings. The "floor area" of a building shall include basement floor area when more than one-half of the basement height is above the established curb level or above the finished lot grade level where curb level has not been established, elevator shafts and stairwells at each floor, floor space used for mechanical equipment — except equipment, open or enclosed, located on the roof — penthouses, attic space having headroom of seven feet, ten inches or more, interior balconies and mezzanines, and enclosed porches, and floor area devoted to accessory uses.

Infiltration: The downward movement of water from the surface to the subsoil.

Land in Agricultural Use: Land used for the primary purpose of commercial agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture, on land parcels of five acres or more.

Low Impact Development (LID): A set of approaches that seeks to mimic a site's pre-development hydrology by using design techniques that infiltrate, filter, store, evaporate and detain runoff close to its source. Instead of conveying, managing and/or treating stormwater in large, end-of-pipe facilities, LID utilizes small-scale, decentralized practices that infiltrate, treat, evaporate, and transpire rain water and snow melt. These practices include bioretention areas, grassed swales, rain gardens, reduced impervious areas, preservation of open space, increased development density, smaller lot sizes, reconfiguration of lots, green street and parking designs, and alternative structural stormwater treatment methods.

"Parties in Interest" shall include: the petitioner, abutters, owners of land directly opposite on any public or private street or way, and abutters to the abutters within three hundred feet of the property line of the petitioner as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town, the planning board of the city or town, and the planning board of every abutting city or town.

Pre-development: The conditions that exist at the time that plans for the land development of a tract of land are submitted to the Planning Board. Where phased development or plan approval occurs (preliminary grading, roads and utilities, etc.), the existing conditions at the time prior to the first plan submission shall establish pre-development conditions.

Recharge: The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through the soil.

Specimen Trees: Trees that are of large diameter in excess of 24 inches measured at a height of 4.5 feet, have historic significance or are part of an historic site, are designated as a champion tree by town, state or federal government, are a rare, threatened or endangered species, or have exceptional beauty in canopy or shape.

5440. Procedures. [Amended 4-25-2011 ATM, Art. 7; 4-30-2012 ATM, Art 7]

5441. Application. Prior to the commencement of any activity set forth in Section 5410, the project proponent shall obtain site plan approval from the Planning Board. Applicants for site plan approval shall submit an original and nine (9) hard copies of the site plan review application to the Town Clerk on behalf of the Planning Board for review at a regularly scheduled meeting along with an electronic copy, on compact disk, USB drive or similar medium containing a Standard Digital File (SDF) as defined by Version 2.0 of the MassGIS Standard for Digital Plan Submittals to Municipalities (October 2007) and a copy of the original CADD file in PDF format plus accompanying documents in PDF format.

5442. Distribution of the Application. Within three business (3) days thereafter, administrative staff shall distribute copies of the site plan to the Board of Health, Director of Public Works, Police Chief, Fire Chief, the Building Inspector, Conservation Commission, and Selectboard for their advisory review and comments. Said boards and officials shall have fourteen (14) days from the receipt of the site plan to make a written recommendation to the Planning Board. Failure to respond or provide comments within fourteen (14) days shall be deemed to constitute no objection to the application.

5443. Application Fee. An application for site plan approval shall be accompanied by a fee, as set forth in the Planning Board's Rules and Regulations.

5444. Pre-submittal Meeting. Prior to filing an application for Site Plan review, all applicants for Site Plan Review shall meet with the Building Commissioner and town administration to discuss the application. In addition, Applicants are encouraged to meet informally with the Planning Board prior to submission of a formal application for Site Plan Review.

5445. Hearing Process, Time Limits and Decision. The Planning Board shall hold a public hearing, for which notice has been given as required in the Massachusetts Zoning Act, MGL Chapter 40a, on any application for Site Plan Review within 35 days from the date of filing of a complete application. The decision of the Planning Board, with such conditions as may be deemed appropriate, shall be made within 90 days of the application filing date. The time limits for a public hearing and action may be

extended by written agreement between the petitioner and the Planning Board. The decision of the Planning Board shall be upon a majority of those present and shall be in writing.

5446. Public Hearing. Public Hearings are required for all Site Plans filed. The applicant shall obtain a list of abutters, and all "parties in interest" as defined herein and in G.L. c. 40A, s. 11, from the Deerfield Assessor's Office, and shall attach the list to the application when filed. At least fourteen (14) days prior to the day of the Public Hearing, written notices shall be sent by the administrative staff by certified mail at the applicant's expense to the parties in interest. Legal notice of the public hearing shall be published at the applicant's expense in a newspaper of general circulation in the town in each of two (2) successive weeks, the first publication to appear not less than fourteen (14) days prior to the day of the Public Hearing. Notice of the Public Hearing shall also be posted in a conspicuous place in Town Hall for a period of not less than fourteen (14) days before the day of such hearing.

5447. Fees: An application for site plan approval shall be accompanied by a fee, as set forth in the Planning Board's Rules and Regulations.

5448. Consolidation of Procedures. Where the Planning Board serves as the special permit granting authority, it shall consolidate site plan review into the special permit procedures and the timetable for decision shall conform thereto.

5449. Site Plan Contents and Submittals. The Application requirements in section 5440 above shall include the following:

5450. Plan Specifications. Plans subject to this section shall be submitted on 24-inch by 36-inch sheets. Plans shall be prepared by a Registered Professional Engineer, Registered Land Surveyor, Architect, or Landscape Architect, as appropriate. Dimensions and scales shall be adequate to determine that all requirements are met and to make a complete analysis and evaluation of the proposal. All plans shall have a minimum scale of 1" = 40'.: [Amended 4-30-2012 ATM, Art 7] and shall include the following:

- a. All boundary line information pertaining to the land sufficient to permit location of same on ground with existing and proposed topography at 2 foot contour intervals and the location of wetlands, streams, waterbodies, drainage swales, areas subject to flooding and unique natural features;
- b. Existing and proposed buildings and structures, including fences, loading areas, accessory buildings, signs, waste disposal areas, and storage areas, with proposed building elevations as renderings; utilities and snow disposal methods;
- c. Water provision, including fire protection measures;
- d. Sanitary sewerage;
- e. Storm drainage, including means of ultimate disposal and calculations to support maintenance of the requirements in the Planning Board's Subdivision Rules and Regulations. Projects must comply with the Deerfield general bylaws, Chapter 155, (Stormwater) and Planning Board stormwater regulations.

f. Parking, walkways, driveways, and other access and egress provisions. A detailed Traffic Impact Statement is required in each case where a proposed new building, use or project will contain more than 4,000 square feet, or will include one of the following uses which generates high volumes of trips: motor vehicle service station or bank. The Traffic Impact Statement shall contain:

- (1) A description of estimated daily (including peak season) and peak-hour vehicle trips to be generated by the site and traffic flow patterns for vehicles, bicycles and pedestrians showing adequate access to and from the site and adequate circulation within the site.
- (2) Traffic flow patterns at the site including entrances and egresses, loading and unloading areas, and curb cuts on site and within one hundred feet of the site;
- (3) A detailed assessment of the traffic safety impacts of the proposed project or use on the carrying capacity of any adjacent highway or road, including the projected number of motor vehicle trips to enter or depart from the site estimated for daily hour and peak hour traffic levels, road capacities, and impacts on intersections;
- (4) A plan to minimize traffic and safety impacts through such means as physical design and layout concepts, staggered employee work schedules, promoting use of public transit or carpooling, or other appropriate means;
- (5) An interior traffic and pedestrian circulation plan designed to minimize conflicts with safety problems.

g. Existing and proposed exterior lighting in accordance with the Light Pollution Reduction standards set forth in Section 5499;

h. Plans shall include a Tree Inventory and Landscaping Plan that identifies significant groups of trees or individual specimen trees (including species, size and health), within the area proposed to be disturbed by the development, prepared by an Arborist, Landscape Architect, Ecologist, or other qualified professional. The plan shall identify existing trees 6" caliper or larger at breast height (4.5 feet above ground) and existing tree/shrub masses; proposed planting, landscaping, and screening. It shall also:

- (1) Note any wooded environmentally sensitive areas, such as floodplains, stream corridors, steep slopes, rare species habitat or wetland buffer zones;
- (2) Indicate whether each tree or grouping of trees are recommended for preservation, transplant, or removal;
- (3) Describe provisions for the protection, maintenance and management of trees to be preserved, including the location of protective fencing, and replacement of any trees moved or lost during construction. Show that project grading changes, structures, construction work zones, and areas for storing construction materials and debris will not occur within the drip line or critical root zone of any trees or groupings of trees designated for protection;

(4) Identify the location, condition, and species for all larger individual trees with a circumference at breast height (4.5 feet above ground) of 25 inches or greater.

i. The location, dimensions, height, color, illumination and characteristics of existing and proposed signs;

j. A table containing the following information:

(1) Maximum area of building to be used for sales offices, business, industrial or other uses;

(2) Maximum number of employees, where applicable;

(3) Maximum seating capacity, where applicable;

(4) Number of parking spaces existing or required for the intended uses.

k. An illustration of the location and a description of proposed open space or recreation areas.

l. A plan for the control of erosion, dust and silt, both during and after construction, temporary and permanent erosion control, and protection of water bodies is required. The plan must conform to the most recent version of the Massachusetts Erosion and Sedimentation Control Guidelines by the Massachusetts Executive Office of Energy and Environmental Affairs.

m. Compliance with all applicable provisions of this Zoning By-Law;

n. Certified list of abutters;

o. Application fees and inspection fees, as set forth in the rules and regulations of the

Planning Board.

5451. Assessment of Impacts. During the hearing process, the Planning Board may require further or additional assessments of the on-site and off-site impacts of the proposed project, including traffic, drainage, noise, and other environmental factors. The Planning Board may require that such assessments be prepared by qualified experts at the applicant's expense. [Amended 4-25-2011 ATM, Art. 9; 4-30-2012 ATM, Art 7]

5452. Lack of Complete Application. Any application submitted which fails to include the required materials shall not be accepted until the application is complete.

5460. Waiver of Technical Compliance. The Planning Board may, in its sole discretion, upon written request of the applicant, waive any of the technical requirements of this Section where the project involves relatively simple development plans.

5470. Criteria for Approval. Site Plan approval requires a majority vote of the Planning Board and shall be granted upon determination by the Planning Board that the following conditions have been satisfied. The Planning Board may impose reasonable conditions at the expense of the applicant, including performance guarantees, to ensure that the following conditions have been satisfied. Any new building construction or other site alteration shall provide adequate access to each structure for fire and service equipment

and adequate provision for utilities and stormwater drainage consistent with the functional requirements of the Planning Board's Subdivision Rules and Regulations. (Editor's Note: See Ch. 264, Subdivision of Land) New building construction or other site alteration shall be designed in the Site Plan, after considering the qualities of the specific location, the proposed land use, the design of building form, grading, egress points, and other aspects of the development, so as to:

- 5471. Minimize the volume of cut and fill, the number of removed trees 6" caliper or larger, (at 4.5 feet above the ground) the length of removed stone walls, the area of wetland vegetation displaced, the extent of stormwater flow increase from the site, soil erosion, and threat of air and water pollution;
- 5472. Maximize pedestrian and vehicular safety both on the site and egressing from it;
- 5473. Minimize obstruction of scenic views from publicly accessible locations;
- 5474. Minimize visual intrusion by controlling the visibility of parking, storage, or other outdoor service areas viewed from public ways or premises residentially used or zoned;
- 5475. Minimize glare from headlights through plantings or other screening;
- 5476. Minimize lighting intrusion through use of such devices as cut-off luminaires confining direct rays to the site;
- 5477. Minimize unreasonable departure from the character and scale of building in the vicinity, as viewed from public ways.
- 5478. Minimize contamination of groundwater from on-site waste-water disposal systems or operations on the premises involving the use, storage, handling, or containment of hazardous substances;
- 5479. Maximize employment of the Green Development Performance Standards (see Section 5480);
- 54795. Achieve compliance with the provisions of this Zoning By-Law, including parking and landscaping.

5480. Green Development Performance Standards

The Planning Board shall review and evaluate whether the Site Development Plan maximizes consistency with the following Green Development Performance Standards.

5481. Limits to Site Disturbance

- (a) Applicants shall demonstrate that they will minimize land clearing, alteration of natural topography and features, destruction of vegetation, soil compaction, destruction of wildlife habitat, prevent pollution of water resources, damage to root systems and associated environmental impacts, in order to preserve open space and undisturbed land.
- (b) The site design shall preserve natural topography outside of the development footprint to reduce unnecessary land disturbance and to preserve natural drainage channels on the site.

- (c) The site design shall minimize and balance cut and fill, to reduce total land disturbance and minimize the importing or exporting of earth materials from the site.
- (d) To the maximum extent feasible, the site design shall protect hilltops and scenic views. Placement of buildings, structures, or parking facilities shall minimize negative impacts to the site's scenic qualities and shall blend with the natural landscape. Building sites shall be directed away from the crest of hills, and foundations shall be constructed to reflect the natural terrain.
- (e) Sites shall be designed to avoid impacts to rare and endangered species and wildlife habitat on a site, including Biomap Core Habitat and Priority Habitat areas, and to maintain contiguous forested areas.
- (f) Sites shall be designed to prevent impacts to aquifer recharge areas and water supply reservoir watershed areas for public drinking water supplies;
- (g) Limit-of-work controls (also known as perimeter controls or development envelopes) for structures, driveways, parking, wastewater disposal, lawn areas, utility work, and any grading associated with the development shall be installed and maintained to establish the disturbance limits of clearing and grading activities.
- (h) Efforts to minimize the clearing and grading on a site associated with construction activities shall be employed, such as parking of construction vehicles, offices/trailers, and stockpiling of equipment/materials in areas already planned for permanent structures, and not in areas of protected trees, wetlands, and/or their vegetated buffers.
- (i) The extent of a site exposed at any one time shall be limited through phasing of construction operations. Timely re-vegetation of disturbed areas shall occur immediately after grading is complete.
- (j) Except on urban and infill sites where higher density development has been determined to be desirable, clearing of vegetation and alteration of topography should be limited to 35% of the site for residential uses, or 40% of the site for commercial, industrial or institutional uses. Native vegetation shall be planted in disturbed areas as needed to enhance or restore wildlife habitat.

5482. Tree Preservation

- (a) The Planning Board shall review and evaluate whether the Site Development Plan maximizes:
 - (1) Preservation of open space and trees on the site
 - (2) Retention of existing stands of trees, trees at the site perimeter, contiguous vegetation with adjacent sites, and specimen trees
- (b) Forested areas should be preserved if they are located in areas also including:
 - (1) Wetlands, waterbodies and their buffers; or
 - (2) Critical wildlife habitat areas; or

- (3) Slopes over 25 percent; or
- (c) Trees with a circumference of 60 inches at breast height (4.5 feet above ground), or a diameter of 19 inches, shall be preserved. The entire area within the dripline and critical root zone of preserved trees, including understory vegetation, shall be retained in an undisturbed state.
- (d) Any trees, identified for preservation in Section 5522c above, that are removed or lost during construction shall be replaced. Replacement tree shall be native tree species, and shall be species that promote forest diversity and carbon sequestration, for example, sugar maple, red oak, beech, red maple, white ash and birch. For each tree over 19 inches in diameter that is removed or lost, a replacement tree with a diameter of at least 4 inches shall be planted on the site.
- (e) Transplanting methods that maximize plant survival shall be used.
- (f) Prior to clearing, excavation, grading or other construction activities, all vegetation to be retained shall be surrounded by temporary protective fencing (i.e. orange construction fencing) or other measures. All trees on adjacent properties whose drip lines extend into the project site shall also be protected. Barriers shall be constructed outside the dripline and critical root zone of all vegetation to be protected.
- (g) Materials shall not be stored within the drip line of trees to be protected.
- (h) Additional Best Management Practices shall be used to protect trees during construction (i.e. pruning, soil aeration, trunk wrapping, root pruning, watering).
- (i) All protective measures shall be maintained until all construction work is completed, the site is cleaned up, and final approval is given by the Building Inspector.

5483. Orientation of Buildings for Solar Access

- (a) The Planning Board shall review and evaluate whether the Site Development Plan is compatible with the following design guidelines, to the extent feasible based on lot configuration and size:
 - (1) Building orientation takes advantage of passive solar heat gain in the winter by orienting buildings with the longest axis running east-west. The long axis of a building should face within 10 degrees of due south if possible, and not more than 30 degrees off of due south.

5484. Landscaping and Water Reduction

- (a) The Planning Board shall review and evaluate whether the Site Development Plan has environmentally sensitive landscaping features, including:
 - (1) Maximum use of native plants and landscaping with low maintenance requirements, and that require little or no irrigation.

- (2) Minimized use of potable water for landscape irrigation, including installing high-efficiency irrigation systems, using mulch to prevent water evaporation, irrigating with captured rainwater, and reusing building grey water, where feasible.
- (3) Incorporation of Low Impact Development practices for stormwater management, in conformity with Deerfield bylaws, Chapter 155, Stormwater, and Planning Board stormwater regulations. (See Town of Deerfield “Best Development Practices Guide”).

5485. Protection and Buffering of Land in Agricultural Use

(a) Applicants shall, to the extent feasible, avoid development of land in agricultural use, using the following practices:

- (1) Select development sites that reduce impacts to land in active agricultural use;
- (2) If the development will take place on land in agricultural use, minimize impacts through cluster design or other open space preservation techniques.
- (3) If the development site is adjacent to land in agricultural use, the site plan shall:
 - Provide screening by installing landscaped buffers at property lines that abut land in agricultural use;
 - Prevent stormwater runoff from impermeable surfaces from entering adjacent land in agricultural use.

5486. Parking and Trip Reduction

(a) The Planning Board shall review and evaluate whether the Site Development Plan meets the following standards to reduce parking and personal vehicle trips, and to support walking, cycling, and use of alternative transportation:

- (1) Parking:
 - a. The site design shall reserve parking spaces for electric vehicles, compact cars, low emission vehicles, and/or carpools and vanpools. To the extent feasible, set aside 10% of all parking spaces for carpools and fuel-efficient vehicles. Locate these spaces in preferred locations nearest to buildings.
 - b. Through the Site Plan Approval process, the Planning Board may reduce parking requirements, based on information that demonstrates the proposed use will have reduced parking demand. Applicants may estimate parking demand based on the type of use involved, its location, and other relevant considerations.
- (2) Trip Reduction:
 - a. Designate and clearly mark areas for carpool and vanpool drop off/pick up and parking.

- b. Encourage use of mass transit, where available, by designating areas for bus stops or shuttle services, and/or through other measures.
- c. Reduce on-site driving through efficient design of roads and parking areas.

5487. Pedestrian and Bicycle Access

- a. Applicants shall demonstrate that the development will, to the extent feasible, provide accessibility for pedestrians and bicycle use within the development and from the development to adjacent properties, including:
 - (1) Sidewalks are required in all residential subdivisions, and for all commercial, industrial and civic uses.
 - (2) Bicycle racks and other bicycle amenities are encouraged in all developments.
 - (3) Linkages to town-wide or regional bicycle/pedestrian pathways are encouraged in all developments.
 - (4) Bicycle and pedestrian pathways are encouraged for improved internal circulation within large developments, and should be linked to adjacent properties, pathways, sidewalks and transit stops wherever feasible.
 - (5) Within commercial, civic and office developments larger than 50,000 square feet, provide secure bicycle racks or other bicycle storage, shower and changing rooms. For multifamily residential buildings, provide covered bicycle storage facilities for 15% or more of all building occupants.
 - (6) When developing new roads, provide safe and convenient routes for bicyclists, pedestrians and vehicles. Refer to “Complete Streets” principles when designing new roads. Provide a Site Circulation Map that shows vehicle, pedestrian and bicycle routes within the site.

5488. Storage of Hazardous Materials

- a. Applicants shall describe and locate all hazardous materials that will be stored on site.
- b. All hazardous materials that are stored on site must be stored to prevent releases to the environment, in accordance with the regulations of the U.S. Environmental Protection Agency, the Uniform Fire Code (UFC) and the International Fire Code (IFC).

5489. Light Pollution Reduction

- a. Applicants shall demonstrate that the development will, to the extent feasible, minimize light pollution, including glare and light trespass, while maintaining safety, visibility and security of individuals and property. The Planning Board shall review and evaluate whether the Site Development Plan meets the following standards to reduce light pollution:
 - (1) All outdoor lighting shall have full cutoff fixtures. Cutoffs shall shield bulbs from visibility.

- (2) General site lighting shall focus light downwards in order to prevent light from going upwards or reaching off-site areas. The horizontal plane of the bottom of lamp fixtures shall not exceed 90 degrees. No up lighting is allowed: parking, security and aesthetic lighting shall shine downward.
- (3) Spotlights used to illuminate buildings, signs or specific site features shall be targeted on such objects so as to prevent direct up lighting. Cutoffs shall limit lighting to a 45 degree angle above the horizontal plane.
- (4) Upward search or spotlighting of the sky for entertainment or advertising purposes is prohibited.
- (5) Lighting shall be shielded to prevent direct glare and light trespass and shall be contained to the target area to the extent feasible.
- (6) Color temperature of any outdoor light source shall not exceed 3500 Kelvin.
- (7) All nonessential lighting, including display, parking and sign lighting, shall be automatically turned off after business hours, leaving only the lighting necessary for site security.
- (8) For each interior light, the design should prevent strong intensity light from exiting through windows. Alternatively, employ automatic controls to ensure that interior lights are shut off after dark when there are no building occupants.
- (9) The Site Development Plan shall specify the lowest lighting power densities necessary to meet the minimum requirements of each lighting task.
- (10) No light standard shall be taller than fourteen (14) feet in height.
- (11) Signs should be illuminated from the top. Internal illumination is not permitted.
- (12) Energy-efficient lamps should be used for all outdoor applications.

54891. Collection and Storage of Recyclables

Applicants shall demonstrate that the development will, to the extent feasible, facilitate reduction of waste by building occupants by providing an easily accessible area(s) that serves the entire building(s) that is dedicated to collection and storage of paper, cardboard, glass, plastics, metals and organics for recycling.

54892. Construction Waste Management and Topsoil Recovery

Applicants shall demonstrate that the development will, to the extent feasible, minimize construction waste and loss of topsoil resulting from demolition, construction and land disturbance activities.

- a. To the greatest extent feasible, recycle or salvage non-hazardous construction and demolition debris, including waste cardboard, metal, brick, acoustical tile, concrete, plastic, clean wood, glass, gypsum wall-board, carpet and insulation.
- b. Provide details on construction waste management and topsoil recovery, including identification of all materials that will be diverted from final disposal for reuse on site, charitable donation, and recycling.

- c. To the extent feasible, preserve and re-apply at least 6” of the site’s topsoil and at least 12” of the site’s subsoil to replicate pre-existing conditions.

5490. Lapse. Site plan approval shall lapse after one year from the grant thereof if a substantial use thereof has not sooner commenced except for good cause. Such approval may, for good cause, be extended in writing by the Planning Board upon the written request of the applicant.

5491. Regulations. The Planning Board may adopt and from time to time amend reasonable regulations for the administration of these Site Plan guidelines.

5492. Appeal. An appeal of a Site Plan Review Decision by the Planning Board shall be filed in a court of competent jurisdiction in accordance with M.G.L. Chapter 40A, Section 17. [Added 4-30-2012 ATM, Art 7]

5495. Incentivized Green Performance Standards Special Permit

In addition to Site Plan Review, an applicant may submit a separate application for a Special Permit to the Planning Board, which shall be the Special Permit Granting Authority for Incentivized Green Performance Standards, demonstrating that the development plan incorporates any of the green development practices listed in 5561 below, or other enhanced green development practices as approved by the Planning Board, in exchange for the incentives described in 5562 below.

54951. Eligible Green Development Practices. Eligible green development practices include:

- a. Installation of a green roof;
- b. Installation of permeable pavement in parking areas or driveways;
- c. Permanent protection of additional open space, farmland and wildlife habitat area on the contiguous site, beyond applicable minimum zoning requirements;
- d. Restoration and permanent protection of previously destroyed or disturbed wildlife habitat on the contiguous site;
- f. Creation public park and/or community garden space on lands which are permanently dedicated to the town;
- g. Installation of rain gardens and/or tree box filters to capture and infiltrate stormwater;
- h. Installation of rooftop solar panels.

54952. Eligible Incentives. The applicant may select the best incentive option(s) for their project:

- a. Additional lot coverage or floor area;
- b. Partial waiver of parking space requirements.
- c. Increase in building height limits.
- d. Reduction in frontage requirements.

5496. Dimensional and Density Regulations

- a. Each Green Performance Standard is equivalent to one of the incentives shown in the Table of Exchange Standards for Green Performance Standards, found below in this section.

- b. The maximum limits on density, lot coverage, and parking reductions permitted to be developed by Special Permit in the Receiving District shall be determined by reference to the Table of Exchange Standards for Green Performance Standards found below in this section.

Table of Exchange Standards for Green Performance Standards

Green Performance Standard	Incentive	Notes
<p>One acre of protected land on the contiguous site, beyond applicable zoning requirements;</p> <p>or</p> <p>One acre of permeable pavement;</p> <p>or</p> <p>2000 s.f. of installed green or blue roof;</p> <p>Or</p> <p>2000 s.f. of installed rooftop solar panels</p> <p>or</p> <p>One acre restored and protected wildlife habitat area on the contiguous site;</p> <p>Or</p> <p>One acre of public park and/or community garden space on lands which are permanently dedicated to the town</p> <p>Or</p> <p>Installation of a rain garden, bio-retention area or other Low Impact Development practice for retaining stormwater on-site</p> <p>equals:</p>	<p>Reduction of 20 parking spaces;</p> <p>or</p> <p>An increase of 5 feet in building height;</p> <p>or</p> <p>2000 s.f. of additional floor area;</p> <p>Or</p> <p>A reduction of 10% in the required frontage</p> <p>subject to the following (see notes):</p>	<p>1) The Planning Board may reduce the minimum parking requirements in the Zoning Bylaw for off-street parking area. The Planning Board may reduce this requirement for off-street parking area to a minimum of 75% of the required parking. To obtain this waiver, the applicant shall demonstrate that sufficient parking will be available to the development (i.e. through shared parking, use of on-street parking, reduced vehicle use, timing, etc.).</p> <p>2) The maximum increase in building height shall be ten feet.</p> <p>3) The maximum increase in floor area shall be 2000 s.f.</p>

5497. Special Permit Process for Green Performance Incentives

- a. The applicant proposing a green performance incentive exchange shall make application to the Planning Board for a Special Permit. The application shall clearly illustrate, on the Site Development Plan, the proposed green development practice to be employed in the proposed project, and shall describe the proposed incentive requested in exchange for the green development practice.
- b. Prior to final approval of a Special Permit, applicants proposing to protect additional open space shall tender to the Planning Board a valid instrument granting to the Town a permanent Conservation Restriction or Agricultural Preservation Restriction in accordance with G.L. c. 184 sec. 32 for the proposed protected land. No occupancy permit shall issue until the proposed restriction is approved by the Commonwealth, the Selectboard and the Planning Board and is recorded in the Franklin County Registry of Deeds.
- c. Upon advice of the Town Counsel that the Conservation Restriction or Agricultural Preservation Restriction document is valid and sufficient, the Selectboard shall consider authorizing Conservation Commission acceptance of the Conservation Restriction or Agricultural Preservation Restriction. If the Special Permit application is valid and sufficient, the Conservation Commission, acting on behalf of the Town, shall accept the Conservation Restriction or Agricultural Preservation Restriction for approval by the appropriate state agency, and for recording in the County Registry of Deeds.

5498. Special Permit Criteria

- a. The Planning Board shall not grant any special permit for Green Performance Incentives unless it finds the following criteria, in lieu of those provided for in Section 5300 of the Zoning Bylaw, are met:
 - (1) The proposed use is in harmony with the purposes of this bylaw.
 - (2) The proposed use meets all of the procedural, dimensional and density requirements of this bylaw.
 - (3) The proposal meets or exceeds the standards set forth in this section 5560.

Motion carried by 2/3rds, so declared the Moderator

Moderator motioned and it was so voted, to adjourn at 1:35pm.

A true copy,

Attest: _____
Barbara J. Hancock, Town Clerk

Special Town Meeting
Monday, October 4, 2021

I, Barbara J. Hancock, duly appointed and qualified Clerk of the Town of Deerfield hereby verify that the following voted were taken at the Special Town Meeting held on Monday, October 4, 2021 in the Goodnow Gymnasium at the Frontier Regional School on 113 North Main Street, in the Village of South Deerfield. Town Meeting convened at 6:06 pm. There were 240 registered voters present.

Voted to waive the reading of all articles and that prior to the reading of a motion under the article, the Moderator briefly summarize the content of the article to be considered; and, further, that unless objection is raised, the reading of detailed motions be waived where the article as printed can, in the opinion of the Moderator, be incorporated by reference in any motion presented.

Motion carried, so declared the Moderator

Voted that the following people be allowed to address the audience during the Special Town Meeting:

Lisa Mead, Town Counsel

Brenda Hill, Town Accountant

Kayce Warren, Town Administrator

Mark Borenstein, Legal Counsel to Tree House Brewing Co.

Carl Cyr, Athletic Director at Frontier Regional

Motion carried, so declared the Moderator

ARTICLE 1 – Unanticipated Fiscal Year 2020 Bill

Voted to transfer from Free Cash the sum of \$1,744 to fund a Fiscal Year 2020 unanticipated bill for Town Building Assessment Survey.

Motion carried by 9/10ths, so declared the Moderator

ARTICLE 2 – Unanticipated Fiscal Year 2019 Bill

Voted to transfer from Free Cash the sum of \$7,920 to fund a Fiscal Year 2019 unanticipated bill for the Mill Village Rd Upper Watershed study.

Motion carried unanimously, so declared the Moderator

ARTICLE 3 – Unanticipated Fiscal Year 2019 Bill

Voted to transfer from Free Cash the sum of \$6,200 to fund a Fiscal Year 2019 unanticipated bill for DEERFMA-Planning Board Peer Review – Dollar General.

Motion carried by 9/10ths, so declared the Moderator

ARTICLE 4 – Unanticipated Fiscal Year 2018 Bill

Voted to transfer from Free Cash the sum of \$350 to fund a Fiscal Year 2018 unanticipated bill for the cost of an appraisal for town-owned land.

Motion carried unanimously, so declared the Moderator

ARTICLE 5 – Vote of Summary Appropriation of June Annual Town Meeting Warrant Article 5, Omnibus Budget

Voted to correct a funding source reference to the summary appropriation of Article 5, Omnibus Budget of the Annual Town Meeting Warrant, for the Fiscal Year beginning July 1, 2021, as follows:

Voted to appropriate \$15,905,706 to fund the accepted amounts voted, and to meet this appropriation, transfer:

\$57,425	From SCEMS Enterprise Fund
\$5,716	From SCSC Fund
\$55,140	From Sewer Enterprise Fund
\$6,432	From Receipts Reserved for Debt
\$8,997	From Free Cash

and raise and appropriate \$15,771,996

Motion carried, so declared the Moderator

ARTICLE 6 – South Deerfield Congregational Church Building Repairs

Voted to transfer from Free Cash the sum of \$150,000 for repairs to the Congregational Church Building, contingent on the approval of the Capital Improvement Planning Committee.

Motion carried, so declared the Moderator

ARTICLE 7 – Deerfield Zoning Bylaw Amendment: Gender Neutral Language for “Selectboard”

Voted to amend the Town of Deerfield Zoning Bylaw by deleting the word “Selectmen” each time it appears in said bylaw and inserting the term “Selectboard” in place thereof, and further, deleting the words “Board of Selectmen” each time it appears and inserting in place thereof the term “Selectboard” and further that the Town Clerk be authorized to make clerical, editorial or other adjustments related to the non-gendered reference to effectuate the purposes hereof; or take any action relative thereto.

Motion carried by 9/10ths, so declared the Moderator

ARTICLE 8 – Deerfield Zoning Bylaw Amendment: Frontage for Municipal Facilities on Town-Owned Lots

Voted to amend the Town of Deerfield Zoning Bylaws, c.179, Article II, entitled “Use and Dimensional Requirements,” Section 2300, entitled “Dimensional Requirements,” Subsection 2320, entitled “Table of Dimensional Requirements,” by adding a new superscript “9” after “Frontage (feet)” in the column entitled “Principal Use,” and by adding sequentially a superscript “9” at the end of the “NOTES” section thereof, with accompanying text, as follows:

⁹ In the CVRD, C-I and I Districts only, the minimum Frontage requirement shall not apply to Town-owned lots used for Municipal Facilities, which shall be required to have no less than fifty (50) feet of frontage.

Motion carried by 2/3rds, so declared the Moderator

ARTICLE 9 – Deerfield Zoning Bylaw Amendment, Chapter 179, Section 4300 Flood Plain District

Voted to amend the Deerfield Zoning Bylaws by replacing, c. 179, §4306 Flood Plain Regulations as follows:

4306. Floodplain Regulations. All development within the Floodplain District, including structural and non-structural activities, whether permitted as a right or by Special Permit must be in compliance with the Massachusetts River Protection Act and the Massachusetts Wetlands Protection Act, (M.G.L. ch.131 s.40), and with the requirements of the Massachusetts State Building Code pertaining to construction in the Flood Plain.

Motion carried by 2/3rds, so declared the Moderator

ARTICLE 10 – Deerfield Zoning Bylaw Amendment: Tourism Overlay District

Voted amend the Town of Deerfield Zoning Bylaw c.179 by adding a new Section 4950, entitled “Tourism Overlay District” as follows:

4950. Tourism Overlay District

4951. Purpose. It is the purpose of this Section 4950 to supplement the existing Town of Deerfield Zoning By-Law to provide regulating flexibility to encourage development of entertainment venues within the Tourism Overlay District (TOD) to enhance tourism to the Town of Deerfield while preserving open space, forested areas, and other scenic views.

4952. Overlay District. The Tourism Overlay District (TOD) is established as an overlay district and includes that area designated on a map entitled “Tourism Overlay District, Deerfield, MA” that is on file with the Town Clerk and the Building Commissioner and which is hereby incorporated in and made part of this By-Law. This map shall be considered as superimposed over other zoning districts established by this By-Law.

4953. Applicability. Buildings and land uses within the TOD shall be governed by the pertinent regulations applicable to the underlying zoning district (i.e., Residential Agricultural, Center Village Residential, Small Business Commercial, Industrial, Planned Industrial and Expedited Permitting District), except as modified by the provisions of this Section 4950.

4954. Uses.

A. By Right Uses. The following uses shall be permitted by right within the TOD as either primary or accessory uses, notwithstanding anything contained in Section 2200 to the contrary:

1. All uses permitted by right in the underlying zoning district.
2. Craft Establishment. A “Craft Establishment” shall mean an establishment consisting of a brewery, distillery, winery, cidery, meadery and/or a similar establishment, under 150,000 gross square feet, specializing in the production of beer, distilled spirits, wine, cider, mead and/or other alcoholic beverages with retail sales for consumption on-premises (e.g., a taproom) and off-premises (e.g., cans and bottles to go), as may be permitted under Massachusetts law. A Craft Establishment may also have accessory uses including tastings, tours, beer production classes, wholesale retail, warehousing/storage, distribution of products, retail sales (e.g., merchandise and clothing) and restaurants. Retail sales of alcoholic beverages for off-premises consumption by a Craft Establishment may include curbside and/or drive-through service, as may be permitted under Massachusetts law. On-premises consumption at a Craft Establishment is permitted with or without table service and may occur outside. A Craft Establishment may also host catering businesses and/or mobile food vendors, operated by third parties, including, but not limited to, food trucks. Catering businesses and mobile food vendors shall be subject to all requirements of the Town of Deerfield Board of Health.
3. Assembly, bottling, fabrication, manufacture, processing of beverages or products, under 50,000 gross square feet, including, but not limited to, coffee and non-alcoholic beverages, and the accessory and incidental wholesale retail, warehousing, distribution and retail sale of such products.
4. Hotels offering commercial lodging for travelers and other transient guests, that may include uses accessory to the principal use, such as meals, entertainment, retail stores, recreation facilities and other amenities.
5. Establishments for the preservation and public exhibition of objects of cultural or educational value including, but not limited to, museums.
6. Sporting events, but not facilities, including, but not limited to, cycling races, foot races, triathlons, ultra-marathons, and other sports related events.
7. Festivals, temporary in nature (e.g., one day or multi-day events), including, but not limited to, food truck festivals, car shows, beer and/or wine festivals, beverage festivals, culinary festivals, arts festivals, and hot air balloon festivals.
8. Arts based uses and events including, but not limited to, art museums, art shows, artisan studios, art galleries (including exhibition and sale by auction) and theaters.
9. Commercial Recreation, Outdoors, as defined in the Zoning By-Law.
10. Concerts, shows and live entertainment events including, but not limited to, ticketed events.
11. Professional events including, but not limited to, seminars, conferences, professional workshops and trade shows.
12. Event space for private events including, but not limited to, weddings.
13. Municipal events including, but not limited to, parades, celebrations, community gatherings and holiday celebrations.

14. Farmers' markets meaning a temporary market where multiple producers of food, plants, flowers or other products sell their products directly to consumers on an occasion or recurring basis.
15. Events sponsored by or on behalf of non-profit or charitable organizations, including, but not limited to, fundraisers.

B. Special Permitted Uses. The following uses shall be permitted by special permit within the TOD as either primary or accessory uses, notwithstanding anything contained in Section 2200 to the contrary:

1. Campgrounds offering temporary accommodations for travelers and other transient guests including, but not limited to, the use of tents and recreational vehicles; provided, however, that camping events shall occur no more than three (3) times per calendar year, and for no more than four (4) consecutive days per event.
2. A Craft Establishment with a gross floor area over 150,000 square feet.
3. Assembly, bottling, fabrication, manufacture, processing of beverages or products, over 50,000 gross square feet, including, but not limited to, coffee and non-alcoholic beverages, and the accessory and incidental wholesale retail, warehousing, distribution and retail sale of such products.

C. Special Permit Granting Authority; Additional Uses. The special permit granting authority for purposes of this Section 4950 shall be the Planning Board. Any entertainment or tourism activities and uses not permitted by right or referenced above in this Section 4954 may be permitted by grant of special permit by the Planning Board subject to the evaluating the criteria in Section 5320.

4955. Site Plan Review; Performance Standards for Manufacturing, Processing, Assembly or Fabrication. Uses provided in Section 4954 shall be subject to the site plan review in accordance with Section 5400, except no change of use related to temporary events, as reasonably determined by the Town of Deerfield Building Commissioner, shall trigger site plan review. By Right Uses permitted by Section 4954 shall not be subject to the Performance Standards for Manufacturing, Processing, Assembly or Fabrication provided in Section 4900.

4956. Dimensional Requirements. Buildings and structures within the TOD shall be subject to the dimensional requirements in Section 2300. Notwithstanding Section 2253 to the contrary, within the TOD, a pre-existing, nonconforming structure may be altered without a special permit from the Board of Appeals under any of the following circumstances:

1. There is no extension or expansion of the exterior of the pre-existing, non-conforming structure.
2. The extension or expansion is made for the purpose of conforming to the building code for health and safety purposes and/or compliance with accessibility requirements.
3. The extension or expansion conforms to the dimensional requirements of the Zoning By-Law.

4957. Parking and Loading Requirements. Off-street parking within the TOD shall comply with the following standards and location requirements and shall not be subject to the provisions of Section 3100, except as otherwise provided in this Section 4957:

1. The minimum required number of parking spaces within the TOD shall be

<u>Use</u>	<u>Minimum Number of Parking Spaces</u>
Manufacturing	1 per 1,000 square feet of gross floor area
Warehousing and/or storage	1 per 5,000 square feet of gross floor area
Retail	1 per 500 square feet of gross floor area
Tap room and/or restaurant	1 per 100 square feet of gross floor area, including designated outdoor service areas

All other uses shall be subject to the off-street parking requirements provided in Section 3130. The parking calculation shall be calculated cumulatively for the entire property.

2. The Planning Board may reduce the minimum required number of off-street parking spaces by special permit in accordance with Section 3120.
3. Parking lots shall be designed in accordance with Section 3140, driveways shall be designed in accordance with Section 3150 and adequate off-street loading facilities and spaces shall be provided in accordance with Section 3160.
4. Off-street parking for large scale events of a temporary nature held within the TOD may be provided on a separate parcel (the "Auxiliary Parking Lot") provided the operator of the large-scale event enters into an agreement for the use of such separate parcel and provides transportation (e.g., shuttles or buses) for patrons to and from the Auxiliary Parking Lot. There shall be no minimum distance from the Auxiliary Parking Lot to the property hosting the large-scale event. A large-scale event means an event where the anticipated number of patrons will exceed on site available parking.

4958. Open Space Requirements. At least twenty-five percent (25%) of the lot within the TOD shall be preserved as open space. A minimum of seventy five percent (75%) of open space shall be maintained as natural vegetation area except that plantings, the installation, repair, maintenance of footpaths, active or passive recreational uses, underground utilities, drainage structures and facilities and such other construction shall be permitted. Open space areas may include wetlands, streams and other jurisdictional areas. The open space shall be protected by a recorded restriction enforceable by the Town of Deerfield. The designated open space area may be relocated upon the mutual agreement of the Town of Deerfield Selectboard and the property owner following the recording of the restriction.

4959. Modification of Requirements. Upon the request of an applicant or property owner, the application of the requirements of this Section 4950 may be modified by the grant of a special permit by the Planning Board upon its determination that the intent and purposes of this Section 4950 would be better served by granting the requested relief and consideration of the criteria in Section 5320.

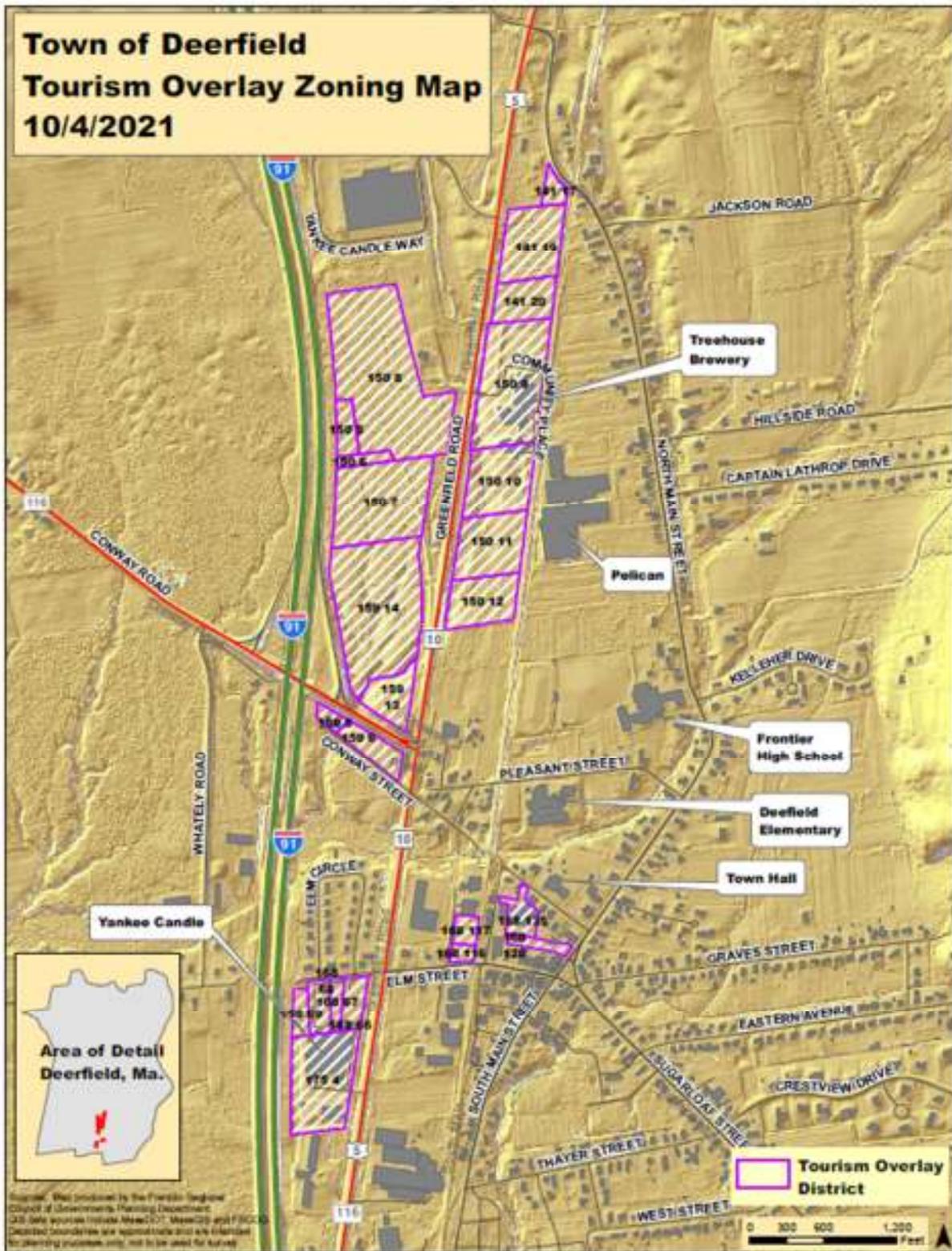
Motion carried by 2/3rds, so declared the Moderator

ARTICLE 11 – Amend the Town of Deerfield Zoning Map

Voted to amend the Town of Deerfield Zoning Map by adding a new zone, Tourism Overlay District, as set forth on the Zoning Map dated 10/04/2021 and including parcels as follows:

Lot ID	
Map	Lot
141	17
141	19
141	20
150	10
150	11
150	12
150	5
150	6
150	7
150	8
150	9
159	5
159	6
159	13
159	14
168	116
168	117
168	66
168	67
168	68
168	69
168	128
168	135
175	4

**Town of Deerfield
Tourism Overlay Zoning Map
10/4/2021**



Motion carried by 2/3rds, so declared the Moderator

ARTICLE 12 – Deerfield Zoning Bylaw Amendment, Chapter 179, Section 3800, Solar Energy Systems

Voted to amend the Deerfield Zoning Bylaws c.179 §3800 Solar Energy Systems by replacing the section in its entirety as follows:

3800. SOLAR ENERGY SYSTEMS.

3810. Purpose. The purpose of this bylaw is to facilitate the creation or expansion of Solar Energy Systems by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on environmental, scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

3820. Definitions. The words and phrases below shall be defined, for purposes of this bylaw, Section 3800, as follows:

Active Solar Energy System: Systems that convert the sun's energy to electricity or heat, including: photovoltaic solar technology, which directly converts sunlight into electricity using panels made of semiconductor cells; and solar thermal technology, which captures the sun's heat.

As-of-Right Siting - As-of-right siting shall mean that development *requires a Building Permit, but* may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-right development may be subject to Site Plan Review to determine conformance with the provisions hereof and with the provisions of the Deerfield Zoning Bylaw, as may be applicable. As-of-right siting of *Small- Scale Ground-Mounted Energy Systems, Small-Scale Roof-Mounted Systems, Passive Solar Energy Systems, Solar Canopies and Municipal Solar Energy Systems* shall be permitted where specified by the Use Regulation Schedule, Section 2230. *Medium- and Large-Scale Roof-Mounted Solar Energy Systems are allowed by right, subject to the provisions of Sections 3870-3890.*

Large-Scale Ground-Mounted Solar Energy System: An Active Ground-Mounted Solar Energy System that occupies more than 5 acres of surface area. Large solar energy systems are utility-scale solar energy conversion systems with many ground-mounted solar arrays in rows, and associated control or conversion electronics or energy storage components that produce utility power to offsite customers.

Medium-Scale Ground-Mounted Solar Energy System: An Active Ground-Mounted Solar Energy System that occupies more than 1,000 square feet of surface area, but no more than 5 acres of surface area. Medium solar energy systems are defined as private on-site or utility-scale solar energy conversion systems with many ground-mounted solar arrays in rows, and associated control or conversion electronics or energy storage components that produce utility power to onsite and offsite customers.

Medium- and Large-Scale Roof-Mounted Solar Energy System: An Active Roof-Mounted Solar Energy System that occupies more than 1,000 square feet of surface area.

Municipal Solar Energy System: A solar energy system that is owned by, or located on land owned by, the municipality.

Passive Solar Energy System: A solar energy system that captures solar light or heat without transforming it to another form of energy or transferring the energy via a heat exchanger.

Roof-Mounted Solar Energy System: An Active Solar Energy System that is structurally mounted to the roof of a building or structure; may be of any size (small-, medium- or large-scale).

Small-Scale Ground-Mounted Solar Energy System: single residential or small business-scale solar energy conversion systems consisting of ground-mounted solar arrays, or other solar energy fixtures, and associated control or conversion electronics or energy storage components, occupying no more than 1,000 square feet of surface area.

Solar Canopies: Elevated structures that host solar panels and provide shade. These overhead solar panel installations are typically installed in parking lots or other paved areas.

3830. General Requirements.

3831. **Compliance with Laws, Bylaws, and Regulations.** The construction and operation of all Solar Energy Systems shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part thereof shall be constructed in accordance with the Massachusetts State Building Code (See MGL c. 143, § 1 et seq.).

3832. **Building Permit and Building Inspection.** No Solar Energy System shall be constructed, installed or modified as provided in this Section 3800 without first obtaining a building permit.

3833. **Fees.** All Solar Energy Systems shall be permitted only upon payment of the fee(s) required for the issuance of a building permit and as required in connection with Site Plan Review or the issuance of a Special Permit hereunder.

3834. **Independent Consultants.** Upon submission of an application for Site Plan Review and/or a Special Permit, the Planning Board is authorized to engage outside consultants to peer review the application, pursuant to G.L. c. 44, § 53G, whose services shall be paid for by the applicant.

3835. **Permit Granting Authority.** The Planning Board shall serve as Site Plan Review Authority and Special Permit Granting Authority under this Section 3800.

3836. **Specified Solar Systems Permitted As of Right.** As specified in the Use Regulation Schedule, Section 2230, Small-Scale Ground-Mounted Solar Energy Systems, Roof-Mounted Solar Energy Systems, Municipal Solar Energy Systems, Solar Canopies and Passive Solar Energy Systems shall be permitted as of right.

3837. **Site Location of Solar Energy Systems.** Utility scale Solar Energy Systems are encouraged to locate on existing building rooftops, rather than on ground-mounted locations. Ground-Mounted systems shall minimize impacts on forestland and farmland in active production.

3840. **Site Plan Review.** Medium-Scale and Large-Scale Ground-Mounted Solar Energy Systems shall undergo Site Plan Review by the Planning Board, in accordance with Section 5400, prior to construction, installation or modification thereof, and shall further meet the requirements of this Section 3800.

3841. **General.** All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts.

3842. Required Documents. The project applicant shall provide the following documents in addition to or in coordination with those required under Section 5400.

a. Site Plan. A Site Plan showing:

- (i) Property lines and physical features, including roads and topography, for the project site.
- (ii) Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, fencing, screening vegetation and structures, including their height.
- (iii) Locations of wetlands and Priority Habitat Areas as defined by the Natural Heritage & Endangered Species Program (NHESP).
- (iv) Locations of floodplains or inundation areas for moderate or high hazard dams.
- (v) Locations of local or National Historic Districts.
- (vi) Water provision, including fire protection measures.
- (vii) Stormwater drainage, including means of ultimate disposal and calculations, in compliance with the Town's Stormwater Bylaw, being Chapter 155 of the Deerfield General Bylaws, and any regulations adopted pursuant thereto.
- (viii) Existing trees 10" caliper or better and existing tree/shrub masses; proposed planting, landscaping, and screening.
- (ix) Identification of the site of the proposed installation by street address, if any, and the name(s) of the street(s) and way(s) nearest thereto.
- (x) Map and lot number(s) for the site, available from the Assessor's office.
- (xi) Zoning district designation(s) for the parcel(s) of land comprising the project site.

b. Blueprints. Blueprints or drawings of the installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts, showing:

- (i) The proposed layout of the system and any potential shading from nearby structures.
- (ii) One- or three-line electrical diagram detailing the Solar Energy System, associated components, and electrical interconnection methods, with all Massachusetts and National Electrical Code compliant disconnects and overcurrent devices.

c. General Documentation. The following information shall also be provided:

- (i) A list of any hazardous materials proposed to be located on the site in excess of household quantities and a plan to prevent their release to the environment as appropriate.
- (ii) Documentation of the major system components to be used, including the electric generating components, transmission systems, mounting system, inverter, etc.
- (iii) Name, address, and contact information for proposed system installer.
- (iv) Name, address, phone number and signature of the project applicant, as well as all co-applicants or property owners, if any.
- (v) The name, contact information and signature of any agents representing the project applicant.
- (vi) Certified list of abutters.
- (vii) Any and all presentation board(s) and/or full-sized plan(s) utilized by the applicant at meeting(s) of the Site Plan Review Authority, provided in a format no larger than 24" x 36".

d. Site Control. The project applicant shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed Solar Energy System.

e. Operation and Maintenance Plan. The project applicant shall submit a plan for the operation and maintenance of the Solar Energy System, which shall include measures for maintaining safe access to the installation, stormwater management (consistent with DEP's Stormwater Regulations and the Town of Deerfield's Stormwater Regulations (11) and vegetation controls, as well as general procedures for operational maintenance of the installation.

f. Insurance. The project applicant shall provide proof of liability insurance in an amount sufficient to cover loss or damage to person(s) and structure(s) occasioned by the construction, use or failure of the Solar Energy System.

g. Financial Surety. Applicants for Medium-Scale and Large-Scale Ground-Mounted Solar Energy Systems shall provide a form of surety, either through an escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the installation and remediate the site to its natural preexisting condition, in an amount and form determined to be reasonable by the Site Plan Review Authority, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein. The project applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

h. Utility Notification. No Medium-Scale and Large-Scale Ground-Mounted Solar Energy Systems shall be constructed until evidence has been given that the utility company that operates the electrical grid where the installation is to be located has permitted the energy system. Off-grid systems shall be exempt from this requirement.

3843. Conditions. In addition to those considerations specified in Section 5460, Medium-Scale and Large-Scale Ground-Mounted Solar Energy Systems shall be designed so as to:

a. minimize visual impacts through proper lighting, landscaping and screening of the Solar Energy System and appurtenant structure(s), if any;

b. minimize environmental impacts by avoiding land clearing and fragmentation of open space, preserving natural habitat and limiting the use of and providing for the containment of hazardous materials, and by satisfying applicable noise standards;

c. minimize safety impacts through compliance with applicable dimensional requirements, design of the site so as to prevent unauthorized access and development of an emergency response plan; and

d. ensure compliance with all applicable local, state and federal statutes, regulations, codes, bylaws, rules and standards.

3850. Special Permit. Where required by Section 2230 Use Regulations, a special permit may be granted by the Planning Board for the construction, installation or modification of a Large-Scale Solar Energy Systems, in accordance with Section 5300.

3851. Consolidation with Site Plan Review. Consistent with Section 5400, the Planning Board, as both the Site Plan Review Authority and the Special Permit Granting Authority, shall consolidate site plan review into the special permit procedures required hereunder, and the timetable for decision shall conform thereto.

3852. Criteria. A Special Permit may be granted upon written determination by the Planning Board that the benefits of the proposed use outweigh its detrimental impacts on the Town and the neighborhood, in view of the particular characteristics of the site and of the proposal in relation to that site. In addition to the criteria specified in Section 5320 or elsewhere in the Deerfield Zoning Bylaw, such determination shall include consideration of the following:

- a. the use is in harmony with the purpose and intent of this Section 3800;
- b. the use will be sited, designed and operated in a manner that appropriately addresses the impacts to the neighborhood and the community, including visual impacts, environmental impacts and impacts to public health, safety and welfare;
- c. no nuisance is expected to be created by the use; and
- d. adequate and appropriate facilities will be provided for the proper operation of the Solar Energy System.
- e. the use minimizes impacts on forestland and farmland in active production.

3860. Dimensional Requirements. The following tables of dimensional requirements shall apply to solar energy systems, and shall supersede dimensional requirements in Section 2320, only for solar energy systems. All other dimensional requirements in Section 2320 not noted in the tables below shall remain in effect.

Table of Dimensional Requirements for Medium-Scale and Large-Scale Ground-Mounted Solar Energy Systems

Dimensional Requirement	RA	CVRD	C-I	C-II	I	PI	EPD
FRONT SETBACK (feet)	50	50	50	50	40	50	50
REAR YARD (feet)	50	50	50	50	25	50	50
SIDE YARD (feet)	50	50	50	50	25	50	50
PERIMETER SETBACK (feet)	-	-	-	-		-	25
MAXIMUM HEIGHT (feet)	15	15	15	15	15	15	15

Table of Dimensional Requirements for Small-Scale Ground-Mounted Solar Energy Systems

Dimensional Requirement	RA	CVRD	C-I	C-II	I	PI	EPD
FRONT SETBACK (feet)	30	30	20	50	40	50	-
REAR YARD (feet)	10	10	10	25	25	25	-
SIDE YARD (feet)	10	10	10	25	25	25	-
MAXIMUM HEIGHT (feet)	15	15	15	15	15	15	15

Table of Dimensional Requirements for Roof-Mounted Solar Energy Systems

Dimensional Requirement	RA	CVRD	C-I	C-II	I	PI	EPD
FRONT SETBACK (feet)	-	-	-	-	-	-	-
REAR YARD (feet)	-	-	-	-	-	-	-
SIDE YARD (feet)	-	-	-	-	-	-	-
MAXIMUM HEIGHT (feet, measured from the ground)	37	39	39	39	39	39	52

3861. Dimensional Requirements for Appurtenant Structures. All appurtenant structures to Medium-Scale and Large-Scale Solar Energy Systems shall be subject to all applicable regulations concerning lot area, parking, and building coverage, as per the Deerfield Zoning Bylaw. All such appurtenant structures, including but not limited to equipment shelters, storage facilities, transformers, substations, batteries and other electrical storage, shall be architecturally compatible with each other. All appurtenant structures shall be screened from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

3862. Exemption from Lot Coverage Requirements. Small-Scale Solar Energy Systems shall be exempt for the Maximum Lot Coverage requirements in Section 2320. Table of Dimensional Requirements.

3870. Design and Performance Standards. The following standards shall apply to Medium- and Large-Scale Ground-Mounted Solar Energy Systems and Medium- and Large-Scale Roof-Mounted Solar Energy Systems:

3871. Lighting. Lighting of Solar Energy Systems and appurtenant structures shall be consistent with the Deerfield Zoning Bylaw, and all other applicable local, state and federal laws. Lighting of the installation, including appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be shielded from abutting properties. All lighting shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

3872. Signage. Signs on all Medium-Scale and Large-Scale Solar Energy Systems shall comply with Section 3200 of the Deerfield Zoning Bylaw. Sufficient signage shall be provided, in accordance with said Section, to identify the owner of the facility and provide a 24-hour emergency contact phone number. Solar Energy Systems shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of such installation.

3873. Utility Connections. Electrical transformers or other utility interconnections shall be constructed as required by the utility provider and may be above ground if necessary; provided, however, that reasonable efforts shall be made to place all utility connections underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider.

3874. Roads. Access roads shall be constructed to minimize grading, removal of stone walls or street trees and minimize impacts to environmental or historic resources.

3875. Control of Vegetation. Herbicides may not be used to control vegetation at the Solar Energy System. Mowing or the use of pervious pavers or geotextile materials underneath the solar array is a recommended alternative.

3876. Hazardous Materials. If hazardous materials are to be used or generated on site, provision shall be made for the storage thereof in accordance with all requirements of the Department of Environmental Protection (DEP), including but not limited to the storage of hazardous materials in a building with an impervious floor that is not adjacent to any floor drains to prevent discharge to the outdoor environment and for full containment of such materials in the event of a release. An enclosed containment area, designed to contain at least 110% of the volume of the hazardous materials used, generated or stored on the site, may be required.

3877. Noise. Noise generated by Medium-Scale and Large-Scale Solar Energy Systems and associated equipment and machinery shall conform to applicable state and local noise regulations, including the DEP's Division of Air Quality noise regulations, 310 CMR 7.10. A source of sound will be considered in violation of said regulations if the source:

- a. increases the broadband sound level by more than 10 db(A) above ambient; or
- b. produces a "pure tone" condition, when an octave band center frequency sound pressure level exceeds the two (2) adjacent center frequency sound pressure levels by three (3) decibels or more.

Said criteria are measured both at the property line and at the nearest inhabited residence. "Ambient" is defined as the background A-weighted sound level that is exceeded 90% of the time measured during equipment hours, unless established by other means with the consent of the DEP. Noise shall further comply with Section 3700 of the Deerfield Zoning Bylaw.

3878. Landscaping, Screening and Reflections.

- a. Any fencing or other structure(s) erected to prevent unauthorized access to the Solar Energy System, as well as any appurtenant structures, shall be screened using landscaping or other means so as to minimize their visual impact.
- b. Medium-Scale and Large-Scale Solar Energy Systems, including batteries and storage facilities, shall be screened by preserving existing vegetation, or using landscaping or other means, so as to minimize their visual impact along the street frontage, and adjacent to any pre-existing abutting residential or commercial uses.
- c. Medium-Scale and Large-Scale Solar Energy Systems shall be designed and/or oriented to minimize reflections that may cause a nuisance to adjacent residential or commercial uses.

3880. Safety and Environmental Standards. The following standards shall apply to Medium- and Large-scale Ground-Mounted Solar Energy Systems and Medium- and Large-Scale Roof-Mounted Solar Energy Systems:

3881. Emergency Services. The Solar Energy System owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Fire Chief, Building Commissioner, Highway Superintendent, and Emergency Management Director. Upon request the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the Solar Energy System shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

3882. Access. All Medium-Scale and Large-Scale Solar Energy Systems shall be designed so as to prevent unauthorized access (e.g., by fencing, by locked access).

3883. Land Clearing, Soil Erosion and Habitat Impacts. All Medium-Scale and Large-Scale Solar Energy Systems shall be designed to minimize land clearing and fragmentation of open space areas, and shall be located so as to avoid significant negative impacts on rare or protected species in the vicinity. Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Solar Energy System or as otherwise prescribed by applicable laws or regulations.

3884. Wetlands. All Medium-Scale and Large-Scale Solar Energy Systems shall be located in a manner consistent with applicable state and local wetlands regulations.

3890. Monitoring, Maintenance and Reporting. The following standards shall apply to Medium- and Large-scale Ground-Mounted Solar Energy Systems and Medium- and Large-scale Roof-Mounted Solar Energy Systems:

3891. Solar Energy System Conditions. The Solar Energy System owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Management Director. The owner or operator shall be responsible for the cost of maintaining the Solar Energy System and any access road(s).

3892. Modifications. All material modifications to a Solar Energy System made after issuance of the required building permit shall require approval by the Permit Granting Authority, if applicable.

3893. Commissioning Report. Prior to placement of a Solar Energy System into operation, the owner or operator thereof shall submit a commissioning report demonstrating that said Installation has been adequately tested and that it functioned as designed prior to start-up. The report shall be submitted to the Selectboard at least thirty (30) days prior to activation of the facility.

3894. Annual Reporting. The owner or operator of the Solar Energy System shall submit an annual report demonstrating and certifying compliance with the Operation and Maintenance Plan (see Section 3842.c), the requirements of this Section 3800 and the approved site plan, including but not limited to continued control of vegetation, compliance with noise standards, and adequacy of road access. The annual report shall also provide information on the maintenance completed during the course of the year and the amount of electricity generated by the facility. The report shall be submitted to the Selectboard, Planning Board, Fire Chief, Emergency Management Director, Building Commissioner, Board of Health and Conservation Commission (if a wetlands permit was issued) no later than 45 days after the end of the calendar year.

3895. Abandonment or Decommissioning. The following standards shall apply to Medium- and Large-scale Ground-Mounted Solar Energy Systems:

38951. Abandonment. Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the Medium-Scale or Large-Scale Ground-Mounted Solar Energy System shall be considered abandoned when it fails to operate for more than one year without the written consent of the Permit Granting Authority. Change of ownership shall be reported to the town.

38952. Removal Requirements. Any Medium-Scale and Large-Scale **Ground-Mounted** Solar Energy System which has reached the end of its useful life or has been abandoned consistent with Section 38952 shall be removed. The owner or operator shall physically remove the installation no later than 150 days after the date of discontinued operations. The owner or operator shall notify the Planning Board, if applicable, by certified mail, of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

- a. Physical removal of all components of the Solar Energy System, including but not limited to structures, equipment, security barriers, and on-site transmission lines. Associated off-site utility interconnections shall also be removed if no longer needed.
- b. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
- c. Restoration of the site to its natural preexisting condition, including stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

38953. Decommissioning by the Town. If the owner or operator of a Medium-Scale and Large-Scale Ground-Mounted Solar Energy System fails to remove such installation in accordance with the requirements of this Section 3895 within 150 days of discontinued operations or abandonment, the Town may enter the property and physically remove the installation at the owner’s expense, drawing from the escrow account or upon the bond or other financial surety provided by the applicant pursuant to Section 3842.g.

38954. Financial Surety. For any Medium-Scale and Large-Scale Ground-Mounted Solar Energy System. prior to commencing operation, the applicant shall provide a form of financial surety, through a cash deposit, surety bond, or tripartite agreement (Financial Surety), in an amount determined to be adequate by the Planning Board to cover cost of CSPI removal and site restoration. The following procedures shall be followed:

- a. Decommissioning Cost Estimation. The applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include an escalator for calculating increased removal costs due to inflation. Salvage for solar panels may be included for other components of the installation at the discretion of the Planning Board.
- b. The Financial Surety shall be maintained by the developer for the lifespan of the facility, with annual certification notices from the surety company or bank for surety bonds submitted to the Planning Board. Such surety is not required for municipal facilities.
- c. A cash deposit [of a minimum amount of \$100,000 per MW (DC) of installed system capacity] shall be held by the Town Treasurer pursuant to M.G.L. Chapter 44, Section 53 ½.

OTHER AMENDMENTS

Amended Section 2230. Use Regulation Schedule.

The following principal uses shall amend and replace the existing principal uses in Section 2230:

Principal Use	RA	CVRD	C-I	C-II	I	PI	EPD
Small-Scale Ground-Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y
Medium Scale Ground-Mounted Solar Energy System	Y**	Y**	Y**	Y**	Y**	Y**	Y**
Large-Scale Ground-Mounted Solar Energy System	SP	SP	SP	N	SP	N	N

The following principal uses shall be added as new principal uses in Section 2230:

Principal Use	RA	CVRD	C-I	C-II	I	PI	EPD
Roof-Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y
Passive Solar Energy System	Y	Y	Y	Y	Y	Y	Y
Solar Canopies	Y	Y	Y	Y	Y	Y	Y
Municipal Solar Energy Systems	Y	Y	Y	Y	Y	Y	Y

**Site Plan Review required by the Planning Board as provided under Section 5400.

Amendments to NOTES in Section 2230:

7 Note deleted.

8 Note deleted.

Amendments to existing Article VI. Definitions:

Deleted - Extra-Large-Scale Ground-Mounted Solar Electric Installation shall mean a ground-mounted solar system with a generating capacity of greater than 2 MW or occupying more than ten (10) acres of land. [Added 4-25-2011 ATM, Art. 7]

Deleted - Large-Scale Ground-Mounted Solar Electric Installation shall mean a ground-mounted solar system with a generating capacity greater than 10 kW but no more than 2 MW and does not occupy more than ten (10) acres of land. [Added 4-25-2011 ATM, Art. 7]

Deleted - Small-Scale Ground-Mounted Solar Electric Installation shall mean a ground-mounted solar system with a generating capacity of 10 kW or less. [Added 4-25-2011 ATM, Art. 7]

Voted to amend the main motion by changing the minimum surface area of a Medium-Scale Ground-Mounted Solar Energy System to more than 1,000 square feet and the maximum surface area of a Small-Scale Ground-Mounted Solar Energy System to no more than 1,000 square feet.

Motion to amend carried, so declared the Moderator
Motion as amended carried by 2/3rds, so declared the Moderator

The Moderator motioned and it was so voted, to dissolve at 7:42 pm.

A true copy,

Attest: _____
Barbara J. Hancock, Town Clerk

TOWN COLLECTOR

The first half fiscal year 2021 taxes were issued on December 23, 2020 and were due thirty days later, on January 22. The second half installment was due May 3.

In spite of the global pandemic, the FY21 tax collection rate remained high. The Town Offices remained closed to the public through June 2021. Collection cycles did resume pre-COVID-19 schedules in FY22. Payments continued to be processed online, by mail, and by the drop-box located in the foyer at the Town Offices.

The second half sewer bills were issued in mid-June causing a larger than normal outstanding balance at the close of the fiscal year. The Sewer Commissioners continued rate increases to better meet sewer rate standards and adequately address the work needed at both sewer treatment plants. The South Deerfield Wastewater Treatment Plant project began and is expected to be completed in FY23.

The following report of receipts for the fiscal year 2021 is for informational purposes:

Real Estate	11,662,993
Community Preservation Act	252,725
Personal Property	667,094
Motor Vehicle Excise	636,880
Sewer	943,274
Income & Expense Liens	13,300
Tax Title	51,554
Interest & Fees	46,930
Farm Animal (tax ended in FY19)	0
Transfer Station Stickers	45,872
Transfer Station Bags	50,397
	<hr/>
	14,371,019*

*See Town Clerk for dog and recording fee receipts

Respectfully submitted,

Barbara Hancock, Treasurer/Collector/Town Clerk

TOWN TREASURER

TOWN TREASURER REPORT FY21
Fiscal Year July 1, 2020 - June 30, 2021

Completed 8/2021

Receipts per month	Month	Expenses per month	Interest Received
1,049,647	July	-3,486,461	3,438
659,974	August	-1,374,300	3,801
677,789	September	-2,945,747	3,383
738,610	October	-2,093,220	1,034
1,049,020	November	-1,648,833	978
2,801,083	December	-3,100,676	626
5,586,600	January	-2,027,297	597
1,766,338	February	-1,513,797	1,657
1,667,678	March	-3,072,387	1,717
5,528,103	April	-2,361,870	770
1,874,550	May	-1,633,931	1,985
1,971,515	June	-3,927,662	2,793
25,370,907	FY20 Totals	-29,186,181	22,779

Beginning Balance 7/01/2021	12,335,419
Receipts Fiscal Year	25,370,907
Expenditures Fiscal Year - General	-29,186,181
From Trusts to General Funds	1,712
From General Fund to Trust Funds	-290,272
Trust Funds	426,286
Stabilization Trust Funds	2,246,482
Loan Proceeds	10,126,787.00
Petty Cash	120
Interest Earned *(included in receipts)	22,779 *
Balance General and Trust Funds - 6/30/2021	21,054,019

Allocation of General Funds by Bank Accounts
Fiscal Year Ending June 30, 2021

People's Bank	928,868
Century	62,090
Eastern	559,950
Greenfield Co-Operative Bank	12,274,090
Greenfield Savings Bank	139,372
Unibank	235,630
Easthampton Savings/Berkshire Bank	106,332
Bartholomew General Fund	92,797
Bartholomew BAN Proceeds	600,010
Total General Funds	14,999,139

STABILIZATION

Balance July 1, 2020
 Interest FY 21
 Appropriations FY 2021
 Expenditures FY21

 Balance June 30, 2021

General	Capital (establ. ATM 2017)
1,346,502	612,541
32,894	4,545
	250,000
1,379,396	867,086

TRUST FUNDS

SCEMS Rent Stabilization ATM2020 Art 10
 CPA
 MUNICIPAL BUILDINGS
 BILLINGS TRUST FUND
 FOREST
 BROOKSIDE CEMETERY
 PINE NOOK CEMETERY
 LAND PRESERVATION FUND
 MAP TOPP PERPETUTUAL CARE
 VETERANS SERVICE
 INSURANCE INDEMNITY FUND
 DICKINSON LIBRARY TRUST FUND
 OPEB
 BALANCE JUNE 30, 2021

81,000
3,527,915
52,639
3,021
18,651
32,869
59,639
1,017
13,702
2,146
32
112,913
129,657
3,954,201

Town Meeting authorization to transfer funds:

from Dickinson Trust	-2,661.00	06/12/2021	ATM
to OPEB Fund	41,610.00	06/12/2021	ATM
from Cap'l Stabilization	150,000.00	06/12/2021	ATM
from MunBldg	52,118.00	06/12/2021	ATM

PUBLIC SAFETY

DEERFIELD POLICE DEPARTMENT

Mission Statement

"We, the members of the Deerfield Police Department, are committed to excellence in law enforcement and are dedicated to the people, traditions and diversity of Deerfield. In order to protect life and property, prevent crime and reduce the fear of crime, we will provide service with understanding, response with compassion, performance with integrity and law enforcement with vision."

I am pleased to present to you the 2021 Deerfield Police Department Annual Report. The officers, supervisors, and staff continue to deliver a superior product to the residents of Deerfield.

Staffing

The Deerfield Police Department is comprised of the Chief of Police, three (3) full-time police Sergeants, six (6) additional full-time and fourteen (14) part-time officers. Officers are organized into three shifts of two officers per shift who are accessible to the public 24 hours a day, 7 days a week and 365 days a year. On each shift, there is an officer assigned to Old Deerfield area (District Two), and one officer assigned to South Deerfield (District One). This ensures that residents all across town get equal response and patrol time.

The Police Department also employs a full time administrator who is responsible for handling day-to-day administrative functions including: public information requests, payroll, bills, detail billing, emergency scheduling, equipment acquisition, fleet maintenance scheduling, and answering both the lobby and telephones, as well as other duties.

Sergeant Brian Ravish continues in the role as School Resource Officer (SRO), now teaching many different classes with faculty at Frontier Regional High School. Brian also continues to teach the RAD (Rape Aggression Defense) class, Forensics class, and pedal cars to teach about the dangers of drunk driving. Not only does Brian teach all aspects of use of force for our agency, he teaches many surrounding departments. Brian has been certified by the National Associations of School Resource Officers in both the Basic and Advanced SRO.

This year, four new part-time police officers were appointed to replace members that moved on to work full-time at other agencies. These new officers are: Andrew Habel, Dylan Husted, Timothy Capuano and James Fitzgerald. We continue to be a reputable training ground for part-time personnel who become exceptional full-time officers for our agency and others. This exceptional reputation leaves us with constant movement on the lower half of the part-time roster. On a normal year, there are three to four part-time appointments due to these movements, however with the new POST police reform standards, part-time certified police officers will be phased out within the next few years.

Equipment

The police department continues to replace one cruiser annually. This is due to the mileage driven, idle time, and wear and tear on a vehicle. With two personnel on duty twenty-four hours a day, our annual mileage is around 140,000 miles. We continue to be conscious of our carbon footprint, and utilize two hybrid cruisers, moving towards eventually being a hybrid fleet. A third hybrid cruiser was ordered in April, however did not arrive prior to the end of 2021.

The regional computer system comprised of over twenty police departments in Franklin County is working extremely well and helps agencies work together and work with our regional dispatch to increase communication, response time, and safety for our officers. This year, we received a grant to replace our Mobile Data Terminals (MDT) in our cruisers and now have the capability to issue electronic citations, which go directly to the RMV electronically and therefore eliminate costs in processing. Funds allocated at Annual Town Meeting for this replacement, in 2020, could be cycled back to certified free cash.

The 450 MHz emergency communication system was originally built and expanded upon in 2004-2008. The system is now outdated and parts are no longer in production. This leaves the repair personnel searching for parts on EBay and several other websites. As the appointed member of the oversight committee on behalf of the Franklin County Chiefs of Police Association, I continue to represent all police departments' interests county-wide. All county emergency personnel (63 agencies) have moved to the new 800 MHz CoMIRS (Commonwealth Interoperable Radio System) radio system, including over 1,300 units, with the help of a grant for more than three million dollars. This project in partnership with the State saved Franklin County communities in excess of ten million dollars.

Calls for Service

The Department is very active in responding to calls for service. Calls for service within this area are defined as requiring a police action; this does not include mere directions, parties that come to our station to speak with officers, or questions. Officers respond to all fire and ambulance calls. Officers are often first on scene and assist with rendering emergency medical aid and if needed, traffic control, and are authorized to drive the ambulance to a medical facility. The total number of assigned calls for service for the 2021 calendar year was 13,279. This is an average of 36 calls for service on the average day.

There were 215 arrests, 268 active investigations, 92 motor vehicle crashes, 1304 motor vehicle stops, 216 motor vehicle citations issued, and 463 medical emergencies in 2021. Our officers also responded to over 100 mental health emergencies and worked diligently with Crisis Services to ensure that our residents get the best possible care and follow up treatments available. We continue to work to increase communication between Crisis Services Clinicians and the Police to provide the best possible care.

Our officers patrol all areas of the Town of Deerfield, watching for any unusual activity, while keeping the safety of all residents and visitors' in mind, making notifications to the utility companies as well as reporting any road hazards to the appropriate highway agency. We continue to have an open communication with business owners and perform business checks daily. Officers continue to perform vacant house checks and provide target traffic enforcement in problem areas. We respond to areas of concern brought up by citizens, and work to mitigate those problems through targeted enforcement.

Officers on road patrol perform law enforcement patrol activities including, but not limited to, arresting violators of the law, checking on property and persons, conducting security checks of buildings and dwellings, investigating traffic crashes, and enforcing traffic offenses, including Operating Under the Influence (OUI) investigations. Aside from road patrol, these officers also assist with criminal investigations, including searching for missing persons, runaways, and wanted persons. All of this activity is documented in reports, logs and calls for service as officers are responsible to present testimony and evidence in court.

The Police Department daily logs are available on the Deerfield website.

<https://www.deerfieldma.us/police-department/pages/weekly-logs>. This allows the residents to view the day-to-day activities, as well as research events that may have transpired in your area.

Major Events

Our officers continued to work every day throughout the COVID-19 pandemic following safety guidelines and continuing to protect the community throughout these difficult times. We have seen an increase in mental health related crisis, and as mentioned have joined forces with Crisis Services Organization (CSO) to pilot a co-response program in which a CSO clinician can respond with a police officer to calls that may not require involuntary hospitalization, but may require follow up and assistance. These CSO clinicians split their time between Montague, Greenfield, and Deerfield.

Our officers are also working with the Opioid Task Force Connect Program, which connects those who have experienced or witnessed opioid overdoses with free and confidential support programming within 72 hours of an opioid overdose. This program also includes a state wide database to identify high-risk candidates who have overdosed in multiple jurisdictions and connect them with services.

Deerfield Officers assigned with the Northwestern District Attorney's Anti-Crime Task force participated in multiple multi-agency investigations into the trafficking of narcotics within Hampshire and Franklin County as well as within the Town of Deerfield. Because of one of these investigations, the Task Force seized over 5 kg of cocaine and over \$80,000 cash and made multiple arrests. These officers continue to work diligently to conduct thorough investigations and keep illegal and dangerous narcotics out of our community.

The major construction on Greenfield Road (Routes 5&10) by the Massachusetts Department of Transportation created quite the traffic congestion this summer from the Whately Town line to South Deerfield Fire Department, but our officers worked diligently to keep traffic flowing in a safe manner and helped communicate delays through our Facebook Page as we tried to keep up to date with changing technology to keep everyone informed.

Social Justice Movement

The Deerfield Police Department continues to be committed to equality for all individuals we serve. We stand against racism, discrimination, and inequality in our community. We continue to work towards long term systematic solutions to inequality. We believe every person should feel safe, valued, and secure in their daily lives. The Deerfield Police Department continues to embrace the "Reaffirming and Restructuring the Governor's Task Force on Hate Crimes" as signed into executive order on November 6, 2017. We immediately adopted the four recommendations put forth by the Task Force.

We also value the rights of victims in the community, and honor the "Victim Bill of Rights" as drafted by the Massachusetts Office for Victim Assistance. We use careful consideration when balancing the public's right to know and the privacy rights of a victim.

We will not re-victimize victims of crime by sharing their personal information or details which could lead to identification. We adopt the same philosophy when posting public information during on-going investigations. We strive to maintain balance of the integrity of an investigation and finding and sharing verified facts with the public.

We strive to be innovative with the future of policing that social justice movement in the nation has called for. We are working on collaborative responses with social service networks to better serve persons who are experiencing a mental health crisis, or someone who has an opioid addiction disorder. We invite and welcome all members of the community to meet us and get to know who is serving and protecting the diverse Town of Deerfield.

Training

December 31, 2020, Governor Charles Baker signed the Criminal Justice Reform Act into law. There are several major changes happening this year and in calendar year 2022; elimination of the part-time police academy, one training standard for all police officers – thereby eliminating the vast majority of part-time personnel in the State, modification of Use of Force Standards, creation of eighteen (18) Commissions and Task Forces to report their findings back, all police departments will be required to be certified (eight minimum criteria listed in the law, however Massachusetts Police Accreditation Commission – Certification is 159 criteria), all police officers will be required to be certified and recertified every three years, additional training for School Resource Officers, creation of a POST Commission (Police Officer Standards and Training), and the creation of the Division of Standards which is the investigatory arm of POST. These changes will have a large financial impact on the vast majority of communities under ten thousand, and more especially Deerfield’s size and smaller. Many of the small town police departments (population 500-3,000) will cease to exist.

This year, members of our department attended specialized training in:

Sexual Assault Investigations including trauma-informed response to victims of all ages, nationalities, and disability status.

Clandestine Lab Identification and Safety including how to identify possible lab activity, materials used in the manufacturing of methamphetamine, safety measures and proper procedure and resources for disabling clandestine labs and other explosive materials.

Reid Method of Interview and Interrogations specifically seeking and determining truthfulness in speaking with suspects and witnesses.

Advanced Narcotic Investigations, an intensive 80-hour program put on by the Massachusetts State Police and Massachusetts Army National Guard including specialization in various roles of narcotics investigations, confidential informants and undercover buys, surveillance and communications and raid planning and execution.

Crisis Intervention including advanced de-escalation methods and programs that are available through the mental health system.

All officers completed in-service training to include Firearms, Use of Force, Responding to Pandemics and Similar Emergencies, Legal Updates, CPR and First Responder, Mass Gatherings, Domestic Terrorism, Human Trafficking, Cultural Competency, and Responding to Emergencies of Individuals with Mental Illness.

Grants

Grants continue to be scarce in law enforcement with the vast majority going to large cities with exceptionally high crime data statistics. Sergeant Harry Ruddock applied for, and we received, a \$12,000 traffic safety grant. Six thousand is dedicated to enforcement patrols where personnel are assigned to high impact areas to address traffic safety. The second part of the grant is \$6,000 for equipment. I'm pleased that we have received this grant four years in a row thanks to Sergeant Ruddock.

School Safety

We are in constant partnership to make sure the schools are as safe as possible. As most are aware, this is challenging since Deerfield has five schools; Deerfield Elementary, Frontier Regional High School, Bement, Eaglebrook, and Deerfield Academy. In total there are over 2,500 students in Deerfield. This does not include school staff. The schools, including students and staff, bring in a daily influx of over 4,000 people.

As part of school safety, we have an active partnership and leadership role in the four-town safety committee which is comprised of EMS, Police, Fire, and School Officials from all Union 38 schools and towns. This includes quarterly meetings, active shooter training, lockdown drills, shelter in place drills and an annual review of school safety documents and plans.

Focused areas

On January 1, 2018 I started as the President of the Franklin County Chiefs of Police Association. I was re-elected in December of 2021 for calendar year 2022. I am also the Franklin County appointed representative to the Massachusetts Chiefs of Police Executive Board (since 2014). In addition, I serve as the police representative to the Western Mass. Homeland Security Council, which is a Governor's appointment (since 2015). I was also appointed this year as the State Wide Law Enforcement Liaison on the State Child Fatality Review Team. There are eleven regional teams across the State that report their findings to the State Team.

As always, the Deerfield Police Department is dedicated to serving the community, residents and visitors of the Town of Deerfield. As the days, months, and years continue to pass, please do not ever hesitate to contact us if you have a question or concerns, we are available 24/7, 365 days a year.

Sincerely,

John P. Paciorek, Jr.
Chief of Police
Asst. Emergency Management Director

“PROTECTING AND SERVING OUR COMMUNITY”

The Law Enforcement Oath of Honor

On my honor, I will never betray my badge, my integrity, my character, or the public trust.

I will always have the courage to hold myself and others accountable for our actions.

I will always uphold the Constitution, my community and the agency I serve.

SOUTH COUNTY EMERGENCY MEDICAL SERVICES

South County EMS (SoCEMS) is the premier regional EMS service in the state. As a municipal “third-service” that provides only medical-related services, our budget, infrastructure, training focus, and culture is 100% devoted to providing the best emergency medical care possible. In 2021 our department experienced the busiest year-to-date with a 13% increase over 2020, and we expect the requests for response to continue increasing through 2022. To meet these demands, South County EMS is always considering ways to provide better care more efficiently, and solidify itself as a public good our citizens can be proud of.

Our agency provides Paramedic level response to Deerfield, Sunderland, and Whately by staffing one transporting ALS ambulance 24/7 through a combination of full and per diem staff. For our busiest times we add per diem responders to meet increased anticipated demands for service. Last year SoCEMS responded to 1048 calls for medical emergencies in our primary coverage area and an additional 80 to neighboring communities. Of the patients we treated, 80% required and received Advanced Life Support (ALS) interventions. In addition to the medical related emergencies, SoCEMS also responded to over 72 calls including Fire, Search and Rescue, HAZMAT, and Law Enforcement issues, where we provided both medical support and subject matter expertise. Our full time and per diem staff represent some of the highest and most diversely trained emergency responders in the state.

To address the increasing demands on both our service and our providers, South County will be adjusting our staffing models in 2022. By reallocating existing staff hours, we hope to bolster our department’s ability to adapt and respond to outside forces while also decreasing the likelihood of medical provider burnout which has become all too common in recent years.

Additionally, South County EMS has been working closely with Franklin County and Western MA public safety partners to find solutions to the well-documented EMS resource shortcomings that many areas are experiencing. As a golden model of what can be accomplished when multiple towns come together, South County has provided some valuable insight about what is possible when communities approach common problems with a regional approach. We hope that by working together, citizens throughout the region will one day enjoy the level of robust and outstanding medical care we do here in southern Franklin County.

I must thank our talented and compassionate team of providers who work here at South County EMS. Every day they give back to this community in ways that are not always obvious. Through studying and researching so that they can provide better care, by advocating for EMS and patients on the regional, state, and federal level, and by taking time on calls to provide companionship and prepare a meal for a community member, they truly go above and beyond what is typically expected from our pre-hospital medical providers. The people who wear the South County EMS patch are among the finest around.

And as always, I wish to thank the members of our community for your support over the years. Our team of providers were chosen because of their skill, knowledge, compassion, and dedication, and they would not be able to serve the community in the way that they know is right, were it not for the championing many of you do on our behalf.

Thank you.

Statistics

Here is the breakdown of the 2021 calendar year stats:

EMS Patient Responses by Type	EMS Patient Responses by Town
Total: 1128	Deerfield: 596
ALS Transports: 656	Sunderland: 274
BLS Transports: 159	Whately: 178
Paramedic Intercepts: 2	Mutual Aid: 80
Refusals: 239	
Other: 72	

We look forward to continuing to provide high-quality and state-of-the-art emergency medical care to our community and supporting public health and education initiatives in 2022.

More information about our department can be found on our website: www.SoCEMS.org

Respectfully,

Chief Zachary Smith, Paramedic
South County Emergency Medical Services



PUBLIC WORKS

HIGHWAY DEPARTMENT

Kevin Scarborough	Superintendent of Public Works
Chris Miller	Asst. Superintendent of Public Works
Charles Willor III	Maintenance Foreman/HEO
Jason Miller	Heavy Equipment Operator/Laborer
Brian Chyz	Heavy Equipment Operator/Laborer
Michael Kolakoski	Heavy Equipment Operator/Laborer
Kevin Kolakoski	Heavy Equipment Operator/Laborer
Brandon Savigne	Truck Driver/Laborer
Dianne Cornwell	Administrative Assistant

Description of Services

The Highway Department primarily serves to maintain the town's "public works". The Department helps to insure public safety services through road maintenance (including snow removal), road drainage, flood mitigation, tree work, wastewater collection and treatment, special projects, maintenance projects etc. These services are provided on a 24/7/365 basis in cooperation with our public safety partners Police, Fire and EMS. The Highway Department is responsible for maintaining the town's public roads. The Department helps ensure safe travel by maintaining the roads as well as the infrastructure underneath such as sewer and drainage systems. During the winter, the Department focuses on keeping the roads free of snow and ice. In the summer, mowing is a weekly chore for roadsides, cemeteries, town buildings and commons.

Road Repairs

We are working with a pavement management program in order to properly analyze and document the road conditions and determine what roads need repair. Priority for repair is established by traffic counts, safety, and roadway conditions. Through Chapter 90 monies provided from the State, this past year we were able to pave Lower Road, Memorial Street, Elm Street West, Kelleher Drive, Pleasant Street, North Street and Plain Road.

Culverts

To assist with culvert repairs we utilize a contractor with larger equipment as needed. The Highway Department supervises and completes the culvert jobs saving the town money. We continue to work with Mass DOT and Mass DEP to identify all of our culverts within the town and to set priorities for repair, replacement, and/or upgrades. In 2012, The Massachusetts Office of Energy & Environmental Affairs, along with Fish & Game Division of Ecological Restoration, established very strict "stream crossing" regulations that ensure that in making culvert repairs we are making the proper ecological restorations. Through different grants, we were able to replace the culvert on Mill Village road which has relieved the flooding on Routes 5&10 and on Wapping Road.

Vehicle/Equipment Maintenance

The town is very fortunate to have a highly qualified mechanic and fabricator on the Highway Department Staff, who time and time again, can save the town money. In addition to tracking repairs and performing preventive maintenance on highway vehicles and equipment, we have also been able to service the vehicles and equipment for the Recreation Department, Police Department and Senior Center.

Building Maintenance Operations

The Municipal Offices, Police Department, South County EMS, South County Senior Center, Tilton Library, Highway Garage, Transfer Station, Captain Lathrop Drive Lift Station and the Church all are maintained by the Highway Department. The majority of these buildings are aged, and although they are structurally sound, they are a constant challenge to maintain. Unforeseen work can be needed at any time, but we are making a maximum effort to minimize the impacts of the unforeseen.

CEMETERIES

The town owns and maintains 10 cemeteries. Maintenance performed by the Highway Department includes grass cutting, string trimming, and bush/shrub pruning during the growing season.

SEWER COLLECTION SYSTEM

The town has been looking at the entire sewer collection system. This has consisted of every manhole having to be documented to condition, size and materials of construction; all sewer pipe for condition and I & I to see if ground water is infiltrating into our system. The town's sewer system infrastructure consists of two wastewater treatment plants - Old Deerfield and South Deerfield as well as miles of pipe. The South Deerfield Plant is undergoing some expansion construction that should be complete in the summer of 2023. The Old Deerfield Plant will soon need upgrades. While the Highway Department maintains the distribution part of the system, other licensed employees man the treatment plants seven days a week.

Asset Management

The town, through our insurance company MIIA, received grants to purchase software, which has the ability to track everything from culverts, to light switches in Town Hall, to pumps at the wastewater plants. With the software, we are able to manage workflow, track costs of projects and better project expenditures and services that impact the residents of the town. Our future goal is for residents to report online issues and concerns, and be able to produce a job ticket to make our departments' services more efficient.

As we close out this year, I would like to publicly offer sincere thanks especially to the following:
To the Highway, Transfer Station and Wastewater crews that have not lost any productivity during the pandemic. This department has worked every day to provide services to the residents of this town and have stepped up to meet the many challenges of this past year.

It has been my pleasure to serve the residents and I look forward to serving for many years to come.

Respectfully submitted,

Kevin H Scarborough
Superintendent of Public Works Operations

TRANSFER STATION

David Driver..... Transfer Station Attendant
Luke Morton..... Transfer Station Attendant
Michael Griffin Transfer Station Attendant
James Schaefer..... Transfer Station Attendant

The Deerfield Transfer Station is open to Town residents on Tuesdays, Thursdays and Saturdays from 8:30 AM to 4:00 PM.

Due to COVID-19, we had to change a few things as to how we operate and provide sticker sales. We are actively pursuing sticker enforcement and properly charging for the bulky item’s dumpster. We are continually looking for ways to lower expenses at the Transfer Station by revising the hauling schedules, compacting more to reduce trucking & tipping costs. The Food Waste composting and the book recycling bin continue to be utilized steadily. It is nice to see recycling instead of dumping into a landfill.

We strongly encourage Deerfield residents to continue their recycling efforts, and to make every effort to curb their solid-waste generation. We also encourage Deerfield residents to be aware of those items that have special rules regarding disposal, such as:

- | | | |
|-------------|-----------------|-------------------------|
| Appliances | Furniture | Paints |
| Automotive | Glass | Paper |
| Batteries | Hazardous Waste | Plastics |
| Cleaners | Lighting | Yard Waste |
| Containers | Medications | Building/Remodeling & |
| Electronics | Metal | Construction/Demolition |

Residents are also encouraged to speak to a transfer station attendant, or to visit the town’s website, for more information.

Thanks are extended to the Transfer Station staff for their continued service to the Town especially during the Pandemic, hot summer & cold winter days. Their courteous and helpful assistance to town residents helps to insure the safety and effectiveness of our Transfer Station operations.

WWTP

Keith Milne, Chief Operator
Gary Benoit, Certified Operator
Dennison Hunt, Certified Operator

EDUCATION

DEERFIELD ELEMENTARY SCHOOL

Kenneth Cuddeback, Chair
Deerfield School Committee
Deerfield, MA 01373

Dear Mr. Cuddeback:

I respectfully submit the 2021 Annual Report for the Deerfield Elementary School:

DEERFIELD SCHOOL COMMITTEE

	<u>TERM EXPIRES</u>
Kenneth Cuddeback, Chair	2023
Carey Etchells, Vice Chair	2022
David Sharp, Secretary	2022
*Mary Ramon, Member	2024
Erica Jacob, Member	2024

*Representative to Frontier Regional School Committee

ADMINISTRATION

Superintendent of Schools	Darius Modestow
Director of Business Administration	Shelley Poreda
Director of Special Education	Karen Ferrandino
Director of Elementary Education	Kimberly McCarthy
Director of Early Childhood	Aimee Smith-Zeoli
Director of Instructional Technology	Scott Paul
Director of School Facilities	William Hildreth
Director of Food Services	Geoffrey McDonald
Principal	Tina Gemme
Assistant Principal	Elaine Mount

SUPPORT STAFF

Executive Assistant to Superintendent	Donna Hathaway
Administrative Assistant (SPED)	Penny Smiarowski
Administrative Assistant/Facilities	Mary Jane Whitcomb
Receptionist/Early Childhood Assistant	Sarah Butler
Payroll Specialist, FRS/Union #38	Brenda Antes
Accounts Payable/Bookkeeper	Michelle Melnik
Grants Accountant	Stephan Shepherd
Secretary to Principal	Catherine Eckert
School Secretary	Jennifer Shumway

DEERFIELD ELEMENTARY SCHOOL
ENROLLMENT - OCTOBER 1, 2021

<u>Grade</u>	<u>Resident Students</u>	<u>School Choice</u>	<u>Tuitioned-In</u>	<u>Total</u>
Pre-K	25	2	0	27
K	31	9	0	40
1	23	3	0	26
2	42	11	0	53
3	33	7	0	40
4	48	4	0	52
5	40	10	1	51
6	28	10	0	38
TOTAL	270	56	1	327

UNION #38 TEACHERS' SALARY SCHEDULE
CONWAY, DEERFIELD, SUNDERLAND, WHATELY

July 1, 2020 - June 30, 2021

<u>STEP</u>	<u>B</u>	<u>B+15</u>	<u>M</u>	<u>M+15</u>	<u>M+30</u>	<u>M+45</u> <u>CAGS</u>
3	\$45,068	\$46,474	\$47,926	\$49,426	\$50,970	\$52,485
4	\$46,474	\$47,926	\$49,426	\$50,970	\$52,565	\$54,080
5	\$47,926	\$49,426	\$50,970	\$52,565	\$54,207	\$55,723
6	\$49,426	\$50,970	\$52,565	\$54,207	\$55,897	\$57,412
7	\$50,970	\$52,565	\$54,207	\$55,897	\$57,643	\$59,158
8	\$52,565	\$54,207	\$55,897	\$57,643	\$59,446	\$60,961
9	\$54,207	\$55,897	\$57,643	\$59,446	\$61,303	\$62,819
10	\$55,897	\$57,643	\$59,446	\$61,303	\$63,218	\$64,732
11	\$57,643	\$59,446	\$61,303	\$63,218	\$65,192	\$66,708
12	\$59,446	\$61,303	\$63,218	\$65,192	\$67,231	\$68,746
13	\$61,303	\$63,218	\$65,192	\$67,231	\$69,337	\$70,852
14	\$67,105	\$69,133	\$71,623	\$73,778	\$76,699	\$78,229
20	\$69,188	\$71,254	\$73,796	\$75,994	\$78,975	\$80,506

Nature's Classroom Teacher: \$100 per day of attendance by a teacher.

Workshop Presenters: \$30 per hour of presentation and reimbursement for reasonable expenses.

Tutoring Rate: \$33 per hour

Head Teachers: \$1,500

Placement on 20 occurs when a teacher has completed 19 years of service as a teacher in Union #38.

Mentors: \$500 per each new teacher, \$250 for second/third-year teacher, \$250 for each additional teacher being mentored, to a maximum of three (3) in any year.

The Town of Deerfield currently pays 65% of the health insurance premium contribution, with the eligible employees who elect to participate in the Town offered health insurance paying the remainder 35% of the health insurance premium contribution.

UNION #38 INSTRUCTIONAL ASSISTANTS' SALARY SCHEDULE
CONWAY, DEERFIELD, SUNDERLAND, WHATELY

July 1, 2020 - June 30, 2021

Instructional Assistants

<u>2020-2021</u>	
<u>Step 1</u>	<u>\$14.56</u>
<u>Step 2</u>	<u>\$15.06</u>
<u>Step 3</u>	<u>\$15.56</u>
<u>Step 4</u>	<u>\$16.07</u>
<u>Step 5</u>	<u>\$16.57</u>
<u>Step 6</u>	<u>\$17.07</u>
<u>Step 7</u>	<u>\$17.59</u>
<u>Step 8</u>	<u>\$18.09</u>
<u>Step 9</u>	<u>\$18.60</u>
<u>Step 10</u>	<u>\$19.14</u>

Educational Support Nurses, LPN, COTA, SLPA & PTA

<u>2020-2021</u>	
<u>Step</u>	<u>2%</u>
<u>1</u>	<u>\$23.94</u>
<u>2</u>	<u>\$24.97</u>
<u>3</u>	<u>\$25.99</u>
<u>4</u>	<u>\$27.01</u>
<u>5</u>	<u>\$28.03</u>
<u>6</u>	<u>\$29.05</u>
<u>7</u>	<u>\$30.08</u>
<u>8</u>	<u>\$31.11</u>
<u>9</u>	<u>\$32.14</u>
<u>10</u>	<u>\$33.14</u>

**SUPERINTENDENT'S REPORT
DEERFIELD ELEMENTARY SCHOOL**

District Mission Statement

Building dynamic learning communities, one student, one teacher, one family at a time.

District Vision Statement

*Vibrant, collaborative, engaging, and inclusive learning communities
promoting the growth of every student.*

This past year provided many unprecedented challenges across our nation, and the world, as educators in schools, parents, families and communities navigated the pandemic. Our nurses, in collaboration with school staff, worked diligently to implement procedures to ensure the health and safety of our students and staff amidst the COVID pandemic.

I am proud of our success in keeping our schools open for our students during the 2021 school year. Despite the challenges created by COVID, our students continued to learn and participate in many extracurricular activities including athletics, clubs, musical and theatrical productions.

During the 2021 school year, the district has committed to the professional development of teachers and staff in the areas of trauma-informed instruction and Culturally Responsive Education which is defined by the MA Department of Elementary and Secondary Education *as an approach to viewing students' culture and identity (including race, ethnicity, multilingualism, and other characteristics) as assets, and creating learning experiences and environments that value and empower them.*

The district has formed committees to oversee this work and created an anti-racism committee with community members, teachers, instructional assistants, administrators, and students represented. This work is ongoing.

Our schools are the heart of our communities. Our hard-working, committed staff and the ongoing support provided by our community members enables success with our students. Thank you.

Darius Modestow,
Superintendent of Schools

Enrollment & School Choice: The October 1, 2021 enrollment for Deerfield Elementary School totaled 327 (PreK-6) students. This is an increase of 14 students from the October 1, 2020 (PreK-6) enrollment figures of 313 students. Of those 327 (PreK-6) students, 56 were School Choice students. This is an increase of nine students from the October 2020 (PreK-6) School Choice enrollment figures of 47 students.

Curriculum and Professional Development: Elementary faculty members continued to participate in professional development on anti-racism and equity focusing on culturally responsive education. Teachers began working to design learning experiences and environments that affirm, value and empower students' own cultures and identities as well as explore those different from their own.

In the fall of 2021, teachers began the process of examining curriculum materials and instructional strategies to identify ways to effectively incorporate culturally responsive teaching practices. This work included introducing new picture books to read aloud to students in Preschool through grade 6. These books, created by culturally diverse authors and illustrators, were selected by a committee of district teachers. They include empowering stories about real life historical figures and fictional characters representing and celebrating a variety of cultures and races.

During the fall of 2021, PK - 12 faculty and staff were fortunate to participate in a workshop with Gholdy Muhammad, a nationally recognized author of *Cultivating Genius*, who created an equity framework for culturally and historically responsive education. Dr. Muhammad will return to the district in 2022 to continue supporting teachers in designing lessons based on her framework for culturally responsive teaching.

Mental health and student well-being was another area of focus for professional development this year. The disruptions in school and societal norms over the past two years had a notably negative impact on students, who experienced increased levels of anxiety, depression and other mental health issues. District teachers participated in a series of workshops provided by the Brookline Center for Community Mental Health (BRYT) that provided training in strategies for supporting students' well-being.

Teachers continue the ongoing process of reviewing and revising curriculum, and analyzing assessment data that measures student progress in academic content areas to ensure that instruction meets the needs of all of their students.

Faculty Resignations: Danielle Baker, Early Childhood Behavioral Interventionist; Kathryn Bresciano, PreSchool Teacher; Emily MacDonald, Grade 3 and Wendy Arnold, Reading Teacher

New Faculty: Lauren Cheek, Special Education Liaison; Taylor Lively, Grade 3; Erin Sawicki, Special Education Liaison; Sarah Thomas, PreSchool Lead Teacher; Alana Martineau, Special Education Liaison; Shannon Brown, Grade 5 Teacher, and Aleshia Reid, Reading Specialist/Reading Coach

Special Thanks: We are pleased to acknowledge the dedication of Deerfield School Committee members Chair Kenneth Cuddeback, Vice Chair Carey Etchells, Secretary David Sharp, and Members Mary Ramon and Erica Jacob. The members of the Committee work tirelessly on behalf of the children in Deerfield. Together, I look forward to working with this group to continue to strive for the best educational experience for our students.

Respectfully submitted,

Darius E. Modestow
Superintendent of Schools

FRONTIER REGIONAL SCHOOL

Robert Halla, Chair
Frontier Regional School District Committee
South Deerfield, MA 01373

Dear Mr. Halla:

I respectfully submit the 2021 Frontier Regional School Annual Report.

FRONTIER REGIONAL SCHOOL COMMITTEE

	<u>TERM EXPIRES</u>
* Robert Halla, Chair, Whately	2022
William Smith, V. Chair, Whately	2022
Judy Pierce, Secretary, Sunderland	2022
Olivia Leone, Member, Deerfield	2024
* Philip Kantor, Member, Conway	2022
* Mary Ramon, Member, Deerfield	2022
* Keith McFarland, Member, Sunderland	2022
Melissa Novak, Member, Deerfield	2023
Ashley Dion, Member, Conway	2022
Lyn Roberts, Member, Sunderland	2023
Damien Fosnot, Member, Deerfield	2022

*Representing the local Elementary School Committees for a one-year term.
Regular meetings are held on the second Tuesday of each month, in the Media Center, Frontier Regional School, South Deerfield, Massachusetts at 6:00 p.m.

ADMINISTRATION

Darius Modestow	Superintendent of Schools
Shelley Poreda	Director of Business Administration
Karen Ferrandino	Director of Student Services
Sarah Mitchell	Director of Secondary Education
William Hildreth	Director of School Facilities
Scott Paul	Director of Instructional Technology
Geoffrey McDonald	Director of Food Services

SUPPORT STAFF

Executive Assistant to Superintendent	Donna Hathaway
Administrative Assistant (SPED)	Penny Smiarowski
Administrative Assistant/Facilities	Mary Jane Whitcomb
Receptionist/Substitute Coordinator	Sarah Butler
Payroll Specialist, FRS/Union #38	Brenda Antes
Accounts Payable/Bookkeeper, FRS	Donna Lloyd
Treasurer	Inna Stytsenko
Grants Accountant	Stephan Shepherd
SIS Data Specialist	Deborah Coons
Network Administrator	Stuart Dusenberry
Information Technology Specialist	Keith Van Buren

FRONTIER REGIONAL SCHOOL

George Lanides	Principal
Scott Dredge	Assistant Principal
Roberta Reiter	Principal’s Secretary
Kelly Blanchette	Special Education Secretary
Michelle Russell	Attendance Secretary
Mary Lapinski	Guidance Secretary

FRONTIER REGIONAL SCHOOL
ENROLLMENT - OCTOBER 1, 2021

Grade	Conway	Deerfield	Sunderland	Whately	School Choice	Tuitioned In	Total
7	14	35	12	14	24	1	100
8	9	27	32	10	30	1	109
9	14	37	12	12	29	0	104
10	13	29	15	6	34	0	97
11	9	36	16	7	27	0	95
12	13	31	21	6	28	0	99
SP	0	2	2	0	1	1	6
Total	72	197	110	55	173	3	610

FRONTIER REGIONAL
SALARY SCHEDULE
 July 1, 2020 – June 30, 2021

<u>STEP</u>	<u>Bachelors</u>	<u>Masters</u>	<u>M+30</u>	<u>CAGS/Doctorate</u>
0	\$44,448	\$46,590	\$49,215	\$51,676
1	\$46,739	\$48,615	\$51,077	\$53,630
2	\$48,678	\$50,692	\$53,004	\$55,654
3	\$49,877	\$52,841	\$54,999	\$57,748
4	\$51,623	\$54,532	\$57,017	\$59,869
5	\$52,975	\$56,320	\$59,159	\$62,117
6	\$55,256	\$58,117	\$61,112	\$64,166
7	\$56,713	\$59,962	\$63,081	\$66,234
8	\$58,215	\$61,473	\$65,929	\$69,224
9	\$61,111	\$64,966	\$68,859	\$72,302
10	\$64,315	\$68,730	\$71,880	\$75,476
11	\$65,382	\$71,264	\$75,198	\$78,958
12	\$67,923	\$73,897	\$77,894	\$81,789
13	\$68,941	\$75,005	\$79,062	\$83,015
*20L	\$69,941	\$76,005	\$80,062	\$84,015
**25L	\$70,941	\$77,005	\$81,062	\$85,015

APPENDIX A
2019-2022 SALARY SCHEDULES

Unit C Instructional Assistants

Step	HOURLY RATES		
	2019-2020	2020-2021	2021-2022
		2%	2%
*2	\$14.57	\$14.87	\$15.16
3	\$15.09	\$15.39	\$15.70
4	\$15.57	\$15.89	\$16.20
5	\$16.10	\$16.42	\$16.75
6	\$16.59	\$16.93	\$17.26
7	\$17.14	\$17.48	\$17.83
8	\$17.61	\$17.97	\$18.33
9	\$18.15	\$18.51	\$18.88
10	\$18.67	\$19.05	\$19.43
11	\$19.20	\$19.58	\$19.98

***NOTE: Due to the elimination of a step, the new scale shall be steps 2-11. Employees will move one step effective July 1, 2019. For example, an employee on step 1 would move to step 2 on July 1, 2019.**

Unit C Educational Support Nurses

Step	HOURLY RATES		
	2019-2020	2020-2021	2021-2022
	1%	2%	2%
1	\$23.47	\$23.94	\$24.42
2	\$24.48	\$24.97	\$25.47
3	\$25.48	\$25.99	\$26.51
4	\$26.48	\$27.01	\$27.55
5	\$27.48	\$28.03	\$28.59
6	\$28.48	\$29.05	\$29.63
7	\$29.49	\$30.08	\$30.68
8	\$30.50	\$31.11	\$31.73
9	\$31.51	\$32.14	\$32.79
10	\$32.49	\$33.14	\$33.80

FRONTIER REGIONAL SCHOOL SUPERINTENDENT'S REPORT

Building dynamic learning communities, one student, one teacher, one family at a time.

As Superintendent of the Frontier Regional and Union #38 Schools, I am pleased to submit the 2021 Superintendent's Report on behalf of the dedicated teachers and administrators of this district. Frontier Regional and Union #38 schools continue to serve our communities by providing excellent public education with an ongoing focus on meeting the individual needs of each student.

This past year provided many unprecedented challenges across our nation, and the world, educators in schools, parents, families and communities navigated the pandemic. Our nurses, in collaboration with school staff, worked diligently to implement procedures to ensure the health and safety of our students and staff amidst the COVID pandemic.

I am proud of our success in keeping our schools open for our students during the 2021 school year. Despite the challenges created by COVID, our students continued to learn and participate in many extracurricular activities including athletics, clubs, musical and theatrical productions

During the 2021 school year the district has committed to the professional development of teachers and staff in the areas of trauma-informed instruction and Culturally Responsive Education which is defined by the MA Department of Elementary and Secondary Education *as an approach to viewing students' culture and identity (including race, ethnicity, multilingualism, and other characteristics) as assets, and creating learning experiences and environments that value and empower them.*

The district has formed committees to oversee this work and created an anti-racism committee with community members, teachers, instructional assistants, administrators, and students represented. This work is ongoing.

In addition to a focus on staff development, we have completed several facilities improvement projects using the community supported Capital Improvement Bonds to repair the track and provide much-needed building improvements. These mark the beginning of more regular improvements to keep our facilities in good working condition.

Our schools are the heart of our communities. Our hard-working, committed staff and the ongoing support provided by our community members enables success with our students. Thank you.

In service,

Darius Modestow,
Superintendent of Schools

Overview: Frontier Regional School opened in 1954 in the town of South Deerfield, Massachusetts. The school includes students in grades 7 through 12 with an enrollment of 610 students. This is a decrease of 39 students from the October 1, 2020 enrollment figures of 649 students. Of the 610 students, 173 were School Choice students, which is the same number of students from the October 1, 2020 School Choice enrollment figure of 173.

The class of 2021 had 98 graduates; 69% planned to attend a four-year college, 18% a two-year college, 2% plan to attend vocational schools, 1% planned on a post-grad year, 2% will enter military service, and 7% plan to enter the labor market. This is different from previous years. There were 93 graduates in the class of 2020: 49% planned to attend a four-year college, 23% a two-year college, 2% vocational schools, 2% to gap year and 14% plans unknown, due to the uncertainty of COVID-19.

Spring 2021

Students returned to full time in person learning in April of 2021. A remote learning option remained available for students.

Fall 2021

All students returned to in person learning. Students continued to wear masks to protect themselves and the health and safety of the school community. Staff and students continued to participate in weekly pooled testing to identify the presence of COVID. These and other measures helped our schools to return to a more normal schedule.

Curriculum and Professional Development

Faculty continued to participate in professional development on antiracism and equity focused on culturally responsive education. This means that teachers design learning experiences and environments that affirm, value and empower students' own cultures and identities as well as explore those different from their own. In the fall of 2021, faculty members began to revise curriculum to reflect culturally responsive teaching practices. This work included introducing new picture books in the elementary grades created by culturally diverse authors and illustrators. These books, selected by a committee of teachers, include empowering stories about real life historical figures and fictional characters representing and celebrating a variety of cultures and races.

During the fall, Pre-K - 12 faculty and staff were fortunate to participate in a workshop with Gholdy Muhammad, a nationally recognized author of *Cultivating Genius*, who created an equity framework for culturally and historically responsive education.

Mental health and student well-being was another area of focus for professional development. The disruptions in school and societal norms over the past two years had a notably negative impact on students, who experienced increased levels of anxiety, depression and other mental health issues. District faculty members participated in a series of workshops provided by the Brookline Center for Community Mental Health (BRYT) that provided training in strategies for supporting students' well-being.

Secondary teachers participated in a series of workshops on writing in the content areas and received professional development on strategies to strengthen inclusionary practices for serving students with special needs.

Special Education

A new special education delivery model was adopted at the high school level. Special educators now spend the majority of their day supporting students in the general education setting rather than providing support in a separate classroom. The short C block is reserved for students to receive intensive support services in addition to their regular classes.

Staff:

Retired Faculty: Laura Sienkiewicz, Life Skills Teacher; Denise Sitler, Strings Keyboard; and Maureen Collins, Math (MS) Title I Teacher

Faculty Resignations: Kurt Marchl, Math/Physics (HS) Teacher; Kristine Bourque, Special Education Teacher; Olivia Frosch, Special Education Teacher and Lynette Howard, ABA Teacher

New Faculty: Susan Matsui, Strings Teacher; Mamadou Cisse, Math (MS) Teacher; David Butts, Math (HS) Teacher; Meghan Dawe, Special Education/Life Skills Teacher; Andrew Rup, Special Education (MS) Teacher; Andrea Carnes, Special Education Teacher; Jodi Greenberg, World Language Teacher; and Celeste Lunt, ABA Teacher

Special Thanks

We are pleased to acknowledge the dedication and hard work of Frontier Regional School Committee Members: **Chair Robert Halla, Vice Chair William Smith, Secretary Judy Pierce, Members Mary Ramon, Lyn Roberts, Philip Kantor, Keith McFarland, Damien Fosnot, Olivia Leone, Ashley Dion and Melissa Novak.** I look forward to continuing our work together.

Thank you to the citizens of our four towns for being supportive of public education and our wonderful schools.

Respectfully submitted,

Darius Modestow
Superintendent of Schools

FRANKLIN COUNTY TECHNICAL SCHOOL

82 Industrial Boulevard

Turners Falls, Massachusetts 01376

TEL: 413-863-4239

FAX: 413-863-2816

www.fets.us



Richard J. Martin
Superintendent

FY23 Annual Report to Towns

We submit this annual report for 2020-21 school year on behalf of the Franklin County Technical School District and its administration, faculty, staff and students. As a reminder, the FY23 budget represents an October 1, 2021 count, which is always a year behind according to the state budget process. FCTS has an enrollment submission of 546 students with town breakouts as follows:

Bernardston	26	Erving	28	Montague	95	Sunderland	6
Buckland	18	Gill	17	New Salem	13	Warwick	7
Colrain	27	Greenfield	123	Northfield	28	Wendell	7
Conway	10	Heath	9	Orange	82	Whately	13
Deerfield	30	Leyden	0	Shelburne	11		

Franklin County Technical School awarded 109 diplomas to our seniors in June of 2021. Massachusetts students are required to pass the MCAS in order to receive a high school diploma and once again our students were very successful in meeting this high academic standard. The state has adjusted their measures for evaluating district/school accountability and FCTS maintained the equivalent of a Level 2 accountability status out of a 5-point scale with 1 being the highest and 5 the lowest. Additionally, the district is meeting targets set by the Department of Education for passing rates of students of high risk with disabilities.

FCTS has the advantage of utilizing vocational students and licensed instructors from carpentry, electrical, plumbing and landscaping to provide maintenance and repairs to our school grounds and facility saving member towns tens of thousands of dollars annually. These shop programs also saved member towns an estimated \$100,000 with the bond authorization projects.

Franklin County Technical School students are learning the value of paid work opportunities through a newly revamped Cooperative Education Program (Coop). In 2019 FCTS had approximately 50% of our seniors involved in paid Coop jobs related to their vocational field of study. In 2020, due to COVID-19 issues there were approximately 20% of our seniors on paid Coop. 2021 students are once again going back to work and taking advantage of paid Coop opportunities. FCTS offers excellent academic offerings with Advanced Placement, Honors, Foreign Language, credit recovery, and special education courses to provide all students with the opportunity to be prepared for college and career readiness.

Franklin County Technical School continues to experience increased enrollment and popularity within Franklin County, which has translated to new vocational technical programs in the fields of Veterinary Animal Science and Medical Assisting. These new vibrant programs are the first new vocational programs at FCTS in more than 40 years and bring the total number of Chapter 74 vocational-technical programs to 14. Unlike other school districts who may offer a 45-minute course in a trade, FCTS students must follow strict Chapter 74

guidelines where students are in their vocational shop program for 6.5 hours per day for a full week to meet industry standard competency guidelines.

Franklin County Technical School's technical programs continue to improve and evolve through the use of competitive Capital Skills Grants. FCTS has received more than 1.2 million dollars in grants over the last several years without using FCTS funds to enhance its Welding, Medical Assisting, Veterinary Science, and Machine Technology vocational programs. FCTS also partners with the Franklin Hampshire Regional Employment Board and Greenfield Community College to offer an evening program for underemployed and displaced workers to obtain a certification in Advanced Precision Machining using our 21st Century modernized CNC machines. In addition, FCTS will continue its partnerships with MassHire to explore new adult evening programs in the fall of 2022.

Franklin County Tech's Carpentry, Electrical, Plumbing, and Landscaping programs established a foundation in collaboration with the Greenfield Savings Bank to build a new home for the community on an annual basis. FCTS has finished its second new home in Erving and is beginning a new home building project in Greenfield. In New Salem, FCTS students built a new pavilion for the Swift River Elementary School, in Greenfield, Landscaping and Horticulture (LH) is working with the Franklin County Fair Grounds planting new trees and beautification projects. In Montague, LH is working with the Montague Planning Department on the Millers trail modification. Plumbing and Electrical students are working at the new Conway DPW putting in new radiant floors and plumbing students are busy installing new bathroom and kitchen units, while electrical students continue to wire the entire facility. Welding worked on the recycling carts for the Franklin County Fair. Culinary Arts cooks meals for the Montague Housing Authority and regularly serves the local Community Senior Center and Chamber of Commerce.

Auto Collision Repair is working with the Turners Falls Police Department turning a marked police vehicle into an unmarked vehicle. Auto Technology continues to support community vehicles for all member towns. In addition, the Auto Technology program has saved member towns a substantial amount of money by maintaining the school's vehicle fleet. Many of our school vehicles are used for our various construction jobs within Franklin County and they also provide for athletic transportation, which significantly reduces our overall transportation costs and allows FCTS to not require athletic user fees. FCTS Auto Technology and Collision Repair program are very appreciative of the donated vehicles that provide our students with real world experiences. The newly established Veterinary Science program has provided vaccinations for the Franklin County Sheriff's Animal Shelter by supporting their grooming needs.

Franklin County Tech is forward thinking as it continues to review labor demand and market analysis to add new programs and skills to support students to obtain competencies and training to make them competitive in the workplace, college, and career.

Our partnerships with our communities are important for our programs, and we thank those who allow our students the opportunity to practice their trades out in the field.

Respectfully,



Mr. Richard J. Kuklewicz
School Committee Chairman



Mr. Richard J. Martin
Superintendent-Director

RESIDENT SERVICES

RECREATION COMMITTEE AND PARKS & RECREATION DEPARTMENT

Committee Members (Current):

Gretchen Bysiewski - Chair
Eileen Skribiski-Banack
Beth Brown
Jeff Galli
Rod Warnick
Becky Zoly
Rob Ackermann (resigned)

Recreation Department Director: Sue Antonellis

The 2021-2022 year has been a return to the “new normal”. Programs resumed with COVID protocols in 2021 and ended in the spring 2022. There has been a continued pursuit of program developments and offerings for residents by the Deerfield Recreation Committee and Department. The department provides comprehensive programs and activities for adults & children. These programs are a vital part of the community promoting physical activities, recreation, entertainment, art, family and certification programs as well as providing a social network and major health and wellness outlets for all who are involved.

The Deerfield Recreation programs are part of a regionalized effort with surrounding towns, collaborating and meeting with the Chairperson or Directors of Conway, Hadley, Hatfield, Sunderland and Whately. The coordination requires regularly scheduled organizational meetings to ensure the needs of our community’s teams and leagues are met and carefully programmed and scheduled. Overall, the department had a successful year with an increase in participants in soccer, field hockey, basketball, baseball and softball programs.

Throughout this past year, a variety of programs have been offered. These programs all require similar administrative support including selection of coaches, teams, team drafts, scheduling of practices and games, scheduling of fields/facilities, hiring and training referees, umpires, instructors, etc. The programs offered this year include:

Children’s Programs

- **Soccer** – Our Start Smart Soccer program, for ages 3 & 4, continues to grow with the help of soccer players from Deerfield Academy. We had over 150 players in the entire program.
- **Field Hockey** – Grades 3-6. Deerfield runs the program for girls from the Union 38 towns. This is the third year we offered team play. We had 20 girls participating in the Western Mass League. They also participated in 3 jamborees, winning the Valley Cup and performed incredibly well against the competition from much larger towns. We started Intro to Field Hockey for grades 2-4 with 10 participants.

- **Volleyball** – Grades 3-6. Sunderland runs the program for girls from Union 38 towns, but Deerfield has a highly active set of girl participants.
- **Basketball** – Grades 1-6 play teams from Conway, Hadley, Hatfield, Sunderland and Whately. Grades 7-9 combines players from Frontier to form teams. We had 134 participants.
- **Baseball** – Grades K-6. This program involves team play and organizations from Conway, Hadley, Hatfield, Sunderland, Whately, Greenfield and Shelburne Falls. We had 85 players.
- **Softball** – Grades 2-6. This program combined girls from Union 38 towns. The Recreation Directors from Deerfield and Sunderland organize and implement this program. This year we had 62 players.

Scholarships – We offer scholarships for high school students who are dedicated and give back to the local community through work and volunteer efforts in assisting the department. The students who have helped in the department during their high school years as referees, umpires, scorekeepers, and councilors, assisted at clinics, assessments and special programs are encouraged to apply. We have supported 38 students through our scholarship program.

Frontier Regional School Car Parade – With the help of the Deerfield Police Department, a car parade was organized for Frontier’s graduates. They decorated their cars and drove from the highway garage to Frontier with parents, friends and townspeople lining the streets to wish them well.

Adult Programs

These adult programs are open to surrounding towns, but Deerfield residents have first priority. There is an additional fee of \$5.00 for non-residents. All of these programs have participants ranging in age from the mid-20’s to mid-70’s.

Pilates – We offered beginner and intermediate classes this year.

Indoor Walking at Frontier – Seniors were able to walk the halls of Frontier from November - April.

Community Events

Summer Concerts were held at Memorial Field in July with social distancing and mask wearing protocols in place. These were very well-attended as the community was ready to get outside and be entertained.

Light Up the Night – a Holiday Decorating contest was a fun way to get everyone in the holiday spirit. There were four categories and prizes were donated by local businesses. Recreation Committee members had the extremely hard task of choosing winners. The town was a winter wonderland of lights.

Deerfield Donates was a toy and food drive. True Christmas, which gives to local families, was the beneficiary of a car load of toys. The Franklin Area Survival Center also received donations of food for the county. Our community went above and beyond helping those in need this year.

Pictures with Santa was held in conjunction with Ciesluk Farmstand. Santa was socially distanced on his shiny red tractor and children could get their picture taken by their parents. Goody bags were distributed with crafts, cookies and candy.

Hearts for Heroes Luminary Night was held on Valentine's Day as a way to give thanks to all those who have given back to their families and community during these trying times. Over 700 luminary bags were sold by the department. It was beautiful to drive throughout town and see such support. New recreation fields are in the development phase for the property on North Main Street. We are excited to watch the plans progress to offer a much needed space for the community.

The Department has continuous correspondence with local schools for mutual support – Deerfield Elementary, Frontier Regional, Deerfield Academy and Eaglebrook School. We extend our appreciation to these groups for assisting the community in offering a space for these valuable programs. Without their continued assistance, recreation for the town residents would be minimal.

The Recreation Committee would like to thank the Selectboard, the Deerfield Town officials/staff, the Deerfield Highway Department, the Deerfield Police Department, the Pocumtuck Valley Memorial Association, Sokoloski's Landscaping, The Polish American Citizens Club and the many businesses that contribute throughout the year, the youth participating in community service, and others for their continued interest and support in our committee's efforts.

Within the community, there are always those individuals and businesses that contribute that extra time and effort to volunteer for recreational activities. These include coaches, assistants, officials and scorekeepers, event organizers and program supporters. The Committee would like to extend special thanks for your continued endeavors to support the community of Deerfield.

Due to the Deerfield Recreation Committee's work this year, the Committee remains active in continuing our ambitious efforts. We strive to maintain a minimal growth budget by creating and enhancing our programs to be self-funded where possible, and to support the residents' financial concerns of taxation growth by keeping fees low and also giving residents the choice of a users pay programming philosophy. We would like consideration from the town's residents to support our current budget requests to maintain our Parks and Recreation Department for a broad cross-section of the community and to ensure a healthy and active community wellness initiative.

SOUTH COUNTY SENIOR CENTER

Jennifer M Remillard, Director
Susan Corey, Program Coordinator
Jonathan Edwards, Chair, Board of Oversight (Whately)
Tom Fydenkevez, Board of Oversight (Sunderland)
Trevor McDaniel, Board of Oversight (Deerfield)

The South County Senior Center provides services to seniors who reside in Deerfield, Sunderland and Whately. We also welcome seniors from other communities who find value in our programming. Programs are currently being offered on Mondays, Wednesdays, and Fridays. Since November 2021, programming has taken place at Holy Family Parish, Pope John Paul II Hall, located at 29 Sugarloaf Street, South Deerfield.

2021 brought challenges to the Program. COVID-19 required a reduction in the number of participants to ensure social distancing; and required the use of an outdoor tent. The use of the tent enabled continuous airflow and social distancing.

In addition to COVID-19 challenges, the Program faced more than 6 months between Directors. Program Coordinator, Susan Corey, together with the support of the three COAs, TRIAD, and other volunteers and community partners, brought continuity during this transitional period.

Ms. Corey ensured continuity of programming, onsite and offsite, including: Tai Chi, Chair Yoga, Exercise Classes with the YMCA, the Brown Bag partnership, Food Distribution with the Franklin County Survival Center partnership, a Thanksgiving Potluck, holiday entertainment, Bingo, and monthly Cribbage Tournaments.

The main source of funding for the South County Senior Center is provided by the Towns of Deerfield, Sunderland, and Whately. Additional funding was provided in 2021 by grants provided through Title III and Church Street Home Grants; the Fred W. Wells Trust (Health Grant Award for COVID Support), and the YMCA.

Cultural Councils from Deerfield, Sunderland, and Whately provided funding in support of various activities including dance programming and musical performances by a variety of local artists.

Community Partnerships with LifePath, TRIAD, MCOA, and other organizations continued to thrive due to the common goal of providing support to the seniors of our three communities.

There are several areas of priority moving into 2022. These include: to hire an Outreach Coordinator; increase membership and visibility; expand and build new community partnerships; expand and create programs to attract current and new members; evaluate and the Needs Assessments conducted by UMass; and to create and provide a stable, permanent location based upon the data provided from the Needs Assessment, to house the South County Senior Center.

Respectfully submitted,

Jennifer M Remillard, MBA
Director (beginning 31 January 2022)
South County Senior Center

Tilton Library – Deerfield’s Public Library

The Tilton aims to enrich our community through opportunities for learning, sharing, growth, and fun.

Tilton Library Board of Trustees

Appointed: Nancy Maynard, Elizabeth Schmitt, Cynthia Von Flatern (Secretary), Satu Zoller (Chair)
Elected: James Cambias, Kathleen O’Rourke, Marjorie Shearer (Vice Chair)

2021 HAS BEEN A YEAR OF TRANSITION, and our library has continued to be a model of adaptation and ingenuity.

OUR OFFERINGS: After a year of finding creative alternate ways to serve our patrons during a pandemic, we fully reopened in June. We made this transition safely, and our patrons were thrilled to be back inside the library while adhering to COVID safety precautions. We continued to use some of those alternate approaches to programs and services, including virtual programming, and our take-and-make activity packets were popular with patrons of all ages. We held many programs outside throughout the year, which gave the added benefit of exercise and fresh air. Our smaller, limited capacity programs met inside the building before or after hours with masks on.



At Tilton, we are proud to serve as a community hub, providing free and open access to information, technology, and ideas. Below is a list of some of the many things we were able to offer in 2021, despite there still being a pandemic:

- Boosted our online collection, including a substantial expansion of eBooks and eAudiobooks.
- Hosted outdoor programs on topics like intro to service dogs, treasure hunts, fly fishing clinics, story slams, knitting circles, story walks, campfires, and concerts.
- Offered virtual programs such as music, current events, trivia, exercise, and author talks
- Offered the Summer Reading Program to people of all ages
- Added Wifi Hotspots, video projector, and dvd player to our collection for people to borrow
- Engaged community members with outdoor interactive group art and writing projects
- When closed we offered curbside pickup, then foyer pickup, then visits by appointment

OUR TEAM: As long-term staff have decided to retire, we ushered in new staff who continue to provide services with the friendliness and helpfulness that our community has come to cherish. Our Head of Adult Circulation for over twenty years, **Deb McQuillan**, retired in May to spend time with her large family. **Kim Sprankle** has filled that role with great aplomb and given it her own twist – much to the appreciation of our patrons. **Julie Cavacco**, our long time Children’s Librarian, announced her retirement for January 2022, and will continue at the Tilton as an occasional substitute and volunteer.

Recruitment was conducted to hire Julie's replacement. We are grateful to Deb and Julie for their many years of outstanding service, and we wish them both the utmost happiness in their retirement.



The **Tilton Board of Trustees** worked closely with the capital fundraising committee in anticipation of an expanded library building, recognizing that lack of space for parking, people and books continues to present a challenge to library users and staff. The Trustees also reviewed and updated policies, monitored the library budget, goal attainment as outlined in the yearly action plan, and advocated for the library in multiple settings.

OUR BUILDING: Our community deserves a library that grows along with our changing needs. In order to continue to instruct, inspire, and innovate we need to evolve with: the appropriate amount of space for all ages, use of technology, better energy efficiency, and flexibility for the future. The Tilton is in line to receive a state grant from the Massachusetts Board of Library Commissioners (MBLC) in July 2022 that will help fund a renovation and expansion to our building. After moving up to #2 on the wait list in 2021, the library presented a public update on the building project to the Selectboard, Finance Committee, and Capital Improvements Committee. Also, the Trustees voted to hire professional consultants to assist the library in its goal of fundraising \$2M from private donors and preparing for a yes vote from the town. The project is estimated at \$7.9M with the state grant bringing the cost down to \$4M and private donations possibly bringing that number down to \$2M cost to the town. New project estimates will be given in 2022 and the library has every confidence that we can come in budget with careful design and selection of building materials.



THANK YOU! Generous donations were made to Tilton Fund’s annual appeal. Contributions to the library were also made by South Deerfield Women’s Club, Greenfield Savings Bank, Barker Family Charitable Fund, the Oakes Family Charitable Fund, and the Elizabeth and Frank Odell Family Fund. Proceeds from fundraising events sponsored by **Tilton Fund, Inc.** and **Friends of Tilton Library** paid for library programs, museum passes for free or reduced admission for use by library patrons, equipment and furniture purchases, travel, and conference and membership fees for library staff.

Tilton Library’s regular hours are Monday 11-4; Tuesday 1-7; Wednesday 11-4; Thursday 1-7; and Saturday 11-4.

Visit us on our website www.tiltonlibrary.org to reserve books, DVDs, audiobooks and to borrow from our shared digital collections through Overdrive and the Boston Public Library eCard. Follow us on Instagram, Facebook, and YouTube.

Respectfully submitted,

Candace Bradbury-Carlin
Library Director

REGIONAL PARTNERS

FRANKLIN COUNTY REGIONAL HOUSING & REDEVELOPMENT AUTHORITY



**FRANKLIN COUNTY REGIONAL HOUSING &
REDEVELOPMENT AUTHORITY**

241 Millers Falls Road • Turners Falls, MA 01376
Telephone: (413) 863-9781 x 156 • Facsimile: (413) 863-9289

January 27, 2022

Select Board
Deerfield Town Hall
8 Conway Street
South Deerfield, MA 01373

Dear Select Board,

I am writing to provide you with an annual report on activity in Deerfield's Housing Rehabilitation Revolving Loan Fund (HRRLF) account during the period **January 1, 2021 through December 31, 2021**.

The terms of HRA's agreement with the Town of Deerfield establishes the process for handling proceeds repaid from Community Development Block Grant housing rehabilitation loans.

FINANCIAL ACTIVITY IN THE DEERFIELD HOUSING REHAB REVOLVING LOAN FUND ACCOUNT

between January 1, 2021 and December 31, 2021:

A	Beginning Balance of funds in account as of December 31, 2020	\$8,075.33
B	Deposits – (mortgage loan repayments, interest, etc.)	\$34,796.72
C	Withdrawals – (loans, fees, etc.)	\$1,377.95
	If applicable, funds returned to Town	\$.00
E	Ending Balance of funds in account as of December 31, 2021	\$41,494.10

CONSTRUCTION ACTIVITY FOR HOUSING REHABILITATION PROJECTS completed or in progress in Deerfield between January 1, 2021 and December 31, 2021 :

F	Number of new loans closed from the HRRLF (1/1/21 – 12/31/21)	0
G	Total amount of new loan funds committed	\$.00

Rental Assistance • Housing Development • Housing Management • Community Development
Municipal Assistance • Rehab Financing • Homeownership • Public Infrastructure
Equal Housing Opportunity



As of December 31, 2021, the approximate balance of all outstanding housing rehabilitation mortgages in the Town of Deerfield was \$487,469.11 .

HRA appreciates the opportunity to assist residents of Deerfield through the Housing Rehabilitation Revolving Loan Fund program and if you know of any residents who could benefit from the program, please refer them to us.

Regards,


Sharon L. Pleasant
Community Development Program Manager

Kayce Warren, Town Administrator

FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to twenty-one member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

A review of recycling tonnage for 2021 shows a decrease of 100 tons of recycling compared to 2020. District residents recycled just over 2,700 tons of paper and containers. The recyclables were processed at the Springfield Materials Recycling Facility and sold for recycling primarily to domestic companies. For six months, the market revenue exceeded the processing fee so towns received revenue for their recycling tonnage.

The pandemic resulted in the cancellation of both 2021 Clean Sweep collection events.

We did hold our annual household hazardous waste collection in September 2021. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. We adjusted our collection protocol to account for health and safety requirements during the pandemic. A total of 420 households participated in this event.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$94,000 for District towns. This grant funding is a result of a town's successful waste management infrastructure.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at www.franklincountywastedistrict.org or visit us at 117 Main St., 2nd Floor in Greenfield.

Jan Ameen - *Executive Director*

Jonathan Lagreze, Colrain – *Chair*

Chris Boutwell, Montague - *Vice-Chair*

M.A. Swedlund, Deerfield – *Treasurer*



Franklin County Sheriff's Office Regional Dog Shelter
10 Sandy Lane, Turners Falls, MA 01376
413-676-9182
www.fcrdogkennel.org

2021 ANNUAL REPORT

TO THE SELECT BOARD AND RESIDENTS OF DEERFIELD:

The Franklin County Sheriff's Office Regional Dog Shelter has been in operation since 2012. The shelter was started by Sheriff Christopher Donelan who saw the need in the community for a dog sheltering facility. As of this date, the dog shelter provides services to 22 of the 26 Franklin County towns.

During the course of 2021, the Regional Dog Shelter logged 157 canine intakes. *104 where brought in as strays, and 53 where Surrendered, Transferred or Returned adoptions to our facility.*

What happened to the dogs?

- 🐾 80 where returned to their owners.
- 🐾 50 where adopted into new fur-ever homes.
- 🐾 9 where transferred to another facility to better meet their specific needs.
- 🐾 10 where sadly euthanized by an attending veterinarian. Euthanasia is not something we take lightly and we do our best to explore all available options before choosing this course of action. Of these 10, (4) where owner intended euthanasia; (2) where medically compromised; (4) where euthanized for severe aggression towards people and other animals.

While we are primarily a dog facility with the addition of the Sheriff's Office Regional Animal Control Position the shelter assisted in the holding and transfer of 33 cats. At this time, the shelter does not have the capability to process cat adoptions, therefore all cats are transferred to an appropriate agency.

Food Pantries: During the Covid-19 Pandemic, the Shelter has worked to supply pet food into local food pantries for residents who are in needed. If you are struggling to feed your pet, or know of a food pantry that could use dog/cat food please let us know!

Rabies Clinics: In 2021, the shelter partnered with (2) local veterinarians to sponsor rabies clinics in Turners Falls, Heath, and Shelburne Falls. Between these (3) clinics, a total of 86 pets where vaccinated against rabies.

Dog Licensing: Some Town Clerks have granted the ability for the shelter to issue a dog license for a dog that was brought in and not licensed. As Massachusetts General Law requires every dog be licensed and vaccinated for rabies before it can be released from the shelter. This ability has drastically reduced the time that an owned dog must stay at the shelter, if it was unlicensed upon intake.

Volunteers: Volunteers are essential to the smooth operation of the shelter, without them, we would not have the success that we have today, during 2021 our volunteers logged 4,777 volunteer hours! Our volunteers assist the operation of the shelter by helping with Daily Kennel Chores, Foster Homes, Event Staffing and providing Enrichment specific to each dog's needs. We are always in need of new volunteers, if you are interested in joining our volunteer team; please check out the volunteer application on our website.

Did you know? The overall average length of stay for a dog at our kennel is 30 days? During this time, all their costs and care are covered by the Friends of the Franklin County Regional Dog Shelter.



2021 was an exciting and important year for Frontier Community Access Television. As the worldwide Covid-19 pandemic was still ongoing, FCAT served the community in a variety of different ways during these uncertain times. From bulletin board work, documentaries and channel programming by Jonathan Boschen, to sports and event coverage by Kevin Murphy, FCAT has proven itself to be an extremely important resource and communication tool for the towns of Conway, Deerfield, Sunderland, and Whately.

School event coverage was undertaken by Kevin Murphy, who provided FCAT's viewers with extremely professional quality coverage. Throughout the course of the year, FCAT live-streamed many school events consisting of concerts, sports, and other school functions to the station's YouTube page and to channel 12. With the Covid-19 pandemic still ongoing and restrictions in place prohibiting audiences at sporting events and school functions, Kevin Murphy's live coverage was in many instances the only way to watch these events. When restrictions were eventually lifted allowing for in-person audiences to return, this live event coverage was still essential as many individuals were still uneasy about going to large public gatherings. Kevin Murphy's sports coverage, especially during the winter season, was highly appreciated by many throughout western Massachusetts and was even highlighted in an excellent article written about it by the Greenfield Recorder.

In terms of local government, FCAT assisted the four towns in broadcasting and/or running recorded remote Selectboard meetings and school committee meetings on the station's YouTube channel and channel 23. This gave members of the community access to important information, especially when the Covid19 pandemic was at its peak during the wintertime and early spring. As the year progressed and with some towns moving to a hybrid fashion for several meetings, FCAT assisted in running and broadcasting these meetings. In addition, FCAT also successfully took on the challenge of covering the four town's annual town meetings. All four town meetings were professionally recorded and documented by FCAT as historical records for the towns and state. Direction and production of the four town meetings was overseen by Jonathan Boschen and Chris Collins.

Other noteworthy work for the towns consist of several projects overseen by FCAT's Executive Producer Jonathan Boschen. This work consisted of producing several local lighthearted common interest documentaries and also managing the channels bulletin boards. Over the past year, Jonathan Boschen has devoted a lot of work to managing and completely re-imagining the bulletin boards which run on channels 12, 15 and 23. Boschen's objective for the bulletin boards is to completely breakaway from the commonly used PEG access PowerPoint styled bulletin boards, so they can successfully compete against other means of communication (such as social media, TV ads, web info graphics, etc.). Boschen's technique is to use simple but interesting looking background art with different fonts, and utilizing different visual styles and branding to communicate important information.

Moving forward into 2022, there are a lot of exciting projects and ideas in the works for FCAT that are being overseen by Jonathan Boschen and/or Kevin Murphy. Both Boschen and Murphy will continue to build on their projects from 2021 and work to provide the best coverage of government and local events as possible. In addition to this there are some other projects in the works, one of which is installing a set into our studio. This set would consist of black staging curtains and would provide a simple but sleek backdrop for staff members, volunteers and members of the community to produce professional looking media content. When FCAT reopens to the public, which may be this year as the Omicron variant is said to not be as threatening as the previous Covid19 strains, its hoped that this set will attract new interest in the station. Other ideas for FCAT in 2022 consist of an FCAT scholarship to help motivate Frontier students to get involved with the station, community filmmaking workshops by Jonathan Boschen, and other youth programs by Kevin Murphy.



Jonathan A. Boschen
Interim General Manager

Deerfield Annual Town Meeting Production Crew





Franklin Regional Council of Governments Services to Deerfield in 2021

The FRCOG provides planning services, programming, and advocacy to all Franklin County municipalities. Our municipal service programs – Collective Purchasing, Cooperative Public Health, Cooperative Inspection, and Town Accounting – are available to any municipality. Partnership for Youth provides substance use and chronic disease prevention; the Planning Department assists with local planning and larger regional projects; and the Emergency Preparedness and Homeland Security Programs prepare and train first responders and health care officials.

The COVID-19 pandemic continued to shape the ways we did business in 2021, and while the attention of some staff remained focused on pandemic response, our typical work did not stop, nor did our mission to serve the interests of citizens, municipalities, and the region as a whole. We've included some of that work here, and *FRCOG's 2021 Annual Report*, published this spring, will further summarize our regional efforts. The following pages list services specific to Deerfield.

COVID Response and Recovery

FRCOG engaged in regional and municipal COVID response and recovery in numerous ways, including:

- Maintained up-to-date regional websites; developed and distributed community education messages; provided mask order and social-distancing signage for use at town facilities, non-profits, and businesses.
- With partners in the Franklin County Regional Vaccination Collaborative, coordinated 140 regional vaccination clinics administering nearly 32,000 doses of vaccine.
- Advocated for the needs of rural communities and local public health; facilitated information sharing on COVID case trends, new state guidance and initiatives, and sharing of best practices.

Climate Resilience

- Inventoried and assessed all culverts on municipally-maintained roadways.
- Developed green infrastructure best management practices to manage stormwater for two sites as part of the Franklin County Sustainable Stormwater Pilot Project.

Economic Development

- Worked with local employer to identify opportunities for business expansion.
- Continued to coordinate a group of stakeholders to discuss issues and opportunities related to outdoor recreation on the Deerfield River. Received a state earmark from Sen. Hinds to conduct planning related to outdoor recreation on the Deerfield River corridor.
- Prepared a data request for a municipal official.

Finance and Municipal Services

- Deerfield contracted with the FRCOG to receive collective bid pricing for highway products and services, including rental equipment; heating and vehicle fuel; elevator maintenance; and school district fire extinguisher services.
- Staff assisted the town with the sale of 2 properties at Merrigan Way, and assisted the Frontier District with construction bidding for the high school track and refinishing of the school's gym floor.

Land Use and Natural Resources

- Began development of a Watershed-Based Plan for Bloody Brook that would make the watershed area eligible for water quality grants.
- Began working with the Open Space Committee to begin updating the Open Space and Recreation Plan, to be completed in 2022.
- Assisted the Energy Committee and town administrator with implementing the streetlight LED conversion project, funded by a Green Communities Competitive grant.
- Assisted the Energy Committee and Town Administrator with completing the FY21 Green Communities annual report.
- Provided technical assistance to the Planning Board on zoning and planning services.

Public and Community Health

During 2021, the Town was a member of the CPHS Health District at the FRCOG, for Public Health Nursing services. CPHS received a Public Health Excellence grant and an Epidemiology, Laboratory and Health Info Systems grant in 2021. These grants funded a program manager and increased a part-time health agent position to full-time, bringing the number of district agents to 3. The grants also afforded the district a second, full-time nurse to serve our communities, and a full-time contact tracer. As the region moves past the pandemic, this ladder position will help analyze data to better understand our district response to COVID-19. CPHS Staff:

- Held 26 weekly walk-in wellness clinics at the municipal offices where residents made 240 visits with CPHS nurses for health screening services, assistance with management of chronic illnesses, and flu vaccination.
- Offered sharps collection and box exchange in collaboration with Franklin County Solid Waste Management District at all walk-in wellness clinic nursing hours.
- Completed state-mandated infectious disease surveillance and reporting for communicable disease cases in district member towns, including 59 Deerfield cases.
- Served as clinical leads and vaccine administrators for the FRCOG clinics, operated as part of the Regional COVID Vaccine Collaborative, at which 763 Deerfield residents received COVID vaccines.
- Gave 897 Flu and 77 COVID vaccinations at CPHS flu clinics, COVID pop ups, and home visits. Among these, 218 Deerfield residents received flu vaccines and 25 residents received COVID vaccines.
- Assisted 12 Deerfield residents with access to low-cost tick tests through a district program and Department of Public Health subsidy, a value of \$240. Of ticks tested from Deerfield, 42% tested positive for the Lyme Disease Pathogen, and 8% for the Anaplasmosis pathogen.
- Continued support for Age- and Dementia-Friendly Community initiative, including planning for needs assessment survey distributed early in 2022.
- Conducted a Teen Health Survey to assess teen attitudes and behavior among middle and high school students. Staff reported to Frontier Regional School administrators on results from 298 Frontier students, representing 90% of the 8th, 10th, and 12th grade classes. Survey data meets federal requirements for the school and is valuable for grant writing and program planning.
- Provided training, technical assistance, and evaluation for the evidence-based LifeSkills substance use prevention curriculum in the Frontier Regional School District.
- Provided resources for advancing racial justice in schools to the school district.

- Provided training, materials, and technical assistance for the new, evidence-based PreVenture substance use prevention and mental health promotion program to the school district.

Training and Education

The following list represents the FRCOG workshops and training sessions that Deerfield public officials, staff, and residents attended, and the number in attendance.

COVID-19 Pandemic Support:

Bi-Weekly Coordination Roundtables – 1-3
Public Health After-Action Conference - 2

Emergency Prep & Homeland Security:

The Great Flood Tabletop Exercise - 3
Free Emergency Telecom Services - 1

Municipal Officials’ Continuing Education:

Funding Water & Sewer Infrastructure - 4

Receivership Training - 2

American Rescue Plan Overview - 1

Public Health & Community Awareness:

3-in-1 Food Safety Training Certification - 4

Planning, Conservation & Development:

Diversifying Rural Housing Opportunities - 1
Rental Zoning, Building & Sanitary Codes - 2

Additionally, staff organized and facilitated educational information meetings for members of town energy committees, including presenting information on various topics and conducting follow-up communication.

Transportation

- Launched a marketing campaign for the Valley Flyer to support passenger train operation in the region.
- Assisted the DPW by providing GIS data for the Deerfield Asset Management database.
- Inventoried the outdoor recreation assets in town.
- Inventoried and assessed culverts on all municipally maintained roadways.
- Completed an update of the Mohican–Mohawk Trail map.
- Administered a state Recreational Trails Grant for improvements to the Mohican–Mohawk Trail.
- Wrote an application to the MassTrails Program for trail improvements and information kiosks on the Mohican-Mohawk Trail.

FRANKLIN REGIONAL RETIREMENT SYSTEM

Sandra A. Hanks
Board Chair

Angelina J. Bragdon
Council Member

Gabriele H. Voelker
Elected Member

FRANKLIN REGIONAL RETIREMENT SYSTEM
278 MAIN STREET, SUITE 311
GREENFIELD, MASSACHUSETTS 01301-3230

Paul J. Mokrzecki
Vice Chair

Mary A. Stokarski
Elected Member

Dale C. Kowacki
Executive Director

Annual Report for the Calendar Year Ending December 31, 2020

To the reader:

The Franklin Regional Retirement System is a government agency that serves the 611 retirees, 55 beneficiaries, 1,066 active employees, and 625 inactive members of the towns and agencies in Franklin County. We are organized under Chapter 34b, and subject to the provisions of Chapter 32 of the Massachusetts General Laws. We receive oversight on the state level from the Public Employee Retirement Administration Commission (PERAC). We contract with an independent auditor to do a full audit of our system each year. We also contract with an actuary to perform a complete actuarial valuation every two years. PERAC audits our operations and financial records every three years.

The retirement benefit we provide replaces participation in the Social Security system and is described as a "defined benefit", which means that we pay monthly retirement benefits based on the age, salary, and number of years worked at the time a member of our system retires. To be a member, an employee in one of our government units must be working in a permanent position scheduled at 20 hours or more per week and earning \$5,000 or greater annually. Funding of these benefits begins with deductions from the member, and combined with matching funds from the employing unit, are invested in a mix of stocks, bonds, and indexed funds. Investment earnings are a large part of the funding of retirement benefits, and the allocation of those funds are spread to a variety of sectors to take advantage of positive activity as it occurs in each sector. Please make note of our investment performance percentages in the chart on the next page.

Up until 1988, we were a "pay-as-you-go" system. In 1988 it was legislated that we begin saving to become "fully funded" over the ensuing 40 years. Fully funded means we have enough in reserves to pay for all the current and future potential benefits of our present membership. At the end of 2020, we are 85.6% funded at 32 years (80%) into the 40-year mandate.

Our fiscal year is the calendar year, therefore our annual report is not filed until May of the subsequent year, and as a consequence the information provided herein will be a year old by the time you read this. Current reports and information can be found on our website: www.FRRSMA.com

telephone: 413-774-4837

e-mail: General.frrsma@gmail.com

What follows is a synopsis of our annual report, as filed with our state oversight commission, PERAC. The full PERAC report can be read on the "Finances" page of our website.

	CY 2020	CY 2019	CY 2018
Balances			
Cash	1,492,254	1,579,892	1,548,623
Investments	174,179,165	155,459,951	137,212,980
Receivables	101,506	73,637	99,508
Payables	2,209,591	2,988,090	2,460,693
Annuity Savings (members)	32,662,132	31,675,249	30,591,939
Retirement Reserves	140,901,202	125,438,231	105,808,479
Revenues			
Member's contributions	3,955,793	4,368,605	3,754,462
Towns, Schools, Agencies	7,268,256	6,871,971	6,506,893
Retirement Cost Sharing	565,436	516,330	531,074
Miscellaneous Revenue	11,867	10,781	17,971
Investment Income (net)	20,436,491	24,332,594	(4,375,884)
Expenses			
Retirement Benefits	12,010,238	11,329,395	10,451,458
Operating Expenses	590,757	567,347	542,267
Investment Expenses	820,937	837,388	802,542
Retirement Cost Sharing	1,956,450	2,262,262	1,714,774
Refunds to Members	409,606	390,827	443,808
Investment Performance			
Target	7.75%	7.75%	7.75%
Since 1984	8.59%	8.47%	8.21%
10 years	9.31%	9.57%	9.60%
5 years	10.14%	7.79%	5.99%
Current Year	12.65%	17.92%	-3.13%
Demographics			
	1/1/2020	1/1/2020	1/1/2018
Members' Average Age	47.50	47.50	48.30
Members' Average Service	9.20	9.20	10.10
Members' Average Salary	37,982.00	37,982.00	37,651.00
Retirees' Average Age	72.80	72.80	72.60
Retirees' Average Pension	17,171.00	17,171.00	16,433.00
Disabled Members' Average Age	60.30	60.30	58.30
Disabled Members' Average Pension	29,996.00	29,998.00	28,790.00

Dale Kowacki
 Executive Director
 Franklin Regional Retirement System

MISCELLANEOUS

DEERFIELD ECONOMIC DEVELOPMENT AND INDUSTRIAL CORPORATION

Deerfield Economic Development and Industrial Corporation (DEDIC)

2021

John P. Paciorek, Sr. ----- Chairman
Robert J. Decker III ----- Vice Chairman
Richard C. Andriole ----- Treasurer
Ralph E. Healy ----- Secretary
Franklin C. Sherburne ----- Member
Chris Harris ----- Member
Frank Moro ----- Member

The focus of activities for the DEDIC Board in 2021 was: continued scheduled maintenance and repairs to the infrastructure systems within the Deerfield Industrial Park.

In 2015 the DEDIC Board updated the original 1977 Economic Development Plan when DEDIC was formed to create the Park. The updated 2015 Economic Development Plan is forward thinking and ultimately resulted in Massachusetts House Bill #4596 being passed and signed by Governor Baker in January 2017 granting DEDIC commercial development authority.

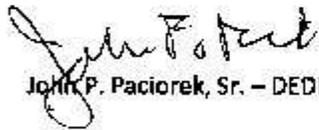
While DEDIC's granted authorities as an Economic Development Industrial Corporation are designated to the operations and management of the Park, the DEDIC Board has offered to engage in working with the governing Boards and Committees on numerous occasions over the years. The purpose being to share resources, experience and expertise of DEDIC Board members on commercial construction and business development. The Board remains optimistic that this extended offer will one day be accepted to benefit the Town.

The Town of Deerfield received taxes and fees exceeding \$340,000.00.

DEDIC thanks the governing Boards and Committees that the Board was engaged with during the year. Also, special thanks to Kayce Warren and Jennifer Gannett, Town Administrators serving in 2021, Kevin Scarborough – Superintendent of Public Works Operations and Robert Walden – Building Commissioner / Zoning Enforcement Officer, who all provided their assistance to the DEDIC Board during the year.

Most importantly, the DEDIC Board expresses continued appreciation to the property owners / business operators within the Deerfield Industrial Park for their continued contributions towards town and area economic development and their support and cooperation with the DEDIC Board.

Sincerely Yours,



John P. Paciorek, Sr. – DEDIC Chairman

ANNUAL REPORT OF THE FRED WELLS TRUSTEES

This trust fund was established under the Will of Fred W. Wells. Mr. Wells, a former resident of Greenfield, directed that a portion of income from the fund be used for awarding scholarships in agricultural, mechanical or professional fields. Funds available for the Fiscal Year 2021/2022 were \$227,977.00 (inclusive of unused scholarship money from previous years that was reallocated to be granted this year).

EDUCATION

The Trustees received 168 applications and approved 167 of those received. Trustees awarded a total of **\$166,550.00**. This amount includes two \$1,000 scholarships in honor of Ralph and Hilda Haskins. The Trustees worked diligently throughout the year to provide all eligible applicants an award to assist in their education.

HEALTH

Four applicants were provided grants totaling \$72,000.00.

The Care Collaborative	\$20,000.00
Community Action Women, Infants and Children (WIC) Program	\$10,000.00
Life Path Inc. for Meals on Wheels Program	\$30,000.00
New England Learning Center for Women in Transition (NELCWIT)	\$12,000.00

Eight applicants were provided COVID Support Grants totaling \$33,000.00.

Greenfield Senior Center/Council on Aging	\$15,400.00
Shelburne Falls Senior Center	\$ 5,000.00
Charlemont Senior Center	\$ 1,500.00
Conway Council on Aging	\$ 1,800.00
South County Senior Center	\$ 4,600.00
Heath Council on Aging	\$ 1,000.00
Leyden Council on Aging	\$ 1,000.00
Northfield Council on Aging	\$ 2,700.00

Total Health Grants awarded: \$105,000.00

AGRICULTURE

Two applicants were provided grants totaling **\$14,391.00**.

Franklin County Agricultural Society **\$8,203.00**

Heath Agricultural Society. **\$6,188.00**

Respectfully Submitted,

Margaret K. Doyle
Margaret K. Doyle

Deerfield Trustee

\$15,207 TOTAL BENEFICIARY GIFTS PAID

The Trustees of The Smith Charities

During the past fiscal year, February 1, 2021 - January 31, 2022, the following beneficiary activity has occurred within the nine (9) designated communities of Amherst, Deerfield, Easthampton, Greenfield, Hadley, Hatfield, Northampton, Whately, and Williamsburg:

Brides

- Three (3) brides each received the \$100 marriage gift.

Nurses

- Three (3) new student nurses were enrolled.
- Two (2) nurses graduated this year and each received the \$600 nurse gift.

Tradespersons

- Two (2) new tradespersons were enrolled.
- Three (3) tradespersons each received the \$600 apprentice gift.

Widows

- One (1) new widow and fourteen (14) widows, who renewed, were paid a total of \$5,500.

The total sum disbursed as gifts to beneficiaries was \$15,207, which includes the \$6,407 that will be paid to the City of Northampton, after our monthly Trustees meeting on February 23, 2022, for the account of Smith's Agricultural School, being the net income from the permanent fund established for the school.

Since the provision of the Will went into effect, the beneficiaries from the nine (9) communities have been paid the following:

\$1,497,900	Bride's Gift (originally designated in the Will as Indigent Young Women)
\$ 815,333	Nurse's Gift (originally designated in the Will as Indigent Female Children)
\$2,928,300	Tradesperson's Gift (originally designated in the Will as Indigent Boys)
\$1,834,279	Widow's Gift
\$1,567,421	Smith's Agricultural School Yearly Distributions
\$ 35,374	Annuities
<u>\$ 613,717</u>	<u>Taxes</u>
\$9,292,324	Total Amount Paid to Date

Current Trustees
David A. Murphy
Eric Cerreta
Richard Shortell

District Annual Report CY21

Mission Statement: To advocate for veterans, their spouses, dependants, widows or widowers for Veterans' Benefits on the Local, State and Federal levels

2021 was a trying year for many. Our office remained fully open and fully staffed during all of 2021. We felt we would see more veterans and their dependents due to other services being closed or restricted and this proved true. We filed more VA claims and more VA health care applications than any other year that we have been in existence. The following are some brief highlights for the district during the past year:

- District now brings in \$1793282.18 in Federal and State money **per month** from all sources (VA, State Reimbursements, State Annuities and sales). Compare this to \$58000 in expenses per month.
- Our office requested and sponsored a COVID vaccine clinic courtesy of the VA and Kringle Candle in Bernardston
- We created the State's first dedicated VA Telehealth center for veterans to use for their Telehealth appointments if they do not wish to travel far or do not have the skill set or technology to do at home. This is being emphasized by the VA after lessons learned from COVID.
- VSA Laura Thorne has maintained her SHINE certification and is helping veterans and their dependents, taking some of the load off the Senior Centers. Deputy Chris Demars is now a Certified National Service Officer, allowing us to directly submit VA paperwork, helping to speed up these claims. Finally, Brian Brooks, Veteran Service Officer, is currently the Massachusetts Marine Corps League Commandant, representing Marine Veterans across Massachusetts.
- As District Town Halls and Senior Centers are slowly re-opening we are returning to our normal outreach locations (call for latest times and places)
- We project a level funded Fiscal Year 23 budget while continuing to expand services in 2023

Timothy Niejadlik, Director
Upper Pioneer Valley Veterans' Services District

The 2021 Annual Town Report

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