

Commonwealth of Massachusetts

Franklin County

TOWN OF DEERFIELD

Serving the Villages of Deerfield & South Deerfield



Proposed Deerfield Department of Public Works Facility Drawings

Courtesy of HKT Architects, Inc



*Report for the Year Ending
December 31, 2012*

Compiled by: Patricia A. Kroll
Priscilla L. Phelps
Kayce D. Warren
Printed by: Tiger Press, Inc.

Dedication



Photo courtesy of *The Recorder*,
October 24, 2012.

On Sunday, Oct. 21, 2012, our co-worker and good friend, Carole Giusto passed away. We dedicate the 2012 Annual Report to her memory.

Carole began her career in the Deerfield Police Department in 1988. She served as the Police Clerk, Dispatcher, and Assistant to the Chief of Police. In 1990, Carole graduated from the police academy as a Special Officer and Expert Marksman. This specialty training allowed her to further assist the department by acting as Matron, an important support role in the department. Carole was extremely dedicated to the department and the officers. Throughout the years, she always referred to the members of the Deerfield Police Department as “her guys” and did whatever was needed to help the department run smoothly and efficiently.

One of Carole’s greatest qualities was her willingness to help anyone, whether that person was a neighbor or a clerk in another police department. If she had the skills or knowledge, she shared it—no questions asked.

In 2011, after 23 years with the department, and facing health issues, Carole made the difficult decision to retire. For her, it meant leaving part of her family, especially “her guys” and Chief Wozniakewicz. For those of us in the Town Offices, we lost a vital member of our municipal team. However, the upside of retirement was she had time to devote to her husband, children and grandchildren.

Carole Giusto served the community with integrity, commitment and dedication. As our co-worker and friend, she will always be missed.



DEERFIELD TOWN HALL

2012

Soar into Deerfield's Future!

Department of Public Works Facility – Deerfield Department of Public Works Facility Building Committee coordinates development of a safer, more functional, and more efficient Public Works Facility.

Energy Resources Committee's 12-12 Campaign – sponsors an effort to reduce the Town of Deerfield's energy consumption by 12% this the year! More information about **12-12** is available in the Committee's Report or by visiting <http://deerfield12-12.org/>.

Downtown Deerfield Complete Streets & Livability Plan – Town Officials, with a grant award from U.S. Department of Housing & Urban Development Regional Planning Grant, the assistance of the Franklin Regional Council of Governments Planning Department, Nelson Nygaard, The Cecil Group, and Doucet & Associates, initiates a public information process to create a set of tools by which Transportation, Economic Development and Land Use Goals may be met.

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About Deerfield ⇒ A Little Important Information

Please visit our website at www.deerfieldma.us

MUNICIPAL HOLIDAYS

***New Years' Day
Martin Luther King, Jr. Day
Presidents Day
Patriots Day (State)
Memorial Day
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day and the
following day
Christmas Day***

DOG LICENSES

All dog owners are required to license their animals by the State of Massachusetts. In an effort to make this process an easy one, as part of the Census form, we print a basic application which may be returned to the Town Clerk's office by hand or mail. Dog owners should provide a copy of up-to-date Rabies vaccination records, plus the fee by April 30th of each year. If owners choose to mail in their dog license requests, please include a SELF-ADDRESSED, STAMPED ENVELOPE so that we may mail back your tags and license. The Town bylaws require a \$20.00 fine, if licenses are not obtained by May 1st of each calendar year.

ANNUAL CENSUS FORMS

The Town Clerk would like to remind residents that Census forms are mailed out annually in January and due within 10 days of mailing. This form is used to update street lists of residents and the active voter lists of each town, as mandated by the State of Massachusetts. We are required to make every effort to obtain a response, which means that forms must be re-sent several times before the information is obtained. ***By returning the form promptly, we would save the Town a considerable amount of money in postage.***

TAX PAYMENTS

To accommodate our residents who want the convenience of paying (Town or District) taxes and fees online, you may visit our website, www.deerfieldma.us and choose ***Online Bill Pay*** (left-hand side of Home Page). You will be re-directed to the secure ***UniPay Gold*** webpage. Please choose from the Tax Collector or Town Clerk fees, have your bill and method of payment ready, and follow the simple instructions! We hope the website and payment options provide greater convenience and serve the needs of our residents.

**We would like to thank everyone who donated photographs for the
2012 Annual Town Report.**

**These images show the vitality and beauty of the community and
your efforts are much appreciated.**

About Deerfield ⇔ Facts

Incorporated in 1673, the Town of Deerfield is located in Franklin County, along the Connecticut River and Deerfield River Valleys in Western Massachusetts.

General Features

- ❖ An area of 33.57 square miles.
- ❖ 82 miles of Town Roads, maintained by the Deerfield Highway Department.
- ❖ 17 miles of State Highways, maintained by Massachusetts Department of Transportation.
- ❖ Contiguous to the Towns of Conway, Montague, Shelburne, Sunderland, Whately, and by the City of Greenfield.

Government

- ❖ ***Open Town Meeting*** form of government, with a Board of Selectmen that oversees daily operations.
- ❖ Code of the Town of Deerfield stipulates:
 1. Annual Town Meeting on the Last Monday in April, at Frontier Regional School.
 2. Annual Elections on the First Monday in May, at the Municipal Offices.
- ❖ Population 5125 (as of the 2010 Federal Census).
- ❖ Registered voters 3484.

Public Institutions

- ❖ Franklin County Technical School, Turners Falls, Mass., grades 9 - 12.
- ❖ Regional School Union #38 (includes Conway, Deerfield, Sunderland, and Whately)
 1. Deerfield Elementary School, grades Pre-K - 6.
 2. Frontier Regional School, grades 7 - 12.
- ❖ Tilton Library

Public Safety & Services

- ❖ Highway Department, staffed by the Director and a full-time, six-member crew.
- ❖ Transfer Station, operated by three part-time attendants on Tuesdays, Thursdays and Saturdays from 8:30 am – 4:00 pm.
- ❖ Wastewater Treatment facilities in specific areas of South Deerfield and Deerfield; operated by a Chief Operator and two Certified Operators.
- ❖ Police Department, staffed by the Chief of Police, seven full-time and twelve part-time officers, and a full-time Administrative Assistant/Matron, operated 24 hours per day, seven days a week.

About Deerfield ⇨ Federal & State Officials

United States Senators
Commonwealth of Massachusetts

John F. Kerry, Democrat
One Financial Plaza, 12th Floor
Springfield, MA 01103
(413) 785-4610
or
304 Russell Senate Office Building
Washington, DC 20510
(202) 224-2742
e-mail: john_kerry@kerry.senate.gov

Scott P. Brown, Republican
2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
Phone: (617) 565-3170
or
317 Russell Senate Office Building
Washington, DC 20510
Phone: (202) 224-4543
e-mail: comments@scottbrown.senate.gov

Representative in Congress
First Congressional District

John W. Olver, Democrat
57 Suffolk Street, Suite 310
Holyoke, MA 01040
(413) 532-7010
or
1027 Longworth House Office Building
Washington, DC 20515
(202) 225-5335

November 2012 Elections

Senator Elect

Elizabeth A. Warren, Democrat

Representative Elect, Congressional District

James P. (Jim) McGovern, Democrat

Governor

Commonwealth of Massachusetts

Deval L. Patrick, Democrat
State House, Room 360
Boston, MA 02133
(617) 725-4000
e-mail: goffice@state.ma.us

Representative to Governor's Council

Eighth Councilor District

Thomas T. Merrigan
23 Plum Tree Lane
Greenfield, MA 01301
(413) 774-5300
e-mail: merrigan@valinet.com

Senator in General Court

Hampshire-Franklin Senatorial District

Stanley C. Rosenberg, Democrat
1 Prince Street
Northampton, MA 01060
(413) 584-1649
or
State House, Room 320
Boston, MA 02133
(617) 722-1532
e-mail: stanrosenberg@state.ma.us

Representative in General Court

First Franklin District

Stephen Kulik, Democrat
1 Sugarloaf Street
South Deerfield, MA 01373
(413) 665-7200
or
State House, Room 473F
Boston, MA 02133
(617) 722-2210
e-mail: Rep.StephenKulik@hou.state.ma.us

About Deerfield ⇨ Town Appointed & Elected Officials

ELECTED OFFICIALS

(Alphabetical order)

	<u>Term</u>
Assessors, Board of (3 yr term)	
John P. Coderre, M.A.A., Chair	2013
David A. Rohrs, M.A.A.	2015
Bruce A. St. Peters	2014
Constables (3 yr term)	
Sharyn A. Paciorek	2013
Roger J. Sadoski, Jr.	2013
Deerfield School Committee (3 yr term)	
Bernadette C. Bean, Secretary	2015
Mark A. Capuano, V. Chair	2013
Kenneth M. Cuddeback, Chair	2014
Jamison L. Isler	2013
Mary Ramon	2015
Elector Under Oliver Smith Will (1 yr term)	
Andrew F. Rohrs	2013
Frontier Regional School Committee (3 yr term)	
Robert J. Decker, III	2014
Alan Lipp	2013
Alexis M. Toy	2015
Moderator (3 yr term)	
Peter R. James	2014
Planning Board (3 yr term)	
Paul W. Allis	2015
Max R. Antes, Jr.	2015
John R. Baronas, Jr.	2013
Lynn F. Rose	2015
Roger J. Sadoski, Jr.	2014
John F. Waite, Chair	2013
Selectboard (3 yr term, stag'd)	
Elizabeth N. Clarke	2014
Mark E. Gilmore, Chair	2013
Carolyn Shores Ness	2015
Tilton Library Board of Trustees	
Elsie M. Kolakoski	2013
David J. Lamb	2015
Sharyn A. Paciorek	2014
Midori K. Tabery	2014
Satu T. Zoller	2013
Tilton Library Board of Permanent Trustees	
Maryann Barnes (resigned)	
Daniel R. Carmody, Jr.	
Nancy O. Maynard, Chair	
Cynthia M. Pepyne	
Elizabeth A. Schmitt	

APPOINTED OFFICIALS

(Alphabetical order)

	<u>Term</u>
MODERATOR APPOINTMENTS	
Capital Improvement Planning Committee	
William J. Cummings	2013
Community Preservation Committee	
Daniel F. Graves	2013
Finance Committee (3 yr term)	
Thomas G. Clark	2014
William J. Cummings	2014
David J. Dacyczyn	2013
Carol A. Moro	2015
Albert N. Olmstead, Jr.	2013
John P. Paciorek	2013
David J. Sheehan (resigned)	
Franklin County Technical School Committee (3 yr term)	
Vernon E. Harrington	2014
Open Space Committee	
Judith Kundl (resigned)	
Corinne E. Dugas	2013
John L. Knuerr	2013
DEERFIELD SCHOOL COMMITTEE APPOINTMENTS	
Capital Improvement Planning Committee	
Kenneth M. Cuddeback	2015
Representative to Frontier	
Mary Ramon	2015
School Crossing Guards	
Elsie M. Kolakoski	2013
Sharyn A. Paciorek	2013
Jessica Mattson (Alternate)	2013
Superintendent of Schools	
Regina Nash, Ed.D.	2013
<u>APPOINTED BOARDS & COMMITTEES</u>	
<i>(Alphabetical order)</i>	
	<u>Term</u>
Agricultural Commission	
John R. Baronas, Jr.	2013
Thomas G. Clark	2013
Elizabeth N. Clarke	2013
Peter S. Melnik	2013
Francis G. Sobieski, Clerk	2013
Stephen D. Taylor, Chair	2013
Kenneth S. Williams, IV	2013
Americans with Disabilities Coordinator	
Shawn T. Patterson	2013

About Deerfield ⇌ Town Appointed & Elected Officials

Animal Inspector			Council on Aging (upon replacement)	
Richard J. Calisewski	2013		Carolyn Shores Ness	
Assistant Dog Officers			Elizabeth L. Turner	
All Police Officers	2013		Wallace A. Turner	
Board of Health (3 yr term)			Cultural Council (allowed 3 terms, 2 years each)	
Elizabeth N. Clarke	2014		Rachel S. Blain	2014
Mark E. Gilmore	2013		John S. Cavacco	2013
Carolyn Shores Ness	2015		Judith Kundl (resigned)	
Board of Health Agents			Carol A. MacBurnie	2013
Richard J. Calisewski	2013		Piper R. Pichette	2013
Shawn T. Patterson	2013		Reba-Jean Shaw-Pichette	2013
Zachary Smith, Assistant	2013			
David Zamojski, Assistant	2013		Emergency Medical Technicians	
Building Officials			Laura Beck	2013
Richard J. Calisewski, Building Commissioner	2013		Jeffery Belanger	2013
Vernon E. Harrington, Building Inspector	2013		Kathleen Belanger	2013
Burial Agent			Chelsea Bunker	2013
Patricia M. Raymer, Assistant	2013		Michael Currie	2013
Mary A. Stokarski	2013		Jeffrey Dabkowski	2013
Capital Improvement Planning Committee			Jason Dorval	2013
Thomas G. Clark (Finance Committee)	2013		Mark Fortier	2013
Kenneth M. Cuddeback (School Committee)	2013		Robert Grant	2013
Bernard R. Kubiak (non-voting)			Louise Kelley	2013
David A. Rohrs (Board of Assessors)	2013		Emily Kibbler	2013
Roger J. Sadoski, Jr. (Planning Board)	2013		William Kimball	2013
Carolyn Shores Ness (Board of Selectmen)	2013		Laurie J. Lankowski	2013
Mary A. Stokarski (non-voting)			Jeff McAndrews	2013
Civil Defense - Emergency Manager			Calvin McKemie	2013
Mark E. Gilmore	2013		Thomas Messer	2013
Zachary Smith, Assistant	2013		William Messer	2013
Community Preservation Committee			Liam O'Brien	2013
Rachel S. Blain (Board of Selectmen)	2013		Matthew Russo, Director	2013
Steve Gochinski (Recreation Committee)	2013		Colette Schmidt	2013
Daniel F. Graves (Moderator)	2013		Kurt Seaman	2013
Marilyn McArthur (Historical Commission)	2013		Zachary Smith	2013
Roger J. Sadoski, Jr. (Planning Board)	2013		Jesse Sobek-Rosnick	2013
Bruce A. St. Peters (Board of Assessors)	2013		John Whitney	2013
Conservation Commission (3 yr term)			David Zamojski, Assistant Director	2013
Benjamin Byrne	2015		Jeffery Zamojski	2013
Brian W. Dejnak	2015		Melanie Zamojski	2013
Louis S. Misiun, Jr.	2013			
Philip J. Savage (resigned)			Emergency - 911 Coordinator	
Paul A. Sokoloski	2015		William J. Swasey	2013
Council on Aging (upon replacement)			Chester T. Yazwinski, Jr.	2013
Mark E. Gilmore				
Elsie M. Kolakoski			Energy Resources Committee	
Heidi M. Olmstead			Kristan J. Bakker	2013
John P. Paciorek			Ronald J. Bohonowicz (resigned)	2013
Nancy L. Paciorek			Amy Gazin-Schwartz	2013
Sharyn A. Paciorek			David Gilbert-Keith	2013
			Jeffrey T. Jewett	2013
			Jennifer J. Marrapese	2013
			M.A. Swedlund	2013
			Jay W. Stryker	2013
				2013
			Fence Viewers	
			Frank Sherburne	2013

About Deerfield ⇨ Town Appointed & Elected Officials

Forest Warden		Oxford Redevelopment Committee (until completion)	
Thomas G. Clark, Deputy	2013	Daren M. Gray	
Shawn T. Patterson, Deputy	2013	Ralph E. Healy	
William J. Swasey	2013	Carol Katz	
Chester T. Yazwinski, Jr., Deputy	2013	Kevin V. Moore	
		John P. Paciorek	
Franklin County Solid Waste Committee		David J. Sheehan	
Timothy Fannin	2013	Carolyn Shores Ness	
Mark E. Gilmore	2013	Steve Upton	
M.A. Swedlund	2013	John Waite	
		Satu Zoller	
Franklin Regional Council of Governments		Personnel Board (4 year)	
John P. Paciorek	2013	Joanne M. Carney	2015
Franklin Regional Transit Authority Representative		Albert N. Olmstead, Jr.	2015
Robert J. Decker, III	2013	John P. Paciorek	2014
		Jay A. Wallace	2016
Hazardous Waste Coordinator		Plumbing & Gas Inspector	
Lynn F. Rose	2013	Steven Baranoski, Alternate	2013
		Malcolm J. Cichy	2013
Health Insurance Subcommittee		Vacancy	
Bernard R. Kubiak	2013	Police Department	
Carolyn Shores Ness	2013	Nathan J. Coffin	2013
Mary A. Stokarski	2013	Michelle S. Duguay, Executive Assistant	2013
Janet Uden	2013	Kurt A. Gilmore	2013
Deerfield Public Works Facility Building Committee		Michael A. Krusiewski, Sergeant	2013
Elizabeth N. Clarke (resigned)	2013	John P. Paciorek, Jr., Chief of Police	2013
Vernon E. Harrington	2013	Mark W. Puchalski	2013
Ralph E. Healy	2013	Harry S. Ruddock III, Sergeant	2013
William J. McGoldrick	2013	Adam P. Sokoloski	2013
Carolyn Shores Ness	2013	Robert C. Warger	2013
John P. Paciorek	2013	Michael Wozniakewicz (retired)	
Stanley P. Stokarski, Jr.	2013	Police Department, Special Officers	
Highway, Transfer Station, Wastewater Treatment Plants		John R. Cowan (resigned)	2013
Shawn T. Patterson, Director	2013	Michelle S. Duguay	2013
Historic Commission (3 yr term)		Garrett G. Danna	2013
Elizabeth A. Hollingsworth	2014	Joshua H. Hoffman (resigned)	2013
Henrietta J. Kocot	2013	William Kimball	2013
Marilyn McArthur	2015	Patrick Merriman	2013
John J. Nove	2014	Joseph F. Mieczkowski	2013
Patricia Potter (resigned)		Noah H. Pack (resigned)	2013
Kenneth N. Schoen	2015	Felix A. Ramos	2013
Jane Trigère	2015	Brian Ravish	2013
Keeper of the Cemetery Maps		Christopher J. Redmond	2013
Shawn T. Patterson	2013	Roger J. Sadoski, Jr.	2013
Keeper of the Town Clock		Gary Sibia	2013
Robert J. Ouellette	2013	Michael S. Thomas (resigned)	2013
Local Census Director		Kurt H. Wilkins	2013
Mary A. Stokarski	2013	Jennifer B. Yazwinski	2013
Open Space Committee (3 year)		Police Department, Special Appointees	
Benjamin T. Clark	2013	Kathleen Belanger, Matron	2013
Lynn F. Rose	2013	Elizabeth N. Clarke	2013
Alan C. Swedlund	2014	Mark E. Gilmore	2013
		Louise Kelley, Matron	2013
		Carolyn Shores Ness	2013
		Shawn T. Patterson	2013

About Deerfield ⇨ Town Appointed & Elected Officials

Recreation Committee

Robert J. Ackermann 2013
 Kimberly A. Evans 2013
 Steve Gochinski 2013
 Gretchen A. Law 2013
 Phillip C. Toy 2013
 Rodney B. Warnick 2013

Registrar of Voters (3 yr term)

Patricia A. Kroll 2014
 William H. Leno 2015
 Patricia M. Raymer 2015
 Mary A. Stokarski, Clerk 2015

Right-to-Know Coordinator

Shawn T. Patterson 2013

South County Senior Center

Susan M. Corey, Program Assistant 2013
 Mark E. Gilmore (Oversight Committee) 2013
 Mary Wheelan, Director (resigned)

Stormwater Bylaw Committee (Planning)

John Baronas
 Daren Gray
 Peter LaBarbera
 Bridget Mitchell
 James Pasiecnik
 Roger J. Sadoski, Jr.
 Robert Underhill

Swim Program Committee

Dana M. Lavigne 2013
 Edith H. Ostrowski 2013
 Sharyn A. Paciorek 2013

Tilton Library

Sara Woodbury, Director 2013

Town Accountant (3 yr term)

Janet M. Swem 2013

Town Counsel

Blatman, Bobrowski & Mead, LLC (Special)
 Mirick O'Connell (Special)

Town Memorial Forest Committee

Mark E. Gilmore 2013
 Henry C. Kocot 2013
 Carolyn Shores Ness 2013
 Elizabeth N. Clarke 2013

Tri-Town Beach Commission (3 yr term)

Dana M. Lavigne 2015
 Edith H. Ostrowski 2013
 Sharyn A. Paciorek 2014

Veterans' Agent - Director of Veteran's Services

Leo Parent, Jr. (part-time) 2013
 Mark Fitzpatrick (part-time) 2013

Veterans' Grave Officer

Douglas B. Tierney 2013

Wells, Fred W. Fund, Trustee

Henry J. Zukowski 2013

Wiring Inspector

William J. McGoldrick 2013
 Bruce A. St. Peters, Alternate 2013

Workers & Unemployment Compensation Agent

Barbara J. Hancock, Assistant 2013
 Mary A. Stokarski 2013

Zoning Board of Appeals (3 yr term)

Ronald J. Bohonowicz, Chair 2013
 Robert J. Decker, III 2015
 Jamie G. Wadham 2015
 Christopher R. Pichette 2014
 Edward W. Wise, Clerk 2014

MUNICIPAL EMPLOYEES

(Alphabetical order by Department)

Assessor's Office

Karen Menard, M.A.A., Assistant Assessor

Highway Department - Transfer Station

Alan D. Blake, P-T Transfer Station Attendant
 Brian Chyz, Sewer Maintenance Technician
 Kevin Kolakoski, Equipment Operator
 Michael Kolakoski, Equipment Operator
 Jason T. Miller, Equipment Operator
 Michael A. Phillips, Foreman
 Herb Sanderson, P-T Transfer Station Attendant
 Kevin H. Scarborough, Foreman
 Stephen D. Taylor (resigned)
 Dennis Welcome (retired)
 Charles Willor III, Mechanic/Operator

Recreation Department

Suzanne Antonellis, Director

Selectmen's Office

Patricia A. Kroll, Administrative Assistant
 Bernard R. Kubiak, MPPA, Town Administrator
 Priscilla L. Phelps, Administrative Assistant
 Kayce D. Warren, Executive Assistant

Tax Collector - Treasurer - Town Clerk's Office

Barbara Hancock, Assistant Collector - Treasurer
 Patricia Raymer, Assistant Town Clerk
 Mary A. Stokarski, Tax Collector-Treasurer-Town Clerk

Wastewater Treatment Plants

Donald Chappell, Chief Operator
 John Kaczinski, Certified Operator
 Keith Milne, Certified Operator

Area Highlights ⇨ Historical & Recreational Resources

HISTORIC DEERFIELD, INC.

P O Box 342
84B Old Main Street
Deerfield, Mass. 01342
(413) 774-5581

www.historic-deerfield.org

Founded in 1952, Historic Deerfield, owns and maintains 11 historic properties in center of Old Deerfield. The Flynt Center of Early New England Life holds collections of over 25,000 objects. Offering lectures, tours, Special Events and Symposia, as well as a Summer Fellowship Program, Historic Deerfield is dedicated to preserving the history of the Deerfield, Massachusetts and the Connecticut River Valley.

POCUMTUCK VALLEY MEMORIAL ASSOCIATION

8 Memorial Street
Deerfield, Mass. 01342
(413) 774-7476

www.deerfield-ma.org

Affectionately known as P.V.M.A., the Association provides vital preservation of the history of our area through cultural and online programs, community outreach, publishing, Teacher education, and the Memorial Hall Museum. Such events as the Old Deerfield Craft Fairs, promote tourism to Deerfield and its environs.

MASS. DEPARTMENT OF CONSERVATION & RECREATION

Connecticut River Greenway State Park

136 Damon Road
Northampton, Mass. 01060
(413) 586-8706 ext. 12

www.mass.gov/dcr/parks/central/crgw.htm

Offering fishing, motorized and non-motorized boating and other scenic activities, the Connecticut River Greenway is a new addition to the state park system. With over 12 miles of permanently protected shoreline, it can be accessed from places along the river.

Mount Sugarloaf State Reservation

Route 116
South Deerfield, Mass. 01373
(413) 545-5993

www.mass.gov/dcr/parks/central/msug.htm

Mount Sugarloaf presents commanding views of the Connecticut River as well as the Pelham and Berkshire Hills. The Reservation offers numerous hiking trails, a scenic Pavilion, picnicking areas, and automobile access.

Boards & Committees ⇒ A List of Roles & Responsibilities

Agricultural Commission

The Agricultural Commission is a seven-member board, appointed by the Board of Selectmen. The Commission actively participates in agricultural development in Deerfield, works closely with local farmers, the Massachusetts Department of Agriculture, regional agricultural commissions, and other community organizations to monitor state and federal regulations as they affect farming activities.

Board of Assessors

The Board of Assessors consists of three members. One member is elected each year for a three-year term. Office hours are daily 9:00 a.m. – 4:00 p.m. except Wednesdays, 9:00 a.m. – Noon.

Board of Selectmen & Board of Health

The Board of Selectmen consists of three members, with one member elected each year for a three-year term. The Selectmen are the Chief Administrative Officers of the Town acting in various authoritative capacities including Sewer Commissioners and Local Licensing Authority for all liquor licenses in town. They are authorized to sign all contractual agreements on behalf of the town, approve all payment of bills and payroll for employees, and receive and act upon requests and complaints from citizens.

One of the most important functions of the Selectmen, however, is the preparation of the Town Meeting Warrant. An Annual Warrant is composed of articles outlining each subject on which the town meeting must vote. Examples of Warrant Articles include bylaw changes, acceptance of funds and grants, disposal of property and the Omnibus (town) Budget items. Once Town Meeting has voted, it is the responsibility of the Board of Selectmen to implement the wishes of the voters.

In Deerfield, the Board of Selectmen also acts as the Board of Health. They are responsible for implementation of all state and local health regulations. Activity monitored by the Board of Health includes food service permits and inspections, offal hauling, disposal works installers, and Title V (Septic System) oversight.

Capital Improvement Planning Committee

The members of the Capital Improvement Planning Committee are appointed by several different boards, committees and town officials. The primary purpose of the committee is to supervise scheduled town capital improvement activities such as large equipment purchases, land acquisition, building construction and repairs, as well as individual purchases that do not fall under the Omnibus Budget Line Items.

Community Preservation Committee

Community Preservation Committee was created after acceptance of enabling legislation by Town Meeting. The Community Preservation Act, Massachusetts General Law Ch. 44B, provides new funding sources to address specific community concerns. These include acquisition of open space and recreational land use, creation and support of affordable housing, and preservation of historical buildings and land.

Conservation Commission

The Conservation Commission is appointed by the Selectmen to serve a three-year term. They work closely with the Massachusetts Department of Environmental Protection to implement and enforce

Boards & Committees ⇒ A List of Roles & Responsibilities

the Commonwealth of Massachusetts Wetlands Act. Acting along with other boards and committees, the Commission also participates in comprehensive permitting activities.

Department of Public Works Facility Building Committee

This committee was appointed by the Selectboard to oversee design and construction of a new public works facility to replace the outdated Highway Garage Building that has been in use since 1952.

Energy Resources Committee

The Energy Resources Committee is appointed annually by the Board of Selectmen. They work closely with other town officials as well as state, federal, regional and private-sector organizations to identify, plan and fund energy conservation projects to enhance community quality of life.

Finance Committee

Finance Committee, appointed by the Town Moderator, functions in an advisory role formulating and overseeing the town budget. Working closely with departments, boards and committees, the Finance Committee recommends spending for both individual appropriations as well as the entire Omnibus Budget to the Board of Selectmen for approval and submission to Town Meeting.

Historical Commission

The Historical Commission was created via enabling legislation accepted at Town Meeting and appointed by the Board of Selectmen. The Commission, with the assistance of the Massachusetts Historical Commission, works to identify, evaluate, and preserve the town's historical resources.

Local Cultural Council

Cultural Council promotes cultural diversity in the community. With funds appropriated by the Legislature and distributed by the Massachusetts Cultural Council, the Council funds enrichment programs in a variety of disciplines - art, music, theater/film, science, etc. - for students, seniors and the general public.

Open Space Committee

The Open Space Committee, appointed jointly by the Board of Selectmen and Moderator, evaluates the need for conserved lands in the Town of Deerfield, taking into account ecological concerns, passive recreation and viewsapes.

Planning Board

This is an elected board of seven members each serving a staggered, three-year term. Planning Board's primary focus is to monitor growth and new development in town. Along with other committees, the Board participates in comprehensive permitting, reviews Site Plan proposals, proposals believed to be Approval Not Required (ANR), and zoning changes to the Code of the Town of Deerfield.

Recreation Committee

The Recreation Committee is appointed by the Board of Selectmen and administers planning and development of recreation facilities as well as town-sponsored events and recreational activities in the community.

Boards & Committees ⇨ A List of Roles & Responsibilities

Zoning Board of Appeals

This is a six-member Board, with one alternate, appointed by the Board of Selectmen. Zoning Board of Appeals is empowered to act in accordance with Massachusetts General Laws Chapter 40A and 40B, as well as the zoning bylaws detailed in the Code of the Town of Deerfield. They are responsible for issuing variances, special permits, and other remedies as allowable. In concert with specific boards and committees, Zoning Board of Appeals participates in comprehensive permitting.

Schedules

Unless otherwise specified, the following list details days and times boards and committees generally meet. Please see the website, www.deerfieldma.us, for agendas and minutes.

Board & Committee Meeting Schedules				
<u>Board/Committee</u>	<u>Frequency</u>	<u>Day</u>	<u>Time</u>	<u>Room</u>
Agricultural Commission	As needed			
Board of Assessors	Weekly	Tuesday	7:00 PM	117
Board of Selectmen/Health	Bi-weekly	Wednesday	6:30 PM	107
Community Preservation Committee	Monthly, 2nd Thurs.	Thursday	7:00 PM	130
Conservation Commission	Monthly, Thurs.	Thursday	7:00 PM	107
Department of Public Works Facility Building Committee	As needed			
Energy Resources Committee	Monthly, Tues.	Tuesday	4:00 PM	130
Finance Committee	Weekly, Dec-May	Tuesday	7:00 PM	121
Historical Commission	Monthly, Tues.	Tuesday	5:30 PM	130
Open Space Committee	As needed			
Planning Board	Monthly, Mon.	Monday	7:00 PM	107
Recreation Committee	As needed			
Zoning Board of Appeals	Monthly, & Thurs.	Thursday	7:00 PM	107

All other board, committee and commission meetings are posted on the Municipal Bulletin Board at least 48 hours (excluding weekends or legal holidays) prior to the time and date of the meeting. Meetings are also posted on the website and to the Community Access Channel, Channel 15. Meetings are public and citizens are encouraged to attend.

Boards & Committees ⇨ Board of Assessors

Annual Report 2012

Assessors' Office as of May 2012 Elections

Board

John P. Coderre, M.A.A., Chair

David A. Rohrs, M.A.A.

Bruce A. St. Peters.

Assistant Assessor

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. Some properties such as churches, educational institutions, and State and Town-owned land are also valued, even though they are exempt from taxation.

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

The Commonwealth of Massachusetts requires that the assessed values are reviewed annually with sales statistics for the previous calendar year and that all properties be recertified every three years. Deerfield has completed triennial certification for fiscal year 2011. 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 will have a higher value. So, 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

Boards & Committees ⇒ Board of Assessors

higher than yours. If so, 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 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 also has the right to appeal to the State's Appellate Tax Board. The appeal must be filed within three months of the denial. 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. So, budgets were 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. At the 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 it wants all property to be taxed at the same rate, or if it prefers separate rates for a certain class of property, such as commercial/industrial. So, 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 Board of Selectmen 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.

Boards & Committees ⇒ Board of Assessors

Fiscal Year Ending June 30, 2012

Town Appropriations Voted April 25, 2011

Appropriations To Be Raised:

From Raise and Appropriate	\$11,457,866.00	
From Free Cash	616,223.93	
From Available Funds	<u>635,870.00</u>	<u>\$12,709,959.93</u>

Other Amounts To Be Raised:

Cherry Sheet Offsets	404,333.00	
School Choice Assessment	112,020.00	
Charter School Assessment	51,524.00	
Air Pollution	1,398.00	
Regional Transit Authority	17,260.00	
RMV Surcharge Underestimate	1,840.00	
Community Preservation Act Surcharge Estimate	202,975.00	
Overlay Reserve	<u>120,681.18</u>	<u>\$912,031.18</u>

Total Amount To Be Raised:

\$13,621,991.11

Estimated Receipts & Other Revenue Sources:

Estimated Receipts From State:

Cherry Sheet Estimated Receipts	\$1,935,032.00	
Mass. School Building Authority Payment	0.00	<u>\$1,935,032.00</u>

Local Estimated Receipts:

Motor Vehicle Excise	\$520,000.00	
Other Excise	0.00	
Penalties & Interest	20,000.00	
Payment In Lieu Of taxes	120,000.00	
Sewer Charges	482,711.00	
Trash Disposal	159,000.00	
Fees	27,000.00	
Rentals	26,000.00	
Departmental Revenue - Cemeteries	0.00	
Other Departmental Revenue	0.00	
Licenses & Permits	90,000.00	
Fines & Forfeits	92,000.00	
Investment Income	18,000.00	
Room Occupancy Tax	140,000.00	
Miscellaneous Non-Recurring	<u>25,000.00</u>	<u>\$1,719,711.00</u>

Free Cash		\$616,223.93
Free Cash to reduce tax rate		0.00
Community Preservation Act Surcharge		202,975.00
Other Available Funds		<u>635,870.00</u>

Total Estimated Receipts & Revenue

\$5,109,811.93

Total Tax Levy

\$8,512,179.18

Total Assessed Value of Real & Personal Property

663,976,535.00

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

$8,512,179.18 \div 663,976,535.00 \times 1,000 = \12.82

Boards & Committees ⇒ Board of Selectmen & Board of Health

Annual Report 2012

The past year was one of transition for leadership in two of the Town's departments. We welcomed in Shawn Patterson as replacement for long time Highway Superintendent Harold Eaton who retired. Mr. Patterson has considerable experience in managing all the operations related to roads and heavy equipment, along with construction experience. 2012 also saw the retirement of Police Chief Michael Wozniakewicz, who managed the department for some 18 years after serving as a patrol officer. The Board was pleased to appoint John Paciorek, Jr. as police chief, given his previous experience as both a police chief and patrol officer in other communities. Michael Phillips, Highway Foreman, and Officer Michael Krusiewski merit our thanks for their leadership in their respective departments during the transition.

The town's first large capital project in two decades began to take shape with approval of a budget for construction of a public works facility. Subsequently, voters approved a debt exemption for the cost of the project which enabled us to go forward with a final design and bid preparation for this important building. The facility will be located on a portion of the Oxford property and will serve as a gateway to the remaining twelve plus acres which is targeted for sale and development.

The combined efforts of the Energy Committee, Franklin Regional Council of Governments (FRCOG) and Town Administrator Bernie Kubiak resulted in Deerfield being designated a Green Community and awarded a \$142,000.00 grant for energy projects. Part of becoming a Green Community required adopting a comprehensive zoning bylaw for alternative energy production and research and the "stretch code" for building standards. The town also joined with the Hampshire Council of Governments on a request for proposals (RFP) to locate a solar electric facility on the capped landfill.

The Board is engaged in several planning efforts, looking toward the town's future. We completed and submitted an all-hazards mitigation plan to the Federal Emergency Management Agency, updating our current document and keeping us qualified for FEMA grant funds. FRCOG was engaged to conduct an assessment of the need for and viability of a regional ambulance service, incorporating Deerfield, Conway and Sunderland. FRCOG is also working with us to update our Open Space and Recreation Plan. We took steps toward the early renegotiation of our contract with Comcast for the provision of cable television services. Finally, we undertook a complete streets and downtown livability planning process as part of our participation in the FRCOG Sustainable Franklin County project, funded by the Department of Housing and Urban Development.

Doug Tierney, Betty Hollingsworth and John Cycz have the Board's thanks for their leadership in honoring eighteen veterans killed in action in our nation's wars by placing commemorative signs on the streets they lived on. This simple, unique, tribute honors the town as well as those who serve in the military.

Respectfully submitted,

Mark E. Gilmore, Chair
Carolyn Shores Ness
Elizabeth N. Clarke

Boards & Committees ⇒ Capital Improvement Planning Committee

Capital Improvement Plan Approved by Annual Town Meeting

Report of the Capital Improvement Committee -- Multi-Year Capital Plan

Department	FY 2011 approved	FY 2012 approved	FY 2013 approved	FY 2014	FY 2015
Board of Selectmen/Town Hall					
IT equipment, software		\$12,175	\$2,500		
Carpeting		\$5,000	\$0		
A/C replacement		\$12,000	\$0		
Police Department					
Cruisers	\$29,500	\$29,500	\$31,500	\$31,500	\$31,500
DPH code warning correction		TBD			
Tilton Library					
Furnace (ESCO)	\$81,501				
Roof Replacement		\$112,000			
Sewer Department					
ODWWTP & SDWWTP Grit Removal	\$7,829	\$7,829			
Highway Department					
Garage Design & Construction	\$0	\$132,448	\$5,900,000		
tractor/mower/bucket		\$28,000			
cat loader		\$125,000			
Brush cutter attachment				\$77,438	
Paper compactor for transfer station			\$7,500		
Radio upgrade			\$2,424		
Senior Center					
boiler replacement	\$19,000				
EMS Department					
Ambulance	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Power stretcher		\$12,300			
Deerfield Elementary					
Roof replacement	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Engineering/design roof & building			\$10,000		
A/C Compressor		\$10,000			
Generator				\$60,000	
Door replacement			\$35,000		
Totals	\$212,830	\$561,252	\$6,063,924	\$243,938	\$106,500
From sewer reserves	-\$7,829	-\$7,829			
ESCO Contract	-\$81,501				
Previously allocated funds					
Chapter 90		-\$132,448	-\$28,000		
Transfer from Stabilization Fund		-\$125,000			
Bond issuance			-\$1,000,000		
Transfer from reserve fund	-\$19,000			-\$4,900,000	
Total from free cash/taxation	\$123,500	\$295,975	\$135,924		

Boards & Committees ⇒ Community Preservation Committee

Annual Report 2012

Membership:

<u>Name</u>	<u>Appointing Authority</u>
Brian Dejnak	Conservation Commission
Rachel Blain	Board of Selectmen
Marilyn McArthur	Historical Commission
Roger Sadoski, Jr.	Planning Board
Bruce St. Peters	Board of Assessors
Alan Swedlund	Open Space Committee
Daniel F. Graves	Moderator
Steve Gochinski	Recreation Committee
Vacancy	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 preservation of historic buildings and landscapes*

A minimum of 10% of the annual revenues of the fund must be used 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 detail the application schedule. After applications are received and reviewed, another public information session is held. This open meeting allows for public discussion on the grant submittals. Once the CPC has approved proposals, recommendations are presented for funding at Annual Town Meeting.

Deerfield approved a surcharge of three percent (3%) of property taxes with the first \$100,000 exempted to provide funding for these activities. In addition to town funds, the Commonwealth provides matching funds of between 29 – 100% of the town’s surcharge. For the Fiscal Year 2012 funding cycle, the CPC recommended Town Meeting reserve funding for the projects noted below.

Preservation Category	Application	Purpose	Voted Amount	Expended Amount
Structural/Historic Preservation	Church Railing Replacement	Structural Preservation	\$8,950.00	\$8,950.00
Historical Preservation	Cemetery Assessment & Preservation	Cemetery Preservation	\$72,000.00	975.00
Land Preservation	Agricultural Preservation Restriction – Kostiuk Property	Agricultural Preservation	\$27,250.00	\$27,250.00
Administrative Expenses		CPC Expenses	\$10,000.00	0.00

The Deerfield CPC would like to thank applicants, residents, and town officials that have participated in this process. We look forward to continued preservation activities that meet the needs of the community.

Boards & Committees ⇨ Conservation Commission

Annual Report 2012

In 2012 the Conservation Commission welcomed a fifth member, Ben Bryne. However, once again the Commission is seeking another member, as Phil Savage, has decided it's time for him to make his spot available for someone new. Anyone interested should submit a letter of interest to the Board of Selectmen.

The Commission has contracted the services of an Environmental Consultant to assist in evaluation of wetland matters. The consultant, William A. Lattrell, of Lattrell Ecological Consulting, LLC, has many years of experience, and is available on an as-needed basis to help the Commission interpret the provisions of Massachusetts Wetlands Protection Act (MGL Chapter 131, Section 40).

Whenever there is a question about whether a proposed site might be subject to the provisions of the Wetlands Protection Act a request should be made to the Commission for a determination. During 2012 the Commission responded to more than a dozen such Requests for Determinations (RDA's). Most situations required little or no special provisions. Some projects required the filing of a Notice of Intent, which require special measures to protect the environment from erosion or other adverse effects.

As always, the Conservation Commission is grateful for the opportunity to guide the residents of Deerfield in ways to accomplish their projects with the least amount of environmental impact.

Respectfully, submitted,

Paul Sokoloski, Facilitator
Louis Misiun, Jr.
Philip Savage
Brian Dejnak

Boards & Committees ⇨ Department of Public Works Facility Building Committee

Annual Report 2012



Deerfield Highway Garage

Photo courtesy of HKT Architects, Inc.

Our committee is pleased to provide the Town residents with a positive status report on their new Highway facility. As we submit this report; the design and specifications are complete and available to all interested firms wishing to submit their bids.



Deerfield Highway Garage and the Salt Shed on the property

Photo courtesy of HKT Architects, Inc.

Boards & Committees ⇨ Department of Public Works Facility Building Committee



Deerfield Public Works Proposed Site Plan

Courtesy of HKT Architects, Inc.

There are many aspects which could be outlined, but due to the lengthy details, we wish to assure the residents that many hours and a highly professional effort has been expended on this project. The committee's goal has been to provide the Department of Public Works employees with a safe and efficient facility. We believe the goal will be obtained.

Based upon the "location" and "charge" given to the committee by Deerfield's Selectboard, many questions were asked and hard decisions weighed-out during the past weeks and months of meetings. The committee consistently requested and received input from the DPW employees, who ultimately, would either benefit or suffer from the design outcome. We extend our thanks to the entire group for their serious and professional input. The town is fortunate to receive this guidance, allowing us to design a proper facility to meet the heavy demands of equipment and materials, unlike other Town facilities.

As mentioned, the lengthy details are too numerous to discuss. However, they include: consideration of the Selectboard provided property, the building(s) location within it, the required size, style, heights, appearance/noise/light effect to neighbors, access for equipment and reasonable distances to highways and facility style while considering appearance, cost, strength, life endurance, ease of access for vehicles, salt storage, fuel island and other storage area.

While meeting our safety and efficiency goal, the committee also worked diligently to minimize costs, yet provide a facility to last for many decades. These results were made feasible with the experience and skill of the selected architect firm HKT of Somerville, MA. This firm was selected by the previous Highway Committee under the Chairmanship of Eric Ness, to whom we offer our gratitude.

Boards & Committees ⇨ Department of Public Works Facility Building Committee

Our committee looks forward to the start of construction in spring 2013 and concluding within approximately one year with a new facility, meeting everyone's goals and the budget provided by the Town residents, who have supported this important project.

Respectfully Submitted,

Ralph E. Healy, Chair
Deerfield Department of Public Works
Facility Building Committee



Deerfield Public Works Facility Proposed Floor Plan

Courtesy of HKT Architects, Inc.

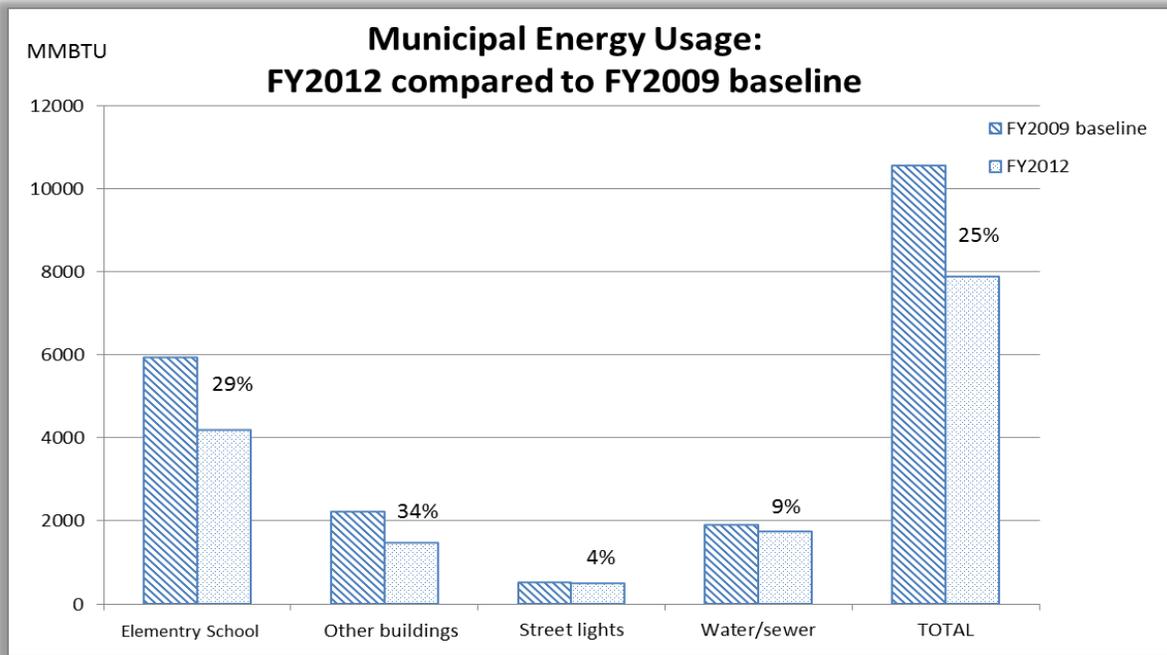
More information on the proposed facility is available on our website, www.deerfieldma.us in the Public Works Facility page.

Boards & Committees ⇨ Energy Resources Committee

Annual Report 2012

2012 Membership: Amy Gazin-Schwartz - Chair, Kristan Bakker, Ron Bohonowicz, Katie Cavacco, Jeff Jewett, David Gilbert Keith, Jennifer Marrapese, Jay Stryker, M. A. Swedlund

The Energy Committee’s main focus continues to be energy conservation both through the Green Communities Grant and the 12/12 Campaign. This report will give you some numbers that will show the progress we have made. We have been partnering with neighboring town energy committees, WMECO, Coop Power, the Franklin Regional Council of Governments, and the New England Solar Energy Association (NESEA) with the aim of reducing our town’s energy consumption. When we became a state-designated Green Community, we committed to reduce our municipal energy use by 20% in five years. To help reach this goal the town received Green Community grant money from the state totaling \$142,950. This money has been invested in upgrading our buildings and consequently we are already ahead of our goal with energy consumption down by 25% compared to the 2009 baseline year. We will continue to work on additional savings in 2013 implementing more energy conservation measures at the Elementary School and reducing unnecessary town streetlights. The graph below summarizes our savings.



In addition to our efforts to reduce our municipal energy consumption, we initiated our 12/12 Campaign which targets energy reduction of households. The Campaign started with the help of the Frontier National Honor Society conducting an energy conservation phone survey of Deerfield households. Many of you probably received a call. To date, more than 150 surveys have been completed by Deerfield residents. Ninety-six percent of those surveyed recycle, 89% have switched to compact fluorescent (CFL) light bulbs, 75% have sealed the air leaks in their homes, and 50% have called Mass Save, Coop Power, or CET for an energy audit. Over 100 households supported the 12/12 Campaign by putting up lawn signs that inspired neighbors to ask questions and share stories about what they have done to save energy. These are great numbers! Deerfield households are saving energy and saving money.

We installed a big 12/12 sign on the library lawn which gives the average number of kilowatts per hour (kWh) a Deerfield household uses that month. You can compare this with your electric bill to see if

Boards & Committees ⇨ Energy Resources Committee

you use more or less than an average Deerfield resident. At the bottom of the sign the numbers indicate whether we are using less or more electricity compared to last year. In 2012 Deerfield households used 3% less electricity than 2011. This is good but we can do better. Keep an eye on the sign.

If you want to save energy and save money call Coop Power 772-8898, the Center for Eco Technology 586-7350, or Mass Save (866) 527-7283 to get a free energy assessment of your home. You will receive free CFL's and the person who comes to your home will seal up the cold air leaks so you will be warmer in the winter and cooler in the summer for less money. After they complete the assessment, they will send you a report that will tell you what you can do to save even more energy, the cost, and what rebates and credits for which you are eligible. And this is all free. It is up to you what measures you decide to take. The Energy Committee recommends everyone get an audit even if you had one four or five years ago. For more information you can visit our website at Deerfield12-12.org.



Finally, this fall, the Energy Resources Committee partnered with NESEA's Green Building Tour by opening two homes, a barn, and a dormitory in town as examples of 'green buildings'. Deerfield currently has 22 solar panel installations on homes and businesses making both electricity and hot water. We have taken great strides. Let's see what we can do in 2013.

Thank you to all the members of the Energy Resources Committee for your hard work this year. Special thanks to Bernie Kubiak for his expertise and effort that he put into the Green Communities grant.

Respectfully submitted,
Kristan J. Bakker
Chair Deerfield Energy Resources Committee 2013

Committee:
Kristen Bakker
Ron Bohonowicz
Katie Cavacco
Amy Gazin-Schwartz
Jeff Jewett
David Keith
Jay Stryker
MA Swedlund

Boards & Committees ⇨ Historical Commission (DHC)

Annual Report 2012

Cemetery Restoration Projects

The DHC is grateful to the citizens of Deerfield for approving the commission's request for funding for the continuing restoration work of the Deerfield cemeteries. The work on the two West Deerfield cemeteries ("Wisdom" cemetery by Clarkdale Orchard, and "West Deerfield" or "Baptist" cemetery on Upper Road) has had serious delays. The RFP was produced in October of 2011 but did not get posted until the summer of 2012. Kai Nalenz of Gravestone Services of New England was the only bidder and was awarded the job in July, his contract signed by the end of August. But one month later, he had to leave for an extended stay in Germany due to a death in the family. He will be starting the work as soon as the 2013 weather permits.



The Monument: Before

Meanwhile, the Bloody Brook Monument and the "Lathrop slab stone" (100 N. Main St.) restoration was completed. The work on the slab needed help from the DPW staff. A video was made of the team work and will soon be aired on local TV. Kai Nalenz made a careful selection of gravestones needing immediate repair; 1-5 were chosen from each of the nine remaining cemeteries. Creating the RFP for this work and the assessment of the Old Albany Road Cemetery (both funded in 2012 by the CPC) is being postponed until we catch up with the work on the West Deerfield cemeteries.

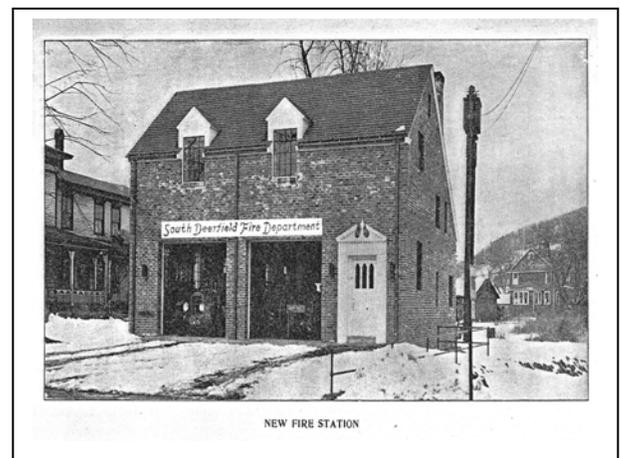


The Monument: After

We are delighted with our collaboration with the Public History Program at UMASS. During the fall 2012 semester, three graduate students, under the supervision of Dr. David Glassberg, worked on an updated inventory of the gravestones in the Sugarloaf St. Cemetery. They created an interactive map using Google Maps technology; you can get a preliminary glimpse here: <http://sirtah.info/ph>. The DHC will arrange to make all this information available to the public online on the Town website. Our hope is to continue this alliance with Public History to include all the cemeteries.

Inventory of South Deerfield's Historic Resources

This project has been very successful. The DHC hired a researcher and rented a room in the CISA building near South Deerfield Village Center. Shirley Majewski has been diligently compiling files on the architecture and history of up to 100 buildings in the center of South Deerfield. An inventory form will be submitted to the Massachusetts Historical Commission; more detailed files on the history of the properties, photographs and other documentation will be kept in the Town of Deerfield. Ms. Majewski has been helped by volunteers Pat Potter and Betty Hollingsworth. A student intern from Westfield College, Alex Herchenreder, has been photographing the buildings. If you have old photos of South Deerfield, or information to share, please contact Shirley Majewski at 665-1401 or shrlmajewski5@gmail.com.



Boards & Committees ⇨ Historical Commission (DHC)



The architectural & engineering assessment of the Old Grammar School (Senior Center)

This project was funded by the CPC in 2012 but it has also experienced unexpected delays. An architect was chosen for the task but the delays in establishing a contract has led the DHC to restart the process in July 2013.

Other activities

We have been discussing future interpretative signage for all the town-owned Deerfield cemeteries. An old disintegrating wood & paper sign on Route 5-10 has been permanently removed. It was the replacement for the original which was moved years ago to Old Deerfield.

Two beautiful new glass-fronted bookcases for storage of DHC



materials were ordered from Valley Educational Alliance. This organization provides training workshops for people with disabilities right here in South Deerfield on Whately Road. We have gratefully accepted donations of sample guide books, photographs and local histories. We will slowly reorganize our increasing collection of research materials.

The DHC is invited to attend the meetings of the Western MA Scenic Byway Marketing Advisory Committee. Their goal is to produce and implement a coordinated and cohesive marketing campaign strategy that will brand and promote the Scenic Byways of Western Massachusetts as a local and regional travel destination. The five regional historic Scenic Byways are being marked, each with its own distinctive logo. The one for Route 116 is a camper pulled by a car.

The Commission accepted the resignations of Pat Potter and Marilyn McArthur with gratitude for their service.

Respectfully submitted,
Jane Trigère

Deerfield Historic Commission Members

Henrietta Kocot, Chair

Betty Hollingsworth

Marilyn McArthur, Historic Inventory Sub-committee Head

John Nove, Scenic Byways Liaison

Jane Trigère, Cemetery Restoration Sub-committee Head

Ken Schoen, Clerk

and also Bud Driver and Todd Kmetz, our newest members as of February 2013

Term Ending

6/30/13

6/30/14

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All photos courtesy of the Deerfield Historical Commission

Boards & Committees ⇨ Local Cultural Council

Annual Report 2012



Dennis Brooms & Piper Pichette performing at the 1704 Commemoration

Photo Courtesy of P.V.M.A.

For our 2012 Fiscal Year, the Deerfield Cultural Council had requests of funding for many worthy projects. Since our Allocation of funds from the Massachusetts Cultural Council was less than half of the requests, our decisions for approved grants were difficult and very limited. Allocations are based on criteria, dictated by the Massachusetts Cultural Council, in addition to our own local priorities to bring a variety of programs, serving a broad range of our residents. Due to the reduced funding, it was necessary that the Council deny funding based upon the strict qualifications which we had set in 2006-2007. Of primary concern to the Council were insuring that performances:

1. Serve the immediate community,
2. Have venues at local organizations,
3. For non-profit artists and organizations were served first
4. Will have free or reduced tickets (where ticketing is applicable) for Deerfield residents.

We had committee member changes in 2012, as Judy Kundl's term ended. Reba-Jean Shaw-Pichette was asked to rejoin the Board. Doug Tierney and Lori Clark have also been asked to join the committee, although they were not part of this cycle's voting.

For the 2012 Fiscal Year, the town of Deerfield received \$3,870.00 of funding for the Arts from the Massachusetts Cultural Council. Of the \$8,270.00 in requests which we received, the following programs were approved. When approving grants, we took into consideration what portion of the community would be served, being careful to see that children, adults, and our elders had equal attention in the variety of programs that we brought to the town.

Boards & Committees ⇨ Local Cultural Council

Name of Organization	Project	Discipline	Grant Amount
Wanderful Creations	Know Your Facts About Snacks	Arts	\$100.00
Memorial Hall Association	A Family Opera for Franklin County	Music	\$100.00
Ann Marie Meltzer	The Art & Music of Middle Eastern Dance	Arts	\$100.00
The United ARC	For the Birds	Interp. Sciences	\$50.00
Deerfield Recreation Department	Summer Concert - T J & the Peepers	Music	\$200.00
Deerfield Recreation Department	Summer Concert - Lonesome Brothers	Music	\$150.00
Old Deerfield Productions	North Country by Talaya Delaney	Arts	\$500.00
NCP Inc. d/b/a The Country Players	Spring Musical - "Godspell"	Theater	\$100.00
Mohawk Trail Concerts	Cross Currents & Special Anniversaries	Music	\$100.00
Arena Civic Centre	Radium Girls: A Drama	Theater	\$100.00
Gill-Montague Senior Center Writing Group	As You Write It book, volume II	Arts	\$100.00
The Marble Collection Inc.	The Marble Collection project	Arts	\$50.00
Museum of Our Industrial History	Summer Sundays - plus!	Arts	\$175.00
Piti Theatre Company	SYRUP: One Sweet Performing Arts Festival	Theater	\$150.00
Grasshopper Arts	Grasshoppers in the Park before Dark	Arts	\$26.00
Gregory Maichack	Georgia O'Keefe: How To Pastel Paint Flowers	Arts	\$350.00
COOP Concerts	Summer Concert Series	Music	\$200.00
Pocumtuck Valley Memorial Association	Chinese Folk Dance Performance	Theater	\$100.00
Pocumtuck Valley Memorial Association	4th of July Concert & Civil War Encampment	Music	\$400.00
Pocumtuck Valley Memorial Association	1704 Commemoration	Arts	\$719.00
Rachel Roberts	Life-Cycle Science	Interp. Sciences	<u>\$100.00</u>
Total Expended			\$3,870.00

Please make an effort to take advantage of the many free and inexpensive programs which will be offered to the community this year, funded by your LCC. Once more, we bring free summer concerts on the Common in South Deerfield and the Fourth of July on the lawn of Memorial Hall Museum. Be aware that as a Deerfield Resident, the Memorial Hall Museum and Indian House Children's Museum have free admission for you and your family. Don't miss joining the wonderful experiences of family music nights (Mondays, May through August) at the Tilton Library.

Respectfully Submitted,
Piper Pichette, Chair

Committee Members
Rachel Blain
Jack Cavacco
Lori Clark
Carol MacBurnie
Reba-Jean Shaw-Pichette
Doug Tierney

(Non-Voting Members for 2012)

Boards & Committees ⇨ Open Space Committee

Annual Report 2012

This was a rebuilding year for the Open Space Committee for the Town of Deerfield. Two of our members, Judith Kundl and Ben Clark, resigned from the committee because of other commitments. We were pleased to add two new members, Corinne Dugas and John Kneurr. We could still use at least one additional member subject to approval by the town. If you are interested contact the Town Administrator's office.

With the help of Town Administrator, Bernie Kubiak, we were able to receive a grant from the town to pay for assistance in revising the Town's Open-Space and Recreation Plan, working with the Franklin Regional Council of Governments. This plan needs to be updated periodically to make sure we qualify for various state grants.

Our meetings during the second half of 2012 have been jointly held with the town Recreation Committee, with Sue Antonellis and Rob Ackerman representing that committee, and with Alyssa Larose and Kimberly MacPhee representing FRCOG and assisting us in the plan revisions.

The scope of work consisted of:

Services to be provided by the Town of Deerfield and the members of the Deerfield Open Space and Recreation Plan Update Committee

Task 1: Form an Open Space and Recreation Plan Update Committee.

Task 2: Provide notices to the town newsletter and local paper regarding the survey availability, distribute paper copies of the survey, collect paper copies of the survey and provide them to FRCOG.

Task 3: Schedule and advertise the meetings of the Open Space and Recreation Plan Update Committee and the Public Forum in accordance with Massachusetts General Laws and prepare minutes as required.

Task 4: Review and provide comments on the draft sections of the Open Space and Recreation Plan Update.

We will hold a Public Forum and Survey, and complete our work in 2013.

We would like to thank FRCOG, Alyssa, and Kimberly, for the excellent support they have provided on this project.

Respectfully submitted
Alan Swedlund, Open Space Committee Chair

Boards & Committees ⇔ Planning Board

Annual Report 2012

Purpose and Overview - The purpose of the Planning Board is to:

- 1) Develop and update the comprehensive master plan.
- 2) Zoning
 - a) Conduct public hearings and provide recommendation on proposed Zoning or amendments.
 - b) Serve as the Special Permit Granting Authority (SPGA) on some topics.
 - c) Conduct Site Plan Review to regulate a use, not to prohibit it.
- 3) Subdivision Regulation - Controls conversion of undeveloped land into smaller lots and the roadways and services required.
 - a) Determine whether a plan is an ANR (Approval Not Required)
 - b) Adopt Subdivision rules and regulations
 - c) Review and approval or disapproval of preliminary Subdivision Plans
- 4) Scenic Roads
 - a) May recommend designation
 - b) Hold Public Hearing on request to cut, remove, or destroy trees or stone walls

Planning Board Accomplishments:

This year we wrapped up several loose ends from last year. We have completed work on the ANR, SPR and Stormwater application and updated instructions. We also had many ANR's and Site Plan Review that come to our monthly meetings. We have had a good year with the help of Pat Smith at The FRCOG. She has been invaluable to our board on numerous issues and we have engaged her services for this upcoming year. This year we have been exploring the idea of joint meetings with other boards where it is appropriate.

The collaborative process between the Planning Board and the Town Hall staff along with the new application forms seems to be working well. We will still refine the process in the coming year as we see the need.

We extend our deepest gratitude to the staff at the Selectmen's office, Bernie Kubiak, Kayce Warren, Patricia Kroll, and Priscilla Phelps for their ongoing commitment to assist us with all of our administrative needs in a very timely and supportive fashion!

Some of the major accomplishments this year include the following:

- 1) A contract with FRCOG Planning Department to provide technical assistance to the PB on:
 - a) Conducting site plan reviews.
 - b) Reviewing our by-laws for identifying and addressing inconsistencies.
 - c) Developing administrative processes and guidance documents, such as the Site Plan Review (SPR) and Approval Not Required (ANR) application packages. These changes included new application forms with flow charts, regulatory attachments, check sheets and a new submission process.
 - d) Updating as needed the PB Member Orientation Package and Reference Guide.

Boards & Committees ⇔ Planning Board

This technical support has been invaluable, and we extend our gratitude and appreciation to Pat Smith, FRCOG Senior Planner, for her wisdom and expertise. These improvements provide guidance for both the PB members to make informed decisions and the applicant to expedite their end of the application process and to minimize mistakes.

- 2) Education of the PB Members
 - a) PB member attendance at trainings and conferences.
 - b) PB member orientation of the PB Member Orientation Package and Reference Guide.
- 3) Improved Communication, Recordkeeping and Access to Information
 - a) Continued to work extremely closely with the administrative staff in the Select board's office on a number of fronts. This included day to day activities such as serving on the front lines for the PB to answer applicant questions, schedule meetings, review applications for completeness, record meeting minutes, post agendas, etc. to helping the PB develop application processes and forms for ANR, SPR, Stormwater, etc.
 - b) Continued to merge PB records with all the other records in town hall organized by address from the Conservation Commission, Building Inspector, and Zoning Board, etc.
 - c) Continued the process of posting PB documents (agendas, minutes, etc.) on town website.
- 4) Revisions to the following Zoning By-Laws:
 - a) Stormwater By-Law –the PB finalized the draft regulations to implement the new by-law. The PB would like to extend special thanks to Debbie Shriver for her assistance through the entire process. Lynn Rose of the PB worked with Debbie and Kayce Warren, Executive Administrative Assistant, in the Selectman's Office to develop a Stormwater Application Process. The new application followed the same format the PB developed for the ANR and SPR.
 - b) Solar Electric Installations - the PB participated in the passing of the new solar overlay district and worked to develop the new regulations. The PB would like to thank Bernie Kubiak, Town Administrator, the Deerfield Energy Committee and Stacey Metzger, Transportation Planner, FRCOG for doing the lion's share of this work!

Planning Board Goals:

- 1) Enhance PB Zoning By-Law
 - a) Respond to requests by the public for rezoning other areas.
 - b) Review sign by-law as requested by Building Inspector and Chair of the ZBA. The PB will form a subcommittee with them to reevaluate bylaw.
- 2) Coordinate with other Town Boards
 - a) Explore opportunities for joint hearings for Special Permits and Site Plan Review.
- 3) Obtain Technical Assistance from FRCOG to assist with:
 - a) Master Plan - select and update some chapters in Deerfield Master Plan.
 - b) By-Laws - review and revise inconsistencies in PB related by-laws.
 - c) Solar Electric Installations - develop application.
 - d) Technical review of applications - continue to review submittals as needed for Site Plan and Subdivision Review.

Boards & Committees ⇔ Planning Board

- 4) Improve PB Recordkeeping and Document Control System – work with PB support staff to continue to:
 - a) Merge PB documents with all the other records in town hall from Conservation Commission, Building Inspector, Zoning Board, etc.
 - b) Purge files and scan for electronic recordkeeping.
- 5) Comprehensive Master Plan
 - a) Review requirements for update.
 - b) Determine which chapters to update.
 - c) Apply for funding to update one or more chapters.

Sincerely,

Paul Allis, Clerk
Max Antes, Jr.
John Baronas, Jr.
Rachel Blain
Lynn Rose, Vice-Chair
Roger Sadoski, Jr.
John Waite, Chair



TOWN OF DEERFIELD

Planning Board
8 Conway Street
South Deerfield MA 01373
Voice: 413.665.1400
Facsimile: 413.665.1411
Website: www.deerfieldma.us

Planning Board Special Permit Application

Introduction

According to the Deerfield Zoning Bylaws, the following types of activities and uses require a Special Permit from the Planning Board:

- Large-Scale Ground-Mounted Solar Electric Installations** (generating capacity greater than 10 kW but no more than 2 MW and not occupying more than ten acres of land) located in the Residential-Agricultural, Center Village Residential, Small Business, Commercial, Planned Industrial or Expedited Permitting Districts (Sections 2230 and 3840).
- Extra-Large-Scale Ground-Mounted Solar Electric Installations** (generating capacity of greater than 2 MW or occupying more than ten acres) located in the Industrial District (Sections 2230 and 3840).
- Any use located in the Watershed Protection District** requiring a Special Permit (Sections 4240 and 4251).
- Planned Unit Developments** as allowed in the Small Business, Commercial and Industrial Districts (Sections 4850 and 4860).
- Common Driveways** (Section 3460).
- Conservation Subdivisions** in the Residential-Agricultural or Center Village Residential Districts (Sections 3620 and 2230).

Excerpt from the Special Permit Application, available on the Planning Board page of the Town's website, http://www.deerfieldma.us/Pages/Deerfieldma_Planning/Index.

Boards & Committees ⇨ Recreation Committee

Throughout this past year, a variety of programs and resource investigations have occurred. Because of this work, the following developments have occurred:

- Maintained and expanded the operation of youth sport programs, which include: soccer (K-6), basketball (1-8coed), softball (2-6), baseball (K-6), and field hockey.
- The Deerfield Recreation Summer Program involving youth has continued, with offerings of outdoor activities, music, and arts and crafts. This year we also offered the Mad Science program and a theater workshop for one week. The councilor-in-training program has been a success, as these individuals have moved on to become current councilors. The Pocumtuck Valley Memorial Association generously donates their facility for this program.
- During the summer we continued with our Summer Concerts, featuring a blues and jazz/rock bands.
- Adult exercise programs have been established through Deerfield Elementary and Frontier, and include two Pilate's classes, Nautilus with Strength Training, Yoga and women's basketball. Indoor Walking through the winter months is also available. The popularity of these programs has increased and the demand for more adult programs exists.
- Recreational Programs (skiing, girls' softball, girls' volleyball, soccer, basketball, field hockey and baseball) have been established jointly with neighboring district towns-Sunderland, Conway and Whately.
- The Department is continuously working with the youth community service groups, to obtain their valuable aid in the support of our programs. We also offer scholarships to graduating seniors who have volunteered or worked for the department.
- Frontier Regional has generously continued support for common usage of facilities for the Old Home Day Road Race.
- Joint efforts with Eaglebrook School have continued to provide our community with public ice skating on Sunday evenings from November through February, as well as gymnasium usage for recreational basketball.
- The Department remains a member of the Massachusetts Parks and Recreation Association.
- The Old Home Day event continued in June of 2012. This annual event is a festive activity for community members of all ages, and this past June included: Sugarloaf 5K Road Race, PTO Fun Fair, Police & Kiwanis Bike Rodeo, Memorial Park ball game. A special thank you to the police, fire and ambulance departments for their support. Thanks to all who participated and contributed to this lively community event.
- Newsletters are distributed through Deerfield Elementary and messages are also displayed on the cable TV town announcements. A sign also displays current events and is placed on the town common during the summer months.
- Tickets to Six Flags New England were offered at a deeply discounted rate.
- The renovation of Sugarloaf Field has been completed. A new, smaller equipment shed was purchased. A new backstop has been installed. Dugouts were built, a new dirt infield completed, the outfield reseeded and trees trimmed. Thank you to DCR, Deerfield Academy and the volunteers who enabled us to renovate this field and make it a showcase field for the softball girls.
- The Committee has continuous correspondence with local schools for mutual support – Deerfield Elementary, Frontier Regional, Deerfield Academy and Eaglebrook School. We thank them for their availability of their facilities.

We are always trying to expand our program offerings. The department serves many members of the community in our youth, adult and senior programs. Our programs and their number of participants

Boards & Committees ⇨ Recreation Committee

include: Baseball 112, Basketball-110, Ice Skating-502, Ice Skating Lessons-5 Old Home Day-200, Pilates-33, Nautilus-28, Soccer- 127, Skiing- 35, Softball-56, Summer Program-106, Kids Crafts-11, Ladies Golf-5, Yoga-13, and Field Hockey- 11.

The Recreation Committee would like to thank the Board of Selectmen, the Deerfield Town officials/staff, the Deerfield Highway Department, the Deerfield Police Department, the Pocumtuck Valley Memorial Association, Sokoloski's Landscaping, 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.

Available space is still a concern that the committee has been continuously addressing. Many of our programs utilize the Deerfield Elementary School, Frontier Regional facilities, Sugarloaf Mountain field, PVMA access and parking facilities, and Memorial Park for activities. 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. Again, we continue to appeal to landowners to come forth with possible opportunities to solve the issue of field space and our continuing demand for more indoor activity space.

Recreational needs still require additional field space. We currently utilize less than 10 acres and Massachusetts requirements state we should have 50-60 acres for the town's current population for active recreation. Additional acreage is necessary with the steady increase in population.

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, to support the residents' financial concerns of taxation growth. We would like consideration from the town's residents to support our current budget requests to maintain our Parks and Recreation Department.

The Deerfield Recreation Committee continues to investigate avenues for providing strong recreation programs and access to recreational space for residents of Deerfield. While we continue to progress, we will continue to pursue the future vision of satisfying the health, well-being and recreational needs of our youth, adults and senior citizens. As we do, we welcome the residents to continue their contribution to the recreational development by providing comments, suggestions, assistance and most of all, participation. Deerfield's recreational activities are contingent on volunteer help from the community, regardless of age, and all are welcome. Our goal is to provide a well-rounded program for Deerfield's residents to utilize. It is one of the tangible ways we enjoy the high quality of life in our community. Recreation provides both opportunities to participate and to give back to our community. We thank the Town of Deerfield for their continued support in this worthy endeavor.

Departments ⇒ A Synopsis of Key Positions

Building Commissioner

The Building Commissioner oversees all construction permitting in town, including both commercial and residential projects. Construction projects vary; some examples are outdoor deck installations, roofing projects, housing construction and alterations, and demolition of buildings.

Building Inspector

Supervised by the Building Commissioner, the primary responsibility of the Inspector is to monitor residential construction projects. As with the position of Commissioner, on-going training and certification is required by the Commonwealth of Massachusetts. Residential projects include, but are not limited to, such things as roofing repair and replacement, outdoor deck installations, and house construction and alterations.

Chief of Police

The Police Chief is responsible for the overall planning, administration staffing and operation of the Police Department in accordance with applicable local, state, and federal laws and regulations in the maintenance of law and order and the protection of life and property.

Gas & Plumbing Inspector

The Gas & Plumbing Inspector oversees all plumbing, heating, and all gas projects. The Inspector, acting independently, receives commercial and residential applications, conducts inspections, and issues permits accordingly.

Health Agent

Acting on behalf of the Board of Health, the Health Agent is responsible for implementation of all state and local health regulations. In addition to the normal activity of food service permits and inspections, disposal works installers' permits, and Title V oversight, the Agent regularly attends training seminars to maintain certifications and stay abreast of changes to the laws.

Highway Director

The Highway Department Director serves in an administrative and supervisory capacity overseeing public works priorities including Highway (road construction and repair, snow removal, grounds and facility maintenance, etc.), transfer station (trash and recycling disposal), sewer distribution, and wastewater treatment systems.

Library Director

The Tilton Library Director is responsible for the management and operations of the Library, implementation of policies and related projects, and facilitation of state and regional library resources available to the community.

Parks & Recreation Director

The Director is responsible for development, overall operation, and administration of a town-wide recreation program, including the maintenance of recreation/athletic fields and the provision of athletic programs, services, events, and activities.

Tax Collector (combined with Town Clerk and Treasurer)

This is a Selectboard appointment. The Tax Collector obtains assessments of property from the Assessors who also set the rates. Bills are mailed out and collected by this office. Any changes have to be made through the Assessors' Office.

Departments ⇒ A Synopsis of Key Positions

Personal Property Tax Bills – Value set by Assessors and mailed and collected by the Tax Collector. Payments are due and payable thirty days from the mailing date.

Real Estate Tax Bills – Value of property is set by the Assessors and is billed for the fiscal year on a January assessment. Bills are presently issued in two halves and are due and payable on November and May. Due to the lengthy process to set the tax rate, completed by the Board of Assessors, bills are not always ready for mailing on October. The first half of the bill is then due and payable thirty days after the mailing date, and the second half is due and payable on May. Although every effort is made to see that all property owners receive tax bills, failure to receive a bill does not relieve the owner of the responsibility of payment or of any interest, fees or penalties which may be levied for late payments.

Taxes for the Deerfield Area Fire Protection District, South Deerfield Fire District and South Deerfield Water District are payable in the Tax Collector's office thirty days from mailing date.

Excise Tax Bills – Value is set by the Commonwealth of Massachusetts and is due and payable to the Town Tax Collector thirty days after mailing. Data and bills are compiled by the Commonwealth and may be corrected for minor items by the Assessors. Other items may be corrected through the Massachusetts Registry of Motor Vehicles. Unpaid bills are referred to the Deputy Tax Collector and if uncollected, may result in suspension of license and/or registration, by the Registry. For more information on excise calculations, billing, abatements and penalties for non-payment, go to <http://www.sec.state.ma.us/cis/cisexc/excidx>.

Sewer Use Bills – Rates are set by the Board of Selectmen. Bills are sent to users on the sewer system only, twice a year, and are due and payable, in the Tax Collector's office, thirty days after mailing.

District Property Tax Bills – Value set by the Assessors and mailed and collected by the Tax Collector. Payments are due and payable the same as the Real Estate Tax Bills.

Note: District User Fees are established and collected by the Districts. These Districts are: Deerfield Fire District and the South Deerfield Water District.

Town Accountant

The Town Accountant maintains town financial records and oversees and monitors expenditures of town funds in accordance with all applicable local, state, and federal regulations.

Town Administrator

The Town Administrator is responsible for the provision of administrative and supervisory work overseeing the services provided by all of the Town's departments, commissions, boards and offices under the jurisdiction and policies of the Board of Selectmen.

Town Clerk (combined with Tax Collector and Treasurer)

The Town Clerk is responsible for recording Town Meetings and Elections; maintaining records of Registered Voters, Dog Licenses, Fishing and Hunting Licenses, Street Listings, Town Census, Births, Deaths and Marriages; certification of all vital records. Duties and responsibilities are clearly set by Massachusetts General Law.

Departments ⇨ A Synopsis of Key Positions

Treasurer (combined with Tax Collector and Town Clerk)

The Treasurer is responsible for all town funds. The Treasurer oversees the payment of payroll and departmental bills and is empowered by town meeting vote to borrow funds if necessary. These duties are clearly set by Massachusetts General Laws.

Wiring Inspector

The Wiring Inspector is appointed by the Board of Selectmen. Acting under the jurisdiction of the Board of State Examiners of Electricians, the Inspector receives all commercial and residential applications, issues permits and conducts inspections.

Zoning Officer

The Zoning Officer interprets the town zoning bylaws, determining such things as allowable use (i.e., residential/agricultural, commercial, and industrial) for property and buildings in town. In cases where bylaws restrict certain activities, the Zoning Officer refers the matter to the Zoning Board of Appeals for further action.



Photo courtesy of Nelson Nygaard

Departments ⇨ Contact Information

Municipal Offices
 8 Conway Street
 South Deerfield MA 01373
www.deerfieldma.us

Municipal Office Hours:
Main Town Office Number:

Weekdays, 9 am – 4 pm
(413) 665-1400

Town Hall Department	Staff Contact	Extension	Availability
Accounting	Janet Swem, Accountant	103	T/Th 9 am – 12 pm
Assessors' Office	Karen Menard, Assistant Assessor	106	Contact Office
Highway/Sewer/Transfer Station/Wastewater	Shawn T. Patterson, Director	120	M – F, 7 am – 3 pm
Inspections Office	Richard J. Calisewski, Commissioner	109	M – F, 9 am – 4 pm
	Vern Harrington, Inspector	110	By Appointment
Recreation Department	Suzanne Antonellis, Director	107	T/Th, 10 am – 2 pm
Selectmen's Office	Bernard R. Kubiak, MPPA, Town Administrator	104	Regular Hours
	Patricia A. Kroll, Admin. Assistant	111	Regular Hours
	Priscilla L. Phelps, Admin. Assistant	108	T – F, 10 am – 3 pm
	Kayce D. Warren, Executive Assistant	105	Regular Hours
Town Nurse	Lisa R. White, RNBS	114	Wed, 10 am – 2 pm
Treasurer-Collector-Town Clerk	Barbara J. Hancock, Assistant Treasurer/Collector	102	Regular Hours
	Patricia Raymer, Assistant Town Clerk	100	Regular Hours
	Mary A. Stokarski, CMMC – CMMT, Treasurer, Collector, Town Clerk	101	Regular Hours

Other Offices	Staff Contact	Telephone	Availability
Plumbing & Gas Inspector	Malcolm Cichy	665-4030	By appointment
Tilton Library	Sara Woodbury, Director	665-4683	Contact Department
Wastewater Treatment Plants	Donald Chappell, Chief Operator	665-2651	By Appointment
Wiring Inspector	William McGoldrick	665-4993	By Appointment

FOR EMERGENCIES ONLY, DIAL 9-1-1

Public Safety Departments	Staff Contact	Telephone	Availability
Emergency Medical Services	Matthew F. Russo, Director		By Appointment
	Zachary Smith, Assistant Emergency Manager	665-8814	Contact Department
	David Zamojski, Assistant Director	665-8814	Contact Department
Police Department	Michelle S. Duguay, Administrative Assistant	665-2606	M – F, 8 am – 4 pm
	John P. Paciorek, Jr., Chief	665-2606	M – F, 7 am – 3 pm

Departments ⇨ Emergency Medical Services

Annual Report 2012

Mission Statement

“Deerfield Emergency Medical Services is committed to excellence in Emergency Medical Care and is dedicated to the people, traditions, and diversity of Deerfield. In our efforts to preserve life and render aid, we will provide care with compassion, make every effort to honor patient’s wishes, and protect privacy.”

Calls for Service:

In 2012, Deerfield Emergency Medical Services responded to 616 requests for medical assistance. Of these requests, we transported 386 patients, and provided mutual aid on 173 occasions. Patients refused transport on 68 occasions. We had 80 calls where we were not able to transport due to a lack of staffing and 37 calls that were missed due to either a lack of response or being involved with another ambulance call at the same time.

While we did not see the number of weather related events in 2012 that we saw in 2011, we did have a close call with Hurricane Sandy. Deerfield Emergency Medical Services increased staffing for the event and was part of Deerfield’s Emergency Operations Center based at the South Deerfield Fire District during the event. Town agencies came together during the planning process in the days leading up to the event to ensure we were prepared to respond, communication was clear, and each department had a clear and defined list of responsibilities. Although we were spared the brunt of the storm, this was an opportunity to operationalize our training efforts as well as identify areas for improvement. In the end, the agencies involved worked collaboratively to ensure that we were ready to respond and provide aid when called upon.

We are thankful for the cooperation of our town departments including the Deerfield Police, Deerfield Highway, and Town Office Staff. Without this support, we would not be able to function as effectively as we do. The South Deerfield Fire District continues to provide us with our home. The District generously provides office space, storage space as well as keeping our ambulance inside and out of the elements. This space is provided without any additional cost to Deerfield Emergency Medical Services and we are thankful for our home.

Staffing:

Deerfield Emergency Services is fortunate to have secured Paramedic Jason Dorval. Jason brings years of experience as a Firefighter/Paramedic and a Paramedic Supervisor. Jason is in process of becoming a certified instructor for Emergency Medical Services. His skills and experience are a welcome addition to our staff and will assist us as we look to move forward.

In 2012, David Zamojski, has become an Emergency Medical Technician – Intermediate. David has over 200 hours invested in attaining this certification.

Zack Smith is a paramedic with our service who also works as an instructor outside of his regular duties. During the hurricane, Zack was deployed as a resource to assist in the New York City area. He worked alongside a team of medical professionals to care for hundreds of residents that were displaced from long term care facilities due to storm flooding and damage.

Departments ⇨ Emergency Medical Services

Deerfield Emergency Medical Services was able to begin providing Advanced Life Support in July 2012. We are providing services at the Intermediate level. This allows us to provide more in depth assessments, administer intravenous fluids, and perform intubation for those in respiratory distress. We are required to guarantee staffing at this level for 8 hours per day and have a plan to staff at this level 24 hours a day within 3 years.

Our call staff consists of 25 members who respond when an alert calls our staff to duty via a pager. These members are the unsung heroes that dedicate more than 60 hours every other year to maintain their training so they may provide medical aid when called upon. In addition, these members also help to fill shifts and cover for our full time staff when they take time off.

This past year, Deerfield Emergency Medical Services lost a great supporter. Anthony J. “Tony” Kocot passed away in August. Tony had been a friend of the service during his career with the South Deerfield Fire District as a Fire Fighter, Officer, and Prudential Committee Member. Throughout his career, Tony was an advocate for our service and was always willing to share his expertise. Tony assisted on Ambulance specification committees and assisted with test driving of potential Ambulances through the years. Tony, you will be missed and we are honored to have had the pleasure of working with you.

In April, 2012, Chief Michael Wozniakewicz a.k.a. “Chief Woz” announced his retirement from Deerfield Police. Chief Woz had been a trusted friend, an advisor, and a willing hand when times were tough. He will be remembered for his efforts to step up and assist Deerfield EMS as we struggled to get crews together to respond to calls. Under his leadership, the Deerfield Police became allies in delivery of medical care and ultimately contributed to life saving events. Their willingness to carry and utilize Automatic External Defibrillators (AEDS) as well as provide immediate aid when called has helped us to better deliver care to the community. Chief Woz, thank you for your vision and leadership during your tenure as Chief of Police in Deerfield. We wish you many years of happiness in your retirement.

Future:

Volunteerism continues to decline. This is not a local problem, but a nationwide issue. With increasing family demands, financial pressure, and dual income households, we have less free time today than we enjoyed in the past. In the end, many of the services that were provided at low cost or no cost by volunteers have disappeared and are being replaced by services that are paid for. To this end, we are looking toward the future at Deerfield Emergency Medical Services.

I have proposed increased staffing for our Deerfield Emergency Medical Services in an effort to address the 20% of our calls that we were not able to respond to or transport due to a lack of staffing. While we will continue to value and encourage our call staff, we need to plan for full time staffing of our service to ensure a response when we are called upon. During an emergency, minutes can be the difference between life and death. Delayed response may result in longer than anticipated recovery and rehabilitation times.

I am asking for your support for this proposal of additional staff. As part of the proposal, we will upgrade to the Paramedic level. We currently rely upon other Baystate Health Ambulance as well as Northampton Fire to provide Paramedic level interventions when they are available. Paramedics are able to provide advanced levels of care to essentially bring many of the lifesaving interventions of the emergency room to your doorstep. Paramedic skills include the ability to provide cardiac monitoring,

Departments ⇨ Emergency Medical Services

administration of numerous pharmaceutical interventions, and advanced assessments. Paramedics will also enable us to quickly access patients to determine if they need to be immediately transported to facilities that can provide higher levels of care, such as Baystate Medical Center.

As I compose this report, there are multiple options that have been presented to the Board of Selectmen, as well as Finance Committee, to address our future challenge. In addition to the plan that I have submitted for Deerfield, we are collaborating with Whately and Sunderland on a possible regional proposal. Unfortunately, the regional proposal will not be ready to present at the upcoming Annual Town Meeting. The regional proposal would include a Paramedic level service for the communities of Deerfield, Sunderland, and Whately. We hope to be ready to present further details on this in the fall of 2013.

The program that I have submitted to the Select Board, as well as Finance Committee, for additional staffing for Deerfield Emergency Medical Services would dovetail into any regional solution that would be proposed. The staff hired in Deerfield would become part of the regional staff and the service would serve the 3 communities if approved.

Unfortunately, we are not in a position to wait and see if the regional solution will be accepted and funded by all 3 communities. With our inability to transport or respond to 20% of our calls, we need to look at solutions sooner rather than later.

As always, Deerfield Emergency Services is thankful for your support. We are fortunate that Deerfield has always supported its Emergency Services. We look for your continued support as we plan to meet our current needs as well as the needs of the future. I look forward to building relationships with our town's departments in an effort to work cooperatively to ensure that we can meet the needs of our community now and in the future.

Respectfully Submitted,
Matthew F. Russo
Director, Deerfield Emergency Medical Services.

Departments ⇒ Highway Department, Transfer Station, Wastewater Operations

Annual Report 2012

2012 marks my first year as Highway Director for the Town of Deerfield and I would like to take a moment to recognize Harold L. Eaton, Jr. “Hap” was Highway Superintendent in Deerfield for 25 years and provided superb service to the Town of Deerfield for over 38 years total before retiring in November of 2011. The Town of Deerfield was very fortunate to have a Highway Superintendent who demonstrated such professionalism and dedication. I truly have enormous shoes to fill.

In the period after Hap’s retirement, while the town searched for a new Superintendent, Michael Phillips took on the role of Acting Superintendent. I’d like to take the opportunity to recognize Mike for his great effort keeping the department focused and efficient. Mike Phillips was a vital source of assistance and information as I took the reins.

Highway Department – Throughout the year, several changes were made within the department and many of the projects we set out to do were indeed accomplished.

- **Accomplishments**

During the months of April and May of 2012 the department took on the task of reconstructing Kelleher Drive and Bloody Brook Drive. Our personnel rehabilitated several drainage lines as well as structures and through Chapter 90 funding had the roads reclaimed and resurfaced. All together the project cost just over \$90,000 to complete.

Through Chapter 90 funding the department was able to purchase the Town of Deerfield’s first backhoe. This machine was purchased in January of 2012 and is used nearly every day for various projects, mostly drainage related.

- **Development Goals**

After 23 years of deliberation, the Town of Deerfield voted in favor of a new Public Works Facility! Thanks to the great work our Department of Public Works Facility Building Committee and HKT Architects, Inc., along with vital support from residents, we were able to get the facility funding approved in November. Our department also accomplished 90% of the preliminary site work at the new Public Works Facility site and will continue to do so in 2013. Barring any difficulty with the bid process, we anticipate construction on the new facility will begin in March of 2013.

- **Staffing Changes**

Dennis Welcome, after 23 years of dedicated service, retired in July of 2012. Dennis was a professional with a great work ethic and is truly missed by all of us. We all wish him well with his retirement. Steve Taylor, our department mechanic/operator, resigned from the Highway Department to take on a position at the South Deerfield Water District. Steve did a very credible job for the Highway Department and he too will be missed.

With the sudden staff departures within the department and a newly established position added to the department we needed to fill three vacancies. Between the months of May and July we hired Charles Willor, III as our Mechanic/Operator and Michael and Kevin Kolakoski as Equipment Operators. All three newly hired employees have demonstrated tremendous

Departments ⇒ Highway Department, Transfer Station, Wastewater Operations

dedication, great working attitudes and skill which have attributed to bringing our department to another level.

Another beneficial change we made to our department was to create a Facilities Maintenance Division and in doing so, we promoted Kevin Scarborough to Facilities Maintenance Foreman. Due to the lack of maintenance to our town facilities, we felt the need to create this division to provide routine maintenance, maintain records, update our facilities and provide monthly servicing of all our town facilities. Thus far, Kevin has done a great job handling these duties.

Jason Miller has been handed the responsibility of being the department’s Tree Warden. In 2013 he will officially assume the title of the Town of Deerfield’s Tree Warden. Jason has a wealth of knowledge regarding tree work as well as the proper method completing the work safely.

Brian Chyz has been tasked with the job of being the town’s Sewer Maintenance Technician. Brian oversees the routine maintenance of the town’s sewer infrastructure, responds to emergency calls and organizes the department’s resources to provide immediate action for a sewer emergency. Brian has demonstrated great professionalism and has handled the additional responsibility very well.

Transfer Station – The Town of Deerfield’s Transfer Station Facility went through several changes as well in 2012.

Transfer Station Revenue	
Bulky Item Fees	\$ 9,867.00
Dump Sticker Fees	\$ 67,760.00
Trash Bag Receipts	\$ 88,200.00
Total Revenue	\$ 165,827.00

- **Accomplishments**

At the end of Fiscal Year 2012, the facility had a surplus of roughly \$37,000. These surplus funds resulted from enforcement of the “sticker policy.” We used the surplus funds to give the facility a face lift; much needed to make the facility more efficient and user-friendly. Our Highway Department spent several weeks grading, installing open drainage, and overall cleaning up of the facility. Once all the preliminary work was done we had the rest of the facility paved.

In addition, we worked closely with the Franklin Regional Solid Waste Management District to evaluate and modify our hauling practices. Wickles Trucking agreed to decrease the number of loads hauled by changing the removal schedule and doubling-up loads.

In 2012, we also had two paper/cardboard compactors installed; again our Highway Department did all the preliminary site work. Underground electrical was installed to operate the compactors, a 50’ x 42’ concrete pad six inches in depth was poured for the compactors to

Departments ⇒ Highway Department, Transfer Station, Wastewater Operations

rest on and several miscellaneous items were done by our department to get the compactors operational. Once up and running, we expect that the town will see additional savings through a decrease in hauling costs.

Summary – As I close this report, I would like to reflect on a few remarks made in the 2011 annual report concerning the organization of the Highway, Transfer Station and Wastewater Treatment Plant departments.

There was mention that for practical purposes the Highway Department, Transfer Station and Wastewater Treatment Operations all work under the same “umbrella,” so to speak, but the three departments are not institutionally organized in that manner. Hap Eaton suggested that perhaps the Town of Deerfield should consider establishing a Department of Public Works. After working here for the past year, I concur with that observation. The staffing changes made in the past year demonstrate my goal of organizing operations efficiently, with an eye toward that restructuring. Officially consolidating operations would allow us to provide better service to the residents of Deerfield and it’s my hope that we’ll be able to accomplish this in the near future.

After my first year as Highway Director, I must say it has been an honor and a privilege serving the Town of Deerfield. The warm welcome I received from my co-workers, staff, other town agencies and the citizens of Deerfield is truly overwhelming. Our Highway, Transfer Station, Facilities and Wastewater personnel are top notch—some of the best I have ever had the privilege of working with! Our goal is to be a self-sufficient organization that gives 110% to the Town of Deerfield and strives to work hand in hand with our other town agencies to make Deerfield a safe and pleasurable community to live in. I am looking forward to serving the town in the years to come!

Respectfully Submitted,
Shawn T. Patterson, Director

Departments ⇒ Highway Department, Transfer Station, Wastewater Operations

The focus of the Town's two wastewater treatment plants is the processing of influent wastewater from both the South Deerfield sewer system and the Old Deerfield sewer system. Each of the two Certified Operators is responsible for all aspects of plant operations, supervised by the Chief Operator. The Chief Operator is additionally responsible to Town management for all reporting requirements required by law, policy, and environmental discharge permits, and acts as the Town's liaison to USEPA and MASS DEP. The plants operate under discharge permits jointly issued by these two agencies and all operators must be licensed by the Commonwealth of Massachusetts.



South Deerfield Wastewater Treatment Plant

Photo courtesy of Donald Chappell

This past year saw continued success in the treatment of wastewater with both facilities routinely producing higher quality effluent than required by USEPA. In Old Deerfield, last year's proactive replacement and lining of over a half mile of old leaky sewer line continues to result in a large reduction of flow to the treatment plant from groundwater infiltration. The plant's two main pumps were also overhauled this year.

Solid waste finding its way into the Town sewer systems continues to be a problematic at both plants and residents are asked to please refrain from flushing any material that does not dissolve. Failure to comply may eventually result in the need to purchase new and expensive equipment to remove this material.

Efforts continue at both facilities along the lines of energy conservation. Last year's replacement of three old furnaces with new high efficiency propane heaters and the installation of insulation has resulted in less fuel usage. Heat pumps have now been installed at both facilities and have drastically reduced the amount of fuel required to heat the buildings. Both treatment plants also now have systems in place which recycle plant effluent for 90% of their water needs instead of utilizing Town water.

Respectfully Submitted,

Donald Chappell
Chief Operator, Wastewater Treatment Facilities

Departments ⇨ Inspections

Annual Report 2012

Detailed below you will find the number of permits processed in 2012 by the Inspections Department with the amount collected. **Please note that a number of fees changed in 2012. A comprehensive list may be found on our website www.deerfieldma.us.**

Type of Permit	Number of Permits	Total Permit Fees Collected	Total Value of Projects
Commercial	206	\$36,963	\$3,377,697
Residential	118	\$146,976	\$15,302,485
Total	324	\$183,939	\$18,680,182

Type of Permit	Number of Permits	Total Permit Fees
Recreational Camps	13	\$1,300
Food Service	40	\$4,000
Common Victualler	7	\$600
Temporary Food Service	24	\$1,225
Ice Rinks	1	\$35
Installers	10	\$500
Offal	9	\$450
Septic	33	\$5,900
Tobacco	6	\$0
Total	143	\$14,010

For information on Wiring Fees and to schedule inspections, please contact the Inspector, William McGoldrick at 413-665-4993.

Plumbing and Gas Fees are available online at the Town's website, but to schedule an inspection, please contact Malcolm Cichy at 413-665-4030.

Departments ⇨ Police Department

Annual Report 2012

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."

Photograph courtesy of Paul Franz



(Back row from left to right) Ofc. Felix Ramos, Ofc. Mark Puchalski, Ofc. Gary Sabilia, Ofc. John Cowan, Ofc. Kurt Gilmore, Ofc. Kurt Wilkins, Ofc. Christopher Redmond, Ofc. Jennifer Yazwinski. Ofc. Joseph Mieczkowski, (Front row from left to right) Ofc. Roger Sadoski, Ofc. Harry Ruddock, Ofc. Michael Krusiewski, Ofc. Josh Hoffman, Chief Michael Wozniakewicz, Ofc. Nathan Coffin, Ofc. Michael Thomas, Ofc. Adam Sokoloski, Ofc. Robert Warger

I am very pleased to present to you the 2012 Deerfield Police Department Annual Report. I believe this report will reflect that both officers and staff members have again done exceptionally well in providing outstanding police service to the Deerfield community, helping maintain our excellent quality of life standards. We are truly proud of the level of service we provide and the community we serve.

It is an honor to be appointed as Chief of Police and I have every intention of spending the remainder of my career here in the town I grew up in. The saying goes "don't take anything personal in policing," for me this is not the case. I was born and raised in Deerfield, attended both South Deerfield Elementary School, and Frontier Regional. I was a Deerfield Police Explorer, Deerfield EMT, and a Fire Fighter on South Deerfield Fire Department. I take my job very personally; my goal is to best represent the citizens of Deerfield. I witness this same personalization with my officers, and it truly makes me proud to be part of the Deerfield Police Department.

Departments ⇨ Police Department

Staffing

The Deerfield Police Department is comprised of the Chief of Police, seven (7) full-time, twelve (12) part-time officers and a full time Administrative Assistant. 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.

2012 brought about significant changes in personnel. In April Chief Michael Wozniakewicz decided to retire. As most know him, Chief Woz spent eighteen years as the Chief of Police, with an additional twelve years as a patrolman with the Town. It was common place to see him in the station several hours early or late to be sure he touched base with each of the Officers at shift change. The time and dedication that Chief Woz put into to the Deerfield Police Department was truly endless and greatly appreciated. In the interim, Officer Michael Krusiewski stepped in as the Acting Chief of Police from April through the end of September. Officer Krusiewski had big shoes to fill and did a fantastic job taking over the responsibilities placed upon him. On September 24, 2012, I effectively took over as Chief of Police.

Deerfield is an incredible place to work, and equally, to live. I am fortunate to have several long standing full-time and part-time personnel. This year the Department witnessed the resignation of part-time Officers John Cowan, Joshua Hoffman, Michael Thomas and Sara Tremblay. After a thorough search and interview process we were able to add the services of Brian Ravish, Christopher Savinski, Garrett Danna, Patrick Merrigan and William Kimball to our part time Police force. Our part time Officers are essential as they lend the department the ability to staff coverage 24 hours a day, 7 days a week, 365 days a year.

In 2012 the Deerfield Police Department announced the passing of a close friend and co-worker Carole Guisto. Carole served as clerk, dispatcher, Assistant to the Chief, Matron and countless more titles. She was appointed in 1988 and dedicated the next 23 years to the Department until her retirement in 2011. Carole made herself available all hours of the day to the department. She viewed all the police personnel as her extended family, and the feeling was returned by all. Carole is truly missed not only by the police department and “her guys” but also the town in which she served so faithfully.

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, or questions. Officers respond to all fire and ambulance calls. Officers assist at these scenes with traffic control, rendering medical aid and if needed are authorized to drive the ambulance to a medical facility. There were 2,723 calls for service received by the regional dispatch center (Shelburne Control). It is estimated that just over 1,100 additional calls were received directly by personnel at the police department. This brings the total to 3,823. The total calls for service, including area checks, self-initiated, cruiser maintenance, administration, etc., totaled 11,972. This is an average daily activity of 32.8 calls for service.

Departments ⇨ Police Department



Photograph courtesy of Ofc. Harry S. Ruddock III

Our Officers patrol all areas of the Town of Deerfield watching for any unusual activity while keeping all residents and visitors safety 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. This year Officers worked for several months to visit every business in town and update their contact information which has been entered into our Business Directory. Officers continue to perform vacant house checks and provide target traffic enforcement in problem areas. With the absence of an Animal Control Officer, all Officers are sworn dog officers and respond to calls for any violations as well as wild animal calls that might pose a danger to the community.

Officers on road patrol perform law enforcement patrol activities including, but not limited to, arresting violators of the law, checks of property and persons, conducting security checks of buildings, or dwellings, investigate traffic crashes, and enforcement of 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.



Photograph courtesy of Officer Nathan Coffin

Departments ⇒ Police Department

All of this activity is documented in reports, logs and calls for service as officers are responsible to present testimony and evidence in court. As a part of our goal to share information more effectively with the community we have placed our weekly logs on our Police Department webpage. Log on to http://deerfieldma.us/pages/DeerfieldMA_Police and refer to the bottom right hand corner, under “Weekly Logs”. This will allow the residents to view the day to day activities, as well as research events that may have transpired in your area.

Major Events

Some events throughout the year include the Veterans Road Race, Old Home Days, Old Home Days Road Race, Santas Landing at Yankee Candle and Graduations for Deerfield Academy, Eaglebrook and Frontier Regional School.

On July and 2013 Deerfield Academy and Eaglebrook School along with Bitter Lacrosse hosted the Northeast Invitational Lacrosse Tournament. This event brought an estimated 5000 people to the area with 40 teams consisting of 650 players. This event brought huge challenges with traffic flow and parking. Deerfield Police worked tirelessly to promote traffic flow and the safety of drivers and pedestrians alike.

Yankee Candle Flagship Store, located at 25 Greenfield Road here in South Deerfield, hosted the American Heart Association 5k Run on August 11, 2012. This race attracted several hundred event goers, runners and spectators throughout the day. Deerfield Police Officers provided traffic support on the course which began at Yankee Candle, across Rt.5 &10, past the town offices, around the grounds of Frontier Regional High School and back. The race was followed by a full morning of activities at the flagship store. This is an annual event in which all monies collected are donated to the American Heart Association.

After catastrophic events like Hurricane Irene and the Halloween snow storm of 2011 the Deerfield Police Department prepared once again for a possible destructive event in 2012. A State of Emergency was declared as Hurricane Sandy had its sights set on the New England area at the very end of October 2012. Original and static reports were forecasting winds in excess of ninety miles per hour in Franklin County. All Town agencies came together at the Emergency Operations Center in the South Deerfield Fire Department to prepare for the worst. Representatives from the Highway Department, South Deerfield Fire Department, Deerfield Fire Department, Deerfield Emergency Medical Services, Board of Health, Building Inspector, Selectmen’s office personnel, and I were on site. Additional staffing was added to each emergency response agency. I want to personally thank each agency; it is a pleasure to work through any incident when the Fire Departments, Highway, Ambulance, and all others get along so well. Thankfully the event turned out to be more of a drill than what was originally forecasted. Our thoughts and prayers go out to the surrounding communities so devastated by this event.

Departments ⇨ Police Department

Training

For the past thirty plus years the Municipal Police Training Committee (MPTC) would host regional in-service classes in the Agawam, Springfield, and Greenfield areas. This is changing entirely. The MPTC will no longer provide training; they are transforming into a record keeping and compliance agency. It will be incumbent on each community to make sure their officers receive forty (40) hours of in-service training each and every year. This places a burden on every large and small community in the Commonwealth. It requires towns to budget more funding for training than ever before. The decision was made to stop fighting on the state level for a budget every year, and push this burden on the towns.

This year the members of the Deerfield Police Department took part in several specialized training programs. The department encourages officers to pursue ongoing education and specialized training as part of their career development. Officers took part in the following specialized training: Officer Down Rescue Instructor Course, Evidence and Property Room Management, Media Relations, Field Training Officers Course, Sex Offender Registry and Pawnshops Investigations Training. Sworn members also completed required firearms and Taser training, legal updates, Criminal Justice Information System Certification, Breathalyzer Test Screening as well as First Responder, CPR and AED courses.



Photograph courtesy of Ofc. Mark Puchalski

(Officer Down Rescue Training 2012) Officer Harry Ruddock and Officer Mark Puchalski

Several members of the Deerfield Police Department attended the Officer Down Rescue Instructor Course. Keeping recent events involving shootings in mind many procedures have changed in the way law enforcement officers look at first aid in the field. Medical care in many of these cases falls to the officers on scene because the scene is not safe for EMS units. This course helped prepare our Officers and EMS personnel to work together to rescue and treat a downed officer(s) or individual(s). Officers were trained to recognize and treat life-threatening injuries, provide treatment under hostile conditions, conduct remote assessments and direct treatment, effect rapid rescues to hard cover or safety, understand the concepts of “Self-Aid” and “Buddy Care” and use improvised medical and rescue equipment.

Departments ⇒ Police Department

We have also selected specific officers to attend the Field Training Officers Course to become “field training officers.” The field training process is intended to provide new officers with instruction, direction, supervision, guidance, and experience to assist them in applying critical skills as a law enforcement officer. These field training officers are responsible for training newly hired officers in the department. They also participate in the recruitment and selection process for the hiring of new officers. The field training process is nationally accepted training process designed to assist new hires, part and full-time, make the transition from the classroom environment to the application of the skills acquired in “field situations.”

In closing I look forward to many years of serving the community. Please do not ever hesitate to contact me if you have a question or concern.



Photograph courtesy of Chief John Paciorek

Sincerely,
John P. Paciorek, Jr.
Chief of Police

“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.

Departments ⇨ Tax Collector

Annual Report 2012

FISCAL YEAR JULY 1, 2011– JUNE 30, 2012

All monies for the Real Estate, Districts, Sewer, Motor Vehicle, trash bags, department receipts and landfill permits are processed through this office. Real Estate and Personal Property taxes bills (8298 total bills) issued twice a year were produced in-house for fiscal year 2012 and mailed on November 21, 2012. With the excellent co-operation between the accountant's and the assessor's office we are able to produce our bills earlier each year. The following combined receipts are for informational purposes:

REAL ESTATE	8,115,803.05
COMMUNITY PRESERVATION ACT	166,026.34
PERSONAL PROPERTY	324,284.07
MOTOR VEHICLE EXCISE TAXES	614,543.54
SEWER	441,429.99
TAX TITLE	76,720.99
INTEREST AND FEES	13,464.08
RE,PP,MVE & SEWER INTEREST & FEES	60,785.92
TOTAL:	9,813,057.98

All unpaid motor vehicle taxes are submitted to the Deputy Tax Collector and if not resolved, registrations and licenses will be marked at the Registry of Motor Vehicles, resulting in non-renewal until resolved. With delinquent Real Estate, District and Personal Property, if not resolved, the Town is forced to place the property into Tax Title. Any Sewer Usage fees not paid are applied as a lien on the Real Estate Taxes.

Taxpayers are reminded that if they are experiencing financial difficulties, contact this office at 413-665-1400, extension #101 as soon as you receive your bill, and we will work with you, thereby avoiding the Deputy Tax process and eventually the lien on the property.

Another function of this office is to produce Municipal Lien Certificates. Many properties (205) were refinanced or purchased, thus requiring a certificate to be completed by this office. The total of \$5,125.00 was deposited into the general funds.

Respectfully submitted,

Mary A. Stokarski
Tax Collector

Departments ⇨ Tilton Library

Annual Report 2012

Building and Grounds

The roof replacement project completed the final details which included sealing the seam between the original roof and the 1997 addition and pointing bricks on the façade. The front staircase renovation was started and completion is expected in January 2013. A two line phone system with voice mail was installed. Additional shelves were added to the adult non-fiction area.

Staff

Staff attended training sessions in Evergreen circulation and cataloging software, Microsoft Office, email, microblogging and emerging technologies. The library director attended the Hampshire/Franklin/ Franklin Library Legislative Breakfast, New England and Massachusetts Library Association's annual conferences, strategic planning workshops; a Town of Deerfield Selectmen's meeting and was selected to serve on the CWMARS Executive Committee. Tilton Library continues to accept and train a limited number of adult volunteers to assist with certain library related tasks.

Programs

Youth Services: The popular children's story time was again offered weekly for 50 weeks during the year and in addition to introducing the pleasures of reading, offered a meeting place for caregivers and children. An interactive bulletin board and a related activity welcomed children of all ages to the children's room. "March Madness" offered after school audio book readings and pizza for middle schoolers. A parent and infant program, family movie nights and sing-alongs were held in the fall at the library and two teen book and movie programs were held at Deerfield Town Hall. The summer reading program was held for nine weeks and was open to ages 1 – 100. A family program, *Monday Night Music* was again offered for nine weeks during the summer. School outreach activities with the schools and other agencies associated with children brought visitors to the library and promoted literacy. The library continued to serve and grow as an important source for teen meeting, reading, volunteering and technology use.

Adult Services: Mystery and regular book discussion groups each met once per month at the library and were open to all. The library hosted two local authors for evening talks and a visit from a local assistant district attorney. A hands-on pastel art program, funded by Deerfield Cultural Council, was held at the library. The collaborative ten towns *Deerfield Reads* program took place in late winter with book discussions, a Civil War reenactor and a Civil War era food program. The library continued partnership with PVMA's The Big Read grant through book discussions and related programs. Basic computer, email and "Tech Talk Tuesdays" were offered during the year. The library regularly observes ALA and other reading related initiatives.

For the population size served, Tilton Library was again at the top for the number of children's programs offered and the number of people participating in the summer reading program.

Circulation and Access

The library director and youth services librarian have begun to oversee the rebarcoding of all library items to be completed by the end of next year. New circulation and cataloging software was installed in June. At the beginning of the fiscal year, 2,623 Deerfield residents were active registered borrowers compared to 2,543 at the same time a year ago. For fiscal year 2012, the library received 7,732 items from other libraries for loan to local patrons and the library provided 3,932 items to other

Departments ⇨ Tilton Library

libraries in the network. Tilton Library patrons had access to more than 13,000 ebooks, downloadable audiobooks and downloadable videos during the year. Library staff members continued to monitor popular culture in order to provide the books and materials that our users demand. The delivery service to homebound residents continued. The library provides the only free public access to computers where many have been able to apply for and obtain employment and where school children can complete homework assignments. Use of internet computers, the library wireless network and general library use increased during the year. During the last full fiscal year circulation increased 2.38%

Website and Social Media

The library website www.tiltonlibrary.org offers users access to the catalog, electronic collections, library calendar and community information twenty four hours a day. A subscription to “Wowbrary” allows website users to see and reserve library titles as they are added to the Tilton collection. A new section for library owned museum passes was added in the fall. Posts were made at least twice a week on the library’s Facebook page.

Friends of the Library

The Friends of Tilton Library raised funds through their annual used book sale and their collaboration with library trustees at the annual wine tasting. Funds were used to pay for library programs, free passes for patrons to area museums, author talks, movie nights, summer reading, *Monday Night Music* and more.

Planning

A five year long range plan was developed by the library director and Tilton Library Board of Trustees with the assistance of a six member library building focus group and a nine member community focus group which included Trustees, community members and a town official. The plan was submitted and approved by the Massachusetts Board of Library Commissioners in September.

Board of Trustees

The Library Trustees worked to oversee Tilton Library including the direction and review of the library director. It established and updated library policies, determined the final budget, conducted public relations activities, developed the 2014-2018 Tilton Library Long Range Plan and worked to see the completion of the roof and steps projects. As specified by state law, the Board is legally responsible for administrative policy-making and acts as an agent of public trust governing the library. The Board and the library director work together as partners to offer the best in library services to the town of Deerfield.

Tilton Library is open Monday 1-8; Tuesday 1-5; Wednesday 10-5; Thursday 1-8; Saturday 9-1.
Come see what your library is today.

Respectfully submitted,

Sara Woodbury
Library Director

Departments ⇨ Town Accountant

Annual Report 2012

Fiscal Year July 1, 2011 through June 30, 2012

Free Cash was certified on September , 2012 for \$1,371,811. The calculation of Free Cash is a result of a combination of many factors, including unspent Free Cash from the previous year, receipts in excess of estimated, and of unspent balances in appropriations. This year this number was higher than normal, mostly due to Free Cash remaining from FY2011. In Deerfield Free Cash has usually been used to finance capital purchases.

* * * * *

Year-to-Date Expense Report Fiscal Year 2012

	<u>Total Budget</u>	<u>Year to Date Expenses</u>	<u>Balance Remaining</u>
Moderator	400.00	400.00	
Selectmen's Salaries	7,900.00	7,899.96	0.04
Selectmen's Staff Salaries	88,608.00	88,117.23	490.77
Town Administrator Salary	69,360.00	69,360.00	
Selectmen/Administrator Exp	10,450.00	10,450.00	
Finance Committee Exp	300.00	232.00	68.00
Reserve Fund	14,565.52		14,565.52
Accountant Salary	27,662.00	27,660.15	1.85
Accountant/Audit Expense	14,500.00	13,935.10	564.90
Assessor's Salaries	6,500.00	6,500.00	
Assessors Clerk Salary	43,493.00	43,493.00	
Assessor's Expense	20,450.00	19,542.16	907.84
Capital-GIS	18,044.47	1,800.00	16,244.47
Triennial Recert	84,972.29	17,500.00	67,472.29
Clrk/Treas/Coll Staff Salaries	75,294.00	75,293.28	0.72
Treas/Coll/Clerk Salary	72,953.00	72,952.48	0.52
Treas/Collector Expense	28,950.00	23,924.43	5,025.57
Oliver Smith Trustee	20.00	20.00	
Legal Expense	47,500.00	46,803.14	696.86
Personnel Board Expense	500.00		500.00
Capital Plan-Hardware/Software	415.92	415.92	
Capital Plan-Hardware/Software	2,500.00	2,165.96	334.04
Capital Plan-Hardware/Software	12,175.00		12,175.00
Office Contracted Services	48,480.00	47,837.34	642.66
Enc Office Contracted Serv 11	5,775.00	2,086.25	3,688.75
Enc Office Contracted Serv 12		-13,000.00	13,000.00

Departments ⇨ Town Accountant

	<u>Total Budget</u>	<u>Year to Date Expenses</u>	<u>Balance Remaining</u>
Town Clerk Expense	17,368.00	12,349.34	5,018.66
Conservation Comm	800.00	445.30	354.70
Open Space Comm Exp	500.00		500.00
Planning Board	10,000.00	9,629.40	370.60
Zoning Bd of Appeals	400.00	400.00	
Agriculture Comm Expense	500.00		500.00
Capital-Streetscape Planning	9,195.68		9,195.68
Town Office Bldg Maint	60,070.00	46,183.65	13,886.35
Town Office Expense	25,500.00	24,942.20	557.80
Capital-Town Off Carpeting	5,000.00		5,000.00
Capital-Town Off Air Cond	12,000.00	12,000.00	
General Insurance	54,600.00	50,217.00	4,383.00
Police Dept Payroll	607,747.00	594,312.91	13,434.09
Enc Police Dept Payroll 11	9,024.08	8,633.20	390.88
Enc Police Dept Payroll 12		-10,967.04	10,967.04
Police Coll Barg Agmt FY2011	9,900.00	8,405.64	1,494.36
Police Dept Expense	74,200.00	73,634.72	565.28
Enc Police Dept Expense 12		-1,400.00	1,400.00
Capital-Police Cruiser	3,028.00		3,028.00
Capital-Police Cruiser	29,500.00	27,709.00	1,791.00
Capital-Police SuicidePrev Sys	5,505.00		5,505.00
EMS Expense	126,566.00	126,566.00	
Ambulance Replacement	50,985.21		50,985.21
Capital-EMS Power Stretcher	12,300.00	11,878.05	421.95
Building Insp Dept Expense	27,575.00	26,287.42	1,287.58
Tree Warden Salary	1,000.00	1,000.00	
Tree Warden Expense	30,000.00	29,977.55	22.45
Elementary School Expense	3,959,803.00	3,934,084.51	25,718.49
Enc Elementary School Exp11	50,958.17	50,244.37	713.80
Enc Elementary School Exp12		-10,514.89	10,514.89
Frontier Reg School Expense	2,628,818.00	2,628,818.00	
Frontier-Dickinson Trust	135.00		135.00
Frontier-Interest/Debt	136,639.00	136,639.00	
Frontier-Transportation	57,714.00	57,714.00	
Fr County Tech Expense	336,237.00	336,237.00	
Capital-DES A/Conditioner	10,000.00		10,000.00
Capital-DES Roof	100,000.00		100,000.00
General Highway Payroll	367,738.00	346,947.93	20,790.07

Departments ⇨ Town Accountant

	<u>Total Budget</u>	<u>Year to Date Expenses</u>	<u>Balance Remaining</u>
General Highway Expense	241,930.00	241,929.07	0.93
Capital-Tractor	28,000.00		28,000.00
Street Lighting	46,000.00	45,019.08	980.92
Highway Garage Dev			
Highway Garage Location, Design	126,198.25	48,173.76	78,024.49
Transfer Station Expense	255,314.00	255,276.82	37.18
Enc Transfer Station Exp 12		-23,000.00	23,000.00
Sewer Rprs Phase I,11	14,034.92		14,034.92
Board of Health Expenses	44,253.00	34,233.63	10,019.37
Council on Aging Expense	200.00		200.00
Senior Center Expense	17,792.00	17,792.00	
Veterans Services	12,347.00	9,162.00	3,185.00
Veterans Benefits	16,783.00	14,765.80	2,017.20
War Memorial Maintenance	1,990.00	85.00	1,905.00
ADA Coordinator	250.00		250.00
Tilton Library Expense	138,024.00	138,023.70	0.30
Tilton Libr-Dickinson Trust	1,730.47	1,696.95	33.52
Summer Swim Program	10,480.00	5,081.95	5,398.05
Tri Town Beach Exp	13,613.00	13,504.95	108.05
Recreation Director Salary	38,911.00	38,910.96	0.04
Recreation Dept Expense	4,160.00	4,160.00	
Historic Commission Expense	1,800.00	294.18	1,505.82
Vet/Memorial Day Exp	1,750.00	1,750.00	
Prin-Maturing Debt	106,481.00	94,835.00	11,646.00
Int-Maturing Debt	18,319.00	16,719.94	1,599.06
Int-Temporary Loans	3,350.00	3,169.49	180.51
Air Pollution District	1,398.00	1,398.00	
RMV Marking Surchg	1,840.00	2,420.00	-580.00
Reg Transit Authority	17,260.00	17,260.00	
Charter School Assessment	51,524.00	24,828.00	26,696.00
School Choice Assessment	112,020.00	61,850.00	50,170.00
Fr Reg Council Govt	43,687.00	43,678.00	9.00
Sick Leave/Vacation Reserve	30,340.64	30,340.64	
Franklin County Ret	380,869.00	380,869.00	
City of Newton	225.91	225.91	
Worker's Compensation	41,564.00	36,448.00	5,116.00

Departments ⇨ Town Accountant

	<u>Total Budget</u>	<u>Year to Date Expenses</u>	<u>Balance Remaining</u>
Worker's Compensation 2000	42,956.93		42,956.93
Group Insurance	702,818.00	682,586.98	20,231.02
Medicare Exp	79,674.00	72,901.91	6,772.09
Medicare Security Act	50.00		50.00
Oxford Acquisition Costs	10,907.54	2,532.23	8,375.31
Oxford Redevelopment Costs	10,000.00		10,000.00
Tr To Spec Revenue			
Total	<u>12,203,920.00</u>	<u>11,416,685.61</u>	<u>787,234.39</u>

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Annual Revenue Report

<u>Account Name</u>	<u>2012 Budget</u>	<u>YTD Revenues</u>	<u>Over/(Under)</u>
Personal Property Taxes	325,719.66	324,254.89	-1,464.77
Real Estate Taxes	8,065,778.34	8,080,232.47	14,454.13
Tax Liens Redeemed	0.00	32,413.71	32,413.71
Motor Vehicle Excise	520,000.00	604,056.47	84,056.47
Farm Animal Excise	0.00	3,755.97	3,755.97
Pen & Int. on Prop Taxes	20,000.00	41,336.94	21,336.94
Pen & Int. on Excise Taxes	0.00	14,727.71	14,727.71
Pmts In Lieu of Taxes	120,000.00	100,785.00	-19,215.00
Other Taxes	0.00	11,217.67	11,217.67
Room Occupancy Tax	100,000.00	105,012.93	5,012.93
Local Meals Tax	40,000.00	80,556.42	40,556.42
Abated MV Taxes Recovered	0.00	243.56	243.56
<u>Total Tax Revenue</u>	<u>9,191,498.00</u>	<u>9,398,593.74</u>	<u>207,095.74</u>

Utility Tower Rental	<u>26,000.00</u>	<u>32,612.59</u>	<u>6,612.59</u>
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Fees-Assessors	0.00	245.50	245.50
Fees-Treasurer	0.00	50.00	50.00
Fees-Collector	15,000.00	10,926.95	-4,073.05
Fees-Registry Markings	1,000.00	2,220.00	1,220.00
Fees-Comcast Subscriber	0.00	863.00	863.00
Fees-Town Clerk	6,000.00	5,702.41	-297.59
Fees-Conservation Comm	0.00	369.00	369.00
Fees-Zoning Board	0.00	1,014.17	1,014.17
Fees-Police	5,000.00	10,254.71	5,254.71
Fees-Canine Control	0.00	5,310.00	5,310.00
Fees-Dump Stickers	75,000.00	67,760.00	-7,240.00
Fees-Bulky Items	9,000.00	9,867.00	867.00
Fees-Trash Bag Receipts	75,000.00	88,200.00	13,200.00
Fees-Grave Openings	0.00	350.00	350.00

Departments ⇨ Town Accountant

<u>Account Name</u>	<u>2012 Budget</u>	<u>YTD Revenues</u>	<u>Over/(Under)</u>
Fees-Health Board-Septic	0.00	10,350.00	10,350.00
Fees-Health Board-Other	0.00	6,460.00	6,460.00
<u>Total Fee Revenue</u>	<u>186,000.00</u>	<u>219,942.74</u>	<u>33,942.74</u>
Licenses-Liquor	20,000.00	25,306.00	5,306.00
Licenses-Other	1,000.00	2,870.58	1,870.58
<u>Total Licenses Revenue</u>	<u>21,000.00</u>	<u>28,176.58</u>	<u>7,176.58</u>
Permits-Trench	0.00	900.00	900.00
Permits-Police Dept.	1,000.00	2,700.11	1,700.11
Permits-Building Insp	65,000.00	187,993.52	122,993.52
Permits-Plumbing Insp	1,000.00	2,853.50	1,853.50
Permits-Electrical Insp	2,000.00	7,063.60	5,063.60
<u>Total Permits Revenue</u>	<u>69,000.00</u>	<u>201,510.73</u>	<u>132,510.73</u>
Medicaid Reimbursement	0.00	41,614.45	41,614.45
Reimb for State Owned Land	75,862.00	75,862.00	0.00
Elderly Abatements	24,611.00	11,546.00	-13,065.00
School Aid Chapter 70	1,026,593.00	1,026,593.00	0.00
Charter Tuition Reimb	24,172.00	11,039.00	-13,133.00
Unrestricted Govt Aid	376,874.00	376,874.00	0.00
Veteran's Benefits	2,587.00	17,268.00	14,681.00
Other State Revenue	0.00	29,373.00	29,373.00
<u>Total State Revenue</u>	<u>1,530,699.00</u>	<u>1,590,169.45</u>	<u>59,470.45</u>
Fines - Court	85,000.00	94,960.00	9,960.00
Fines - Parking	2,000.00	2,115.00	115.00
Fines - District Court	5,000.00	6,002.50	1,002.50
<u>Total Fines Revenue</u>	<u>92,000.00</u>	<u>103,077.50</u>	<u>11,077.50</u>
Sale of Fixed Assets	0.00	3,500.00	3,500.00
Earnings on Investments	18,000.00	14,055.80	-3,944.20
Miscellaneous Revenue	20,000.00	40,796.83	20,796.83
Refunds & Reimbursements	5,000.00	15,764.14	10,764.14
Tr Fr Trust Funds	73,593.00	73,593.00	0.00
<u>Total Other Revenue</u>	<u>116,593.00</u>	<u>147,709.77</u>	<u>31,116.77</u>
<u>Total Year to Date Revenue</u>	<u>11,232,790.00</u>	<u>11,721,793.10</u>	<u>489,003.10</u>

Departments ⇨ Town Accountant

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Special Revenue Funds Fiscal Year 2012

	<u>Opening Balance</u>	<u>YTD Revenue</u>	<u>YTD Expense</u>	<u>Ending Balance</u>
<u>Highway Funds</u>				
210 Mass Highway Funds	-152,564.20	545,408.72	-408,844.52	-16,000.00
<u>Revolving Funds</u>				
229 Police Detail Revolving Fund	8,675.50	75,692.75	-77,309.75	7,058.50
231 Wetlands Protection Fund	13,613.75	2,230.00	0.00	15,843.75
235 Recreation Revolving Fund	50,061.43	45,539.15	-66,667.60	28,932.98
237 Swim Program Revolving Fund	2,333.86	1,570.00	0.00	3,903.86
240 Consultant Review-Eaglebrook	0.00	1,300.00	-1,300.00	0.00
244 Planning Board Revolving	1,600.00	4,590.13	0.00	6,190.13
247 Plan Bd/ConsComm Rev-DA	0.00	3,500.00	-1,976.63	1,523.37
<u>Receipts Reserved For Appropriation</u>				
251 Ambulance Services	-33,999.13	330,784.01	-242,418.54	54,366.34
253 Sale of Cemetery Lots	18,335.00	1,400.00	0.00	19,735.00
256 Insurance Claims	5,498.66	3,505.96	-3,505.96	5,498.66
257 County Dog Fund	1,030.14	0.00	0.00	1,030.14
<u>Other Special Revenue Funds</u>				
269 Veterans' Street Sign Fund	0.00	0.00	0.00	0.00
270 Sadoski Mem Day/Vets Fund	0.00	1,770.00	0.00	1,770.00
271 PEG Access Fund	171,313.58	73,969.16	-48,437.29	196,845.45
273 Police Donations Fund	3,000.00	-3,000.00	0.00	0.00
275 Frontier Sr Center Gift Fund	4,277.01	1,662.72	-335.68	5,604.05
276 Youth Baseball Gifts	1,568.49	0.00	0.00	1,568.49
277 Recreation Dept Gifts	10,853.16	1,075.00	-1,880.00	10,048.16
280 Grant Program Income	86.08	0.00	0.00	86.08
281 Flag Donations Fund	665.90	2,675.00	-463.42	2,877.48
284 Yankee Candle Gift Fund	3,262.37	-1,200.00	0.00	2,062.37
286 Historical Comm Donations	0.00	0.00	0.00	0.00
287 EWP Donations	55,338.58	0.00	0.00	55,338.58
288 Library Antitrust Settlement	5.30	0.00	0.00	5.30
289 Albany Rd Cemetery Donation	1,640.57	0.00	0.00	1,640.57
290 COA Town Assessments	6,380.00	35,280.00	-41,660.00	0.00
291 COA Town EOEAs Grants	0.00	14,588.00	-14,588.00	0.00
292 FCHCC Sr Center Fitness Grant	-299.00	765.00	-754.00	-288.00
293 SCSC My Life My Health Grant	1,288.79	2,000.00	-1,385.30	1,903.49
294 EDS Donations	0.00	92.40	0.00	92.40

Departments ⇨ Town Accountant

	<u>Opening Balance</u>	<u>YTD Revenue</u>	<u>YTD Expense</u>	<u>Ending Balance</u>
380 <u>Community Pres Act</u>	1,049,506.82	287,770.28	-232,968.98	1,104,308.12
<u>State & Federal Grants</u>				
404 Comm Policing Grant	19,622.75	0.00	-8,027.32	11,595.43
405 Bulletproof Vest Grant	2,506.55	4,095.80	-6,602.35	0.00
406 Drug Forfeiture Grant	6,442.12	648.35	1,172.85	8,263.32
407 Gov Highway Safety Grant	0.00	1,001.29	-1,001.29	0.00
409 FEMA-All Hazards Grant	99.07	0.00	0.00	99.07
411 FEMA Emergency Funds	0.00	0.00	0.00	0.00
412 Council on Aging Grant	0.52	7,588.00	-7,588.00	0.52
414 Library State Aid	22,273.66	4,887.47	-4,013.50	23,147.63
415 Cultural Council	4,370.10	3,888.54	-5,105.00	3,153.64
418 FEMA Storm Emergency Fund	0.00	53,351.29	-53,351.29	0.00
419 ECEMP Grant	2,500.00	0.00	0.00	2,500.00
421 Emer Dispensing Site Grant	0.00	0.00	0.00	0.00
422 43D Permitting Grant	10,000.00	0.00	0.00	10,000.00
426 USDA Mill Village EWP	22,755.92	0.00	-5,990.00	16,765.92
427 ARRA Stabilization	0.00	0.00	0.00	0.00
429 MEMA EMPG	0.00	0.00	-640.00	-640.00
430 FEMA October 2011 Storm	0.00	44,650.90	-44,650.90	0.00
431 Green Community Grant Fund	0.00	71,475.00	-3,140.53	68,334.47
432 COA Service Incentive Grant	0.00	2,350.00	-2,352.00	-2.00
<u>Education Funds</u>				
501 School Lunch	28,664.56	137,559.77	-147,153.92	19,070.41
502 School Choice	576,163.05	449,617.00	-504,787.65	520,992.40
503 Grant Funded Stipends	-148.26	5,255.61	-5,207.35	-100.00
504 Title I Grant	0.00	20,014.00	-20,014.00	0.00
506 Circuit Breaker Rev Fund	1,270.12	36,793.00	-33,537.68	4,525.44
507 SPED Assistance Grant	-1,493.45	19,791.29	-18,297.84	0.00
508 Special Activities Fund	15,614.20	8,967.63	-13,350.69	11,231.14
509 Dionne Mem Music Award	40.00	0.00	0.00	40.00
510 6th Grade Class Fund	98.99	0.00	0.00	98.99
511 School Building Use	1,368.80	850.00	0.00	2,218.80
512 Fall Daybreak program	38,499.93	476,309.23	-421,036.82	93,772.34
513 Summer Daybreak Program Community Partnership	19,250.32	34,050.00	-29,075.50	24,224.82
514 Program	4,356.05	165,666.07	-172,088.91	-2,066.79
515 Half Day EC Program	28,606.30	8,175.00	-54.69	36,726.61
516 After School Program	96,155.88	184,066.76	-165,220.23	115,002.41

Departments ⇨ Town Accountant

	<u>Opening Balance</u>	<u>YTD Revenue</u>	<u>YTD Expense</u>	<u>Ending Balance</u>
517 Writing Camp	74.43	0.00	0.00	74.43
519 Retail Store Gift Fund	465.18	945.29	0.00	1,410.47
521 Early Literacy Interv Grant	0.00	0.00	0.00	0.00
522 Title 1 Stimulus Program	0.00	0.00	0.00	0.00
523 Mass Clean Energy Grant	12.51	0.00	0.00	12.51
525 River Valley Day Camp Fund	38,516.74	68,061.49	-75,248.49	31,329.74
526 Education Job Fund	0.00	68,822.00	-68,822.00	0.00
527 Wm Benoni DES Library Fund	0.00	1,075.00	-672.23	402.77
610 <u>WWTP Fund</u>	782,346.86	461,570.66	-845,923.68	397,993.84
701 <u>Oxford Land Purchase</u>	-1,612,615.00	94,835.00	0.00	1,517,330.00
702 <u>Energy Conservation Project</u>	-170,988.40	89,175.00	-234,520.60	-316,334.00
703 <u>Highway Garage</u>	0.00	0.00	0.00	0.00
<u>Trust Funds</u>				
810 Dickinson Library Trust	112,368.95	422.43	-943.00	111,848.38
811 Dickinson/Billings Fund	2,950.24	14.37	0.00	2,964.61
812 Cemetery/Brookside Fund	28,820.23	138.12	0.00	28,958.35
813 Fr Wells/Pine Nook Fund	78,708.97	166.81	-6,620.00	72,255.78
814 Land Preservation Trust	992.49	2.13	0.00	994.62
815 May Topp Cemetery Fund	12,779.07	65.93	0.00	12,845.00
816 Worker's Comp Fund	127,867.49	437.35	-42,000.00	86,304.84
817 Surp War Bonds/ConwForest	18,216.63	88.73	0.00	18,305.36
818 Dfld/Whately Veterans	2,096.05	10.21	0.00	2,106.26
819 Municipal Bldg Fund	269,625.67	4,789.00	-12,500.00	261,914.67
820 Ins Indemnification	85,383.87	146.35	-18,150.00	67,380.22
821 Stabilization Fund	2,005,704.16	36,110.60	0.00	2,041,814.76
<u>Agency Funds</u>				
892 Firearm ID Cards	0.00	7,450.00	-7,600.00	-150.00
893 Plumbing/Gas/Wire Insp	0.00	89,253.90	-89,253.90	0.00
895 S Mill Village Dev Escrow	26,308.90	28.03	0.00	26,336.93
	3,932,574.88	4,097,628.68	-4,217,864.18	3,812,339.38

Departments ⇒ Town Accountant

**Town of Deerfield
Combined Balance Sheet- All Funds
June 30, 2012**

	General Fund	Special Revenue Funds	Capital Project Funds	Trust & Agency Funds	General Long Term Debt	Totals
Assets						
Cash & Cash Equivalents	3,572,573	2,934,262	40,535	2,733,880		9,281,250
Receiveables:						
Property Taxes	267,961	4,534				272,495
Excise Taxes	34,238					34,238
Tax Liens	63,757	5,427				69,184
Tax Deferrals	1,379					
User Charges		98,170				98,170
Departmental	50	240,554				
Less: Allowance for Uncollectable Accts.	-215,828					-215,828
Due from Other Governments		869,881				869,881
Tax Foreclosures	24,782					24,782
Amount to be Provided for the Payment of Debt					0	0
Total Assets	3,748,912	4,152,828	40,535	2,733,880	0	10,676,155
Liabilities						
Warrants Payable	564,771					564,771
Accounts Payable		4,266				17,395
Accrued Payroll	389,175	0				389,175
Employee Withholdings	39,471					39,471
Taxes Due Districts	0	359				
Tailings	30,720					30,720
Deferred Revenue:						
Property Taxes	52,133					52,133
Other (excise & tax liens)	124,206	1,218,208				1,342,414
Contract Retainage		17,872	24,869			
Temporary Loans			1,849,330			
Bond Indebtedness					0	0
Total Liabilities	1,213,605	1,240,705	1,874,199	0	0	2,436,079
Fund Equity						
Reserved for Encumbrances	58,882					58,882
Reserved for Continuing Appropriations	445,008	387,986				832,994
Reserved for Subsequent Years Expenditures	439,947	0				439,947
Reserved for CPA		218,350				
Bonds Authorized	5,132,500					5,132,500
Bonds Authorized and Unissued	-5,132,500					-5,132,500
Unreserved Fund Balance	1,591,640	2,305,787	-1,833,664	2,733,880		4,797,643
Unreserved-Overlay Deficit	-170					
Total Fund Equity	2,535,307	2,912,123	-1,833,664	2,733,880	0	6,347,646
Total Liabilities & Fund Equity	3,748,912	4,152,828	40,535	2,733,880	0	10,676,155

Departments ⇨ Town Clerk

Annual Report 2012

January 2012 – December 2012

The function of the Town Clerk is to record every legal action by the Town of Deerfield along with issuing marriage, birth and death certificates. We also licensed approximately 900 dogs. The funds turned over to the general fund this year were \$4,324.10 recording fees and \$6,725 for dog fees. Most people appreciate the notice for renewal of dog licenses in the census mailing; they can, in return, request a dog license by mail, we have included an additional .50 cents to pay for the envelope and stamp so that the license can be returned promptly.

A major function of this office is to do the town census. Approximately 2500 households receive the census form. Again, more than 525 households did not respond to the first mailing and additional mailings were required, costing the Town additional postage and clerical time. In addition to sending notices that they have not completed the census form, we have to notify those that don't answer another notice stating that they will be removed from the voting list, with the increase in postage, the second mailing was \$241.50 and the notice of removal from the voting list was approximately \$120.00.

A reminder to all residents: All dogs, six months or older, must be registered with the Town Clerk. Any dog not registered by April is subject to a late fee of \$20.00, as voted at the Town Meeting held on April 30, 2001.

We are no longer selling hunting and fishing licenses for the Town. The State has requested that they withdraw monies from our accounts through a third-party vendor and that is not an acceptable practice as far as this office is concerned. We have a list of who is selling licenses within the area, i.e.: Dick's Sporting, WalMart, other sporting goods store, etc. We are very sorry for the inconvenience this has caused our residents.

Our office is also very busy keeping track of open meeting laws and ethics certifications. The state requires that everyone that works or volunteers for the Town must take a test online every two years. This project has taken a considerable amount of time – we try to make sure all forms are filled out when a person is sworn in and we have their email address, making future notices less of a burden for this office, thank you to all that have cooperated.

Respectfully submitted,

Mary A. Stokarski
Town Clerk

Departments ⇨ Town Clerk

ANNUAL TOWN MEETING Minutes – April 30 & May 1, 2012

FRANKLIN SS

I, Mary A. Stokarski, duly appointed and qualified Clerk of the Town of Deerfield, hereby certify that the following votes were taken at the Annual Town Meeting held on Monday, April 30, 2012 and continued on May 1, 2012 in the Auditorium at Frontier Regional School on North Main Street in the Village of South Deerfield.

TOWN MEETING CONVENED AT 7:05 P.M. ON APRIL 30, 2012.

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 the 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 Town Meeting:

Lisa Mead, Town Counsel
Bernard Kubiak, Town Administrator
Regina Nash, Superintendent, Frontier Regional and Union 38 Schools
Donald Scott, Business Manager, Frontier Regional and Union 38 Schools
Jeanine Heil, Principal, Deerfield Elementary School
Sara Woodbury, Tilton Library Director

Motion Carried, so declared the Moderator.

Recessed Annual Town Meeting to start Special Town Meeting at 7:22 pm and reopened Annual Town Meeting at 9:25 PM.

ARTICLE 1

Voted the Town hear the reports of the Selectmen, the Deerfield School Committee, and all other town officers, boards, committees, and commissions.

Motion Carried, so declared the Moderator.

ARTICLE 2

Voted the Town authorize its Treasurer and Assistant Treasurer with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the fiscal year beginning July 1, 2012 in accordance with the provisions of the Massachusetts General Laws, Chapter 44, Section 4

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and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year, in accordance with General Laws, Chapter 44, Section 17, such borrowing shall not exceed \$1,000,000.00

Unanimous, so declared the Moderator.

ARTICLE 3

Voted the Town raise and appropriate, transfer from available funds, or otherwise provide any sum or sums of money for public library purposes said sum to be reimbursed to the Town by the State under provision of Chapter 151 of the Acts of 1996.

Motion Carried, so declared the Moderator.

ARTICLE 4

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

Motion Carried, so declared the Moderator.

ARTICLE 5

Voted the Town acknowledge the following gifts made by:

Deerfield Academy:	\$80,000
Allen Chase Foundation -- Eaglebrook School:	\$26,000
Bement School:	\$ 3,000
Historic Deerfield:	\$15,000
Woolman Hill:	\$ 2,785

Motion Carried, so declared the Moderator.

ARTICLE 6

Voted to amend the Frontier Regional School District Agreement as follows:

Amendments to the Frontier Regional School District Agreement

Amend Section 1 of the Frontier Regional School District Agreement by deleting Section 1 A. – D.; replacing those paragraphs with the following paragraphs A. – C.; re-lettering paragraphs E to D, F to E, G to F and H to G: adding to the newly re-lettered paragraph D “The Selectboards of Deerfield and Sunderland shall appoint one member each to serve until the annual town elections next following the Amendment to the Regional School District Agreement.” and deleting paragraph H and replacing it with the following paragraph G.

Section I

The Regional District School Committee shall consist of eleven members: two each from Conway and Whately, three members from Sunderland and four members from Deerfield.

A. Composition

Departments ⇨ Town Clerk

The Regional District School Committee, hereinafter referred to as the Committee, shall consist of eleven members: four from the Town of Deerfield, three from the Town of Sunderland, two from the Town of Whately and two from the Town of Conway. As hereinafter provided, four of the eleven members shall be appointed by the local school committees and seven shall be elected by the annual town elections.

B. Appointed Members

Immediately after each annual town election, the local school committee of each member town shall appoint from its own membership one member to serve on the Committee for a term of one year. An appointed member's vote shall count as one vote cast on any issue.

C. Elected Members

Of the seven elected members, there shall be three from the Town of Deerfield, two from the Town of Sunderland and one from each of the Towns of Conway and Whately. At the annual town elections next following the Amendment to the Regional School District Agreement, the Town of Deerfield shall elect one additional member to serve on the Committee for a term that will stagger the terms of the elected members; and the Town of Sunderland shall elect one additional member to serve for a term that will stagger the terms of the elected members. Thereafter, at every succeeding annual town election when a member town is required to elect a member, each such town shall elect such member to serve for a term of three years.

An elected member's vote shall be weighted so that each member's vote represents the town's population as a percentage of the population of the whole district divided by the number of elected members from that Town. The calculations for weighted votes shall be based on the United States census and recalculated when new census figures are reported.

Delete paragraph D. Interim Committee

D. Change E to D. Vacancies and add final sentence

If a vacancy occurs among the appointed members, the local school committee of the member town involved shall appoint a member from its own membership to serve for the remainder of the unexpired term. If a vacancy occurs among the elected members, the selectmen of the member town involved shall appoint a member to serve until the next annual town election, at which election a successor shall be elected to serve for the remainder of the unexpired term, if any. The Selectboards of Deerfield and Sunderland shall appoint one member each to serve until the annual town elections next following the Amendment to the Regional School District Agreement.

E. Change F. Organization to E. Organization

F. Change G. Powers and Duties to F. Powers and Duties

G. Change H. Quorum to G. Quorum and replace with the following:

G. Quorum

A quorum for the transaction of business shall be a majority of the committee and greater than 50% of the weighted vote membership, but a number less than a majority may adjourn any meeting.

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Passage of any measure shall require a majority of the committee and greater than 50% of the weighted vote as counted.

Motion Carried, so declared the Moderator.

ARTICLE 7

Voted to amend its Zoning By-Law by adopting the following modifications thereto, related to Section 5400, Site Plan Review:

Item 1:

Delete Section 5411, which currently reads:

Construction, exterior alteration or exterior expansion of more than 600 square feet of, or change of use within, a municipal, institutional, commercial, industrial, or multi-family structure;

and replace it with the following:

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;

Item 2:

Delete Section 5412, which currently reads:

Construction or expansion of a parking lot for a municipal, institutional, commercial, industrial, or multi-family structure;

and replace it with the following:

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;

Item 3:

Delete Section 5413, which currently reads:

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, work incidental to agricultural activity, or work in conjunction with an approved subdivision plan or earth removal permit.

and replace it with the following:

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, work

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incidental to agricultural activity, or work in conjunction with an approved subdivision plan or earth removal permit;

Item 4:

Add the following new Sections 5416 through 5418, following existing Section 5415:

5416. Flexible Developments as authorized in Section 3500;

5417. Planned Unit Developments as authorized in Section 4800;

5418. Any use listed in Section 2230, Use Regulation Schedule, or in other sections of this bylaw as requiring Site Plan Review.

Item 5:

Delete Section 5421, which currently reads:

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 seven (7) hard copies of the site plan to the Planning Board for review at a regularly scheduled meeting along with a compact disk 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 and within three (3) days thereafter shall also submit a copy of the site plan to the Board of Health, Director of Public Works, Police Chief, Fire Chief, the Building Inspector, Conservation Commission, and Board of Selectmen for their advisory review and comments. The applicant shall thereafter return a receipt of delivery to said boards and officials to the Planning Board. 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. The Planning Board shall review and act upon the site plan, with such conditions as may be deemed appropriate, within sixty (60) days of its receipt, and notify the applicant of its decision. The decision of the Planning Board shall be upon a majority of those present and shall be in writing. No building permit shall be issued by the Building Inspector and/or no special permit or variance shall be issued by the Board of Appeals without the written approval of the site plan by the Planning Board, or unless sixty (60) days lapse from the date of the submittal of the site plan without action by the Planning Board. Where a site plan accompanies a special permit or variance application to the Board of Appeals and the Planning Board approves a site plan "with conditions," the conditions imposed by the Planning Board shall be incorporated into the issuance, if any, of a special permit or variance by the Board of Appeals.

and replace it with the following:

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 a compact

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disk 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. 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 Board of Selectmen 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. The Planning Board shall review and act upon the site plan, with such conditions as may be deemed appropriate, within sixty (60) days of its receipt, and notify the applicant of its decision. The decision of the Planning Board shall be upon a majority of those present and shall be in writing. No building permit shall be issued by the Building Inspector and/or no special permit or variance shall be issued by the Board of Appeals without the written approval of the site plan by the Planning Board, or unless sixty (60) days lapse from the date of the submittal of the site plan without action by the Planning Board. Where a site plan accompanies a special permit or variance application to the Board of Appeals and the Planning Board approves a site plan "with conditions," the conditions imposed by the Planning Board shall be incorporated into the issuance, if any, of a special permit or variance by the Board of Appeals.

Item 6:

Insert the following new Section 5424:

Public Hearings are required for all Site Plans filed. The applicant shall obtain a list of abutters, being all "parties in interest" as defined 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.

Item 7:

Delete Section 5432, which currently reads:

The Planning Board may require assessments of the on-site and off-site impacts of the proposed project, including traffic, drainage, noise, and other environmental factors. The Planning

and replace it with the following:

The Planning Board may require 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.

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Item 8:

Insert the following new Section 5490:

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.

Mr. Allis, Chairman of the Planning Board made a presentation to the members of the meeting.

Unanimous Vote, so declared the Moderator.

Moderator's Motion: Continuance to Second Night

Voted that the meeting adjourn at 9:25 pm and to reconvene to a second meeting night on Tuesday, May 1, 2012 at 7:00 o'clock p.m. in the Frontier Regional School Auditorium on 113 North Main Street in the Village of South Deerfield to deliberate and act upon the remaining articles on the warrant.

Motion Carried, so declared the Moderator.

ARTICLE 8

Voted to divide the article so that each appropriation is considered a separate motion.

Motion Carried, so declared the Moderator.

Mr. Graves, Chairman of the Community Preservation Committee gave a presentation on each of the following articles.

Voted the town appropriate \$24,000.00 from the Community Preservation Fund 2013 Estimated Revenues for the preservation of gravestones in the town graveyards and memorials in a manner consistent with the proposal submitted by the Historical Commission and approved by the Community Preservation Committee on April 5, 2012; said funds to be expended within 3 years under the direction of the Board of Selectmen and any unused funds to be returned to the community preservation fund as required by statute.

Motion Carried, so declared the Moderator.

Voted the town appropriate \$10,000.00 from the Community Preservation Fund 2013 Estimated Revenues for a Structural Assessment of Old Grammar School Building in a manner consistent with the proposal submitted to the by the Historical Commission and approved by the Community Preservation Committee on April 5, 2012; said funds to be expended within 3 years under the direction of the Board of Selectmen and any unused funds to be returned to the community preservation fund as required by statute.

Motion Carried, so declared the Moderator.

Voted the town appropriate \$20,000.00 from the Community Preservation Fund 2013 Estimated Revenues for Documenting South Deerfield's Historic Resources in a manner consistent with the proposal submitted by the Historical Commission and approved by the Community Preservation

Departments ⇨ Town Clerk

Committee on April 5, 2012; said funds to be expended within 3 years under the direction of the Board of Selectmen and any unused funds to be returned to the community preservation fund as required by statute.

Motion Carried, so declared the Moderator.

Voted that the town appropriate \$10,000.00 from Community Preservation Fund 2013 Estimated Revenues for Community Preservation Committee administrative expenses.

Motion Carried, so declared the Moderator.

Voted the Town transfer \$20,430.00 (10%) of the Community Preservation Fund 2013 Estimated Revenues to the Reserve for Community Housing and \$20,430.00 (10%) of the Community Preservation Fund 2013 Estimated Revenues to the Reserve for Open Space as required by General Law Chapter 44B.

Motion Carried, so declared the Moderator.

Voted the Town transfer \$99,440.00 from the balance of Community Preservation Fund 2013 Estimated Revenues to the 2013 Community Preservation Budgeted Reserve.

Motion Carried, so declared the Moderator.

ARTICLE 9

Voted that the Town raise and appropriate \$488,224.00 and authorize the Selectmen to transfer as it becomes available said sum from the sewer receipts account established for such purposes for Fiscal Year 2013 for the operation and maintenance of the Wastewater Treatment Plants located in the villages of Old Deerfield and South Deerfield respectively, and for sewer line maintenance.

Motion Carried, so declared the Moderator.

ARTICLE 10

Voted the Town authorize revolving funds for the Planning Board under MGL Chapter 44, Section 53E½ for the fiscal year beginning July 1, 2012.

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund	FY 2013 Spending Limit
Planning	Planning Board	Fees charged for filings	Activities and expenses related to proposal and permit reviews.	\$25,000.00
Total Spending				\$25,000.00

Motion Carried, so declared the Moderator.

Departments ⇨ Town Clerk

ARTICLE 11

Voted that the Moderator read amounts recommended by the Finance Committee 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.

At conclusion of discussion:

Voted that the Town appropriate \$11,472,693.00 to fund the accepted amounts voted and to meet this appropriation transfer:

\$15,000.00 from the Municipal Building account,
\$43,058.00 from the Workers Compensation fund account,
\$18,150 from the Insurance Indemnification account,
\$7,500 from the Overlay Surplus account
\$100,720.00 from Free Cash,
And raise and appropriate a balance of \$11,288,625.00

Motion Carried, so declared the Moderator.

ARTICLE 12

Voted the Town raise and appropriate the sum of \$225.91 for the City of Newton in accord with Chapter 32, Sections 56 -60 of the General Laws as amended.

Motion Carried, so declared the Moderator.

ARTICLE 13

To see if the Town will vote to raise and appropriate, take from available funds, take from Free Cash, or otherwise provide the sum of \$241,362.00 not to be exceeded, for the following Capital Projects:

<u>Item</u>	<u>Department</u>	<u>Amount</u>	<u>Proposed Funding</u>
Cruiser	Police	\$31,500.00	Free Cash
Town Hall computers, network, software	Board of Selectmen	\$2,500.00	Free Cash
Elementary School Roof replacement	School Committee	\$50,000.00	Free Cash
Elementary School roof replacement study	School Committee	\$10,000.00	Free Cash
Elementary School doors replacement	School Committee	\$35,000.00	Free Cash
Ambulance	Emergency Medical		Free Cash

Departments ⇨ Town Clerk

<u>Item</u>	<u>Department</u>	<u>Amount</u>	<u>Proposed Funding</u>
Replacement	Services	\$25,000.00	
Paper compactor (Transfer station)	Highway Department	\$7,500.00	Free Cash
Radio upgrade	Highway Department	\$2,424.00	Free Cash

Voted Article 13 be amended to eliminate funding for the brush cutter attachment and read: appropriate \$163,924.00 and to meet this appropriation take \$163,924.00 from free cash for the capital projects otherwise set forth in Article 14 of the warrant.

Motion Carried, so declared the Moderator.

ARTICLE 14

Voted the Town establish the salaries and compensations of all elected officers of the Town, as provided in Chapter 41, Section 108 of the General Laws.

	REQUESTED	VOTED
Moderator, Annual Town Meeting	\$ 300.00	\$ 300.00
Moderator, Special Town Meeting	\$ 50.00	\$ 50.00
Selectmen, Chairman	\$ 2,900.00	\$ 2,900.00
Selectmen, Associate Members	\$ 2,500.00	\$ 2,500.00
Assessors, Chairman	\$ 2,500.00	\$ 2,500.00
Assessors, Associate Members	\$ 2,000.00	\$ 2,000.00
School Committee, Chairman	\$ 150.00	\$ 150.00
School Committee, Assoc. Members	\$ 100.00	\$ 100.00
Elector, Oliver Smith Will	\$ 20.00	\$ 20.00

Motion Carried, so declared the Moderator.

ARTICLE 15

Voted the Town amend the Classification Plan By-Law by deleting the Compensation Plan effective July 1, 2010, and by inserting a new salary schedule, a copy of which is attached hereto, and entitled “Compensation Plan, effective July 1, 2012” and incorporated herein by reference.

Motion Carried, so declared the Moderator.

ARTICLE 16

Voted the town take from free cash \$25,000.00 to an unfunded liability sick leave and vacation account.

Motion Carried, so declared the Moderator.

Departments ⇨ Town Clerk

ARTICLE 17

Voted the town take from free cash \$80,000.00 to provide for extra-ordinary or unforeseen expenditures under Section 6 of Chapter 40 of the Massachusetts General Laws for the Fiscal Year beginning July 1, 2012.

Motion Carried, so declared the Moderator.

ARTICLE 18

Voted the town transfer from the overlay surplus account \$17,500.00 for the purpose of funding mandated triennial recertification updates.

Motion Carried, so declared the Moderator.

ARTICLE 19

Voted the town take from free cash \$45,303.00 for its share of the core assessment of the Franklin Regional Council of Governments.

Motion Carried, so declared the Moderator.

ARTICLE 20

Voted that the Town raise and appropriate \$266,319.00 for the purpose of providing ambulance services in the Town of Deerfield, and to meet this appropriation transfer from ambulance receipts as they become available the sum of \$170,000.00 and raise and appropriate \$96,319.00.

Motion Carried, so declared the Moderator.

ARTICLE 21

Voted the town transfer from interest earned in the Dickinson Library Trust fund \$616.00 to the Tilton Library and \$109.00 to the Frontier Regional School for Library use.

Motion Carried, so declared the Moderator.

ARTICLE 22

Voted the Town to instruct our members of Congress to support an amendment to the United States Constitution to clarify that corporations do not have the same rights as people and that money is not speech for the purposes of election-related spending,

Whereas, the United States Constitution and the Bill of Rights are intended to protect the rights of individual human beings ("real people"); and,

Whereas the United States Supreme Court in *Citizens United v. Federal Election Commission* presents a serious threat to self-government by allowing unlimited corporate spending to influence elections;

Whereas, Article V of the United States Constitution empowers and obligates the people of the United States of American to use the constitutional amendment process to correct egregiously wrong decisions of the United States Supreme Court that go to the heart of our democracy;

Departments ⇨ Town Clerk

Now therefore, be it resolved that the voters of Deerfield, Massachusetts hereby instruct the Senators representing the Commonwealth of Massachusetts and the member of the United States House of Representatives representing this Congressional District to propose and our state legislators to ratify an amendment to the United States Constitution to provide that corporations are not entitled to the constitutional rights of real people and that money is not speech for purposes of campaign-related expenditures and contributions.

The text of the proposed amendment is as follows:

Amendment

Section 1 [A corporation is not a person and can be regulated]

The rights protected by the Constitution of the United States are the rights of natural persons only.

Artificial entities, such as corporations, limited liability companies, and other entities established by the laws of any State, the United States, or any foreign state shall have no rights under this Constitution and are subject to regulation by the People, through Federal, State or local law.

The privileges of artificial entities shall be determined by the People, through Federal, State or local law, and shall not be construed to be inherent or inalienable.

Section 2 [Money is not speech and can be regulated]

Federal, State and local government shall regulate, limit, or prohibit contributions and expenditures, including a candidate's own contributions and expenditures, for the purpose of influencing in any way the election of any candidate for public office or any ballot measure. Federal, State and local government shall require that any permissible contributions and expenditures be publicly disclosed.

The judiciary shall not construe the spending of money to influence elections to be speech under the First Amendment

Section 3

Nothing contained in this amendment shall be construed to abridge the freedom of the press.

Voted to move the question.

Motion Carried, so declared the Moderator.

The Article Motion Carried, so declared the Moderator.

ARTICLE 23

Voted to confirm that all votes taken under the Omnibus Budget and financial articles will be contingent upon receipt of a Cherry Sheet and other state funding which shows sufficient state aid to allow the Town to remain within its levy limit.

Motion Carried, so declared the Moderator.

ARTICLE 24

To see if the Town will vote any instruction to its officers, boards, committees, commissioners, or pass any vote or votes in relation thereto.

Voted that the Town present any instructions to its officers, boards, committees, commissioners.

Departments ⇨ Town Clerk

Motion Carried, so declared the Moderator.

Moderator's Concluding Motion

Moved that the meeting adjourn to meet in the polls at the MEETING ROOM at the TOWN OFFICES, 8 Conway Street in the Village of South Deerfield on MONDAY, the 7th day of May 2012 next at 10:00 o'clock in the forenoon, for the purpose of elections and at the closure of the polls, dissolve.

A true copy

Attest:

Mary A. Stokarski, Town Clerk

* * * * *

SPECIAL TOWN MEETING Minutes – April 30, 2012

FRANKLIN SS

I, Mary A. Stokarski, duly appointed and qualified Clerk of the Town of Deerfield, hereby certify that the following votes were taken at the Special Town Meeting held on Monday, April 30, 2012 in the Auditorium at Frontier Regional School on North Main Street in the Village of South Deerfield.

ARTICLE 1

Voted the sum of \$ 5,900,000.00 be appropriated to be expended by the Board of Selectmen to fund the final design, engineering, legal, public bidding and construction of a new public works facility, related structures, and facilities to meet said appropriation take from the Stabilization Fund the amount of \$1,000,000.00 and authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$4,900,000.00 under M.G.L. Chapter 44, or any other enabling authority, and further provided that said appropriation shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½).

A presentation was given by Ralph Healy, Chairman of the Garage Committee.

**Motion Carried in Excess of Two-Thirds,
as declared by the Moderator.**

Departments ⇨ Town Clerk

ARTICLE 2

Voted that the Town appropriate from free cash \$9,900.00 to fund the collective bargaining agreement negotiated with the Massachusetts Coalition of Police, I.U.P.A., AFL-CIO Deerfield Police unit, for Fiscal Year 2011.

Motion Carried, as declared by the Moderator.

Moderator Motion:

Voted to dissolve this special town meeting at 9:55 pm.

A true copy

Attest:

Mary A. Stokarski
Town Clerk

* * * * *

SPECIAL TOWN MEETING November 7, 2012

FRANKLIN SS

I, Mary A. Stokarski, duly appointed and qualified Clerk of the Town of Deerfield, hereby certify that the following votes were taken at the Special Town Meeting held on Wednesday, November 7, 2012, at the Municipal Office Building, 8 Conway Street, in the Village of South Deerfield.

Meeting convened at 7:00 p.m., with a quorum in excess of 35.

Moderator's Motion:

I move 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 the 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 persons be allowed to address the audience during the Special Town Meeting:

Bernard Kubiak, Town Administrator
Lisa Mead, Town Counsel

Departments ⇨ Town Clerk

Shawn Patterson, Highway Director

Motion Carried, so declared the Moderator.

ARTICLE 1

Voted that the Town amend bylaw Chapter 48, Section 17, be deleting “Town Meeting Time, A Handbook of Parliamentary Procedure.” Copyright 1962, and inserting therein by substitution “Town Meeting Time, A Handbook of Parliamentary Law,” Third Edition, Revised and Amended 2001.

No objection was made by the voters to having the Moderator explain the reasons for this article.

Motion Carried, so declared the Moderator.

ARTICLE 2

Voted that the Town establish a revolving fund for the remainder of Fiscal Year 2013 in accordance with MGL Chapter 44 Section 53E ½, as amended, for the receipts related to the Town’s recycling program and expenditure for the operation of the Town’s solid waste and recycling programs, membership in and services of the Franklin County Solid Waste Management District, and the purchase of recycled content or environmentally preferable products, to be under the authority of the Board of Selectmen and not to exceed \$20,000.00 in expenditures.

Motion Carried, so declared the Moderator.

ARTICLE 3

Voted that the Town take from Free Cash \$48,952.00 to fund the tuition and transportation expenses of two students to the Smith Vocational and Agricultural High School.

Motion Carried, so declared the Moderator.

ARTICLE 4

Voted that the Town take from Free Cash \$40,000.00 for the Veterans Benefits Account.

Motion Carried, so declared the Moderator.

ARTICLE 5

Voted that the Town take from Free Cash \$21,000 for the purchase of four laptop computers and associated equipment for the police vehicles.

Motion Carried, so declared the Moderator.

ARTICLE 6

Voted that the Town take from Free Cash \$624.00 for the Police Detail Revolving Fund for outside duty payments to two police officers for services in the previous fiscal year.

Departments ⇒ Town Clerk

Unanimous, so declared the Moderator.

ARTICLE 7

Voted to amend Article 13 of the Annual Town Meeting of April 30, 2012 and take from Free Cash, a total of \$171,629.00 instead of the \$163,924.00 as previously approved, to allow \$7,705.00 additional funds for the purchase of a police vehicle.

Motion Carried, so declared the Moderator.

ARTICLE 8

Voted that the Town take from Free Cash \$7,400.00 for the purchase of a lift for the Highway Department garage.

Motion Carried, so declared the Moderator.

ARTICLE 9

Voted that the Town take from Free Cash \$1,600.00 for the purchase of two radios for the Highway Department.

Motion Carried, so declared the Moderator.

ARTICLE 10

Voted that the Town take from Free Cash \$51,609.00 for the Group Insurance Account.

Motion Carried, so declared the Moderator.

Voted to dissolve the meeting at 7:23 p.m.

Motion Carried, so declared the Moderator.

A true copy

Attest:

Mary A. Stokarski, Town Clerk

Departments ⇨ Treasurer

Annual Report 2012

Fiscal Year July 1, 2011 through June 30, 2012

It is with pleasure that I again announce that the Town was in the fortunate position of not having to borrow in anticipation of revenue (twenty-eight years). Interest rates have stayed very low; now average about .0015% to .0050%. The only good that Deerfield is seeing is that the loan rates are extremely low; our last BAN (Oxford Property) was 70%.

We added eight (8) properties to Tax Title this year, an increase of six (6) and are working with the taxpayers to stop foreclosure and have been successful with four (4) and have created a workable plan with the rest. The law allows 1/3 payments over a period of three (3) years to clear up these accounts.

Respectfully Submitted,

Mary A. Stokarski
Treasurer

RECEIPTS & PAYMENTS

Fiscal Year July 1, 2011 - June 30, 2012

Receipts per month	Month	Expenses per month	Interest Received
331,463.26	July	2,165,654.03	2,149.28
629,149.69	August	1,068,139.07	1,829.87
778,702.92	September	1,813,128.46	2,800.68
567,227.63	October	1,014,486.95	988.06
469,604.74	November	1,243,272.24	480.19
4,257,838.53	December	2,069,320.23	2,057.76
1,743,713.60	January	1,077,013.47	1,372.45
2,438,529.33	February	3,166,406.29	1,207.23
1,715,022.97	March	1,759,855.61	2,960.21
3,291,650.76	April	990,714.23	1,178.54
1,396,055.78	May	1,158,509.83	1,750.11
1,725,985.26	June	1,331,587.07	3,191.12

19,344,944.47

18,858,087.48

21,965.50

Beginning Balance 6/30/2011
 Receipts Fiscal Year 2012
 Expenditures Fiscal Year 2012 - General
 From/To Trusts to General Funds
 Trust Funds
 Stabilization
 Petty Cash

 Balance General and Trust Funds - 6/30/2012

6,006,725.15
19,344,944.47
(18,858,087.48)
73,114.56
672,498.10
2,041,814.75
120.00
9,281,129.55

Departments ⇨ Treasurer

Allocation of General Funds by Bank Accounts Fiscal Year Ending June 30, 2012

Bank of America	175,335.40
People's Bank	1,141,559.60
People's Bank/Greenfield Co-op - CPA	1,206,704.85
Century	408,935.80
Eastern	530,290.39
Greenfield Co-Operative Bank	1,019,907.74
Greenfield Savings Bank	700,053.54
Unibank	463,252.57
Berkshire Bank	662,238.21
TD Bank	258,538.60
Total General Funds	6,566,816.70

STABILIZATION

Balance July 1, 2011	2,032,675.89	
Interest FY 2012	9,138.86	*
Appropriations FY 2012	-	
Expenditures FY 2012	-	
Balance June 30, 2012	2,041,814.75	

TRUST FUNDS

		Interest Rate 6/30/11
MUNICIPAL BUILDINGS	261,914.67	multiple cds
BILLINGS TRUST FUND	2,964.61	0.25%
FOREST	18,305.36	0.25%
BROOKSIDE CEMETERY	28,958.36	0.25%
PINE NOOK CEMETERY	78,875.78	0.25%
LAND PRESERVATION FUND	994.62	0.25%
MAP TOPP PETUTUAL CARE	12,845.00	0.70%
WORKMEN'S COMPENSATION FUND	86,304.84	0.25%
VETERANS SERVICE	2,106.26	0.25%
INSURANCE INDEMNITY FUND	67,380.22	0.30%
DICKINSON LIBRARY TRUST FUND	111,826.99	multiple cds
BALANCE JUNE 30, 2012	672,476.71	

Regional Associations ⇨ Deerfield Utility Districts & Private Educational Institutions

PRIVATE EDUCATIONAL INSTITUTIONS

The Bement School	Co-Educational, K - 9	www.bement.org
Eaglebrook School	Boys only, 6 - 9	www.eaglebrook.org
Deerfield Academy	Co-Educational, 9 - 12, Post-Graduate	www.deerfield.edu

WATER & FIRE DISTRICTS

(Not Affiliated with the Town of Deerfield)

Public Water Supply and Fire Services to the Villages of Deerfield and South Deerfield are provided by the independent political entities, which are each managed by Prudential Committees and/or Commissioners. Some information about these districts is provided below.

Fire Districts

Deerfield Area Fire Protection District

Commissioners:	Patricia Kelly	2013
(3 yr. term)	Ted Pennock	2015
	Patrick O'Bryan	2014

Fire Chief: Chester Yazwinski, Jr.

South Deerfield Fire District

413-665-2313

Commissioners:	Donald Sadowsky	2015
(3 yr. Term)	Kevin Scarborough	2013
	Stanley Stokarski, Jr.	2014

Fire Chief: William Swasey

Water Districts

Deerfield Fire District (Water Dept.) **413-773-3359**

Commissioners:	Brett Gewanter	2014
(3 yr. Term)	Kenneth Williams, III	2015
	Stanley Yazwinski	2013

Superintendent: Brian Nartowicz

South Deerfield Water District **413-665-3540**

Commissioners:	William Hamer	2015
(3 yr. Term)	William Leno	2013
	Leo Malanson	2014

Superintendent: Roger Sadoski, Jr.

Regional Associations ⇨ Service Officers' Report

DEPARTMENT OF
VETERAN SERVICES
Central Franklin County District

P.O. Box 392 • 190 Millers Falls Road
Turners Falls, MA 01376
Tel: 413-863-3205 • Fax: 413-863-3219

LEO J. PARENT, JR, VSO
MARK FITZPATRICK, VSO
DONNA BEZIO, VSO
Assistant

Annual Report 2012

The Central Franklin County District was formed in 1940 and provides Veterans' Services for twenty three towns within Franklin County. Currently we are providing support for 76 veterans who reside in your district. The mission of the Department of Veterans' Services (DVS) is to be the chief advocate for the nearly half-million veterans of the Commonwealth and their families.

Under Chapter 115 of Massachusetts General Laws (M.G.L. Ch. 115), the Commonwealth provides a uniform program of financial and medical assistance for income eligible veterans and their dependents. Qualifying veterans and their dependents receive financial assistance for food, shelter, clothing, housing supplies, and medical care in accordance with a formula which takes into account the number of dependents and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as they would were the veteran still living.

The District office is located at 190 Millers Falls Road, Turners falls, Mass.01376. Our offices are open four days a week from 8:00 AM until 4:00 PM (413-863-3205), and Friday by appointment. Leo Parent is the Director of Veterans' Services, Mark Fitzpatrick is your Veterans' Services Officer, and Donna Bezio is our Administrative Assistant.

Leo and Mark held our first annual Job Fair for Veterans at the French King Bowling Center with great success; as well as, a Veterans Administration Health Fair

Many Veterans have been calling looking for the VA information; here are a few helpful websites:

U.S. Department of Veterans Affairs

www.va.gov

Returning Veterans

www.seamlesstransition.va.gov

Educational Benefits

www.gibill.va.gov

Loan Guaranty Service, Home Loan Program

www.homeloans.va.gov

Government & Federal Jobs/U.S. Office of Personnel Management

www.opm.gov OR

www.usajobs.gov

Leo J. Parent, VSO

Mark Fitzpatrick, VSO

Regional Associations ⇨ Directors' Report



Annual Report 2012

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-two member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

A review of recycling tonnage for 2012 shows a slight decrease from 2011. District residents recycled over 1,900 tons of paper and over 1,100 tons of mixed containers. The recyclable material was processed at the Springfield Materials Recycling Facility. Market prices for recyclables were low from June through December. Despite the low market prices, District towns received a total of \$94,500 in revenue for their recyclables.

In 2012, the District sponsored spring and fall “Clean Sweep” collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Almost 60 tons of material was recycled or disposed of from the two collections. A total of 512 households participated in these collection events.

We also held our annual household hazardous waste collection in September 2012. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 324 households participated in this event. 50% of participants were using the collection for the first time.

We continue to work with public schools to improve their recycling programs and to implement programs to collect food waste for composting. The District also provides hands-on assistance to businesses and institutions that want to recycle or compost their waste. In 2012 we used a state grant to supply twenty-seven wheeled carts for bottles/cans recycling to area schools. We also helped member towns implement \$23,000 worth of small scale initiative grants from the MA Department of Environmental Protection.

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 50 Miles Street in Greenfield.

If you have questions about District programs, call us at 772-2438, visit our website at www.franklincountywastedistrict.org or visit us at 50 Miles Street in Greenfield.

Jan Ameen – *Executive Director* Jonathan Lagreze, Colrain – *Chair*
Chris Boutwell, Montague – *Vice-Chair* Andrea Donlon, Buckland – *Treasurer*

Regional Associations ⇨ Council Report



Franklin Regional Council of Governments

Annual Report 2012

Calendar year 2012 was a significant year for the FRCOG. In April we moved to offices at the John W. Olver Transit Center. This marks the first time in 18 years that FRCOG staff have been housed under one roof, and the benefits of this were immediately noticeable from better collaboration between FRCOG programs to reduced administrative costs. On July 1, the FRCOG celebrated its 15th anniversary. We believe that the Charter Commission that created the FRCOG would agree that the FRCOG is meeting its mission and serving the region of Franklin County and its towns well. Provided below are highlights from each of our programs.

Administration and Special Regional Projects. In 2012 special projects included organizing the fourth annual statewide Regionalization Conference with Lt. Governor Tim Murray's office. This conference highlights the FRCOG and the towns of Franklin County for its regionalization efforts and has identified the FRCOG as the leading regionalization organization in Massachusetts.

Cooperative Public Health Service. This program was created in 2012 by combining the Regional Health and Regional Nurse Programs. The program provided public health and nursing to eight towns and will expand to 10 towns in 2013. In 2012 the program conducted: 95 food inspections, 40 septic plan reviews, 90 Title 5 inspections, 12 camp inspections, 7 pool inspections, 10 hotel/motel inspections, 40 perk tests, and administered more than 1,000 vaccines at flu clinics throughout the county.

Cooperative Purchasing Program. The Cooperative Purchasing Program provided bidding and contracting services for more than 20 highway products and services to 23 towns; fuel bidding services to 19 towns and non-profits; dog tags and licenses for 45 towns in 5 counties; and elevator maintenance services to 3 school districts and 11 towns.

Economic Development. Using a U.S. Environmental Protection Agency (EPA) grant, over \$53,000 worth of environmental site assessment work was conducted on six properties in four Franklin County towns that were potentially contaminated brownfields sites. As the 1,300-mile MassBroadband middle mile network neared completion, the FRCOG engaged in a municipal broadband adoption project that included a municipal survey of each town's existing voice and data contracts and a Request for Information to all last mile service providers so that towns can compare options, services and pricing.

Emergency Preparedness. Emergency Preparedness staff assisted several municipal public health and public safety groups in Franklin County including the Mohawk Area Public Health Coalition (MAPHCO), the Franklin County Regional Emergency Planning Committee (REPC), the Citizen Emergency Response Team (CERT), the Medical Reserve Corps (MRC) and the Disaster Animal Response Team (DART). For each of these groups, FRCOG staff organized workshops, trainings,

Regional Associations ⇌ Council Report



Franklin Regional Council of Governments

and exercises, analyzed past response efforts, and worked to plan a coordinated emergency response before Franklin County's next regional, emergency event.

Franklin County Cooperative Inspection Program (FCCIP). The FCCIP provides building, plumbing and wiring inspection services to 16 Franklin County towns. The highlight of 2012 was implementation of a revised assessment formula that reduces town assessments and makes the assessments more predictable over time.

Homeland Security Fiduciary. The FRCOG has served as fiduciary for the Western Region Homeland Security Advisory Council (WHRSAC) since 2004. Franklin County 2012 projects included: improvements to the Route 202 corridor coverage of the Franklin County Emergency Communications System; a new emergency sheltering equipment trailer housed in Buckland; the development of a Technical Rescue Team for the Western Mass Fire Chiefs Association; and video downlink equipment, housed at the Greenfield Fire Department, which allows incident commanders to view aerial video taken by the Massachusetts State Police.

Land Use Planning. Based on socio-economic analysis, Franklin County needs to accommodate 3,500 new houses and adapt to and provide services for an aging population over the next 25 years. The FRCOG received a 3-year Sustainable Communities Regional Planning Grant from the U.S. Department of Housing and Urban Development (HUD) Sustainable Communities Initiative to address this. The goal of the project is to create a plan that identifies where and how new housing, including senior housing, should be built to have the least impact on prime farmland and forestland and centralize development in community service areas by using undeveloped and under-utilized parcels and buildings.

Natural Resources Planning. The FRCOG spent the last part of 2012 focusing on the upcoming Federal Energy Regulatory Commission (FERC) relicensing of five hydroelectric facilities on the Connecticut River, two of which are located in Franklin County. The new licenses will be in effect for 30-50 years, so the FRCOG recognizes the importance of ensuring that the river, the farmland along the river, and the associated recreation facilities important to Franklin County are protected and maintained by the licenses.

Town Accounting Program. The Town Accounting Program now provides accounting services and software to 14 towns. The focus of 2012 was to provide and improve the quality of service to all participating communities.

Transportation Planning. The FRCOG, along with MassDOT and three other regional planning agencies, have been working to launch a marketing campaign for the seven designated Scenic Byways in Western Massachusetts. In Franklin County this includes Route 112, Route 2, Route 116, Route 47 and 63/10, and Route 122. The goal of the project is to brand and promote these Scenic Byways as local and regional travel destinations. To date the project has produced a family of logos



Franklin Regional Council of Governments

and graphics for the byways, and is well underway with website development, the production of maps and brochures, and identification of a way finding sign system.

For additional details about FRCOG programs, we encourage residents to read the FRCOG Annual Report, which will be posted on our web site, www.frcog.org, or you can receive a copy by calling 413-774-3167.



Cooperative Purchasing

Community Coalition for Teens Partnership for Youth

The mission of the Partnership for Youth is to promote the health and well-being of teens in the Franklin County and North Quabbin region. PFY collaborates with school and community partners to:

- Establish and support effective youth development and health-promotion programs;
- Provide training and technical assistance with emphasis on evidence-based practices; and
- Involve and empower youth.



Brownfields Site Assessment & Revolving Loan Programs

Land Use Planning and Zoning



Permanently Preserved Farmland

Courtesy of the Franklin Regional Council of Governments

Regional Associations ⇌ Health Services Report



Franklin County Cooperative Public Health Service

Annual Report 2012

The Town of Deerfield is a Public Health Nursing Shared Services member of the Cooperative Public Health Service, a new health district at the Franklin Regional Council of Governments. In 2012, the Town received the following services from the CPHS Public Health Nurse, Lisa White, RN:

- The Nurse offered walk-in clinics in Town Hall every Wednesday from 10-2 PM. The Nurse assisted residents with basic health screenings, assessment and monitoring of health conditions, medication information. In addition to basic health screening, the nurse is available to residents to help with self-management of chronic conditions, medication management and connection to services. More than 150 Deerfield residents were assisted in 1,005 client visits – the greatest number in any year of service since 2006.
- Completion of all state-mandated infectious disease investigation, reporting and case monitoring. Follow-up was provided as needed for 23 reported incidents of communicable disease. Lyme disease is endemic in our region, and residents are encouraged to take precautions whenever outside.
- The following community flu vaccination clinics were offered to Deerfield residents: South County Senior Center, the drive-through Frontier Emergency Dispensing Site drill/ flu clinic for families and children, Town Hall office hours, Deerfield Elementary School evening clinic and home vaccination to residents in need. More than 700 vaccines were administered with the help of valued community volunteers and GCC and UMASS service learning nursing students.

- Assistance was provided to the Frontier Emergency Dispensing Sites Planning Group in using the flu clinic to test emergency preparedness plans. This year's planning committee developed and held a Drive-thru EDS at the corporate offices of Yankee Candle.
- Deerfield residents had access to free flu vaccinations through a CPHS grant.
- The Nurse provided mercury thermometer and sharps disposal and container exchange in collaboration with the Franklin County Solid Waste Management District.
- TB skin testing was provided to at-risk residents and town employees.
- New this year, thanks to a CPHS Grant: the ability to bill most insurance carriers for flu vaccines, to build an additional revenue base for public health nursing services.

Deerfield's representative to the CPHS Oversight Board is Select Board/Board of Health Member Mark Gilmore, and the Alternate is Health Agent Richard Calisewski. The member towns in the CPHS are: Buckland, Charlemont, Conway, Deerfield, Gill, Hawley, Heath, Leyden, Monroe. Joining in 2013: Shelburne and Leyden.

Deerfield Public Health Nurse: Lisa White, BS, RN, lwhite@frcog.org or (413) 665-1400 x 114.

Regional Associations ⇔ Station Report



FCAT, Inc.
8B Elm Street
South Deerfield, MA 01373
www.fcat.tv

2012: An Exciting Year for Local Cable TV!

As provider of cable-access television for Conway, Deerfield, Sunderland and Whately, Frontier Community Access Television has made significant progress in 2012. FCAT has improved its level of service to the community, increased the quality and commitment to coverage of local government, and furthered its mission by continuing to encourage the use of cable television as a means for individual expression and community dialogue.

FCAT implemented a new, computer-based broadcast in November of 2011. This new server currently hosts more than 2000 individual programs, and ‘serves’ three separate channels:

- Channel 12 (for educational content, and programs from Frontier Regional School),
- Channel 23 (for community presentations, lectures, concerts, and entertainment), and
- Channel 15 (government programming, seen in Deerfield).

A fourth channel is reserved for the use of Conway and Whately, and will host government programs and other community-specific content. We hope to have Channel 15 for Conway and Whately online soon.

Other technology improvements during 2012 include:

- A complete “studio in a box”, custom designed and built for Frontier Regional School, enabling easy coverage of sporting events, concerts, and other presentations;
- A rebuild of FCAT’s main studio, integrating higher-quality camera cabling, and full digital recording capability;
- Upgrade of front-office furniture and editing capability;
- Construction of new sets for the main studio;
- Purchase of lightweight, easy-to-use video equipment, enabling basic ‘on-location’ shoots.

FCAT’s website (www.fcat.tv), serves as a portal to our online Video On-Demand service. All government meetings recorded by FCAT are available through this service, which may be accessed by any Internet browser, on any home or portable device.

FCAT has increased staff production of local content. We continued the perennial “Monday Night Music” and “Watermelon Wednesdays” summer concert series, and coverage of Frontier Regional Sports is ongoing. In addition, FCAT supports local producers, including:

- Mary Wheelan, who is host and producer of “The Song.” Mary’s weekly show is seen in seven states, and boasts an international guest list, with performers from as far away as the UK and British Columbia.
- Fr. Randy Calvo, who continues weekly production of “Mass from Holy Name of Jesus Church.”
- Joe Leonard, as he continues regular coverage of local MMA tournaments; Joe’s programs are on Video On-Demand, and are viewed nationwide.

Regional Associations ⇔ Station Report



FCAT, Inc.
8B Elm Street
South Deerfield, MA 01373
www.fcat.tv

Other programs produced by local residents this year include a documentary on Chesterfield's 250th anniversary, a documentary on the Deerfield Craft Fair, and coverage of the Deerfield Veterans' Street-sign project.

FCAT's Summer Program for Youth was a success, with several local students working collaboratively on projects designed to encourage creativity and teach media production skills. Additionally, our regular production classes introduce video production skills to many local residents, who then volunteer on FCAT productions, or produce their own local content.

FCAT completed its fiscal year on June 30th of 2012, with a modest surplus, which was applied toward FY'2013 expenses. We continue to seek out efficiencies in all areas, and have been able to maintain or improve the quality of our services without a corresponding increase in cost.

FCAT's goals for 2013 include:

- Adding high-definition recording capability to all field production;
- Promoting FCAT's training classes, as well as FCAT's ongoing programs and activities;
- Launching a campaign to promote FCAT as a means to encourage community development;
- Publishing quarterly reports, including inventory, operations and fiscal status (July 2013);
- Supporting our member towns through the cable-franchise agreement renewal process; and
- Increasing our viewer and volunteer base.

FCAT, Inc. • 8B Elm Street • South Deerfield, MA 01373 • 413-665-0012 • www.fcat.tv
• mail@fcat.tv

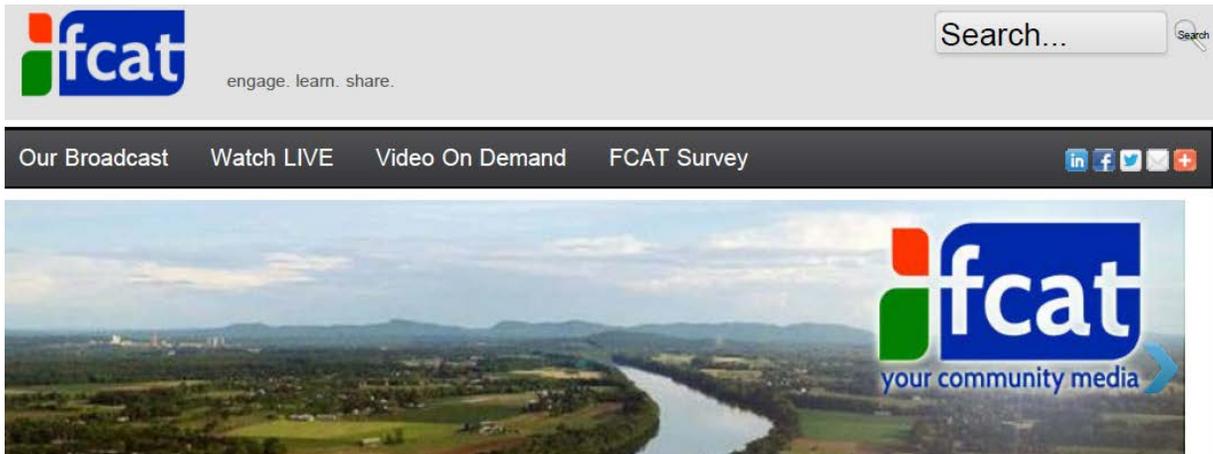


Image of FCAT.TV Homepage, courtesy of Frontier Community Access Television

Regional Associations ⇨ Smith Charities Elector's Report

Annual Report 2012

History of the Smith Charities

Oliver Smith, a successful farmer in Hatfield, was a Magistrate for 40 years, served in the State Legislature on two occasions, and was a member of the State Constitutional Convention in 1820. He amassed a considerable fortune. Though his contemporaries may have considered him a bit eccentric, Mr. Smith appeared to recognize the value in supporting the community, as well as education. Upon his death, his will became the most unusual one filed in Massachusetts at that time!

In his will, Mr. Smith bequeathed \$400,000 to establish a benevolent trust designed to gift money to young men and women apprenticed to a trade, widows with children, brides and nurses. Since being established, the Smith Charities have paid out upwards of \$9,000,000 to qualified recipients.

The bequest also created the first vocational school in Massachusetts! Smith Vocational & Agricultural School opened in 1908 and has educated at the forefront of vocational and agricultural training programs, while maintaining both State and Federal academic standards.

Additionally, Smith's will set aside \$10,000 for the American Colonization Society.

Interestingly enough, Smith's Will became nothing less than a sensation in Northampton. In 1848, after Smith's family contested the document, the City of Northampton hired prominent attorney and orator, Daniel Webster (yes, that Daniel Webster), to defend it. The rest, as they say, is history!

To the Residents of the Town of Deerfield,

The Elector is chosen during the Town Election to serve on the Board of Directors of the Oliver Smith Will/Smith Charities. In Deerfield, during Smith Charities' fiscal year, February 1, 2012 – January 31, 2013, the following applicants from were paid as beneficiaries under the Oliver Smith Will:

1 Widow received gifts of \$300 totaling:	\$ 300.00
1 Tradesperson received the marriage gift of \$600.00 totaling:	\$ 600.00
Plus an additional distribution of \$300.00 totaling:	\$ 300.00
Total Expenditures:	\$1,200.00

Andrew Rohrs, Elector
Under the Oliver Smith Will

Regional Associations ⇨ South County Senior Center Director's Report

Annual Report 2012



South County Senior Center

Photograph courtesy of Mary Wheelan

The senior center continues to provide elders in the area with activities and services in a safe and comfortable environment. It does not do so in a vacuum. With the help of other town departments, agencies, businesses, volunteers and other individuals we have been able to surpass expectations and to achieve much more than we would have thought possible. An example of how well members of the community and senior center staff and volunteers worked together for the benefit of older residents was the Summer Solstice Senior Prom held at the Polish Club in June. This wonderful event went over very well and many people would like it to be an annual event. It

could not, however, been such a success without the help of many members of the community. There were, for instance, over 50 door prizes that were donated by area businesses. Also, donated were cut flowers that were used by volunteers to make corsages and boutonnières for anyone who wanted them. Students from the high school volunteered their time to decorate the hall. And, many seniors helped by approaching businesses to request donations. The community really pulled together to make this event a great success!

During the year the South County Senior Center held classes supportive of family caregivers. One was a series of three workshops called *Essential Skills*. Presented in partnership with the Alzheimer's Association this series was very informative and helpful to area residents caring for a relative who has dementia. Another six session series called *Powerful Tools* was presented here at the senior center in partnership with Franklin County Home Care Corporation. The class was geared towards helping people who are caregivers to older family members with any chronic medical condition. Supported by a grant from the Executive Office of Elder Affairs the senior center was able to pay for training a facilitator and do extensive publicity for these events resulting in excellent attendance including a good number of people who had never been here before. Another health class was a six week series on *Falls Prevention* taught by physical therapists from Cooley Dickinson Hospital. This series of classes had a follow up session three months later to compare results from earlier tests.

Near the end of September there was a flu shot clinic held at the senior center where over 100 seniors received vaccinations. Lisa White, the Deerfield Town Nurse also was available to seniors and other adults weekly on Wednesdays for flu shots and other health concerns. On a monthly basis podiatrist, Dr. Sandberg, is available for appointments with elders which are scheduled through the senior center. A new service called *The Tooth Fairy* provides dental services on a monthly basis. Other health related activities include fitness groups like: martial arts, osteoporosis exercises, and a peer led low impact exercise group. There have also been many informative health presentations both at the senior center and on the center's TV show, *From the Center*. The martial arts & yoga class was supported in part by a grant from Franklin County Home Care Corporation.

Regional Associations ⇨ South County Senior Center

Director's Report

A new event that will continue on an annual basis was the Paper Shredding Fundraiser organized by the local Knights of Columbus and Valley Green Shredding for the benefit of the senior center. The event held on a bright and sunny Saturday morning in May raised money to help the center provide some healthy alternatives to the very delicious but not so nutritious treats brought in by members to go with morning coffee. For a donation of any amount people were able to get paper shredded. By shredding their paper people were able to help the environment, protect themselves against identity theft, and benefit the senior center as well.

Among the many accomplishments of senior center members one that really stands out is the fact that the South County Senior Center team raised over \$1,200, more money than any other senior center for the Meals on Wheels Walk that took place in May. The team raised money via individual donations, a bake sale, and soliciting donations at Foster's Market in Greenfield. Also, for this event former director, Mary Wheelan, wrote a song and did a voice over for a public service announcement that aired on radio stations. Someone volunteered to make a music video for the song and it was posted online.

A first for the senior center was a Wills Workshop presented in November by the Franklin Bar Association. Those who attended the workshop were able to fill out forms and follow up with an appointment with a lawyer at a discounted rate. This was also a first for the Franklin Bar Association which will do more such workshops at other senior centers.

On a monthly basis, Jason Dorval of the Whately and Deerfield Fire Departments educates seniors about safety issues and concerns. From operating a fire extinguisher to falls and fire prevention Jason has covered many topics of interest to seniors and does so in a way that our members really enjoy. Jason, in partnership with the senior center, also applied for and secured funding for 10 year smoke detectors. Any elder in need of smoke detectors can contact the senior center at 665-9508 to apply. There are no income requirements to be eligible and they will be installed by your local fire department (Deerfield, Sunderland or Whately).

In November, Senior Center Director Mary Wheelan resigned to take a position closer to home. The Board of Oversight and the South County Senior Center community wish her well at her new job. She will be dearly missed. The Board of Oversight will seek to hire a candidate that will continue the enhancements and wide selection of programs that have been added at the Center under Mary's tenure. At the time that this report was written, the hiring process for a new Director was still being conducted.

A variety of activities and services have taken place here at the South County Senior Center. Whether it be regular activities like meals, martial arts, cards and games or special events like the trip to the Bridge of Flowers there is something here for everyone. And, if you want something new make a suggestion. You can *discover a world of possibilities at the South County Senior Center.*

Regional Associations ⇨ Wells Trust Trustee's Report

Annual Report 2012

TO THE INHABITANTS OF THE TOWN OF DEERFIELD:

Funds available for the fiscal year 2012/2013 are \$208,761 (which included unused scholarship money from 2010/2011 that was reallocated to the scholarship fund).

EDUCATION: The Trustees received 246 applications and approved 237 students to receive \$180,748. This amount includes the two \$1,000 scholarships in honor of Ralph and Hilda Haskins. The Trustees spent many hours on the selection process to ensure that as many students as possible could receive scholarship aid.

HEALTH: Four (4) programs were approved totaling \$17,600.00:

Community Action-WIC Program	\$5,000.00
Community Health Care Center	\$4,700.00
Franklin County Home Care Corp.	\$5,500.00
Hospice of Franklin County	\$2,400.00

AGRICULTURE: An amount of \$10,413 was allowed by the Trustees for payment:

Franklin County Agricultural Society	\$6,414.00
Heath Agricultural Fair	\$2,791.00
Shelburne Grange Fair	\$1,208.00

Respectfully submitted,

Henry Zukowski

Revised 10/22/2012

Schools ⇨ Deerfield Elementary School

21 Pleasant Street, South Deerfield MA 01373

Annual Report 2012



Kenneth Cuddeback, Chair
Deerfield School Committee
Deerfield, MA 01373

Dear Mr. Cuddeback:

I respectfully submit the 2012 Annual Report for the Deerfield Elementary School:

DEERFIELD SCHOOL COMMITTEE

	<u>Term Expires</u>
Kenneth Cuddeback, Chair	2014
Mark Capuano, Vice Chair	2013
Bernadette Bean, Secretary	2015
* Mary Ramon, Member	2015
Jamison Isler, Member	2013

*Representative to Frontier Regional School Committee

Schools ⇨ Deerfield Elementary School

21 Pleasant Street, South Deerfield MA 01373

ADMINISTRATION

Superintendent	Regina H. Nash, Ed.D.
Business Manager	Patricia Cavanaugh
Director of Special Education	Karen Ferrandino
Administrative Secretary	Donna Hathaway
Administrative Secretary	Mary Jane Whitcomb
Special Education Secretary	Diana Capuano
Receptionist	Rhonda Lutenegger
Bookkeeper, Union #38	Brenda Antes
Bookkeeper, Grants	Stephan Shepherd
Principal	Jeanine Heil
Assistant Principal	Clayton Connor
Secretary to Principal	Catherine Eckert
Secretary to Principal	Carol Wendelken

DEERFIELD ELEMENTARY SCHOOL ENROLLMENT - OCTOBER 1, 2012

<u>Grade</u>	<u>Boys</u>	<u>Girls</u>	<u>School Choice</u>	<u>Tuitioned In</u>	<u>Total</u>
Pre-K	4	4	2	21	31
K	17	11	15	2	45
1	23	15	11	0	49
2	25	26	5	0	56
3	23	22	18	1	64
4	30	31	9	0	70
5	30	26	12	1	69
6	21	25	14	1	61
TOTAL	173	160	86	26	445

Schools ⇨ Deerfield Elementary School

21 Pleasant Street, South Deerfield MA 01373

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

July 1, 2011 - June 30, 2012

<u>STEP</u>	<u>B</u>	<u>B + 15</u>	<u>M</u>	<u>M+15</u>	<u>M + 30</u>
3	38,463	39,661	40,901	42,180	43,499
4	39,661	40,901	42,180	43,499	44,859
5	40,901	42,180	43,499	44,859	46,260
6	42,180	43,499	44,859	46,260	47,703
7	43,499	44,859	46,260	47,703	49,194
8	44,859	46,260	47,703	49,194	50,731
9	46,260	47,703	49,194	50,731	52,319
10	47,703	49,194	50,731	52,319	53,951
11	49,194	50,731	52,319	53,951	55,637
12	50,731	52,319	53,951	55,637	57,377
13	52,319	53,951	55,637	57,377	59,173
14	55,871	57,559	59,632	61,426	63,859
20	57,605	59,324	61,441	63,270	65,753

- * Nature's Classroom Teacher: \$275 per teacher unit.
- * Workshop Presenters: \$30 per hour of presentation and reimbursement for reasonable expenses.
- * Head Teachers: \$400
- * Placement on 20 occurs when a teacher has completed 19 years of service as a teacher in the District.
- * 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.

Schools ⇒ Deerfield Elementary School

21 Pleasant Street, South Deerfield MA 01373

FINANCIAL REPORT

TOWN OF DEERFIELD SCHOOL DEPARTMENT

SUMMARY OF BUDGET RELATED EXPENDITURES

JULY 1, 2011 - JUNE 30, 2012

CATEGORY

School Committee	\$	6,150
Central Office	\$	230,901
Principal's Office	\$	227,359
General Instruction	\$	1,371,178
Kindergarten	\$	209,852
Pre-School	\$	42,863
Art	\$	45,343
Music	\$	58,522
Physical Education	\$	52,344
Special Education	\$	837,143
Library/Media	\$	49,108
Guidance	\$	52,016
Psychologist	\$	65,608
Student Services	\$	10,092
Health	\$	52,309
Cafeteria		
Technology	\$	114,377
Building & Grounds	\$	297,160
Fixed Costs	\$	66,803
Transportation	\$	142,004
Fixed Assets		
Total	\$	3,931,132

Schools ⇨ Deerfield Elementary School

Central Office, 219 Christian Lane, RFD #1, South Deerfield MA 01373

January 2013

SUPERINTENDENT'S REPORT DEERFIELD ELEMENTARY SCHOOL

OPENING STATEMENT

I am honored to serve as Superintendent of the Frontier Regional and Union #38 School Districts. Faculty and staff at Deerfield Elementary School work tirelessly to encourage and inspire and to provide meaningful and engaging learning experiences for their students each day. We appreciate the ongoing support the Deerfield community offers the school as we educate students and prepare them for successful citizenship in the 21st century.

ENROLLMENT AND SCHOOL CHOICE

The October 1, 2012 enrollment for Deerfield Elementary School totaled 414 (K-6) students. This is a decrease of 19 students from the October 1, 2011 enrollment figures. Of the 414 (K-6) students, 86 are School Choice, which is an increase of 21 students from the School Choice enrollment of October 1, 2011.

CURRICULUM AND PROFESSIONAL DEVELOPMENT

Massachusetts has published new curriculum frameworks specifying academic skills that students are expected to develop in English language arts and mathematics. These new frameworks are based on national Common Core standards that have been developed to prepare students for college and careers in the 21st century. The new standards increase academic rigor requiring students to develop the ability to think mathematically, acquire proficiency in writing in a variety of genres, and build strong skills in reading, understanding, and analyzing complex texts in various subjects including the sciences and social studies. In Massachusetts, new state assessments will measure student progress in the common core skills in math and English language arts by the 2013/2014 school year.

The Deerfield Elementary School teachers have worked with colleagues in the three other elementary schools in Union #38 in an ongoing process of examining and developing curriculum and assessments to align with these new Common Core standards. Curriculum has been developed using an online format which facilitates collaboration and the sharing of ideas and resources among teachers across the schools.

Next year all public schools districts in Massachusetts will be required by the Department of Elementary and Secondary Education to implement a newly developed Massachusetts Educator Evaluation system. This year, administrators and faculty in all of our district schools have prepared for this shift by participating in workshops and orientation activities related to the new system which will help to us align district, school and faculty goals around student achievement.

ASSESSMENT

The Deerfield teachers' ongoing modification of our own curriculum and assessments is preparing them for the more rigorous academic Common Core assessments that are being developed for implementation in 2014. Students at all grade levels are learning to write personal narratives, express opinions about what they read, and write clear and well organized informative or explanatory pieces about science and

Schools ⇨ Deerfield Elementary School

Central Office, 219 Christian Lane, RFD #1, South Deerfield MA 01373

social studies topics. This emphasis on writing across the curriculum and in a variety of genres will help prepare students for learning throughout their academic careers.

STAFF

As of September 1, 2012, newly hired faculty members at the Deerfield Elementary School are Clayton Connor, Assistant Principal; Emily MacDonald, Grade 1; Kaela Kennedy, Grade 4; Catherine-Anne Henchey, Grade 3; Michael Ponti, School Psychologist; Nicole Toner, Special Education Teacher; Nina Weisner, Special Education Teacher; Janis Oliker, Special Education Nurse; Alison Miller, Life Skills Teacher; Elizabeth Walton, Physical Therapist; Jackie Romaska, Instrumental Music/Band; and Catherine Richotte, Art Teacher. Carol Riordon-Schroeder is the Reading Recovery Teacher for one year.

Danielle Lutenegger transferred from Instructional Assistant position to Grade 5 Teacher. Carolyn Eddy, SPED, transferred to Frontier Regional.

The following faculty personnel retired this year: Donna Covey, Grade 1; Irene Woodard, Grade 4 and Anne Kring, Physical Therapist. Shatta Mejia, Assistant Principal; Tim Austin, Grade 3; Terrance Ezold, Instrumental Music/Band; Brenda Lilly, Art; Kevin Kelly, Special Education; Maura Feeney, Life Skills; Alison McIver, Grade 5, and Molly Burque, SPED Nurse, resigned this year. We wish them all the very best in their future endeavors.

SPECIAL THANKS

I am pleased to acknowledge the dedication of Deerfield School Committee members **Chair Kenneth Cuddeback, Mark Capuano, Mary Ramon, Bernadette Bean and Jamison Isler**. This group of individuals works hard on behalf of the Deerfield community and the many citizens who are part of the educational experience. I look forward to continuing our work together as we strive for excellence.

I would like to acknowledge the talented and dedicated faculty and staff members in Deerfield Elementary School. I appreciate the knowledge, skills, and energy that our teachers bring to their classrooms and their ongoing commitment to the success of every student in their care.

I am proud of the work of our district administrators, teaching and school support staff, and central office support staff. Their collective efforts account for our schools' success. As always, we are grateful for the ongoing support of parents; the Deerfield community; our school council, town officials and employees. With this collaborative effort, we continue to provide an educational experience that will prepare our students to be engaged and successful citizens in the century.

Respectfully submitted,

Regina H. Nash, Ed.D.
Superintendent of Schools

Schools ⇨ Franklin County Technical School District

82 Industrial Boulevard, Turners Falls, MA 01376

Annual Report 2012



We submit this annual report for 2012 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Total enrollment as of October 1, 2012 was 517 students with town breakouts as follows:

Bernardston	14	Erving	19	Montague	73	Sunderland	13
Buckland	14	Gill	12	New Salem	9	Warwick	10
Colrain	20	Greenfield	109	Northfield	28	Wendell	8
Conway	9	Heath	2	Orange	79	Whately	9
Deerfield	21	Leyden	8	Shelburne	13	Non-District	47

Franklin County Technical School awarded 117 diplomas to our seniors in June of 2012. 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 graduates also earned their vocational certificate along with their diploma. 56% of our graduates planned to go on to either a two or four year college, 30% joined the area work force, 1% planned to join the military, 1% went on to a post-secondary trade/technical school, and 12% were unsure as to which of the above options they would pursue. We are proud of the accomplishments of the Class of 2012.

During 2012, the students from various technical programs performed a variety of service-learning projects that directly benefit many of our member towns, their schools, and the city of Greenfield. We plan to continue supplying our constituent towns with these services for two main reasons: they offer both the ideal learning laboratories for our students as well as an opportunity to contribute back to the communities that have supported us so well over 38 years. A small sample of recent projects include completion of a single family home in collaboration with the Habitat for Humanity in

Schools ⇨ Franklin County Technical School District

82 Industrial Boulevard, Turners Falls, MA 01376

Montague, continual service learning work in the Baystate Franklin Medical Center and Charlene Manor Extended Care, Colrain Town Hall wiring upgrades, an electrical service upgrade at Greenfield's Camp Avery, further energy-efficiency lighting modifications at the Orange Airport, and the completion of a transfer station building for Warwick. A number of programs also continue to assist our own building maintenance department, supplying services that significantly reduce costs to our member towns.

FCTS, like every other school in the Commonwealth and along with 45 other states, is continuing a transition to the new Common Core academic state standards. Franklin County Technical School's MCAS scores have remained steady over the last four years with modest growth, which is not sufficient to obtain adequate gains for student progress. In consultation with the Massachusetts Pioneer Valley DSAC (District & School Assistance Centers), we have begun to take immediate action to implement a continuity of math instruction at the outset of 2013.

Franklin County Tech is implementing a 10-point comprehensive school improvement plan called Math 180. This plan is designed to significantly bring up our overall math MCAS scores by utilizing an adaptive math software program during and grade shop weeks. Students will now be exposed to math instruction on a weekly basis as opposed to every other week.

In closing, we will continue to work diligently to ensure that our graduates are an integral part of the economic development for the region and we thank each and every citizen of Franklin County for your continued support.

Respectfully,

Mr. Richard J. Kuklewicz
School Committee Chairman

Mr. James M. Laverty
Superintendent-Director

Franklin County Technical School District Committee Members

Bernardston - Lloyd J. Szulborski
Buckland - Laura J. Earl
Colrain - Nicole Slowinski
Conway - Stephanie Recore
Deerfield - Vernon Harrington
Erving - Robert F. Bitzer
Gill - Clifford C. Hatch
Greenfield - Larry D. Geiser, Jeffrey D.
Hampton,
Christopher L. Joseph & Mark M. Maloney
Heath - Arthur A. Schwenger
Leyden - Gerald N. Levine

Montague - Richard J. Kuklewicz, Chairman;
& Dennis L. Grader
New Salem - Jeff D. Adams
Northfield - Scott Milton
Orange - Clifford J. Fournier, Secretary;
& Linda R. Chapman
Shelburne - Angus Dun
Sunderland - James Bernotas
Warwick - A. George Day, Jr., Vice-Chairman
Wendell - Richard E. Drohen
Whately - Donald C. Sluter

Schools ⇨ Frontier Regional School

113 North Main Street, South Deerfield MA 01373

Annual Report 2012



Cyndie Ouimette, Chair
Frontier Regional School District Committee
South Deerfield, MA 01373

Dear Ms. Ouimette:

I respectfully submit the 2012 Frontier Regional School Annual Report.

FRONTIER REGIONAL SCHOOL COMMITTEE

	<u>TERM EXPIRES</u>
Cyndie Ouimette, Chair, Conway	2013
* Mary Ramon, Vice-Chair, Deerfield	2013
William Smith, Secretary, Whately	2015
Donna Rowe, Member, Sunderland	2014
Alexis Toy, Member, Deerfield	2015
Lynn Cook, Member, Sunderland	2013
Robert Decker, III, Member, Deerfield	2014
* Joseph McGranaghan, Member, Conway	2013
* Nathanael Fortune, Member, Whately	2013
* Justine Rosewarne, Member, Sunderland	2013
Alan Lipp, Member, Deerfield	2013
* Representing the local Elementary School Committees for one-year term.	

Schools ⇨ Frontier Regional School

113 North Main Street, South Deerfield MA 01373

Regular meetings are held on the second Tuesday of each month in the Media Center, Frontier Regional School, South Deerfield, Massachusetts at 7:00 p.m.

ADMINISTRATION

Regina H. Nash, Ed.D.	Superintendent of Schools
Patricia Cavanaugh	Business Manager
Karen Ferrandino	Director of Special Education
Paula Light	Frontier Regional Bookkeeper/Treasurer
Stephan Shepherd	Grants Bookkeeper
Donna Hathaway	Administrative Secretary
Mary Jane Whitcomb	Administrative Secretary
Diana Capuano	Special Education Secretary

FRONTIER REGIONAL SCHOOL

Martha Barrett	Principal
Darius Modestow	Assistant Principal
Kelly Blanchette	Special Education Secretary
Deborah Coons	Administrative Secretary
Debbie Mason	Attendance Officer
Roberta Reiter	Administrative Secretary
Karen Siwicki	Guidance Secretary

FRONTIER REGIONAL SCHOOL ENROLLMENT - OCTOBER 1, 2012

<u>Grade</u>	<u>Conway</u>	<u>Deerfield</u>	<u>Sunderland</u>	<u>Whately</u>	<u>School Choice</u>	<u>Tuitioned</u>	
						<u>In</u>	<u>Total</u>
7	15	42	17	6	26	0	106
8	10	45	20	12	15	0	102
9	17	36	22	9	22	2	108
10	10	46	24	9	17	0	106
11	12	34	20	14	19	0	99
12	8	35	15	13	25	1	97
Total	72	238	118	63	124	3	618

Schools ⇨ Frontier Regional School

113 North Main Street, South Deerfield MA 01373

FRONTIER REGIONAL

SALARY SCHEDULE

JULY 1, 2011 – JUNE 30, 2012

<u>STEP</u>	<u>Bachelors</u>	<u>Masters</u>	<u>M+30</u>	<u>CAGS/Doctorate</u>
0	37,748	39,566	41,796	43,886
1	39,692	41,287	43,377	45,545
2	41,340	43,049	45,013	47,264
3	42,357	44,875	46,707	49,043
4	43,842	46,311	48,422	50,844
5	44,988	47,830	50,240	52,751
6	46,925	49,355	51,899	54,494
7	48,162	50,921	53,570	56,249
8	49,438	52,206	55,989	58,789
9	51,898	55,172	58,479	61,402
10	54,620	58,368	61,044	64,097
11	55,526	60,521	63,862	67,056
12	57,683	62,757	66,151	69,459
13	58,548	63,698	67,143	70,501
*20L	59,048	64,198	67,643	71,001
**25L	59,548	64,698	68,143	71,501

* Placement on Step 20L occurs when an individual has completed 19 years of service as a Frontier Regional School faculty member.

** Placement on Step 25L occurs when an individual has completed 24 years of service as a Frontier Regional School faculty member.

Schools ⇨ Frontier Regional School

Central Office, 219 Christian Lane, RFD #1, South Deerfield MA 01373

January 2013

FRONTIER REGIONAL SCHOOL SUPERINTENDENT REPORT

I feel privileged to work among the students, parents, faculty, and community members which make up the Frontier Regional School District. The commitment to education evident by both the school community and the four towns continues to enable our students to receive high quality academic, instructional, and arts programs that will both inspire them to continue to learn and enable them to be successful in college and careers.

ENROLLMENT AND SCHOOL CHOICE

The October 1, 2012 enrollment for Frontier Regional School District totaled 618 students. This is a decrease of 31 students from the October 1, 2011 enrollment figures. Of the 618 students, 124 were School Choice, which is an increase of 22 students from the School Choice enrollment of October 2011.

The Frontier Regional School graduated 112 students in the Class of 2012.

STAFF

Newly hired faculty members at Frontier Regional School this year are: Jennifer Zabek, Physical Education and Elizabeth Walton, Physical Therapist; Nelson Russell, Math; and Carolyn Eddy, SPED Team Leader.

Matthew Howell, ESL Teacher, moved to Sunderland Elementary School.

R. Brian Trainor, Chemistry/Physics; Christine Miller, Math; Kathleen Scott, Special Education, and Anne Kring, Physical Therapist, retired this year. Sally Yazwinski, Special Education, Joanne Valle, Drama/English, and Keri Schneider, Physical Education, resigned this year. We wish them the very best in their future endeavors.

CURRICULUM AND PROFESSIONAL DEVELOPMENT

Last year the state of Massachusetts adopted a new curriculum framework in the academic areas of English language arts and mathematics with literature implications for the areas of science and social studies. The Frontier Regional School faculty continued to work with these new Common Core standards in order to modify our current curriculum. In the state of Massachusetts new assessments will be fully aligned with these standards by the 2013/2014 school year. Students at the Frontier Regional School will be prepared for this assessment shift due to the current curriculum changes that are being made or have been made. English language arts and mathematics courses began using the new standards to guide instruction during the fall of 2012.

The social studies and science departments began updating their curriculum to incorporate the new Massachusetts State Writing Standards. In addition to personal narrative writing, that has always been a part of the state standards, students will now formally learn argument, explanatory and literary writing. These writing components have always been a part of the Frontier Regional School writing program but will be more explicitly outlined in the curriculum maps.

Schools ⇨ Frontier Regional School

Central Office, 219 Christian Lane, RFD #1, South Deerfield MA 01373

In response to the increased demand for writing in the new standards Frontier faculty have received professional development in how to increase the quantity and quality of student writing in their courses. Several workshops have assisted faculty with the concept of writing across the curriculum. The emphasis on writing will better prepare students for their post-graduation experiences.

Next year the Frontier Regional School Districts will be required by the Department of Elementary and Secondary Education to implement a new evaluation system. This year administrators and faculty have prepared for this shift by participating in workshops and orientation activities related to the new system. The new system will help to align district, school and faculty goals around student outcomes.

SPECIAL THANKS

I am pleased to acknowledge the dedication and hard work of Frontier Regional School Committee Members: **Chair Cyndie Ouimette, Vice Chair Mary Ramon, Secretary William Smith, Members Donna Rowe, Alexis Toy, Lynn Cook, Robert Decker, III, Joseph McGranaghan, Nathanael Fortune, Justine Rosewarne and Alan Lipp.** I look forward with pleasure to continuing our work together.

I congratulate the faculty and staff members of Frontier Regional School for collaboratively creating a school environment that promotes high achievement and provides opportunities for students to learn, practice, and demonstrate their accomplishments in athletics, arts, and academics. The daily commitment that Frontier teachers make to meet the learning needs of each of their students is something that I am proud of and appreciate.

The dedicated efforts of our administrators, teachers and support staff and central office personnel are only part of the reason for the success of our schools. It is the ongoing support of parents; the communities of Conway, Deerfield, Sunderland and Whately; our school councils, town officials and employees which has created a school where students achieve. I am grateful for the opportunity to lead the Frontier Regional School District.

Respectfully submitted,

Regina H. Nash, Ed.D.
Superintendent of Schools

Complete Streets & Livability Plan

Photos courtesy of Nelson Nygaard



Town of Deerfield Complete Streets Charrette & Public Workshops

Join us:
Thursday, November 15th | Friday, November 16th | Saturday, November 17th

Please see Town website for details: www.deerfieldma.us

<p>Drop in on our Studio <u>any time</u> from 9am-9pm, Thursday & Friday 8B Elm Street [FCAT Studios]</p> <p>We need your input, ideas and help drawing!</p>	<p>Attend these public events at 8 Conway Street [Town Hall]:</p> <ul style="list-style-type: none">• <u>How Can We Improve South Deerfield?</u> Thursday at 7pm• <u>Potential Changes to Downtown, Poster Session:</u> Friday, anytime 4-8pm• <u>Final Complete Streets & Livability Concepts:</u> Saturday, 12pm
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The Town of Deerfield is developing a Complete Streets and Downtown Livability Plan.

Come to a series of hands-on work-shops and discuss improvements you would like to see in South Deerfield Village Center and beyond. Your feedback will guide the development of the Plan. Please come to share your thoughts, ideas and concerns about Deerfield.

All are welcome to attend any parts of these events.

Questions?

Please contact:

Bernie Kubiak
Town Administrator
& Project Technical Professionals
completestreets@town.deerfield.ma.us
413-665-1400 xt 104



Have a moment?

Please fill out our survey on the Town website:
www.deerfieldma.us

Who Should Attend?

- Deerfield residents
- Local employees
- Merchants
- Business owners
- Nearby residents
- Regular customers



*You'll find the Complete Streets & Livability Plan at our website,
www.deerfieldma.us.*