

Town of Wilbraham

ANNUAL REPORT 2011

Reports of Board of Selectmen, Town Clerk, Financial Officers, Departments, and Volunteer Boards and Committee



Wilbraham's Wild Weather Almanac

2011

ANNUAL TOWN REPORT Town of Wilbraham

Reports of the Board of Selectmen, Town Clerk, Financial Officers, Town Departments,
and Volunteer Boards and Committees



**This Town Report is available in alternate formats
(large print, CD-R, etc.) upon request**

**Please direct your request to
Selectmen's Office
240 Springfield Street,
Wilbraham, MA 01095
or call (413) 596-2800 X 101**

Wilbraham Quick Facts

Settled: 1731
Incorporated: June 15, 1763
County: Hampden County
Area: 22 Square Miles
Mileage of Town Public Ways: 128+
Highest Altitude: Mount Chapin 937 feet

Form of government: Open Town Meeting, Board of Selectmen, Town Administrator
Fiscal Year: The current fiscal year (FY 2011) runs from July 1, 2010 to June 30, 2011

2010 Population: 14,868
2010 Registered Voters: 10,162
2010 Dwellings: 5522 occupied units

FY 2011 (current) Value of Assessed Property (all classes): \$1,699,562,300.
FY 2011 (current) Tax Rate: \$16.66
Moody's Bond Rating: A1

Wilbraham on the Internet : www.wilbraham.ma.gov

Friends of Public Television
www.friendsofwpa.org

Public Library
www.wilbrahamlibrary.org

Public Television
www.wpatv.org

Regional School District
www.hwrsd.org



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Foreword

2011 Wilbraham's Wild Weather Almanac

RECORD SNOW FALL January, February



The 2010-2011 winter brought record snowfalls – not over the whole course of the winter, but between a four-and-a half week period beginning mid-January to the first week of February, more than four feet of snow fell in the Pioneer Valley (see the DPW report for more statistics). The pile up of snow was perilous to homes, barns, sheds, and driving. Homeowners and town officials struggled to remove snow from roofs to prevent collapse. To compound the snow events (11 days in December, 14 days in January, and 14 days in February) was a stubborn mass of cold air. This created ice dams and led to further home damage and worrisome conditions throughout the town.

MELTING FLOODS Spring

Spring rain and the melting snow from Northern New England converged in the Pioneer Valley to cause surface flooding in Wilbraham. The DPW was chasing the rising water in roadways and drainage areas. Private homeowners struggled to empty out basements and low areas around driveways and foundations.

TORNADO June 1



As the dinner hour approached on a lovely spring day, a major killer tornado ripped through Wilbraham, destroying a dozen homes and seriously damaging many more buildings. Forested woodlots were reduced to sticks, stubs, and debris. The tornado swept eastward, starting in Westfield and not ending until it reach the town boundary of Charlton and Southbridge. It was the third longest (40+ miles), third strongest (EF3 and EF4), and third most deadly (3 people killed) tornado to strike New England during known record keeping.

MICROBURST July 26



Another weather anomaly visited Wilbraham in July, as a microburst cell within a line of severe thunderstorms, brought hurricane force winds suddenly and unexpectedly to a big patch of Wilbraham. It tore up trees and damaged homes in a similar way to the tornado. It struck at different areas of town for the most part, but was unkind enough to strike in some of the tornado damaged areas, causing a second round of damage to homes and home lots.

EARTHQUAKE August 23

Wilbraham didn't quake and shake in a big way – the earthquake was centered in Virginia -- but some trembling was felt, enough to cause evacuations of public buildings in Springfield, Boston, and other Massachusetts cities and towns. Local reaction was mostly of the "I can't believe this is happening" variety. How much more unusual nature happenings could we take?

**HURRICANE IRENE August 25-26
TROPICAL STORM LEE September 6-8**



The predictions were dire. The anxiety was high as weather forecasters predicted back-to-back storms heading to New England. As often happens in central New England, the storm was reduced in its impact, but still both storms took an historic run up the river valleys into northwestern Massachusetts, New York, and Vermont. Record rainfall in the Berkshires (Savoy 9" on August 28 and Becket 9" on September 8) was followed by historic flooding. Wilbraham escaped with only 2" from Irene and 4" from Lee, but the already saturated water table created low land and ground water flooding, another "sump pump" event for stressed homeowners.

HALLOWEEN SNOW STORM October 29-30



The tornado took out a lot of trees along about 20 miles of town roads (and much private property within the zone). The microburst damaged trees along 10 miles of town roads, but the freak snowstorm was merciless. Not one town road was unscathed. Nearly every private home lot had tree damage. The damage by fallen, cracked and broken trees and limbs was massive and widespread. "Hangers" and "leaners" became the new language of debris cleanup. The resulting power outage threw Wilbraham into the dark, with some power not restored for ten days. The town was near the center of a regional power outage covering most of

Connecticut and Massachusetts west of Boston. Broken, stripped, and upended trees became the iconic image of 2011.

SOFT WINTER November and December

More unusual weather – of the good kind – closed the year. Not one snowflake fell in Wilbraham in November and December. And, January 2012 continued, with nominal snow and above average temperatures. Frigid air was felt for only scattered nights. The respite was very welcome by DPW crews still clearing roadside trees from the October snow storm, as well as homeowners who needed to get roofs rebuilt and home repairs done.

COVER and ABOVE: 2010 snowfall, Boston Rd at Dunkin Donuts, photo courtesy Joe Roberts from www.rocketroberts.com; tornado on cover and above vicinity Echo Hill, Melissa Graves; microburst car damage, Melissa Graves; hurricane flood at W&M Academy, source unknown; Halloween snow, at intersection Main and Maple Streets, Melissa Graves.

NEXT PAGE: National Guard Spc. Brendan C. Dekoschak, 182nd Engineers moves trees in June, photo courtesy US Army by Spc. Jeremiah Clark; MRHS football players clearing land after tornado, David Miles courtesy Wilbraham-Hampden Times.

Good people, working together, big jobs well done

The Board of Selectmen has expressed its appreciation numerous times to all town employees for their response to the emergency weather events of 2011. And this praise is worth repeating. Selectmen attended both initial emergency meetings and ongoing oversight meetings, observing first-hand the extraordinary efforts of individuals and crews working on behalf of residents in distress.



Public Safety. Public safety units provided critical first response: Central Dispatch, Fire Department, Police Department, Department of Public Works.

All Town Departments. As the need for services became better understood, there was not a single town department which was unaffected. Staff provided urgent information from day one and were deeply engaged with the ongoing needs of the community. Damage assessment, clean-up, recovery, and rebuilding: Engineering Office, Senior Center staff, Selectmen's Office, Building and Facilities Office, Public Television and IT staff, Health Agent, Tree Warden, Animal Control, Assessor's Office, Treasurer's Office, Accounting Office, Planning Office, Conservation Office, Town Clerk's Office...the list is long and the tasks were varied.



Volunteers.

Since day one, and continuing to the present, a great many people volunteered to help: securing property, clearing brush and trees, organizing fundraisers, offering temporary housing, and professional services.

A big part of the volunteer effort was organized by the pastors and members of the Evangel Assembly of God under the leadership of Lead Pastor Brian Tracy and Bob Liberty. Volunteer groups, leaders, and individuals gave time and resources for relief and recovery time and time again.

Town department and committee reports on the following pages further describe the impacts, losses, costs, and responses that brought our community together to face the very daunting challenges of 2011. Recovery is not complete. Rebuilding will be ongoing.

Board of Selectmen

Patrick J. Brady
Robert J. Boilard
James E. Thompson

Commendations and Appreciation

During the past year, the Board of Selectmen was pleased to honor the following residents, businesses, and community organizations:

Richard Prochnow

Congratulations and appreciation for 25 years of service as Veterans Agent

Burch Tree Nursery School

Commendation for 27 years of family and community service

Life Care Center

Congratulations and appreciation on 20th Anniversary

City of Springfield

Proclamation for the city's 375th Anniversary Celebration

Robert W. Liston III, Tyler J. Hall, Gregory V. Maconi

Boy Scouts of Troop 359, recognition for achieving Eagle Rank

Stephanie A. Bacon, Amanda Carron, Katherine Landeck

Venture Crew 359, recognition for achieving Ranger Award

Alexandra Manseau, Kenleigh Manseau

Girl Scouts of Troop 151, recognition for achieving Silver Award

Sampson Family Chapels

Thanks and appreciation for gift of photo portrait of Jesse Rice

M. Winifred Stearns

Congratulations and best wishes on 100th birthday

Judith LaBranche

Appreciation for service to the community as Executive Director of YMCA Scantic Valley Family Center

Employees and Community Volunteers

Appreciation was given to all town employees during a luncheon on September 1, 2011 and volunteers were recognized with a pizza supper on September 2, 2011. At the time of these gatherings, no one expected still more hard times were only a few weeks away brought on by the widespread damage and subsequent power outage which began on October 29, 2011.

More than 100 volunteers were identified as helping with recovery and relief efforts after the tornado. Many of these represented organizations which returned again and again with member-volunteers, and others who participated in informal groups of family and neighbors and student organizations.



Employees were recognized and enjoyed a picnic hosted by selectmen in September, after the tornados, but before the Halloween storm. David Miles, courtesy Wilbraham-Hampden Times.

There are also those who did fundraising: organizing concerts, racing competitions, bake sales, designing and selling commemorative tee-shirts, donating proceeds from sale of original art, among many other activities done in the name of the Wilbraham Tornado Victims Relief Fund.

Particular recognition and appreciation went to Brian Tracy, Lead Pastor Bob Liberty and several other volunteers from Evangel Assembly who stepped up to coordinate volunteers and match them to individuals in need of assistance, identified by Paula Dubord and Barbara Harrington of the Senior Center staff.

In Memoriam

George Jackson

1940-2011

Democratic Town Committee

Francis L. Shea

1941-2011

Highway Superintendent

Judith A. Aldrich

1944-2011

Election Worker

Laurence R. Fountain

1919-2011

Game Farm Task Force

Peter J. Litchfield

1953-2011

Constable

Thomas F. Gallagher

1922-2011

Democratic Town Committee

Dr. Arthur H. Goodwin

1915-2011

Consultant to Health Service

Public Schools

Ruth Coleman

1925-2011

Public Schools

Kenneth E. Johnson

1920-2012

Public Schools

Retirements

School retirements may be found on page 109

Elayne Stratton

Frank Shea

Neal Johnson

Mark Haryasz Sr.

Scott Facey

Christine Bergquist

Ronald Lavoie

Allen Stratton

Payroll/Account Payables Clerk

Highway Superintendent

Firefighter/EMT

On-Call Firefighter

Firefighter/EMT

Library Director

Asst. DPW Director

Chief of Police

Department Directors

Town Administrator

Robert A. Weitz

Town Clerk

Beverly Litchfield

Treasurer/Collector

Thomas P. Sullivan

Town Accountant

JoAnne DeGray

Assistant Assessor

Manuel Silva

Police Chief

Allen M. Stratton

Fire Chief

Francis W. Nothe

Supervisor, Central Dispatch

Thomas Cortis

Director, DPW, Town Engineer

Edmond W. Miga Jr.

DPW Operations Manager

William Sperrazza

Director, Water Department

Michael Framarin

Director, Planning Department

John Pearsall

Director, Information Technology

Nathan DeLong

Building Inspector/Zoning Officer

Lance Trevallion

Director, Recreation Department

Bryan Litz

Director, Library

Karen Demers

Director, Public Access TV

Caroline Cunningham

Director, Senior Center

Paula Dubord

Sanitarian & Inspector (Health Agent)

Lorri McCool

Directory: Departments and Services

Accounting	596-2800 X 210
Ambulance, Non-emergency business	596-2273
Board of Appeals (Zoning)	596-2800 X 203
Assessors	596-2800 X 209
Building Department	596-2800 X 204
Inspection Appointments (structures)	596-2800 X 204
Inspection Appointments (plumbing & gas)	596-2800 X 228
Inspection Appointments (electrical)	596-2800 X 229
Conservation	596-2800 X 204
Dog Officer (Animal Control)	599-1253
DPW , Engineering	596-2800 X 208
Fire Department, Non-emergency business	596-3122
Housing Authority	543-1700
Human Resources	596-2800 X 100
IT Department	596-2800 X 115
Library	596-6141
Planning & Community Development	596-2800 X 203
Police Department, Non-emergency business	596-3837
Police Rape Reporting Only	596-2100
Public Access Television	599-0940
Charter Communications (cable subscriber services)	1-888-438-2427
Recreation	596-2816
Coach Information	596-2402
School, Superintendent	596-3884
Selectmen/Town Administrator	596-2800 X 101
Senior Center	596-8379
Tax Collector	596-2800 X 206
Town Clerk	596-2800 X 200
Trash Bags & Recycling	596-2800 X 225
Treasurer	596-2800 X 207
Veterans Services	596-8657

Massachusetts Citizen Help

Commonwealth on the Web: www.mass.gov
Citizen Information: Secretary of the Commonwealth
1-800-392-6090

Federal and State Delegation

U.S. SENATOR

John F. Kerry (D)
One Bowdoin Square, 10th floor
Boston, MA 02114
Phone: 1-617-565-8519

28 Russell Senate Office Building (2nd floor)
Washington, DC 20510
Phone: 1-202-224-2742

1550 State Street (Suite 304)
Springfield, MA 01103
Phone: 413-785-4610

U.S. SENATOR

Scott Brown (R)
J.F.K. Building, Suite 2400
55 New Sudbury Street
Boston, MA 02203
Phone: 1-617-565-3170

359 Dirksen Senate Office Building
Washington, DC 20510
Phone: 1-202-224-4543

U.S. REPRESENTATIVE

2nd Congressional District
Richard E. Neal (D)
300 State Street (suite 200)
Springfield, MA 01105
Phone: 413-785-0325

2208 Rayburn House Office Building
Washington, DC 20515
Phone: 1-202-225-5601

GOVERNOR

Deval L. Patrick (D)
State House Room 360
Boston, MA 02133
Phone: 1-617-725-4005
Springfield: 413-784-1200
Washington: 202-628-7713
Within Massachusetts (888) 870-7770
goffice@state.ma.us

STATE REPRESENTATIVE

12th Hampden District
Angelo J. Puppolo, Jr. (D)
2341 Boston Road (Suite 437)
Wilbraham, MA 01095
Phone: 413-596-4333

State House, Room 540
Boston, MA 02133
Phone: 617-722-2425
angelo.puppolo@mahouse.gov

STATE SENATOR

1st Hampden District
Gale D. Candaras (D)
17 Main Street
Wilbraham, MA 01095
Phone: 413-599-4785

State House Room 309
Boston, MA 02133
Phone: 617-722-1291
gale.candaras@masenate.gov

Elected Officials 2011-12

Board of Selectmen & Board of Health

James E. Thompson	(D)	2014
Robert J. Boilard	(R)	2013
Patrick J. Brady	(U)	2012

Town Clerk

Beverly J. Litchfield	(D)	2012
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Moderator

Anthony J. Scibelli	(D)	2012
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Board of Assessors

John M. Wesolowski	(R)	2014
Lawrence G. LaBarbera	(R)	2012
Dawn L. Barnes	(R)	2013

Regional School Committee

Peter Salerno	(R)	2014
D. John McCarthy	(R)	2014
William J. Bickley, Jr.	(R)	2012
Gilles E. Turcotte	(D)	2012
Marianne Desmond	(R)	2013

Tree Warden

Richard C. Swain	(R)	2012
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Cemetery Commissioners

Philip J. Hamer	(R)	2013
Donald Bourcier	(R)	2012
Wilfred R. Renaud Jr	(D)	2014

Water Commissioners

Thomas Pilarcik	(U)	2014
James B. Dunbar	(R)	2012
Alan R. Burch	(R)	2013

Board of Library Trustees

Llewellyn S. Merrick	(R)	2014
Justin McCarthy (resigned)	(R)	2012
VACANCY		
Jean Conosa-Albano (resigned)	(D)	2012
Ray Burk (appointed)	(U)	
Mary McCarthy	(R)	2013
James S. Jurgens	(R)	2013

Planning Board

Richard E. Butler	(R)	2015
Frederic W. Fuller III	(R)	2016
Dean E. Stroshine	(R)	2012
John R. Boudreau	(D)	2013
Adam Basch	(U)	2014

Housing Authority

Peter N. Manolakis	(R)	2015
Judy L. Cezeaux	(R)	2016
Wallace Kisiel	(R)	2012
Anne Turcotte	(D)	2013
(state appointee vacant)		2014

Poundkeeper

Michael H. Masley		2012
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Surveyors of Lumber

Edward P. Lindsay Jr.		2012
William H. Garvey		2012

Measurers of Wood & Bark

William H. Garvey		2012
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Field Drivers

John J. Garvey		2012
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Weighers of Grain

VACANCY		2012
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Appointed Boards and Committees 2011-12

250th Anniversary Planning Committee

Roberta Albano	December 2013
Virginia Barry	December 2013
David Barry	December 2013
Mary Bell	December 2013
Charles Bennett	December 2013
Patty Diotalevi	December 2013
Jean Dirico	December 2013
Berneice Dixon	December 2013
Richard Eisold	December 2013
Dolores Gravel	December 2013
Nancy Haryasz	December 2013
Chuck Higgins	December 2013
Thomas Laware Jr.	December 2013
Jack Lutrell	December 2013
Kevin Moriarty	December 2013
Pat O'Connor	December 2013
Wendy O'Rourke	December 2013
Gary Petzold	December 2013
Helene Pickett	December 2013
Jim Wilkinson	December 2013
Don Williams	December 2013

Agricultural Commission

VACANCY	May 2014
Maura Lessard	May 2014
Robert Matthews	May 2013
Edna Colcord	May 2012
Rob Anderson	May 2012

Ambulance Oversight

Claudia Considine	May 2014
John Liebel	May 2013
John Rigney	May 2013
Thomas Hurley	May 2012
Paula Chevrier	May 2012

Animal Inspector

Dorsie R. Kovacs, DMV	April 2012
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Animal Control – Dog Officer

Michael Masely	May 2012
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Archivist

VACANCY	May 2012
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Board of Appeals

Mark J. Albano	May 2013
H. Clark Abott	May 2012
Edward E. Kivari	May 2012

Bd of Appeals Associates

Betsy Johnsen	May 2012
Charles A. Pelouze	May 2014

Assistant Assessor

Manual Silva	June 2012
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Assistant Town Accountant

Nancy Johnson	June 2012
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Assistant Town Clerk

Carole Tardiff	May 2012
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Board of Registrars

Jean DiRico (R)	May 2013
Thomas Mango (D)	May 2012
Donna Fountain (R)	May 2014

Broadband Advisory Committee

Will Caruana	May 2012
Tom Newton	May 2012
Stephen Brand	May 2012
Felix Zayas	May 2012
Caroline Cunningham	May 2012
Nate DeLong	May 2012

Cable TV Advisory Committee

Tom Newton	May 2013
Linda K. Fuller	May 2013
Daniel Cochran	May 2013
Thomas Magill	May 2013

Capital Planning

Robert L. Quintin	July 2013
Marc Ducey (by Fin Comm)	July 2013
John Strandberg	July 2014
Roger Fontaine (by Fin Comm)	July 2012
Michael Mazzuca	July 2012

Commission on Disabilities

Lance Trevallion (town official)	May 2013
Edward White	May 2013
Earl Way	May 2013
Diane DaSilva	May 2014
M. Ben Hogan	May 2014
Evelyn O'Brien	May 2014
Steven Fratoni	May 2012
Elaine Scott	May 2012
VACANCY	May 2012

Community Preservation Committee

Planning Bd: Eric Fuller	May 2014
Housing: Peter Manolakis	May 2014
Recreation: Stanley Soja	May 2014
Conservation: Stoughton Smead	May 2013
At large: Frank A. Everton	May 2013
Open Space: Jeffrey Smith	May 2013
Hist Comm: Robert Kelliher	May 2012
At large: Michelle Emirzian	May 2012
At large: Dave Proto	May 2012

Conservation Commission

Christopher J. Brown	May 2013
Stoughton L. Smead	May 2013
James Roberts	May 2014
Robert McMaster	May 2014
Karen Leigh	May 2012
George Reich	May 2012
Thomas R. Reavey	May 2012

Council on Aging

Mark Soukup	May 2013
Giles Turcotte	May 2013
Robert Page	May 2012
M. Trant Campbell	May 2012
Maria Valentine	May 2014
Theresa B. Munn	May 2014
Ellen O'Brien	May 2014

Cultural Council

Janet Vitkus	May 2014
Margaret Kelliher	May 2012
Martha Damon	May 2014
Deb Alm	May 2014
VACANCY	May 2015
Janet Wise	May 2014
Mary J. Reilly	May 2013

Constable

Ed Lennon	May 2012
Peter Litchfield	May 2012

Electrical Inspector

Paul Shepardson	May 2012
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Fence Viewer

VACANCY	May 2012
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Finance Committee

Robert Russell	July 2013
Marc Ducey	July 2013
Daniel Miles	July 2013
Walter Damon	July 2014
Joseph Holden	July 2014
Terri Strandberg	July 2014
Susan Bunnell	July 2012
Roger Fontaine	July 2012
Paul Bernier	July 2012

Fire Station Building Committee

David Bourcier	project completion
Lance Trevallion	
Fran Nothe	
Ron Rauscher	
Edward R. Rigney Jr	
Robert L. Quintin	

Board of Fire Commissioners

Ed Rigney	May 2013
Ralph Guyer	May 2014
Gary Petzold	May 2012

Advisory Board of Health

Catherine Jurgins	May 2012
Francis Barbaro	May 2012
Thomas G. Magill	May 2012
Loralee Nelson	May 2012
Tim O'Neil	May 2012
Kristine Clark	May 2012
VACANCY	May 2012

Advisor, Board of Health

Walter J. Pacosa	May 2012
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Historical Commission

Lucy Pelland	May 2012
Patrick Kiernan	May 2013
Carol M. Albano	May 2013
Walter Clark	May 2014
Robert Kelliher	May 2014
Katrin Weir	May 2014
VACANCY	May 2012

Insurance Advisory Committee

John Kirchof (retiree rep)
Dan Corliss (fire union)
Mark Paradis (police union)
Melissa Graves (municipal union)
Paul Maquire (municipal union)
Lynne Frederick
JoAnne DeGray

Library Renovations Committee

James Jurgens	May 2013
Janet Shea	May 2013
Llewellyn Merrick	May 2013
Lance Trevallion	May 2013
Christine Bergquist	May 2013
George Fountaine	May 2013

Local Emergency Planning

Allen M. Stratton	May 2012
Robert A. Rusczek	May 2012
Caroline Cunningham	May 2012
Ralph Guyer	May 2012
Edmond J. Miga	May 2012
Lorri McCool	May 2012
Ed Cenedella	May 2012
VACANCY (seniors)	May 2012
Stoughton Smead	May 2012
Robert J. Boilard	May 2012
Robert A. Weitz	May 2012
Thomas Cortis	May 2012
Fran Nothe	May 2012
David Bourcier	May 2012
Raymond Kallaugher	May 2012
David Pasquini	May 2012
Terry Nelson	May 2012

Coordinator Medical Response Team

Terry Nelson	indefinite
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Open Space & Recreation Committee

Raymond Burk	May 2013
Margaret Connell	May 2013
Charles Phillips	May 2013
Joseph Calabrese	May 2013
Judith Theocles	May 2014
Steve Lawson	May 2014
Jeff Smith	May 2014
VACANCY	May 2014
James Mauer	May 2012
Jonathan Taylor	May 2012
Cathy Callaghan	May 2012
Walter H. Damon	May 2012

Park Commissioner & Pest Control

Richard Swain	May 2012
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Parking Clerk

Pamela E. Beall	May 2012
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Personnel Board

John Ubersax	May 2013
Paul Lemieux	May 2013
Joan D. Paris	May 2012
Joseph Kelly	May 2014
Mark Brannigan	May 2014

Planning Board Associate

David Crevier	2014
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Playground & Recreation Commission

Kevin Burnham	May 2013
William Scatolini	May 2013
John Stogner	May 2014
Stanley Soja	May 2014
Mark Jones	May 2014
Russell Garrison	May 2012
David Patterson	May 2012

Plumbing and Gas Inspector

Bernard Sears	May 2012
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Public Access TV Committee

Selectmen's ad hoc com.; open membership

Mary Ripley May 2012
Sandra Belcastro May 2012
Linda K. Fuller May 2012
Edward J. Chapman May 2012

PVPC Alternate Commissioner

Dean Stroshine May 2012

PVPC Joint Transportation

Tonya Basch May 2012

PVTA Advisory Board

Paula Dubord indefinite

Scantic Valley Health Trust

Thomas Sullivan (delegate) July 1, 2012
Robert A. Weitz (alternate) July 1, 2012

School Building Committee – MRHS

Patrick J. Brady open term

Sealer of Weights and Measures

William H. Garvey May 2012

Sewer Advisory Committee

VACANCY May 2013
VACANCY May 2014
Frank Pychewicz May 2014
Joseph R. Kakley May 2012
VACANCY May 2012

Solid Waste Advisory Committee

Selectmen's ad hoc committee; open membership

Kevin Dorsey May 2012
Russell Garrison May 2012
Gary Petzold May 2012

Storm Water Permit Committee

Lance Trevallion May 2012
John Pearsall May 2012
Caroline Cunningham May 2012
Tonya Basch May 2012
Dena Grochmal May 2012

Tax Title Custodian

Tom Sullivan May 2012

Technology Committee

Selectmen's ad hoc committee; open membership

Marc Ducey May 2012
Paul Malandrinos May 2012
Allan Campbell May 2012
Pawel Widor May 2012
Will Caruana May 2012

Traffic Safety Team

Robert J. Boilard (BOS rep) May 2012
Allen Stratton May 2012
Edmond Miga May 2012
Mark Paradis May 2012
John Pearsall May 2012
Robert Weitz May 2012

Veterans' Agent

Richard J. Prochnow May 2012

Veterans' Graves Officer

William H. Garvey May 2012

BELOW Flyover Veteran's Day, photo by David Miles, courtesy Wilbraham-Hampden Times.



Democratic Town Committee

Todd Luzi, Chairman
Gilles Turcotte, Secretary
Carolyn Zawacki, Treasurer

Beverly J. Litchfield
Peter T. Litchfield -- deceased 12-17-11
Anne Turcotte
Russell D. Mitchell
Joseph C. Falzone
Michael J. Flynn
Mark F. Jones
Kathy GIBLIN
Lisa A. Jones
Madeline Q. Flanagan
Dana-Lee M. Luzi
James E. Thompson
Gale D. Candaras
Arthur D. Wolf
Thomas W. Mango
Anne Turcotte
David W. Barry
Virginia F. Barry
William D. Fogarty
Daniel J. Driscoll
Marjorie Pessolano

Associate Members

Shawn O'Connor
Edward E. Kivari Jr.
Patricia Nordstrom
George Jackson
William Fogarty
Adirana Fieldman

Lifetime Members

John Fitzgerald
Thomas Gallagher – deceased 8-11-11
Barbara Kirby
Joseph Mathews
Kevin Moriarty

Republican Town Committee

D. John McCarthy, Chairman
Tanja Olson, Vice Chairman
Michael W. Dane, Secretary
George Reich, Treasurer
Catherine Labine, Republican State Committee

Robert Boilard
Barbara Boucier
Donald Bourcier
Alan Burch
Pamela Burch
Sue Crocker
James Dunbar
Richard Howell
James Jurgens
Anita LaBarbera
Lawrence LaBarbera
Richard Labine
Cheryl Malandrinos
Peter Manolakis
Justin McCarthy
Mary McCarthy
Lois Meglolia
Deborah Reavey
Thomas Reavey
David Sanders
Constance Sattler
Roy L. Scott
Janet Shea
Anthony J. Vecchio
John Wesolowski

Associate Members

Peter Ablondi
Carol Colitti
Francis Barbaro
Eileen Deane
Elise Dunbar
Kathryn Jenkinson
Ann Marie Kibbe
Joyce McComb
Patrick McComb
Peter Salerno
Elizabeth Sallade
Frederick Sallade

Administration

TOWN CLERK

Annual Town Meeting

May 16, 2011

Attendance	Precinct A:	53
	Precinct B:	55
	Precinct C:	65
	Precinct D:	71
	Total -----	244

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on Monday, May 16, 2011. At 7:00 PM Moderator, Anthony Scibelli noted a quorum was present and called the meeting to order. The Moderator welcomed all and commenced with an explanation of the process concerning the "Consent Agenda." Moderator Scibelli then recognized those that had passed on. A moment of silence was held in their honor. The Pledge of Allegiance was then recited followed by Town Clerk Beverly J. Litchfield reading the call of the meeting.

The articles included in the consent agenda were then read, one at a time by the Moderator. The Consent Articles were 1, 2, 27, 28, 29, 30, 31, 32 and 33. Each article is listed separately in these minutes and marked with an asterisk.

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

Consent Agenda (articles marked *)

Motion was made and seconded that the Town accept and approve the following articles as presented: Articles 1, 2, 27, 28, 29, 30, 31, 32, and 33. All articles in the consent agenda (1, 2, 27, 28, 29, 30, 31, 32, and 33) were read individually by the Selectmen. All articles passed by majority vote as listed under each article below.

***ARTICLE 1. Choosing Miscellaneous Officials (consent agenda).** Passing by a majority vote that the following persons be elected to the indicated offices for the ensuing year:

Poundkeeper	Michael H. Masley
Surveyors of Lumber	Edward P. Lindsay Jr. & William H. Garvey
Measurers of Wood and Charcoal	William H. Garvey
Field Drivers	John J. Garvey (Majority vote)

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

ARTICLE 3. - Funding Transfers FY 2011. Finance Committee recommends. Passing by unanimous vote Pursuant to Section 33B of Chapter 44 of the General Laws, that the Town transfers the sum of \$113,800 from previously appropriated but unexpended funds in the FY'2011 Budget #194 Group Insurance to the following FY'2011 budgets:

.....	#210-Police Salaries	\$40,000
.....	#420 Highway Salaries	\$21,000
.....	#420 Highway Expense	\$45,300
.....	#430 Central Dispatch Salaries	\$5,000
.....	#543 Veterans Expense	\$2,500

ARTICLE 4. - Ambulance Fund transfer. Finance Committee recommends. Passing by a majority vote that the town appropriate \$25,000 from Receipts reserved for Appropriation for Ambulance to the FY'2011 Ambulance Budget to cover overtime.

ARTICLE 5. – Transfer of Wastewater Debt Service Reserve Funds. Finance Committee recommends. Passing by a majority vote that the town transfers \$265,000 from Fund Balance Reserved for Debt Service in the Wastewater Enterprise Fund to the FY 2011 Wastewater Enterprise Fund Capital Debt Account.

ARTICLE 6. - Parliamentary procedures. Finance Committee recommends. Passing by a majority vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2½), as amended, and as set forth in a document entitled "Article 5, Exhibit A," on file with the Town Clerk.

ARTICLE 7. - Compensation for elected town officials. Finance Committee recommends. Passing by unanimous vote that the Town fix the compensation for elected Town Officers for fiscal year July 1, 2011 to June 30, 2012, as follows: Assessors, chairman, \$3,343, members, \$3,028 each, per year; Town Clerk, \$63,780 per year (all fees revert to the Town treasury); Moderator, \$200 Annual Town Meeting, \$50 Special Town Meeting; Selectmen, \$4,383 per year, chairman \$5,114 per year; Tree Warden, \$9,041 per year; Water Commissioners, \$150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal (all Town officers elected other than by official ballot), fees only, fixed by General Laws.

ARTICLE 8. - Budget appropriations. Finance Committee recommends. Passing by a majority vote that the Town accept the report of the Finance Committee and raise and appropriate \$33,115,300, transfer \$211,700 from Free Cash, and transfer \$25,000 from offset receipts (for Dog Officer Expenses) to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2012 (July 1, 2011 to June 30, 2012) per appropriations listed separately in the Town Meeting Workbook, recommendation listed below and incorporated herein by reference, with the exception of those budgets and expenditures which will be voted on separately in subsequent Articles.

RECOMMENDATION: Please mark the budget provided in your Voter Workbook to reflect the following revised numbers:

- Department 191 Facility Maintenance Expense \$124,133, Total \$176,315
- Department 221 Fire Non-recurring Expense \$209,889, Total \$209,889
- Department 541 Council on Aging Salaries \$116,720, Total \$127,820

ARTICLE 9. - Water Enterprise Fund Budget. Finance Committee recommends. Passing by a majority vote that the following sums be appropriated for the Water Enterprise Fund: Salaries, \$369,080; Expenses, \$1,303,806; Non-recurring, \$50,000, and that \$1,722,886 be raised from Water Department.

ARTICLE 10. - Wastewater Enterprise Fund Budget. Finance Committee recommends. Passing by a majority vote that the following sums be appropriated for the Wastewater Enterprise Fund: Salaries, \$184,292; Expenses: \$999,109 and that \$1,183,401 be raised from Wastewater Department receipts.

ARTICLE 11. - Solid Waste Enterprise Fund Budget. Finance Committee recommends. Passing by a majority vote that the following sums be appropriated for the Solid Waste Enterprise Fund: Salaries, \$126,963; Expenses, \$206,195, and that \$333,158 be raised as follows: \$304,573 from Solid Waste receipts and \$28,585 from retained earnings.

ARTICLE 12. - Annual Community Preservation Program Budget. A motion to divide the original motion into four separate motions was presented, seconded and passed by a majority vote. Each vote is listed below.

Finance Committee recommends. Passing by a majority vote that the town appropriate or reserve from the Community Preservation Fund annual revenues or available funds in the following amounts recommended by the Community Preservation Committee for debt service and community preservation projects in FY 2012, with each item to be considered a separate appropriation.

Purpose:

Town Records Preservation (Historic Preservation).....	\$4,900
Cemetery Management Plan (Historic Preservation)	\$10,572
Rice Nature Preserve Landscape Preservation (Open Space)	\$7,590
Disc Golf Mats (Non-committed)	\$10,133

Finance Committee recommends. Passing by a majority vote that the town appropriate or reserve from the Community Preservation Fund annual revenues or available funds in the following amounts recommended by the Community Preservation Committee for debt service and community preservation projects in FY 2012, with each item to be considered a separate appropriation.

Gazebo Park Land Purchase (Open Space).....	\$125,000
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Finance Committee does not recommend. Passing by a majority vote that the town appropriate or reserve from the Community Preservation Fund annual revenues or available funds in the following amounts recommended by the Community Preservation Committee for debt service and community preservation projects in FY 2012, with each item to be considered a separate appropriation.

Fountain Park Barn Renovation (Historic Preservation).....	\$21,878
(Non-committed)	\$88,122

Finance Committee recommends. Passing by a majority vote that the town appropriate or reserve from the Community Preservation Fund annual revenues or available funds in the following amounts recommended by the Community Preservation Committee for debt service and community preservation projects in FY 2012, with each item to be considered a separate appropriation.

Spec Pond Recreation Area Improvements (Non-committed)	\$163,201
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ARTICLE 13. - Purchase of Gazebo Park. Finance Committee recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator that the Town, utilizing Community Preservation Act funds, to purchase the land and buildings situated at 480 Main Street, Wilbraham, commonly known as "Gazebo Park," as described in the Warrant.

Before this article was presented, Senator Gale Candaras and former Selectman Dave Barry were recognized.

ARTICLE 14. - Receipts reserved for appropriation for ambulance. Finance Committee recommends. Passing by a majority vote that the Town appropriate \$564,672 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services, operating and capital costs, pursuant to Section 5 of Chapter 40 of the General Laws.

ARTICLE 15. - Appropriations for Ambulance Depreciation Account. Finance Committee recommends. Passing by a majority vote that the Town appropriate \$40,000 from Receipts Reserved for Appropriation for Ambulance to be held in a depreciation account for vehicle and equipment replacement pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 16. - Receipts reserved for appropriation for cemeteries. Finance Committee recommends. Passing by a majority vote that the town appropriate \$25,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating costs, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the General Laws.

ARTICLE 17. - Reserve Fund. Finance Committee recommends. Passing by a majority vote that the town transfer \$75,000 from Overlay Surplus and to raise and appropriate \$225,000 for a Fiscal Year 2012 Reserve Fund.

ARTICLE 18. - Special Appropriation for road repaving and preservation. Finance Committee recommends. Passing by a majority vote that the town transfer from \$150,000 from free cash to repave, resurface and/or crack seal public ways.

ARTICLE 19. - Funding of Other Post Employment Benefits Liability Trust Fund. Finance Committee Recommends. Passing by a majority vote that the Town transfer \$100,000 from free cash into the Other Post Employment Benefits Liability Trust Fund, established under the provisions Massachusetts General Laws Chapter 32B, Section 20.

ARTICLE 20. - Municipal Building Insurance Fund. Finance Committee recommends. Passing by a majority vote that the Town accept Massachusetts General Laws Chapter 40, Section 13 relative to a Municipal Building Insurance Fund and to raise and appropriate \$25,000 to be placed in said fund.

ARTICLE 21. - Sale of Foskit Hall. Finance Committee recommends. Requiring a two-thirds vote, passing as amended by a declared two-thirds vote by the Moderator to authorize the Board of Selectmen to dispose of the land and buildings at 485 Main Street, known as Foskit Hall, also known as the Grange Hall, with such restrictions and conditions as the Board deems appropriate. If in the opinion of the Board of Selectmen the only viable option is to demolish Foskit Hall, the Board of Selectmen are instructed to return to Town Meeting to receive approval.

This article received much discussion. There were two amendments presented concerning this article. They are listed below.

Amendment 1 – Presented by John Broderick and seconded – Move to authorize the Board of Selectmen to dispose of the land and buildings at 485 Main Street, known as Foskit Hall, also know as the Grange Hall, with restrictions and conditions of and on the sale to be determined after a Public Hearing with input solicited from but not limited to the following: the Historical Commission, the Grange Hall Study Committees (1 and 2) or any other Town Board or Committee, parcel abutters and any other resident wishing to be heard.

Amendment 1 failed to pass.

Amendment 2 – presented by Board of Selectmen and seconded – Adding after “appropriate” – If in the opinion of the Board of Selectmen the only viable option is to demolish Foskit Hall, the Board of Selectmen are instructed to return to Town Meeting to receive approval.

Amendment 2 passed by a majority vote.

ARTICLE 22. - Funding of Repairs to the Grange. Finance Committee recommends. Passing by a majority vote to indefinitely postpone action under Article 22.

ARTICLE 23. - Borrowing for improvements to Recreation Facilities. Finance Committee recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator that \$100,000 is appropriated for constructing baseball fields, a multi purpose field, a softball field, and a dog park, constructing or reconstructing walking/jogging trails, installing sports field lighting, various playground accessibility construction and improvements, constructing pavilion enhancements and beachfront improvements, including all costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$100,000 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid and any private donations available for the project, provided that the amount of the authorized borrowing shall be reduced by the amount of such aid or donations received prior to the issuance of bonds or notes under this vote; and that the Board of Selectmen is authorized to take any other action necessary or convenient to carry out this project.

ARTICLE 24. - Return of Bond Premium to Enterprise Funds. Finance Committee recommends. Passing by a majority vote that the Town transfer \$83,691 from free cash to the Water Enterprise Fund and \$49,055 from free cash to the Sewer Enterprise fund.

ARTICLE 25. - 250th Anniversary Celebration. Finance Committee recommends. Passing by a majority vote that the Town establishes a special fund under the provisions of Massachusetts General Laws Chapter 44, Section 53I, for the purpose of commemorating the 250th Anniversary of the incorporation of Wilbraham and to transfer \$10,000 from Free Cash to be placed in said fund in Fiscal Year 2011.

ARTICLE 26. - Authorization to Borrow for Capital Outlays. Finance Committee recommends. Requiring a two-thirds vote, passing by a declared two-third vote by the Moderator that \$2,400,000 is appropriated for remodeling, reconstructing, making extraordinary repairs and adding to the fire station including originally equipping, landscaping, paving and other site improvements, and all costs incidental or related thereto; that to meet this appropriation, \$200,000 shall be paid out of the fire department budget and the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$2,200,000 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid and any private donations available for the project; and that the Board of Selectmen is authorized to take any other action necessary or convenient to carry out this vote.

* **ARTICLE 27. - Council on Aging Revolving Fund (consent agenda). Finance Committee recommends.** Passing by a majority vote that the Town reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from donations from individuals, organizations and events; memorial donations; and fees for classes, trips and programs, which shall be used for payment of costs connected with programs and events; repair and maintenance of equipment and furnishings; purchase of memorials and volunteer recognitions; and fees for instructors and classes, and transfer the balance of the FY 2011 revolving fund to the FY 2012 revolving fund. Expenditures authorized by the Director of Elder Affairs, not exceeding a total of \$20,000 in FY 2012. The balance in the revolving account shall not exceed \$20,000.

*** ARTICLE 28. Compost Bin Revolving Fund (consent agenda). Finance Committee recommends.** Passing by a majority vote that the Town reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from the sale of compost bins which shall be used to purchase additional compost bins, and transfer the balance of the FY 2011 revolving fund to the FY 2012 revolving fund. Expenditures authorized by the Public Works Director, not exceeding a total of \$5,000 in FY 2012. The balance in the revolving account shall not exceed \$5,000.

*** ARTICLE 29. Cemetery Revolving Fund (consent agenda). Finance Committee recommends.** Passing by a majority vote that the Town reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from the sale of boundary markers, foundations, winter access charges, and for opening and closing graves, which shall be used to purchase boundary markers, foundations, winter access charges, and to open and close graves, and transfer the balance from the FY 2011 revolving fund to the FY 2012 revolving fund. Expenditures authorized by the Cemetery Commission, not exceeding a total of \$20,000 in FY 2012. The balance in the revolving account shall not exceed \$20,000.

*** ARTICLE 30. Community Gardens Revolving Fund (consent agenda). Finance Committee recommends.** Passing by a majority vote that the Town reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from community garden lot rental fees and donations, which shall be used to purchase goods, tools, and services, including water resources, for the use of the gardeners enrolled in the program, and transfer the balance from the FY 2011 revolving fund to the FY 2012 revolving fund. Expenditures authorized by the Conservation Commission, not exceeding a total of \$6,000 in FY 2012. The balance in the revolving account shall not exceed \$6,000.

*** ARTICLE 31. - Authorization to enter into lease/purchase agreements (consent agenda). Finance Committee recommends.** Passing by a majority vote that the town authorize the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interests of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

*** ARTICLE 32. - Authorization to dispose of surplus equipment (consent agenda). Finance Committee recommends.** Passing by a majority vote that the Town authorize the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

***ARTICLE 33. - Grants Authorization (consent agenda). Finance Committee recommends.** Passing by a majority vote that the Town authorizes the Board of Selectmen to apply for and accept federal or state grants or monies as may be available and to authorize the expenditure of any such grants or funds received there from in accordance with the terms of said grants.

ARTICLE 34. - Acceptance of deeds. Finance Committee recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator that the Town accept such deeds and grants of land given to the Town as recorded at the Hampden County Registry of Deeds or the Hampden County Land Registration Office since the date of the last Annual Town Meeting as filed by the Board of Selectmen with the Town Clerk as "Article 34, Exhibit A."

ARTICLE 35. - Drainage and Access Easements. Passing by a majority vote to indefinitely postpone action under Article 35.

ARTICLE 36. - Stabilization Fund. Finance Committee recommends. Passing by a majority vote that the Town transfer \$100,000 from Free Cash to the Stabilization Fund.

ARTICLE 37. - Acceptance of Statute allowing Sunday morning alcoholic beverage sales. Finance Committee makes no recommendation. Passing by a majority vote that the Town accept Massachusetts General Laws chapter 138, section 33B which reads as follows: The local licensing authority of any city or town which accepts this section may authorize licensees under section twelve to sell alcoholic beverages between the hours of 10:00 a.m. and 12:00 noon on Sundays, the last Monday in May and on Christmas day or on the day following when said day occurs on Sunday.

ARTICLE 38. - Zoning By-Law Amendment - Rezoning from GB to R-15. Planning Board recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator to amend the Wilbraham Zoning By-Law and the accompanying Zoning Map referenced therein by rezoning from General Business (GB) to Residential-15 (R-15) approximately 1.61 acres of land being a portion of property known as parcel #616 located at 2555 Boston Road owned by Atlantic Holdings Group Inc., as more particularly described on a plan on file with the Town Clerk entitled "Zoning Amendment Exhibit A".

ARTICLE 39. - Zoning By-Law Amendment - Rezoning from ACF to GB. Planning Board recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote to amend the Wilbraham Zoning By-Law and the accompanying Zoning Map referenced therein by rezoning from Adult Care Facilities (ACF) to General Business (GB) approximately 3.52 acres of land comprising the rear portion of land located at 2377 Boston Road (assessors parcel #101816) owned by Wing Memorial Hospital Corp (Suite 101, parcel #565) and POC Development Company Limited Partnership (Suite 102, parcel #566; Suite 103, parcel #567; Suite 201, parcel #568; and Suite 202, parcel #569), the rear portion of land located at 2379 Boston Road (parcel #570) owned by Country Bank for Savings, and the rear portion of land located at 2391 Boston Road (parcel #576) owned by K S Diner Inc., as more particularly described on a plan on file with the Town Clerk entitled "Zoning Amendment Exhibit B".

ARTICLE 40. - Zoning By-Law Amendment – Accessory Use Regulations. Planning Board recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote to amend the Wilbraham Zoning By-Law by renumbering existing section 3.6 (Accessory Use Regulations) as section 3.9 and by revising sections 3.4.4.4, 3.4.5.11, 3.4.5.17, 4.4.8, 4.5.2(C) and 12.5.4 by changing all existing references of section 3.6 to renumbered section 3.9 as set forth in a document entitled "Zoning Amendment Exhibit C" on file with the Town Clerk.

Motion to adjourn was made, seconded and carried. Meeting adjourned at 10:15 PM.

Respectfully submitted,
Beverly J. Litchfield, MMC, CMMC
Town Clerk of Wilbraham

Town Bulletin

Boston, Massachusetts June 15, 2011

The foregoing amendments to the town by-laws adopted under articles 38, 39 and 40 of the warrant for the Wilbraham town meeting that convened on May 16, 2011 are hereby approved and the maps pertaining to Articles 38 and 39 (Zoning).

Martha Coakley
Attorney General

Kelli E. Gunagan
Assistant Attorney General

**2011 Annual Town Election
May 21, 2011**

Total Registered Voters ---	10,045	Voted by Precinct	Total Registered
Total Vote Cast -----	272	Precinct A – 61	2545
% Voted -----	3%	Precinct B – 57	2490
		Precinct C – 61	2480
		Precinct D – 93	2530

SELECTMAN – 3 YRS.

James E. Thompson D 231*

ASSESSOR – 3 YRS.

John M. Wesolowski R 227*

REG. SCHOOL COMMITTEE – 3 YRS.

Dennis John McCarthy R 197*

Peter Salerno R 209*

CEMETERY COMMISSIONER – 3 YRS.

Wilfred R. Renaud Jr D 225*

WATER COMMISSIONER – 3 YRS

Thomas D. Pilarcik U 512*

LIBRARY TRUSTEE – 3 YRS

Llewellyn S. Merrick R 217*

Linda F. Moriarty R 214*

PLANNING BOARD – 5 YRS

Frederic W. Fuller, III R 224*

WILB. HOUSING AUTHORITY – 5 YRS

Judy L. Cezeaux R 229*

* Denotes Winner

Attest: *Beverly J. Litchfield*, MMC, CMMC
Town Clerk

**Special Town Meeting
October 18, 2011**

Attendance	Precinct A:	40
	Precinct B:	29
	Precinct C:	37
	Precinct D:	45
	Total -----	151

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on Tuesday, October 18, 2011. At 7:00 PM Moderator Anthony Scibelli noted a quorum was present and called the meeting. All were asked to join in reciting the Pledge of Allegiance before the call of the meeting was read by Town Clerk Beverly J. Litchfield.

ARTICLE 1. Special Legislation Request: Finance Committee recommends. Passing by unanimous vote to authorize the Board of Selectmen, pursuant to section 89 of the amendments to the Massachusetts Constitution, the Home Rule Amendment, to request its legislators to petition the General Court requesting the enactment of a special act of the state legislature affecting a single municipality, the Town of Wilbraham, to read as follows: Notwithstanding the provisions of Chapter 30B and Sections 3 and 4 of Chapter 40 of the General Laws, the Town of Wilbraham may, with the approval of Town Meeting, amend and/or extend the term of leasehold interests associated with the property

known as the Town of Wilbraham golf course on Stony Hill Road, Wilbraham, Massachusetts, in the best interests of the Town of Wilbraham, and in order to promote the public welfare.

ARTICLE 2. Acceptance of General Laws, Chapter 272, Section 73A: Finance Committee recommends. Passing by unanimous vote that the Town accept section 73A of Chapter 272 of the General Laws, which reads as follows: In any city or town which accepts this section, the provisions of section seventy-three shall not prohibit the removal, in accordance with rules and regulations promulgated by the state secretary, of a gravestone or other structure or thing which is placed or designed as a memorial for the dead, for the purpose of repair or reproduction thereof by community sponsored, educationally oriented, and professionally directed repair teams.

ARTICLE 3. Spec Pond Recreational Complex: Finance Committee recommends. Passing by a declared two-third vote by the Moderator that \$500,000 be appropriated to pay costs of making improvements to the Spec Pond Recreational Complex, including the payment of all costs incidental and related thereto, which amount shall be expended in addition to \$281,250 previously appropriated for this purpose, and that the Treasurer with the approval of the Selectmen is authorized to borrow said amount under and pursuant to Chapter 44, Sections 7(3) and 8C of the General Laws, or pursuant to any other enabling authority; provided that no funds shall be borrowed until the Selectmen have determined that the Town has received a commitment from the Commonwealth to receive a grant to pay at least \$500,000 of the cost of this project, and, further that the amount authorized to be borrowed shall be reduced to the extent of any such grant funds received by the Town prior to the issuance of any long term bonds, and that the Recreation Department is authorized to seek reimbursement and enter any necessary contracts thereto under the PARC (formerly Urban Self-Help) Act: 301 CMR 5.00.

Attest: *Beverly J. Litchfield*, MMC, CMMC
Town Clerk

Voter Registration by precinct, 2011

Precinct Dec. 31, 2011	Republican	Democrat	Unenrolled	Libertarian	Interdependent 3 rd	Green Rainbow	Green USA	Conservative	Total
A	496	821	1213	9	1	222	--	--	2542
B	539	705	1225	10	--	--	--	--	2479
C	571	640	1252	10	1	3	1	1	2479
D	557	772	1295	1	1	4	--	--	2630
Total	2163	2938	4985	30	3	9	1	1	10130

Vital Records 2011

Vital event	2009 males	2009 females	2009 TOTAL	2010 males	2010 females	2010 TOTAL	2011 males	2011 females	2011 TOTAL
BIRTHS	31	36	67	41	33	74	38	49	87
MARRIAGES	--	--	45	--	--	37	--	--	53
DEATHS	87	124	211	87	134	221	113	148	261

Statement of Receipts and Disbursements July 1, 2010 – June 30, 2011

RECEIPTS FY 2011

DOG LICENSES	\$24,940.25
DOG FINES & FEES	\$ 4,900.25
FISH & WILDLIFE LICENSES	\$10,476.60
MARRIAGE LICENSES	\$ 1530.00
MISCELLANEOUS CLERK'S FEES	\$26,401.26
TOTAL FY '11 RECEIPTS	\$68,248.36

DISBURSEMENTS FY 2011

TOWN TREASURER: DOG ACCOUNT	\$29,840.50
DIVISION OF FISHERIES & WILDLIFE	\$10,296.75
TOWN TREASURER: CLERK'S FEES	\$28,111.11
TOTAL FY '11 DISBURSEMENTS	\$68,248.36

Attest: *Beverly J. Litchfield*, MMC, CMMC
Town Clerk

BOARD OF SELECTMEN

Following the Town Election in May, the board reorganized with Patrick Brady as chairman, Robert Boilard as vice chairman and James Thompson as clerk.

The board generally meets on a weekly basis. During June, July and August, the board meets once or twice a month, depending upon issues. During calendar year 2011, the board was focused for much of the year on responding to three major weather emergencies. Nevertheless, a number of short-term and long-term issues were addressed. The following represents a sampling of some of the more significant items addressed:

Projects and Issues During 2011

Weather Emergencies - A great deal of time and energy was devoted to responding to the June 1 tornado, July 26 microburst, and the October 30-31 snowstorm. During each of these events the board was having daily emergency departmental briefing meeting and provided critical leadership for the town's response, throughout the emergency periods. Moving forward, a great deal of real life experience was gained from the emergencies and the board is working with the town's emergency management leaders to revise our emergency management plans to be able to better address the needs of Wilbraham residents during times of crisis.

Finances and Budget – Just as it appeared that the town was turning the corner on difficult financial times, much of the town's reserves were redirected to paying for the cleanup of a rare New England tornado, a microburst, and a freak October snowstorm. Even though these events have caused difficult short-term cash flow problems, we expect that in excess of 75% of these costs will be reimbursed by the federal or state Government.

Continued controls on spending and hiring, along with organizational changes made in prior years, enabled the town to again end the fiscal year with a surplus. Despite a tough year we continue to believe the town is well positioned to face the serious fiscal challenges ahead.

Organization Changes – In June, in response to the need for more coordination of the long-range financial planning of the town, the board appointed Tom Sullivan as Assistant Town Administrator for Budget and Finance/Treasurer-Collector. In September, the board approved the reorganization of the Department of Public Works and the

appointment of William Sperraza as the DPW Director of Operations. In this position, Mr. Sperraza is responsible for the operation of the Highway, Wastewater and Solid Waste Divisions of the DPW.

During the summer, we were given notice by Police Chief Alan Stratton that he intended to retire at the end of October. He agreed to postpone retirement until the end of the year in order to give the board time to recruit and appoint a replacement. The board decided to hire the UMass-Boston Collins Center for Public Management to assist with the search. After extensive advertising of the position, an initial round of interviews by an interview panel, and a half-day assessment center, four finalists were brought before the board for final interviews. On December 19, the board appointed Captain Roger Tucker to be the town's new Police Chief. Chief Tucker took over from Chief Stratton on January 1, 2012.

Fire Station Renovations - The board appointed a Fire Station Building Committee to employ Architects and Engineers to evaluate and make recommendation for the renovation and expansion of the central Fire Station on Boston Road. Fund of the committee recommendation was approved at the Annual Town Meeting without the need for additional borrowing. Bids were expected to be put out for construction in late winter of 2012.

Gazebo Park – Following the approval of the purchase by Annual Town Meeting, the board closed on the acquisition of Gazebo Park, preserving this important town center parcel for future generations.

Memorial School - During the spring, the board was informed by the Hampden-Wilbraham Regional School District that, due to declining enrollment, Memorial School would not be used for at least the next few years. After Cathedral High School in Springfield was destroyed by the June 1st tornado, RC Archdiocese of Springfield was in an urgent need for a temporary home for the 2011-2012 school year. As Memorial School is leased by the Town of Wilbraham to the Hampden-Wilbraham Regional School District, the Board of Selectmen approved the sublease of Memorial School to Cathedral High School.

Wilbraham's 250th Anniversary – In 2013, Wilbraham will celebrate the 250th anniversary of incorporation. The board continues to be encouraged by the work and enthusiasm of the 250th Anniversary Planning Committee . Please see the committee's report later in the this Annual Report and plan on celebrating Wilbraham in 2013.

In closing the board wishes to thank town boards and committee members, volunteers and town employees for the excellent service that they perform on behalf of the town.



BOARD OF SELECTMEN
Patrick J. Brady, Chairman
Robert J. Boilard
James E. Thompson

Robert A. Weitz, Town Administrator
Pamela E. Beall, Secretary to Board

Springfield Street disappeared under a hale of fallen trees and branches in July microburst. Photo by Melissa Graves.

HUMAN RESOURCES

Benefits

Since July 2010 the town has contracted for Benefits Administration services with the Millennium Insurance Agency, Inc. of Sterling, Massachusetts. Gloria Congram, Executive Assistant at Millennium, holds office hours at the Wilbraham Town Hall on most Thursdays, from 9:30 a.m. to 1:30 p.m. for town employee, retirees and their spouses and dependents who have any questions or need to make changes to their group insurance enrollment.

In July of 2011 Governor Duval Patrick signed into law "An Act relative to Municipal Health Insurance" providing Massachusetts Cities and Towns with new opportunities to address the ever increasing costs of employee and retiree health insurance for public employees. Municipalities are required to conduct a cost analysis of their health insurance expenditures and how they compare to participation in the Group Insurance Commission's (GIC) health plan offerings which is the plan offered to state employees. Based on this analysis, cities and towns need to make changes, either to their health plans or by changing to the GIC to realize substantial savings to the taxpayers. Medicare eligible retirees are now required to join Medicare if they are eligible and select a Medicare supplement or advantage plan. Effective July 1, 2012, municipalities are no longer permitted to pay health insurance premiums for active health plans for retirees and their spouses who are eligible for Medicare.

Training

The Town trained all employees in the prevention of Sexual and other Harassment of members of protected classes. Individual departments monitor their own training schedule to ensure town staff is renewing required certifications and licensure for their respective positions.

Labor Relations

Town Administrator Robert Weitz, Assistant Town Administrator for Budget and Finance Thomas Sullivan, Police Chief Allen Stratton, Fire Chief Francis Nothe and Director of Public Works Edmond Miga spent many hours in discussions with the three bargaining unit negotiating teams. The Town was able to come to an agreement with the International Union of Operating Engineers (IUOE) Local 98 and the United Firefighters of Wilbraham (Local 1847), negotiations had not been completed with the International Brotherhood of Police Officers (IBPO) Local 605 at the time this report went to press.

Performance

On September 1, 2011 the Board of Selectmen invited town employees to an unprecedented employee luncheon in recognition of the outstanding contributions far above and beyond their call of duty following the June 1, 2011 tornado that hit Wilbraham and many surrounding cities and towns. Many town employees, particularly in the Public Works Department, Police, Dispatch, Fire and Ambulance services, but also at the senior center and at town hall went far above and beyond their call of duty in the hours, days and weeks following the disaster which left a long lasting scar on our town and our residents. A second storm on July 28 and a October 30 record snow storm again provided town employees the opportunity to show their dedication, ingenuity and professional qualifications. I am honored to work with such a professional and dedicated group of people, and while we are all human and may make mistakes, I encourage you to contact town staff and work with them as they do their best to address your needs.

Personnel Changes

Separations			
Resignations	1/1/2011	Richard Ramponi	Call Firefighter
	1/1/2011	Richard Chase	Call Firefighter
	5/24/2011	Claudia Considine	Public Health Nurse
Retirements	9/23/2011	Clifford Zimmer	Asst Rec Director
	1/21/2011	Elayne Stratton	Payroll/Account Payables Clerk
	2/11/2011	Frank Shea	Highway Superintendent
	8/11/2011	Neal Johnson	Firefighter/EMT
	9/1/2011	Mark Haryasz Sr.	On-Call Firefighter
	9/5/2011	Scott Facey	Firefighter/EMT
	9/16/2011	Christine Bergquist	Library Director
	9/26/2011	Ronald Lavoie	Asst. DPW Director
	12/31/2011	Allen Stratton	Chief of Police
New Hires			
Full Time	1/3/2011	Thomas D. Motyka	Police Officer
	4/13/2011	Dominic Brady	Groundskeeper/HEO
	8/24/2011	John Sternala	Network Administrator
	9/6/2011	Thomas Wilson	Groundskeeper/Crew Leader
	9/12/2011	Jeffrey Witek	Firefighter/EMT
	10/3/2011	William Sperrazza	Superintendent of Operations
	10/5/2011	Patrick Farrow	Firefighter/EMT
	10/11/2011	Christopher Houghton	Firefighter/EMT
	12/4/2011	Aaron Siko	Asst Parks and Rec Director
	Part Time	4/8/2011	Paul Villano
6/8/2011		Ronald Rauscher	Deputy Sealer/Weights & Measures
8/1/2011		Lee Ann Giglietti	Public Health Nurse
Promotions			
	3/29/2011	Dennis Dumais	DPW Foreman
	3/29/2011	Richard Zamora	DPW Foreman
	5/23/2011	Tonya Basch	Asst. DPW Director/Town Engineer
	7/1/2011	Thomas Sullivan	Asst. Town Administrator for Budget & Finance, Treasurer - Collector
	9/15/2011	Karen Demers	Acting Library Director
	12/21/2011	Karen Demers	Library Director
Other			
	1/24/2011	Diane Hamakawa	Collections to Accounts Payable
	2/16/2011	Amy DeLisle	Clerical Floater to Collector's Office
	3/7/2011	Kevin LaPlante	HEO Parks/Rec to DPW Water Div
	4/15/2011	Richard Vierthaler	Landfill Operator to DPW Highway
	7/1/2011	Barbara Harrington	Social and Veterans Services (to F/T)

Herta Dane, Human Resources Coordinator

PERSONNEL BOARD

Joan D. Paris, chair

Mark Brannigan

Joseph Kelly

Paul D. Lemieux

John Ubersax

INFORMATION TECHNOLOGY

The IT Department had a very busy 2011 and was heavily impacted by multiple natural disasters. Much of the IT Department's time was utilized supporting the day-to-day technology needs of all Town municipal departments. Outside consultants were leveraged to provide the extra support when needed, especially for the public safety departments of Police and Fire. A full-time Network Administrator was hired in September of 2011. The details of many IT Department accomplishments are below:

- Supported all Town department printers, copiers, network devices, workstations, servers, software, video, phone, radio and other "IT-like" systems. IT staff priority is to ensure that all Town departments maintain continuity of business operations – especially those providing public facing services.
- Disaster Response: The IT Department supported Town technological operations during the tornado, micro-burst, hurricane and October snow storm at all hours of the days, nights and weekends. Primary focus was on sustaining operations for the Police, Fire and DPW Departments. Assisted Police, Fire, DPW, Public Access and Building/Facilities Departments with all forms of power, data, phone, video broadcast and radio communications outage issues. Enabled public wi-fi at Town Hall for residents to use when power and telecommunication lines were out. Generators at Town Hall, Police and Fire operated normally during all of the disasters.
- Increased Town Hall's (Charter) fiber Internet speed from 3/3 to 10/10 megabits. Increased all remote (Charter) coaxial cable modem Internet speeds from 16/2 to 25/3 megabits. This improves building-to-building connectivity and raises municipal VPN speeds to a more usable level. We continue to operate the VPN using open source firewall appliance software on re-purposed Town hardware systems with consistent results.
- Continued installing and upgrading battery backups in Town buildings. This enables protected Town systems to gracefully handle the changeover from grid power (or loss of) to generator power. This also adds protection against equipment damage and preserves the Town's investment in existing technology.
- Continued using open source virtualization software (and associated bulk data storage systems) to expand and operate a private IT "cloud". This enables much faster provisioning of new server systems, more complete system backups and "high availability" between multiple server locations.
- Worked with Massachusetts Broadband Institute, (<http://massbroadband.org/>) as their "community liaison" to Wilbraham. Confirmed buildings that MBI will run fiber to as part of the MassBroadband123 (<http://massbroadband.org/Network/mbi123.html>) project. Worked with MBI's network operator and engineering team to perform site surveys for all Town primary buildings along MBI's fiber route.
- Continued IT outreach and communication between surrounding cities and towns. Through effective use of the MBI and other future fiber networks, local municipal IT departments are beginning to plan for more combined efforts and mutual aid opportunities.
- Worked with the Selectmen's Office to begin website modernization efforts. Worked with internal staff members to begin updating existing web site content. Spoke with surrounding cities and towns about their existing web solutions. Researched and spoke with many vendors about their web service offerings.
- Upgraded speed of mobile Police department vehicle computers and wireless data devices. This enables more reliable access to Police IT resources, especially in known wireless "dead zones" and when mobile.
- Assisted the Fire and Building/Facilities Departments with IT related insight during the Fire Headquarters

building remodel planning. The IT Department focused on using a small part of the new building to integrate existing copper networks with future fiber and wireless networks. This will also provide a safer and cleaner space for existing Fire Department technology assets to operate.

- Added the Parks and Recreation Department to the Senior Center phone system using VoIP.
- Added a 5.5TB storage appliance at Police and Public Access respectively (11TB total), and another 2.75TB of storage at Town Hall. This aids with data backups, data migration, disaster preparedness and recovery.
- Upgraded memory and hard drives in many departments' existing workstations to defer replacement cost and extend their useful life. Replaced some workstations with modern units and re-purposed the old units for other projects.
- Continued to collect obsolete and failed technology equipment from Town departments and properties for eventual archival and proper e-waste disposal. Long term storage of e-waste material enables the Town to wait for free/sponsored e-waste recycling events. Recycled 3290lbs of e-waste through an E-Stewards (<http://e-stewards.org>) certified recycler located in Massachusetts.
- Established a formal internship program with Minnechaug Regional High School (MRHS). The first senior class student begins internship in January of 2012.

Nate DeLong, IT Director

John Sternala, Network Administrator

Broadband Advisory Committee

Began local broadband mapping and design efforts, assisted by the Town DPW/Engineering Division. Researched feasibility of different broadband strategies (aerial vs. buried, fiber vs. wireless, municipal vs. carrier operated, etc). Researched utilizing MBI aerial fiber lines under the MassBroadband123 project. Researched long term options for eventual fiber-to-the-premise and wireless data options for residents and businesses. Researched public broadband outreach and education strategies.

BROADBAND ADVISORY COMMITTEE

Stephen Brand Nate DeLong
Will Caruana, chair Tom Newton
Caroline Cunningham Felix Zayas

Technology Advisory Committee

Focused on IT Department staffing – leverage interns where possible and hire a second full-time staff person.

TECHNOLOGY ADVISORY COMMITTEE

Allan Campbell Marc Ducey
Will Caruana Paul H. Malandrinos
Pawel Widor, chair

250th ANNIVERSARY PLANNING COMMITTEE

The anniversary planning committee has 20 appointees along with several volunteers for special interest projects and events. We have been meeting since January 2010, twice a month, to plan for diverse events in 2013 (and some in 2012!). Town organizations, clubs, schools, churches, and businesses are getting involved. The members of the committee each have jobs to do and volunteers to coordinate for their specific events.



In 2011, the committee sponsored a contest to design a Wilbraham-theme logo. The entries included art from seniors to from school children. The selected art is an outstanding logo designed by Jennifer Guidara, featuring an arrowhead, a peach, a canoe, a cannon, a branch of berries, and a falcon, all symbols of legends and historical events of the past. In addition, the committee adopted a birthday slogan:

Celebrating the Past while looking toward the Future

First Night on December 31, 2012 will be the big start of our year-long celebration, with the generous support and participation of the United Church and the Wilbraham & Monson Academy as a key locations for community activities. Main Street will be the focus of activities beginning at 2:30 in the afternoon and continuing until 8:00 PM with a fireworks display.

Finances are a big problem. We are hoping soon that banks and businesses will offer financial assistance to this community celebration. Fundraising and publicity will be ongoing.

Save these dates 2012 and 2013:

- May 12, 2012 Town-wide Tag Sale
- September 17, 2012 Golf Tournament (with Rotary Club)
- December 31, 2012 First Night Main Street
- May 20, 2013 Golf Tournament
- June 15, 2013 Dinner Dance at Chez Josef
- June 23, 2013 Main Street Parade
- June 23, 2013 Air Force Concert at Fountain Park
- June 23, 2013 Fireworks at Fountain Park

And look for announcements about these activities

- April 2013 Wilbraham Art League Exhibit
- April 2013 United Players Production
- June 2013 Opening 1963 Time Capsule
- Spring 2013 Peach Queen Pageant
- Spring 2013 Taste of Wilbraham
- August 2013 Community Barbecue
- August 2013 Road Race (with Knights of Columbus)
- September -October 2013 Historic Homes Tour
- September 2013 Golf Tournament
- October or November 2013 Interment of 2013 Time Capsule
- October 2013 Harvest Fest (with Wilbraham Community Association)

250th ANNIVERSARY PLANNING COMMITTEE
Kevin J. Moriarty and Patti Diotalevi co-chairs

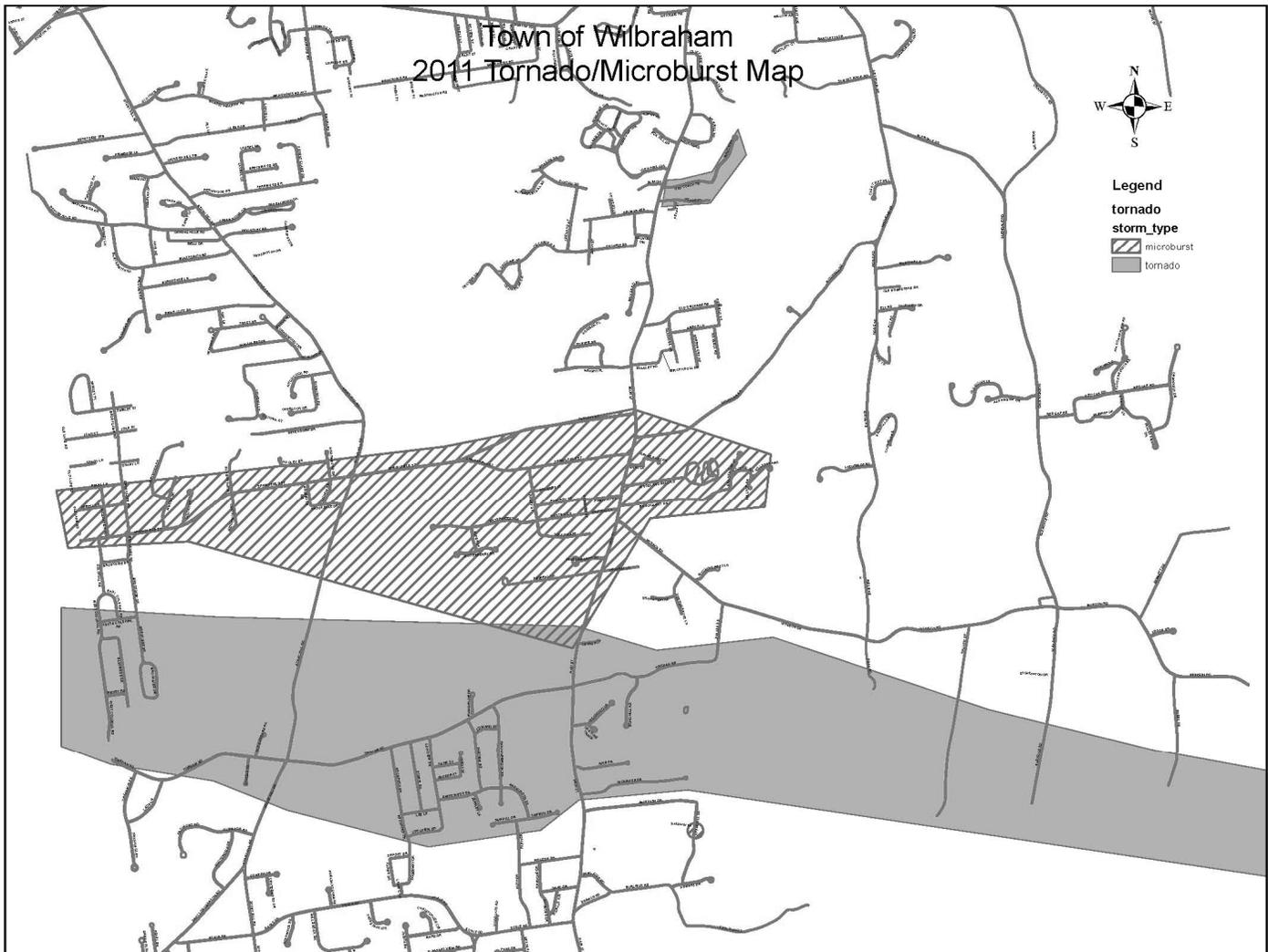
Roberta Albano
Virginia Barry
David Barry
Mary Bell
Charles Bennett
Jean Dirico
Berneice Dixon
Richard Eisold
Nancy Haryasz
Chuck Higgins
Thomas Laware Jr.
Jack Lutrell
Pat O'Connor
Wendy O'Rourke
Gary Petzold
Helene Pickett
Don Williams



Photo by David Miles, courtesy Wilbraham-Hampden Times.

TORNADO RELIEF FUND OVERSIGHT COMMITTEE

In the days immediately following the June 1 tornado event, the extent of damages unrolled over several days. Treasurer Thomas Sullivan acted quickly to establish a gift fund for the many offers of cash donations that began within hours of the storm passing. Selectmen appointed an oversight committee some weeks later to coordinate the distribution of funds to meet the community needs, particularly expenses not covered by insurance or



government assistance programs like FEMA.

The committee developed guidelines, welcomed applications for affected businesses and individuals, and completed a review and recommendations by late November 2011. The committee received and reviewed 59 applications for funds, 58 of which met the criteria to receive funds. Thanks to the generosity of many individuals, groups and businesses a total of \$92,396.60 was available for distribution. Appreciation also goes to Monson Bank for acting as

the depository for the funds raised. The Town Treasurer drew checks on the gift fund and recipients received them before the close of the year.

It is difficult to adequately state the amount of property loss and destruction caused by the June 1, 2011 tornado and the hardships and difficulties it created for those in its path. The committee realized very early on that it was not possible to make whole those who needed funds to meet tornado related expenses not covered by their insurance nor to resolve the myriad of problems its victims faced, nor bring back and restore what was lost June 1.

There were three major areas of loss that the committee focused on: 1) damage to homes 2) damage to vehicles, and 3) the cost of tree removal. Of the 59 applications received we identified a total of more than \$248,000 of these losses. The committee decided to grant payments of \$1,000 to those property owners whose homes were declared unlivable and lost, and \$500 to those that were uninhabitable until necessary repairs were made. A total of 33 of the 59 applications, including a hardship case, fell into these categories, amounting to a total payment \$19,500.00. This reduced the funds left for distribution to just under \$73,000.00. The committee awarded a fixed, proportional percentage for the out-of-pocket non-recoverable losses identified in each application. The amount granted varied depending on the total of the identifiable losses sustained by the home owner.

Speaking for the committee, we wish to thank our liaison with the town, Paula Dubord, Director of Elder Affairs, who did all the heavy lifting and work for the committee and whose help, assistance and insight with this effort was invaluable. Although we are satisfied and comfortable with our work, the application review and final award of funds, the committee realizes that those impacted by the destruction and loss continue to cope with the consequences and changes caused of this weather disaster. We extend to them our best wishes and hope that things will, sooner than later, return as close to normal as is possible. And it is our sincere hope that a similar relief committee never, ever becomes necessary in the future.

TORNADO RELIEF FUND OVERSIGHT COMMITTEE

David W. Barry

Lee Miner

Brian Tracy

PREVIOUS PAGE Approximation map from DPW Engineering Division

Finance

TREASURER/COLLECTOR

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

Office, Collector's Office and other various departments. I am also the Tax Title Custodian for the Town of Wilbraham. The Tax Title Custodian is charged with the care, custody, management and control of all property acquired by the foreclosure of tax titles.

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

The past year was an eventful year for the town and the department to say the least. An update of some of the major department's activities that we are working on is as follows:

The department has been providing assistance with the funding and reimbursement process for the costs of the tornados, microburst, and the Nor'easter that hit Wilbraham in 2011.

The financing for the major renovation of Fire Station on Boston Road is moving forward. The project will start in the spring of 2012, with completion expected sometime in the next fiscal year.

The town will be implementing a major plan and design change to the health plans we offer to our employees under MGL CH. 32B, S. 21 and S. 22 as of July 1, 2012. The result of this change will be that our employees will pay a greater share of their health care costs.

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

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

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

Lynn Frederick, Assistant Treasurer
Janet Costa, Assistant Collector
Amy Delisle, Collection Assistant

Treasurer: Bank Balances as of June 30, 2011

BANK OF WESTERN MA PEOPLES UNITED	GENERAL	248,695.49
BANK OF WESTERN MA PEOPLES UNITED	COMMUNITY PRES ACT FUND	0.00
COUNTRY BANK	GENERAL	0.00
BANK OF AMERICA	CASH MANAGEMENT	49,531.42
BANK OF AMERICA	CULTURAL COUNCIL	3,820.45
BANK OF AMERICA	DOCUMENTARY HERITAGE GT	0.00
BANK OF AMERICA	POLICE	0.00
BANK OF AMERICA	PAYROLL	29,328.32
CITIZENS	RECREATION	59,004.12
CITIZENS	PAYROLL	97,791.01
CITIZENS	GENERAL FUND	54,466.51
MMDT	CONSERVATION	28,449.88
MMDT	COMMUNITY PRES ACT FUND	73,339.09
MMDT	CEMETERY CARE & MISC TRIST FUNDS	0.00
MMDT	GENERAL	278,301.99
MMDT	STABILIZATION	4,607.29
MMDT	STABILIZATION-CAPITAL PROJECTS	5,246.74
MMDT	PEAK ROAD FUND	1,339.87
MMDT	DEACON WARRINER SCH FUND	824.32
MMDT	CHLOE BLISS STEBBINS FUND CHARITY	1,714.22
MMDT	CHLOE BLISS STEBBINS FUND-LIBRARY	1,711.40
MMDT	TERCENTARY OBSERVANCE FUND	1,409.72
MMDT	SCHOOL LOT FUND	793.15
MMDT	SOLDIERS MONUMENT PK FUND	1,369.98
MMDT	CRANE PARK MEMORIAL FUND	3,620.55
MMDT	LIBRARY DOC HERITAGE GT	0.00
MONSON SAVING BANK	WILBRAHAM TORNADO VICTIMS RELIEF	43,500.12
PEOPLES SAVING BANK	GENERAL FUND	2,644,570.09
PEOPLES SAVING BANK	DEBT CARD ACCOUNT	1,000.00
PEOPLES SAVING BANK	PARK & RECREATION DEPT	0.00
PEOPLES SAVING BANK	STABILIZATION	1,152,157.75
PEOPLES SAVING BANK	DEA ASSET FUND	6,045.45
PEOPLES SAVING BANK	POLICE DRUG TRUST	63,776.73
PEOPLES SAVING BANK	COMMUNITY PRES ACT FUND	1,029,227.40
PEOPLES SAVING BANK	STABILIZATION-CAPITAL PROJECTS	390,261.43
PEOPLES SAVING BANK	SEC DEP D'AMATO	630.89
STATE STREET	GOVERNMENT INVESTMENT	0.00
TD BANKNORTH	MONEY MARKET	1,000,059.22
TD BANKNORTH	VENDOR	114,721.63
UNIBANK	GENERAL	\$1,186,403.81
UNITED BANK	CEMETERY TRUST	11,466.10
UNITED BANK	GENERAL FUND	153,252.99
UNITED BANK	O.P.E.B. LIABILITY TRUST FUND	10.00

TOTAL BANK ACCOUNTS		8,742,449.13
CERTIFICATE OF DEPOSIT	CEMETERY TRUST	30,000.00
CERTIFICATE OF DEPOSITS	O.P.E.B. LIABILITY TRUST FUND	49,990.00

TOTAL CASH		8,822,439.13
=====		

Collector: Cash Paid July 1, 2010 TO June 30, 2011

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY							
1994	2,660			7			2,653
1995	2,888						2,888
1996	2,611						2,611
1997	2,442						2,442
1998	3,058						3,058
1999	2,708						2,708
2000	2,402						2,402
2001	2,338						2,338
2002	358						358
2003	914						914
2005	280						280
2006	385						385
2007	1,139						1,139
2008	1,491						1,491
2009	2,039			217			1,822
2010	2,409			173			2,236
2011	-235	558,960	509	554,202			5,032
REAL ESTATE						TAX TITLE	
1990	616						616
1991	8,387						8,387
1992	993						993
2008	74,189			72,044		2,146	0
2009	196,516		246	99,637	246	2,463	94,416
2010	509,725			273,039	408	16,300	219,978
2011	-33,207	27,755,748	50,541	27,069,910	139,024		564,149
CPA							
2008	540			536		4	0
2009	1,906		4	1,039	4	5	861
2010	4,949			2,668		165	2,116
2011	-147	284,686	327	277,057	2,459		5,350
2012				242			-242
PAYMENT IN LIEU OF TAXES - 2011		2,492		2,492			0
MOTOR VEHICLE EXCISE PRIOR YEARS	0	99		99			0
2003	2,548				2,548		0
2004	3,202			61	3,141		0
2005	6,119			344			5,775
2006	6,470	265		711			6,024
2007	5,902	438	32	594	32		5,746
2008	4,625	368	181	1,310	242		3,621
2009	23,652	7,416	515	20,380	1,218		9,986
2010	104,316	204,591	23,844	276,453	33,993		22,304
2011		1,646,662	13,837	1,494,239	28,754		137,505
FARM ANIMAL EXCISE							
2010		439		439			0
APPORTIONED SEWER MAIN ST PROJ PD IN ADV	0	97,300		97,300			0
BETTERMENTS ADDED TO TAXES SEWER							
2008	219			219			0
2009	50			50			0
2011		720		720			0
BETTERMENTS MAIN STREET							
2010	1,635		519	1,064	545		545
2011		175,595		167,965			7,630
BETTERMENTS ADDED TO TAXES WATER							
2011		211		211			0

		TOWN COLLECTOR		JULY 1, 2010 TO JUNE 30, 2011			
TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED	TRANSFERS	OUTSTANDING
COMMITTED INTEREST SEWER							
PAID IN ADVANCE	58						58
2008	22			22			0
2009	21			21			0
2011		108		108			0
2010 MAIN STREET	484		161	323	161		161
2011		156,420		150,822			5,598
COMMITTED INTEREST WATER							
PAID IN ADVANCE		0		0			0
2011		59		59			0
LIENS ADDED TO TAXES SEWER							
2008	420			420			0
2009	783			271			512
2010	2,287			948		150	1,190
2011		11,052		8,881			2,171
LIENS ADDED TO TAXES WATER							
2008	1,230			1,230			0
2009	209			24			185
2010	213			16			197
2011		4,680		4,372			307
POLICE FALSE ALARM LIENS							
2011		225		200			25
WATER DEPARTMENT						TRANSFERS	
WATER RATES	31,871	1,658,756	358	1,654,302	15,724	3,488	17,471
SEWER DEPARTMENT							
SEF	0			0			0
SEWER USE	35,412	853,696	693	835,267	22,762	8,615	23,157
LANDFILL						TRANSFERS	
2010	255,830				255,830		0
2011		448,820		182,830	200		265,790
ACCOUNTS RECEIVABLE:							
LIQUOR LICENSES	0	31,812		31,812			0
VETERANS SERVICES	19,259	18,667		17,147	6		20,773
SEWER PRIVLEDGE FEE							
TOWN & HIGH SCHOOL		1,749,995		92,105	0		1,657,890
SEWER PRIVLEDGE FEE INTEREST		87,500		87,500			0
TOTALS	1,301,191	35,757,779	91,767	33,484,101	507,296	33,336	3,126,003

BOARD OF ASSESSORS

The Board of Assessors is comprised of three members each elected for a three-year term. This past year chairman of the board Lawrence G. LaBarbera and board member Dawn L Barnes congratulated John M. Wesolowski on his re-election. The daily functions of the Assessor's Office are managed by Assistant Assessor Manuel D. Silva, MAA and three staff members: Cathy Barnes, Katherine Bruno and Karen Benoit.

The Massachusetts Department of Revenue (DOR) requires that all property be within 10% of full and fair market value as of January 1st each year. For Fiscal Year 2012 the assessors analyzed market conditions, as mandated by the DOR, and determine all property values based on 2010 sales. Adjustments were needed to maintain equitable property values and reflect market values within 10%. Some property values have increased while others decreased in value depending on several analyzed factors. These factors include, but are not limited to, the type, age, location, style, and size of property. This analysis was completed by in-house staff which resulted in saving tax dollars for the community. In addition to the revaluation, the cyclical inspection program continued throughout the year. This will continue into the current fiscal year to fulfill the DOR requirement that all property is inspected at least once every nine years.

The assessors and the staff have continued their responsibilities this past year relating to the Community Preservation Act and the Senior Work-Off Program. Both programs allow some taxpayers, who meet certain eligibility requirements, to receive an exemption or abatement on their annual taxes. The processing of the paperwork relating to exemptions for both of the programs is considerable and is ably handled by the staff.

In fiscal year 2012 the total taxable value for real and personal property is \$1,668,935,300. The decrease of \$30,627,000 in value is coupled with \$6,500,000 due to tornado damage and declining current market conditions. New construction and renovation resulted in new growth of \$10,828,266. This shall produce \$180,399 in new tax dollars. The Massachusetts Department of Revenue approved the single tax rate for fiscal year 2012 at \$18.05 per \$1,000 of assessment. The new rate is an increase of \$1.39 from last year's rate of \$16.66. Debt exclusions passed by Town Meeting totaled \$1,173,513, resulting in a \$.70 increase to the tax rate. The tax rate applies to all classes of real and personal property. This is in accordance with the vote of the selectmen at the classification hearing held on November 14, 2011.

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

BOARD OF ASSESSORS

Lawrence G. LaBarbera, Chairman

Dawn L. Barnes, Assessor

John M. Wesolowski, Assessor

Manny Silva, Assistant Assessor Senior

Cathy Barnes, Administrative Assistant, Date Collection

Kathy Bruno, Administrative Clerk

Karen Benoit, Administrative Clerk

**THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION**

FISCAL 2012

OF
WILBRAHAM
City / Town / District

I. TAX RATE SUMMARY

la. Total amount to be raised (from IIe) \$ 38,673,593.17
 lb. Total estimated receipts and other revenue sources (from IIIe) 8,549,311.00
 lc. Tax levy (Ia minus Ib) \$ 30,124,282.17
 ld. Distribution of Tax Rates and levies

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	89.2003%	26,870,950.07	1,488,694,860	18.05	26,870,942.22
Net of Exempt					0.00
Open Space	0.0000%	0.00	0		0.00
Commercial	7.1003%	2,138,914.41	118,499,840	18.05	2,138,922.11
Net of Exempt					0.00
Industrial	1.6821%	506,720.55	28,073,100	18.05	506,719.46
SUBTOTAL	97.9827%		1,635,267,800		29,516,583.79
Personal	2.0173%	607,697.14	33,667,500	18.05	607,698.38
TOTAL	100.0000%		1,668,935,300		30,124,282.17

Board of Assessors of **WILBRAHAM**
City / Town / District

MUST EQUAL IC

NOTE : The information was Approved on 12/01/2011.

Manuel D Silva, Principal Assessor, Wilbraham, 413-596-2800 11/15/2011 8:28 AM I am authorized to sign
Assessor Date (Comments)

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

Reviewed By James Podolak
Date : 01-DEC-11
Approved : Dennis Mountain
Director of Accounts


(Gerard D. Perry)

TAX RATE RECAPITULATION

FISCAL 2012

WILBRAHAM

City / Town / District

II. Amounts to be raised

Ila. Appropriations (col.(b) through col.(e) from page 4)		\$	38,265,377.00
Ilb. Other amounts to be raised			
1. Amounts certified for tax title purposes	0.00		
2. Debt and interest charges not included on page 4	0.00		
3. Final court judgements	0.00		
4. Total overlay deficits of prior years	0.00		
5. Total cherry sheet offsets (see cherry sheet 1-ER)	15,114.00		
6. Revenue deficits	0.00		
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00		
8. Authorized Deferral of Teachers' Pay	0.00		
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00		
10. Other (specify on separate letter)	2,132.85		
TOTAL Ilb (Total lines 1 through 10)			17,246.85
Ilc. State and county cherry sheet charges (C.S. 1-EC)			205,252.00
Ild. Allowance for abatements and exemptions (overlay)			185,717.32
Ile. Total amount to be raised (Total Ila through Ild)		\$	38,673,593.17

III. Estimated receipts and other revenue sources

Illa. Estimated receipts - State			
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	1,278,340.00	\$	
2. Massachusetts school building authority payments	0.00		
TOTAL IIIa			1,278,340.00
IIIb. Estimated receipts - Local			
1. Local receipts not allocated (page 3, col.(b), Line 23)	2,089,000.00		
2. Offset Receipts (Schedule A-1)	25,000.00		
3. Enterprise Funds (Schedule A-2)	3,316,457.00		
4. Community Preservation Funds (See Schedule A-4)	431,396.00		
TOTAL IIIb			5,861,853.00
IIIc. Revenue sources appropriated for particular purposes			
1. Free cash (page 4, col.(c))	704,446.00		
2. Other available funds (page 4, col.(d))	704,672.00		
TOTAL IIIc			1,409,118.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate			
1a. Free cash..appropriated on or before June 30, 2011	0.00		
b. Free cash..appropriated on or after July 1, 2011	0.00		
2. Municipal light source	0.00		
3. Teachers' pay deferral	0.00		
4. Other source :	0.00		
TOTAL IIId			0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		\$	8,549,311.00

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

a. Total amount to be raised (from Ile)		\$	38,673,593.17
b. Total estimated receipts and other revenue sources (from IIIe)	8,549,311.00	\$	
c. Total real and personal property tax levy (from Ic)	30,124,282.17	\$	
d. Total receipts from all sources (total IVb plus IVc)		\$	38,673,593.17

LOCAL RECEIPTS NOT ALLOCATED *
TAX RATE RECAPITULATION

WILBRAHAM
 City/Town/District

	(a) Actual Receipts Fiscal 2011	(b) Estimated Receipts Fiscal 2012
==> 1 MOTOR VEHICLE EXCISE	1,756,330.00	1,570,855.00
==> 2 OTHER EXCISE	439.00	500.00
==> 3 PENALTIES AND INTEREST ON TAXES AND EXCISES	167,409.00	140,000.00
==> 4 PAYMENTS IN LIEU OF TAXES	2,492.00	2,500.00
5 CHARGES FOR SERVICES - WATER	0.00	0.00
6 CHARGES FOR SERVICES - SEWER	0.00	0.00
7 CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8 CHARGES FOR SERVICES - TRASH DISPOSAL	0.00	0.00
9 OTHER CHARGES FOR SERVICES	13,952.00	13,000.00
10 FEES	21,482.00	20,000.00
11 RENTALS	25,000.00	25,000.00
12 DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13 DEPARTMENTAL REVENUE - LIBRARIES	9,251.00	9,000.00
14 DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
15 DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
16 OTHER DEPARTMENTAL REVENUE	20,149.00	20,000.00
17 LICENSES AND PERMITS	218,039.00	200,000.00
18 SPECIAL ASSESSMENTS	1,140.00	1,000.00
==> 19 FINES AND FORFEITS	24,433.00	24,000.00
==> 20 INVESTMENT INCOME	31,008.00	25,000.00
==> 21 MISCELLANEOUS RECURRING (PLEASE SPECIFY)	9,213.00	9,000.00
22 MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	82,504.00	29,145.00
23 TOTALS	\$ 2,382,841.00	\$ 2,089,000.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2012 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

JbAnne_DeGray, Accountant, Wilbraham, 413-596-2800

11/15/2011 9:57 AM

Accounting Officer

Date

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

==> Written documentation should be submitted to support increases/ decreases of FY 2011 estimated receipts to FY2012 estimated

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

TAX RATE RECAPITULATION

WILBRAHAM

FISCAL 2012

City / Town / District

APPROPRIATIONS							AUTHORIZATIONS	
							MEMO ONLY	
City / Town Council or Town Meeting Dates	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
05/16/2011	2012	34,727,282.00	33,293,164.00	704,446.00	704,672.00	25,000.00	51,000.00	2,200,000.00
05/16/2011	2012	1,639,195.00	0.00	0.00	0.00	1,639,195.00	0.00	0.00
05/16/2012	2012	1,134,346.00	0.00	0.00	0.00	1,134,346.00	0.00	0.00
05/16/2012	2012	333,158.00	0.00	0.00	0.00	333,158.00	0.00	0.00
05/16/2012	2012	431,396.00	0.00	0.00	0.00	431,396.00	0.00	0.00
Totals		38,265,377.00	33,293,164.00	704,446.00	704,672.00	3,563,095.00		
		Must Equal Cols. (b) thru (e)						

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

WILBRAHAM

Beverly J. Litchfield, Town Clerk, Wilbraham, 413-596-2800

_11/15/2011 9:55 AM

City/Town/District

Clerk

Date

TOWN ACCOUNTANT

After one year of the new payroll system being in place, everything is running smoothly. Personnel seem pleased to see their earned time on their pay stubs along with other pertinent information.

The Accounting Department also celebrates the first year with our new Accounts Payable/Payroll Clerk Diane Hamakawa. She previously worked in the Collector/Treasurer's Office. Diane is a great asset to the Accounting Department.

Assistant Town Accountant Nancy Johnson continued serving as liaison to the Finance Committee and Capital Planning Committee. She also assumed many of the duties of the Town Accountant for several months. I was out on medical leave for the last three months of 2011 and Nancy and Diane carried on all the business of the office in my absence.

The "free cash" figure certified for Wilbraham from the Department of Revenue, Division of Local Services, for this year was \$1,251,563. Retained Earnings certified for the Enterprise Funds are: Waste Water \$282,965, Water \$103,715 and Solid Waste \$35,951.

This year I want to especially thank my staff Nancy Johnson and Diane Hamakawa. Thank you for going beyond the expected, I really appreciate it. I also want to thank the department directors, Town Administrator Bob Weitz and our Board of Selectmen.

JoAnne DeGray, CGA
Town Accountant

Nancy Johnson , Assistant Town Accountant
Diane Hiakama , Accounting Clerk

Combined Balance Sheet (unaudited balance sheet) All Types and Account Groups 2011

	General Funds		Government Fund Types		Proprietary	Fiduciary	Account	Totals
	General	Revenue	Special	Capital	Fund Types	Fund Types	Group	Memorandum
			Projects	Enterprise	Trust & Agency	General Long Term Debt		
Assets								
Cash & Cash Equivalents	2,524,419.59	2,345,650.19	342,316.27		1,221,604.94	1,736,731.32		8,170,722.31
Restricted Cash			313.43			584,246.52		584,559.95
Receivables:								
Property Taxes	881,368.56							881,368.56
Tax Liens	81,886.43							81,886.43
Excises	190,961.06							190,961.06
Community Preservation Act Taxes Receivable								0.00
Utilities					4,873,254.37			4,873,254.37
Special Assessments	32,458.47							32,458.47
Other	1,401.60	762,040.52						763,442.12
Due from Other Governments	30,750.19							30,750.19
Taxes in Possession	120,461.50							120,461.50
Amt to be Provided for BANS			420,000.00					420,000.00
Amt to be Provided for Retirement of General Long Term Obligations							10,003,632.00	10,003,632.00
Other Amounts to be Provided							1,364,719.00	1,364,719.00
TOTAL ASSETS	\$3,863,707.40	\$3,107,690.71	\$762,629.70		\$6,094,859.31	\$2,320,977.84	\$11,368,351.00	\$27,518,215.96
Liabilities & Fund Equity								
Liabilities:								
Reserved for Abatements & Exempti	271,270.14							271,270.14
Deferred Revenue	1,068,017.67	762,040.52			4,873,254.37			6,703,312.56
Performance Bonds						496,525.24		496,525.24
General Obligation Bonds								0.00
Accrued Compensated Absences								0.00
BAN'S Payable			420,000.00					420,000.00
TOTAL LIABILITIES	1,339,287.81	762,040.52	420,000.00		4,873,254.37	496,525.24	-	7,891,107.94
Fund Equity:								
Retained Earnings:								
Unreserved					422,630.94			422,630.94
Fund Balance:								
Reserved for Encumbrances	143,932.00	723,943.30			33,073.00			900,948.30
Reserved for Expenditures	769,446.00	834,573.73	342,629.70		97,436.00	1,736,731.32	11,368,351.00	15,149,167.75
Reserved for Debt Payment					668,465.00			668,465.00
Unreserved, Undesignated	1,611,041.59	233,476.61						1,844,518.20
Restricted Fund Balance		553,656.55				87,721.28		641,377.83
TOTAL EQUITY	2,524,419.59	2,345,650.19	342,629.70		1,221,604.94	1,824,452.60	11,368,351.00	19,627,108.02
TOTAL LIABILITIES & FUND EQUITY	\$3,863,707.40	\$3,107,690.71	\$762,629.70		\$6,094,859.31	\$2,320,977.84	\$11,368,351.00	\$27,518,215.96

FY 2011 General and Enterprise Fund Expenditures

<u>DEPARTMENT</u>	<u>FY2011 BUDGET</u>	<u>FY2011 TRANS IN/OUT</u>	<u>FY2011 EXPENDED</u>	<u>FY2011 ENCUMBERED</u>	<u>FY2011 SURPLUS</u>
SELECTMEN SALARIES	289,490.00	(9,837.00)	257,565.81	0.00	22,087.19
SELECTMEN EXPENSES	35,000.00	0.00	30,386.82	1,678.00	2,935.18
TOTAL DEPT	324,490.00	(9,837.00)	287,952.63	1,678.00	25,022.37
SELECTMEN NON-RECURRING	90,000.00	0.00	16,439.52	40,000.00	33,560.48
TOWN MEETING SALARIES	19,389.00	0.00	16,111.34	0.00	3,277.66
TOWN MEETING EXPENSES	9,395.00	250.00	9,414.01	0.00	230.99
TOTAL DEPT.	28,784.00	250.00	25,525.35	0.00	3,508.65
REGISTRARS SALARIES	7,229.00	0.00	2,529.27	0.00	4,699.73
REGISTRARS EXPENSES	4,590.00	0.00	4,183.18	0.00	406.82
TOTAL DEPT.	11,819.00	0.00	6,712.45	0.00	5,106.55
TOWN REPORTS	3,600.00	0.00	3,078.60	0.00	521.40
ACCOUNTING SALARIES	154,922.00	3,000.00	157,289.87	0.00	632.13
ACCOUNTING EXPENSES	30,691.00	0.00	29,145.07	1,500.00	45.93
TOTAL DEPT.	185,613.00	3,000.00	186,434.94	1,500.00	678.06
ASSESSORS SALARIES	150,968.00	0.00	50,901.19	0.00	66.81
ASSESSORS EXPENSES	16,800.00	0.00	15,154.16	0.00	1,645.84
ASSESSORS NON-RECURRING	11,000.00	0.00	1,209.90	0.00	9,790.10
TOTAL DEPT.	178,768.00	0.00	167,265.25	0.00	11,502.75
TREAS/COLL SALARIES	172,940.00	8,950.00	174,959.69	0.00	6,930.31
TREAS/COLL EXPENSES	42,665.00	0.00	35,906.89	0.00	6,758.11
TOTAL DEPT.	215,605.00	8,950.00	210,866.58	0.00	13,688.42
TOWN CLERK SALARIES	117,283.00	0.00	111,163.91		6,119.09
TOWN CLERK EXPENSES	4,450.00	325.00	3,163.87	140.00	1,471.13
TOTAL DEPT.	121,733.00	325.00	114,327.78	140.00	7,590.22
LEGAL EXPENSES	100,000.00	23,000.00	115,047.12	0.00	7,952.88
TOWN OFFICE EXPENSES	76,500.00	0.00	57,942.72	4,000.00	14,557.28
TOWN OFFICE NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	76,500.00	0.00	57,942.72	4,000.00	14,557.28
INFORMATION TECH SALARIES	63,006.00	0.00	63,006.00	0.00	0.00
INFORMATION TECH EXPENSES	182,700.00	10,000.00	191,805.39	894.00	0.61
TOTAL DEPT.	245,706.00	10,000.00	254,811.39	894.00	0.61
PLANNING SALARIES	94,668.00	506.00	95,069.52	0.00	104.48
PLANNING EXPENSES	6,550.00	0.00	4,626.52	0.00	1,923.48
TOTAL DEPT.	101,218.00	506.00	99,696.04	0.00	2,027.96

<u>DEPARTMENT</u>	<u>FY2011 BUDGET</u>	<u>FY2011 TRANS IN/OUT</u>	<u>FY2011 EXPENDED</u>	<u>FY2011 ENCUMBERED</u>	<u>FY2011 SURPLUS</u>
TOWN PROPS. SALARIES	48,319.00	0.00	48,319.00	0.00	0.00
TOWN PROPS. EXPENSES	419,660.00	1,000.00	411,512.96	9,147.00	0.04
TOTAL DEPT.	467,979.00	1,000.00	459,831.96	9,147.00	0.04
PENSIONS EXPENSES	1,093,492.00	0.00	1,093,492.00	0.00	0.00
GROUP INSURANCE EXPENSE	1,196,800.00	(113,800.00)	1,066,754.52	0.00	16,245.48
GENERAL INSURANCE EXPENSE	376,115.00	0.00	282,735.21		93,379.79
SURETY BONDS	1,500.00	0.00	1,477.50		22.50
INSPECTORS SALARIES	112,738.00	0.00	112,531.81	0.00	206.19
INSPECTORS EXPENSES	1,620.00	0.00	1,422.89	125.00	72.11
TOTAL DEPT.	114,358.00	0.00	113,954.70	125.00	278.30
POLICE DEPT. SALARIES	1,961,745.00	40,000.00	1,948,372.78	53,372.00	0.22
POLICE DEPT. EXPENSES	151,996.00	0.00	151,825.17	0.00	170.83
POLICE NON-RECURRING	64,000.00	0.00	64,000.00	0.00	0.00
TOTAL DEPT.	2,177,741.00	40,000.00	2,164,197.95	53,372.00	171.05
FIRE DEPT. SALARIES	1,412,570.00	9,500.00	1,421,135.28	0.00	934.72
FIRE DEPT. EXPENSES	126,770.00	0.00	120,067.25	475.00	6,227.75
FIRE NON-RECURRING	15,840.00	0.00	15,840.00	0.00	0.00
TOTAL DEPT.	1,555,180.00	9,500.00	1,557,042.53	475.00	7,162.47
TREE WARDEN SALARIES	9,041.00	0.00	9,041.00		0.00
TREE WARDEN EXPENSES	37,750.00	0.00	24,371.52	13,378.00	0.48
TOTAL DEPT.	46,791.00	0.00	33,412.52	13,378.00	0.48
DISPATCH SALARIES	352,770.00	5,000.00	329,054.36	0.00	28,715.64
DISPATCH EXPENSES	1,325.00	0.00	1,014.08	50.00	260.92
DISPATCH NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	354,095.00	5,000.00	330,068.44	50.00	28,976.56
SEALER WGTS SALARIES	4,314.00	0.00	4,314.00	0.00	0.00
SEALER WGTS EXPENSES	665.00	0.00	662.64	0.00	2.36
TOTAL DEPT.	4,979.00	0.00	4,976.64	0.00	2.36
CIVIL DEFENSE EXPENSES	100.00	0.00	100.00	0.00	0.00
TOTAL DEPT.	100.00	0.00	100.00	0.00	0.00
DOG OFFICER SALARIES	18,334.00	0.00	18,034.00	0.00	300.00
DOG OFFICER EXPENSES	6,666.00	0.00	4,520.48	350.00	1,795.52
TOTAL DEPT.	25,000.00	0.00	22,554.48	350.00	2,095.52
REGIONAL SCHOOL ASSESSMENT	18,966,453.00	0.00	18,966,387.00	0.00	66.00

<u>DEPARTMENT</u>	<u>FY2011 BUDGET</u>	<u>FY2011 TRANS IN/OUT</u>	<u>FY2011 EXPENDED</u>	<u>FY2011 ENCUMBERED</u>	<u>FY2011 SURPLUS</u>
HIGHWAY SALARIES	613,533.00	21,000.00	611,908.76	0.00	22,624.24
HIGHWAY EXPENSES	739,750.00	95,533.00	835,052.99	0.00	230.01
HIGHWAY NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,353,283.00	116,533.00	1,446,961.75	0.00	22,854.25
ENGINEERING SALARIES	140,816.00	0.00	140,268.82	0.00	547.18
ENGINEERING EXPENSES	50,950.00	0.00	37,876.72	13,073.00	0.28
TOTAL DEPT.	191,766.00	0.00	178,145.54	13,073.00	547.46
HISTORICAL EXPENSES	250.00	0.00	0.00	0.00	250.00
CONSERVATION EXPENSES	1,400.00	0.00	1,204.21	195.00	0.79
INSECT CONTROL SALARIES	2,574.00	0.00	2,574.00	0.00	0.00
INSECT CONTROL EXPENSES	2,138.00	0.00	1,472.16	0.00	665.84
TOTAL DEPT.	4,712.00	0.00	4,046.16	0.00	665.84
SANITARIAN SALARIES	10,656.00	0.00	10,406.00	0.00	250.00
SANITARIAN EXPENSES	680.00	0.00	277.44	0.00	402.56
TOTAL DEPT.	11,336.00	0.00	10,683.44	0.00	652.56
C.O.A. SALARIES	106,483.00	381.00	96,761.17	0.00	10,102.83
C.O.A. EXPENSES	11,100.00	0.00	10,345.35	400.00	354.65
C.O.A. NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	117,583.00	381.00	107,106.52	400.00	10,457.48
VETERANS SALARIES	11,602.00	0.00	9,577.05	0.00	2,024.95
VETERANS EXPENSES	11,911.00	29,500.00	40,282.51	495.00	633.49
TOTAL DEPT.	23,513.00	29,500.00	49,859.56	495.00	2,658.44
CEMETERIES EXPENSES	26,463.00	0.00	24,121.62	0.00	2,341.38
CEMETERIES NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	26,463.00	0.00	24,121.62	0.00	2,341.38
LIBRARY SALARIES	448,884.00	0.00	435,154.09	0.00	13,729.91
LIBRARY EXPENSES	191,622.00	9783.00	196,738.49	4,660.00	6.51
TOTAL DEPT.	640,506.00	9783.00	631,892.58	4,660.00	13,736.42
RECREATION SALARIES	175,261.00	0.00	171,576.64	0.00	3,684.36
RECREATION EXPENSES	60,845.00	0.00	60,845.00	0.00	0.00
RECREATION NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	236,106.00	0.00	232,421.64	0.00	3,684.36
DEBT	601,250.00	0.00	585,000.00	0.00	16,250.00
INTEREST ON DEBT	114,800.00	0.00	103,775.00	0.00	11,025.00
SPECIAL ARTICLES	150,000.00	0.00	150,000.00	0.00	0.00
TOTAL GENERAL FUND	31,537,387.00	134,091.00	31,168,303.84	143,932.00	359,242.16

<u>DEPARTMENT</u>	<u>FY2011 BUDGET</u>	<u>FY2011 TRANS IN/OUT</u>	<u>FY2011 EXPENDED</u>	<u>FY2011 ENCUMBERED</u>	<u>FY2011 SURPLUS</u>
WASTEWATER SALARIES	174,297.00	0.00	171,789.15	0.00	2,507.85
WASTEWATER EXPENSES	1,097,373.00	0.00	973,399.20	32,073.00	91,900.80
WASTEWATER NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,271,670.00	0.00	1,145,188.35	32,073.00	94,408.65
WATER SALARIES	361,193.00	0.00	347,701.85	0.00	13,491.15
WATER EXPENSES	1,142,494.00	0.00	1,142,488.54	0.00	5.46
WATER NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT	1,503,687.00	0.00	1,490,190.39	0.00	13,496.61
WATER SPECIAL ARTICLES	50,000.00	0.00	0.00	0.00	50,000.00
SOLID WASTE SALARIES	157,873.00	0.00	135,489.20	0.00	22,383.80
SOLID WASTE EXPENSES	266,462.00	0.00	202,633.05	1,000.00	62,828.95
TOTAL DEPT.	424,335.00	0.00	338,122.25	1,000.00	85,212.75
TOTAL ENTERPRISES	3,249,692.00	0.00	2,973,500.99	33,073.00	243,118.01
TOTAL EXP GEN & ENTERPRISE FDS	34,787,079.00	134,091.00	34,141,804.83	177,005.00	602,360.17

FINANCE COMMITTEE

The Finance Committee is responsible for budget recommendations to the Annual Town Meeting. Highlights of the 2011 budget, balanced within the 2½ % allowable tax levy increase include:

- * -support budget with prudent use of free cash and overlay surplus
- * -contribute to Post Employment Liability Trust Fund
- * -fund school department request
- * -replace two police vehicles
- * -maintain funding for additional firefighter/EMT
- * -add hours of service for seniors and veterans
- * -fund hiring of Assistant IT Director vs hiring consultants
- * -reorganize Recreation Department field maintenance staff to two f/t and two p/t seasonal employees
- * -pay soft costs of Fire Department building renovations
- * -restore funding for building maintenance projects which are below capital planning threshold
- * -designate funds for town fiber optic backbone, capitalizing on state project work

The Finance Committee has worked closely over the past several years with the Town Administrator, department directors, the regional school committee, superintendent and staff, examining the practices, policies, staffing, and other resources which result in services to citizens. The town has experienced declining support from the state (down 7% for fiscal 2012 and now representing only 3% of our operating budget), increasing demands for service (particularly from our veterans and seniors), and the need to fund construction of a new Minnechaug Regional High School to name but a few. The creative approaches, adjustments to staffing and practices afford the town a level of confidence, even in these challenging economic times. The stabilization funds total \$2 million dollars and borrowing

is at 2%. We have seen strong free cash totals, a combination of careful fiscal management, higher than anticipated revenues and delays in hiring replacements for some open positions. A portion of free cash has been used to soften the impact of what might have otherwise been a more challenging balancing act. Citizens of Wilbraham receive the benefits of the entire cadre of dedicated and talented professionals delivering services to us, for which we should all show our appreciation when the opportunity presents itself.

Thank you for your interest, we welcome your attendance at Finance Committee meetings and look forward to your attendance at Annual Town Meeting.

FINANCE COMMITTEE

Susan Bunnell, Chair
David Parke
Walter Damon

Marc Ducey, Vice-Chair
Dan Miles
Denise Tessier

Nancy Johnson, Assistant Town Accountant
Roger Fontaine
Bob Russell
Paul Bernier

CAPITAL PLANNING COMMITTEE

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

The Capital Planning Committee reviews the capital expenditures of the town by maintaining a ten-year Capital Plan. We update the plan every year. These plans are formulated by speaking to department managers of the town and evaluating their capital projects. Projects are such things as maintenance of town buildings (including all school buildings, except Minnechaug), vehicle/fleet management, and equipment purchases that are more than \$10,000.

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

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

In FY 2012 (past year), the town were approved borrowing \$1,800,000 for the expansion and renovation of the Main Fire Station on Boston Road. The construction is scheduled for 2012 summer.

Looking at FY 2013 (coming year) the committee anticipates a borrowing recommendation of \$211,000 for vehicles and equipment and \$150,000 for the remodeling of public buildings. The committee will be talking to department managers and the schools staff at public meetings to better solidify final recommendations for Town Meeting.

CAPITAL PLANNING COMMITTEE

Bob Quintin, Chair
Michael Mazzuca

Roger Fontaine
Mark Ducey, Vice Chair
Nancy Johnson, Assistant Town Accountant

John Strandberg

COMMUNITY PRESERVATION COMMITTEE

In 2011 Community Preservation Act generated approximately \$373,000, of which approximately 74% was raised locally and the balance came from the state.

There were seven project requests, which all recommended by committee and approved by Town Meeting. Projects approved in 2010 included:

Records Preservation (historic)	Rice Nature Preserve Field Restoration
Gazebo Park Land Acquisition	Cemetery Management Plan
Miles Morgan ADA Improvements	Spec Pond Complex
Barn Renovation at Fountain Park	

In 2012 the committee anticipates approximately \$361,000 in additional revenue (local + state) and will evaluate project proposals for consideration by the 2012 Annual Town Meeting.

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

COMMUNITY PRESERVATION COMMITTEE

Peter N. Manolakis Housing Authority - Chairman
Frederick W. Fuller, Planning Board
Stanley J. Soja, Playground & Recreation Commission
Stoughton L. Smead, Conservation Commission
Robert Kelliher, Historical Commission
Frank A. Everton, At-large Member
David Proto, At-large Member
Jeffrey Smith, At-large Member
Michelle Emirzian, Open Space and Recreation Committee



Gazebo Park on Main Street was acquired with CPA funds in 2011. Photo by Crhis Maza, courtesy Reminder Publications.

As night falls...



First responders from all public safety departments make their way through a foggy shockingly changed landscape on Main Street as dark descends on June 1, 2012.

As day breaks...

All hands plus utility vehicles begin the long road to recovery on June 2, 2012



BOTH: DPW photo archives.

Public Works

DEPARTMENT OF PUBLIC WORKS

Tornados, a microburst, snowstorms, and rain events gave all of us a new appreciation for being prepared. Emergency response and perseverance won out. Given the severity of the weather events, it is amazing that there were not more injuries than what we experienced. It was a tough year. The following report by each division in the DPW lists accomplishments for the year. This is our history book.

Highway Division



The Highway Division is responsible for the maintenance of approximately 125 miles of roadways, road drainage systems, as well as traffic signage and street name signs within those rights of ways. The Highway Division is comprised of nine Heavy Equipment Operators who perform road maintenance duties and two shop employees who perform equipment maintenance and repair. Just prior to the onset of winter the Highway Superintendent Frank Shea retired and his duties were assigned to Assistant DPW Director Ron Lavoie. With the retirement of the Highway Superintendent, the Public Works Department decided to restructure the division and with that came the creation of a Highway Foreman position who assigns duties and works with the crews in the field to

perform their many diverse functions.

Wilbraham was faced with a heavier than normal winter during 2010-2011. The division recorded twenty two events totaling approximately 81" of total accumulation. The winter's snow events were so significant with no melting between storms that snow had to be removed from roadways to allow for two-way traffic and safe access in and out of streets. The town utilized specialized contractor equipment to assist highway crews in the snow removal process. For the first time on my watch, we had to hire a 10-foot wide snow blower truck to open up the main roads because our trucks could not push the snow back anymore.

The most significant snowfall came on January 12, 2011 which brought with it 24" of fresh snow. That snow storm was determined to be a FEMA eligible event and the town recovered a total of approximately \$60,700 in expenses from that event.

Just as the division was recovering from one of the heaviest winters on record Mother Nature delivered a devastating blow on June 1, 2011 with two tornados passing through the south end of town causing massive devastation to the neighborhood's they passed through. Highway crews along with crews from the various divisions of Public Works, worked around the clock with other emergency crews to clear debris from roadways and set up barricades.

The town contracted with AshBritt Environmental to pick up the debris. Additionally, we hired O'Brien's, a monitoring company that documented the debris so the Town could get FEMA reimbursement. On July 15th we were finished with our ROW (right of way) cleanup. Over 100,000 cubic yards of debris was collected and disposed of.

On July 26th, the Springfield Street, Winterberry and the high school area was hit by a microburst that caused as much damage as the tornado. Because the storm did not have a widespread damage, Wilbraham did not qualify for FEMA or MEMA assistance. The town hired Northern Tree to clean up this mess. The high school parking lot was our staging area for debris. Approximately 2,000 trees were damaged due to this event. We completed the cleanup of this storm just before school reopened in September. Over 35,000 cubic yards of debris was collected and disposed of due to this event.

On October 29th, we were faced with a major snow storm that toppled trees and brought down power lines. The town was for the most part without power for a week. We hired AshBritt and O'Brien's once again and picked up debris on every road in town. Over 100,000 yards was collected again. Our disposal site was Rocky Mountain on Boston Road. What made this event different and added more cost than the tornado was all the tree branch and limb "hangers" that needed to be cut or trees in our ROW. By the first week of December, we had the majority of the roads picked up.

In addition to all the cleanup work, we were still able to pave the following roads:

ROADS PAVED 2011		
Street	Location	Description of Work
Brainard Road	Boston Road to Linwood	Top
Fernwood Drive		Top
Rochford Drive		Binder and Top
Oakland Street	#27 to #50	Binder and Top
Pidgeon Drive		Top
Gary Drive		Binder and Top
Ronald Circle		Binder and Top
Ripley Street		Binder and Top
Pomeroy Street	(Public section)	Binder and Top
Stony Hill Road	Bridge St to Indian Orchard	Top
Monson Road	Beebe to Town line	Top
River Road		Top
Pearl Lane		Binder and Top
Lee Lane		Binder and Top

Let's welcome Bill Sperrazza our new DPW Operations Manager.

Employees

- | | | |
|---------------------------------------|--------------------|--------------------|
| William Sperrazza, Operations Manager | Dennis Dumais | Timothy Grise |
| | Paul Maguire | Mitchell Opalinski |
| | Richard Vierthaler | Vinnie Pafumi |
| | Richard Searles | Jeff Lewis |
| | Mike Lowe | Douglas Cutler |
| | Thomas Tassinari | |

Wastewater Division

The Wastewater Division is supported as an enterprise fund that generates revenue through semi-annual billing from the town's sewer users. The funds pay for the day-to-day operation of the services as well as the payroll expenses. Larger capital projects go before the Finance Committee to be approved and voted at a town meeting.

The Wastewater Division has a total of ten pumping stations that pump wastewater to Bondi's Island for treatment. The City of Springfield charges the town for the total number of gallons per year and average concentration (Biochemical Oxygen Demand and Total Suspended Solids). The total amount of wastewater pumped to Springfield was 135 million gallons.

One major responsibility of the wastewater staff is to assist the highway staff when needed. This year a significant amount of time was spent assisting in the cleanup of the four major storm events. The two full-time employees maintained ten pump stations which includes pump maintenance, sampling, adding chemicals, building maintenance, and flow recording. Staff responded to sewer breaks and blocks. Staff also investigated illicit sanitary connections such as sump pumps. When a sump pump is connected into the town sewer system it is a significant problem and costly to the wastewater customers.

Wastewater staff made improvements to the Dudley Pump Station after it was damaged by the tornado-related power surges. They also addressed various other issues with many of the pump stations in town that were impacted by the power outages from the storm events.

If you are connected to the municipal sewer system, there are a number of things you can do to prevent problems from occurring in the town sewer system and on your property. Do not connect sump pumps, storm drains or troughs of any kind into the system. Grease or oil should not be put into the drains. Allow grease or oil to cool before throwing it into the garbage. Manhole covers should not be covered. Don't build decks, sheds, or plant trees over sewer lines.

The 2010 sewer rates have not been increased. Rates remain the same as last year:

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

The town would like to congratulate and thank Ron Lavoie, who retired in September, for all his years of dedication and hard work managing the Wastewater Division. We wish you the best!!

Employees:

Ronald G. Lavoie, Assistant DPW Director
Richard Zamora, DPW Foreman/Technician
Daniel Gore

SEWER ADVISORY BOARD

Joseph Kakley
Frank Pychewicz

Water Division

During 2011 the duties performed by the Water Division under the supervision of Michael Framarin, Water Superintendent, included, but was not limited to: maintaining the four water booster stations, the 2.1-million gallon water tank and our new corrosion control facility. Eight water breaks were repaired, six new water service installations, replacement of four fire hydrants, over 70 mainline gate valves were cleaned and checked for operation and exercised, 178 work orders for various tasks were accomplished, 98 testable backflow prevention devices were tested at least once per Massachusetts Department of Environmental Protection (DEP) regulation, over 200 water samples were taken for water quality analysis and 3,300 meters were read during March and then again in September. Total water usage in 2011 was approximately 387,826,000 gallons as measured by the Massachusetts Water Resources Authority (MWRA) master meter. This amount is nearly 13% less than 2010 (442,123,000 gals.). May and June, 2011 were relatively cool and damp, unlike 2010 when the entire summer was hot and dry and property owners kept lawn sprinklers on.

The October 29, 2011 snowstorm had an impact on the water system, primarily due to the loss of electricity for many days. The vast majority (90%) of water users are supplied by gravity fed water mains (straight from Quabbin) with no water booster station needed. The remaining 10% of our customers rely on electrical power to boost water pressure to elevated sections of the distribution system. The hardest hit area in the water system was Brookmont and Hilltop Drives where 18 homes had no water for eight days due to the Brookmont Drive water booster station not having electrical power. The McIntosh Drive water booster station that feeds McIntosh Drive and Apple Hill Road had no power for five days. The Corrosion Control Facility on Miller Street, Ludlow lost electrical power for less than two days but it has emergency stand-by electrical generation to remain operational. The other two water booster stations (Glenn Drive and Old Orchard Road) lost power as well, but homes served by these stations only had a decrease in water pressure not a total loss of water.

The June 1, 2011 tornado also knocked out electrical power for one to two days, depending on where you live in town. The telephone company (Verizon) had to install over one hundred poles to replace those broken in the tornado's aftermath. Many telephone poles on Brookside Circle, Main Street, Stony Hill Road, and Tinkham Road, were set within inches of the water mains creating quite a few tense moments for the Water Division.

Documents submitted to DEP in 2011 included dozens of water quality results forms, weekly chlorine residual, water pressure and pH charts, the Annual Statistical Report, the Consumer Confidence Report (which was also mailed to every household and business in our public water system). Also, monthly state forms are sent in to DEP for water usage and chemical additions to our water.

The new (April, 2010) Corrosion Control Facility (CCF) on Miller Street in Ludlow operated successfully in 2011 with only a few mechanical (specifically the pressure reducing valve) and electrical instrument problems.

The McIntosh Drive Water Booster Station had the existing rafters, plywood sheathing, and roof shingles replaced. The station was built in 1976 and had two layers of shingles (one of which was the original). The other three water booster stations were maintained with only minor mechanical problems to report.

On Main Street, 200 feet of 16-inch D.I. pipe was installed in August, 2011 to replace a section of old (1953) 16-inch transite water main that had been a source of leaks previously.

The MWRA, in its effort to comply with federal and state regulations, continues to increase our cost for water from the Quabbin Reservoir. Complying with regulatory changes such as Ultraviolet Radiation Disinfection, the building of

the 25- million-gallon covered water storage tanks at Nash Hill in Ludlow & the Pipeline Redundancy Project during the past 15 years cost millions of dollars. The projected MWRA FY 2013 assessment for Wilbraham is \$647,209.00 (a \$76,478. 00 increase over FY 2012 actual assessment). Since 1997 our costs for water from Quabbin have increased over 2,500% (\$25,000 as compared to \$647,209). It's no wonder that the average water bill has seen a significant rise since the water rates have to cover this ever increasing cost of purchasing water.

Current Rates

\$3.35/100 cf	0-10,000 cf
\$3.55/100 cf	10,001 – 20,000 cf
\$3.75/100 cf	20,001 cf and up
\$50.25	minimum bill

Employees

Michael Framarin, Water Superintendent

Robert Gibson
Lionel Duquette
Kevin LaPlante

Anthony Garceau
Paul Willoughby

Board of Water Commissioners

The Board of Water Commissioners maintained governance of the DPW Water Division and the delivery of reliable, high quality, and cost effective water supply to the Town of Wilbraham and its customers.

The Water Division operates as an enterprise fund, whereby all of the water budget needs are assessed to the water users. No tax dollars are involved in its operation or budget. Wilbraham’s water is provided by the Massachusetts Water Resource Authority (MWRA) from the Quabbin Reservoir.

The three members of the board are elected for three-year terms. The commission meets once a month at 2:00 p.m., in the Town Office Building. All meetings are open the public. The meeting schedule, along with an agenda is posted at least 48 hours prior to the meeting.

BOARD OF WATER COMMISSIONERS

Alan Burch
Thomas Pilarcik
James Dunbar

Disposal and Recycling Center – Solid Waste Division

The solid waste activities at the landfill were supervised by Ron Lavoie and supported by one full-time and one part-time employees. The landfill was active until 1995 and was open to, and supported by, the entire Town of Wilbraham. Although the landfill has been capped for a number of years, groundwater monitoring, perimeter gas point monitoring, site inspections, and associated reports are completed by the Engineering Division and the town’s consultant, Tighe & Bond throughout the year as part of the mandatory post-closure regulations set by the Department of Environmental Protection (DEP).

The landfill property is currently permitted as a Disposal and Recycling Center (DRC) as well as a composting site. The DRC is an enterprise fund that is solely supported by the users of the facility through annual permits and the pay- as-you-throw bags. In fiscal year 2011 the DRC had 1942 customers that generated 873 tons of trash, 653 tons

of recyclables and 5,480 cubic yards of grass and leaves as well as over 10,000 cubic yards of grindings from debris. User fees collected for the DRC are used to pay a private hauler to transport the solid waste from the transfer station to ECO/Springfield, in Agawam, where it is burned to make electricity. User fees are also used to pay for the hauling and disposal of various recyclables.

The DRC also accepts scrap metal, grass clippings, brush, leaves, television sets, computers, twenty pound propane gas tanks, fluorescent light bulbs, air conditioners, and batteries. DRC customers are also able to utilize the Regional Household Hazardous Waste Day, held once a year. Some of the items accepted are antifreeze, fertilizer, insect spray, mercury bearing waste, wet paint (lead or oil based only), unwanted medications and more. Collections are by appointment only.

Also recycled are books, bottles, cans, and clothes for Planet Aid and the Salvation Army. All these donations are distributed to outreach programs such as Books for Troops, Cub Scouts, Boy Scouts and the Venture Crew.

The DRC facility played a huge part in the town’s ability to respond to all our disasters. We need to recognize how valuable a resource this facility remains to be for our community.

The new DRC hours are as follows:

Sunday: Noon to 5:00 PM
 Monday: CLOSED
 Tuesday: CLOSED
 Wednesday: 7: 00 AM - 3:00 PM
 Thursday: CLOSES
 Friday: 7: 00 AM - 3:00 PM
 Saturday: 7:00 AM – 5:00 PM

Pay As You Throw Program Current Rates:

Sticker Fee - annual \$ 100.00
 Senior Rate - annual \$ 85.00
 Bag fee 33 gal \$ 2.25
 Bag fee 16 gal \$ 1.25

Recycling Information: 596-2800 X 225

Employees
 Robert Bisi
 Bruce Strong

SOLID WASTE AND RECYCLING ADVISORY COMMITTEE
 Kevin Dorsey
 Russell Garrison
 Gary Petzold

Engineering Division

The Engineering Division is the public face of the DPW. Engineering personnel are the liaisons between residents and DPW, town departments, town organizations, state and federal agencies, and other municipalities. Engineering also provides support for DPW activities within the town including, but not limited to, construction projects, drainage problems, potholes, water/sewer billing, septic systems, storm water permits, traffic and road signage, road damage, potable water issues, public sewer problems, snow removal, roadside mowing, solid waste/DRC, traffic, and town mapping (GIS).

While managing the DPW projects, the division is also responsible for providing customer service to residents such as updating the information posted on the DPW website including project updates, available forms and applications, licensed contractors for water, sewer, and septic system installations as well as storm water and DRC updates. With the support of the DPW staff, the Engineering Division also logged, tracked, and responded to hundreds of service requests. The engineering staff takes pride in working with the public and encourages residents to stop in or contact us at 596-2800 x208 for assistance on all DPW matters.

The following is a list of highlighted activities and accomplishments in 2011:

- **FEMA Reimbursements** - Completed project worksheets for FEMA reimbursements for the June tornado. The town has received reimbursements for the clean-up costs for the brook cleaning of the brooks as well as 75% of town costs for clean up.
- **Woodland Dell Flood Mitigation Grant** - We have begun designing the Woodland Dell culvert improvement and will be put out for bid in the spring of 2012.
- **Road Resurfacing Projects** - Prepared the necessary plans, specs, and bid documents for this year's road resurfacing and drainage projects. Completed paving inspection. Prepared and administered Chapter 90 documents for state reimbursement of qualifying road expenses.
- **Geographic Information System** - Completed the first phase of the parcel alignment project. Continued to inventory all record maps in the new software. Updated the storm water system mapping in preparation for new Phase II Storm Water Regulations. Reviewed sewer and water data for next year's updates. The town GIS website (<http://hosting.tighebond.com/wilbraham>) was updated with new data. Tighe and Bond is redesigning the web page for a new and improved look in the months to follow.

The following summarized daily business activities completed within the Engineering Division:

Drainlayers' (Sewer Installers') Licenses	11
Pavement Cut/Stormwater Permits and Inspections	74
Residential Inquiries Reported and Investigated	4,300 +
Sanitary Sewer Connection Permits and Inspections	12
Septage Haulers' Licenses	7
Septic System Installers' Licenses	17
Water Installers' Licenses	8
Water and Sewer Semi-Annual Bills	3451
Water Backflow Bills	40
Trash Haulers' Licenses	5

Members of the engineering staff are also members of the following organizations:

- Stormwater Committee.
- Joint Transportation Committee at the Pioneer Valley Planning Commission
- Geographic Information System Committee
- Transportation Improvement Project Sub-Committee
- Local Emergency Planning Commission
- Chicopee Valley Aqueduct Working Group
- Western Regional Homeland Security Advisory Council
- Traffic Safety Committee

Engineering staff are responsible for attending and participating in various meetings including, but not limited to, Board of Selectmen, Planning Board, Conservation Commission, Water Commissioners, Sewer Advisory Board, Massachusetts Water Resource Authority, Finance Committee, Capital Planning Committee, department directors and financial staff meetings.

Employees

Edmond W. Miga, Jr., P.E., DPW Director/Town Engineer
 Tonya L. Basch, P.E., Assistant Town Engineer

Donna Daviau, Administrative Assistant
 Krystine Viess, Administrative Assistant
 Dena Grochmal, Engineering Assistant

Special Acknowledgements: Frank Shea was the town’s Highway Superintendent for 18 years. Frank retired in February and passed away on November 11, 2011. Over the years Frank contributed so much to our community. We will miss you Frank. Ron Lavoie, Assistant DPW Director, also retired and he too worked hand-in-hand with Frank Shea. Ron, good luck on your retirement.



LEFT: Assistant DPW Director and Town Engineer Tonya Basch receives recognition from Selectman James Thompson. Tonya was thrust into the demanding role of homeowner service, FEMA coordination, and many other huge tasks during the 2011 storm events. David Miles, courtesy Wilbraham-Hampden times.

We met and worked with so many people this past year. This is a list of just a few that we interacted with. A special thanks and recognition to the following people:

- Mark Kline of OJS with his 10’ snow blower.
 - Evan Wile of North Eastern U.S. Acquisitions & Sales for donating his time and helicopter to record pictures of the tornado damage.
 - Massachusetts Emergency Management (MEMA) – All their staff.
 - Federal Emergency Management Association (FEMA) – All their staff.
-
- Joe Lancelotta and Mary Gray, representatives of FEMA, who worked with us to get through the tornado damage.
 - National Grid. A special thanks to Paul Brochu who oversaw more than 180 crews to get power restored after the tornado and then the microburst.
 - Verizon and their staff.
 - Northern Tree – Phil Cambo and Dana Demetrious
 - Charter Communication and their staff.
 - Ashbritt Environmental (The people who cleaned up the mess) – Matt Woncheck and the crew.
 - O’Brien’s (The monitors) – Kevin Parker.
 - Natural Resource and Conservation Service (NRCS) and USDA. - Jonathan Cote and Vince Snyder, who helped get us funding to clean up five wetland. areas devastated by the tornado and microburst.
 - Department of Conservation and Recreation Fire Service from DCR – Peter Church (Hollow Road).
 - Soren Savoie donated his time as an intern in Engineering and responded to helping us in our time of need.
 - Rocky Mountain – John Burson.
 - Granby Highway Department – David Derosiers.
 - East Longmeadow DPW
 - Ludlow DPW – Paul Dzubek and his crew

I would like to thank my staff and DPW personnel for an exceptional job dealing with the storm events. As soon as we thought we were close to cleaning one mess, we were hit with another. Endless phone calls, meetings, working weekends, dealing with FEMA, MEMA, and cleanup crews added a whole level of stress the department has never experienced. We made it through all of it.

Edmond W. Miga, Director

TREE WARDEN

This year was probably the most disastrous ever for all town trees. Beginning with the tornados, followed by a microburst, two violent thunderstorms, a hurricane, and, the most damaging, the October snow storm.

National Grid started line clearance in March and finished in August, which helped reduce some tree damage from the various storms. Also, national Grid was a great help in removing and trimming damaged trees after all these storms, saving the town money. I would like to thank Northern Tree Service of Palmer for excellent work during all these events. Without the tremendous help of the DPW, it would have made this year of tree care disastrous. Thanks also to the town citizens for their understanding and help during this crisis.



The number of trees removed and pruned are too numerous to count, but we hope to replace many trees in 2012 with assistance from donations and grants.

Many thanks once again to the Wilbraham Women's Club for donation of seven trees which were planted on main Street and Stony Hill Road. One sugar maple was planted on Main Street in memory of James Selvia.

Richard C. Swain, Tree Warden

At left, Tree Warden Richard Swain with DPW Director Ed Miga accompany Town Administrator Robert Weitz to accept donation from Country Bank officials for a tree restoration gift fund. The first restoration tree was planted at the Children's Museum on Main Street. in late summer. David Miles, courtesy Wilbraham-Hampden Times.

INSECT PEST CONTROL

The Pest Control Offices is for trying to suppress certain pests and diseases on town-owned property, following guidelines and regulations from the Massachusetts Department of Environmental Protection (DEP). The most common pests affecting plants are Dutch elm disease, poison ivy, and hogweed. The most common insects are wasps, bees, mosquitoes, caterpillars and biting flies. We continue to employ suppression techniques for these problems.

Tree care specialists continue to survey for Asian longhorn beetle signs (frass, egg laying sites, and beetle exit holes) in certain sections of town. The trees have been visually inspected and climbed. Trunks and branches were found to be clear of this insect. Purple insect traps were hung by the US Department of Agriculture on several ash trees around town for detection of the emerald ash borer. This insect can kill ash trees which are important to our area for wood, shade, and environmental issues.

Richard C. Swain, Pest Control Officer

Public Safety



POLICE DEPARTMENT

The department started 2011 with funded positions for 26 police officers, an administrative assistant and on-call cell attendants. The police share our facility with Central Dispatch. They are the "Public Safety Answering Point" for E911 calls and service requests. This vital department continues to serve police, fire, ambulance, DPW and the Animal Control Officer.

Since June 1st, in addition to our normal activity, the town and this department have experienced several natural disasters, including a tornado, microburst, earthquake, Hurricane Irene, and the October snow storm. All of these events stressed the capabilities of a department striving to maintain adequate staffing levels to sufficiently handle two routine events simultaneously. These events highlighted the need to maintain an emergency communications network with back-up power resources for extended crisis events. A review of this core network should be conducted due to its years in service and technology improvements.

Fortunately, earlier this year the department upgraded our on-site generator, which provides power to the police facility and most of our emergency communications equipment. A new internal phone system came online giving the public the ability to leave a voice message for officers working on their case, and has enhanced the follow-up contact from the officers.

Each year there is a review of the records kept for, and reported to, the F.B.I. and the Massachusetts State Police. Those records are compared to the previous year, and analysis may reveal consistencies or anomalies. The analysis for 2011 shows a -4 % decrease in crimes that constitute the Uniform Crime Report-F.B.I. Crime Index with significant increases in the category of Rape (300%), Assault (35%), Burglary (21%) and Arson (50%). The examination of the W.P.D. Activity Index shows other significant increases: Alarms (19%), Criminal Arrests (27%), and Domestic Disturbance (58%). Also noted, was the reduction in Fatal Motor Vehicle Crashes (100%), with no traffic deaths in 2011, and Vandalism (43%). Recognized by examination of the records was an increase of Persons Incarcerated by the department (29%).

As we move forward into a new year it is important to remember that the need and requests for service continue despite the reductions in resources and personnel. We rely on residents to be the eyes and ears of the police department. Our jurisdiction covers 23 square miles and approximately 158 miles of roadway. Central Dispatch and this department are available 24-7 to provide service. Please report suspicious activity when you observe it. Together we can make a difference.

As 2011 came to an end, so did the long career of Chief Allen M. Stratton. Chief Stratton's career began in September 1974 with the Springfield Police Department. On March 10, 1980 he became a Wilbraham police officer. On January 1, 1983 he was promoted to sergeant, and became Chief of Police on March 2, 1993. The chief's commitment to providing quality service by this department to the community will be his legacy. His retirement became effective on December 31, 2011. We thank him for his many years of service, and wish him well in his retirement and future endeavors. Captain Roger Tucker, a 25-year member of the department was promoted to replace Chief Stratton.

I am thankful for the community support the department receives. The support, combined with the fine work of our officers, continues to make Wilbraham a great place to live and work.

Roger W. Tucker, Chief of Police

Statistical Report

I. CRIMINAL COURT COMPLAINTS

primary arresting offense

RAPE	3
ROBBERY	3
ASSAULT AGGRAVATED	20
ASSAULT SIMPLE	35
INTIMIDATION	6
ARSON	0
RESTRAINING ORDER VIOLATION	12
BURGLARY/BREAK & ENTER	9
SHOPLIFTING	15
THEFT FROM BUILDING	2
THEFT FROM MOTOR VEHICLE	7
ALL OTHER LARCENY	11
MOTOR VEHICLE THEFT	4
FALSE PRETENSES/SWINDLE	3
EMBEZZLEMENT	1
STOLEN PROPERTY OFFENSES	5
VANDALISM	7
DRUG/NARCOTIC VIOLATION	14
WEAPON VIOLATION	5
BAD CHECKS	4
DISORDERLY CONDUCT	5
DRIVING UNDER THE INFLUENCE	28
PROTECTIVE CUSTODY	9
FAMILY OFFENSE/NON-VIOLENT	6
LIQUOR LAW VIOLATION	9
RUNAWAY	2
TRESPASS OF REAL PROPERTY	2
ALL OTHER OFFENSES	37
TRAFFIC/BY-LAW	170
TOTAL	434

II. PERSONS ARRESTED OR CHARGED

by offense type

A. Criminal	218
B. Motor Vehicle	204
C. Protective Custody	12
TOTAL	434

III. PERSONS ARRESTED OR CHARGED by age

A. Adults	412
B. Juvenile	22
TOTAL	434

IV. PERSONS ARRESTED OR CHARGED

by offense type/age

A. Criminal -	adults	196
	juvenile	22
B. Motor Vehicle -	adults	190
	juvenile	14
C. Protective Custody -	adults	12
	juvenile	0
TOTAL		434

V. PERSONS ARRESTED OR CHARGED by sex

A. Adults Charged -	male	305
	female	95
B. Juvenile -	male	17
	female	5
C. Adults protective custody -	male	9
	female	3
D. Juveniles protective custody -	male	0
	female	0
TOTAL		434

VI. PERSONS INCARCERATED by age/sex

A. Adults -	males	133
	females	27
B. Juveniles -	males	7
	females	3
TOTAL		170

VII. UNIFORM TRAFFIC OFFENSES

	civil	warning
Violate RMV Rules & Reg	30	50
Stop sign/red lens violations	18	72
No right turn on red	1	0
Improper pass/marked lanes	15	28
Seatbelt	11	6
Child restraint	1	0
Passing school bus	0	0
Speeding	86	279
Fail inspect MV	168	203
Defective equipment	29	96
Unregistered MV	23	4
No license/Reg in possession	11	14
All other moving violations	13	1
Recreational vehicle violation	0	0
TOTAL	406	763

VIII. MOTOR VEHICLE VIOLATIONS by type

A. Uniform Traffic Citations	406
B. Warnings	763
C. Parking Violations	38
TOTAL	1207

IX. UNIFORM CRIME REPORT

(FBI crime index offenses)

Forcible Rape	3
Robbery	2
Assaults	127
Burglary	57
Larceny-Theft	138
Motor Vehicle Theft	5
Arson	3
TOTAL	335

X. BURGLARY BREAKDOWN

Forced Entry	35
Unlawful Entry	15
Attempted Forced Entry	7
TOTAL	57

XI. LARCENY BREAKDOWN

Larceny over \$ 250	63
Larceny between \$50 & \$200	31
Larceny less than \$ 50	43
TOTAL	137

XII. VEHICLE ACCIDENTS

Fatal Accidents	1
Personal Injury Accidents	73
Property Damage Accidents	302
TOTAL	375

XIII. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed	0
Persons Injured	104
TOTAL	104

IV. OTHER ACTIVITY PUBLIC LOG

Call Incidents citizen = 7005	15,510
police = 8505	
Call Incidents needing further invest.	867
Alarms investigated	1073
Lost/Missing Persons	40
Suspicious Persons / Activity	760
Deaths Investigated	14
Complaints /Obscene /Harassing	33
Phone Calls	
Towed M.V.'s	312
Domestic Disturbances	182
Vandalism	90
Unsecured buildings	19
Civil marijuana possession	20

XV. STOLEN PROPERTY BREAKDOWN

Taken, breaks into homes	\$ 4664
Taken, breaks into businesses	\$ 5259
Taken in larcenies	\$19,4435
Taken in MV thefts	\$57,600
Taken in robberies	\$ 450
Combined total stolen property	\$262,408

XVI. RECOVERED PROPERTY

Value of stolen property recovered **\$19,391**

XVII. PERMITS ISSUED

Pistol Permits	163
F.I.D. Cards	17

XVIII. FEES COLLECTED

Pistol permits & FID cards	\$12,225
Video/Report Requests	\$ 1,699.50
Dealer Permits	\$ 0
Fingerprint Cards	\$ 40
Restitution Checks	\$ 200
TOTAL	\$14,164.50

FBI uniform crime report index	2010	2011	% change
Criminal Homicide	0	0	0%
Rapes	0	3	+300%
Robbery	2	2	0%
Assault	94	127	+35%
Burglary/Resident & Business	47	57	+21%
Larceny	181	138	-24%
Auto Theft	25	5	-80%
Arson	2	3	+50%
TOTAL	351	336	-04%

WPD activity index	2010	2011	% change
Call Incidents	14,402	15,510	+8%
Written Complaints	898	867	-4%
Alarms Responded To	902	1073	+19%
Protective Custody	11	9	-18%
Criminal Arrests	172	218	+27%
Vandalism	159	90	-43%
Domestic Disturbance	115	182	+58%
Motor Vehicle Accidents- Fatal	3	0	-100%
Motor Vehicle Accidents- Injury	70	73	+4%
Property Damage	258	302	+17%
Motor Vehicle Accidents- Total	355	375	+6%

MV violations cited	2010	2011	% change
Civil	275	406	+48%
Warnings	913	763	-16%
Arrest MV	179	204	+14%
TOTAL	1367	1373	0%

Clearance rates	2010	2011
First 6 Months	26%	47%
Second 6 Months	23%	42%
TOTAL YEAR	24%	44%

Department Roster

Chief

Allen M. Stratton – retired 12-31-11
Roger W. Tucker – appointed 1-1-2012

Captains

Raymond J. Kallaugher

Sergeants

Gary J. Pabis
Daniel E. Carr
Glen R. Clark
Timothy F. Kane, Jr
Robert G. Zollo

Patrol Officers

James H. Pirog
John P. Siniscalchi
Mark A. Paradis
Peter O. Laviolette
Lawrence H. Rich III
Thomas P. Korzec
Harold R. Swift
Christian A. Letendre
Daniel E. Menard-School Resource Officer
Shawn B. Baldwin-Investigator/Court Officer
Jeffrey R. Rudinski-School Resource Officer & Patrol

Edward C. Lennon-Investigator/Court Officer & Patrol
Timothy J. Camerlin
Michael J. Cygan
Joseph R. Brewer
Aderico P. Florindo
Jesse J. Nason
Thomas D. Motyka

Administrative Assistant

Lisa M. Bouchard

Cell Attendants

Lisa M. Bouchard
Tom Cortis
Dave Lamana
Mary Bready
Mark Duclos
David Goodrich
Linda Ely
Anthony Gentile
Gary Saccomani
Diane Hastings
Matthew Lapre
Daniel Ryan
Jeffrey Korman
Reginald McCallister

CENTRAL DISPATCH

During 2011, Central Dispatch logged more than 15,400 calls for service by the town's emergency responders. Dispatchers determined the appropriate response, providing pre-arrival medical instructions when necessary.

Central Dispatch is the first point of contact for very diverse resident needs, both emergency and non-emergency information: road conditions, school closing, animal complaints and many other concerns which residents have. Communication with the Fire Department, Police Department, Ambulance and the Department of Public Works is part of the critical mission.

Supervisor Thomas Cortis

Dispatchers

David Clark Anthony Gentile,
Mark Duclos Shirley Rae
Linda Ely Matthew Schultze

FIRE DEPARTMENT, EMERGENCY MEDICAL SERVICES & EMERGENCY MANAGEMENT

Emergency services were seriously tested to the limits and beyond with the numerous weather events throughout 2011, starting with January and February snow and ice storms. Then on June 1st a tornado struck the area with severe damage from the Springfield town line to the eastern border with Monson. Mutual Aid from surrounding towns along with State Fire Mutual Aid task forces greatly helped the community as the incident evolved. Wilbraham DPW and many other town departments assisted residents in the emergency response and the recovery phase of the incident. State and Federal Assessment Teams also assisted in the recovery along with the National Guard.

Again on July 26th a microburst with straight line winds hit the center of town and another response and recovery effort was initiated. Our Mutual Aid partners came to our aid once again.

The final event started with a very heavy snow storm on October 29th and paralyzed the town and a large part of the state. Due to the massive tree and utility damage, most of the town (and the entire region) was without power for four to eight days. Mutual Aid took days to arrive due to the size and scope of the event in the region. This created a significant hardship on the residents with all town department and services totally overwhelmed by the incident. The Board of Selectmen and town departments worked round the clock from the Town Emergency Operations Center to stabilize the incident which has probably been the most challenging event in the town's history.

Call Firefighter Mark Haryasz Sr. retired at the end of September, after 45 years of dedicated service to the community. Mark's energy and efforts above and beyond the call of duty will be greatly missed. Thanks Mark.

Privates Scott Facey and Neal Johnson retired from the Fire Department after 32 and 23 years of full-time service respectively. Their many talents and skills will be greatly missed by the department. Thanks Scott and Neal.

To fill these vacancies, three firefighter/ EMT's were hired by the Board of Selectmen in October. Jeffery Witek, Patrick Farrow, and Chris Houghton were brought into the department after reviewing more than 80 applicants.

Training continues to be an important part of our state-of-readiness. In 2011 member of the department completed over 2100 hours of training to maintain and improve their skill level to provide service and protection to the community.

A Comprehensive Public Safety Staffing Study by the Matrix Consulting Group recommends funding for three areas: a Deputy Chief, a Captain of Training/ EMS, and an increase of one firefighter per each of the four groups to bring the shift complement to six. This increase in personnel would help with the multiple calls that are occurring more regularly. Thanks for your support in these difficult times.

Francis W. Nothe, Fire Chief

BOARD OF FIRE COMMISSIONERS

Ralph Guyer
Gary Petzold
Edward R. Rigney, Jr.

Fire Department Activity

	2011	2010	2009	2008
Fire/Emergency Responses	964	750	619	661
EMS/Emergency Responses	1695	1637	1514	1527
EMS/Medical Transports	1401	1346	1273	1264
Total Emergencies	2659	2387	2133	2188

Code Compliance Activity 2011

Smoke & CO Detector Permits and Inspections	180
Oil Burner Permits and Inspections	33
LP Permits and Inspections	42
U.S.T.R. Permits and Inspections	6
U.S.T.I. Permits and Inspections	2
A.G.T.I. Permits and Inspections	13
Residential Building Plan Review	30
Commercial Building Plan Review	5
Residential Sprinklers Permits and Inspections	7
Commercial Sprinkler Permits and Inspections	2
21E Assessments	2
Power Vent Permits and Inspections	0
Blasting Permits and Inspections	1
Tank Truck Permits and Inspections	1
Tank Truck Exemption Permits	0
Smokeless Black Powder Permits	0
Firework Display Permits and Inspections	0
Kitchen Hood Fire Suppression System Permits and Inspections	1
FP 290 Permits	1
Fire Alarm System Permits and Inspections	7
Incident Report Requests	7
Un-vented Gas Heater Permits and Inspections	0
Flammable / Combustible Liquid Storage Permits and Inspections	44
Open Burning Permits	578
Miscellaneous Inspections	860
TOTAL	1839



Snow and falling trees were a significant challenge for first responders at this Soule Road incident in October 2011. Fire Department archives.

Mission Statement of the Wilbraham Fire Department:

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

Fire Department Roster

Fire Chief	Francis Nothe		Richard Hatch, Jr
Captains	Tom Laware		Victor Robidoux
	Tom Shaw		James Royce
	Peter Nothe		Kevin Brown
	William Manseau		Jason Dimitropolis
Captain of Fire Prevention	David Bourcier		Timothy Rogers
Privates	<i>Neal Johnson*</i>		Anthony Arventos
	<i>Scott Facey*</i>		Mathew Walch
	Russell Mitchell		Jeffery Witek
	Wendy Denning		Patrick Farrow
	Dan Corliss		<i>* Retiring</i>
	Paul Budaj	Call Firefighters	Mark Haraysz Jr.
	Anthony Cerini		<i>Mark Haraysz Sr*</i>
	Joshua Mullen	Administrative Assistant	Lena McCaffrey
	Dane George	Ambulance Billing Clerk	Tricia Cloutier

AMBULANCE OVERSIGHT COMMITTEE

The Ambulance Oversight Committee continues to work with the fire chief in overseeing the operations of the town's very busy and still growing ambulance service.

The oversight committee's primary duty of reviewing and acting on ambulance service fee abatements has continued according to now established policy and protocol. These duties are current, and there are no outstanding issues as of this writing.

It is important to note the town's ambulance service remains self sufficient on a receipts-reserved basis, and continues to serve the town extremely well. During 2011 the service responded to 1,695 calls, transporting 1,401 patients, to local area hospitals. The service has also worked closely with the Medical Reserve Corps in helping the town respond to the many weather-related emergencies this year.

In June, a new ambulance was placed in service and the \$151,289 purchase was funded from ambulance-generated revenues at no cost to the town.

The Wilbraham Ambulance Service does indeed provide excellent medical care, and this has been recognized by the local and medical communities. This year the service has received many letters from the community that commended members of the department for their service. The town should be proud of this excellent service.

Francis W. Nothe, Fire Chief

AMBULANCE OVERSIGHT COMMITTEE
Paula L. Chevrier John T. Libel
Claudia Considine John Rigney
Tom Hurley

PARKING CLERK

In 2011, 25 parking tickets were issued:

20 paid on time

1 paid with additional late fees

3 abated, fee waived

Total fees received \$510.

In 2011, three citations previously marked with the RMV * in different years, were cleared, with total revenue of \$170.

Additional information about parking regulations can be obtained online from the town's website: www.wilbraham-ma.gov. Please call 596-2800, ext. 101 or e-mail me with questions or concerns.

**Unpaid parking tickets are marked at the Registry of Motor Vehicles in an attempt to collect outstanding fines. There is a three-part procedure of collection and demand notifications for unpaid tickets. When these efforts fail, the unpaid tickets are forwarded to the Registry of Motor Vehicles for "marking." After being marked with the RMV, the violator cannot transact business at the Registry of Motor Vehicles (e.g. renew a driver's license, register a car, etc.) until the Wilbraham fines are paid in full.*

Pamela E. Beall, Parking Clerk

Building and Land Use

BUILDING DEPARTMENT: ALL INSPECTORS

Looking back on the year 2011 brings many things to mind: heavy snow, ice dams, roof collapses, tornados, microburst, hurricane, and heavy snow again in that order. Yes, it was a tough year for residents and businesses in Wilbraham. Approximately 500 homes sustained minor to catastrophic damage during the year and approximately a half dozen businesses sustained damage. The Little Red School House also had some minor roof damage. The new Minnechaug High School as well as the existing high school was spared in the storms by mere feet with only one of the construction trailers being flipped completely upside down during the tornado.

The Building Department processed over 750 building permits which was an increase of 70% from the previous year. There was an increase of 40% in electrical permits and an increase of 20% for plumbing/gas permits, all while staffing levels remained unchanged. The inspectors had a very busy year making sure all work was completed up to code. With the new year upon us, most of the homes that sustained major damage have not even been permitted because of insurance claim or other delays.

Construction of the new Minnechaug Regional High School struggled throughout a very snowy winter (2010-2011) but as of this date remains on schedule for a September 2012 opening. The new athletic fields will continue to be constructed through 2012 and be will completed in 2013.

Permits for new wood/pellet stoves doubled in 2011 most likely because there was so much extra wood available. The state also mandated that permits are now required through the Building Department for all sheet metal installation and all insulation installations which means more inspections and paperwork.



Building Inspector Lance Trevallion chats with resident as he navigates impossible conditions to make preliminary damage inspections. Photo by Mellissa Grave.

Building Permits issued

Permits issued – 759

Inspector: Lance Trevallion

Fees collected - \$88,540.96

Inspections – 1400 +-

Plumbing/Gas Permits issued

Permits issued – 432

Inspector: Bernie Sears

Fees collected - \$21,210.00

Inspections – 510 +-

Electrical Permits issued

Permits issued – 391

Inspector: Paul Shepardson

Fees collected - \$22,795.00

Inspections – 660 +-

<u>RESIDENTIAL PERMITS</u>	<u>NUMBER</u>	<u>EST. CONSTRUCTION COST</u>
New Single Family Dwellings	16	\$5,321,290.00
Additions	18	1,034,481.50
Alterations/Renovations	98	2,814,835.35
Deck/Sun Room	25	226,555.00
Garages	10	511,555.00
Out Buildings/Sheds	41	369,659.94
Demolitions	17	90,742.00
Roof/Siding/Windows	358	5,179,162.28
Swimming Pools	19	245,503.00
Wood/Pellet Stoves	50	125,285.38
Insulation	38	87,878.50
Sheet Metal	6	45,374.00
Solar Panels	1	21,000.00
Temporary Trailer	6	50,000.00
Signs	3	1,220.00
Temporary Tents	3	0.00
Total	708	\$ 16,124,541.95

<u>COMMERCIAL PERMITS</u>	<u>NUMBER</u>	<u>EST. CONSTRUCTION COST</u>
New Construction	1	\$ 115,000.00
Alterations/Renovations	10	717,860.00
Signs	11	9,200.00
Garage/Outbuilding	2	35,000.00
Roof/Siding/Windows	5	423,131.00
Demolition	1	500.00
Wood Stove	1	6,500.00
Temporary Tents	17	150.00
Total	48	\$ 1,307,341.00

<u>MUNICIPAL PERMITS</u>	<u>NUMBER</u>	<u>EST. CONSTRUCTION COST</u>
Alterations	1	\$ 170,000.00
Sign	1	250.00
Total	3	\$170,250.00

The Building Department also processes applications for annual inspections for occupancy of public buildings. This includes all schools, churches, restaurants, day care centers, gyms, and any other location that the public would gather and/or visit. In the year of 2011, the Building Inspector inspected 77 locations, including 12 buildings at the Wilbraham & Monson Academy, Wilbraham public school buildings and 15 restaurants. The total fees collected in 2011 were \$1620.00.

The Building Inspector is also the Zoning Enforcement Officer. He responded to numerous complaints about unregistered vehicles, unpermitted business in residential neighborhoods, unpermitted signs, and general land use violations. The Wilbraham Zoning By-Law is available on the town website.

Lance Trevallion, Building Inspector
Melissa Graves, Admin. Assistant

SEALER OF WEIGHTS AND MEASURES

Item	Category	Sealed
Scales	Over 10,000 lbs.	3
	5000-10,000 lbs.	1
	100-5000 lbs.	11
	Under 100 lbs.	12
Weights	Metric	2
	Apothecary	0
Other Devices	Gasoline Pumps	92
	Oil and Grease Pumps	7
	Unit Pricing Scanners	40

Fees collected: \$4345.00

William Garvey has been the Sealer of Weights and Measures since 1996. As the sealer, he is required to enforce the rules, laws, and regulations relating to weights and measures. According to the Massachusetts General Law, Chapter 98, any town that has a population over 5000 is required to have a trained and certified sealer.

He is required to inspect any businesses that utilize price scanners, fuel pumps, and scales. This would include each scale in every store that sells goods by weight or volume. Each pump at a gasoline station is checked to ensure its accuracy in delivering an accurate gallon as well as an accurate price for the gallon of fuel you purchase. The inspections are completed on an annual basis, randomly, or for an investigation of a consumer complaint.

Mr. Garvey is responsible for ensuring that equity and fairness prevails in the commercial marketplace between buyers and sellers.

William H. Garvey, Jr. , Sealer of Weights and Measures

Melissa Graves, Admin. Assistant

PLANNING BOARD

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

The Planning Board is responsible for overseeing land-use planning in the Town of Wilbraham. Working in close cooperation with the Planning Director and the Building Inspector/Zoning Enforcement Officer, the Planning Board studies the resources and needs of the town, particularly conditions affecting public welfare and safety related to land use and development. The board is authorized to develop the town's Master Plan to guide growth and make recommendations to ensure that development is consistent with the Master Plan. As the main author and "custodian" of the Town's Zoning By-Law, the board is responsible for conducting public hearings and making recommendations on proposed amendments to the Zoning By-Law, which must be approved by Town Meeting. The board also regulates the subdivision of land and the construction of new roadways, grants site plan approval and

special permits for various land-use proposals required by the Town's Zoning By-Law, and reviews all petitions for variances and other zoning matters filed with the Zoning Board of Appeals.

During 2011, the Planning Board met 18 times, scheduled 20 appointments and held seven public hearings, addressing a wide variety of issues and opportunities facing our community. We are pleased to submit a summary of our activities and accomplishments in 2011.

Development Activity

Despite the continued downturn in the economy, the Planning Board was kept busy dealing with both the unanticipated impacts of the various natural disasters that beset our community as well as the usual mix of residential and commercial projects proposed in the town during the past year as follows:

-  The Planning Board approved nine non-subdivision plans submitted by property owners. These are plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval. A total of eight new residential building lots were created on existing town roads through the non-subdivision process.
-  The Planning Board conducted public hearings on six special permit zoning applications. The board granted special permits for the following projects: a detached accessory building at the McDowell residence located at 2 Brookside Circle, an addition to a detached accessory building at the Bontempi residence located at 4 Falcon Heights Road, the retention of an oversized detached residential accessory building (barn) at the Holman property located at 9 Federal Lane, an oversized detached residential accessory building (horse stable) at the Noonan property located at 856V Glendale Road, and an accessory in-law apartment at the Henrichon property located at 473 Dipping Hole Road. The Board also granted a special permit amendment to the Wilbraham Housing Authority to allow parking and sidewalk modifications and associated site improvements at the Miles Morgan Senior Housing Complex located 12 Miles Morgan Court.
-  Although there were no filings for new subdivisions submitted in 2011, the Planning Board continued to monitor work in the previously approved subdivisions under our jurisdiction. At year's end, three subdivisions remained under various stages of construction.
-  The Planning Board reviewed and provided written recommendations on four referrals to the Zoning Board of Appeals.

Zoning By-Law Amendments

At the Annual Town Meeting, voters adopted amendments to various sections of the Zoning By-Law sponsored by the Planning Board. The amendments include the renumbering of Section 3.6 (Accessory Use Regulations) as Section 3.9 and revised sections 3.4.4.4, 3.4.5.11, 3.4.5.17, 4.4.8(B), 4.4.8(C), 4.4.8(D), 4.5.2(C) and 12.5.4 by changing all existing cross references of accessory use Section 3.6 to be renumbered Section 3.9; the amendment of the Zoning Map by rezoning from GB to R-15 approximately 2.31 acres of land located at 2555 Boston Road; the amendment of the Zoning Map by rezoning from ACF to GB approximately 3.52 acres of land comprising the rear portion of land located at 2377, 2379 and 2391 Boston Road.

Comprehensive Planning

The Planning Board devoted considerable time and effort investigating the possibility of preparing a new comprehensive master plan for Wilbraham. The most recent Master Plan for the town was completed in 1963 and

has served the town well by providing a comprehensive planning and zoning framework that has effectively guided local growth and development for almost 50 years. While significant strategic planning efforts have been implemented on an ongoing basis during this time in an effort to respond to unanticipated circumstances and meet the ever changing needs of the community, there has been little opportunity for the town to take a comprehensive look at the overall impact of individual plans, to consider the individual and collective financial implications of such planning, to reconcile differences among plans, and to set comprehensive goals for the town.

After much research, discussion, and spirited debate, the Planning Board decided to take the first important step and proceed with plans to initiate a community visioning project in 2012 that will gather broad-based public input and generate a consensus-based vision to address Wilbraham's current and evolving challenges and opportunities. The Planning Board will be appointing a volunteer Task Force to spearhead this project in 2012. The Task Force will integrate public input and issue a report to the Planning Board which identifies and analyzes emerging trends and community issues, articulates core community values, and develops a realistic and practical community vision and associated goals based on the community's identified core values. The Task Force report will also include a recommendation on whether to proceed to Phase Two which will lead to the preparation of the comprehensive community plan incorporating the community vision or take other action if deemed more appropriate.

Organization & Membership

Frederic Fuller was reelected to a five-year term at the annual town election and David Crevier was reappointed to a three-year term as Associate Board Member. At the end of May, the Planning Board reorganized and Frederic Fuller was reelected chairman, Richard Butler was reelected vice chair and Dean Stroshine was reelected clerk. Richard Butler continued to serve as the town's representative to the Pioneer Valley Regional Planning Commission, and Frederic Fuller continued to serve as the Planning Board's representative on the Community Preservation Committee (oversight of Community Preservation Act fund). Planning Director John Pearsall, Building Inspector Lance Trevallion and Administrative Assistant Karen Benoit continued to function as staff liaisons between the Planning Board and other town boards and committees.

The Planning Board holds regularly scheduled meetings on Wednesdays at 7:00 PM. Specific dates and agendas for meetings may be obtained from the Planning Office or from the town website at www.wilbraham-ma.gov. All meetings are open to the public, and community participation from interested townspeople is always welcomed and encouraged. With your support, we will continue to provide the very best possible service for our community in the year ahead.

PLANNING BOARD

Frederic Fuller, Chair
Richard Butler, Vice Chair
Dean Stroshine, Clerk
Adam Basch
John Boudreau
David Crevier, Associate

Staff

John Pearsall, Planning Director
Lance Trevallion, Building Inspector
Karen Benoit, Administrative Assistant

CONSERVATION COMMISSION

The Conservation Commission heard and voted on several Notice of Intent applications as well as Requests for Determination applications. One of the larger projects included the new sports fields constructed on the property

located on Faculty Street for the Wilbraham & Monson Academy.

The June tornados, the July microburst and the October snowstorm dramatically changed the landscape on several large tracts of town-owned conservation property. The huge amount of downed trees blocked several established trails, clogged waterways and made it dangerous just to be in woods. How we will tackle the daunting task of cleaning up the forest is unknown at this point. Perhaps some of the transformed landscape will become great habitat for animals and birds. Several groups of volunteers have opened up the trails at the Rice Nature Preserve as well as the trails at McDonald Farm. The maps for those trails are available on the town website or in the Conservation Commission office in the Town Office Building.

The commission encourages the use of conservation land for passive uses such as hiking, biking, skiing, photography and horseback riding; the use of motorized vehicles is not permissible on any town-owned property. While the majority of motorized vehicles seemingly do not harm the environment, there are some that do, including damage to stream beds, wetlands and wetland buffer zones.

The 2011 deer hunting program was once again a success with all 200 permits to hunt on town-owned property issued in addition to the private property permission permits. Although we don't have exact numbers since this program was implemented, the reported damage from vehicle/deer collisions has been reduced significantly.

The commission is always seeking contributions of additional open space and is prepared to assist landowners interested in donating land or interests (such as conservation easements) to the town or to local trust organizations.

One of the key concerns of the commission is to try to connect existing open space parcels with smaller corridors of open space to maximize the visual and environmental impact of our publicly owned open space.



Rice Nature Preserve hiking trails were seriously damaged in tornado. Photo by Melissa Graves.

The Conservation Commission generally meets on the second and fourth Mondays of each month at 7:00 PM in the Town Office Building. Meeting notice with an agenda is posted at least 48 hours in advance at the Town Office Building and on the town web site. Interested people are always welcome and encouraged to participate. The office is located in the Town Office Building and is open Monday- Friday, 8:30 AM – 4:30 PM.

CONSERVATION COMMISSION

Christopher Brown, Chairman

Melissa Graves, Admin. Assistant

James Roberts

Robert McMaster

Stoughton Smead

Karen Leigh

Thomas Reavey

George Reich

ZONING BOARD OF APPEALS

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

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

This past year, the Board of Appeals met four times and issued decisions on the following ten applications:

APPLICANT	ADDRESS	DECISION
Verizon Special Permit Finding to allow the removal and replacement of a diesel generator on preexisting nonconforming property	303 Main Street	Approved
Michael & Jo Ann McDowell Special Permit to allow the operation of a home occupation/professional office	2 Brookside Circle	Approved
Wilbraham & Monson Academy Special Permit to allow the removal of approximately 90,800 cubic yards of earth material for the construction of athletic fields, access drive and parking area	115V Faculty Street	Approved
Pinar Karaaslan Special Permit Finding to allow the installation of a swimming pool within the rear-yard setback on a preexisting nonconforming lot	15 Wilson Street	Approved
Christ the King Lutheran Church Variance to alter a preexisting nonconforming sign	758 Main Street	Approved

Wilbraham Fire Department Special Permit Finding to allow the modification of a preexisting nonconforming radio communications tower	2770 Boston Road	Approved
Suzanne Hicks Special Permit to allow the operation of an aesthetics school	2341 Boston Road	Approved

BOARD OF APPEALS

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

Lance Trevallion, Zoning Enforcement Officer
Karen Benoit, Administrative Assistant

OPEN SPACE AND RECREATION COMMITTEE

Mission Statement:

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

The committee seeks to implement the provisions of the town’s Open Space and Recreation Plan through regular contact with other town boards including Planning Board, Conservation Commission, Community Preservation Committee, and Playground and Recreation Commission. The following is a list of some of the beneficial contacts that we have made in the past year and will continue to make in the future.

The committee contracted construction of, and erected, two additional kiosks, one at Thayer Brook and one at Crane Hill town properties. Kiosks were funded by the **Wilbraham Conservation Commission**. The committee continued to GPS locate, trail mark, trail develop and maintain trail systems on town properties including Rice Nature Preserve, Crane Hill, Twelve-mile Brook and Thayer Brook. Trail work assistance was provided by **Minnechaug High School’s Trailblazers and the Minnechaug Land Trust**. Committee members also collected descriptions and photographs of town properties’ trails.

Wilbraham Public Lands, a land conservation pamphlet first developed in the 1970s, was updated and printed to reflect current efforts, past successes and landowner options relating to conserving Wilbraham open space. This document is on the town open space website and available at Town Office and at the Public Library.

At **Crane Hill Recreation Area**, committee members coordinated trail plans with **Disc Golf** enthusiasts and the **Wilbraham Recreation Department**.

Members of the committee worked with the **Minnechaug Land Trust** and **Minnechaug High School’s athletic department** to create a cross country race course behind the Middle School on the MacDonald property.

With the assistance of the **Town Planning Office**, the committee continues to update and enhance the Open Space/Recreation Plan section of the town website to describe trails on town-owned lands for our residents.

The committee supported town acquisition of the **gazebo property on Main Street** and **supported creation of an Historic District along Main Street** at the Annual Town Meeting.

The committee now seeks to expand master planning across the community to enhance our town's ability to compete for dwindling state funds and maximize community preservation efforts. Committee members have volunteered to **serve on the Planning Steering Committee and on the Visioning Task Force.**

When vacancies develop on this 12- member board, the Open Space and Recreation Committee is open to all residents with an active interest in our community.

OPEN SPACE AND RECREATION COMMITTEE

Chuck Phillips, Chair	Joe Calabrese	Jim Mauer
Walt Damon, Vice Chair	Margaret Connell	Jeff Smith
Cathy Callaghan, Secretary	Steve Lawson	Jay Taylor
	Judith Theocles	Ray Burk

AGRICULTURAL COMMISSION

The tornados and other disasters have prevented members from attending meetings and scheduled ones often did not have the necessary quorum. A new member will join for 2012. Plans are in place to work with the Town Visioning Task Force in 2012 to assess municipal lands for their agricultural potential. The future may require towns to be more self-sufficient.

Rob Anderson planted pumpkins at MacDonald Farm and mowed some adjacent areas. The commission supports this lovely preserve in town. A tree was decorated for the Atheneum Christmas Open House.

AGRICULTURAL COMMISSION

Edna Colcord, chair	Maura Lessard
Robert Anderson	Rob Matthews

Health and Human Services

ELDER AFFAIRS AND SENIOR CENTER

Weather was the story last year. Heavy snows reduced attendance at the Senior Center and isolated seniors early on. Activities picked up quickly in March with the milder weather. Due to increasing demand, our Social Services Coordinator/Veteran's Administrative Assistant's hours were increased to full time.

Claudia Considine, Public Health Nurse, retired in May. Claudia served the town for ten years, coordinating annual flu clinics, blood pressure readings, and diabetic screenings. She also sat on the Emergency Planning Committee and

worked very closely with the Medical Reserve Corp. Replacing Claudia was not easy, but the town is very fortunate to have Lee Giglietti on staff. Lee joined us in August and works ten hours a week.

June usually starts to slow down for the summer, but the events of June 1st changed that for the staff. After the tornados ripped through our beautiful town, we were asked to help coordinate the volunteer efforts from the wonderful people who stepped forward.

We began by finding the seniors in Wilbraham who lived in the affected areas and going door-to-door to check on their wellbeing. But after driving through the tornado area, we quickly realized that it was not just the seniors who needed our help! The Town Administrator asked for our help and we were happy to contribute. Meeting with MEMA (Massachusetts Emergency Management Agency), FEMA, Red Cross, and many other organizations, we got a crash course in emergency response. This was a great example of what "outreach" is and the need for a full-time Social Services Coordinator.

I was appointed liaison to the Tornado Relief Fund Committee, which was charged with distributing donated funds to residents affected by the storm. Although a lengthy and time consuming project, we were able to help 58 families with financial support thanks to the generosity of those who contributed to the fund.

The late October snow storm was another eye opener for many residents, especially our senior population. Staff spent the week checking on our frailest residents. With many sitting in the dark and cold for as long as eight days, the need for a shelter in Wilbraham became a hot topic. The Hampden Senior Center was open as a shelter and open to Wilbraham residents. Working long hours became the norm, with Wilbraham Senior Center staff members taking over management of the Hampden shelter on the weekend.

The need for a larger, town-owned Senior Center is clear due to the weather events of 2011. A request to selectmen to appoint a "Needs Study Committee" was answered early in 2012 with the appointment of a core group of 11 dedicated individuals. The Friends of Wilbraham Seniors continue to work diligently to raise funds for a new center.

Paula Dubord, Director
Staff
Barbara Harrington, Social Services Coordinator
Mary Ellen Schmidt, Activities/Volunteer Coordinator

COUNCIL ON AGING
Ellen O'Brien
Theresa Munn
M. Trant Campbell
Robert Page
Giles Turcotte
Mark Soukup
Marie Valentine

Friends of Seniors: Robert Page, President

VETERANS SERVICES

Programs and Ceremonies

Our annual Memorial Day ceremony was held Sunday May 29, 2011 at 10:30 AM at Glendale Cemetery. Our guest speakers were the Honorable Gale Candaras, Massachusetts Senate, Honorable Angelo J. Puppolo, Representative in General Cour, and Charly Woehkle Army Veteran, Afghanistan and Iraq. We also welcomed the Korean War Veterans, American Legion Veterans Post 286 of Wilbraham, Quaboag Highlander Pipes & Drums, and Civil War 10th

Mass Volunteer Infantry Militia. Matthew Metzler gave the invocation. Kate Elmendorf of East Longmeadow High School graced us with her beautiful voice singing patriotic songs. Minnechaug students Matt Garwood and Tom Peltier played a moving rendition of Taps. Village Store & Café presented a delicious assortment of refreshments after the ceremony.

November 11th our annual Veterans Day ceremony was held at Crane Park. Our guest speaker was Staff Sgt. Christopher West. Reverend Brian Tracy from Evangel Assembly Of God gave the invocation. The 104th Fighter Wing jets from Barnes Air Force Base presented us with a magnificent flyover. Senator Candaras, Representative Puppolo and Selectmen Jim Thompson and Patrick Brady honored Richard Prochnow, presenting him with a commendation and citation for 25 years of dedicated service to the veterans and their families of Wilbraham.

The Veterans Office features a monthly speaker at the Senior Center the third Friday of the month at 9:00 AM. Past speakers have included Superintendent Paul Barabani from the Holyoke Soldiers Home, and Bill Walls, Director of the Veterans Memorial Cemetery Agawam. We also had Springfield's Mobile Veteran Center (MVC), one of a fleet of mobile counseling centers for the VA's Veteran Center Program. The MVC marks a new quality readjustment counseling services and to improved access to counseling by bringing those services closer to veterans, reservists and guard members who have experienced combat.

Everyone is welcome to attend the educational forums.

Veterans Benefits

The Commonwealth of Massachusetts provides one of the best state veterans' benefits programs in the nation. Cities and towns administer and dispense the benefits, and are reimbursed at 75% from the commonwealth. In 2011, the town spent \$31,892.96 in Veterans Benefits under MGL Chapter 115, as approved by the Commissioner of Veterans Services, of which 75% will be reimbursed by the state to the town.

The Veterans Office helped 123 Veterans and their family members during 2011. This included phone calls, office and home visits totaling 453 service units.

Relocating the Veterans Office to the Senior Center has been a great success. This move has proven to be positive and beneficial to the citizens of Wilbraham.

The goal of the Veterans Office is to provide valuable information and availability to veterans and their families. We are happy to answer questions relating to benefits, documents, and military services. Our office hours are Monday-Friday 9:00 AM to 3:00 PM. We can be reached at 596-8379 email rprochnow@wilbraham-ma.gov OR bharrington@wilbraham-ma.gov. The Veterans Agent is available for home visits for our homebound veterans.

The Veterans Office would like to express gratitude to all of the people who helped to make our programs a success. We salute all of the veterans and their families for their commitment and sacrifices for their country.

Richard J Prochnow, Veteran Agent
Barbara Harrington, Veterans Administrative Assistant

COMMISSION ON DISABILITIES

In 2011 the commission had a full and active membership and a supporting member from the Best Buddies program of Minnechaug Regional High School.

The commission continued its work to inform and educate the Wilbraham community with further enhancements to its web page and through the distribution of print literature about disability regulations and interpersonal relations for people with disabilities. Several recently remodeled pedestrian crossings on Main Street were reviewed as well as proposed materials for future crosswalks. The commission met with Police Chief Allen Stratton and Sergeant Robert Zollo to coordinate the enforcement of accessible parking spaces. The commission also discussed accessibility elements of the proposed improvements to the Spec Pond Recreation Area with Recreation Director Bryan Litz. Self-service gasoline stations in town were notified of the labeling and other requirements for sales to motorists displaying a state-issued accessibility placard or plates. Several members attended a conference on emergency preparedness presented by the Massachusetts Office on Disability. Letters of support were written for grant requests by the Wilbraham Public Library and the Recreation Department.

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

COMMISSION ON DISABILITIES

Ed White, Chair	Evelyn O'Brien
Diane DaSilva, Secretary	Elaine Scott
Lance Trevallion (ADA Coordinator)	Ben Hogan
Barbara Venneri	Steven Fratoni
Earl Way	

PUBLIC HEALTH NURSE

As of October 2011 the Public Health Nurse became an active member of the **Massachusetts Virtual Epidemiologic Network (MAVEN)**. This is a new web-based disease surveillance and case management system that enables the Massachusetts Department of Public Health (MDPH) and local health officials to capture and transfer appropriate public health, laboratory, and clinical data efficiently and securely. Communicable and reportable disease investigations are ongoing and these reports are forwarded to the MDPH. The department is encouraging all adults to partner with their health care providers in updating their vaccinations.

Response to seasonal flu clinics in 2011 was once again less than in previous years. Many seniors had already received the flu vaccine from their primary care physicians. Vaccine from the MDPH was delayed. Two flu clinics were held in November and December. Confirmed flu and influenza-like illness (ILI) remained lower than in past years.

Lyme disease continues to be a concern in Wilbraham and Massachusetts. As in previous years, Wilbraham has reported multiple cases of tick-borne disease. Health care professionals strongly encourage use of preventive measures for both people and their pets when outdoors.

The health information center is located in the walk-through room of the Senior Center. Information is updated frequently and contains but is not limited to: information on Lyme disease and prevention, infectious disease, adult inoculation schedules, information on diabetes, wellness guides, food and drug recalls, and many services that are available to the community.

Blood pressure screenings are done every Tuesday at the Senior Center. Seniors are actively participating in these screenings. Over 600 screenings have occurred during the past six months. Walk-in consultations are available with the Public Health Nurse every Tuesday and Wednesday from 9:00 AM until 2:00 PM. Wellness checks and home visits are scheduled as needed.

The Medical Reserve Corps (MRC) and MDPH continue to work together to implement programs to prevent and respond to potential community emergencies. The Public Health Nurse will continue to be active within MRC.

Lee Giglietti BS, BSN, RN
Public Health Nurse

DOG OFFICER/ANIMAL CONTROL OFFICER

Once again, 2011 produced a record number of licensed dogs within the town of Wilbraham: 2286 dogs were licensed during the year of 2011, verses 2221 licensed dogs for the year of 2010.

I want to thank all residents who either licensed a new dog, or relicensed an existing dog. It is both state and local law that all dogs, six months and older be licensed within their town of residence (by-law 604.2). It is also both state and local law that all dogs, cats, and ferrets must be current on their Rabies vaccination at all times, or the pet owner is subject to a citation (by-law 604.3).

Dog owners; please be advised that the dog licensing period is from January 1, through March 31. A late fee of \$10.00 per dog will now be assessed for any dog licensed after April 1.

Fountain Park remains an area of challenge for animal control. All state and local dog laws are supposed to be adhered to while in Fountain Park, if accompanied by a dog! Citations (by-laws 604.4 and 604.5) will be issued to people who do not leash and pick up after their dogs while in Fountain Park. It not acceptable to have a lead or leash in possession, the lead must be attached to the pet. Fountain Park is for everyone's enjoyment. Please leash and pick up after your dog at all times while at Fountain Park.

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

Finally, animal control, once again responded to in excess of 1000 calls relating to potential by-law violations, stray pick-ups, vehicle/animal interactions, and various other domestic or wild animal situations.

Michael Masley, Wilbraham A.C.O.

BOARD OF CEMETERY COMMISSIONERS

The Wilbraham Cemetery Commission is responsible for the operation of the three town-owned cemeteries: Adams Cemetery located on Tinkham Road, East Wilbraham located on Boston Road, and Glendale Cemetery located at the intersection of Glendale and Monson Roads. All three cemeteries have a very rich historical heritage going back 270 years. There are over 4,300 burial lots available in the existing cemeteries with additional land available for expansion of each cemetery in the future.

In 2011 there were 14 burials (Adams 9; East Wilbraham 1; Glendale 4), 7 were cremations.

The past year was very challenging year for the residents of Wilbraham. The cemeteries were also casualties of the 2011 weather disasters: the June tornados, the July microburst, the October snowstorm.



Trees, tombstones, fences, shed – nothing was sacred when tornado and microburst crashed through historic Adams Cemetery. Photo cemetery commission archives.

Adams Cemetery was in the direct path of the tornado on June 1. Thirty-five trees – many were Heritage Trees between 100 to 200 years old -- were destroyed and 84 monuments were damaged, many broken into several pieces as a result of the fallen limbs. The microburst of July hit Adams again, damaging three more monuments.

All of the monuments were professionally repaired in a timely fashion by Gravestone Services of New England. All stumps were ground; the holes filled with loam and reseeded. Adams is about 80% restored. The work was completed within five months. The first burial after the tornado took place six days after the tornado, a minor miracle in itself.

The new white picket fence along Tinkham Road and the split rail fence along the western boundary were also damaged. These have now been either repaired or replaced. The appearance looks as though there was no tornado damage -- except the trees are not quite as large as before June 1.

To quote a recent newspaper article about Adams Cemetery: *“It took 270 years to build this cemetery, and 27 seconds to destroy it.”*

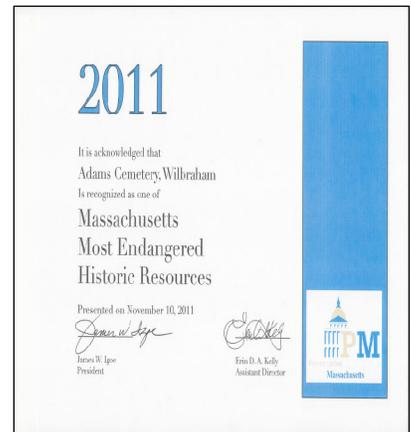
The October snowstorm caused much damage to trees in East Wilbraham and Glendale cemeteries. FEMA provided cleanup by removing the damaged limbs as well as pruning and removing other trees affected by the snowstorm that would cause future damage.

On November 10, 2011, Preservation Massachusetts recognized Adams Cemetery as an historic cemetery and placed it on the “Massachusetts Most Endangered Historic Resources” list, which focused exclusively on tornado damaged properties in the Commonwealth. The presentation was made at the Basketball Hall of Fame in Springfield.

The tornados, microburst and snowstorm damage has had an impact on the Cemetery Commission FY ‘12 budget. These unexpected expenses caused us to refocus and prioritize planned projects. Several projects were placed on hold, until FY ‘13, so that the cleanup could be done. In order to find other income for replacing the trees, the commission set up an ongoing **“Tree Restoration Fund”** accept gifts which would enable the purchase trees to bring Adams Cemetery back to its former glory. Individuals as well as businesses have been generous with their donations. A plaque will be placed in Adams Cemetery with the names of donors. Those who donate \$500 or more will also have an individual dedication plaque placed at the base of a newly planted tree with the donor’s name and/or the name of a loved one. This fund remains active for those who might be inclined to donate.

Phase I of the Tree Restoration Project was the replanting of 32 trees in November. This replaced a fraction of the trees destroyed by the tornado. The cost was paid from the current cemetery budget.

Phase II is expected to take place in the fall of 2012 – if a grant from the Community Preservation Committee is approved by voters. This will cover the planting of the remainder of the trees lost by the tornado, planting new trees in the barren areas of the cemetery, as well as shrubs around the perimeter. This will complete the landscaping of Adams.



An Historic Preservation Plan for all three cemeteries and funded by a CPA grant was prepared by Martha Lyon Landscape Architects of Northampton. This three-year project was completed in December of 2011. This resulting documentation becomes a valuable tool and will be used as a blueprint for all cemetery preservation efforts in the

future. It is modeled after a similar statewide effort for historic cemeteries started by the Massachusetts Department of Conservation and Recreation more than ten years ago.

The commissioners would like to thank and acknowledge the following whose donations which allowed the completion of **PHASE I** in 2011:

- | | |
|-------------------------------|--|
| Dennis & Karen Anti | Brian & Karen Lis |
| Michele Barker | Henry & Lorraine Lis |
| Beers & Story Funeral Home | Paula & Tony Martucci |
| Donald Bourcier | Carol McMinn |
| Maggie & Steve Brochu | Andrew & Sherri Montagna |
| Barbara & Kevin Burnham | Gerald & Sallie Moore |
| Barbara & Bruce Campbell | Geraldine Morgan |
| Bryant Carpenter | Martha Fox Niziolek |
| John DeGray | Nowak Funeral Home & Cremation Service |
| Frederick & Marlyn Groll | Richard & Coreen Packer |
| Walter & Betty Groll | Nancy Ralston |
| Philip J. Hamer | Amy G. Rocchi |
| Richard Hefling | Sampson Family Chapels |
| Joseph & Melissa Herman | Ellen P. Smith |
| Frank Horacek | Burton & Dana Springer |
| Margot Joy | Sandra & Henry Stawas |
| Robert & Virginia Kasten | Charles & Sheila Thompson |
| Mark & Sandra Lauria | Janet Wise |
| Life Care Center Res. Council | Bryan Zimmerman |



BOARD OF CEMETERY COMMISSIONERS
Donald R. Bourcier, Chair
Philip J. Hamer, Treasurer
Wilfred R. Renaud, Secretary

Triplet toomstone, cemetery commission archives

WILBRAHAM HOUSING AUTHORITY

2011 was just as challenging a year for the Housing Authority (WHA) as it was for all Wilbraham area residents... record snowfall, tornados, microburst, downgraded Hurricane Irene, and a pre-season Nor'easter all had varying degrees of impact on our operations. The accumulation of heavy snow and ice on roof tops was a concern at all of the WHA properties. Many trees were uprooted at all of our locations, in some cases falling on structures and damaging roofs. Heavy hail from the microburst put holes through screens and vinyl siding, shattered vinyl shutters, and cracked windows. All things considered the WHA was very fortunate to have only minor damage to our property.

Miles Morgan: A long awaited construction project redesigning the parking areas, sidewalks, and the flow of traffic in the development is almost complete. The WHA used grant funding from Community Preservation Committee and the Department of Housing and Community Development for the project. Accessible ramps were added to the entrances of parking areas and sidewalks making it more user friendly for the elderly residents.

The Pines: The Pines roof received a lot of work this past year. This was not a straightforward project because there were five different roofing materials and many different pitches and levels to the roof. The roof joints were restructured, new drains were put on the flat roof surfaces, some of the sloped roofs were rebuilt, skylights were replaced, and old deteriorated gutters and downspouts were replaced.

Family Units: The entire septic system at a family unit needed replacing. The tank was very old and beginning to crumble, the leach fields were at the end of their useful life. The work is now completed and grass will be planted in the spring.

Under a program with the federal government old boilers and furnaces were replaced with new energy efficient systems at several of our family units.

Are you interested in serving on the WHA Board? Four commissioners are elected for five-year terms. The fifth commissioner is appointed by the governor for a five-year term. The WHA is looking for a resident to fill the vacant governor's appointee on the board. Board meetings are held on the second Tuesday of each month at 7:00 p.m.

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

Carol Anne Young, Executive Director

WILBRAHAM HOUSING AUTHORITY
Wallace Kisiel, Chairperson
Anne Turcotte, Vice Chairperson
Judy Cezeaux, Treasurer
Peter Manolakis, Assistant Treasurer
Governor's Appointment: Vacant

Recreation, History and Arts

RECREATION DEPARTMENT

Year 2011 was a year of change and growth. There were changes in the department staff, with the open position of Assistant Parks & Recreation Director being filled by Aaron Siko who relocated from Pennsylvania. Aaron brings to the department diverse experience and fresh ideas. The department was reorganized and Tom Wilson joined our team as parks foreman and Dominic Brady filled the position of parks laborer. The much needed changes in the department will allow for improvements and top-notch maintenance for the millions of dollars that have been invested in the Wilbraham parks system. Administrative Assistant Merrie Kaye, completed her 12th year, the Parks and Recreation Director Bryan Litz, completed his 11th year allowing for continuity in all aspects of the very dynamic department.

The Playground and Recreation Commission remained the same and we are grateful for all their years of service and dedication to not only the department but also to the town.

The Friends of Recreation continued its Capital Campaign through 2011 and raised over \$500,000 in hopes of reaching their goal of \$700,000 by early 2012. During 2011, two new fields came online; the 75' baseball diamond, and the 90' baseball diamond/football field. Both fields received rave reviews and usage exceeded projected expectations. Also in 2011, the much awaited softball field at Spec Pond finally broke ground. The new softball field is expected to be playable in the Spring of 2012.

The number of families we serve continues to grow as we improve and expand programming. Our 8th annual Easter egg hunt saw a record number in attendance even with dismal weather. The Spec Adventure day camp also served a record number of campers and we were pleased to have Aaron Widderick back as director. Aaron is an experienced and enthusiastic part of that program. Several sports program saw enrollment level off, while lacrosse for boys and girls continued to grow, setting a participation record for the second year in a row. Basketball also set a record for enrollment, eclipsing the 700 participants mark for the first time in over 10 years. The record enrollment for basketball was largely due to the popularity of our high school Intramural program which had 225 participants, a record for that program also. The popular disc golf course was improved and heavily utilized. The department continues to offer a wide variety of sports, classes, and clinics to the residents of Wilbraham and surrounding communities. We are looking to increase adult programming in the near future.

The department continues to evolve and update programs and upgrade facilities to meet the active lifestyles of the residents of Wilbraham and surrounding communities. Much more is planned for 2012; with new staff on board, the Parks and Recreation Department is committed to increasing and improving dynamic and diverse options for quality recreation!

PLAYGROUND AND RECREATION COMMISSION

Mark Jones - Chairman

Kevin Burnham

Jon Stogner

Dave Patterson

Stan Soja

Patricia Silk

Bill Scatolini

Staff

Bryan Litz, Director

Aaron Siko, Assistant Director

Merrie W. Kaye, Adm. Assistant

PUBLIC LIBRARY

This year brought many changes to the library, improving both our physical space and expanding our services through digital resources. Our new Service Desk was installed in July, bringing the circulation, children's, and reference staff to a central location and better able to assist library patrons. A new LCD monitor above the desk highlights library events and activities.

The Children's area was rearranged to offer more visual control of preschoolers and better grouping of collections by reading level, and we purchased a new Cybernet computer with an extensive selection of early childhood education and learning games. Several computers were also installed on the renovated mezzanine level, now known as "The Loft." A new Keurig machine is featured in the magazine section on the main floor, allowing patrons to purchase coffee, tea, and other beverages to enjoy in the library.

Library staff created "Patti's Garden" with funds donated in memory of our longtime colleague Patricia McCollum. This small garden and seating area helps to beautify the grounds on the southwest side of the building and allows the staff to have a nice place to eat their lunch. The Wilbraham Garden Club also contributed to the outside patio area with a new teak bench for the public.

The library expanded online offerings to include Freegal, a new music download service, and the library edition of the popular genealogy resource, Ancestry.com. This year may be considered the tipping point with the use of e-books increasing by 375% over 2010. Wilbraham residents are able to access e-books from the C/W MARS Digital Catalog powered by Overdrive. This service added compatibility with Amazon's Kindle devices in early fall, and launched a new collection of Disney Digital Books for young readers, meeting the digital reading needs of a great number of users. The library also partnered with other libraries in the C/W MARS network to offer Wowbrary, a service to alert patrons of new materials through e-mail and Facebook integration. Library staff offered five e-book workshops and a four-part series about online resources for information and entertainment.

Programming for all ages continues to be a priority for the library. Storytime sessions were held for children age twelve months through five years, and 266 second- through fifth-graders and 69 teen readers participated in the summer reading program. The Cover-to-Cover book group created a stunning exhibit of origami peace doves in conjunction with their reading of Eleanor Coerr's *Sadako and the Thousand Paper Cranes*. Children also were treated to several events including *Magic with Scott Jameson*, *Dance with a Clown* theater production, and *Reading with Rufus*, a special therapy dog. The teens decorated a tree for the town's annual Festival of Trees display at the Old Meeting House. In addition to the book discussion group, *Booked for Lunch*, and the monthly screenings of foreign and independent films, adults attended a lecture presentation by Michael Tougias, an evening of Irish music by *Banish Misfortune*, and a dramatic portrayal of the fictional character *Atticus Finch* as a part of the community reading project featuring *To Kill a Mockingbird*.

After more than 20 years of service to the Wilbraham Public Library, Christine Bergquist retired from her position as Library Director in September. Adult Services Librarian Karen Demers was appointed Interim Director and promoted to the position permanently in December.

The library was supported throughout the year by LIFT, the Friends of the Library, and the Memorial Endowment Fund and received special donations from Country Bank, Hampden Bank, and Monson Savings Bank. The Wilbraham Cultural Council funded several library programs and the work of local artist Elizabeth Ann Koscher, whose animal sculptures delight young readers in the children's area. Mount Holyoke College funded a special collection of

Chemistry Activity Kits to encourage interest in the sciences for children. A new program of *Book Club Kits* for adults was created with funds donated in memory of Helen C. Kelly, a longtime Friends of the Library volunteer. We thank these organizations and individual volunteers who serve on library committees, manage programs and events, and special projects at the library.

Statistics in Brief

Category	Adult	Teen	Children	Total
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Collection Holdings

Books	26,312	2,468	19,279	48,059
Periodicals	1,409	133	191	1,733
Video formats	2,406		1,343	3,749
Audio formats	3,396	177	1,050	4,623
Total holdings (includes other materials not listed above)	33,659	2,779	22,191	58,629

Circulation/Checkouts

Books	53,331	9,156	48,626	111,113
Periodicals (adult & teen combined)	5,216		242	5,458
Video formats	20,586		11,871	32,457
Audio formats	11,654	317	2,084	14,055
Total circulation (includes other materials not listed above)	90,789	9,473	65,000	165,262

Other statistics

Registered borrowers				9,246
Programs	64	63	109	236
Program attendance	973	805	2,146	3,924
Reference questions	6968	650	3948	11,566

Karen Demers, Director

BOARD OF LIBRARY TRUSTEES

Llewellyn S. Merrick
 Linda Moriarty
 Justin McCarthy
 Ray Burk
 James S. Jurgens
 Mary McCarthy

CULTURAL COUNCIL

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

The amount of funds Wilbraham received this year was \$3,870. The WCC tries to reach as many different audiences as possible from school-age children to senior citizens. Since funding from the Massachusetts Cultural Council is limited, the funds are spread thin. Our members feel that we have been fair and equitable in our choice of programs which are receiving funds this year. After two open meetings were held for informational purposes and, after receiving some very widespread publicity, the WCC received 17 applications requesting funding. The requests ranged from a low of \$400 to a high of \$1,000; this year we were able to fund 10 requests.

Some of the recipients of the funds were: admissions to Lupa Zoo, the Basketball Hall of Fame, and Springfield Science Museum for children participating in the Wilbraham Recreation Summer Program; Edible Perennial Gardening and Landscaping Presentation at the Town Office Building in April; the Premiere Swing Band with ballroom dance lessons and open dancing at the Senior Center; and the Fairy Circus at the Public Library to name a few. The WCC feels that the programs selected for funding in 2012 will promote the availability of rich cultural experiences for every Wilbraham resident.

CULTURAL COMMISSION

Margaret F. Kelliher, Secretary

Deborah Alm

Martha Damon

Mary J. Reilly, Chair

Janet Vitkus

Janet Wise

HISTORICAL COMMISSION

In 2011, the Historical Commission submitted additional inventory surveys to the Massachusetts Historical Commission for inclusion in statewide listings. This year, we plan to apply for additional funds to hire a preservationist to survey additional historically significant properties. We have had several meetings with the Board of Cemetery Commissioners to coordinate and support their efforts to preserve the town's cemeteries. They are beginning the process of submitting the cemeteries to the National Register of Historic Places.

HISTORICAL COMMISSION

Robert Kelliher, Chairman

Carol Albano

Wally Clark

Patrick Kiernan,

Lucy Pelland

COMMUNITY GARDENS

A Community Garden creates opportunity for recreation, exercise, therapy, and education. Having a garden plot encourages self-reliance, provides nutritious food for your family, and reduces a family's annual food budget. The Wilbraham Community Garden grows in leaps and bounds each year with over 60 active gardeners growing veggies in plots varying from a 10' x 50' area to almost an acre. We also have four raised garden beds for folks who have limited mobility.

The 5th annual "Plowing the Community Garden" event in May included having the Eastern Connecticut Draft Horse Association plow the garden with their teams of horses. This year we had more than 15 vendors selling everything from homemade jewelry to quilts in addition to the plant vendors selling seedlings and flowers. The Pioneer Valley Fiddlers joined us during the afternoon to play some toe-tapping tunes. The crowd really enjoyed the music while watching the horses work in the fields.

Late spring brought in some pretty wet conditions for gardening. Some gardeners had to wait until almost June to begin planting. Then the storms began. While the Community Garden area was spared by the initial June 1st tornado, the microburst in late July hit hard. The wind and hail were devastating, leveling most of the already tall corn stalks and poking holes thru most of the other plants. A lot of the plots were literally abandoned because folks were so busy trying to get their own yards cleaned up. Then the October snow storm came in and took out the remaining late fall crops that were left. Yes, it was a very tough season for the garden but renewals are coming in for the 2012 season so most folks did not get discouraged.

Garden plots are available on a first-come, first-served basis with priority given to returning gardeners. New and returning gardeners are invited to attend the annual spring sign-up meeting held at the Town Office Building prior to the growing season. The exact date of the meeting will be posted in the local newspaper. Garden plots are approximately 25 x 50 feet (1250 square feet) and the rental cost is \$25.00 per plot. There are several gardeners that share a plot each season to help alleviate the work and time. There is water on site as well as a portable toilet during the growing season. If you are interested in joining us at the Wilbraham Community Gardens or if you would like more information, you may contact the garden coordinator, Melissa Graves in the Conservation Commission office at 596-2800, ext 204.

Melissa Graves, coordinator
For the Conservation Commission



Tree damage was severe in the vicinity of Minnechaug Regional High School in both the tornado and the microburst, but the cliché was true: it could'a been worse. Only nominal damage was reported to the high school and the adjacent construction site for new high school.

TOP Entrance to high school promoting the senior prom which was held to show community spirit in the face of huge losses. Photo Melissa Graves.

BOTTOM Tree were stacked and removed from the land adjacent to high school (at far right). DPW Archives.



HAMPDEN-WILBRAHAM SCHOOL DISTRICT

From the School Committee

Scott R. Chapman, Chairman

Your School Committee is indebted to you, the stakeholders of Hampden and Wilbraham, for your thoughtful insights and needed support as we wrestled with the many challenges that faced us throughout the year. We continue to face the economic challenges that have tested us over the years. Together we have built and continue to build a strong and prudent operating budget that focuses on providing the best educational experience for our students, while using our resources in a smart and conservative manner. We also continue our tradition of being good neighbors, first by lending a helping hand to East Longmeadow's Mapleshade Elementary School, and now as our friends at Cathedral High School continue their educational program at Memorial School.

The upcoming year presents an exciting time for the Hampden-Wilbraham Regional School District. With the commitment and strong support of the citizens of Hampden and Wilbraham, we will be opening the doors to our new flagship high school, Minnechaug Regional High School, in the fall of 2012! This project, many years in the planning, will provide our citizens and students with a 21st century high school and community building that we can all be proud of now and in the future.

For these, and countless other instances of support, your School Committee extends its thanks to you, the voters of Hampden and Wilbraham. We are truly grateful to you for allowing us to serve your children.

From the Superintendent

M. Martin O'Shea, Superintendent of Schools

The vision of the Hampden-Wilbraham Regional School District is to develop an "interactive learning community of creative, passionate thinkers in a safe and healthy environment, embracing opportunities to contribute to and compete in a global society while valuing honesty, integrity, responsibility and respect for each individual."

In 2011, HWRSD developed a Three Year District Improvement Plan to serve as a bridge between this vision and the educational experience of the District's 3,597 students. The four focal areas of this plan are:

1. **Safety and Well Being:** In this area we hope to deepen and broaden our commitment to student wellbeing and safety by providing positive learning climates, safe facilities, adequate counseling supports, and curriculum that is attentive to student health and wellness.
2. **Meeting the Needs of All Learners:** We will meet the needs of all learners by providing a wider range of academic interventions for struggling learners, particularly at the earliest grades. Driving this will be a focus on using data to inform instruction and raise achievement.
3. **The Development of HWRSD as a Community of Learners:** Here we recognize that our teaching is improved and learning is enhanced when students and teachers have time to work collectively and collaboratively. Only by creating a culture of collaboration and collective inquiry will the District's vision be realized.
4. **21st Century Teaching and Learning:** In addition to providing learning environments that are rich with technology, we are committed to providing students with the skills and habits of mind they will need to be

successful in college and in their careers. Increasingly, our classrooms will focus on the 4 C's of 21st century learning – communication, collaboration, critical thinking and creativity. The new Minnechaug Regional High School, set to open in August, 2012, will stand as a beacon of the District's commitment to 21st century education.

Over the next two years the District will be systemically and systematically committed to these four goals. The plan will guide us strategically in terms of budget development, resource allocation, professional development, and personnel and curriculum decisions.

As Superintendent, and on behalf of the faculty, staff and students of the District, I extend my appreciation for the support we receive from the townspeople of Hampden and Wilbraham.

Curriculum

Timothy W. Connor, Director of Curriculum and Instruction

The Hampden-Wilbraham Regional School District designs a rich and rigorous curriculum in order to develop the unique talents of each individual student. The curriculum renewal process is ongoing and ensures continuity and consistency in grades PreK-12. Access to high quality curriculum materials and resources is equitable across the seven schools that comprise the District. The level of technology integration across the curriculum has intensified with improvements in staffing, infrastructure, equipment, reliability, and professional development. A focus upon differentiated instruction and inclusive practices to meet the needs of individual learners provides all students with an appropriate level of challenge and support.

Below are some highlights from across the curriculum areas:

- The Responsive Classroom (elementary level) and Development Designs (middle school level) are implemented in every classroom in order to create learning environments where children thrive academically, socially, and emotionally.
- The District implements a research-based elementary reading and language arts program which incorporates the five components of literacy learning: vocabulary/oral language, phonemic awareness, phonics, fluency, and reading comprehension.
- Writing Across the Curriculum is a learning strategy implemented at every level in order to enhance the development of literacy, content knowledge, and thinking skills.
- The mathematics curriculum supports the development of conceptual understanding through communication, problem solving, making connections, and meaningful practice.
- The science program advances scientific reasoning as students investigate and solve complex problems using the appropriate tools. Standards-based science units are studied in the classroom and are enriched through regular science labs at the elementary level.
- The history, geography, civics, and economics concepts and skills are addressed through interactive units of study in each grade.
- The arts play a central role in human development for children at all ability levels. Cognitive, language, and social-emotional development are positively impacted by participation in the arts.
- The health and physical education learning opportunities are an integral part of the total educational process and promote a lifelong physically active lifestyle, as well as respect for self and others through a safe school environment.
- School Resource Officers in both Hampden and Wilbraham have established an important presence in the schools. This asset promotes safe schools and aligns with the principles of prevention research.

Academic Performance

Since its inception in 1998, the Massachusetts Comprehensive Assessment System (MCAS) has increasingly become a primary source of information with regard to student achievement, curriculum evaluation, and diagnosis of individual student strengths and weaknesses.

Grade/Subject Tested	Percent of Students Scoring Advanced or Proficient				
	2008	2009	2010	2011	2011
	HWRSD	HWRSD	HWRSD	HWRSD	STATE
Gr. 3 Reading	75	74	78	79	61
Gr. 3 Mathematics	73	75	81	80	66
Gr. 4 English Language Arts	57	61	69	47	53
Gr. 4 Mathematics	56	51	47	39	53
Gr. 5 English Language Arts	74	73	71	75	67
Gr. 5 Mathematics	59	54	57	64	59
Gr. 5 Science/Engineering	70	72	71	73	50
Gr. 6 English Language Arts	85	84	82	81	68
Gr. 6 Mathematics	70	71	67	68	58
Gr. 7 English Language Arts	82	86	87	81	73
Gr. 7 Mathematics	59	70	71	62	51
Gr. 8 English Language Arts	89	88	91	90	79
Gr. 8 Mathematics	67	63	67	59	52
Gr. 8 Science/Engineering	52	51	52	44	39
Gr. 10 English Language Arts	90	90	88	93	84
Gr. 10 Mathematics	86	85	84	85	77
Gr. 10 Biology	72	73	82	77	67

In addition to MCAS performance, HWRSD educators use a range of information to monitor student achievement. One example of the data considered to be relevant is SAT scores. Score trends rather than results from any one year are considered most relevant. The table below provides longitudinal SAT results for students graduating from Minnechaug Regional High School.

Mean SAT Scores 2001-2011

	Minnechaug HS			State			National		
	Reading	Math	Writing	Reading	Math	Writing	Reading	Math	Writing
2001	519	527	n/a	511	515	n/a	506	514	n/a
2002	518	530	n/a	512	516	n/a	504	516	n/a
2003	517	529	n/a	516	522	n/a	507	519	n/a
2004	529	550	n/a	518	523	n/a	508	518	n/a
2005	531	550	n/a	520	527	n/a	508	520	n/a
2006	501	526	509	513	524	510	503	518	497
2007	521	534	522	513	522	511	502	515	494
2008	520	542	526	514	525	513	502	515	494
2009	524	551	527	514	526	510	501	515	493
2010	518	544	523	512	526	509	501	516	492
2011	524	552	519	513	527	509	497	514	489

Using all this data, the teachers, administrators, parents, students and communities are working together as effective partners. As a result, the Hampden-Wilbraham Regional School District enjoys multiple opportunities to celebrate the excellent accomplishments of its students.

According to the high school Guidance Department, the graduates of the Minnechaug Regional High School Class of 2011 represented a group of academically accomplished students. Of this class, 92% were accepted to and planned to attend post-secondary institutions of higher education, with 62% enrolled in four-year colleges and 30% enrolled in two-year colleges.

Many of these students were admitted to highly competitive colleges and universities including: Bentley University, Boston University, Catholic University, Colby College, College of the Holy Cross, Connecticut College, DePaul University, Dartmouth College, Fordham University, James Madison University, Northwestern University, Stonehill College, Syracuse University, Tufts University, Union College, US Air Force Academy, US Naval Academy, Vassar College, and Villanova University.

Green Meadows Elementary School (Preschool – Grade 4)

Deborah F. Thompson, Principal

Green Meadows Elementary School had an enrollment of approximately 330 children in preschool to grade 4. Our School Improvement Plan focused on three areas: 1) To increase the literacy skills of all students; 2) To increase the mathematical skills of all students; and 3) To meet the diverse learning needs of all students. To meet these goals, all teachers and staff worked together to implement curriculum that develops 21st century learning skills such as higher order cognitive skills, verbal and written communication skills, technology skills, and real-life school-to-work skills. We individualized instruction using technology, small enrichment groups and differentiated materials in our reading series. In addition, the use of *Responsive Classroom*[®] strategies continues to foster acceptance and empathy towards others. During the year, the faculty and staff expanded their knowledge of effective teacher language and modeling to improve instruction and achievement. The Green Meadows faculty is committed to providing school-wide enrichment for all students and was pleased when the *Wilbraham-Hampden Academic Trust* provided funding for a school-wide study of the Quabbin Reservoir. All grades studied the history and building of the Quabbin Reservoir through various activities in Science, Social Studies, English Language Arts and Math, and the unit culminated with every grade visiting Quabbin Reservoir.

Green Meadows also began a rigorous accreditation process through the New England Association of Schools and Colleges (NEASC). This self-study process will continue throughout the next two years and will help improve instruction and guide our needs-based budgeting process.

The Hampden PTO and parent volunteers worked tirelessly to support Green Meadows through fundraising and daily help within the classrooms. The money generated from the fundraising was used to purchase equipment, defray the cost of field trips and host special assembly programs. Our School Council members met monthly and all teacher and parent representatives worked together to develop the School Improvement Plan and provide feedback on issues such as school climate and curriculum through our annual parent survey.

Green Meadows Elementary School continues to be a learning environment that provides a safe, caring and respectful climate so that all students can reach their potential.

Mile Tree Elementary School (Preschool - Grade 1)

Rosemary Brosnan, Principal

Mile Tree Elementary School opened its doors in 1963, was renovated in 2000, and is where Wilbraham's youngest students begin their educational journey in the Hampden-Wilbraham Regional School District. Mile Tree School had an enrollment of 351 Preschool, Kindergarten and Grade One students and a staff of over 50, including the principal, teachers, paraprofessionals, nurse, secretary, custodians, cafeteria staff and special services providers.

Mile Tree School develops the whole child by providing experiences for growth in all social, emotional, cognitive and physical areas. Providing a high quality educational experience for each student is truly the essence of Mile Tree.

Mile Tree School recently revised its mission statement to: *"The mission of Mile Tree School is to educate our children in a safe, supportive and nurturing environment by providing opportunities for social, emotional and cognitive growth while meeting the developmental needs of our early childhood community."* This statement will guide Mile Tree School's self-study work throughout the accreditation process by the New England Association of Schools and Colleges (NEASC) during the next two years.

With the new mission statement in mind, the Mile Tree School Council developed the School Improvement Plan. The Plan's goals ensure that our school is a place where all students achieve to the best of their abilities: 1) Implement an infrastructure of working together as a Professional Learning Community which results in continuous school improvement and 2) Foster student and staff safety and well-being.

Mile Tree School embraces the *Responsive Classroom*® approach to teaching and learning founded on the belief that the social curriculum is as important as the academic curriculum and that the best learning takes place when children learn in a school environment that is kind, safe, respectful, and predictable.

The combination of our dedicated and experienced staff, active PTO and School Council, and caring and supportive families make Mile Tree Elementary School a wonderful environment for children to grow and learn.

Soule Road Elementary School (Grades 4 and 5)

Lisa Curtin, Principal (July 2011)

Soule Road Elementary School educates 359 students in grades four and five. Whether they are participating in academic classes, related arts or an extracurricular activity, students are learning and demonstrating the knowledge and skills they will need to succeed in the world. The entire Soule Road School staff works diligently to provide positive learning experiences while meeting the needs of the individual child.

To teach and foster positive social behavior, Soule Road School continued its commitment to *Responsive Classroom*®. Each day teachers lead a morning meeting designed to teach and model positive social interactions and help students learn how to solve school-related problems. In addition, character value lessons are introduced and studied school-wide. Each month, students and staff gather as a school community to recognize individuals who are role models for the monthly character value.

From fundraising and volunteering in the classroom, to promoting the implementation of our School Improvement Plan, the Soule Road School Council and PTO provide valuable support to the students and staff and help foster the home-school connection that is vital to a successful school community. Soule Road School is very grateful for the gift of time and talent from its many volunteers.

Through teacher meetings, professional development and curriculum planning, both at the school and district levels, teachers are reflecting on their practice and collaborating with one another to increase student learning. Teachers at Soule Road School work diligently within their own classrooms and also participate in important initiatives such as Instructional Leadership Team, School Safety Team, and Student/Teacher Assistance Team, all of which are essential to maintaining a safe and supportive learning environment.

Our goal is to provide students with rich and rigorous educational experiences that will result in proficient readers, writers and mathematicians with the interpersonal skills necessary to successfully navigate the 21st century.

Stony Hill Elementary School (Grades 2 and 3)

Sherrill Caruana, Principal

Stony Hill School, built in 1957, refurbished in 1999, and reorganized in 2010, educates over 330 students in grades two and three. With eight 2nd grade classrooms and seven 3rd grade classrooms, Stony Hill strives to make each classroom a true “homeroom”. All teachers have been trained in *Responsive Classroom*[®] techniques and each day begins by celebrating our school community with Morning Meetings.

Our School Improvement Goals are: 1) Use benchmark, formative and summative data to drive instruction and improve student learning; and 2) Promote a positive school climate that values teaching and learning by addressing the needs of space, time and professional development. The overall purpose of our School Improvement Plan is evident in the Stony Hill School motto: “Share the brain, share the wealth, share the leadership”. We all strive to do this in ways that promote teaching expertise and result in better student achievement.

Stony Hill’s positive educational climate comes from the effort that staff, students, and parents devote to meeting our goals and pursuing excellence in student achievement. Our Mission - “At Stony Hill, we see kids as full of possibilities and potential. By instilling in them a passion for learning, we develop their persistence to succeed and give them opportunities to shine” - will guide us as we continue to provide the children of Wilbraham with a well-rounded education that promotes the whole child: socially, academically and physically.

As always, we are all grateful for the efforts and support of our outstanding staff, PTO and School Council. Without their involvement, all the many enriching, fun and memorable events that define us as Stony Hill Elementary School would not be possible.

Thornton W. Burgess Middle Schools (Grades 5 – 8)

Noel Pixley, Principal

Thornton W. Burgess Middle School educates 302 students in grades 5 through 8. Acting as our blueprint, the School Improvement Plan focused on two strategic goals: 1) To improve instruction and student learning and 2) Continue to improve the culture of the school and the emotional wellbeing of students.

Several initiatives were put into place to improve instruction and student learning in the area of mathematics. In grade five, teachers collaborated to design lessons that met the needs of all students and focused on the development of skills required for them to gain proficiency on the MCAS test. All students in grade five had an additional Strategies class that focused on practicing math skills using MCAS questions and the Study Island program. In grade six, students enriched their math skills in a Strategies class and participated in “MCAS Fridays” prior to the test and had MCAS prep work blended into their curriculum throughout the year. Seventh grade

students solved daily MCAS questions that were provided as the class “opener” to give them more exposure to MCAS-type questions. Students in all eighth grade math classes solved weekly MCAS questions to maintain practice and exposure to the test material. In order to provide on-going exposure to a testing environment, all seventh and eighth grade students participated in the American Mathematics Competition and all TWB students were pre- and post-tested using the Math’s Mate program to track individual growth. Professional development opportunities were offered to all math teachers throughout the year. The most noteworthy was a four-day workshop titled “Improving Math Learning for Students with Disabilities” which served to improve collaboration between special education teachers and general education teachers.

Initiatives were also implemented in order to improve instruction and student learning in the area of Language Arts. General education teachers collaborated with special education teachers and paraprofessionals to strategize how to differentiate instruction more effectively within the classroom setting. Teachers met during prep times and during allotted time at faculty meetings to discuss best practices. Staff attended professional development that focused on strategies to aid students in the writing of open response questions. ELA teachers collaborated with other core teachers to develop FCA’s for the Collins Writing Program and all core teachers used these FCA’s to assist them when giving assessments.

To improve the culture of the school and the emotional wellbeing of the students, Developmental Designs (DD) was implemented across all grade levels. DD is a national program that focuses on students both academically and socially at developmentally appropriate levels to support student success in schools. During the opening days of school, the entire school population was immersed in the DD program with teachers and administrators modeling daily behavioral and academic expectations and students participating in goal-setting activities and the construction of classroom and school-wide social contracts. In an effort to combat bullying behaviors and align our school with the newly established anti-bullying laws, several teachers, administrators, school adjustment counselors, and students attended a workshop entitled *Schools as Bully Proof Zones*. Additionally, the faculty attended a forum held by Dr. Elizabeth Englander of Massachusetts Aggression Reduction Center (MARC) that discussed the types and signs of bullying and the responsibility of all faculty to address any bullying issues. Through the Safe Schools/Healthy Students Grant, a group of students worked with an adjustment counselor in an effort to acknowledge issues of racism and to promote equality. As our school community becomes more diverse, it is important to keep these lines of communication open and inform our students of differences amongst all people. Another item that had a positive impact on the TWB school culture was the implementation of the District’s Anti-Bullying Community Service Learning Grant into the eighth grade Health curriculum. This project combined community service with classroom instruction, focusing on critical, reflective thinking as well as personal and civic responsibility. These initiatives sent a powerful anti-bullying message and have left a lasting impression on our school climate.

Several after-school clubs were developed to promote positive school culture and provide other constructive opportunities for students. This after-school program was funded through the Safe Schools/Healthy Students grant. Clubs ranged from “The Green Team” to promote recycling, to “Indoor Games” which focused on teamwork and skill building, to a competitive gaming club that focused on higher level thinking and strategizing. There was also a chess club, a crocheting club, the BFF club, and a music and dance talent club. All of these groups allowed students to foster skills, develop relationships with students outside of their grade level, and create a sense of wellbeing and pride in their school and themselves.

Wilbraham Middle School (Grades 6 – 8)

Daniel D. Roy, Principal

Wilbraham Middle School enrolled just over 600 students in grades 6 through 8. The school-wide theme was Communication, Collaboration, Cooperation and Consistency. Schedules were revised to allow staff more collaboration time across teams, subjects and grades. This collaboration time afforded the staff with opportunities to compare best practices, share resources, plan together and further align the curriculum.

Students were involved in many exciting activities throughout the year. The Drama Club presented “A Middle School Story” which highlighted an important and timely message about the harmful effects of bullying in a non-traditional way. The sixth graders visited the Boston Museum of Science; the seventh graders celebrated the end of their Christmas Carol unit with “Dickens’ Day”, dressing in period costumes; eighth graders had the opportunity to attend a theater performance of several short stories at Symphony Hall; and everyone enjoyed a school-wide Field Day during the last week of school.

Two new Related Arts classes were added to the curriculum: Writers Workshop exposed students to many different forms of writing and Spanish Cultures featured Hispanic culture from around the globe.

In terms of technology, Wilbraham Middle School expanded capabilities with a generous donation from the Memorial School PTO. These funds helped purchase additional computer projector carts, complete with document cameras and speakers, as well as a mounted projector for the new computer lab in the library. In addition, Wilbraham Middle School raised over \$5000 in the Thanksgiving pie sale technology fundraiser and is exploring the possibility of piloting iPads or similar tablet technology for classroom use.

As we look to the future, Wilbraham Middle School is moving forward with a strong curriculum and culture that addresses our students’ academic, social and emotional needs.

Minnechaug Regional High School (Grades 9 – 12)

Stephen M. Hale, Principal

From Principal Stephen M. Hale: Minnechaug Regional High School continues to excel in the academic, social, and physical education of its students. The faculty and administration remain firmly committed to the school’s mission of “providing a safe and academically challenging environment that promotes the growth and well-being of all community members and assisting our students in becoming active world citizens who value integrity, citizenship, and respect.” The major goals of the School Improvement Plan developed by the School Council are: 1) To develop an inclusive service delivery model for Special Education at Minnechaug Regional High School that benefits all learners; 2) To assist students scoring in the “Failure” range on annual MCAS assessments to move along the continuum to meet graduation standards; 3) To investigate ways of expanding program offerings through nontraditional methods and utilizing community and facility resources; and 4) To develop, apply and integrate new district policies as they relate to bullying and harassment under M.G.L. Ch. 71 Sect. 370 (Act Relative to Bullying in Schools).

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

The **English Department** offers rigorous, skills-based curriculum for freshmen and sophomores and a variety of rigorous courses for juniors and seniors in preparation for college and career. Our MCAS scores are exceptional with

a passing rate of 99%. The department continues to involve the school community in arts and culture. Emeralds Literary Magazine 2010 won national awards including the “Gold” rating from Columbia Scholastic Press Association (CSPA) and “Excellent” rating by The National Council of Teachers of English by the Program that Recognizes Excellence in Literary Magazines (PRESLM). Our students continue to be honorably mentioned and awarded for writing on the local and national level.

The **Family and Consumer Science Department** continues to offer hands-on learning experiences for high school students enrolled in the Child Study and Preschool Management. The Minnechaug Child Development Center (Preschool) is open five mornings each week with 24 preschool students enrolled from Hampden and Wilbraham. The department also offered Child Growth and Development and Life Education classes.

The **Fine Arts Department** retained approximately 225 students in the music program this year and approximately 200 students in a variety of art classes. The band and choirs presented assemblies to the entire school body, performed evening concerts, and played a central role in graduation ceremonies. The marching band presented a half-time show at a Friday night home football game and marched in several local parades, including the Big E. More than twenty music students were selected by audition to the Western Massachusetts MMEA Senior District Festival, and several went on to audition for All-State. Several band students also took part in the Quabbin Valley Senior High Music Festival. The band and choir groups continue to be highly visible in our communities performing for the Wilbraham Senior Center, the Rotary Club, and at Memorial Day ceremonies. The Art Department had students accepted to Art All-State and represented in the Springfield Republican newspaper’s “Talented Teens in the Arts”. Several art and music students successfully completed AP exams in Music Theory and Applied Art and many chose to major in art or music in college. The guitar curriculum continues to grow and the History of Popular Music continues to be a successful Fine Arts offering for non-performers.

Foreign Language Department: With today’s emphasis on 21st century skills and a global work force, students are becoming more aware of the advantages of knowing a second language to accompany whatever career path they choose. Minnechaug students realize the importance of language learning and our student enrollment held steady in all three languages. Most of our students complete at least two years of their chosen language and many continue to study the languages through the higher levels. Teachers enrich the experiences of their students within their classes by offering a variety of activities: in French class, students used Skype to communicate with students in Senegal; and in Spanish classes, a group of Mexican students visiting Springfield College paid a visit to MRHS and spoke with students in small groups about the differences between life in Mexico and the US, thus providing our students the opportunity to practice their conversational skills. Teachers are always finding ways to incorporate culture into the curriculum and are creative in their methods and delivery of curriculum, including National Foreign Language Week with activities that included our foreign language classes and the entire student body and staff.

The **History and Social Sciences Department’s** main goal is to assist students in developing critical thinking skills through research, analysis of primary and secondary sources and evaluation of events from various points of view in historical context. The department’s intent is to instill in our students the importance of participating in civic literacy while developing global awareness and effective communication skills, which are essential skills in the 21st century. Throughout the year several guest speakers presented first-hand accounts and practical knowledge in their areas of expertise. Guest speakers included: local veterans from WWII, Korea and Vietnam; a Holocaust Resistance Historian; a police officer; a former student who discussed the field of psychology; and Links - a North Korea crisis program. Students participated in James Otis Day at the Massachusetts State House, a lecture on the Massachusetts Appeal Court process at WNEU, and Project Citizen. Several classes participated in field trips, which enhanced the time period and materials studied. Areas visited included: Springfield Armory, Massachusetts State House, Freedom Trail, Armenian Genocide Museum, JFK Museum, Osborn Correctional Institution and Boston Museum of Fine Arts. The department’s clubs, Model Congress and Mock Law, were again successful at their yearly competitions.

Interscholastic Athletics: Throughout the year, the Minnechaug student athletes competed and excelled in 29 athletic offerings. The program continues to be one of the most competitive and comprehensive in the State. Over 1,200 participants enjoyed the interscholastic athletic experience. Many programs enjoyed successes throughout the athletic year, which adds to the history and excitement of Falcon Athletics. Each program does some type of community service during their season, which is the component we are most proud of in the sports program. This past year was challenging due to the weather events that plagued our area and our athletic teams and school community assisted many people in need. Our athletes continue to strive for excellence in the classroom and understand the importance of a well-rounded education. As always, our student athletes genuinely appreciate their parents and fans for their support of Falcon Athletics!

The **Mathematics Department** remains active with curriculum revisions throughout the year, providing students with challenging courses that focus on the development of critical thinking and problem solving skills. All department members continue to research methods of integrating technology into their classes, offering an interactive representation of mathematical concepts. Incorporating the use of SmartBoards, LCD projectors, and graphing utilities has helped to enrich our curriculum. Advanced Placement BC Calculus students represented Minnechaug in the Annual WPI Invitational Mathematics Meet and placed in the top third of competing schools. In our Advanced Placement Calculus and Statistics courses, 100% of all students who took the Advanced Placement Exam earned a qualifying score of 3 out of 5 or higher, making them eligible to receive college credits. Approximately 75% of these students earned perfect scores! Our Mathletes team completed their season in 5th place!

The MRHS **Physical Education/Health Department** promotes student learning expectations by implementing the skills necessary to maintain personal and community wellness. The staff continues to implement new curriculum guides created during the NEASC accreditation process as it prepares for the transition to the new Minnechaug Regional High School. The department maintains its strong working relationship with local colleges and universities by supervising undergraduate students during their practicum experience.

The **Science Department** continues to revisit and revise lessons, classroom activities, and assessment strategies to reflect 21st century learning goals such as critical thinking, critical reading, project-based learning; the four student learning expectations as defined by the Minnechaug faculty; and integration of the Common Core. The Common Core is a nationwide initiative to prepare students for college and career, with its focus on literacy (reading, writing, and speaking). The department has begun to investigate the Common Core and its integration into the science curriculum in all classes at all levels. The department also continues to enhance school-to-home communication through the use of Edline. In addition, the science staff has been actively involved in the design of the science classrooms and the integration of lab technologies into the new high school.

Student Activities facilitates over 55 co-curricular student activity programs with 600 participants gaining experience in fundraising, community service, and academic competitions with State and National awards. MRHS students donated over \$15,000 to local and national charities, provided over 5,000 hours of community service, held numerous food and clothing drives, provided over 250 hours of tutoring, and gave over \$2,000 in scholarships. The department has experienced great success in the third year of the Peer Mentoring program for all freshman and transfer students, and the nationally-recognized Raising Student Voice and Participation (R.S.V.P) program, which provides our student body with the opportunity to create civic action plans to better our school, community, and world. The Student Council received the Massachusetts Association of Student Councils Gold Council of Excellence Award for the second consecutive year, and for the third year in a row, a Minnechaug student served as President of the Western Massachusetts Association of Student Councils (WMASC).

The **Business, Computer Science and Technology Education Departments** enjoyed a very successful year. Accounting students placed first in the Junior Achievement Annual Stock Market Competition. The Marketing and Management students hosted a Marketing and Management Gala, raising over \$2,000 for the Business Department. Computer Science students raced to the top in the Western New England University High School Programming Competition, as well as placing third in the Worcester Polytech Institute's Programming Competition. In addition, the Entrepreneurship class traveled to New York City visiting Wall Street and had the opportunity to hone their negotiating skills on Canal Street. Students from the Technology Department reaped the benefits of an expanded curriculum that enabled them to learn and apply skills to a real world setting by utilizing actual construction methods and building code rules to replicate a scaled exterior deck.

The **Guidance Department** continues to offer a variety of programs to serve our students and their parents in a proactive manner. Some of the community outreach services provided include a guidance brochure, a welcome call to the homes of all freshmen, a workshop on writing college essays, a College Financial Aid Night, a College Night for juniors and their parents, an orientation program for eighth grade students and their parents, and a reception for transfer students. Minnechaug hosted a well-attended College Fair for juniors and seniors with representatives from 100 colleges. More of our students are taking online courses and many seniors took advantage of joint admission courses offered by local colleges. A practice test for the SAT Reasoning test was offered in addition to an ACT test taking strategy workshop. The SAT Reasoning and Subject tests, the ACT, PSAT, ASVAB and AP exams were all administered at Minnechaug. The Internship program for seniors increased to over 100 students, with many pursuing double internships. Our School-to-Career Specialist and Guidance Counselors cover pertinent topics in Developmental Guidance classes such as transition to high school, job readiness, and financial planning. Our Guidance Counselors, Adjustment Counselors and Alcohol, Tobacco and Other Drugs Counselor meet individually with their students to assist in developing course schedules, making career and college choices and dealing with personal problems. All Counselors are members of our Student/Teacher Assistance Team (S/TAT), which is a prevention and early intervention program.

Student Services

Debra L. Tobias, Ed.D., Director

Student Services is responsible for the coordination of all special education services for the District. There is a commitment to provide a full range of interventions for students who demonstrate challenges in learning. In addition to special education teachers and educational inclusion paraprofessionals, Student Services has school psychologists, speech/language pathologists, school adjustment counselors, physical therapists, occupational therapist and several consultants specializing in various areas of educational programming.

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

After the weather disasters struck our communities this past year, the staff of Student Services provided various levels of support to our students and families in order to assist in the comprehension of the impact and to begin the healing process. School adjustment counselors and psychologists provided opportunities for counseling and a place

to reflect with family and friends. We also supplied various resources to utilize throughout the teaching day with individuals and groups. We continue to monitor those who personally experienced the devastation of their homes and neighborhoods. We are a strong District and we will continue to heal together through the compassion and support we have shown each other.

School Health Services

Teri Brand, RN, BSN, NCSN, Nurse Leader

The school nurses work diligently to support student learning, achievement, and well-being by providing comprehensive school health services to all students. School nurses promote health and safety, intervene with actual and potential health problems, offer case management services, deliver first aid and emergency care, manage students with complex health needs, monitor for immunization compliance, perform communicable disease surveillance, implement mandated health screenings, and provide health counseling and education. They work collaboratively with school personnel, families, primary care providers, community service sources, and local health and safety authorities to ensure the well-being of individual students and the school population as a whole.

During the school year, there were 41,400 student health encounters for nursing services, with a calculated return-to-class rate of 94.2%. The nurses administered 18,032 doses of medication to students including insulin, asthma medication, psychotropics, anticonvulsants, antibiotics, analgesics, and other over-the-counter medications. In addition, school nurses administered 280 flu vaccines to District employees.

Several of our school nurses and school nurse substitutes are members of the local Medical Reserve Corps (MRC), and when disaster struck, many provided much-needed service to the communities through the MRC by volunteering at local shelters.

In collaboration with the Scantic Valley Regional Health Trust (SVRHT) and their Wellness Coordinator, several wellness programs were made available to District employees such as Weight Watchers at Work, smoking cessation and fitness programs. MRHS hosted an Employee Health Fair for all SVRHT employees, with several local health-related vendors attending to share important information and services, including cholesterol, glucose, and blood pressure screenings.

In coordination with the Massachusetts Department of Public Health, the District participated in an evaluation project of school nurse services, including a parent/guardian satisfaction survey involving parents/guardians of students who had visited the school health office during the school year. The District's school nurses received very good scores in each of the areas of care surveyed.

As always, the school nurses are grateful to the members of the Wilbraham Women's Club who volunteered to assist with the vision and hearing screenings in the Preschool, Kindergarten and tenth grade students. Also appreciated is all the help from parents who assist in administering the fluoride mouth rinse program for students in the first and second grades.

Adult Community Education and Recreation

Mike Roy, Director

The Adult Community Education and Recreation Program, "New Beginnings," offered diverse enrichment opportunities for all age groups in our communities. About 1,000 participants enjoyed the spring, summer, and fall

Esta Sobey	John D. Flynn
Thornton W. Burgess Middle School	Sarah Garwood
Noel Pixley, Principal	Marian Heineman
Karen Burzdak	Michelle Lussier
Lynn Byrnes	Patrick Moriarty
Mary Beth Lanoie	Katy Reed

Retirements during the 2010-2011 School Year:

Ingrid P. Apgar	Thornton W. Burgess
Bradford B. Bull	Wilbraham Middle
Diane Danthony	Minnechaug Regional
Marsha L. Dilk	Green Meadows
Leslie R. Dupre	Mile Tree
Denise L. Fisher	Minnechaug
Susan A. Fitts	Green Meadows/Thornton Burgess
Mary T. Goodwin	Soule Road
Joseph T. Lesniak	Stony Hill
Catherine A. Marini	Thornton W. Burgess
Marianne T. Mather	Thornton W. Burgess
Raymond R. McCarthy	Minnechaug Regional
Linda A. Morell	Mile Tree
Loralee P. Nelson	HWRSD
Pamela L. Pearson	Mile Tree
Linda L. Rozolsky	Soule Road
Donna M. Scanlon	HWRSD
Nancy M. Sinclair	Mile Tree
Darlene A. Sweeney	Minnechaug Regional

Five-Year Enrollment History

Grade	2006- 2007			2007- 2008			2008-2009			2009-2010			2010-2011		
	H	W	T	H	W	T	H	W	T	H	W	T	H	W	T
K	69	134	203	42	139	181	49	179	228	50	156	206	44	144	188
1	70	181	251	72	147	219	46	141	187	50	179	229	47	154	201
2	61	187	248	68	181	249	71	158	229	53	152	205	49	180	229
3	73	180	253	63	195	258	72	186	258	74	159	233	51	150	201
4	71	194	265	72	188	260	63	199	262	76	193	269	70	157	227
5	63	205	268	72	200	272	69	194	263	67	200	267	73	202	275
6	67	212	279	61	213	274	69	199	268	70	195	265	66	193	259
7	71	211	282	71	208	279	65	215	280	70	210	280	69	187	256
8	66	214	280	75	216	291	70	220	290	65	215	280	68	205	273
9	80	216	296	73	236	309	77	245	322	71	236	307	67	233	300
10	73	202	275	72	206	278	65	220	285	76	225	301	64	219	283
11	89	234	323	62	195	257	67	204	271	67	217	284	76	216	292
12	71	220	291	87	227	314	61	191	252	67	198	265	60	212	272
Other			67			73			74			65			60
TOTAL	924	2590	3581	890	2551	3514	844	2551	3469	856	2535	3456	804	2452	3316

Hampden-Wilbraham Regional School District - Directory of Schools

Green Meadows Elementary School (Grades Pre K – 4)

Deborah Thompson, Principal
38 North Road, Hampden, MA 01036 – (413) 566-3263
School Hours: 8:30 a.m. to 2:40 p.m.

Mile Tree Elementary School (Grades Pre K – 1)

Rosemary Brosnan, Principal
625 Main Street, Wilbraham, MA 01095 – (413) 596-6921
School Hours: 8:30 a.m. to 2:40 p.m.

Soule Road Elementary School (Grades 4 – 5)

Lisa Curtin, Principal
300 Soule Road, Wilbraham, MA 01095 – (413) 596-9311
School Hours: 8:30 a.m. to 2:45 p.m.

Stony Hill School (Grades 2 – 3)

Sherrill Caruana, Principal
675 Stony Hill Road, Wilbraham, MA 01095 – (413) 599-1950
School Hours: 8:30 a.m. to 2:45 p.m.

Thornton W. Burgess Middle School (Grades 5 – 8)

Noel Pixley, Principal
85 Wilbraham Road, Hampden, MA 01036 – (413) 566-8950
School Hours: 7:40 a.m. to 2:00 p.m.

Wilbraham Middle School (Grades 6 – 8)

Daniel Roy, Principal (as of 12/09)
466 Stony Hill Road, Wilbraham, MA 01095 – (413) 596-9061
School Hours: 7:40 a.m. to 2:00 p.m.

Minnechaug Regional High School (Grades 9 –12)

Stephen Hale, Principal
621 Main Street, Wilbraham, MA 01095 – (413) 596-9011
School Hours: 7:35 a.m. to 2:05 p.m.

Superintendent's Office

M. Martin O'Shea, Superintendent of Schools
Beth Regulbuto, SBO, MCPPO Assistant Superintendent for Business
Tim Connor, Director of Curriculum & Instruction
621 Main Street, Wilbraham, MA 01095 – (413) 596-3884
Office Hours: 8:00 a.m. to 4:00 p.m.

WILBRAHAM & MONSON ACADEMY

Wilbraham & Monson Academy, the Global School[®], began its 208th year by welcoming 327 students from 9 states and 26 different countries who have come to live and learn together. Among our day students, 54 are from Wilbraham. Enrollment in the WMA Middle School is 67 students, an increase of 20 students over last year.

Mr. Rodney LaBrecque is in his tenth year as the Head of School. Further information about Mr. LaBrecque can be found on our Web site: www.WMA.us.

In June 2002, the New England Association of Schools and Colleges (NEASC) granted the Academy another ten-year accreditation. In 2010-2011, the faculty and administration completed the self-evaluation necessary for our next accreditation visit, which was slated to occur at the end of October and has been rescheduled for next April due to the snowstorm.

In 2003, we launched the Center for Entrepreneurial & Global Studies, the goal of which is to teach students to be global citizens in the face of increasing globalization, mounting social inequities, and threats to environmental sustainability. Speakers in the fields of finance, entrepreneurship, and social activism, as well as a domestic and international travel program, take this program beyond the usual high school curriculum. The Shenkman Trading Center, the first simulated trading floor of its kind at the high-school level, was dedicated in June 2009.

The expanded Athletic Center was dedicated in October 2007. In 2008, Corbin Fields on Faculty Street were completely renovated, including a new baseball field named after local alumnus Dennis Ferry. The state-of-the-art Phil Shaw Track complex was dedicated in 2009. Many town citizens use the track for aerobic exercise. The nine new tennis courts on Faculty Street completed over the summer of 2010 are also available to townspeople by appointment. Two one-family ranch houses to serve as faculty housing were completed in 2009 and 2010. Both homes have flooring milled from red oak trees harvested on the campus in the winter of 2008-2009 as part of The Global EcoLearn Project[®]. A new multi-use turf field was completed for the fall season, and both the field hockey and football teams made extensive use of it. Two other fields, for JV baseball and softball, are presently under development in the same complex.

The campus is busy each summer. For sixteen years, Beech Tree Summer Camp has provided a stimulating day camp experience for many local youngsters. Last summer, The Shenkman Trading Center provided a venue for the Student Leadership in Asset Management Program, created by Palmer Paving CEO and WMA Trustee David Callahan. Camp \$tart-Up, a business-based camp for students ages 14-18, will be back on our campus for a third year this summer, accepting day campers as well as boarders. Several additional residential and day programs are in the planning stages.

The Academy is extremely proud to be an important part of the Town of Wilbraham, as we have been for over 200 years. 80% of the Academy's \$11-million operating budget is spent locally. Our buildings and grounds staff maintains the sidewalk on Faculty and Springfield Streets. We gladly provide meeting space for local groups and the use of our athletic facilities for local youth teams. We have been happy to assist Minnechaug Regional High School during the construction of the new school, as they have helped us in the past. We invite the citizens of Wilbraham to attend concerts, plays, lectures, and athletic events. We are enthusiastic hosts to the annual Relay For Life of Wilbraham, a town-wide event since 2009.

Rodney LaBrecque, Head of School



Happy Halloween! Like a cruel trick-or-treat prank, the freak snow storm of October 30 was the start of a week-long power outage for most of the town. Photo by Melissa Graves.

