

Town of Wilbraham
2021
Annual Town Report



TOWN OF WILBRAHAM



2021 ANNUAL TOWN REPORT

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

**Please direct your request to:
The Selectmen's Office
240 Springfield Street
Wilbraham, MA 01095
(413) 596-2800 ext. 222**

*Cover Photo:
Photo courtesy of David Miles*

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Tid-Bit Facts

Settled: 1731
Incorporated: 1763
Population: 14,887
Area: 22 Square Miles
County: Hampden County
Bound by: Hampden, Monson, Palmer, Ludlow, Springfield & East Longmeadow
Registered Voters: 11,217
Residential Dwellings: 5,243
FY22 Tax Rate: \$20.49
Bond Rating: Standard & Poor's AA+
Form of Government: Open Meeting, Board of Selectmen & Town Administrator
History: Town of Wilbraham was a locale formally known as the *Outward Commons*, which was a part of the City of Springfield.

Human Resources

The Board of Selectmen, who serves as the Town's Personnel Board, with the assistance of Town Administrator Nick Breault, who serves as the Town's Human Resources Director, as well as Human Resources Coordinator Herta Dane and Human Resources Clerk Sara Grasseti, and with support from Department Heads and labor counsel, continued to implement required policies and procedures to meet the demands of the Coronavirus Pandemic, which continued all through 2021.

Under the terms of Chapter 16 of the Acts of 2021 (An Act Providing for Massachusetts COVID-19 Emergency Paid Sick Leave), which was enacted by the Legislature and signed by Governor Baker, effective May 28, 2021, employers are required to make paid leave time available to employees for COVID-related illnesses, quarantine, and vaccinations, and then may apply for reimbursement from the state. The law was amended on September 29, 2021 to extend the duration of the program until April 1, 2022 and to expand the reasons employees may take leave under the law to include COVID related time off for close family members. Between June 4, 2021 and December 31, 2021, Town employees used 864.5 hours of MA EPSL for COVID related reasons.

Human Resources

As of December 31, 2021, the Town (not including school employees) had a staff of 163 full and part time employees. 81 employees, or 49.7%, belonged to a Collective Bargaining Unit. In addition, approximately 220 seasonal and temporary employees for such positions as umpires, lifeguards, camp counselors, basketball scorekeepers, concession stand workers, and election workers were hired throughout the year, including 16 seniors for positions under the Senior Property Tax Work-Off Program. These temporary employees are not included in the following schedule:

CALENDAR YEAR 2021 PERSONNEL CHANGES

Separations:

January 31, 2021	Jennifer Buchanan, Public Access TV Program Coordinator
January 31, 2021	Robert Tourville, Part Time Recycling Attendant
February 19, 2021	Cathy Barnes, Asst. Administrator/Data Collector
February 24, 2021	David Zagorski, Assistant Assessor
April 30, 2021	Helen Sullivan, Part Time Recreation Clerk
May 12, 2021	Jill Conselino, Public Health Nurse, Part Time
August 25, 2021	Caroline Welch, P-T Adult Services Librarian
September 30, 2021	Jeffrey Smith, Planning & Com. Development Director
September 17, 2021	Richard Hatch, Firefighter/EMT
October 18, 2021	Betty Ann Collins, Asst. Town Accountant
October 26, 2021	William O'Toole, DPW Worker
October 29, 2021	Susan Redman, Part Time Assessor's Clerk
November 12, 2021	Almaida Aviles, Part Time Dispatcher
December 29, 2021	Perenita Abott, Part Time Adult Services Librarian
December 31, 2021	Michael Hermanson, Heavy Equipment Operator

Retirements:

March 19, 2021	Nancy Johnson, Town Accountant
April 23, 2021	Mark Paradis, Police Sergeant
June 18, 2021	John Pearsall, Planning & Com. Development Director
July 7, 2021	Timothy Kane, Police Captain
July 12, 2021	Mark Duclos, Dispatcher
July 30, 2021	Lorri McCool, Health Agent
September 17, 2021	Mitchell Opalinski, Heavy Equipment Operator
October 25, 2021	Robert Gibson, DPW Worker
December 17, 2021	Thomas Sullivan, Asst. TA for B&F/Treasurer/Collector

New Hires:

January 25, 2021	John Lewis II, Police Officer
January 28, 2021	Karen Vlohiotis, Part Time CPC Recording Secretary
January 30, 2021	Karen Gatchell, Part Time Temp. Public Health Nurse
February 8, 2021	Chad Martowski, Police Officer
February 8, 2021	Kelsey Green, Part Time Dispatcher
February 13, 2021	Almeida Aviles, Part Time Dispatcher
February 22, 2021	Sean Ford, Police Officer
March 1, 2021	Noelia Ortiz, Part-Time WPA Program Coordinator
March 1, 2021	Heath Dion, Alternate Plumbing and Gas Inspector
March 8, 2021	Paul Morrissey, Animal Control Officer/Animal Inspector
April 8, 2021	Christopher Keefe – Principal Assessor
April 28, 2021	Derek Geser, Town Accountant
June 7, 2021	Jeffrey Smith, Planning & Com. Development Director
June 18, 2021	Paul Harrington, Recycling Attendant
June 14, 2021	Cameron Cupka, DPW Seasonal
July 6, 2021	Scott Foulis, Part Time Recreation Clerk
July 13, 2021	Kelvin Cotto, DPW Worker
July 27, 2021	Kelsey Green, from part time to full time dispatcher
September 21, 2021	Maryann Wilkinson, Assistant Administrator – Assessor's
October 1, 2021	Michelle Buck, Planning & Com. Develop. Director
October 17, 2021	Jacqueline Gerry, Part Time Dispatcher
October 18, 2021	Perenita Abbott, PT Adult Services Librarian
October 19, 2021	Wilbur Bolden, Jr., Part Time Dispatcher
October 13, 2021	Brandon Chabot, Part Time Dispatcher
December 14, 2021	Gregory Wallace, Part Time Dispatcher
December 15, 2021	William Peritz, Part Time Dispatcher

Promotions:

November 9, 2021	Krystine Viess, Staff Accountant to Asst Town Accountant
December 11, 2021	Shawn Baldwin, Police Sergeant to Police Captain
December 11, 2021	Charles "Chip" Moore, Police Officer to Police Sergeant

Labor Relations

The Collective Bargaining Agreements with the Town's four unions, the United Public Service Employees Union (UPSEU) Local 424M, the New England Police Benevolent Association (NEPBA) Local 120, the International Union of Operating Engineers (IUOE) Local 98, and the International Association of Firefighters (IAFF) Local 1847, all expired on June 30, 2020. Due to the Pandemic and the uncertainty of the economic outlook for the Town, the Town made a generous offer for a one year agreement with a 1% pay increase and no bargaining obligation to each union for FY 2021 (7/1/2020 to 6/30/2021). The Professional Librarians (Local 98) and the municipal employees (UPSEU) accepted the offer and signed a one year contract to expire on June 30, 2021. At the time of this report, the Town and the Local 98 had come to an agreement for a new three year contract providing a 2% increase for each contract year. The Town and the Police Union similarly ratified a three year contract providing for a 2% increase for each year. The UPSEU and Town were close to an agreement which includes the implementation of a new pay scale which was the result of a professional Classification and Compensation Study. The Fire Union was in mediation at the time of this report. In accordance with Massachusetts General Laws, any negotiated increase is subject to approval of appropriation by the Annual Town Meeting.

Workers Compensation and Injury-on-Duty

Town employees are covered by Workers Compensation Insurance for work related injury and illness. Uniformed Police Officers and Firefighters are protected under MGL Chapter 41 Sections 100 and 111F, which require Massachusetts municipalities to indemnify officers and firefighters for medical bills and time lost due to Injury-on-Duty. The Town carries Accident Insurance for Police and Fire to cover some of these expenses. During 2021, the Town experienced 17 new claims for Injury-on-Duty benefits from Police Officers and Firefighters, and had three long term claims continuing from 2020, and 6 Workers Compensation claims. The Board of Selectmen indemnified a total of 3921 hours lost by police officers and firefighters.

Human Resources

Group Health Insurance Benefits

Wilbraham is a member community of the Scantic Valley Regional Health Trust, a joint purchasing group which includes the Towns of Wilbraham, East Longmeadow, Longmeadow, and Hampden, the Hampden Wilbraham Regional School District as well as the Pioneer Valley Educational Collaborative. The Town pays 68% of the premiums for active employees and 60% of the premiums for retirees. All plans the Town of Wilbraham offers its employees and retirees are still non-deductible plans. Medicare Plans increased on January 1, 2021 by as much as 4.3% for the Tufts Medicare Preferred Health, 2.8% for the BCBS Medicare HMP Blue, 1.8% for the HNE Secure Freedom POS, and 1.1% for the BCBS Manager Blue for Seniors. The Trust voted to approve rates which reflected an increase in premiums of 5% across all active employee plans (except the Blue Care Elect Indemnity Plan) effective July 1, 2021. Plan information and rates are available on the Town's website at www.wilbraham-ma.gov.

Enrollment in Town of Wilbraham health plans of active employees and retirees as of December 31, 2021, was at 202, as follows:

	Individual	Double	Family
Blue Care Elect	1		
Network Blue	18		32
Network Blue – Retirees	5		8
Medex	32		
Managed Blue for Seniors	3		
HNE	20	11	21
HNE – Retirees	7	7	3
HNE MedPlus	20		
HNE Secure Freedom	3		
Tufts EPO	1		1
Tufts Senior	9		
TOTALS	119	18	65

Employee Recognition

During 2021, the following employees celebrated anniversaries with the Town:

10 Year Anniversaries:

Jeffrey Witek	Firefighter/EMT	Fire Department
William Sperrazza	Superintendent of Public Works	Department of Public Works
Patrick Farrow	Firefighter/EMT	Fire Department
Christopher Houghton	Firefighter/EMT	Fire Department

20 Year Anniversaries:

Joshua Mullen	Fire Captain	Fire Department
Edward Lennon	Police Captain	Police Department
Richard Vierthaler	Heavy Equipment Operator	Department of Public Works
Dane George	Firefighter/EMT	Fire Department

30 Year Anniversaries:

Thomas Sullivan	Asst. Town Admin. for Budget & Finance/Treasurer/Collector	Treasurer's Office
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In Memoriam

Richard Boynton, Parks & Rec. Staff and Senior Ctr. Volunteer
Dorothy Hooper, Elder Affairs Director
Walter F. Markett Jr., Town Engineer
Elaine Wrubel, Children's Librarian

The Personnel Board, appointed by and advisory to the Board of Selectmen on matters pertaining to Personnel Policy for non-union and non-elected employees, lost several long standing members during 2021. We thank Paul Lemieux for 16 years of service (2005 to 2021), Joseph Kelly for 11 years (2010 to 2021), and Mark Manolakis for 7 years (2014 to 2021) of dedicated service. Thank you for your guidance and advice in developing Personnel Policies which are in the best interest of the Town, and good luck in all your future endeavors. We thank Miriam Siegel Cambo and Marylou Fabbo for their continued participation and support. Residents interested in serving on this Board as representatives of the citizens are encouraged to submit a letter of interest to the Board of Selectmen.

Respectfully submitted,

Herta Dane, Human Resources Coordinator

Directors/Department Directory

Director	Department	Phone #
Derek Geser, Town Accountant	Accounting	596-2800 ext. 210
	Ambulance, Non-emergency business	596-2273
Christopher Keefe, Principal Assessor	Assessors	596-2800 ext. 209
	Board of Appeals (Zoning)	596-2800 ext. 204
Anthony Albano, Health Inspector Ashley Boudreau, Public Health Nurse	Board of Health/Health Inspector Public Health Nurse	413-726-8517 413-565-4154
John Walsh, Bldg. Inspector/Zoning Off. Samuel Boyd, Facilities & Maintenance Supervisor	Building Department Appointments (Plumbing & Gas) Inspection Appointments (Electrical) Facilities & Maintenance	596-2800 ext. 204 ext. 228 ext. 229 ext. 136
Melissa Graves, Admin. Asst./Land Mgmt. Coordinator/Community Garden Coordinator	Conservation	596-2800 ext. 204
Paul Morrissey, Animal Control Officer	Dog Officer / Animal Control	413-599-1253
Tonya Basch., DPW Director William Sperrazza, Supt. of DPW Operations	Engineering Dept./Dept. of Public Works	596-2800 ext. 208
Michael Andrews, Fire Chief	Fire Department, Non-Emergency business	596-3122
Herta Dane, Human Resource Coordinator	Human Resources	596-2800 ext.222
Nathan DeLong, IT Director	IT Department	596-2800 ext. 240
Karen Demers, Library Director	Library	596-6141
Heather Kmelius, Parking Clerk	Parking Department	596-2800 ext. 222
Bryan Litz, Parks & Recreation Director	Parks & Recreation Department Coach Information	596-2816 596-2402
Michelle Buck, Planning Director	Planning & Community Develop. Dept.	596-2800 ext. 203
Robert Zollo, Police Chief Anthony Gentile, Regional Communications Director	Police Department Non-Emergency Business/Dispatch	596-3837
Anthony Aube, Executive Director	Public Access Television	599-0940
Nick Breault, Town Administrator	Selectmen/Town Administrator	596-2800 ext. 222
Paula Dubord, Director of Elder Affairs	Senior Center/Dept. of Elder Affairs	596-8379
Barbara Hancock, Asst. Town Administrator of Budgeting & Finance/Treasurer/Collector	Tax Collector/Treasurer	596-2800 ext.206; ext. 207
Carole Tardif, Town Clerk	Town Clerk	596-2800 ext. 200
	Trash Bags & Recycling	596-2800 ext. 206
David Graziano, Tree Warden	Tree Services	(413) 246-7345
Jered Sasen, Director of Veterans' Affairs	Dept. of Veterans Affairs	596-8379
Vincent Pafumi, Supt. of Water Dept.	Water Division	596-2800 ext. 302

*Current as of print date in March 2022.

2021 Appointed Positions/Boards/Committees

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

ADA Coordinator John Walsh 2022	Library Trustees Brenna Levitan 2024 Karen Grycel 2024 Cheryl Wesolowski 2023 Marjorie Williams 2022 James S. Jurgens 2022 Linda Dagradi 2023	William Dane 2024 William Meeker 2024
Advisor to the Board of Health VACANT	Board of Registrars Thomas Reavey 2022 Frank Mikuszewski Jr. 2023 Thomas W. Mango 2024	Conservation Commission Associate VACANT
Advisory Board of Health Loralee Nelson 2022 Tim O'Neil 2022 Catherine Jurgens 2022 Francis Barbaro 2022 Teri Brand 2022 Ed Lennon 2022 Dr. Thomas S. Gould 2022	Board of Selectmen Robert J. Boilard 2022 Carolyn F. Brennan 2023 Theresa J. Goodrich 2024	Constable Sgt. Edward Lennon 2024 David J. Goodrich, Sr. 2024
Agricultural Commission Robert Merrill 2024 Robert Matthews 2023 Judy VanRaalte 2023 Brian Cunningham 2024 Daniel Fernandes 2023	Board of Selectmen Robert J. Boilard 2022 Carolyn F. Brennan 2023 Theresa J. Goodrich 2024	Council on Aging Theresa Munn 2023 Giles Turcotte 2022 M. Trant Campbell 2024 Diane Weston 2022 Ellen O'Brien 2023 Charles J. Marsman 2023
Alternate Building Inspector Wendell Hulbert 2022	Building Inspector/Zoning Officer John Walsh 2022	Deputy Fire Chief Peter Nothe
Alternate Burial Agent Deborah Brennan 2024	Burial Agent Carole Tardif 2024	Deputy Sealer of Weights and Measures Gary Petzold 2022
Alternate Electrical Inspector Paul Shepardson 2022	Cable TV Advisory Committee Thomas G. Magill 2022	Designer Selection Committee Sam Boyd Nick Breault Marc Ducey John Walsh
Alter. Plumbing & Gas Inspector Heath Dion 2022	Capital Planning Committee Nicholas P. Manolakis 2022 Paul Kukulka 2023 James Rooney 2024 Todd E. Luzi (FinCom appt). 2024 Kevin Hanks (FinCom appt). 2024	Dir. of Public Works/Town Engineer Tonya Basch 2022
Alter. PVPC Joint Transportation Board Dena Grochmal 2022	Cell Attendant Brian Kibbe 2022	Director of Elder Affairs Dept. Paula Dubord 2022
Ambulance Oversight Committee Heather Mullen 2023 Thomas Hurley 2024 John Rigney 2022 John T. Leibel 2023 Gary Petzold 2024	Cemetery Commissioners Sharon Kipetz 2022 Wilfred R. Renaud Jr. 2023 Donald Bourcier 2021	Director of Veterans Affairs Dept. Jered Sasan 2022
Animal Inspector Paul Morrissey 2022	Chief Procurement Officer Nick Breault 2022	Director of Regional Communications Anthony Gentile
Animal Control Officer Paul Morrissey 2022	Commission on Disability Maureen James 2022 Diane DaSilva 2023 Barbara Harrington 2024 Marylou Fabbo 2023 Deborah Cook 2022 Kate Green 2022 Jered Sasan 2023 Paula Euber 2021 (resigned Sept 2021)	Director Highway Division , DPW William Sperrazza
Assistant Collector Janet Costa	Community Preservation Cmte. John Broderick 2022 Dave Proto 2024 Stoughton L. Smead 2023 Brian Fitzgerald 2023 Gordon E. Allen 2024 James Burke 2024 Tracey Plantier 2023 David Trebbe 2023 Donald Williams 2023	Director of Info. & Technology Dept. Nathan DeLong
Asst. Dir. of Parks & Recreation Erin Carroll	Conservation Commission Christopher J. Brown 2022 Robert McMaster 2023 Stoughton L. Smead 2022 Alice Colman 2024	Director of Wilbraham Public Library Karen Demers
Assistant Town Accountant Betty Ann Collins (separated 2021) Krystine Viess		Director of Planning & Community Development Dept. John Pearsall (retired June 2021) Michelle Buck
Assistant Town Clerk Deborah Brennan 2024		Director of Parks & Rec. Dept. Bryan Litz 2022
Assistant Treasurer Lynne Frederick		Economic Development Initiative Steering Committee David A. Sanders 2022 James E. Thompson 2022 Elizabeth Davidson 2022 Linda J. Prystupa 2022 Michael Mazzuca 2022 Robert J. Boilard 2022 (ex-officio member)
Board of Assessors John M. Wesolowski 2023 Roger J. Roberge, II 2022 Lawrence G. LaBarbera 2024		Electrical Inspector Edward Poulin 2022
Board of Fire Commissioners Edward T. Rigney, Jr. 2022 Gary Petzold 2021 Ralph Guyer 2023		Emergency Management Director Michael Andrews

2021 Appointed Positions/Boards/Committees

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

Executive Director of Wilbraham Public Access Television
Anthony Aube

Facilities & Grounds Maint. Superv.
Samuel Boyd

Fence Viewer
Francis C. Barbaro 2022
David A. Sanders 2022

Field Driver
Susan Petzold 2022
Gary Petzold 2022

Finance Committee
Michael Mazzuca 2023
Kevin Corridan 2022
Todd E. Luzi 2022
Marc Ducey 2023
Kevin Hanks 2022
Peter Dufresne 2024
Susan Bunnell 2023
Todd Schneider 2024
Jeff Farnsworth 2023
Anna Levine 2021 (resigned 2021)
Timothy F. Murphy 2021 (resigned 5/2021)

Fire Chief
Michael Andrews 2023

Fire Commissioners
Ralph Guyer 2023
Gary Petzold 2024
Edward R. Rigney, Jr. 2022

Forest Warden
Michael Andrews

Health Inspector
Lorri McCool (retired August 2021)

Historical Commission
Charles Bennett 2022
Roberta Albano 2023
Donald Williams 2023
Bill Steele 2024
Peter Ablondi 2022
Thaddeus "Ted" Malysz 2022

HWRSD School Committee
Patrick Kiernan 2023
Sean F. Kennedy 2022
William Bontempi 2024
Sherrill Caruana 2023
Lisa Murray 2024
Maura Ryan 2023
Michal Boudreau 2024

Municipal Records Officer
Anthony Aube
Bryan Litz
Nick Breault
Karen Demers
Jered Sasen
Nathan DeLong
Paula Dubord
Thomas Sullivan
Carole Tardif
Robert Zollo

Michael E. Andrews
Tonya Basch
John Walsh
Michelle Buck
Derek Geser
Christopher Keefe

National Grid-Single Point of Contact for Emergencies
Michael Andrews 2022

Local Community Mitigation Advisory Cmte.
Judith Theocles 2021

Local Emergency Planning Committee
William Sperrazza 2022
Robert J. Boilard 2022
Robert Zollo 2022
Anthony Aube 2022
Ed Cenedella 2022
Terry Nelson 2022
Stoughton L. Smead 2022
Paula Dubord 2021
Patrick Farrow 2022

Measurer of Wood and Charcoal
Gary Petzold 2022
Susan Petzold 2022

Moderator
James Jurgens 2024

On-Call Dispatcher
David Squires 2022

On-Call Firefighter/EMT
VACANT

Open Space and Recreation Committee
Marianne Moner 2022
Joseph Calabrese 2022
Brian Fitzgerald 2024
Jonathan Taylor 2024
Edward McCorkindale 2024
Matt Fraser 2024
Steve Lawson 2023
Tracey Plantier 2023
Judith Theocles 2023
Susan Burk 2023
William Shepard 2022
Michael Pelletier 2022

Parking Clerk
Heather Kmelius 2022

Personnel Board
Paul D. Lemieux 2022
Miriam Siegel 2023
Marylou Fabbo 2022

Pest Control Officer
David Graziano 2022

Planning Board
James E. Moore 2024
Tracy Plantier 2025
John P. McCloskey 2026
James J. Rooney 2022
Gordon Allen 2023
Jeffrey A. Smith 2023 (resigned 2021)

Planning Board — Associate Seat
Elizabeth George 2023

Playground and Recreation Commission
Marc Atkin 2024
William Scatolini 2022
David Trebbe 2023
Jonathan Stogner 2023
Olivia D'Amour 2022
Stanley Soja 2023
Paul Cambo Jr. 2022

Plumbing and Gas Inspector
Gerald Nichols 2022

Police Chief
Robert Zollo 2023

Poundkeeper
Paul Morrissey 2022

Principal Assessor
Christopher Keefe 2022

Public Access TV Committee
Sandra Belcastro 2022
Janet Vitkus 2022

PVPC Alternate Commissioner
Tracey Plantier 2022

PVPC Commissioner
James Moore 2022

PVPC Joint Transportation Board
Tonya Basch 2022

PVPC Joint Transportation Board - Alternate
Dena Grochmal 2022

PVTA Advisory Board
Paula Dubord

Recreation Program Coordinator
Connor Duquette

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

Scantic Valley Health Trust
Thomas Sullivan 2022

Scantic Valley Health Trust - Alternate
Nick Breault 2022

Sealer of Weights and Measures
Susan Petzold 2022

Senior Center Building Committee
Linda Cooper
Paula Dubord
George Fontaine
Ken Furst
Karl Jurgan
Jason Kahn
Dennis Lopata
Theodore Sowa
Diane Weston

Solid Waste Advisory Committee
John Broderick 2022
Susan Bunnell 2022
James Emerson 2022
James Murphy 2022

2021 Appointed Positions/Boards/Committees

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

Ed Rau Jr. 2022
Jeffrey Smith 2022
Kenneth J. Wagner 2022

Stormwater Committee
Dena Grochmal 2022
Tonya Basch 2022
William Sperrazza 2022

Surveyor of Lumber
Susan Petzold 2022
Gary Petzold 2022

Tax Title Custodian
Thomas Sullivan 2022

Town Accountant
Nancy Johnson (retired 2021)
Derek Geser 2023

Town Administrator
Nick Breault 2022

Town Archivist
James J. Rooney 2022

Town Clerk
Carole Tardif 2024

Town Counsel
Stephen M. Reilly, Jr. 2022

Traffic Safety Team
William Sperrazza
Nick Breault
Tonya Basch
Robert J. Boilard

**Treasurer/Collector/Asst. Town Admin. of
Finance & Budgeting**
Thomas P. Sullivan (retired December 2021)

Tree Warden
David A. Graziano 2024

Veterans' Graves Officer
Jered Sasen 2022

Water Commissioner
James B. Dunbar 2024
Rik Alvarez 2022
Doug Hutcheson 2023

Water Superintendent—Water Division
Vincent Pafumi

Weigher of Grain
Susan Petzold 2022
Gary Petzold 2022

Wilbraham Cultural Council
Susan Bennett 2023
Sandra Sanders 2024
Julie Slavick 2024
Jane Clark 2024
Susan Hintze 2024

Wilbraham Housing Authority
James S. Burke 2023
Peter N. Manolakis 2025
Karen Walker 2026
Kathy Ann Krawczyk 2023 (State appt. seat)
Ann Duke 2022 (BoS appt. seat)

Wilbraham Nature and Cultural Council
VACANT

Zoning Board of Appeals
Charles A. Pelouze 2023
Edward E. Kivari 2024
Mark J. Albano 2022

Zoning Board of Appeals Associate Seats
Betsy Johnsen 2022
Jamil Eyvazzadeh 2023

2021 Elected Officials (as of May 15, 2021)

SELECTMEN & BOARD OF

HEALTH

Robert J. Boilard (R) 2022
Carolyn F. Brennan (R) 2023
Theresa J. Goodrich (R) 2024

TOWN CLERK

Carole J. Tardif (D) 2024

MODERATOR

James S. Jurgens (R) 2024

ASSESSORS

John M. Wesolowski (R) 2023
Roger J. Roberge II (R) 2022
Lawrence G. LaBarbera (R) 2024

REGIONAL SCHOOL COMMITTEE

Sherrill Caruana (D) 2023
Patrick O. Kiernan (U) 2023
William J. Bontempi (R) 2024
Lisa A. Murray (D) 2024
Sean F. Kennedy (D) 2022

CEMETERY COMMISSIONERS

Donald Bourcier (R) 2024
Wilfred R. Renaud, Jr. (D) 2023
Sharon L. Kipetz (D) 2022

WATER COMMISSIONERS

James B. Dunbar (R) 2024
Rik Alvarez (D) 2022
Douglas Hutcheson (U) 2023

LIBRARY TRUSTEES

Brenna Levitan (D) 2024
Karen M. Grycel (D) 2024
Cheryl A. Weslowski (R) 2023
Marjorie Williams (D) 2022
James S. Jurgens (R) 2022
Linda Maria Dagradi (D) 2023

PLANNING BOARD

James J. Rooney (R) 2022
Jeffrey A. Smith (U) 2023
James E. Moore (U) 2024
Tracey Plantier (D) 2025
John P. McCloskey (D) 2026

WILBRAHAM HOUSING AUTHORITY

Ann Duke- BoS appt. 2022 tenant
Peter N. Manolakis (R) 2025
James S. Burke (R) 2023
Karen L. Walker (D) 2026
Kathy Ann Krawczyk (R) 2023

Attest: Carole J. Tardif
TOWN CLERK

2021 Federal & State Delegation

GOVERNOR

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

U.S. SENATOR

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

309 Hart

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

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

U.S. SENATOR

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

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

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

CONGRESSMAN – 1ST CONG. DIST.

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

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

2021 Appointed Positions/Boards/Committees

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

REPRESENTATIVE IN GEN. COURT 12th HAMPDEN DISTRICT

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

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

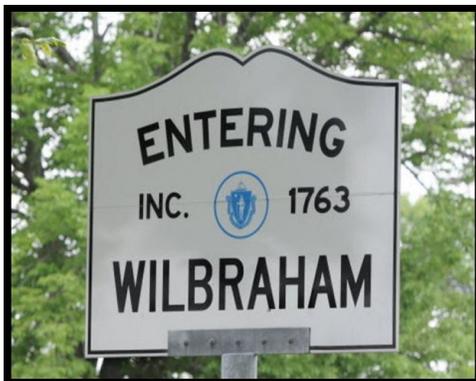
Email: reangelopuppolo@aol.com

STATE SENATOR-1ST HAMPDEN/ HAMPSHIRE DISTRICT

Eric P. Lesser (D)
24 Beacon St. Room 410
Boston, MA 02133
Phone: 1-617-722-1291
Email: eric.lesser@masenate.gov

60 Shaker Road
Unit 3B

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



2021 Democratic Town Committee

Rik Alvarez	Sharon Kipetz
Gale Candaras	Terri Landeck
Jane Clark	Dagmar Mechem
Chuck Clark	Jim Murphy
Linda Digradi	Marjorie Pessolano
Xiomara Delobato	Elizabeth Quigley
Megan Dubord	Jamison Rohan
Bill Fogarty	Karen Rucks Walker
Barbara Galanek	Richard Ryan
Christine Goonan	Carole Tardif
Ivan Gothner	Robert Tourville
Karen Grycel	Ann Tousignant
Everett Handford	Bruce Williams
Thomas Hidalgo	Marjorie Williams
Maria Idali Torres	
Chip Johnson	
Mark Jones	
Thomas Kenefick	
Sean Kennedy	
Ann Marie King	

2021 Annual Town Election Results

2021 ANNUAL TOWN ELECTION MAY 15, 2021

Total Registered Voters ---	11,003	Voted by Precinct	Total Registered
Total Vote Cast -----	1475	Precinct A - 376	2861
% Voted -----	13.41%	Precinct B - 310	2718
		Precinct C - 372	2679
		Precinct D - 417	2745

SELECTMAN - 3 YRS.

John M. Broderick Jr.	D	621
Theresa J. Goodrich	R	807*

Town Clerk of Wilbraham

* Denotes Winner

TOWN CLERK - 3 YRS.

Carole J. Tardif	D	1105*
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MODERATOR - 3 YRS.

James S. Jurgens	R	846*
Xiomara Alban Delobato	D	586

ASSESSOR - 3 YRS.

Lawrence G. LaBarbera	R	1081*
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REG. SCHOOL COMMITTEE - 3 YRS.

William John Bontempi	R	744*
Joseph William Lawless	R	656
Dagmar R. Mechem	D	601
Lisa A. Murray	D	715*

CEMETERY COMMISSIONER - 3 YRS

Donald R. Bourcier	R	1106*
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WATER COMMISSIONER - 3 YRS

James B. Dunbar	R	1104*
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LIBRARY TRUSTEE - 3 YRS

Karen M. Grycel	D	958*
Brenna Levitin	D	625*

PLANNING BOARD - 5 YRS

John P. McCloskey	D	1002*
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WILB. HOUSING AUTHORITY

Karen Louise Walker	D	993*
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ATTEST: Carole J. Tardif

2021 Republican Town Committee

Frank Barbaro	James Jurgens	Marcie Sanders
Robert Boilard	Richard Howell	Janet Shea
William Bontempi	Kathy Krawczyk	Robert Sullivan
Barbara Bourcier	Catherine Labine	John Weslowski
Don Bourcier	Joe Lawless	
Carolyn Brennan	Peter Manolakis	
Jim Burke	Michael Mazzuca	
Herta Dane	D. John McCarthy	
Michael Dane	Tom Reavey	
Jeff Farnsworth	George Reich	
Tracey Farnsworth	Roger Roberge	
George Gordon	Jim Rooney	
Pat Gordon	Robert Russell	
Terry Goodrich	David Sanders	

Administration

Town Clerk

Town Clerk's Office

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

ANNUAL TOWN MEETING May 10, 2021

Attendance:

Precinct A: 93
Precinct B: 71
Precinct C: 78
Precinct D: 95
Total ----- 337

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 10, 2021. At 7:05 p.m. Moderator James S. Jurgens noted a quorum was present and called the meeting to order. The Moderator welcomed all and commenced with a brief explanation of the process for the evening.

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

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

Due to the Covid – 19 pandemic, Moderator James S. Jurgens thanked all Town Employee and Volunteers for all their efforts in setting up the Auditorium and Cafeteria. The Town followed all guidelines set forth from Governor Baker, social distancing at check in tables, wearing of face coverings, sanitizing during the meeting. Also thanked all First Responders and Law Enforcers for all they do.

Moderator Jurgens stated ARTICLE 12. Solid Waste Enterprise Fund Reserve Fund the amount of \$8,000 listed on Warrant was correct, the motion was incorrect. A motion was made on floor to amend the amount of ARTICLE 33. CPA Project for Recreational Complex from \$300,000 to \$35,000 to fund Development Mater Plan only, this motion failed.

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

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

Passing by majority vote that the Town accept and approve the following motions as presented in the anticipated motions handout.

Articles 1,2,7,8,9,10,11,12,13,15,16,17,18,36,37, and 38.

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

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

ARTICLE 3. Funding Transfers FY 2021. - Finance Committee Recommends:

Passing by majority vote to transfer the sum of \$12,135 from previously appropriated but unexpended funds in the following FY'2021 budgets:

#194 Group Health Insurance \$12,135

and to place such funds in the following amounts in the following FY'2021 budgets:

#113 Town Meeting (Equipment) \$1,000

#163 Registrars Expenses (Postage) \$600

#292 Animal Control (Town Clerks expenses) \$400

#122 Board of Selectmen (Salaries Overtime) \$6,500

#420 Highway (Snow Removal) \$3,635

ARTICLE 4. Parliamentary procedures – Finance Committee Recommends: Passing by 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 "Article4, Exhibit A," on file with the Town Clerk.

ARTICLE 5. Compensation for elected Town officials. – Finance Committee Recommends:

Passing by a unanimous vote to fix the compensation for elected Town Officers for fiscal year July 1, 2021 to June 30, 2022, as follows: Assessors, \$3,667 per year, chairman, \$4,047 per year; Town Clerk, \$81,643 per year (all fees revert to the Town treasury); Moderator, \$200 Annual Town Meeting, \$50 Special Town Meeting; Selectmen, \$5,255 per year, chairman \$6,130 per year; Water Commissioners, \$150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal; all other Town officers elected other than by official ballot, fees only, fixed by General Laws.

ARTICLE 6. Budget Appropriations. – Finance Committee Recommends:

Passing by majority vote to accept the report of the Finance Committee and vote to raise and appropriate \$45,793,309, and appropriate from Free Cash \$81,659 to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2022 (July 1, 2021 to June 30, 2022) per appropriations listed separately in the Town Meeting Workbook and incorporated herein by reference, with the exception of those budgets and expenditures which will be voted on separately in subsequent Articles.

Presentations were given by Finance Committee and the Hamden Wilbraham Regional School District. A question and answer session followed.

***ARTICLE 7. Water Enterprise Fund Budget (consent agenda):** Passing by majority vote that the following sums be appropriated for the Water Enterprise Fund: Salaries, \$455,824; Expenses, \$1,345,462, and that \$1,801,286 be raised as follows: \$1,801,286 from Water Department receipts for Fiscal Year 2022 expenses.

***ARTICLE 8. Water Enterprise Fund Reserve Fund (consent agenda):** Passing by majority vote that the Town vote to appropriate from water receipts the sum of \$70,000 for a Fiscal Year 2022 Reserve Fund.

***ARTICLE 9. Wastewater Enterprise Fund Budget (consent agenda):** Passing by majority vote that the following sums be appropriated for the Wastewater Enterprise Fund: Salaries, \$261,568; Expenses, \$904,593 and that \$1,166,161 be raised as follows: \$1,092,200 from Wastewater Department receipts, \$73,961 from retained earnings for Fiscal Year 2022 expenses.

***ARTICLE 10. Wastewater Enterprise Fund Reserve Fund (consent agenda):** Passing by majority vote that the Town vote to appropriate from wastewater receipts the sum of \$60,000 for a Fiscal Year 2022 Reserve Fund.

***ARTICLE 11. Solid Waste Enterprise Fund Budget (consent agenda):** Passing by majority vote that the following sums be appropriated for the Solid Waste Enterprise Fund: Salaries, \$132,134; Expenses, \$217,827, and that \$349,961 be raised as follows: \$318,000 from Solid Waste Enterprise Fund receipts, and \$31,961 from retained earnings for Fiscal Year 2022 expenses.

***ARTICLE 12. Solid Waste Enterprise Fund Reserve Fund (consent agenda):** Passing by majority vote that the Town vote to appropriate from Solid Waste Enterprise Fund receipts the sum of \$8,000 for a Fiscal Year 2022 Reserve Fund.

***ARTICLE 13. Rescind Unused Borrowing Authorizations (consent agenda):** Passing by majority vote that the Town vote to rescind the \$300,000 in unused borrowing authority that was greater than the Bonds that were actually issued:

Unissued amount	Date of Approval	Warrant Article	Original Purpose
\$300,000	5/15/17	14	Equipment (Fire Ladder Truck)

ARTICLE 14. Capital Projects from Free Cash – Finance Committee Recommends: Passing by majority vote that the Town vote to appropriate from available funds (Free Cash 2020), \$829,100 ~~\$894,100~~ to fund the following Projects in Fiscal Year 2021:

DEPARTMENT	PROJECT	AMOUNT
DPW Highway	PICKUP TRUCK SUPT OF OPERATIONS	\$15,000
	SERVICE TRUCK WITH LIFT GATE	\$50,000
	REPLACE TRUCK # 28	\$90,000
	ENTERPRISE FUNDS TO CONTRIBUTE \$33,000 TOWARD PICK UP AND SERVICE TRUCKS	
Recreation	Aerator	\$20,000
	Vehicle Lift	\$10,000
	Roller	\$18,000
	Vehicle Tamper	\$2,600
Facility Maintenance	Town Maintenance Repairs	\$100,000
	Memorial School Condenser System TANK ONLY	\$33,000
	Library Boiler	\$45,000
IT Department	Network Core Modernization Equipment	\$92,000
HWRSD	Middle School Replace Vinyl Asbestos Tile / With Vinyl composite tile	\$100,000
Fire Department	Hose. Intake Gate (Ladder Truck) Hydrant gates	\$7,500
	2 Thermal cameras	
	Grant for Fire Truck. If Awarded To Town our Share	\$ 35,000
	New Command Vehicle	\$ 50,000
	Equipment Grant for Additional Hose Town Share	\$ 10,000
DPW (Highway)	Sidewalks and Guardrails	\$150,000
Assessor's Office	Consulting fees	\$65,000
Weight and Measures	Gas Proofers	\$1,000

***ARTICLE 15. Receipts reserved for appropriation for ambulance (consent agenda):** Passing by majority vote to appropriate \$866,018 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 16. Receipts reserved for appropriation for cemeteries (consent agenda):** Passing by majority vote to appropriate \$20,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating expenses, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the General Laws.

***ARTICLE 17. Receipts reserved for appropriation for Wilbraham Public Access Television (consent agenda):** Passing by majority vote to appropriate \$165,407 from the PEG Access and Cable Related Fund for Appropriation for Wilbraham Public Access Television, pursuant to Section 53F ¾ of Chapter 44 of the Massachusetts General Laws.

***ARTICLE 18. Appropriations for Ambulance Depreciation Account (consent agenda):** Passing by majority vote to appropriate \$65,000 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 19. Reserve Fund – Finance Committee Recommends: Passing by unanimous vote to raise and appropriate \$200,000 for a Fiscal Year 2022 Reserve Fund.

ARTICLE 20. Special Appropriation for road repaving and preservation – Finance Committee Recommends: Passing by unanimous vote to raise and appropriate \$150,000 to repave, resurface and/or crack seal public ways.

ARTICLE 21. Other Post-Employment Benefits Liability Trust Fund – Finance Committee Recommends: Passing by majority vote that the town vote to raise and appropriate or transfer from the following available funds (free cash, water receipts, wastewater receipts, solid waste receipts, receipts reserved for appropriation for ambulance) a sum of money to be placed into the Other Post-Employment Benefits Liability Trust Fund, established under the provisions of Massachusetts General Laws Chapter 32B, Section 20,

FUND	SOURCE	AMOUNT
General Fund	Raise and appropriate	\$500,000
Water Enterprise Fund	Water receipts	\$15,521
Wastewater Enterprise Fund	Wastewater receipts	\$4,957
Solid Waste Enterprise Fund	Solid waste receipts	\$2,600
Receipts Reserved for Appropriation for Ambulance	Receipts reserved for appropriation for ambulance	\$4,500

ARTICLE 22. Stabilization Fund - Finance Committee Recommends: Passing by majority vote to transfer \$100,000 from Free Cash to be added to the Stabilization Fund and to transfer \$500,000 from Free Cash to be added to the Capital Stabilization Fund, both in accordance with Section 5B of Chapter 40 of the Massachusetts General Law.

ARTICLE 23. Water Enterprise Retained Earnings – Finance Committee Recommends: Passing by majority vote to appropriate \$10,000 from the Water Enterprise Retained Earnings account to fund the Water Department’s share of a new pickup Truck (\$5,000) and a new Fleet service truck with a lift gate (\$5,000).

ARTICLE 24. Waste Water Enterprise Retained Earnings – Finance Committee Recommends: Passing by unanimous vote to appropriate \$ 20,000 from the Waste Water Enterprise Fund Retained Earnings account to fund the Waste Water Department’s share of a new Pickup Truck (\$15,000), and a new Fleet service truck with a lift gate (\$5,000).

ARTICLE 25. Solid Waste Enterprise Retained Earnings – Finance Committee Recommends: Passing by majority vote to appropriate \$3,000 from the Solid Waste Enterprise Retained Earnings account to fund the Solid Waste Department’s share of a new Pickup Truck (\$3,000).

ARTICLE 26. Zoning By-Law Amendment – Nanobrewery Regulations – Planning Board Recommends: Requiring a two-third vote, passing by declared two-third vote by the Moderator that the Town amend the Wilbraham Zoning By-Law by revising sections 1.3 and 3.4.5 as set forth in a document entitled "Zoning Amendment Exhibit A" on file with the Town Clerk.

ARTICLE 27. Zoning By-Law Amendment – Parking or Storage Restrictions for Trucks and Buses in Residential Districts – MOVE NO ACTION

ARTICLE 28. Zoning By-Law Amendment – Large-Scale Ground-Mounted Solar Energy Systems – Planning Board Recommends: Requiring a two-third vote, passing by declared two-third vote by the Moderator to amend the Wilbraham Zoning By-Law by deleting existing section 10.7 and substituting therefor a revised section 10.7 as set forth in a document entitled "Zoning Amendment Exhibit C" on file with the Town Clerk.

ARTICLE 29. Acceptance of Deeds – Passing by majority vote to accept such deeds and grants of interests in land to the Town 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 29, Exhibit A”.

ARTICLE 30. Authorization for PILOT for Ground Mounted Solar – Assessors Recommends: Passing by majority vote to vote, pursuant to GL. c. 59, sec. 38H, to authorize the Board of Selectmen to negotiate and enter into a payment-in-lieu-of-tax (PILOT) agreement with the lessee/operator of the solar photovoltaic energy generating facility to be developed at 126V Beebe Road (Parcel ID: 5801) upon such terms and conditions as the Board of Selectmen shall deem to be in the best interest of the Town.

ARTICLE 31. Community Preservation Program Budget – Finance Committee Recommends: Passing by majority vote to appropriate or reserve from the Community Preservation annual revenues and fund balance in the amounts recommended by the Community Preservation Committee for committee administrative and operating costs, community preservation projects and other expenses in fiscal year 2022, with each item to be considered a separate appropriation; or take any other action relative thereto.

APPROPRIATIONS	
FY 2022 estimated revenues for Administrative and Operating	\$15,000
RESERVES:	
FY 2022 estimated revenues for Historic Preservation Reserves	\$50,592
FY 2022 estimated revenues for Community Housing Reserves	\$50,592
FY 2022 estimated revenues for Open Space Reserves	\$50,592
FY 2022 estimated revenues for Budgeted Reserve	<u>\$429,283</u>

ARTICLE 32. CPA Project for Town Records Preservation – Finance Committee Recommends: Passing by majority vote to transfer \$5,145 from the FY2022 Community Preservation Historic Fund Balance to provide funding for the preservation of Town’s Historical documents kept in custody of the Town Clerk.

ARTICLE 33. CPA Project for Recreational Complex – Finance Committee Recommends: Passing by majority vote to transfer \$300,000 from the FY2022 Community Preservation Budgeted Reserve Fund Balance to provide funding for the development of a Master Plan and the implementation of said plan for a Recreational Complex to be constructed principally at 540 Stony Hill Road commonly referred to as the Wilbraham Soccer Fields

ARTICLE 34. CPA Project for Stony Hill Road Fence – Country Club of Wilbraham – Finance Committee Recommends: Passing by majority vote to transfer \$17,563 from the FY2022 Community Preservation Budgeted Reserve Fund Balance to provide funding for the construction of a fence at 859 Stony Hill Road.

ARTICLE 35. CPA Project for Cart Path – Country Club of Wilbraham – Passing by majority vote to transfer \$31,500 from the FY2022 Community Preservation Budgeted Reserve Fund Balance to provide funding for the construction of a Cart Path at 859 Stony Hill Road.

***ARTICLE 36. Authorization to Dispose of Surplus Equipment (consent agenda).** – Passing by majority vote that the Town vote to authorize the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

***ARTICLE 37. Departmental Revolving Funds (consent agenda).** – Passing by majority vote that the Town vote to fix the maximum amount that may be spent during Fiscal year FY2022 beginning on July 1, 2021 for the revolving funds established in Town By-laws for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E ½, the Town of Wilbraham shall authorize the following Revolving Funds: Council on Aging, \$20,000; Compost Bins, \$5,000; Cemetery, \$20,000; and Community Garden, \$6,000.

***ARTICLE 38. Authorization to Enter into Lease/Purchase Agreements (consent agenda)** – Passing by majority vote that the Town vote to authorize the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interests of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

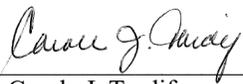
ARTICLE 39. Comprehensive Stormwater By-law Amendment. – Passing by majority vote to amend By-law Article VI Section 634, "Comprehensive Stormwater By-law" by replacing the existing language with the text on file with the Town Clerk as "Article 39, Exhibit A, Part 1".

ARTICLE 40. Adoption of a Local Option Meals Excise Tax – Motion Failed to adopt, pursuant to M.G.L. c. 4, §4, a Local Option Meals Excise Tax under M.G.L. c. 64L on the sale of restaurant meals originating within the Town by a vendor at the rate of .75 percent of the gross receipts of the vendor from the sale of restaurant meals

ARTICLE 41. Adoption of Non-Partisan Elections for Wilbraham Elected Officials. Passing by majority vote that the Town vote to authorize the Board of Selectmen to petition the General Court for special Home Rule legislation under the Home Rule Amendment to the Massachusetts Constitution entitled "An Act Relative to Town Elections in the Town of Wilbraham," as set forth in Article 41 of this Warrant.

Motion to adjourn was made and seconded.

Meeting adjourned at 11:59 p.m.

Attest: 
Carole J. Tardif
Town Clerk of Wilbraham

 <p>THE COMMONWEALTH OF MASSACHUSETTS OFFICE OF THE ATTORNEY GENERAL CENTRAL MASSACHUSETTS DIVISION 10 MECHANIC STREET, SUITE 301 WORCESTER, MA 01608</p> <p>(508) 792-7600 (508) 795-1991 fax www.mass.gov/ago</p> <p>August 31, 2021</p> <p>Carole J. Tardiff, Town Clerk Town of Wilbraham 240 Springfield Street Wilbraham, MA 0195</p> <p>Re: Wilbraham Annual Town Meeting of May 10, 2021 -- Case # 10159 Warrant Articles # 26 and 28 (Zoning) Warrant Article # 39 (General)</p> <p>Dear Ms. Tardiff:</p> <p>Articles 26, 28 and 39 - We approve Articles 26, 28 and 39 from the May 10, 2021 Wilbraham Annual Town Meeting. Our comments regarding Articles 26, 28 and 39 are provided below.</p> <p>Article 26 - Article 26 amends the Town's zoning by-laws Sections 1.3 and 3.4.5 regarding nanobrewery regulations. Specifically, Article 26 amends Section 1.3, "Definitions," to add a new definition for nanobrewery and amends Section 3.4.5, "Table One: Schedule of Use Regulations," to add a new Subsection 3.4.5.31 that allows "nanobrewery" in the Neighborhood Office (NO), Neighborhood Shopping (NS), General Business (GB) and Industrial, Office Park and General Business (IPG) districts by special permit from the Zoning Board of Appeal and prohibits the use in all other districts. We offer comments on these amendments for the Town's consideration.</p> <p>Section 1.3 adds a new definition of "nanobrewery" that provides as follows:</p> <p>A facility licensed under the relevant state and federal statutes where up to a maximum of six thousand (6,000) barrels [a barrel being equivalent to 31 gallons] of specialty beer, malt liquor or ale is produced annually and prepared for sale on premises and/or for the sale off-premises through wholesale distribution. A nanobrewery is considered to be a scaled-down version of a microbrewery that produces beverages in very small batches.</p> <p>In addition, Section 3.4.5, Schedule of Use Regulations, Subsection 3.4.5.31, provides as follows with regards to a nanobrewery:</p>	<p>With approval from the special permit granting authority and subject to state and local licenses if required, a nanobrewery may include the following uses: a tap room where beverages produced on the premises may be sold for consumption; a restaurant and/or food service establishment; food truck service; outdoor dining; love music and entertainment; and catering services for off-premises events.</p> <p>The Town must ensure that it applies the amendments to Sections 1.3 and 3.4.5 consistent with G.L. c. 138, regarding the sale of alcohol. For example, although G.L. c. 138, § 1 defines several terms for purposes of the State's liquor licensing statutes, it does not include the term "nanobrewery." Instead, according to the Alcoholic Beverages Control Commission ("ABCC") this type of use is considered a "farmer-brewery," and is defined in G.L. c. 138 § 1 as: "any plant or premise where malt beverages are produced from the fermentation of malt with or without cereal grains or fermentable sugars, or of hops, provided that said hops or cereal grains are grown by the farmer-brewer." Moreover, the use of a "farmer-brewery" is governed by G.L. c. 138, § 19C, regardless of how may barrels are produced or whether it is called a "specialty" beer, malt liquor or ale.</p> <p>In addition, although Section 3.4.5.31 includes as part of a "nanobrewery" a "tap room where beverages produced on the premises may be sold for consumption," according to the ABCC, a "tap room" would require a pouring permit issued under G.L. c. 138, § 19C (n) and approved by both the local licensing board and the ABCC. Further, although Section 3.4.5.31 provides that the nanobrewery is subject to state "and local licenses if required," a farmer-brewery license is issued only by the state, not the local licensing board.</p> <p>Lastly, Section 3.4.5.31 provides that a nanobrewery allowed by special permit may include other uses, including "catering services for off-premises events." It is not clear what type of "catering services" for off-premises events is referred to in Section 3.4.5.31. However, when applying Section 3.4.5.31, the Town should be mindful that according to the ABCC, a farmer-brewery cannot cater alcohol for an off-premise event. The Town should consult with Town Counsel and the ABCC with any questions regarding these issues.</p> <p>Article 28 – Article 28 amends the zoning by-laws by deleting Section 10.7 and inserting a new Section 10.7, "Large-Scale Ground-Mounted Solar Energy Systems." The by-law provides that large-scale solar systems may only be constructed or materially modified after the issuance of site plan approval or a special permit from the Planning Board in accordance with Section 3.4.3.7 (Schedule of Use Regulations). See Section 10.7.2 (C), "Applicability."</p> <p>We approve Article 28 because it does not present a clear conflict with state law or the Constitution. <u>Amherst v. Attorney General</u>, 398 Mass. 793, 795-96 (1986) (requiring inconsistency with state law or the constitution for the Attorney General to disapprove a by-law). However, the Town must apply the amendments adopted under Article 28 consistent with the protections given to solar energy systems and the building of structures that facilitate the collection of solar energy under G.L. c. 40A, § 3, that provides as follows:</p> <p>No zoning . . . bylaw shall prohibit or unreasonably regulate the installation of solar energy systems or the building of structures that facilitate the collection of solar energy, except where necessary to protect the public health, safety or welfare.</p>
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There are no appellate level judicial decisions to guide the Town or this Office in determining what qualifies as an unreasonable regulation of solar uses under G.L. c. 40A, § 3. However, there are number of Land Court decisions that provide some guidance.

Most recently, the Land Court in Tracer Lane II Realty, LLC v. City of Waltham, 2021 WL 861157 * 5 (March 5, 2021), concluded that a categorical prohibition of solar facilities in a majority of the city without a showing that the prohibition is "necessary to protect the public health, safety or welfare" of the city is inconsistent with G.L. c. 40A, § 3's protections. In reaching its decision, the Land Court rejected as irrelevant the fact that solar energy facilities would be allowed as of right in four small areas of the city.¹ Similarly, in Northbridge McQuade, LLC v. Northbridge Zoning Bd. of Appeals, Mass. Land Ct., No. 18 Misc 000519 * 2 (June 17, 2019) (Piper, C.J.), the court concluded that before a Town may regulate or prohibit a proposed solar installation on any site in the town, there must be an analysis of the need to prohibit or regulate the solar installation measured against the legislatively determined public interest in allowing the solar energy installation. (See Order Granting Partial Summary Judgment). In addition, in PLH LLC v. Ware, 2019 WL 7201712, at *3 (December 24, 2019). (Piper, C.J.), the Land Court upheld a special permit requirement applicable to solar energy projects but ruled that "the review of the municipality conducted under the bylaw's special permit provisions must be limited and narrowly applied in a way that is not unreasonable, is not designed or employed to prohibit the use or the operation of the protected use, and exists where necessary to protect the health, safety or welfare."

However, in Duseau v. Szawlowski Realty Inc., 2015 WL 59500, * 8 (January 2, 2015) the Land Court concluded that a solar project proponent failed to demonstrate that restricting a solar energy project to the Town's Industrial Districts was an unreasonable regulation and not necessary to protect the public health and welfare. In Duseau the court acknowledged that G. L. c. 40A, § 3's exemption would invalidate such a prohibition "if it can be demonstrated that restricting solar energy systems only to the industrial districts is an 'unreasonable' regulation, and that such a regulation is not necessary to protect the public health and welfare." See also Briggs v. Zoning Board of Appeals of Marion, 2014 WL 471951 * 5 (February 6, 2014) (a zoning board of appeals' decision upholding a division between commercial solar energy and residential accessory solar energy was reasonable and did not violate G.L. c. 40A, § 3).

Based upon the limited record available to us in our review of town by-laws we do not have the complete factual record necessary to determine whether the Town's by-law amendments would satisfy the test in Tracer Lane and G.L. c. 40A, § 3. Large-scale solar systems are allowed by special permit in four districts and are allowed with site plan approval in one district but are prohibited in all other districts. In addition, the by-law requires a minimum lot size of five (5) acres for a solar system and prohibits more than 25% maximum lot coverage in residential zoning districts and more than 50% lot coverage in non-residential districts. See Sections 10.7.6 (A) and (F). If these, or any other provisions are challenged, the Town would need to demonstrate that it has engaged in the requisite balancing of interests required by G.L. c. 40A, § 3. The Town should consult closely with Town Counsel when

¹ On April 5, 2021 the City filed a notice of appeal of this decision. This appeal is currently pending in the Appeals Court, case # 2021-P-0429. See Appeals Court docket: <https://www.ma-appellatecourts.org/docket/2021-P-0429>.

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applying the amendments adopted under Article 28 to ensure that the Town does not run afoul of the solar use protections in G.L. c. 40A, § 3.

In light of the protections provided to solar installations, we offer the following comments on certain specific amendments in the new Section 10.7 regarding solar installations.

1. Section 10.7.13 (D) – Decommissioning by the Town

Section 10.7.13 (D) provides that the cost of removal of the solar system "will be drawn from the performance surety provided by the applicant or charged to the property owner in accordance with the provisions of chapter 139, section 3A as a tax lien on the property and said costs will constitute liens for purposes of M.G.L. chapter 40, section 58." We approve this text. However, the Town must apply it in a manner consistent with G.L. c. 139, including Section 3A. General Laws Chapter 139, Section 3A provides as follows:

If the owner or his authorized agent fails to comply with an order issued pursuant to section three and the city or town demolishes or removes any burnt, dangerous or dilapidated building or structure or secures any vacant parcel of land from a trespass, a claim for the expense of such demolition or removal, including the cost of leveling the lot to uniform grade by a proper sanitary fill, or securing such vacant parcel shall constitute a debt due the city or town upon the completion of demolition, removal, or securing and the rendering of an account therefor to the owner or his authorized agent, and shall be recoverable from such owner in an action of contract.

General Laws Chapter 139, Section 3A, establishes that certain costs incurred by a town (those costs associated with the removal of burnt, dangerous, or dilapidated buildings or structures, or the securing of vacant parcels that are subject to an order issued pursuant to G.L. c. 139, § 3) constitute a debt due the town, which shall be recoverable in a contract action. The Town may utilize the provisions of G.L. c. 139, § 3A, only where authorized by G.L. c. 139. The Town should consult with Town Counsel with any questions on this issue.

2. Section 10.7.13 (E) – Performance Surety

Section 10.7.13 (E) requires the owner or manager of the solar system, prior to the start of construction, to provide a cash deposit to cover the cost of removal and remediation of the site. General Laws Chapter 44, Section 53, requires that performance security funds of the sort contemplated here must be deposited with the Town Treasurer and made part of the Town's general fund (and subject to future appropriation), unless the Legislature has expressly made other provisions that are applicable to such receipt. An example of such legislative authority is G. L. c. 44, § 53G ½ that allows the deposit of surety proceeds into a special account under certain circumstances, as follows:

Notwithstanding section 53, in a...town that provides by by-law...rule, regulation or contract for the deposit of cash, bonds, negotiable securities, sureties or other financial guarantees to secure the performance of any obligation by an applicant as a condition of a license, permit or other approval or authorization, the monies or other security received may be deposited in a special account. Such by-law...rule or regulation shall specify: (1) the type of financial guarantees required; (2) the treatment of investment earnings, if any; (3) the performance required and standards for determining satisfactory completion or default;

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(4) the procedures the applicant must follow to obtain a return of the monies or other security; (5) the use of monies in the account upon default; and (6) any other conditions or rules as the...town determines are reasonable to ensure compliance with the obligations. Any such account shall be established by the municipal treasurer in the municipal treasury and shall be kept separate and apart from other monies. Monies in the special account may be expended by the authorized board, commission, department or officer, without further appropriation, to complete the work or perform the obligations, as provided in the by-law...rule or regulation. This section shall not apply to deposits or other financial surety received under section 81U of chapter 41 or other general or special law.

For the Town to deposit surety proceeds into a special account, the Town must comply with the requirements of G.L. c. 44, § 53G ½. Otherwise, surety proceeds must be deposited into the Town's general fund, pursuant to G.L. c. 44, § 53. The Town should consult with Town Counsel with any questions regarding the proper application of Section 10.7.13 (E).

Article 39 - Article 39 amends the Town's general by-laws by deleting the existing Article VI, Section 634 and inserting a new Section 634, "Comprehensive Stormwater By-law." The purpose and objectives of the new by-law include: (1) establish minimum requirements and procedures to control the adverse impacts associated with stormwater runoff; (2) reduce the adverse water quality impacts of stormwater discharges to rivers, lakes, reservoirs, and streams in order to meet federal water quality standards; (3) prevent the discharge of pollutants; and (4) minimize damage to public and private property from flooding. Article I, Section A, "Purpose and Objective."

I. Law Applicable to the Stormwater Bylaw

Both the federal government and the Commonwealth of Massachusetts have enacted certain regulations relative to stormwater management by municipalities. For instance, the federal Environmental Protection Agency has enacted requirements pertaining to operators of municipal separate storm sewers. See 40 C.F.R. § 122.34. The Massachusetts Department of Environmental Protection (the Department) has promulgated regulations at 310 C.M.R. § 10.05 (6) (k)-(q) ("Stormwater Management Standards"), pursuant to G.L. c. 131, § 40. Furthermore, the Department has promulgated stormwater regulations at 314 C.M.R. §§ 3.04 and 5.04, pursuant to G.L. c. 21, §§ 26-53 (the Massachusetts Clean Waters Act). Any local regulation of stormwater management must be supplementary to and consistent with the regulation of such matters by the federal government and the Commonwealth of Massachusetts. Operators of municipal separate storm sewers are required to develop and implement a stormwater management plan that meets certain minimum measures. See 40 C.F.R. § 122.34.

The federal regulations suggest that municipalities adopt local laws or regulations as part of an effective stormwater management plan. See, e.g., 40 C.F.R. § 122.34 (b) (3) (ii) (B); 40 C.F.R. § 122.34 (b) (4) (ii) (A); 40 C.F.R. § 122.34 (b) (5) (ii) (B). It appears the new Stormwater Bylaw is part of the Town's efforts to effectively manage stormwater.

II. Comments on the New Stormwater Bylaw

1. Article I, Section B - Definitions

Article I, Section 2 defines the term "Person" as follows:

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Any individual, group of individuals, association, partnership, corporation, company, business, organization, trust, estate, administrative agency, public or quasi-public corporation or body, the Commonwealth or political subdivision thereof, and any officer, employee, or agent of such person.

We approve the definition of "Person." However, the Town's authority to regulate state entities is limited. "The doctrine of essential governmental functions prohibits municipalities from regulating entities or agencies created by the Legislature in a manner that interferes with their legislatively mandated purpose, absent statutory provisions to the contrary." Greater Lawrence Sanitary Dist. v. Town of North Andover, 439 Mass. 16 (2003). See also Teasdale v. Newell & Snowing Const. Co., 192 Mass. 440 (1906) (holding local board of health could not require state park commissioners to obtain license to maintain stable on park land). The Town's enforcement of its new by-law cannot impermissibly interfere with the operation of a state entity. The Town should discuss any questions regarding the proper application of the by-law with Town Counsel.

2. Article II, Section A – Applicability

Article II, Section A, requires review of a proposed stormwater management design prior to the issuance of a special permit. Specifically, Article II, Section A (2), provides as follows:

Projects that require the issuance of a Special Permit or Site Plan Approval must first obtain review of the proposed stormwater management system design by the Permitting Authority/Authorized Enforcement Agency. The comments and revisions required by the Permitting Authority/Authorized Enforcement Agency shall be incorporated into the application for the Local Stormwater Management Permit.

This section of the by-law must be applied consistent with G.L. c. 40A, § 9 pertaining to special permits. General Laws Chapter 40A, Section 9 establishes the process for special permits applications and provides in pertinent part as follows:

Each application for a special permit shall be filed by the petitioner with the...town clerk and a copy of said application, including the date and time of filing certified by the...town clerk, shall be filed forthwith by the petitioner with the special permit granting authority. The special permit granting authority shall hold a public hearing, for which notice has been given as provided in section eleven, on any application for a special permit within sixty-five days from the date of filing of such application;...The decision of the special permit granting authority shall be made within ninety days following the date of such public hearing.

The Town should be mindful that notwithstanding the requirements of Article II, Section A (2) that a project must obtain review of the proposed stormwater management system prior to the issuance of a special permit, the filing of a special permit application begins the administrative clock in which the Special Permit Granting Authority must render a decision. Mark Bobrowski, Handbook of Massachusetts Land Use and Planning Law, § 10.03 (2003). If the Town fails to hold a public hearing on a special permit application within the time set forth under G.L. c. 40A, § 9, a special permit may be constructively approved. The Town may wish to discuss this issue in more detail with Town Counsel.

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3. Article II, Section E – Surety

Article II, Section E requires the developer to post a surety or other means of security prior to the issuance of a building permit for the construction of a development requiring a stormwater management facility. As set forth in more detail above, for the Town to deposit surety proceeds into a special account, the Town must comply with the requirements of G.L. c. 44, § 53G ½. Otherwise, surety proceeds must be deposited into the Town’s general fund, pursuant to G.L. c. 44, § 53. The Town should consult with Town Counsel with any questions regarding the proper application of Article II, Section E.

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

Very truly yours,

MAURA HEALEY
ATTORNEY GENERAL

Nicole B. Caprioli

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

cc: Town Counsel Stephen M. Reilly, Jr.

If you would like to receive emergency or urgent information notifications from the Town of Wilbraham, you may go to the Town’s website:
www.wilbraham-ma.gov
and click on the “Get Connected” button on the main page.

VRIS	TOWN OF WILBRAHAM	12/30/2021			
PPS070-3	Count of Residents By Ward and Precinct	Page 1 of 1			
Ward No	Precinct	Active	Inactive	Non-Voter	Grand Total
0	A	2760	194	890	3844
	B	2577	167	996	3740
	C	2595	144	864	3603
	D	2636	144	920	3700
0 Total		10568	649	3670	14887
Grand Total		10568	649	3670	14887

VOTER REGISTRATION BY PRECINCT
(As of December 31, 2021)

PREC	Rep	Dem	Unen	Political Designations	Total
A	520	725	1667	42	2954
B	454	654	1600	36	2744
C	520	568	1614	37	2739
D	457	691	1612	20	2780
TOTAL: 1951 2638 6493 135 11217					

VITAL STATISTICS

BIRTHS	2017	2018	2019	2020	2021
MALES	50	56	56	42	55
FEMALES	35	37	44	46	44
TOTALS	85	93	100	88	99
MARRIAGES					
	46	58	45	37	60
DEATHS					
MALES	92	96	94	116	88
FEMALES	146	145	156	153	120
TOTALS	238	241	250	269	208

ATTEST: Carole J. Tardif
Town Clerk

Office of the Town Clerk Receipts
Summary Report
Beginning 7/01/2020 and Ending 06/30/2021

Description	# Sold	Receipts
Stray Fine	8	\$80
Noncriminal Tickets	7	\$700
Boarding Fees	16	\$160
Misc	187	\$192
Marriage	54	\$1,610
Copy of Rec	1387	\$13,920
HT Permiss	257	\$514
Bus Cert	110	\$4,360
Raffle Pmt	4	\$80
Gas Permit	11	\$1,040
Cemetery BK	1	\$2
Street List	2	\$20
Dog Tag Registration	3443	\$34,617

Total Cash.....\$3,053.25
Total Checks.....\$34,864.75
Total Credit Cards.....\$19,377.00
Total Receipts.....\$57,295.00

SPECIAL TOWN MEETING

October 18, 2021

Attendance:

Precinct A: 239
Precinct B: 154
Precinct C: 122
Precinct D: 170
Total ----- 685

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, October 18, 2021. Moderator James Jurgens noted a quorum was present at 7:00 pm and stated we would wait until all residents were checked in for the Special Town Meeting. Moderator James Jurgens opened the meeting at 7:34pm. Moderator Jurgens welcomed all and asked attendees to join in reciting the Pledge of Allegiance before the call of the meeting that was read by Town Clerk Carole J. Tardif.

ARTICLE 1. Transfer of Funds Between Line Items In the Board of Health Budget.

Passing by majority to transfer the sum of \$65,000.00 from previously appropriated but unexpended funds in the following FY'2022 budget:
 Board of Health Regular Salaries Account Number 511-1101 \$65,000.00.
 And to place such funds in the following amount in the following FY'2022 budget:
 Board of Health Professional Services Account Number 11-5219 \$65,000.00.

ARTICLE 2. Appropriations for Ambulance Depreciation Account.

Passing by majority to appropriate \$83,000 from receipts reserved for Appropriation for the Ambulance and \$276,000 from the depreciation account for vehicle and equipment replacement for the purchase of a new ambulance vehicle and equipment in Fiscal Year 22 pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 3. Zoning By-Law Amendment - Zoning By-Law Amendment - Rezoning from N.O. to R-26.

Passing by declared two-third hand counted vote (Yes – 583, No – 4) to amend the Wilbraham Zoning By-Law and the accompanying Zoning Map reference therein by rezoning from Neighborhood Office (N.O.) to Residence-26 (R-26) a parcel of land containing approximately 32,940

square feet of land located at 384 Main Street owned by SK3 Realty, LLC. as more particularly described on a plan on file with the Town Clerk entitled "Article 3-Zoning Amendment Exhibit A."

Passing by declared two-third counted vote (Yes – 583, No – 4) to appropriate a sum of money as printed in Article 3 of the Warrant.

ARTICLE 4. Acceptance of Deeds.

Passing by majority to accept the donation of land from the Estate of Louis V. Smola, said property known as 96V Lake Drive, Wilbraham, MA in a deed recorded at the Hampden County Registry of Deeds, Book 2774, Page 0437, Map 107 in the Assessor's Office; said acceptance to be subject to approval by Town Counsel.

ARTICLE 5. Adult Community Center Funding.

Passing by declared two-third hand counted vote (Yes – 563, No – 49) that \$10,900,000 is appropriated to pay costs of designing, constructing, equipping and furnishing a new Wilbraham Adult Community Center to be built on Town property located behind Town Hall, and as recommended by the Senior Center Feasibility Study Committee, including the payment of all costs incidental and related thereto, and that to meet this appropriation, \$3,200,000 shall be transferred from the Capital Stabilization Account, \$500,000 shall be transferred from the Stabilization Account, and the Treasurer, with the approval of the Selectmen, is authorized to borrow \$7,200,000 under and pursuant to G.L. c. 44, §7(1) or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. No amounts shall be borrowed or expended pursuant to this vote unless the Town shall have voted to exclude the repayment of principal of and interest on \$1,700,000 of the amount authorized to be borrowed by this vote from the limitation on property taxes set forth in G.L. c. 59, §21C (also known as Proposition 2½).

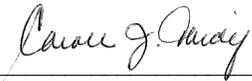
Passing by declared two-third hand counted vote (Yes – 563, No – 49) to appropriate a sum of money as printed in Article 5 of the Warrant.

ARTICLE 6. Transfer of Funds for Adult Community Center.

Passing by majority to transfer \$41,583.29 from the Sale of Real Estate Account to be used for expenses relative to the costs of designing, constructing, equipping and furnishing the Adult Community Center.

Moderator Jurgens moved to adjourn meeting and was seconded, meeting was adjourned at 9:02 pm.

A true attest copy:



Carole J. Tardif
 Town Clerk of Wilbraham

Information and Technology (IT) Department

During 2021, much of the IT Department's time was utilized supporting the day-to-day technology needs of all Town municipal departments. The IT Department currently has 3 full time staff members (IT Director, Network Administrator and a Helpdesk/Website Support Technician). Outside consultants were leveraged to provide the extra support when needed. COVID-19 continued to impact our department with a focus on continued support for remote access, mobile devices and remote meeting capabilities.

Many IT Department accomplishments are below:

- ◆ Supported all Town department printers, copiers, network devices, workstations, servers, software, video, phone, radio, security and other "IT-like" systems. IT staff priority is to ensure that all Town departments maintain continuity of business operations – especially those providing public facing services.
- ◆ Continued using open source virtualization technologies to virtualize more Town servers and workstations.
- ◆ Continued operation and maintenance of wireless technology in Town buildings. Many Town buildings and properties support free wi-fi access.
- ◆ Continued maintenance and operation of the municipal building-to-building (WAN/VPN) network using fiber optic backbone paired with free and open software firewalls.

Board of Selectmen

- ◆ Continued battery backup (UPS) installation, upgrades and battery maintenance in all facilities.
- ◆ Continued working with surrounding municipal and regional IT Directors to plan framework for future regionalization, mutual aid, grant application, training and other group efforts.
- ◆ Continued maintenance, upgrades and content coordination for the Town website (<http://wilbraham-ma.gov>) and other linked Internet technologies (Facebook, Twitter, Blackboard Connect [reverse 911], and others).
- ◆ Continued involvement in the design, planning, installation and maintenance of the Town's public safety and other radio communication systems.
- ◆ Continued performing memory, hard drive and component upgrades, cleanings and other maintenance to extend the useful lifespan of Town computers and network devices. Continued migrating end of life applications and operating systems to current versions.
- ◆ Continued e-waste removal from Town facilities and departments for proper re-purposing or eco-friendly recycling.
- ◆ Continued operation and monitoring of MBI fiber circuits for Town Hall and Fire HQ buildings.
- ◆ Continued usage of cloud/SaaS services for some departments and evaluation of feasibility and cost effectiveness of migrating other internally hosted systems to these services.
- ◆ Continued maintenance and improvements of the IT building located at 16 Main Street. The facility serves as IT staff offices and meeting space, technology inventory and archival storage, and offsite disaster recovery storage for existing data rooms located in other town buildings.
- ◆ Implemented phase 3 of the cloud-based Town-wide voice-over-IP (VoIP) phone system. Added the Police Department building to it.
- ◆ Designed and implemented network and systems to facilitate the regional dispatch project with Hampden. Converted Wilbraham's CAD system to multi-agency and merged Hampden Police into it. Linked Hampden Fire's cloud-based call management system with Wilbraham's CAD-XML call export system.

The Board of Selectmen is pleased to issue this 2021 Annual Report to the citizens of Wilbraham. The Board of Selectmen was proud to see the resilience of our community as the second year of the COVID pandemic continued to have profound effects on our daily lives. The role of local government in providing vital services to our citizens during this challenging time was never more important.

Robert J. Boilard and Carolyn F. Brennan continued their service on the Board of Selectmen. Robert W. Russell decided it was time to step down after many years of outstanding service to the Town. Theresa J. Goodrich was elected to the Board of Selectmen when the Annual Town Elections were held on their customary Saturday after Town Meeting in May. Following the Annual Town Election, the Board of Selectmen reorganized with Robert J. Boilard voted Chairman; Carolyn F. Brennan voted Vice Chairman; and Theresa J. Goodrich voted Clerk.

The Board of Selectmen usually meets weekly on Monday evenings, often with an Executive Session at approximately 6:00 p.m., and an Open Session at 7:00 p.m. Meetings are generally held bi-weekly during the summer months. The Board of Selectmen conducted their meetings via remote participation until May in 2021, and then in a hybrid fashion with in-person and remote participation for the remainder of the year. Meeting agendas are posted a minimum of 48 hours prior to scheduled meetings. The Board of Selectmen met fifty-six times in 2021.

The Board of Selectmen continued the practice of starting their meetings with COVID updates. Beginning with the Fire Chief, department heads, including the Health Agent gave weekly updates on case statistics and impacts on departmental services. Changes in guidance from the CDC and MA DPH, the Governor's Office, and other agencies were often discussed. Citizen questions or input were also considered. The Board of Selectmen acted to keep residents informed on the latest COVID developments.

In addition to the many aspects of COVID, other important matters the Board of Selectmen deliberated on were formulating the Fiscal Year 2022 Budget; proposing and approving Annual Town Meeting in May, and the Special Town Meeting in October; appointing volunteers to various boards and committees; licensing, permitting and lease agreements; general personnel matters and various collective bargaining issues; disposition of surplus property; bid awards; animal control issues; utility easements and pole locations; acceptance of public ways; use of town property for public events; approving or supporting various grants, regional initiatives, etc.

The Board of Selectmen continued the process of hiring new Department Heads to replace those who retired in 2021. Derek Geser was hired as the Town Accountant. Christopher Keefe was hired as the new Principal Assessor, at the recommendation of the Board of Assessors. Likewise, Michelle Buck was hired as the new Planning and Community Development Director, upon concurrence of the Planning Board. Barbara Hancock was hired in December as the Assistant Town Administrator for Budget and Finance, Treasurer, and Collector fill the vacancy due to Thomas Sullivan's retirement.

The Board of Selectmen would like to issue a special thank you and congratulations to Tom Sullivan who served the Town of Wilbraham for nearly forty years. He was a dedicated, well-respected employee of the Town. He was widely and highly regarded for his expertise in handling his duties. Tom worked tirelessly for the Town of Wilbraham, and we are grateful for his service.

Board of Selectmen

The Board of Selectmen also considered and addressed the following matters in 2021:

Negotiated and signed an agreement with the Town of Hampden to establish Regional 9-1-1 services for both communities; negotiated and signed an agreement with the Towns of Hampden, Longmeadow and Monson to establish the Eastern Hampden Shared Public Health Services to provide a wide range of public health services to the four communities; conducted a public hearing process with USA Waste/Western Recycling on proposed expansion of operations at the 120 Old Boston Road Recycling facility, and issued regulations relative thereto with forty-two discrete conditions; recommended to Town Meeting and, upon the passage, accepted the donation of land known as 96V Lake Drive; settled collective bargaining agreements with the IUOE Local 98 and NEPBA Local 120 unions; and approved the hire and/or promotion of several members of the Police and Fire Departments. The Board hosted a somber occasion in June to honor the sacrifices made by Theeb Al-Yami and his cousin, Jaser Al-Rakah when they lost their lives on June 29, 2018, trying to save people from drowning near the Red Bridge boat launch. This remembrance honored their bravery, and underscored the fragility of life.

The coronavirus ebbed and flowed with varying degrees of intensity in 2021. It was still a major factor in daily life. The Board of Selectmen was focused obtaining accurate, consistent information and providing it to the public throughout the year. The Board of Selectmen was pleased to open municipal offices in the spring, but was very concerned about whether or not to close them again in the early to mid-fall as the Omicron variant mounted a resurgence of illness. The Board of Selectmen kept municipal offices open, and did not impose a Town-wide mask mandate, as some other Massachusetts communities did. To make difficult decisions like this is the duty and privilege of the Board of Selectmen, and we are grateful for the support we receive from our fellow citizens, whether they agree with a particular decision or not.

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

2021-2022 LIAISON ASSIGNMENTS	2021 Permits and Licenses		
	Type of License/Permit	# Issued	Fees Collected
<p style="text-align: center;">Robert J. Boilard, Chairman</p> <p style="text-align: center;">Solid Waste Advisory Committee Scantic Valley Health Trust Commission on Disability Planning Board Assessor's Office Building Department Traffic Safety Team Department of Veterans' Affairs Public Library Local Emergency Planning Committee Playground & Recreation Commission Economic Development Initiative Steering Committee</p> <p style="text-align: center;">Carolyn F. Brennan, Vice Chairman</p> <p style="text-align: center;">Finance Committee Fire Department Police Department Water Commission Sewer Advisory Board Council on Aging Open Space and Recreation Committee Cultural Council Capital Planning Committee Treasurer/Collector's Office Advisory Board of Health Accounting Office Engineering Dept./DPW Wilbraham Nature & Cultural Council Town Clerk's Office</p> <p style="text-align: center;">Theresa J. Goodrich, Clerk</p> <p style="text-align: center;">HWRSD School Committee Cable TV Advisory Committee Public Access TV Committee Country Club of Wilbraham Zoning Board of Appeals Conservation Commission Historical Commission Cemetery Commission Personnel Board Community Preservation Committee Broadband Advisory Committee Sealer of Weights and Measures IT Department</p> <p style="text-align: center;">Board of Selectmen Robert J. Boilard, Chairman Carolyn F. Brennan, Vice Chairman Theresa J. Goodrich, Clerk</p> <p style="text-align: center;">Town Administrator Nick Breault</p> <p style="text-align: center;">Administrative Assistant to the Town Administrator and Board of Selectmen Heather Kmelius</p>	Annual Food Establishment Permit (All types)	67	\$4,415
	Common Victualer License	29	\$725
	Milk & Cream License	12	\$120
	Annual Caterer's License	3	\$180
	Annual Entertainment License (Sundays)	7	\$350
	Annual Entertainment License (Mondays-Saturdays)	12	\$1,200
	Tobacco Licenses	8	\$800
	Tanning Facilities	1	\$50
	Auto – Class I	2	\$200
	Auto – Class II	3	\$300
	Roller Skating Rinks	1	\$1,000
	Juke Boxes	5	\$120
	Pool Tables	1	\$280
	Amusement Devises	6	\$1,075
	Motel, Cabins	1	\$50
	Pasteurization	1	\$10
	Frozen Dessert (Wholesale Mfg and Small Business Mfg Retail)	3	\$300
	Pawnbrokers/Junk & Secondhand Dealers	0	\$0
	New License for Above ground Storage of Flammable and Combustible Liquids, Flammable Gases and Solids	0	\$0
	Annual Liquor Licenses (Sec.15,Sec.12, Sec. 19, & includes transfers)	19	\$32,250
Temporary Food Establishment Permit	107	\$2,000	
Temporary Entertainment License (1 Event, incl. Sundays)	25	\$50	
Section 14: Special Alcohol License (1 day license & Special - Educational)	26	\$1,170	
Seasonal Food Establishment Permit	10	\$540	
Seasonal & Annual Operation of Swimming Pool License	6	\$250	
Seasonal Camp License	6	\$375	
*Fees for non-profit entities are waived by the BoS/BoH upon request.			

Finance

Capital Planning Committee

Board of Assessors

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

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

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

Looking at FY 2022 (Past Year) the Town approved \$380,280.00 in capital projects that were funded from free cash. By not borrowing for these projects, the Town will save money on future interest payments.

Looking at FY 2023 (coming year) the committee anticipates a borrowing recommendation of \$0 for vehicles and equipment and \$300,000 for the remodeling of public buildings. The committee will be talking to department managers and the school staff at public meetings to better solidify final recommendations for Town Meeting. They will also review different funding methods including the use of free cash and borrowing of funds to finance.

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

Capital Planning Committee

Nicholas Manolakis, Chairman
Paul Kukulka, Vice Chairman
Todd Luzi
Jim Rooney
Kevin Hanks

The Board of Assessors is comprised of three members each elected for a three-year term. This past year Chairman Roger J. Roberge II and Board Member John M. Wesolowski congratulated Lawrence G. LaBarbera on his re-election. The daily functions of the Assessors' Office are managed by Principal Assessor Christopher Keefe, Assistant Administrator Maryann Wilkinson, and Senior Administrative Clerk Katherine N. Robinson. Administrative Assessor Cathy Barnes departed after 14 years to accept the Principal Assessor position in the neighboring town of Monson. Subsequent to her departure, the office was staffed only by "Tap" Robinson and part-time clerk Sue Redman, who both did a remarkable job keeping the office functioning until the arrival of new Assistant Administrator (and local resident) Maryann Wilkinson. During her brief tenure administrating the Assessors' Office, Tap was able to track down a missing state reimbursement which brought an extra \$115,767 to the Town coffers. Sue Redman retired shortly after the office reached full staffing again; her skill, knowledge, and attention to detail will be difficult to replace and truly missed.

During the past year the staff performed a full revaluation of all property in Town, which is the process required by the Massachusetts Department of Revenue (DOR) every five years. The DOR required that all classes of property be valued at full and fair market value as of January 1st of 2021. The real estate market in Wilbraham and throughout Hampden County has been incredibly strong after being on pause at the beginning of 2020. After a review of recent market sales, vacancy rates, rents and capitalization rates revealed that the Town was under actual market values, significant increases in property values were made across all classes to bring the assessments up to full and fair value for FY2022. All of the revaluation work was completed in-house except the valuation of utility properties, which were valued by a professional consultant per newly-issued DOR requirements. For fiscal year 2022, the value all non-tax-exempt real and personal property in Wilbraham amounts to \$2,063,640,241; this is an increase from FY2021 where the total taxable value was \$1,778,144,200. The average single-family home is now worth \$347,400 and the average tax bill is \$7,118 for FY2022. New construction, remodeling and additions ("New Growth") amounted to \$22.7 million in value, which added \$521,378 in new tax dollars for FY2022. The Massachusetts Department of Revenue approved the tax rate for fiscal year 2022 at \$20.49 down from last year's rate of \$22.96 per thousand.

Additionally, the Board of Assessors levied almost \$2.5 million in Motor Vehicle Excise tax during calendar 2021, and \$450,413.98 in Community Preservation Act surcharges. The assessors and the staff also continued their application of Chapter 61A, Senior Work-Off Program, Blind, Elderly, and Disabled Veteran Exemption Programs; all these programs allow some resident taxpayers, who meet certain specific eligibility requirements established by the State Legislature, to receive some level of relief on their annual property taxes.

Board of Assessors

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

Assessors' Office Employees

Christopher Keefe RMA, Principal Assessor
Maryann Wilkinson MAA, Assistant Administrator
Katherine N. Robinson, Senior Administrative Clerk

Board of Assessors (continued)

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES
BUREAU OF ACCOUNTS

Wilbraham
TOWN

TAX RATE RECAPITULATION Fiscal Year 2022

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from page 2, IIe)	\$ 58,137,383.55
Ib. Total estimated receipts and other revenue sources (from page 2, IIIe)	15,853,395.00
Ic. Tax Levy (Ia minus Ib)	\$ 42,283,988.55
Id. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) Ic above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	88.5858	37,457,609.53	1,828,091,807.00	20.49	37,457,601.13
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	7.0642	2,987,025.52	145,779,934.00	20.49	2,987,030.85
Net of Exempt					
Industrial	1.5860	670,624.06	32,728,500.00	20.49	670,606.97
SUBTOTAL	97.2360		2,006,600,241.00		41,115,238.95
Personal	2.7640	1,168,729.44	57,040,000.00	20.49	1,168,749.60
TOTAL	100.0000		2,063,640,241.00		42,283,988.55

MUST EQUAL 1C

Assessors

Lawrence G. La Barbera, Assessor, Wilbraham, ckeefe@wilbraham-ma.gov 413-596-2800 | 12/7/2021 3:12 PM
 Comment:
 Roger J Roberge, Assessor, Wilbraham, ckeefe@wilbraham-ma.gov 413-596-2800 | 12/7/2021 3:42 PM
 Comment:
 Christopher Keefe, Principal Assessor, Wilbraham, ckeefe@wilbraham-ma.gov 413-596-2800 | 12/15/2021 8:47 AM
 Comment:

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

Reviewed By: James Podolak
 Date: 12/15/2021
 Approved: Jared Curtis
 Director of Accounts: Deborah A. Wagner

TAX RATE RECAPITULATION Fiscal Year 2022

II. Amounts to be raised

IIa. Appropriations (col.(b) through col.(g) from page 4)	57,363,683.00
IIb. Other amounts to be raised	
1. Amounts certified for tax title purposes	0.00
2. Debt and interest charges not included on page 4	0.00
3. Final Awards	0.00
4. Retained Earnings Deficit	0.00
5. Total cherry sheet offsets (see cherry sheet 1-ER)	29,722.00
6. Revenue deficits	0.00
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00
8. CPA other unappropriated/unreserved	273,931.00
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00
10. Other :	0.00
TOTAL IIb (Total lines 1 through 10)	303,653.00
IIc. State and county cherry sheet charges (C.S. 1-EC)	162,499.00
IId. Allowance for abatements and exemptions (overlay)	307,548.55
IIf. Total amount to be raised (Total IIa through IId)	58,137,383.55

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State	
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	1,805,398.00
2. Massachusetts school building authority payments	0.00
TOTAL IIIa	1,805,398.00
IIIb. Estimated receipts - Local	
1. Local receipts not allocated (page 3, col (b) Line 24)	2,938,300.00
2. Offset Receipts (Schedule A-1)	0.00
3. Enterprise Funds (Schedule A-2)	3,626,878.00
4. Community Preservation Funds (See Schedule A-4)	875,135.00
TOTAL IIIb	7,440,313.00
IIIc. Revenue sources appropriated for particular purposes	
1. Free cash (page 4, col (c))	1,510,759.00
2. Other available funds (page 4, col (d))	5,096,925.00
TOTAL IIIc	6,607,684.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate	
1a. Free cash..appropriated on or before June 30, 2021	0.00
1b. Free cash..appropriated on or after July 1, 2021	0.00
2. Municipal light surplus	0.00
3. Other source :	0.00
TOTAL IIId	0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)	15,853,395.00

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

a. Total amount to be raised (from IIf)	58,137,383.55
b. Total estimated receipts and other revenue sources (from IIIe)	15,853,395.00
c. Total real and personal property tax levy (from IIf)	42,283,988.55
d. Total receipts from all sources (total IVb plus IVc)	58,137,383.55

TAX RATE RECAPITULATION
Fiscal Year 2022

LOCAL RECEIPTS NOT ALLOCATED *

	Receipt Type Description	(a) Actual Receipts Fiscal 2021	(b) Estimated Receipts Fiscal 2022
==>	1. MOTOR VEHICLE EXCISE	2,266,367.00	2,220,000.00
	2. OTHER EXCISE		
==>	a.Meals	0.00	0.00
==>	b.Room	14,662.00	18,000.00
==>	c.Other	884.00	800.00
==>	d.Cannabis	0.00	0.00
==>	3. PENALTIES AND INTEREST ON TAXES AND EXCISES	338,625.00	260,000.00
==>	4. PAYMENTS IN LIEU OF TAXES	5,121.00	5,000.00
	5. CHARGES FOR SERVICES - WATER	0.00	0.00
	6. CHARGES FOR SERVICES - SEWER	0.00	0.00
	7. CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
	8. CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
	9. OTHER CHARGES FOR SERVICES	19,370.00	10,000.00
	10. FEES	45,082.00	45,000.00
	a.Cannabis Impact Fee	0.00	0.00
	b.Community Impact Fee Short Term Rentals	0.00	0.00
	11. RENTALS	34,533.00	30,000.00
	12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
	13. DEPARTMENTAL REVENUE - LIBRARIES	683.00	6,000.00
	14. DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
	15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
	16. OTHER DEPARTMENTAL REVENUE	39,042.00	35,000.00
	17. LICENSES AND PERMITS	268,307.00	265,000.00
	18. SPECIAL ASSESSMENTS	0.00	0.00
==>	19. FINES AND FORFEITS	8,475.00	8,500.00
==>	20. INVESTMENT INCOME	39,823.00	35,000.00
==>	21. MEDICAID REIMBURSEMENT	0.00	0.00
==>	22. MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	487.00	0.00
==>	23. MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	515,499.00	0.00
	24. Totals	3,596,960.00	2,938,300.00

Accounting Officer

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

Derek Geser, Town Accountant, Wilbraham, dgeser@wilbraham-ma.gov 413-596-2800 | 12/8/2021 12:58 PM

Comment:

* 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 departmental revolving funds per Chapter 44, Section 53E 1/2. 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 2022 estimated receipts to FY 2021 estimated receipts to be used in calculating the Municipal Revenue Growth Factor (MRGF).

TAX RATE RECAPITULATION
Fiscal Year 2022

City/Town Council or Town Meeting Dates	FY*	APPROPRIATIONS							AUTHORIZATIONS	
		(a) Total Appropriations Of Each Meeting	(b) From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
05/10/2021	2022	50,258,904.00	46,643,309.00	81,659.00	1,035,925.00	0.00	1,896,807.00	601,204.00	51,000.00	0.00
05/10/2021	2022	1,851,118.00	0.00	600,000.00	0.00	0.00	1,251,118.00	0.00	0.00	0.00
05/10/2021	2022	1,192,661.00	0.00	829,100.00	0.00	0.00	363,561.00	0.00	0.00	0.00
05/10/2021	2022	20,000.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00
05/10/2021	2022	65,000.00	0.00	0.00	65,000.00	0.00	0.00	0.00	0.00	0.00
10/18/2021	2022	276,000.00	0.00	0.00	276,000.00	0.00	0.00	0.00	0.00	0.00
10/18/2021	2022	3,700,000.00	0.00	0.00	3,700,000.00	0.00	0.00	0.00	0.00	7,200,000.00
	Total	57,363,683.00	46,643,309.00	1,510,759.00	5,096,925.00	0.00	3,511,486.00	601,204.00		

* Enter the fiscal year to which the appropriation relates.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source. Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

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

Clerk

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

Carole J Tandif, Town Clerk, Wilbraham, ctandif@wilbraham-ma.gov 413-596-2800 | 12/1/2021 11:05 AM

Comment:

Finance Committee

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

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

Wilbraham continues to be in a strong financial position. The Town's FY21 free cash was certified at 3.1M. At the Annual Town Meeting on May 10, 2021, an additional \$600,000 was appropriated into the Stabilization Funds bringing the total to \$4.89M. The Reserve Fund, which can only be used for extraordinary and unforeseen expenses, had a balance of \$300,000, from which \$40,244 was expended to fund various unforeseen expenses. We continue to make contributions into the Other Post Employment Benefit Trust Fund to reduce unfunded liability.

The Finance Committee has been able to accomplish this while keeping taxes below the maximum allowable tax levy. In FY2021, the town's maximum allowable tax levy was \$40,892,081. The Town appropriated \$39,836,580, which is \$1,055,501 under the levy limit.

The Finance Committee would like to introduce two members of the Town's Accounting & Finance Team: Derek Geser, Town Accountant and Barbara Hancock, Assistant Town Administrator Budget and Finance. They are key in ensuring the Town's financial matters run smoothly.

Lastly, over the past 12 months, we had several long-standing employees from Town Hall retire that worked hand in hand with the Finance Committee. Tom Sullivan, Assistant Town Administrator Budget and Finance and Nancy Johnson, Town Accountant both retired after decades of dedicated service to Wilbraham. Thank you to both of them.

Respectfully submitted by,

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

Town Accountant

The Accounting Department's main responsibility is maintaining the financial records of the Town. We insure the "books" are in balance at the end of each month and ready for closing at the end of the fiscal year. The Accounting Department provides the Department of Revenue, Division of Local Services with the information they need, to in turn, provide the Town with a "free cash" figure at year end. The term "Free Cash" is also referred to as unappropriated fund balance and is a factor in every budget cycle. The "free cash" calculation includes surplus revenue, unexpended appropriations, balance from prior year free cash not appropriated and outstanding property taxes. The free cash figure for FY2021 was \$3,171,872 and will be available for appropriation in FY2022 or FY2023, which will be voted at the May 2022 Town Meeting. The Town's policy is non-recurring revenues should only be used in support of non-recurring expenses or to build reserves.

The DOR also processes Retained Earnings for the Town's Enterprise Funds. The Retained Earnings certified at the end of FY2021 were: Water \$525,669, Wastewater \$183,853 and Solid Waste \$82,548. The Enterprise Funds can also appropriate at the Annual Town Meeting, the retained earnings for their future budget purposes if they choose.

Every year the Town of Wilbraham will have an independent audit of the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information. The Annual Financial Statements prepared by Melanson and Heath are available in the Accounting Department.

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

Staff Accountant Roxanne Lopez joined the Accounting Department in FY2022. Roxanne processes all vendor payments for the departments. She checks all vendor bills for pertinent information as well as checking all calculations for accuracy. Roxanne processes over 6,000 vendor bills in the course of a year.

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

I would like to give a special thank you to my assistant, Krys Viess, who went the extra mile while we were trying to fill the Staff Accountant position and did an outstanding job in the Accounting Department.

In closing I would like to thank the Board of Selectmen for their ongoing support and all of our department directors for their continued cooperation.

Respectfully submitted by,
Derek Geser
Town Accountant

Town of Wilbraham, MASSACHUSETTS
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2021
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
ASSETS								
Cash and cash equivalents	6,029,501.25	3,397,900.20	602,342.85	2,022,969.79		7,594,022.12		19,646,736.21
Investments								-
Receivables:								-
Personal property taxes	59,654.04							59,654.04
Real estate taxes	1,008,147.34							1,008,147.34
Deferred taxes								-
Allowance for abatements and exemptions	(336,719.64)							(336,719.64)
Special assessments	31,018.47			1,767,591.17				1,798,609.64
Tax liens	308,106.86			6,126.48				314,233.34
Tax foreclosures	122,102.85			-				122,102.85
Motor vehicle excise	333,646.42							333,646.42
Other excises	(36.20)							(36.20)
User Fees				254,464.80				254,464.80
Utility Liens added to Taxes				12,630.14				12,630.14
Departmental	16,612.74	29,644.80						46,257.54
Other receivables		515,007.23						515,007.23
Due from other governments	58,266.48							58,266.48
Due to/from other funds								-
Working Deposit								-
Prepays								-
Inventory								-
Performance Bonds						834,214.33		834,214.33
Fixed assets, net of accumulated depreciation								-
Amounts to be provided - payment of bonds			1,272,000.00				7,965,902.00	9,237,902.00
Amounts to be provided - vacation and sick leave							1,149,151.49	1,149,151.49
Total Assets	7,630,300.61	3,942,552.23	1,874,342.85	4,063,782.38	-	8,428,236.45	9,115,053.49	35,054,268.01
LIABILITIES AND FUND EQUITY								
Liabilities:								
Accounts payable								-
Warrants payable								-
Accrued payroll and withholdings								-
Accrued Claims Payable								-
IBNR								-
Other liabilities								-
Agency Funds						497,330.13		497,330.13
Deferred revenue								-
Real and personal property taxes	731,081.74							731,081.74
Deferred taxes								-
Prepaid taxes/fees	98,758.24							98,758.24
Special assessments	31,018.47			1,767,591.17				1,798,609.64
Tax liens	308,106.86			6,126.48				314,233.34
Tax foreclosures	122,102.85			-				122,102.85
Motor vehicle excise	333,646.42							333,646.42
Other excises	(36.20)							(36.20)
User fees				254,464.80				254,464.80
Utility Liens added to Taxes				12,630.14				12,630.14
Departmental	16,612.74							16,612.74
Deposits receivable								-
Other receivables		544,652.03						544,652.03
Due from other governments	58,266.48							58,266.48
Due to other governments								-
Due to Other Funds								-
Performance Bonds								-
Bonds payable								-
Notes payable			1,272,000.00					1,272,000.00
Vacation and sick leave liability								-
Total Liabilities	1,699,557.60	544,652.03	1,272,000.00	2,040,812.59	-	497,330.13	-	6,054,352.35
Fund Equity:								
Reserved for encumbrances	678,950.70	1,306,200.78		381,700.00				2,366,851.48
Reserved for expenditures	681,659.00	1,638,154.88	602,342.85	105,922.00		7,930,906.32	9,115,053.49	20,074,038.54
Reserved for continuing appropriations	956,975.21							956,975.21
Reserved for petty cash								-
Reserved for appropriation deficit								-
Reserved for snow and ice deficit								-
Reserved for COVID-19 deficit								-
Reserved for debt Service	79,854.27			730,564.05				810,418.32
Reserved for premiums								-
Reserved fund balance		294,941.38						294,941.38
Undesignated fund balance	3,533,303.83	158,603.16						3,691,906.99
Unreserved retained earnings				804,783.74				804,783.74
Investment in capital assets								-
Total Fund Equity	5,930,743.01	3,397,900.20	602,342.85	2,022,969.79	-	7,930,906.32	9,115,053.49	28,999,915.66
Total Liabilities and Fund Equity	7,630,300.61	3,942,552.23	1,874,342.85	4,063,782.38	-	8,428,236.45	9,115,053.49	35,054,268.01

FY2021 GENERAL AND ENTERPRISE FUND EXPENDITURES						
	DEPARTMENT	FY2021 BUDGET	FY2021 TRANS IN/OUT	FY2021 EXPENDED	FY2021 ENCUMBERED	FY2021 SURPLUS
111	LEGAL EXPENSES	150,000.00	0.00	101,591.68	48,000.00	408.32
113	TOWN MEETING SALARIES	37,334.00		20,732.21		16,601.79
113	TOWN MEETING EXPENSES	15,632.00	1,000.00	8,845.87		7,786.13
113	TOTAL DEPT.	52,966.00	1,000.00	29,578.08	0.00	24,387.92
122	SELECTMEN SALARIES	287,037.00	6,500.00	291,641.87		1,895.13
122	SELECTMEN EXPENSES	245,621.11		44,544.07	190,500.00	10,577.04
122	TOTAL DEPT	532,658.11	6,500.00	336,185.94	190,500.00	12,472.17
123	SELECTMEN NON-RECURRING	50,000.00		1,049.93	20,000.00	28,950.07
131	RESERVE FUND	300,000.00	(40,244.58)			259,755.42
134	ACCOUNTING SALARIES	230,820.00		225,735.88		5,084.12
134	ACCOUNTING EXPENSES	34,075.00		31,119.07	800.00	2,155.93
134	TOTAL DEPT.	264,895.00	0.00	256,854.95	800.00	7,240.05
137	ASSESSORS SALARIES	238,589.00		194,010.29		44,578.71
137	ASSESSORS EXPENSES	29,300.00		14,205.85	10,700.00	4,394.15
137	ASSESSORS NON-RECURRING					0.00
137	TOTAL DEPT.	267,889.00	-	208,216.14	10,700.00	48,972.86
138	TREAS/COLL SALARIES	252,631.00		252,513.45		117.55
138	TREAS/COLL EXPENSES	60,150.00		50,733.11	9,400.00	16.89
138	TOTAL DEPT.	312,781.00	0.00	303,246.56	9,400.00	134.44
154	INFORMATION TECH SALARIES	261,952.14		261,952.14		0.00
154	INFORMATION TECH EXPENSES	268,052.00		230,665.52	35,900.00	1,486.48
154	INFORMATION TECH NON-RECURRING					0.00
154	TOTAL DEPT.	530,004.14	0.00	492,617.66	35,900.00	1,486.48
161	TOWN CLERK SALARIES	136,960.00		136,853.06		106.94
161	TOWN CLERK EXPENSES	4,474.00		1,770.92		2,703.08
161	TOTAL DEPT.	141,434.00	0.00	138,623.98		2,810.02
163	REGISTRARS SALARIES	11,000.00		2,515.00		8,485.00
163	REGISTRARS EXPENSES	6,707.00	600.00	6,911.71		395.29
163	TOTAL DEPT.	17,707.00	600.00	9,426.71	0.00	8,880.29
171	CONSERVATION EXPENSES	9,289.00		6,319.61	2,900.00	69.39
179	PLANNING SALARIES	119,777.29		119,777.29		0.00
179	PLANNING EXPENSES	6,550.00		2,106.88		4,443.12
179	TOTAL DEPT.	126,327.29	0.00	121,884.17	0.00	4,443.12
191	FACILITY MAINTENANCE SALARIES	69,300.00		69,299.68		0.32
191	FACILITY MAINTENANCE EXPENSES	221,493.00		221,412.53		80.47
191	FACILITY MAINTENANCE NON-RECURR					0.00
191	TOTAL DEPT.	290,793.00	0.00	290,712.21	0.00	80.79
192	TOWN PROPS. EXPENSES	398,510.00		300,179.09	5,000.00	93,330.91
192	MEMORIAL SCH MAINTENANCE					0.00
192	TOTAL DEPT.	398,510.00	0.00	300,179.09	5,000.00	93,330.91
193	GENERAL INSURANCE EXPENSE	565,000.00	3,195.00	497,738.63	200.00	70,256.37
194	GROUP INSURANCE EXPENSE	1,728,093.00	(12,135.00)	1,606,410.63		109,547.37
194	TOTAL DEPT	1,728,093.00	(12,135.00)	1,606,410.63		109,547.37
196	TOWN REPORTS	1,900.00		1,900.00		0.00
197	SURETY BONDS	1,700.00		1,677.50		22.50
198	PENSIONS EXPENSES	2,238,539.00		2,238,539.00		0.00
199	TOWN OFFICE EXPENSES	92,315.00		49,479.11		42,835.89
199	TOTAL DEPT.	92,315.00	0.00	49,479.11	0.00	42,835.89
210	POLICE DEPT. SALARIES	2,344,881.00		2,263,058.02		81,822.98
210	POLICE DEPT. EXPENSES	223,683.00	1,000.00	178,404.03	2,112.00	44,166.97
211	POLICE NON-RECURRING	147,975.00		147,975.00		0.00
210	TOTAL DEPT.	2,716,539.00	1,000.00	2,589,437.05	2,112.00	125,989.95

	DEPARTMENT	FY2021 BUDGET	FY2021 TRANS IN/OUT	FY2021 EXPENDED	FY2021 ENCUMBERED	FY2021 SURPLUS
220	FIRE DEPT. SALARIES	1,923,291.00		1,811,292.86		111,998.14
220	FIRE DEPT. EXPENSES	176,629.00		158,524.02	8,700.00	9,404.98
220	TOTAL DEPT.	2,099,920.00	-	1,969,816.88	8,700.00	121,403.12
225	PUBLIC SAFETY COMMUNICATIONS	18,000.00		18,000.00		0.00
240	DISPATCH SALARIES	488,838.00		485,844.78		2,993.22
240	DISPATCH EXPENSES	11,619.00		10,411.73		1,207.27
240	TOTAL DEPT.	500,457.00	0.00	496,256.51	0.00	4,200.49
251	INSPECTORS SALARIES	182,692.00		165,601.45		17,090.55
251	INSPECTORS EXPENSES	6,600.00		6,448.46		151.54
251	TOTAL DEPT.	189,292.00	0.00	172,049.91		17,242.09
254	SEALER WGTS SALARIES	6,733.00		6,732.76		0.24
254	SEALER WGTS EXPENSES	2,192.00		1,648.19		543.81
254	TOTAL DEPT.	8,925.00	0.00	8,380.95		544.05
291	CIVIL DEFENSE EXPENSES	11,400.00		11,311.52		88.48
292	DOG OFFICER SALARIES	29,569.00		29,156.06		412.94
292	DOG OFFICER EXPENSES	8,041.00	400.00	5,214.45	330.00	2,896.55
292	TOTAL DEPT.	37,610.00	400.00	34,370.51	330.00	3,309.49
294	TREE WARDEN SALARIES	10,838.80		10,838.80		0.00
294	TREE WARDEN EXPENSES	69,804.00	30000.00	96,067.84		3,736.16
294	TOTAL DEPT.	80,642.80	30000.00	106,906.64	0.00	3,736.16
296	INSECT CONTROL SALARIES	3,076.66		3,076.66		0.00
296	INSECT CONTROL EXPENSES	5,659.00		1,813.50		3,845.50
296	TOTAL DEPT.	8,735.66	0.00	4,890.16		3,845.50
301	REGIONAL SCHOOL ASSESSMENT	26,269,034.00		26,269,034.00		0.00
410	ENGINEERING SALARIES	187,530.00		187,519.57		10.43
410	ENGINEERING EXPENSES	71,825.00		46,249.15	24,000.00	1,575.85
410	TOTAL DEPT.	259,355.00	0.00	233,768.72	24,000.00	1,586.28
420	HIGHWAY SALARIES	692,989.00		662,071.30		30,917.70
420	HIGHWAY EXPENSES	940,410.00	3,635.00	616,481.13	320,000.00	7,563.87
420	TOTAL DEPT.	1,633,399.00	3,635.00	1,278,552.43	320,000.00	38,481.57
511	SANITARIAN SALARIES	27,212.00		25,775.69		1,436.31
511	SANITARIAN EXPENSES	5,680.00		22.50		5,657.50
511	TOTAL DEPT.	32,892.00	0.00	25,798.19		7,093.81
541	C.O.A. SALARIES	149,280.00		134,243.16		15,036.84
541	C.O.A. EXPENSES	12,045.00		5,216.24	83.70	6,745.06
541	TOTAL DEPT.	161,325.00	0.00	139,459.40	83.70	21,781.90
543	VETERANS SALARIES	56,950.00		56,569.51		380.49
543	VETERANS EXPENSES	98,929.00	1,049.58	85,475.93		14,502.65
543	TOTAL DEPT.	155,879.00	1,049.58	142,045.44	0.00	14,883.14
591	CEMETERIES EXPENSES	31,595.00		24,597.73	325.00	6,672.27
591	TOTAL DEPT.	31,595.00	0.00	24,597.73	325.00	6,672.27
610	LIBRARY SALARIES	509,474.00		503,334.60		6,139.40
610	LIBRARY EXPENSES	228,106.00	5000.00	233,106.00		0.00
610	TOTAL DEPT.	737,580.00	5,000.00	736,440.60	0.00	6,139.40
620	RECREATION SALARIES	300,973.00		295,519.07		5,453.93
620	RECREATION EXPENSES	78,028.00		78,027.57		0.43
620	RECREATION NON-RECURRING					0.00
620	TOTAL RECREATION DEPT	379,001.00	0.00	373,546.64		5,454.36
650	HISTORICAL EXPENSES	300.00				300.00
690	PUBLIC ACCESS	15,011.00		14,999.67		11.33
700	DEBT	1,058,000.00		1,055,000.00		3,000.00
702	INTEREST ON DEBT	228,378.00		216,316.30		12,061.70
801	SPECIAL ARTICLES	380,280.00		322,257.76		58,022.24
	TOTAL GENERAL FUND	45,086,351.00	0.00	43,235,468.59	678,950.70	1,171,931.71

DEPARTMENT	FY2021 BUDGET	FY2021 TRANS IN/OUT	FY2021 EXPENDED	FY2021 ENCUMBERED	FY2021 SURPLUS
WASTEWATER SALARIES	266,934.00		233,017.17		33,916.83
WASTEWATER EXPENSES	947,999.00		875,967.03	49,000.00	23,031.97
RESERVE FUND	30,000.00		-		30,000.00
INTERFUND TRANSFERS	39,226.00		39,225.00		1.00
TOTAL DEPT.	1,284,159.00	0.00	1,148,209.20	49,000.00	86,949.80
WASTEWATER SPECIAL ARTICLES					0.00
WATER SALARIES	459,265.00		402,976.50		56,288.50
WATER EXPENSES	1,398,524.00		1,258,269.67	101,000.00	39,254.33
RESERVE FUND		50,000.00	50,000.00		0.00
INTERFUND TRANSFERS	86,790.00		86,790.00		0.00
TOTAL DEPT	1,944,579.00		1,798,036.17	101,000.00	95,542.83
WATER SPECIAL ARTICLES					0.00
SOLID WASTE SALARIES	133,175.00		116,096.58		17,078.42
SOLID WASTE EXPENSES	239,159.00		190,274.21	18,000.00	30,884.79
RESERVE FUND	4,000.00				4,000.00
INTERFUND TRANSFERS	11,048.00		11,048.00		0.00
TOTAL DEPT.	387,382.00	0.00	317,418.79	18,000.00	51,963.21
SOLID WASTE SPECIAL ARTICLES					0.00
TOTAL ENTERPRISES	3,616,120.00	0.00	3,263,664.16	168,000.00	234,455.84
TOTAL EXP GEN & ENTERPRISE FDS	48,702,471.00	0.00	46,499,132.75	846,950.70	1,406,387.55

Town Collector/Treasurer's Office

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

The Collector / Treasurer's office is responsible for the timely billing and collection of the Town of Wilbraham operating revenues. This equates to the issuance of approximately 50,000 bills annually. The department functions as the disbursing agent for the Town of Wilbraham and issues in excess of 16,000 payroll and accounts payable payments annually. With 2021 being a very tough year for everyone, the Treasurer/Collector's office did their best to ensure that the residents of Wilbraham received the many services they are accustomed to in a timely manner. We had to conduct business very differently once Town Hall closed due to COVID19 on March 17, 2020 doing our best to keep the daily operations as seamless as possible despite the various COVID restraints.

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

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

Lastly, I have decided after working in the public sector for 56 years between the City of Springfield and the Town of Wilbraham it is time to retire. I have enjoyed meeting with the many residents of the Town of Wilbraham. I also want to thank the Board of Selectmen, the Finance Committee, the Capital Planning Committee and other boards and departments for their support and cooperation that they have given me over the years.

Respectfully submitted,

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

TOWN OF WILBRAHAM BANK BALANCES AS OF JUNE 30, 2021		
CITIZENS	PAYROLL ACCOUNT	136,268.53
CITIZENS	POLICE BUILDING FUND	
CITIZENS	RECREATION DEPARTMENT	122,360.17
CITIZENS	GENERAL FUND	154,072.05
COUNTRY BANK MONEY MARK	GENERAL FUND	4,565.46
COUNTRY BANK	STABILIZATION	1,138,647.39
COUNTRY BANK	STAB CAP PROJECTS	3,155,721.06
COUNTRY BANK	OPEB TRUST FUND	2,691,391.14
MMDT	CONSERVATION	14,132.86
MMDT	GENERAL	1,039,188.89
MMDT	STABILIZATION	
MMDT	STABILIZATION-CAPITAL PROJECTS	
MMDT	PEAK ROAD FUND	
MMDT	DEACON WARRINER SCH FUND	
MMDT	CHLOE BLISS STEBBINS FUND CHARITY	
MMDT	TERCENTARY OBSERVANCE FUND	
MMDT	SOLDIERS MONUMENT PK FUND	
MMDT	CRANE PARK MEMORIAL FUND	3,927.48
MMDT	GENERAL FUND	
MONSON SAVING BANK	GENERAL FUND/NEW RATE	7,037,342.20
NEWBURYPORT BANK MM	GENERAL FUND	525,286.35
PEOPLES SAVING BANK	GENERAL FUND	746,354.44
PEOPLES SAVING BANK	DEBT CARD ACCOUNT	3,000.00
PEOPLES SAVING BANK	STABILIZATION	
PEOPLES SAVING BANK	DEA ASSET FUND	4,998.64
PEOPLES SAVING BANK	POLICE DRUG FUND	31,018.01
PEOPLES SAVING BANK	COMMUNITY PRES ACT FUND	1,104,024.49
PEOPLES SAVING BANK	STABILIZATION-CAPITAL PROJECTS	
PEOPLES SAVING BANK	250TH ANNIVERSARY FUND	
PEOPLES SAVING BANK	TRUST FUNDS	7,735.58
PEOPLES SAVING BANK	CEMETERY TRUST	67,080.19
PEOPLES UNITED	GENERAL	3,227.43
TD BANKNORTH	VENDOR	1,611,692.59
TD BANKNORTH	CULTURAL COUNCIL	8,632.81
TD BANKNORTH	MONEY MARKET	
UNIBANK	GENERAL FUND	500,941.78
UNIBANK AMBULANCE RCPTS	AMBULANCE ONLINE RECEIPTS	
UNITED BANK	CEMETERY TRUST	
UNITED BANK	SCHOOL LOT FUND	
UNITED BANK	O.P.E.B. LIABILITY TRUST FUND	
UNITED BANK	CHLOE BLISS STEBBINS FUND-LIBRARY	
UNITED BANK	GENERAL FUND	
UNITED BANK	TREASURER ON LINE PMTS	71,505.65
UNITED BANK	RECREATION ONLINE	75,017.30
TOTAL BANK ACCOUNTS		20,258,132.49
CERTIFICATE OF DEPOSITS		0.00
	O.P.E.B. LIABILITY TRUST FUND	
	STABILIZATION ACCOUNT	
	CAPITAL STABILIZATION ACCOUNT	
	CEMETERY TRUST FUND	
TOTAL CASH		20,258,132.49

Bank Balances



Treasurer/Collector FY21 Cemetery Report



STATEMENT OF TRUST FUNDS FY							
				2021			
	BALANCE	EXPENDABLE	NEW	INTEREST & DIVIDENDS	EXPENSES	BALANCE	EXPENDABLE
	30-Jun-21	30-Jun-21	FY 2021	FY 2021	FY 2021	30-Jun-21	6/30/2021
TOTAL CEMETERIES	\$67,840.02				\$0.00	\$67,840.02	\$0.00
				THE VALUE OF STOCK DONATED BY ETHELBERT BLISS AS OF JUNE 30, 2021			
NAME	SHARES	PRICE	VALUE	NAME	SHARES	PRICE	VALUE
	0	\$15.40	\$0.00	COMCAST CORP. (CMCSA)	54	\$57.02	\$3,079.08
ATT (T)	360	\$27.17	\$9,781.20	CENTURY LINK (LUMN)	6	\$9.56	\$57.36
FRONTIER COMMUNICATIONS (FTR)	133	\$0.00	\$0.00	VODAFONE (VOD)	28	\$16.57	\$463.96
VERIZON (VZ)	97	\$54.11	\$5,248.67				
				TOTAL VALUE	\$18,630.27		
MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT
PEAKE ROAD	\$434.90	CHLOE B. STEBBINS (LIBRARY)	\$100.00				
SCHOOL LOT FUND	\$641.74	TERCENTARY OBSERVANCE	\$250.00				
SOLDIERS' MONUMENT	\$1,000.00	DEACON WARRINER SCHOOL	\$667.00				
		CHLOE B. STEBBINS (POOR FUND)	\$100.00				
		TOTAL MISC NON-EXPENDABLE TRUST AMOUNT				\$3,193.64	
MISCELLANEOUS	BALANCE	EXPENDABLE	INTEREST		EXPENSES	BALANCE	EXPENDABLE
	30-Jun-21	30-Jun-21	FY 2021		FY 2021	6/30/2021	6/30/2021
PEAKE ROAD	\$1,370.82	\$935.92	\$3.37		\$0.00	\$1,374.19	\$939.29
SCHOOL LOT FUND	\$809.57	\$167.83	\$1.82		\$0.00	\$811.39	\$169.65
SOLDIERS' MONUMENT	\$1,401.41	\$401.41	\$3.17		\$0.00	\$1,404.58	\$404.58
CHLOE B. STEBBINS (POOR FUND)	\$1,747.18	\$1,651.52	\$3.95		\$0.00	\$1,751.13	\$1,655.47
CHLOE B. STEBBINS (LIBRARY)	\$101.82	\$1.82	\$0.21		\$0.00	\$102.03	\$2.03
TERCENTARY OBSERVANCE	\$1,441.74	\$1,191.74	\$3.29		\$0.00	\$1,445.03	\$1,195.03
DEACON WARRINER SCHOOL	\$841.29	\$174.29	\$2.17		\$0.00	\$843.46	\$176.46
TOTAL MISCELLANEOUS	\$7,713.83	\$4,524.53	\$17.98		\$0.00	\$7,731.81	\$4,542.51
TOTAL CEMETERIES AND MISCELLANEOUS	\$75,553.85	\$4,524.53	\$17.98		\$0.00	\$75,571.83	\$4,542.51
			INTEREST	TRANSFERS IN	TRANSFERS OUT		EXPENDABLE
STABILIZATION FUND		\$1,039,368.43	\$6,316.45	\$100,000.00	\$7,037.49		\$1,138,647.39
STABILIZATION FUND CAPITAL PROJECTS		\$2,017,857.95	\$12,863.10	\$1,125,000.00			\$3,155,721.05
OPEB LIABILITY TRUST FUND		\$2,203,210.83	\$10,980.31	\$477,200.00			\$2,691,391.14
POLICE DRUG FUND		\$33,495.19	\$71.82	\$6,150.00	\$8,639.00		\$31,018.01
POLICE DEA ASSET FUND		\$4,987.40	\$11.24				\$4,998.64
CONSERVATION FUND	\$29,132.86	\$29,132.86			\$15,000.00	\$14,132.86	\$14,132.86

JULY 1, 2020 - June 30, 2021					JULY 1, 2020 - June 30, 2021				
CASH - PAID					CASH - PAID				
TAXES:	TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING	TAXES:	TREASURER	ABATED	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY					COMMITTED INTEREST SEWER	\$1,122			\$0
1997	\$0	\$0		\$27	PAID IN ADVANCE	\$44,690			
2005				\$225	PAID IN ADVANCE MAIN STREET				\$0
2006				\$200	MAIN STREET				\$0
2007				\$963	2018	\$654			\$0
2008				\$1,294	2019				\$600
2009				\$1,637	2020	\$136			\$545
2010				\$1,558	2021	\$59,779			\$492
2011				\$2,869	COMMITTED INTEREST WATER				
2012	\$93			\$3,120	PAID IN ADVANCE				
2013	\$271			\$3,168	2020				\$0
2014	\$282			\$2,951	2021	\$6			\$0
2015	\$288			\$2,157	LIENS ADDED TO TAXES SEWER				
2016	\$417			\$2,782	2017				\$0
2017	\$312			\$3,240	2018	\$988		\$471	\$0
2018				\$3,573	2019	\$413		\$452	\$748
2019	\$1,478			\$2,160	2020			\$1,549	\$1,812
2020	\$6,044			\$5,957	2021	\$12,330			\$6,542
2021	\$1,058,210	\$5,935		\$21,772	LIENS ADDED TO TAXES WATER				
REAL ESTATE			TAX TITLE		2017				\$0
1990				\$616	2018	\$159			\$0
1991				\$8,387	2019	\$5		\$8	\$4
1992				\$993	2020	\$97		\$629	\$575
2016				\$0	2021	\$6,275			\$2,950
2017				\$0	POLICE FALSE ALARM LIENS				\$0
2018	\$211,326		\$14,413	\$0	2020	\$0			\$0
2019	\$202,335	\$6,418	\$16,204	\$104,161	2021	\$0			\$0
2020	\$483,953	\$9,171	\$55,747	\$237,213	WATER DEPARTMENT				
2021	\$38,976,198	\$191,303	\$1,047	\$656,776	WATER RATES	\$2,243,152	\$11,447		\$190,161
PREPAID TAXES	\$2,859			-\$98,757	SEWER DEPARTMENT				
CPA			TAX TITLE		SEWER USE	\$766,145	\$49,507		\$79,344
2017				\$0	LANDFILL				\$370,200
2018	\$2,038		\$124	\$0	2021	\$183,160			
2019	\$2,089	\$64	\$136	\$887	ACCOUNTS RECEIVABLE:				
2020	\$4,717	\$104	\$313	\$2,302	LIQUOR LICENSES	\$11,800	\$27,250		\$0
2021	\$411,318	\$2,592	\$5	\$6,794	VETERANS SERVICES	\$65,833			\$58,266
PAYMENT IN LIEU OF TAXES -					SEWER PRIVLEDGE FEE				
2020	\$2,557			\$0	TOWN & HIGH SCHOOL	\$91,015			\$728,120
2021	\$2,564			\$0	SEWER PRIVLEDGE FEE INTEREST	\$40,986			\$0
MOTOR VEHICLE EXCISE PRIOR YEARS					MUNICIPAL LIGHT PLANT				\$120
2015	\$103	\$5,031		\$0	TREE TAPPING 2020	\$1,000			\$0
2016	\$354	\$4,587		\$0	TREE TAPPING 2021	\$1,000			\$0
2017	\$1,369			\$5,047	TOTALS	\$47,350,551	\$375,060	\$91,099	\$2,761,873
2018	\$2,530			\$7,218	ITEMS COLLECTED				
2019	\$13,287	\$971		\$14,840	INTEREST - TAXES - CPA	\$277,545			
2020	\$307,811	\$26,121		\$24,882	FEES - TAXES, WATER, SEWER, SEW	\$60,582			
2021	\$1,988,648	\$34,560		\$281,659	BAGS & 2ND CAR STICKERS	\$8,244			
FARM ANIMAL EXCISE					POLICE FALSE ALARMS	\$0			
2015	\$17			\$0	LANDFILL MISC (TV & MONITORS	\$650			
2017				\$0	MUNICIPAL LIENS	\$19,370			
2018				\$0					
2019				\$0					
2020	\$867			-\$36					
2021				\$0					
APPORTIONED SEWER									
MAIN ST PROJ PD IN ADV	\$0			\$5,450					
BETTERMENTS ADDED TO TAXES					TOTAL CASH PAID TO TREASURER	\$47,716,942			
BETTERMENTS MAIN STREET						\$47,716,942			
2018	\$1,090			\$0					
2019				\$1,090					
2020	\$1,377			\$1,090		\$0			
2021	\$132,942			\$1,128					
BETTERMENTS ADDED TO TAXES									
2021	\$61.00			\$0					



Photo courtesy of
Melissa Graves

Community Preservation Committee

The Community Preservation Act (CPA) was adopted in Wilbraham in 2004 by Annual Town Meeting and ballot vote. Wilbraham voters approved a 1.5% real estate tax surcharge which is matched annually by the state at varying percentages. In FY22 the total state percentage match was 43.8%, which statewide was the single largest distribution of funds in the history of the program. CPA allows for the funding of projects for open space, historic preservation, affordable housing and outdoor recreation. Projects are first reviewed by the Community Preservation Committee (CPC), then voted on by the CPC and those receiving a favorable vote are placed on the Annual Town Meeting Warrant. The CPC consists of nine members appointed by the following groups – Board of Selectmen (three appointees) and one representative from – Conservation Commission, Historical Commission, Housing Authority, Open Space and Recreation Plan Committee, Planning Board and Playground and Recreation Commission.

There were a total of five project applications received in February. The committee extended its' usual January due date by one month. The committee tabled the project for the 186V Tinkham Road Land Acquisition in March due to questions surrounding the right of first refusal offer. This land was subsequently purchased in late 2021 by the owners of the Rice Fruit Farm. The project for a Recreational Complex at Memorial School was amended by the applicant to change the location to the Town owned Soccer Field property on Stony Hill Road. The committee voted to recommend the four remaining projects to Town Meeting. All four projects were approved by the voters at the May 2021 Annual Town Meeting.

FY22 Project Status is as follows Town Records Preservation – in progress, Country Club Fence – completed (under budget), Country Club Cart Paths – pending, Recreational Complex – in planning stage. There are a few projects from FY21 that are either essentially complete or still delayed due to Covid or other issues.

John Broderick and Tracey Plantier continued in their roles as Chairman and Vice Chair, respectively. Don Williams was appointed in October by the Historical Commission. Karen Vlohiotis was hired in January as Recording Secretary. Meetings were held online throughout most of 2021 and were held in person once again starting in September. Some members of the committee attended an educational webinar in September presented by the Community Preservation Coalition and titled "CPA Bootcamp" which was highly informative. Members of the committee look forward to future webinars in the new year.

From the Fall into the Winter the committee received inquiries for a number of potential projects including tree work, monument and stone wall restoration, beach and boat launch, flagpole replacement, a land acquisition and additional funding for prior year projects.

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

Committee members are:

John Broderick, Chairman – Board of Selectmen Appointee
 Tracey Plantier, Vice Chair – Planning Board Appointee
 Gordon Allen, Board of Selectmen Appointee
 Stoughton Smead, Conservation Commission Appointee
 Brian Fitzgerald, Open Space Appointee
 Jim Burke, Housing Authority Appointee
 David Trebbe, Playground & Recreation Appointee
 David Proto, Board of Selectmen Appointee
 Don Williams, Historical Commission Appointee
 Karen Vlohiotis, Recording Secretary

Public Works

Solid Waste Advisory Committee

The seven-member Solid Waste Advisory Committee (SWAC) was mostly idle throughout 2021 after holding a number of meetings in the Fall and Winter of 2020. The Chairman was in contact with the Director of Public Works throughout the year to discuss issues related to solid waste, recycling and the SWAC in general. A few members of the committee attended an educational webinar hosted by Massachusetts Department of Environmental Protection (MASSDEP) in November 2021, to gain a better understanding of the state's Solid Waste Master Plan. The charge of the committee, as documented in the 2005 Annual Town Report, is "to research, analyze, and provide guidance to the Board of Selectmen on the operations of the Disposal and Recycling Center (DRC)." It is the intent of the committee to reconvene in early 2022 and reassess our role in serving the Town. Joe Lyskey, Department of Public Works serves as the committee's contact person to the Town.

Committee Members are:

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

ANNUAL COMMUNITY PRESERVATION PROGRAM							
TAX RATE FY2021 \$22.96							
WILBRAHAM CPA FY2022 ESTIMATED REVENUE PROJECTION							
The Department of Revenue's estimate for FY2019 was 11.0%, we received 19.0%							
The Department of Revenue's estimate for FY2020 was 11.6%, we received 23.9%							
The Department of Revenue's estimate for FY2021 was 11.0%, we received 28.6%							
Assuming \$421,606 (Local Raised) + \$84,321 (20.0% State Match) = \$505,927							
					Nov. 2021	Supplemental	
					160,863	18,262	
					39.40%	43.80%	
						179,125	
						43.80%	
REVENUE		Open Space	Historic	Housing	Undesignated	Budgeted	Total
							Reserve
FY2021 Prior Year Balances		11,067	3,338	132,800	115,132		262,337
FY2022 New Funds		50,592	50,592	50,592	354,151		
Total Available Revenue		61,659	53,930	183,392	469,283	429,283	768,264
							Budgeted
EXPENDITURES		Open Space	Historic	Housing	Undesignated	Reserve	
Project	Amt requested						
1 Administrative & Operating	15,000				15,000		
2 Town Records Preservation	5,145		5,145				
3 Recreational Complex	300,000				300,000		300,000
4 Country Club - Fence	17,563				17,563		17,563
5 Country Club - Cart Paths	31,500				31,500		31,500
Total Project Expenses	369,208		5,145		364,063	349,063	369,208
							Budgeted
BALANCE		Open Space	Historic	Housing	Undesignated	Reserve	
Total Funds Retained		61,659	48,785	183,392	25,000	80,220	399,056
							Total returned to funds
Prior Year Balances returned to funds		Open Space	Historic	Housing	Undesignated		
Sawmill Pond Trail Invasive Plants		5,114					
Fountain Park Patio					1,415		
Old Meeting House Barn Renovation			3,337				
Children's Museum Bathroom					7,403		
		5,114	3,337	-	8,818		17,268

Public Works

The Department of Public Works consists of five divisions (Engineering, Highway, Wastewater, Water and Solid Waste) with 27 employees and a budget exceeding \$6,000,000.

Engineering Division

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

In addition to receiving and coordinating the resolution of thousands of service requests, personnel also provided support for trench permits, septic system installations, Title V inspections, bids and contracts, water and sewer billing, commitments, abatements, water meter and radio reader installations, closing adjustments, backflow billing, sump pump inspections, stormwater permits, excavation permits and water/sewer/drainage markout requests.

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

- ◆ Host Community Agreement negotiation and special permitting for the transfer station at 120 Old Boston Road
- ◆ Municipal Vulnerability Preparedness Grant approval
- ◆ Hazardous Mitigation Plan completed and approved by FEMA/MEMA
- ◆ New sidewalk on Stony Hill Road from Dipping Hole Drive to Mark Road
- ◆ Road Resurfacing and Related Work project (\$1.1 Million): (See Paving List)
- ◆ Wastewater Inflow and Infiltration (I&I) Federal, State and local reporting and compliance work
- ◆ Geographic Information System (GIS) - DPW continues to use modern technology to assist with field operations using applications with iPads. Examples include stormwater outfall inspection, I&I inspection, catch basin cleaning, wastewater manhole and pipe inspection, pipe jetting, pump station inspection and maintenance, hydrant flushing, backflow testing, cross connection inspection, etc.
- ◆ Environmental Protection Agency (EPA) Phase II Stormwater Regulation Compliance- Annual stormwater report, GIS documented catch basin cleaning, outfall inventory inspection, detention basin inspection, illicit discharge and elimination investigation, construction activity inspection and enforcement
- ◆ Ongoing testing, repair and upgrading to the DPW radio system
- ◆ Grease trap pumping permit and inspection program
- ◆ Site Plan review for Planning Board, Conservation Commission and Zoning Board of Appeals
- ◆ Stormwater permit review and inspection for commercial and residential properties.
- ◆ Update the Town's Pavement Management Report
- ◆ Private Way temporary maintenance requests
- ◆ Emergency Cottage Ave Bridge repairs

LICENSES

Drainlayer (Sewer Installer) Licenses	10
Pavement Cut/Storm water Permits and Inspections	182
Septage Hauler Licenses	9
Septic System Installer Licenses	22
Water Installer Licenses	10
Trash Hauler Licenses	5
Service Requests (estimated)	4000
Water and Sewer Semi-annual Billing	3600
Water Backflow Billing	55
Sanitary Sewer Connection Permits and inspections	23
Grease Trap Inspections	70

Engineering Division Employees:

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

Highway Division

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

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

In order to complete these tasks, the division has approximately 52 various pieces of equipment. There is one Lead Mechanic and an Assistant Mechanic responsible for maintenance and repair of vehicles and equipment from multiple departments.

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

Public Works

The following roads were paved this year:

Street	Location	Description
Faculty Street	Turf Field entrance to Main St	Mill/Overlay
Springfield St	Inwood Dr to Northwood Dr	Mill/Overlay
Lance Ln	All	Shim/Overlay
Glenn Dr	Lance Ln to Brainard Rd	Shim/Overlay
Maple St	Main St to Chapel St	Mill/Overlay
Brentwood Dr	All	Shim/Overlay
Jeffrey Ln	All	Shim/Overlay
Sawmill Dr	All	Shim/Overlay
Mountainbook Cul-de-Sac	All	Shim/Overlay
Linwood Dr	All	Shim/Overlay
Oxford Dr	All	Shim/Overlay
Beebe Rd	All	Shim/Overlay
Highview Cir	All	Shim
Ely Rd	Highview Cr to Ridge Rd	Shim
Soule Road School Parking lot (HWRSD Funded)	Partial	Shim/Overlay
Vista Rd	Public and Private Section (privately funded)	Shim/Overlay
Stony Hill Rd Sidewalk	Dipping Hole to Mark Rd	New Sidewalk
DPW Garage	Around new building	Shim/Overlay
Woodland Dell	Flood Mitigation-Improve drainage and pavement around culverts	Drainage/Shim/Overlay
McIntosh/Burleigh	Various bad sections	Shim

The new DPW vehicle storage garage and wash bay was completed. DPW trucks are parked in an indoor heated area with a wash bay that allows for salt to be removed from the trucks regularly during the winter months. This will reduce corrosion and equipment failure and increase the useful life of the equipment.

Highway crews processed compost at the DRC and made loam. The loam was used for tree belt loaming and seeding along road construction and sidewalk projects.

The Highway division made additional improvements to the Woodland Dell Flood Mitigation Infrastructure including modification to catch basins, the trash rack, the spill way and the controlled flooding area.

The Story Walk Project at the Library

DPW personnel assisted Karen Demers, Wilbraham Library Director, with the design and installation of a Story Walk trail through the woods adjacent to the Library. DPW personnel cleared vegetation, removed hazardous trees and installed a 6' wide stone dust walk way in the wooded area.

Highway Division Employees:

Tim Grise - Highway Foreman

Efrain Colon - Lead Mechanic

Mitchell Opalinski- Heavy Equipment Operator

(Retired 22 years of service)

Richard Vierthaler - Heavy Equipment Operator

Damon Goddard - Heavy Equipment Operator

Michael Hermanson - Heavy Equipment Operator

Doug Cutler - Heavy Equipment Operator

Bruce Sawyer - Heavy Equipment Operator

Paul Maguire - Assistant Mechanic

DPW Workers

Ed Jenkins (1/2 Highway and 1/2 Wastewater)

Billy O'Toole

Wastewater Division

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

Pump station inspection and maintenance is one of the major responsibilities of the division. The following was completed throughout the year:

- ◆ Daily visual inspection of all pump stations
- ◆ Preventative maintenance on pump stations and other system appurtenances
- ◆ System components repaired, replaced, or upgraded as part of constant preventative maintenance
- ◆ Upgraded full emergency response alarm system
- ◆ Emergency response to pump station failures
- ◆ Safety training
- ◆ Wellfleet pump station generator for backup power completed
- ◆ Pulling, cleaning, and testing of pumps
- ◆ Crane truck inspection and maintenance
- ◆ Quarterly Sampling
- ◆ Dye and Smoking Testing
- ◆ Cross country easement maintenance
- ◆ Sewer markouts
- ◆ Grease trap inspections at food service establishments and other commercial sites
- ◆ Twenty (20) new connections to the sewer system were installed.
- ◆ Two (2) sewer disconnects with one (1) reconnection.
- ◆ Interior and exterior maintenance of facilities,
- ◆ Maintenance of equipment and vehicles including the Jet/vac truck
- ◆ Perform snow and ice removal operations for the Town
- ◆ Emergency response to storm events (wind, flooding etc)
- ◆ Assist other DPW divisions with projects

As part of a Massachusetts Department of Environmental Protection Inflow and Infiltration (I&I) removal mandate, an extensive inspection and investigation of the wastewater system continued. I&I consist of unwanted rainwater or groundwater entering the Town's wastewater system usually generated from illicit connections or compromised infrastructure. Wastewater personnel inspected sewer manholes for weeping or suspicious flow. The Town's robotic sewer camera was utilized to do visual inspections of sewer mains and laterals. Division personnel jetted and inspected (camera) over 5.5 miles of sewer main. I&I potential problems areas flagged for evaluation.

A reminder to all residents that sump pumps or any source of rainwater/groundwater connected to the sanitary sewer system is illegal and has the potential to create backups and overflows within the system. The Town's Wastewater Regulations allows for fines and strict enforcement if an illegal connection is located.

Residents should not dump grease or oil down the drain. Grease and oil will solidify in your own plumbing and sewer lateral, as well as the Town's sewer lines. Expensive blockage work can be avoided by the simple practice of putting grease in the trash and not down the drain.

Public Works

Wastewater Rates :

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

Wastewater Division Employees:

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

Water Division

The Town of Wilbraham receives its water from the Quabbin Reservoir through the Massachusetts Water Resource Authority (MWRA). The water usage in 2021 was 396.228 million gallons as measured by the MWRA master meter. There was a decrease of 13.9% in usage during 2021.

During 2021 the list of duties performed by the Wilbraham Water Division included, but were not limited to the following:

- Maintenance of the Town’s four water booster stations
- Five(5) new water services were installed
- Four (4) water service lines were repaired
- Fire hydrant flushing as time permitted
- Four (4) fire hydrants were replaced
- In excess 100 main line gate valves were cleaned and checked for operation and exercised
- 600 work orders of various tasks were completed
- 200 backflow devices were tested at least once per MADEP regulations
- 225 water samples were taken for water quality analysis
- 3,300 water meters were read during March and September
- EPA and MADEP compliance reports
- MADEP mandated Cross Connection inspections
- 40 miles of leak detection was performed by Groufs Leak Detection Services
- Replaced pump at the McIntosh Pump Station
- Water markouts
- Water main and service inspections
- Autoreader water meter conversion project
- Maintained, washed and inspected the 2.1 million gallon storage tank on Bartlett Avenue
- Replaced a critical valve at the intersection of Grove Street and Boston Road

Documents submitted to MADEP in 2021 included water quality result forms, weekly chlorine residuals, water pressure and pH charts, the Annual Statistical Report, and the Consumer Confidence Report (which were also mailed to every household and business within our public water system). Monthly forms were sent to MADEP for documentation of water usage and chemical additions to our water.

The Corrosion Control Facility on Miller Street in Ludlow, MA operated successfully in 2021. Instrumental panel controls were updated and cleaned for proper operation.

Water Rates remain the same since 10/1/14:

Cubic Feet (CF) (7.48 gallons per cubic foot)	
0-10000 CF	\$4.12/100 CF.
10001-20000 CF	\$4.32 /100 CF.
20001- and up	\$4.52/100 CF.
Min. bill 0-1500 CF.	\$61.80
Commercial flat rate	\$4.12/100 CF.

Water Division Employees:

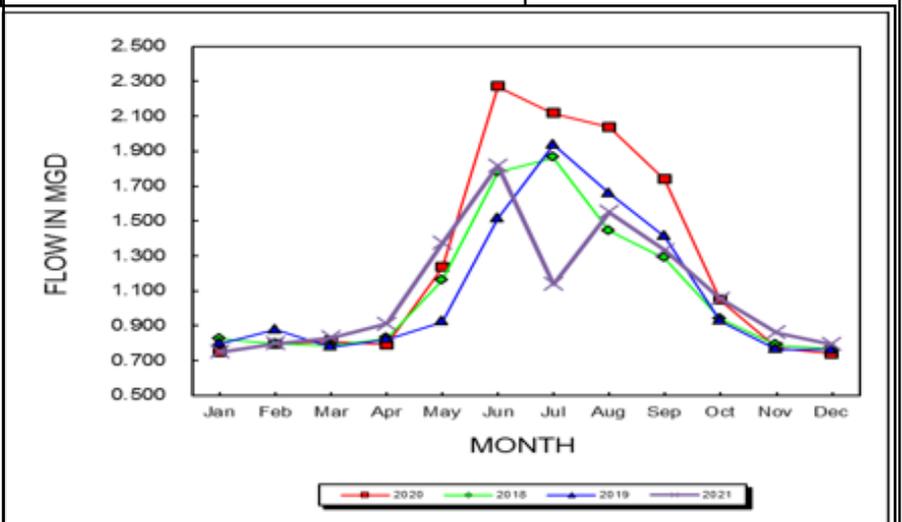
- Vinnie Pafumi -Water Superintendent
- Lionel Duquette - Foreman
- Robert Gibson - DPW Worker (Retired 32 years of service)
- Anthony Garceau - Heavy Equipment Operator
- Kevin LaPlante – Heavy Equipment Operator/Water Service Worker
- Kelvin Cotto – DPW Worker

Water Commissioners met monthly to discuss topics including but limited to MADEP compliance requirements, MWRA, water billing, budget, rates, infrastructure and capital projects.

Many thanks to the Commissioners for their support.

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

Wilbraham – Total Daily Flow			
	2019	2020	2021
Month	Flow (MGD)	Flow (MGD)	Flow (MGD)
Jan	0.798	0.744	0.750
Feb	0.876	0.794	0.797
Mar	0.778	0.813	0.830
Apr	0.822	0.790	0.910
May	0.922	1.233	1.374
Jun	1.514	2.269	1.816
Jul	1.935	2.115	1.137
Aug	1.657	2.036	1.550
Sep	1.411	1.736	1.332
Oct	0.926	1.046	1.055
Nov	0.763	0.773	0.861
Dec	0.761	0.738	0.792



Public Works

Water Commissioners

The Wilbraham Board of Water Commissioners continued its work with the Town of Wilbraham's Water Department who deliver a high quality, reliable and cost-effective supply of water to the Town of Wilbraham and its customers. The Water Division is an enterprise fund and is fully funded by the rates assessed to water users. No town tax dollars are involved in its operation or budget. Wilbraham's water is provided by the Massachusetts Water Resource Authority (MWRA). The water originates at the Quabbin Reservoir and is piped to Wilbraham by way of the Chicopee Valley Aqueduct (CVA). The Board sets the water rates based on the water department's budget, the MWRA's assessment (cost to purchase water), infrastructure improvements and debt services for various water projects. The three members of the elected Water Commission are Chairman Jamie Dunbar, Rik Alvarez and Doug Hutcheson. The Board of Water Commissioners meet's monthly, typically on the second Thursday of the month at 8:45am.

DRC employees maintain the facility and equipment throughout the year. They are also a part of the DPW emergency response team for snow storms and other natural disasters.

Solid Waste - DRC Employees:

Dennis Dumais,
Heavy Equipment Operator
Paul Harrington,
Recycling Attendant part time

Current DRC fees (unchanged from 2020):

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

The DRC hours of operation:

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

Building & Land Use

Agricultural Commission

The Town of Wilbraham is a "Right to Farm Community." Wilbraham citizens overwhelmingly approved its "Right to Farm By-Law" at the 2007 Town Meeting. Our by-law states "it is the policy of the Town of Wilbraham, a 'Right to Farm' community, to preserve, protect, and encourage the maintenance and improvement of agricultural land for the production of food and other agricultural products, and also for its natural, recreational and ecological value."

The Board of Selectmen appoints a five-member Agricultural commission (AgComm) which is committed to "represent the farming community, encourage the pursuit of agriculture, promote agriculture-based economic activities and preserve, revitalize and sustain the Town's agricultural businesses and lands."

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

Fern Valley Farms (commonly referred to as Rice Apple Orchard) again welcomed pick-your-own customers to drive directly onto the farm during apple picking season, Sept-Nov. They continue to expand their offerings with a summer concert series, hot-dogs, burgers and beer.

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

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

Solid Waste –Disposal and Recycling Center (DRC)

The DRC is a municipal solid waste transfer station and recycling center supported by an enterprise fund. A portion of the facility is used to compost and make loam for the Town's tree belt restoration. The facility is staffed by one full-time employee and one part-time employee. Approximately 1,673 annual permits were purchased this year. Mandated third party inspections and permits were completed. Recycling costs continued to decline as recycling markets continued to develop. Recycling is promoted by the Town and personnel at the facility to help reduce solid waste volumes and disposal costs.

The facility offers a location to recyclable paper, plastic, bottles, cans, glass, e-waste, fluorescent bulbs, tvs, styrofoam (block foam only), metal, textiles (clothing), books, empty propane tanks, and yard waste.

The DRC collected approximately 650 tons of household trash and 400 tons of recyclables in 2021. Trash and general recyclables were hauled to the transfer station operated by U.S.A. Waste and Recycling located at 120 Old Boston Road.

Building Department

Even though the Town office building wasn't open to the public for half of 2021, the Building Department never slowed down, issuing more permits this year than last year. The outside secure drop box made it easy for contractors to drop permits off at any time of the day. However, they were very pleased to be able to come back into the building when it opened and speak to our staff in person.

Building & Land Use

Building Department

Melissa has been the Administrative Assistant to the Building Inspector for over 17 years and does double duty as the Towns Conservation Commission's Administrative Assistant and Land Management Coordinator. Heidi joined our team in late 2020 and has been a great asset to the department. She was a quick learner in an office of transition with a new Building Inspector starting just a few months before her. The Building Department was very fortunate to find Heidi and the new Building Inspector, John Walsh. They rock!!

The inspectors were very busy this year with the new O'Reilly Auto Parts Store and the new Valvoline Oil Change locations. New residential single family homes stayed steady at 21 this year, roof-top solar installations took a sharp increase to 83, 208 homes had insulation/weatherization completed while taking advantage of the MassSave Program, and the installation of in-ground swimming pools also stayed steady at 32.

Gerald Nichols, the Town Plumbing and Gas Inspector has been with us over a year now and has been a great addition to the team. Ed Poulin, the Town Electrical Inspector has been with us for 5 years and continues to be a great asset to the Wilbraham Building Department. Both inspectors are generally out every day completing multiple inspections in all types of weather. Our permitting program allows them to see their schedule, track and sign off on their inspections in the field utilizing a tablet, saving time coming and going from the office.

The Building Department also processes applications for annual inspections for occupancy of public buildings. These inspections are required annually to insure safe emergency exits, maximum occupancy numbers and exit lighting. This includes all schools, churches, restaurants, day care centers, gyms, and any other location that the public would gather and/or visit. In the year of 2021, John and Fire Safety Inspector, Mathew Welch inspected 75+ locations, including 14 buildings at the Wilbraham & Monson Academy.

John J. Walsh Jr., Building Inspector
Melissa Graves, Administrative Assistant
Heidi Burnham, Administrative Assistant
Electrical Inspector, Edward Poulin
Plumbing/Gas Inspector, Gerald Nichols

<u>Plumbing/Gas Permits</u>		<u>Inspector: Gerald Nichols</u>
Permits Issued – 479	Fees collected - \$41,295.00	Inspections – 800+-
<u>Electrical Permits</u>		<u>Inspector: Ed Poulin</u>
Permits Issued – 488	Fees collected - \$53,405.00	Inspections – 1000+-
<u>Residential/Commercial Building Permits</u>		<u>Inspector: John J Walsh Jr</u>
Permits issued – 774	Fees Collected - \$134,479.85	
Total Estimated Cost of Construction For all Permits: \$19,939,072.04		
Total Permit Fees Collected For all Permits: \$229,179.85		

Community Gardens

Every year, the gardeners look forward to the season of growing. The sun starts shining brighter and the days are longer. By April, things are in full swing with the Annual Spring Meeting and Plow Day. While we were able to hold our annual meeting, we were not able to have the plow day because of the weather. There were a lot of people looking forward to our annual plowing event, but the fields were once again plowed using a tractor this year and not the horses. Once the gardeners got the go ahead to start planting and preparing their plots, they really were excited. Over the years, the plots have become quite creative. There are plots with sitting areas, umbrellas, herb gardens, stone paths, family farm signs and all types of garden flags. A typical season at the garden produces literally tons of healthy vegetables and fruits and feeds many families. During the summer, many of the gardeners donated their bountiful harvests to local food banks. Volunteers also tend to the many beautiful perennials that surround the greenhouse and the entry sign. For the first time in a few years, we were able to have our Fall Picnic. The attendance was great with so many homemade delicious entrees. Everyone had to bring a dish that was made with at least one ingredient from their garden. Members of the Master Gardener Association joined us this year to give a presentation and perform soil testing.

The garden was fortunate to receive a Community Preservation Grant to replace the existing two sheds on the site. One was constructed to replace the old metal shed that protects the well. It's a new wooden structure with a solid concrete floor to prevent animals from making a home inside the building and chewing on the wiring for the well. The other building replaced the original tiny storage shed. It was constructed and delivered to the garden during the summer. It is a large 10' x 20' building that will store garden items during the winter months. This will free up the space in the greenhouse in the spring.

Garden plots are available on a first-come, first-served basis with priority given to returning gardeners. New and returning gardeners are invited to attend the annual spring sign-up meeting held at the Wilbraham Town Hall prior to the growing season. The exact date of the meeting is published in the local newspaper. Garden plots are approximately 25' x 50' and the annual rental cost is \$30.00 per plot. There is water on-site as well as a portable toilet during the growing season. The greenhouse is available to gardeners at any time. If you are interested in joining us at the Wilbraham Community Gardens or if you would like more information, you may contact the garden coordinator, Melissa Graves in the Conservation Commission office at 596-2800, ext 204.

Building & Land Use

Conservation Commission

Conservation Commission Division

The Conservation Commission met 21 times at either open or virtual public meetings to review and permit projects ranging from limited tree removal to new homes. Additionally, the Conservation Commission renewed the lease agreement to Ferrindino Farms for the tapping of up to 1000 Sugar Maple trees on Town-owned property. The Conservation Commission approved bow hunting on seven of its sites limiting the permits issued to 200 during the deer hunting season. Hunting permits are typically issued by the Wilbraham Town Clerk during the month of July and are open to residents as well as non-residents. There were several events that were approved on Conservation Open Space including the McDonald Nature Preserve, the White Cedar Swamp and the Crane Hill Conservation Area.

Directly or indirectly, wetlands are often sources of public or private water supply. Wetlands purify water serving as a settling area whose soils and vegetation trap sediments which bind, and in some cases chemically break down, pollutants into non-toxic compounds. Wetlands are valuable to wildlife as a food source, nesting area and protective cover. Floodplains are protected because they provide "storage" for flood waters during storms. The job of the Conservation Commission is to protect the interests of the Wetlands Protections Act. The interests include Flood Control, Prevention of Storm Damage, Prevention of Pollution, Fisheries, Shellfisheries, Groundwater, Public or Private Water Supply and Wildlife Habitat.

Land Management Division

A Forest Cutting Plan was developed for the Town owned property on Three Rivers Road. This parcel has a Forest Management Plan in place and was logged about three years ago. The canopy was opened up to allow for the regeneration of native trees. However, the gypsy moth infestation devastated a large number of mature trees within the site. The Town contracted with Tetreault & Son Land Management to remove the fallen and compromised dead trees. The Town was paid an amount of \$2100 for the firewood that was removed from the site. On several site walks with the contractor, there were signs of bear, moose and deer which is a key goal for the Towns Forest Management Plans. Retaining wildlife habitat and regeneration of native plant/tree species is a major goal.

The butterfly and bird habitat field off of Bennett Road was mowed this year to promote the return of Monarch Butterflies and several bird species. The annual mowing occurs in the late fall after the first frost typically. The annual mowing also keeps the invasive plant species from spreading any further.

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

Christopher Brown, Chairman
Robert McMaster
James Roberts
Stoughton Smead
Bill Dane
Alice Colman
William Meeker
Melissa Graves, Administrative Assistant & Land Management Coordinator

Open Space & Recreation Committee

Mission Statement:

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

The 2022 – 2028 Open Space and Recreation Plan – In 2021, after two and a half years of planning, research, writing, and editing, the OSRPC completed the 2022 – 2028 OSRP by adding the hundred pages of data to the appendix. The committee then submitted the final plan to the Town Planner for formatting and presented it to the Planning Board, the Conservation Commission, the Pioneer Valley Planning Commission and the Selectmen for their input. Next, the OSRP was rolled out to the public with members explaining the sections that they each researched and wrote. After adding input from all of those meetings, the OSRPC sent the plan to the State Division of Conservation Services for approval which will allow Wilbraham to obtain State funding for major projects. Our plan was approved in December.

Changing of the Guard - Edna Colcord who has contributed in many ways to Open Space projects through the years (and has also helped with her knowledge of Wilbraham history, botany and geology), retired in early summer. The OSRPC sincerely appreciates her service. Matt Frasier joined the committee in October filling Edna's seat. Before he even joined, Matt came up with plans for two bog bridges and got them approved by Conservation. Joe Calabrese retired as Chair in October and has been succeeded by Mike Pelletier. Jay Taylor was elected the first Open Space Trail Manager, and Marianne Moner was elected the first Media/Outreach Coordinator. Bill Shepard is the new Recording Secretary.

Trail Work – Due to the lack of snow again last winter, trail use was heavy early in the year. Unfortunately, this led to more trail trash issues. The committee requests that hikers take out what they bring in and not make volunteer workers have to add trash collection to their workload. The good winter conditions allowed the volunteers to do a lot of cutting back of invasive species and of vegetation that hampers trails. This eased the load on the trail crew when vegetation popped up in the spring, but unfortunately another problem came about in late spring and summer - the rash of fallen trees. Since we had a lot more rain than usual, tree roots were exposed through erosion. Strong storm winds then caused whole trees and much debris to fall and increased the need for more water-related cleanup and for new bridges. In the fall, Wilbraham Monson Academy students and teachers, who had helped us before the pandemic, came back to help again. They worked with us on several weekends allowing us to get the trails totally cleared before the winter weather returned.

New Signs: Wilbraham is fortunate to have a town resident, Bob Rusczyk, volunteer to make us beautiful professional-looking, hand-crafted signs for just the cost of the materials. Bob retired in 2019, finally having some extra time for wood-working, his favorite hobby. Bob explains, "The signs are made from 1" thick cedar, the same wood used for cedar decking. The letters are routed into the cedar using letter templates. Then the signs' letters are painted, and the cedar cut to size and mounted on pressure treated 2"x2" posts. So far, over 30 signs have been made."

Under the direction of Bill Shepard, Open Space has installed these signs on most of our trails and plans to continue on to the remaining trails. The sign project is in response to comments on the popular AllTrails app and other feedback on the need for better hiking information such as distances, trail heads and connecting trails.

National Hike Day: OSRPC commemorated National Hike Day on June 5th with 9 and 1 o'clock two-hour events at the Twelve Mile Brook Trail, the Mount Marcy Trail and the Thayer Brook Trail. At each trail, someone from OSRPC handed out cards with 'leave no trace' rules and provided information about the trail as well as information about hiking other Town trails.

Geocaching: Open Space member, Mike Pelletier, conducted a family geocaching event at Fountain Park on June 12th in conjunction with the Wilbraham-Hampden One Book – One Community initiative. Geocaching involves using your phone or GPS to determine where a container is hidden. It usually houses trinkets that children can choose from or basic information about who has placed the cache and who has found the cache. Mike and other volunteers set up a circuit of 10 temporary locations to teach people how to search. Participants started with a quick lesson. Then an experienced person helped them with the first one or two finds, and families set out to hunt. Approximately 100 people participated. Mike also posted five new official caches on Geocaching.com. They can be found in Fountain Park and on the Sawmill and Oakland Trails.

Story Walks: Open Space member, Tracey Plantier, has been putting story walks on town trails for years. This year, she put in an Even Superheroes have Bad Days story walk on the Oakland Trail in conjunction with the Hampden – Wilbraham One Book – One Community initiative and another story walk at the Thayer Brook Trail. A Story Walk is created by taking the pages out of a book and attaching them to sign holders - one page at a time - throughout a trail. It is a fun way to introduce children to hiking. Riddle hikes that are designed for all ages - the adults have as much fun as the children- are also installed at times. Finally, the Wilbraham Library is getting into the act by installing a permanent story walk area on the side and back of its building.

Community Outreach - The committee Facebook page's audience reached 1200 followers by year's end. OSRPC posts trail issues, trail maintenance activity and upcoming events. Town residents can interact with the OSRPC on Facebook and get their questions answered. Residents are encouraged to "Like" the Wilbraham Open Space Facebook page so they can remain up to date. In addition, the OSRPC has an Instagram page and has been logging information about our trails onto the popular AllTrails app. In addition, the committee got interviewed for several informational newspaper articles in the Wilbraham Times. Finally, a picture of an owl and a story on the new 12 Mile Bridge is in the latest Massachusetts Open Space Handbook.



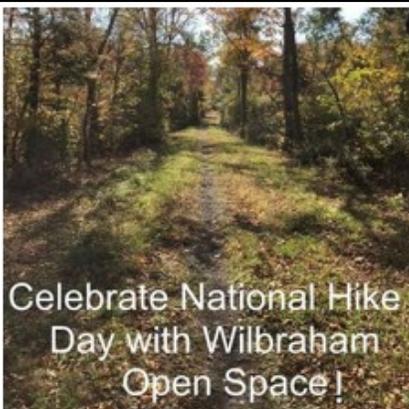
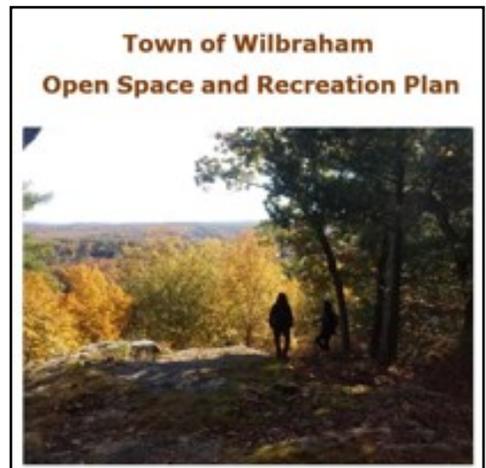
Left: The frequent rain necessitated the removal of many downed trees. Right: Bob Rusczek (left) helps Open Space's Bill Shepard install some of his over 30 hand-made signs.



Left: Open Space members with Wilbraham Monson Academy students and teachers ready to work. Right: New Bridge installed on the Bennett Road section of the Thayer Brook Trail.

All Photos Courtesy of the Open Space & Recreation Committee

The cover of the 2022 – 2028 Wilbraham Open Space and Recreation Plan.



Left: National Hike Day Facebook posting. Right: The Story Walk at the Oakland Trail.



Families enjoy the Geocaching event at Fountain Park.

Community Support - With many trails open and others planned, the OSRPC again seeks help with trail work from community groups and interested individuals. Please contact us via our website or our Facebook/Instagram pages. We can set up specific work dates for groups, or individuals can be placed on our email list and receive word prior to each trail work session.

Michael Pelletier, Chair / Bill Shepard, Recording Secretary / Jay Taylor, Trail Manager/ Marianne Moner, Media and Outreach / Joe Calabrese / Matt Frasier / Judith Theocles/ Tracey Plantier / Brian Fitzgerald / Steven Lawson / Susan Burk / Edward McCorkindale/ Edna Colcord, retired/

Planning Board

The Planning Board is responsible for overseeing land use planning in the Town of Wilbraham. Working in close cooperation with the Planning Director and the Building Commissioner/Zoning Enforcement Officer, the Planning Board studies the resources and needs of the Town, particularly conditions affecting public welfare and safety related to land use and development. The Board is authorized to develop the Town's Master Plan to guide growth and make recommendations to ensure that development is consistent with the Master Plan. 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.

In 2021, the Planning Board continued to adapt to changing conditions related to the global coronavirus pandemic. Town Hall re-opened during the summer, and the Board shifted to "hybrid" Board meetings with simultaneous in-person and remote participation using web-based platforms. During 2021, the Planning Board met twenty times, scheduled sixteen appointments and held seventeen 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 2021.

DEVELOPMENT ACTIVITY

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

Special Permit Applications 2021			
Permit #	Location	Description	Status
SP18-06	285 Three Rivers Rd	Large-Scale Ground-Mounted Solar Energy System	Approved 6/2/21*
SP21-01	32 Eastwood Dr	Oversized detached garage	Approved 8/11/21
SP21-02	16 Wilson St	Oversized detached garage	Approved 9/22/21
SP21-03	404 Stony Hill Rd	Modification of SP14-04, Cedar Ridge Planned Unit Residential Development (PURD). Increase units in Area C, net reduction of 98 units for project.	Hearing closed 12/1/21, decision pending
SP21-04	6 Burt Lane	Modification of mixed-use development (SP20-07)	Approved 11/10/21
SP21-05	2145 Boston Rd	Additions to Lia Toyota facility	Approved 10/27/21
SP21-06	16 Fairview Rd	Oversized accessory structure	Approved 11/10/21
SP21-07	10 Woodsley Rd	Accessory Apartment, 4 th garage door	Approved 12/1/21
SP21-08	4 Chatham Trace	Oversized accessory structure	Approved 12/1/21
SP21-09	2788-2810 Boston Rd	Redevelopment of car wash & additional free-standing sign	Approved 12/15/21
SP21-10	1997 Boston Rd	Oversized sign	Approved 12/15/21
SP21-11	555V Ridge Rd	More than 3 garage doors/oversized accessory structure	Hearing 1/5/22

* Pursuant to a Land Court Decision issued 4/5/2021 in the matter of ASD Three Rivers MA Solar, LLC v. The Planning Board of the Town of Wilbraham et al.

Other Applications 2021

Type of Application	# of applications	Description
Non-Subdivision (Approval Not Required) Plans*	3	1 new building lot & lot line changes or parcel consolidations
Site Plan Review	1	Construction Services (hearing closed 12/15/21, decision pending as of 12/31/2021)
Subdivision Plan	1	Cooley Drive Extension, 4-lots (approved 3/17/21)
Ridgeline and Hillside District Site Plan	1	555V Ridge Road single-family home with accessory structure (continued to January 2022)
Scenic Road/Public Shade Tree	1	Stony Hill Road sidewalk project (approved 6/2/2021)

* plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval.

The Planning Board also reviewed and provided feedback as needed on applications submitted before the Zoning Board of Appeals.

ZONING BY-LAW AMENDMENTS 2021

Date/ Article #	Description	Town Meeting Action
5/10/2021 Article 26	Amendments to Section 1.3 and 3.4.5 to define and regulate nanobreweries, and addition of new section 3.4.5.31 to allow nanobreweries in the NO, NS, GB and I-POP-GB districts by special permit from the Zoning Board of Appeals.	Approved
5/10/2021 Article 27	Amend Sections 1.3 and 4.5.2 related to Parking or Storage Restrictions for Trucks and Buses in Residential Districts	No Action
5/10/2021 Article 28	Amendment the zoning by-laws by deleting Section 10.7 and inserting a new Section 10.7, "Large-Scale Ground-Mounted Solar Energy Systems." The by-law provides that large-scale solar systems may only be constructed or materially modified after the issuance of site plan approval or a special permit from the Planning Board in accordance with Section 3.4.3.7 (Schedule of Use Regulations). See Section 10.7.2 (C), "Applicability."	Approved
10/21/2021 Article 32	Rezoning of approximately 32,940 square feet of land located at 384 Main Street from Neighborhood Office (NO) to Residence-26 (R-26). [Note: this parcel was rezoned from R-26 to NO at the 5/16/2016 Annual Town Meeting - Article 25]	Approved

Membership and Organization

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

At the annual Town election, John McCloskey was re-elected to serve on the Planning Board for a five-year term. Chair Jeffrey Smith resigned from the Board in June 2021 to serve as Planning Director after many years of service on the Planning Board. The Planning Board reorganized by electing Tracey Plantier as Acting Chair; John McCloskey continued as Clerk. Also in June, Gordon Allen (associate member) was appointed as a regular member of the Board for the remainder of Jeffrey Smith's elected term and Elizabeth George was appointed associate member. James Moore continued to serve as the Town's representative to the Pioneer Valley Planning Commission and Tracey Plantier continued to serve as the Planning Board's representative on the Community Preservation Act (CPA) Committee.

Longtime Planning & Community Development Director John Pearsall retired in June 2021 after thirty-three years of dedicated service to the Town of Wilbraham. The Board has utmost admiration and respect for John and will miss his sense of humor and wealth of knowledge. Jeffrey Smith served as Planning Director from June through September 2021 when he left the position to focus on his local business. Planning Director Michelle Buck, hired in October 2021, has a master's degree in Regional Planning and more than 25 years of planning experience in other Massachusetts communities. Administrative Assistant Heidi Burnham continued her work for the Board in 2021.

The Planning Board holds regularly scheduled meetings on Wednesdays at 5:30 PM. Specific dates and agendas for meetings may be obtained from the Planning Office or from the Town website at <http://www.wilbraham-ma.gov>. All meetings are open to the public, and community participation from interested townspeople is always welcomed and encouraged. With your support, we will continue to provide the very best possible service for our community in the year ahead.

Tracey Plantier, Acting Chair
John McCloskey, Clerk
Gordon Allen
James Rooney
Elizabeth George, Associate Member

Michelle R. Buck, AICP, Planning Director
Heidi Burnham, Administrative Assistant

Zoning Board of Appeals

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

The Zoning Board of Appeals is a five-member board appointed by the Board of Selectmen for staggered three-year terms consisting of three full members and two associate members. The Board works closely with and relies upon assistance from Planning Director Michelle Buck and Building Inspector/Zoning Enforcement Officer John Walsh. Former Planning Director John Pearsall retired in June 2021 after thirty-three years of dedicated service to the Town of Wilbraham.

In 2021, the Zoning Board of Appeals met ten times, held eleven public hearing sessions, and issued decisions on the following applications:

APPLICANT/APPLICATION	ADDRESS	DECISION
George Dearden Variance to allow less than required frontage for 2 residential lots	Off Melikian Drive (Lots 6 & 7)	Denied
Dennis Raymond Roberts & Lee Ann Roberts Special Permit for alteration of a pre-existing non-conforming structure	7 Railroad Avenue	Approved
Melinda Sullivan & Anthony Dimaio d/b/a Cima Restaurant Special Permit for a deck for year-round outdoor dining and alteration of a pre-existing non-conforming structure	2200 & 2152 Boston Road	Approved
True Storage LLC Special Permit for Self-Storage facility	2155 & 2201 Boston Road	Approved
Demers Family Realty, LLC Special Permit for multi-tenant commercial building & reconstruction of a pre-existing non-conforming structure	2110-2218-2124 Boston Rd	Approved
120 Old Boston Road Recycling Company, LLC Special Permit modification to extend hours and increase daily tonnage at an existing bulk materials transfer facility	120 Old Boston Road	Approved
CS-MA, LLC Special Permit for alteration of a pre-existing non-conforming structure	2420 Boston Road	Approved

Respectfully submitted,
Zoning Board of Appeals
Edward Kivari, Jr., Chairman
Mark Albano
Charles Pelouze
Betsy Johnsen, Associate
Jamil Eyvazzadeh, Associate

Sealer of Weights and Measures

The Sealers of Weights and Measures are appointed by the Board of Selectmen and certified by the State after a written and practical exam. We assure the public that any product they purchase in the town by weight or measure and products that are scanned for cost will be accurately priced. Every business is inspected at least once a year. The weight and measure testing equipment used by the Sealers is tested and certified as accurate by the State every five years to provide the accuracy required by Massachusetts General Laws. Twenty four businesses were inspected and sealed during the year and seven random inspections of oil and propane trucks were carried out. All ATMs and fuel pumps were inspected for skimmers. The following field-testing was completed during inspections resulting in \$5,105.00 collected from sealing fees.

Item	Category	Sealed
Scales	Under 100 pounds	41
	100 – 5000 pounds	4
	5000-10,000 pounds	1
	Over 10,000 pounds	5
	Balance	0
Liquid Meters	Gasoline	88
	Diesel	6
Unit Pricing	Scanners	68
Reverse Vending (bottle/can return)		4
Linear Measure		2

Public Safety

Medic 1 - Photo
Courtesy of Mass-
firetrucks.com



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

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

Susan Petzold, Sealer
Gary Petzold, Deputy Sealer

Ambulance Oversight Committee

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

It is important to note the Town's ambulance service remains self sufficient on a receipts reserved basis, and continues to serve the Town extremely well. During 2021, the ambulance service transported more patients than any year in the past. The ambulance service within the fire department treated 2108 patients and transported 1,866 patients to local area hospitals. Of these transports, BSMC-Spfld was the destination 41% of the time, with BSMC-Wing at 35.17%, Mercy at 14.88%, Holyoke at .18%, BSMC- Mary Lane at .06% and other facilities at .06%. The top five patient medical conditions are Traumatic Injury, Pain (non-specific), Other, Respiratory Distress, and Psychological.

We have placed an order for a new ambulance which will serve out of the Woodland Dell station. The new ambulance is scheduled to be delivered in late summer of 2022.

Due to covid restrictions we had to continue to take alternative measures for department members to conduct their recertification program. This year members were required to do all trainings online. We hope to be back to our normal multi-town recertification program next year.

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

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

We welcome Gary Petzold who has been named to serve on the ambulance advisory board.

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

Committee Members:

John Rigney
Tom Hurley
Heather Mullen
Gary Petzold

Public Safety

Fire Department, Emergency Medical Services & Emergency Management

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

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

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

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

Firefighter Richard Hatch resigned after 17 years of service to the Town. We wish him the best in his future endeavors. We appointed a new Firefighter/Paramedic this year. Paul Rekos joined the department in December. We are very fortunate that he joins our department with prior experience in fire and EMS from another department.

Unfortunately, due to restrictions, we were not able to hold our open house. We did, however, still recognize a member as our firefighter of the year. This year Private Matt Sterling was selected by his peers for this honor. Matt serves as the department EMS Coordinator and is instrumental in keeping our medics trained and prepared.

Training continues to be an important part of our state of readiness in 2021. The members of the department completed over 1,850 hours of training to maintain and improve the proficiency of this department. We hosted a professional development training for 9 members of the department. Other training included the utilization of outside resources such as National Grid, Massachusetts Emergency Management, Friendly Ice Cream Corporation, and Eversource Gas.

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

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

This year we received a total of \$4,600.00 in a grant from MEMA to update our ice rescue suits. We have several bodies of water in the Town that residents enjoy. Having the proper equipment for a potential incident is vital. The department also received a grant for \$8,700 from the Department of Fire Services. This grant was utilized to complete our cache of extrication equipment.

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

We have also renewed our contract with Blackboard Connect. This system allows authorized Town officials to create and rapidly disseminate time-sensitive messages to every home phone, business phone,

cell phone (with text messages) and email addresses stored in the notification database. With this system, authorized officials can send thousands of messages in minutes. You can sign up now by going to the Town website and click "Get Connected" tab.

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

The department responded to over 3370 emergency calls. This was a record year for the department and there are no signs that emergency runs will slow down. Many times, an outside agency is being called in to handle overlapping medical and other emergency calls. Over 50% of calls have overlap in which most cases require outside mutual aid. Handling the run volume with the current staffing levels proves to be challenging at best. The department is currently looking into cost-effective ways to increase on-duty staffing.



Wilbraham Fire Department Medic 1 and Ladder 1
Photo courtesy of Wilbraham Fire Department

FIRE DEPARTMENT ACTIVITY 2021

Fire / Emergency Responses	1012
Emergency Medical Responses	2360
Fire and Safety Inspections & Permits	1215
Totals	4587

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

Respectfully submitted,

Michael E. Andrews
Fire Chief / EMD

Board of Fire Commissioners:
Ralph Guyer
Gary Petzold
Edward Rigney

Fire Department Roster

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

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

EMT *
Paramedic **

Animal Control Officer

During 2021, the Town of Wilbraham licensed an astounding number of dogs, 2,689 to be exact. Thank You to those residents that complied. The Town licensing period begins January 1 and expires December 31 of the same year. This is a yearly renewal and an additional fee will be applied after the month of April. To obtain a required Town dog license, you must deliver proof of up-to-date rabies vaccinations to the Town Clerk's office and pay the license fee.

Animal Control responded to 940 calls in 2021. These calls pertained to Town by-laws violations/complaints, stray animals, deceased or injured animals and various other wildlife and domestic calls. Residents are reminded never to approach, attempt to capture, or touch presumably sick or injured wildlife. Please call the Police Department or Animal Control for immediate assistance. Animal Control removed 87 deceased animals from the public roadways. All motorists are asked to use extra care when driving to avoid contact with wildlife.

As the Town's animal inspector, 25 quarantines were administered. These quarantines were a result of either an animal biting a human or another animal biting an animal. A total of 18 barn inspections were conducted, which encompassed the Town's 493 live stock animals.

Paul Morrissey
ACOAM Certified Animal Control Officer
Town of Wilbraham Animal Control / Animal Inspector

Central Dispatch

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

The staff of full time and part time Dispatchers has participated in several different training opportunities during 2021. Due to the pandemic, many training sessions were cancelled or held virtually.

In May of 2021 the Towns of Hampden and Wilbraham agreed to a Regional Dispatch system forming the Wilbraham Regional Emergency Communications Center (WRECC). All emergency and non-emergency calls for the Towns of Hampden and Wilbraham are dispatched from WRECC. Not only is this model more efficient, both communities are eligible for additional State 911 Grant Funding through the WRECC.

The Wilbraham Regional Emergency Communications Center processed 32,540 calls for service in our CAD system. This is an increase of approximately 21.73% from 2020. Citizens are reminded that the non-emergency number for the Wilbraham Police Department is 413.596.3837. The non-emergency number for the Wilbraham Fire Department is 413.596.9771. Security, Fire and Medical alarm companies should be given the 413.596.9771 phone number for Public Safety Dispatch.

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

Respectfully submitted,
 Anthony E. Gentile Jr.
 Regional Communications Director

Full Time Dispatchers

Linda Hatch
 Brian Kibbe
 Annie Murphy
 Jeffrey Hastings
 Johnathan Danek
 Kelsey Green

Part Time Dispatchers

David Clark
 David Squires
 Brent DiMascola
 Jacquelyn Gerry
 Wilbur Bolden
 Gregory Wallace

Parking Clerk			
2021 Breakdown of Parking Violations - 4 Citations with 2 types of violations and 0 towed vehicles			
Parking Violation #	Violation	Fine/Fee for Violation	# of Violations in 2021
7	Over one foot from the curb or edge of the way	\$15.00	1
19	Within a fire lane	\$15.00	1
26	So as to obstruct or occupy a designated disabled veterans or handicap ramp, cross hatch area (as defined by M.G.L. C. 40 s. 22a and/or 521 CMR, as amended from time to time) or parking without proper permit	\$200.00	2

The Parking Clerk works collaboratively with the Wilbraham Police Department to enforce the Town's parking by-laws. The Parking Clerk is responsible for collecting parking citation fees, issuing late fees, sending courtesy letters prompting citation payment and resolution, and processing unpaid parking citations with the Massachusetts Registry of Motor Vehicles (RMV) through the assistance of Arthur P. Jones and Associates. Parking citation fees range from \$15 to \$200 excluding late fees. A \$10 late fee is added to the original parking citation fee after 21 days of non-payment. After approximately forty one days of non-payment of the parking citation fee, the driver's name and registration information is forwarded to the RMV to be "marked" as an attempt for the Town to collect the outstanding fees. The payment of the parking citation fee is enforced; whereas, the fees must be paid to the Town of Wilbraham before the RMV will conduct any business with the violator, such as renewing a driver's license, registering a car, etc. The parking citation fee for handicapped parking offence violations is \$200 with a late fee of \$50 after 21 days of non-payment. All monies collected for this type of parking violation are allocated to the Commission on Disability to be utilized towards accessibility projects, etc.

In 2021, four parking citations were issued in the Town of Wilbraham and one parking citation from a previous year was resolved through payment. The breakdown of parking violations related to parking citations issued and resolved in 2021 are presented in this report.

Respectfully submitted,
 Heather Kmelius, Parking Clerk

The 2021 collection efforts for parking citation fines were as follows:

2021 Collection of Parking Citation Fines		
# of Parking citations	Action Taken - Parking Citation	Fee Collected
1	Paid prior to late fee issued	\$15.00
0	Parking citations sent to the RMV for "marking"	
2	Appealed citations (2 sustained)	
2	Total parking citation payments received (including one 2019 citation)	\$15 (2021) and \$250 + \$35 RMV mark fee (2019)
	Total of fees Collected in 2021	\$300.00

Police Department

2021 brought many changes and exciting developments to the Wilbraham Police Department. This year-end review will detail the retirements, promotions and other notable events that have transpired.

Firstly, this year saw two officer retirements. Sergeant Mark Paradis, a lifetime resident of Wilbraham, leaves us as a 32 year veteran of the department. The second retirement after 27 years of service was Captain Tim Kane, also a long-time resident of Wilbraham. Mark and Tim set the bar high in their supervisory roles and earned the respect of their peers and citizens of Wilbraham. I wish them a well-deserved happy and healthy retirement. If you see either of them around Town, please do not hesitate to congratulate them.

These retirements left the department in need of a captain and two sergeants. A grueling process including a one hundred question test and interviews with three separate panels resulted in Sergeant Shawn Baldwin being promoted to Captain and assigned to the 3pm to 11pm shift in December. Officer Brian Strong was promoted to Sergeant in May and assigned to the 3pm to 11pm shift. Officer Chip Moore was promoted to Sergeant in December and assigned to the 11pm to 7am shift. I would like to congratulate all of them on their promotions, and again, if you see any of these officers please don't hesitate to do the same.

Police Department

2021 saw the department welcome three new members to the force. The first was John Lewis, who was hired in January, and is currently on the 11pm to 7am shift. Prior to joining us, he was a police officer for the City of Northampton. In February, former Longmeadow officer Chad Martowski and Sean Ford of the Palmer Police Department came onboard. Both are currently assigned to the 3pm to 11pm shift. These highly qualified and experienced officers will greatly complement our department and we are fortunate to welcome them into our ranks. I invite all of you to introduce yourselves to them.

This past year brought challenges to the department. Mental health issues and addiction are major challenges to law enforcement everywhere, and Wilbraham is no exception. To better serve the community, the police department is participating in Crisis Intervention Team training (CIT) to better respond to mental health issues. This training involves providing officers with model responses to mental health events and the information necessary to refer individuals to the most appropriate treatment. Almost all Wilbraham police officers have received 40 hours of CIT training, funded by the Massachusetts Department of Mental Health (DMH) and in partnership with the Behavioral Health Network (BHN). The goal is to minimize emergency transports to the hospital, reduce referrals to the criminal justice system and for CIT officer to work with BHN to coordinate better emergency responses and maximize the chance of better long-term outcomes. In many cases BHN clinicians can respond directly to the scene of a mental health crisis and work with law enforcement to direct a person to the most appropriate care. If a resident is in need of any mental health service or simply wants more information, please contact Captain Ed Lennon.

The second major challenge has been the dramatic effect of the opioid epidemic. Wilbraham Police Department entered into a relationship with Mercy Medical Center and 'Pathways to Care'. This was a resource offered to area police departments to assist in dealing with the opioid epidemic and the Town of Wilbraham was one of only a few area police departments to join this unique program. The department utilized resources from Pathways to Care and Mercy Medical Center to meet with individuals experiencing problems with substance abuse. We then joined Hampshire County HOPE, a multi-sector coalition addressing the rise in prescription opioid misuse, heroin use, addiction and overdose death in the Hampshire County region through policy, practice and systems change. Hampshire HOPE subsequently created the DART program, which is unique in several ways. Specially trained, plain clothed officers, harm reduction counselors and recovery coaches work in a combined concerted effort to visit residents with opioid addiction and those who have recently overdosed. This program is about understanding and treating opioid addiction, and not simply relying on the criminal justice system. Wilbraham Police joined the DART program in 2019 and Sergeant Rudinski and Officers Cygan, Glenn, and Costa were trained in the history of DART, physiology of addiction harm reduction and the roles of harm reduction counselors, recovery coaches, emergency clinicians, Narcan distribution and overdose reporting. In 2021 our DART officers responded to 32 overdoses and administered Narcan on 14 occasions. Unfortunately, we still experienced three overdose deaths. My deepest condolences go out to their families and friends. This is a serious epidemic the department takes seriously and will do whatever it takes to help individuals and their families touched by addiction.

The Covid pandemic also brought another set of challenges to the department. While many people were able to work or attend school remotely, the officers of the department were not able to do this. Every officer reported to work each day and responded to every call. I continue to be extremely impressed and grateful for their competence, professionalism, dedication and compassion. The department will continue to serve this way in 2022 and beyond. I would like to thank them for their service.

We are looking forward to serving the citizens of Wilbraham in 2022. We ask that if you have any concerns please notify us immediately so that we may put your mind at ease. We are here to serve you! Finally, the Wilbraham Police Department would like to thank the community for its ongoing support and generosity.

2021 ANNUAL REPORT STATS

I. CRIMINAL COURT COMPLAINTS

PRIMARY ARRESTING OFFENSE

SEXUAL ASSAULT	1
ROBBERY	0
ASSAULT AGGRAVATED	2
ASSAULT SIMPLE	27
INTIMIDATION	0
ARSON	0
RESTRAINING ORDER VIOLATION	15
BURGLARY/BREAK & ENTER	5
SHOPLIFTING	24
THEFT FROM BUILDING	2
THEFT FROM MOTOR VEHICLE	0
ALL OTHER LARCENY	9
MOTOR VEHICLE THEFT	0
FALSE PRETENSES/SWINDLE	1
EMBEZZLEMENT	0
STOLEN PROPERTY OFFENSES	5
VANDALISM	2
DRUG/NARCOTIC VIOLATION	14
WEAPON LAW VIOLATION	1
BAD CHECKS	0
DISORDERLY CONDUCT	6
DRIVING UNDER THE INFLUENCE	40
PROTECTIVE CUSTODY	6
FAMILY OFFENSE/NON-VIOLENT	0
LIQUOR LAW VIOLATION	2
RUNAWAY	0
TRESPASS OF REAL PROPERTY	0
ALL OTHER OFFENSES	60
TRAFFIC/BY-LAW	191
TOTAL	413

II. PERSONS ARRESTED OR CHARGED OFFENSE TYPE

A. Criminal	217
B. Motor Vehicle	190
C. Protective Custody	6
TOTAL	413

III. PERSONS ARRESTED OR CHARGED BY AGE

A. Adults	404
B. Juvenile	9
TOTAL	413

IV. PERSONS ARRESTED OR CHARGED BY OFFENSE TYPE/AGE

A. Criminal	
Adults	212
Juvenile	5
B. Motor Vehicle	
Adults	186
Juvenile	4
C. Protective Custody	
Adults	6
Juvenile	0
TOTAL	413

Police Department

V. PERSONS ARRESTED OR CHARGED BY SEX

A. Adults Charged	
Male	294
Female	104
B. Juvenile	
Male	6
Female	3
C. Adults placed in protective custody	
Male	5
Female	1
D. Juveniles placed in protective custody	
Male	0
Female	0
TOTAL	413

VI. PERSONS INCARCERATED BY AGE/SEX

A. Adults	Males	120
	Females	39
B. Juveniles	Males	2
	Females	1
TOTAL		162

VII. UNIFORM TRAFFIC OFFENSES

	<u>Civil</u>	<u>Warning</u>
Violate RMV Rules/Regulation	0	31
Stop Sign/Red Lens Violation	9	216
Text Messaging	17	188
Improper Pass/Marked Lanes	14	68
Seatbelt	0	3
Town By-Law Violation	1	30
Passing School Bus	0	0
Speeding	31	481
Fail Inspect M/V	32	280
Defective Equipment	13	264
Unregistered Motor Vehicle	12	28
No License/Reg In Possession	1	27
All Other Moving Violations	5	22
Recreation Veh. Violation	0	0
TOTAL	134	1638

MOTOR VEHICLE VIOLATIONS BY TYPE

A. Uniform Traffic Citations	134
B. Warnings	1638
C. Parking Violations	2
TOTAL	1774

IX. UNIFORM CRIME REPORT (FBI CRIME INDEX OFFENSES)

Forcible Rape	1
Robbery	3
Assaults	117
Burglary	15
Larceny-Theft	105
Motor Vehicle Theft	13
Arson	0
TOTAL	254

X. BURGLARY BREAKDOWN

Forced Entry	14
Unlawful Entry	1
Attempted Forced Entry	0
TOTAL	15

XI. LARCENY BREAKDOWN

Larceny over \$ 200	66
Larceny between \$ 50 & \$ 200	19
Larceny less than \$ 50	20
TOTAL	105

XII. VEHICLE ACCIDENTS

Fatal Accidents	2
Personal Injury Accidents	53
Property Damage Accidents	207
TOTAL	262

XIII. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed	2
Persons Injured	74
TOTAL	76

XIV. OTHER ACTIVITY—PUBLIC LOG

Call Incidents Citizen-8532	Police 16665	25197
Call Incidents needing further invest		950
Alarms Investigated		1250
Lost/Missing Persons		48
Suspicious Persons/Activity		670
Deaths Investigated		12
Harassment		71
Towed M.V.'s		261
Domestic Disturbances		136
Unsecured Buildings		19
Shoplifting Reports Filed		49

XV. STOLEN PROPERTY BREAKDOWN

There was a total of \$ 251,873.00 taken in break-ins and larcenies.
 There was a total of \$ 183,500.00 taken in motor vehicle thefts.
 There was a total of \$ 8750.00 taken in robberies.
 There was a grand total of \$ 507,636 in property stolen in town in 2021.

XVI. RECOVERED PROPERTY

25,375.00 recovered—does not include vehicles.

XVIII. PERMITS ISSUED

Pistol Permits	336
F.I.D. Cards	11
Machine Gun Permit	1

XIX. FEES COLLECTED

Pistol Permit/F.I.D. Cards/Machine Gun Permit	31,500.00
Commonwealth General Fund:	23,575.00
Town of Wilbraham:	7,925.00
Video/Report Requests	1,579.80
Solicitor Licenses	225.00
TOTAL	33,304.80

STATISTICAL COMPARISON FOR UNIFORM CRIME REPORT-FBI CRIME INDEX

	2020	2021	% CHANGE
Criminal Homicide	0	0	0%
Rapes	6	1	-83%
Robbery	2	3	+50%
Assault	81	117	+44%
Burglary/Res/Bus	18	15	-17%
Larceny	160	105	-34%
Auto Theft	8	13	+63%
Arson	1	0	-100%
TOTAL	276	254	-8%

STATISTICAL COMPARISON FOR W.P.D. ACTIVITY INDEX

	2020	2021	% CHANGE
Call Incidents	26215	25197	-4%
Written Complaints	1020	950	-7%
Alarms Responded To	1141	1250	+10%
Protective Custody	6	6	0%
Criminal Arrests	200	217	+9%
Domestic Disturbance	221	136	-38%
M.V. Accidents-Fatals	1	2	+100%
M.V. Accidents-Injury	34	53	+56%
Property Damage	175	207	+18%
M.V. Accidents-Total	210	262	+25%
Shoplifting	78	49	-37%

Police Department

MOTOR VEHICLE VIOLATIONS CITED:			
	2020	2020	% CHANGE
Civil	129	134	+4%
Warnings	1212	1638	+35%
Arrest M/V	147	190	+29%
TOTAL	1488	1962	+32%

POLICE DEPARTMENT PERSONNEL

CHIEF	Robert G. Zollo
CAPTAINS	Edward C. Lennon Shawn Baldwin
SERGEANTS	Jeffrey Rudinski Christopher Arventos Brent Noyes Brian Strong Charles Moore
PATROLMEN	Thomas P. Korzec Daniel E. Menard-School Resource Officer Michael J. Cygan Aderico P. Florindo-Investigator & Court Officer Justin R. Wall James E. Gagner Sean Casella-Investigator & Court Officer Daniel Ryan Steven Glenn Mark Shlosser John Perry, II Karl Osborn Douglas W. Costa, Jr Mark Harris Benjamin Regin Joshua Gagnon John Lewis Chad Martowski Sean Ford
ADMINISTRATIVE ASSISTANT	Maria Gildea

Health & Human Services

Cemetery Commissioners



The logo used by the Cemetery Commission for many years is of the monument of Eunice Chapman who died in Wilbraham March 30, 1789 at age 17. She and her parents Isaiah and Hazadiah (Soyer) and brother Isaiah Chapman were from East Haddam, CT. The Chapmans were Quakers and traveled north through Wilbraham to attend religious services. In their travels on Monday, March 30, Eunice died in Wilbraham and was buried in Glendale Cemetery, the nearest burial ground. The family later returned with an elaborate monument to her memory. This was done with a great deal of love and care and is still in excellent condition. No other member of her family is buried here.

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

In 2021 there were 20 burials (Adams 7; East Wilbraham 2; Glendale 11). 5 were full burials and 15 were cremations.

ADAMS CEMETERY

The annual October Adams Cemetery Tour sponsored by the Athenaeum Society was again cancelled due to COVID-19.

Plans were made to repair seven historic monuments that were broken from their bases. This was to be completed during the summer but shortage of supplies and personnel due to COVID-19 prevented the project to be completed. Hopefully the repairs will be done during 2022. Several other fragile monuments have fallen during the year.

Several wooden posts on the fence on the west side of Adams are decayed and will be replaced.

In the September windstorm a large branch on the old white pine tree at the north end of the cemetery snapped and dropped barely missing nearby monuments. There is urgent need for pruning to prevent future damage to the tree and nearby monuments.



The following chart shows the yearly burial for the past 10 years:

Wilbraham Town Cemetery Burials										
2021										
YEAR	ADAMS			EAST			GLENDALE			TOTAL
	Total	Full	Cremation	Total	Full	Cremation	Total	Full	Cremation	
2012	6	4	25	5	4	1	3	1	2	14
2013	6	3	3	0	0	0	3	0	3	9
2014	8	4	4	1	0	1	9	7	2	18
2015	9	6	3	2	1	1	5	2	3	16
2016	6	3	3	3	2	1	4	3	1	13
2017	5	4	1	4	0	4	3	1	2	12
2018	7	3	4	4	0	4	6	5	1	17
2019	3	2	1	2	1	1	4	1	3	9
2020	11	7	4	7	4	3	5	5	0	23
2021	7	2	5	2	0	2	11	3	8	20

Health & Human Services

A large maple tree on the main road of Adams has had branches falling for several years. To the left is the historic section. Luckily no monuments were severally damaged.

After inspection by tree specialists it is recommended that the tree be taken down before more branches fall and cause damage to the monuments. This will be done hopefully before spring.



Photo courtesy of Wilfred Renaud

EAST WILBRAHAM CEMETERY

16 historic monuments were to be repaired during the summer but due to shortage of supplies and personnel resulting from COVID-19 the project was not done. The plan is still on the agenda for 2022. A few more monuments have fallen since and will also be repaired. Ordinary maintenance and mowing were completed during the past year.

GLENDALE CEMETERY

Stones from the wall on Monson Road have fallen out of the wall. A call was made to the stone mason. Due to his schedule and COVID-19 the wall has not yet been repaired but this is on the agenda. During the September windstorm several branches fell and were removed. No monuments were damaged. Regular maintenance, mowing and general clean-up were performed.

Respectfully submitted,

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

Senior Center

Senior Center Building Committee

2021 was a big year for the Senior Center. After almost 10 years of hard work by three different committees, the Town overwhelmingly approved a new Senior Center building. Starting in the spring, a campaign began to help spread the word of why a new space was needed. Several community forums were held, articles were written in the Wilbraham Hampden Times, materials were mailed to every household, multiple “standouts” were held, and the Town was covered in lawn signs. A Special Town Meeting was held in October followed by a ballot box question, asking Town residents to support funding for the project.

It was a team effort, working with the Friends of Wilbraham Seniors, various Town departments and the 9 members of the Building Committee. The support received made it possible to obtain two “yes” votes and move forward with a new building. The 15,000 sq. ft. two story building will be located behind the Town Hall at 240 Springfield Street. Completion is expected by the spring of 2024.

The Senior Center became the go to for COVID vaccine assistance. The staff secured over 500 vaccine appointments for seniors at the local mass location at Eastfield Mall. Working with the Public Health Nurse, Fire Chief and Wilbraham EMT’s, the Senior Center offered multiple vaccine clinics for residents. We also assisted in setting up vaccines for our frail, homebound residents.

The Senior Center located at 45B Post Office Park, reopened to the public for programming on June 1, 2021 after closing March of 2020 due to the COVID pandemic. Staff continued to work from the location throughout the pandemic, offering assistance to Wilbraham residents. Virtual programming was offered. Drive in movies were held in the parking lot. Greater Springfield Senior Services Grab and go lunches were offered through September. Staff prepared in-person Monday lunches resumed in November. A flu vaccine clinic was held in September.

We look forward to the future with no more COVID, a stand-alone Senior Center and the ability to serve the Seniors of Wilbraham in a modern, purpose built facility.

Submitted by,
Paula S. Dubord, Director of Elder Affairs



Photos courtesy of Matt Villamaino

Health & Human Services

Health Inspector/Title V Inspector/Board of Health/Public Health Nurse

The Board of Health is pleased to report on ongoing activities to fulfill its statutory mission of preserving, protecting, and promoting the public health, safety, and well-being of the residents of the Town of Wilbraham. The Board enforces state, federal and local public health and environmental laws/regulations and promulgates local Board of Health regulations for enforcement in Wilbraham when a local public health risk is identified. The scope of services primarily constitutes state-mandated inspectional services, and surveillance for communicable diseases. In addition, the Board has historically provided public education on relevant community public health issues and clinical health services, such as, adult immunizations (e.g. for flu and pneumonia), and occupational vaccinations for Town employees.

The Towns of Longmeadow, Hampden, Monson, and Wilbraham are currently engaged in the participation and creation of the "Eastern Hampden Shared Public Health Services."

Our goal is to provide a comprehensive and efficient health services program to ensure the health and wellness of all four communities as it relates to communicable disease, prevention, and health promotion. An MOU by and between the Towns has been developed to govern the relationship of the shared services arrangement over the long term.

The Town Public Health Nurse, working under the supervision of the Board of Health, provides programming, health screenings, immunizations, and other services to Town residents of all ages. Although her primary target populations are seniors and individuals in the community requiring additional public health assistance, this year she continued a recent practice of conducting Covid-19 vaccinations for Wilbraham residents.

The Board wishes to express appreciation to the staff of the Building Department, Department of Public Works, and Council on Aging, and the Town Manager's Office with whom it networks on almost a daily basis.

Advisory Board of Health

The Advisory Board of Health (ABOH) met on December 1, 2021 at the Wilbraham Police Department Community room. The committee reorganized according to annual protocol. The following committee positions were filled: Chairman - Frank Barbaro, Vice Chairman - Thomas S. Gould, MD, and Clerk- Teri Brand, RN A committee member, Thomas G. Magill, MD, resigned from the ABOH in 2020 after generously serving for 19 years. The ABOH sincerely appreciates the important contributions Doctor Magill made to the discussions and work that the Board has engaged in over the years. The ABOH welcomes Captain Ed Lennon, WPD as a new member and we thank him for serving with us.

Commission on Disability

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

During the past year, the Commission held virtual meetings as the pandemic continued. During those meetings, the Commission has been working on solidifying its grant application process which had been on hold in 2020. The Commission looks forward to using funds raised to offer scholarship grants for local students with disabilities, a grant program to assist residents who have disabilities with improvements to their residences, and/or in other manners that would benefit individuals with disabilities.

The Commission wishes to acknowledge that the past year was again particularly challenging for many residents with disabilities. Overall, people with disabilities

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

Maureen James, Chair
Deborah Cook
Diane DaSilva
Kate Green
Barbara Harrington
Jered Sasen

John Walsh, Town of Wilbraham ADA Coordinator

Wilbraham Housing Authority

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

The Wilbraham Housing Authority worked on various projects in 2021. The Pandemic slowed some of our plans. A few of the items we have been focusing on are as follows:

The Pines: We have replaced the Gas Fired Boilers at the Pines. We will be replacing the roof over the old School Kitchen area in the next few months. We have upgraded the exterior lighting in the parking lots.

Miles Morgan Court: We have installed new Exterior Doors to all buildings. The Siding Project was completed with the last two buildings completed this past fall. We have added Security Cameras inside the Community Building and some exterior cameras.

Family Units: We started Bathroom Renovations in a Family Duplex and one Kitchen Renovation is in process.

The Wilbraham Housing Authority Board of Commissioners: Three Commissioners are elected to a five year term in Town Elections. The fourth member is to be a tenant appointed by the Town. The fifth commissioner is appointed by the Governor for a five year term. Board Meetings are held at the Pines Development on the

Health & Human Services

second Tuesday of each month at 3:30 p.m.

Peter Manolakis, Chairperson
James Burke, Treasurer
Karen Walker, Treasurer
Kathy Ann Krawczyk, State Appointee
Ann Duke, Tenant Seat Appointed by the Town
Jeanne Tryon, Executive Director

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

Department of Veterans' Affairs

Our Veterans Department has had another busy year navigating the world of COVID-19. Finally reopening our doors to the public after closing them in March of the year previous due to the pandemic. During this time we continued to assist all 786 of our Veterans, especially those who were susceptible to the COVID-19 Virus. The following are some of the major programs and events that our department was involved in throughout 2021.

Food Delivery

We continued to make food deliveries to over 30 Veteran households in Town from the beginning of the year until August 1st when the program shut down. Overall, we made over 200 home food deliveries to Veterans and their families in need last year.

Training & Conferences

All conferences for state trainings were still held virtually to ensure that our office is aligned with the most current local, state and federal regulations. With that, our office is proud and excited to announce that we were involved in two major training sessions through the National Association of County Veteran Service Officers (NACVSO), which helped strengthen best practices for various Department of Veterans Affairs Claims.

Programs

After reopening, many of our dormant programs were also re-commenced. One of these programs is our local Veteran ID Card Program, which last year we issued 17 ID cards to our local Veterans bringing total ID Cards issued to date to a 125 Wilbraham Veterans. We also are proud to announce that eight new town businesses have joined the roster to offer discounts to ID card carrying town Veterans. We are

excited to see how this program grows in 2022 and beyond!

We are excited to announce that in December we collaborated with the Senior Center Activities Coordinator to establish Veterans Cinema. This a monthly showing of military based movies. The first showing was on December 22nd and the movie was Greyhound. This is a program that we intend to do well into the future.



Detective Florindo and Detective Casella presenting the Department of Veterans Services with Coats for Vets in need. Courtesy of Jered S. Sasen

Ceremonies

We were very happy to return to an in person ceremonies in 2021 after holding virtual and published ceremonies in 2020 due to the pandemic.

This year's Memorial Day ceremony was held on Monday, May 31, at 10:30 AM at the Crane Veteran Memorial Park and was all the more important as it was dedicated to the memory of the 77 Heroes who lost their lives in the tragedy at the Holyoke Soldiers Home during the COVID-19 Global Pandemic. Especially the two (known) Veterans and their families from Wilbraham, Mr. Ronald Cyr & Mr. Frederick Sallade.

Our Veteran's Day Ceremony was held on Thursday, November 11th at 11:00 AM at the Crane Veteran Memorial Park. During the ceremony David Miles was named our Town of Wilbraham, 2021 Veteran of the Year.

Department of Veterans Services presenting David Miles with 2021 Town of Wilbraham Veteran of the Year. Courtesy of Jered S. Sasen



Eagle Scout Oliver Gavrilov presenting the Department of Veterans Services with a Flag Collection Box. Courtesy of Jered S. Sasen

Exciting Changes to come

Our Department is thrilled to announce that with the passing of the votes to construct a new Senior Center we will be moving locations in the future to a much bigger facility. When this happens, we have plans to increase Veteran programming. Some of these upcoming programs include but are not limited to Veteran organization seminars and talks, Veteran based health and welfare programs and monthly benefit discussions.

Veterans Benefits

Our department continues forward even with the difficulties brought on by the COVID-19 virus we were still able to be available to service all of our Veterans in our community. This past year we continued to fully utilize the VetraSpec program were we have been able to streamline and broaden the federal VA claim process. The Town of Wilbraham currently has a total of 275 Veterans and Beneficiaries receiving a total of \$373,956.43 which equates to \$31,163.03 a month from the Federal Government to our Veteran's and their families. This is a lot of money coming into the Town that benefits all of us.

As always, the Commonwealth of Massachusetts remains the best state for Veterans benefits in the nation. Our local Veterans Department manages an ever-changing budget with regard to our state benefits. We provide assistance with MA Chapter 115, VA claims, VA appeals, health care benefits, educational benefits, death benefits and various other facets of Veteran assistance through state and federal programs. For the MA Chapter 115 Benefit, cities and towns of Massachusetts dispense the benefits and are reimbursed at seventy-five percent from the Commonwealth for the cost of the benefits.

Health & Human Services

In FY2021, the Town spent \$78,811.13 in Veterans' Benefits, under Massachusetts General Law, Chapter 115, as approved by the Commissioner of Veteran Services of which seventy-five percent (\$59,108.34) will be reimbursed by the state to the Town.

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

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

Department of Veterans Services

Jered Sasen, Director of Veterans Services

Barbara Harrington, Administrative Assistant



Mrs. Person's Pre-school Class during a Veterans Day Presentation. Courtesy of Lisa Person

The Atheneum Society of Wilbraham

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

Due to ongoing precautions against COVID-19, the Old Meeting House held its programs outdoors during the summer of 2021. Our fascinating August program by Patrick Duquette covered Lake Hitchcock and the Glacier that was prominent to the History of Wilbraham. In September, Dennis Picard gave an interesting talk entitled Pox, Pus, and



Joey Almeida



Creeping Miasma: Disease and Death in Colonial New England. Additionally, we held our annual Tree Festival in December. This event featured Christmas trees decorated by local businesses and organizations, an ice carving by Joseph Almeida, and a book signing by children's book author, Michelle Stallworth.

The ASW hopes to begin construction on the front-entrance handicapped ramp in 2022. This will make visiting the museum much easier for our visitors who are mobility impaired. Other upcoming projects are repointing of the foundation stones, roof repair, and painting of the Old Meeting House building.

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

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

The Atheneum Society of Wilbraham

- Lucy Peltier, President & Treasurer
- Dave Bourcier, Vice President
- Nick DeCondio, Secretary
- Charlie Bennett, Trustee
- Donald Bourcier, Trustee
- Steve Clark, Trustee
- Karen Geaghan, Trustee
- Martha Lyman, Trustee
- Patricia O'Brien, Trustee
- Marianne Wagner, Trustee



Dennis Picard

All photos courtesy of Lucy Peltier



Patrick Duquette

Parks, Recreation & Culture

Parks & Recreation Department

2021 was a welcome return to some normalcy for The Parks & Recreation Department after the drastic impact of COVID-19 on programming in 2020. While the pandemic continued to have an effect on elements of many programs, the year saw the reintroduction of some of the Department's most popular offerings. Special events such as the Turkey Day Jamboree and the Annual Easter Egg Hunt at Spec Pond returned to a welcoming public, and The Friends of Recreation were able to hold their special events again with their A Night in the Park and 5K Falcon Trail Race.

In May work was finished on the brand new Parks Support Storage Building, a facility that houses the wide range of equipment and materials that are necessary to support and maintain the myriad of fields, playgrounds, fencing, beach and spray park facilities, buildings, bathrooms, roadways, parking lots, bleachers, benches, and tables that are under the care of the Parks Department. A project over five years in the making, the building allows us the necessary space to properly store and maintain the parks equipment that is so important in keeping our facilities safe and in prime condition.



Summer was once again bustling with activity, and the busiest time of the year for WPRD. Residents and visitors from other towns were once again able to enjoy all the facilities at Spec Pond, with Pinney Pavilion open again as a welcoming venue for parties, meetings, and special events. Spec Pond Beach and Spec Pond Day Camp both saw busy seasons, though the summer weather certainly could have been more cooperative. The Day Camp was led by Camp Director Amanda Ingerson, with Spec Pond Beach and Amy's Sparkle

Spray Park continuing under the leadership of Alyssa Shepard in her second year as Head Waterfront Director. The collective efforts of the beach and camp staffs contributed to another enjoyable summer season for residents and visitors alike, and Spec Day Camp saw record enrollment with over 400 kids attending over the course of six sold out weeks.



The fall was a flurry of activity, with most sports and programs emerging from the prohibitive restrictions that COVID concerns had imposed in 2020. Football, flag football, soccer, tennis, volleyball, cross country, and lacrosse all had successful fall campaigns. We continued to utilize Memorial School as a hub for both sports, classes, and activities, with Art-Ventures, Mad Science, and the always popular Stars of Tomorrow Dance program providing after-school and evening options. The fall also saw an expansion of our Esports program, where in partnership with Vanta Leagues we were able to offer a package offering quality coaching and competitive league play in several popular video games.

The Parks and Recreation staff saw some changes and additions as we continued to strive for excellence in all areas that we oversee for the Town. Director Bryan Litz entered his 21st year at the helm of WPRD, and was supported by Parks Foreman Rob Dobosz in his seventh year, Assistant Director Erin Carroll in her fifth year, Parks Employee Jason Robinson in his third year, and Program Coordinator Connor Duquette in his second year. Administration Clerk Scott Foulis joined the staff in July, returning the department to full staffing levels.

The Playground and Recreation Commission remained fairly intact in 2021, with the departure of Steve Wickman and subsequent addition of PJ Cambo as the only changes to Commission membership. We were thankful for PJ's willingness to serve and welcomed his addition.

The Parks & Recreation Department remains committed to providing those we serve with a varied and relevant slate of options for recreation and community engagement. Our success in that mission is a direct result of the dedication and contribu-

tions of an army of volunteer coaches, the Recreation Commission, the Friends of Recreation, and all those that give their time and energy to help make it all happen. We recognize, applaud, and sincerely appreciate their contributions and service to both the Parks and Recreation Department and the Town.

Moving forward, we continue to keep our eyes on the horizon and anticipate and plan for future needs and projects. In partnership with The Playground & Recreation Commission we are in various stages for a number of projects, including the Recreation Complex Project featuring pickleball courts, an ice rink, and dog park. We continue to study and evaluate several possible projects that will be discussed and prioritized, with the goal being to work toward securing funding and beginning the planning stages in 2022.

RECREATION COMMISSION

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

PARKS & RECREATION DEPT.

Bryan Litz - Parks & Recreation Director
Erin Carroll - Assistant Parks & Recreation Director
Connor Duquette - Program Coordinator
Scott Foulis - Recreation Administration Clerk
Ron Dobosz - Parks Foreman
Jason Robinson - Parks Employee



All photos courtesy of the Parks & Recreation Department

Parks, Recreation & Culture

Public Library

The pandemic continued to impact the library and its services. We started the year serving visitors by appointment. In May, we were able to restore our regular hours and welcome the public without limitations. For patrons who still prefer contactless services, we have maintained curbside pick-up appointments two days a week. Home delivery of materials continued with as many as a dozen trips monthly to residents.

The library experienced a few changes in personnel in 2021. Caroline Welch left her position as our part-time Adult Services Librarian in August. On the Library Board of Trustees, Ray Burk decided not to run for re-election. Brenna Levitin was elected for a three-year term to fill the vacancy. James Jurgens stepped down as chair, and Linda Dagradi was appointed to the leadership position on the board. The library welcomed back our volunteers and senior tax workers after their hiatus for most of 2020. Our crew of BiblioTemps returned in September as we reopened on Sunday afternoons.

Our building and grounds received several improvements this year. Extensive landscaping and tree removal was completed, the exterior doors and soffits were painted, and construction began on the StoryWalk© project. Inside the library, our eaves were cleaned and insulation blown in to prepare us for a future boiler installation with savings from the Green Community initiative. A new shelving unit was moved adjacent to our self-check-out machine for patrons to pick up their holds. The library worked with local young men on their Eagle Scout projects. Mason Crochietiere converted the old outdoor trash receptacle into a food pantry and Oliver Gavrillov built a container to collect flags inside the building for proper disposal.

The library hosted some in-person programs, such as book discussion groups, Teen Paint Sip Fun nights, and a lecture on Wild Edible Plants. Most other programs, however, remained virtual – including several children’s programs presented by our partner, Pathways for Parents. The traditional in-person storytimes were replaced with “Take and Make” kits and accompanying YouTube videos created by library staff. Our Summer Reading program was entirely online through the Beanstack app with challenges for children, teens, and adults.

In September, the library hosted a special 9/11 Exhibit in partnership with the 9/11 Memorial and Museum in New York City to commemorate the twentieth anniversary of the September 11th attacks. Community members supplied newspapers and books for the exhibit and we had a special display honoring Rick Thorpe, a Minnechaug graduate who died in Tower Two of the World Trade Center.

The demand for digital resources has grown since the beginning of the pandemic. This year we added ArtistWorks, IndieFlix, Mometrix eLibrary, Scholastic ScienceFlix, and The Wall Street Journal to our selection of online services.

The children’s department added a new collection of Wonderbooks – print books with a built-in audio feature. These are available to a variety of reading levels – from picture books through juvenile fiction.

The teens' department added the Nintendo Switch and Switch lite and Nintendo games to the circulating collection.

Assistant Director Mary Bell successfully applied for a grant from the Massachusetts Board of Library Commissioners to fund a local history study. The findings will help us to prioritize digitization efforts of our collection and plan for the best way to preserve materials for the future. We also worked with the Boston Public Library to digitize the Wilbraham Library Accessions books, now available on archive.org.



The library now has an easy way to get a library card with an online application through our website. Following the nationwide trend of libraries that are changing their fine policies, the trustees voted to implement a 28 day grace period. As long as patrons return their materials within the grace period, they are not charged a fine. If they return materials beyond the grace period, they are charged up to the maximum fee - either \$3.00 or \$5.00 depending on the item.

The library staff and the Board of Library Trustees are grateful for the support we have received from individuals, community groups, and businesses throughout the year, and especially for the financial support that we receive from the Wilbraham Friends of the Library.

Respectfully submitted,
Karen Demers
Library Director

All photos courtesy of WPL



Parks, Recreation & Culture

Wilbraham Children's Museum

The Wilbraham Children's Museum's goal entering 2021 was to celebrate our 40th year with imaginative community events in the face of an ongoing pandemic. As we did in 2020, we expanded our offerings throughout the year to best serve the youngest members of our community in a socially responsible and health-conscious a manner as possible.

In lieu of the annual Bunny Breakfast, we organized our first Virtual April Raffle Calendar. Local businesses donated gifts to be raffled off each day in the month of April with the first prize of the month being a personal visit from our Easter Bunny. The final prize of the month was a gift card basket for several restaurants in town. With the generous participation and support of the community, WCM was able to raise \$2,500 towards our museum playground upgrades coming in 2022.

As part of our ongoing tradition, the WCM organized the Town Wide Tag Sale in May with 30 participating residences. Maps were sold online or printed maps were available for drive-up purchase on the morning of the tag sale in front of the museum.

Over the summer, board members took turns hosting a booth at Main Street Farmers Market on Thursdays - this gave us the chance to meet with the community face to face while sharing information on all the programs and activities the museum has to offer.

The Registration Fair in August welcomed back past members to WCM and gave new families a chance to explore the museum and playground while signing-up for 2021/2022 memberships and playgroups. Our fair theme was Super Hero Training as it was part of the One Book, One Community initiative in town. We had a "make your own cape" station and turned the playground into a super hero obstacle training course for all the little heroes to practice their super skills.

We opened our doors back up for weekly playgroups and birthday parties in September. Playgroups were kept smaller in size than years past to accommodate a better atmosphere for our little ones. We did not bring back open hour playgroups this year, but we do offer at least one playgroup timeslot each day - Saturday and Sunday included. Our first session ran from September to December and our children and their caregivers were happy to be back!

Our Trunk or Treat was held at a new venue this year at Fern Valley. Despite the truly miserable downpour, over 20 themed trunks showed up to hand out treats to 400 pre-registered trunk-or-treaters! Fern Valley has so much to offer and they have been a wonderful addition to town. We look forward to returning in 2022, hopefully bringing the sunshine to the next event!

The Corner Studio offered Fall Mini-Sessions at a discounted rate for WCM members at Bruuer Pond and Laughing Brook. Our families were delighted to receive their pictures and they graced the holiday cards of many members!

Our 4th Annual Turkey Toddle was held outdoors at the Minnechaug Regional Track in November and was sponsored by the Polish National Credit Union. WCM assembled a swag bag for each participant with a 2021 Toddle t-shirt, turkey headband and crafts. The event was a huge success with over 90 participants earning their finisher medals at the finish line!

In December, we asked for Wilbraham residents to register their address on the 2nd Annual Wilbraham Holiday Light Trail. A map of participating homes was created and made available online and in person to the community. The in-person map pickup was an opportunity for WCM, alongside the Wilbraham Welcome Project, to collect donations for AJ's Stockings for Love while handing out cookies and cocoa.

We are grateful for community businesses, volunteers and groups who help WCM throughout the year. WCM loved having the Wilbraham Welcome Project at several of our events and look forward to working alongside them in our community. We would especially like to thank the Westfield State University Students, who completed our spring cleanup project, and the St. Mary's Faith Formation Confirmation Class, who completed our fall cleanup. Heartfelt thank-yous also to the Polish National Credit Union and Rice's Fruit Farm for your ongoing support to WCM. Your support enables us to continue offering programs and services to the community we love so much.

We are hopeful that 2022 will bring more programs offered as well as more community events - we have several already in the works and are looking forward to the coming year.

Respectfully submitted,
Meagan Michel
Volunteer President



April 2021 Calendar Raffle Winners
with the WCM Easter Bunny
Photo Credit: Wilbraham
Children's Museum

Wilbraham Children's Museum Executive Board

Meagan Michel, President
Kim Ryan, Vice President
Sarah Nolan, Treasurer
Julia O'Connor, Secretary
Shannon Schmitt, Playgroup/Membership
Coordinator
Melissa Freeman, Marketing Coordinator
Ashly Davis, Events Coordinator

4th Annual Turkey Toddle at
MRHS, November 13, 2021
Photo Credit: Wilbraham
Children's Museum



Parks, Recreation & Culture

Historical Commission

Commission Members:

Peter Ablondi, Roberta Albano, Charlie Bennett, Ted Malysz, Bill Steele, Don Williams (Chair)

Membership

During 2021, Peter Ablondi and Bill Steele joined the Historical Commission. Chairperson Diane Testa resigned on June 29th., and Don Williams was nominated and subsequently sworn in to serve as the new Chair. In November, he also assumed the Commission's vacant seat on the Community Preservation Committee.

Meetings

During 2021, the Historical Commission met four times on January 12th (remotely), June 29th, October 12th, and November 23rd.

Historical Signage in Town

Three historic signs demarcating Wilbraham's historic town center were installed in early August. Two of the signs are located on Main Street; one at the north end across the street from the Flo Design property, and the other at the south end, adjacent to Merrick's Farm. To the west, a third sign is positioned at the small park situated where Faculty Street separates from Springfield Street. The signs are in place to give recognition to the geographic and historical value of an area once known as the Center Village, but do not signify the creation of an historic district. This initiative was approved by the Board of Selectmen and funded by the Town at the 2020 Town Meeting. The locations of the signs were chosen with the assistance of the Department of Public Works, which also oversaw their installation by the Art-Tec sign company.



All photos credited to David Miles

Recognition of Memorial School

Memorial School is a Town property that was built in 1950, serving as one of several grammar schools in Town for many years. More recently, the property has been utilized by the Town for a variety of other purposes, and its future status is subject to ongoing discussion among town members. Whatever its future use, the Historical Commission wishes to commemorate its significance to the Town through its designation as an historic structure. Efforts remain under way to establish this recognition with both federal and state authorities.

Historic Photographs to Enhance Town Hall

The walls of the Wilbraham Town Hall are decorated with a wide variety of picture frames. Some of these are of important historic value, while many more are art reprints with little or no significance to the Town. The Historical Commission is working with the Town to replace the framed art prints with more suitable reprints of photographs from the town's history. There are a large number of historic photos from Wilbraham's past that are in the public domain curated by the Wilbraham library and the Commonwealth of Massachusetts. As a consequence, this project can be undertaken with little cost to the town, other than framing the new pictures.

Underground Railroad Tunnel

Before the Civil War, local operatives of the Underground Railroad utilized a tunnel underneath Mountain Road to hide escaped slaves who were on their journey to freedom in Canada. This tunnel, which once connected the Atheneum to a building across the street at Wilbraham Monson Academy, collapsed many years ago, and its existence has been largely forgotten. The Historical Commission hopes to document the remains of this historic structure and also find ways to memorialize its historic significance to the town and our nation's history.

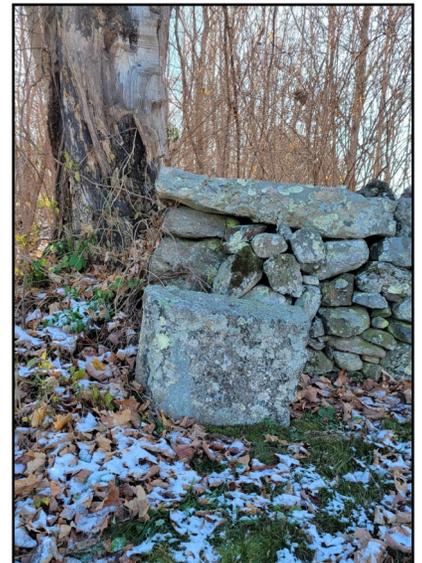
Additional Projects

The Historical Commission is exploring the possibility of gaining Community Preservation Commission funds for two projects.

The engraved stone marking the location of the town's Old Meeting House located at the top of Upper Tinkham Road has fallen into disrepair. The Historical Commission is exploring the possibility of having the stone restored to its original condition, and properly repositioned so that residents can once again appreciate this town landmark.



An historic stone wall running along the east side of Stony Hill Road providing a border between the street and the soccer fields has also fallen into disrepair. Much of this boundary has also become overgrown with weeds, shrubs, and trees. The Historical Commission is working with the Department of Public Works on a plan to restore this historic boundary line.



Parks, Recreation & Culture

Wilbraham Public Access

Wilbraham Cultural Council

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

At WPA, training is extremely important as we are primarily an organization comprised of dedicated volunteers. Last year proved very difficult in light of the Pandemic as WPA had to close to the public and put on hold all in person interactions with volunteers. We are excited with anticipation for the returning to regular operation and slowly we are seeing our dedicated and enthusiastic volunteers return to producing new content for the community.

In 2021, production of community events and board/committee meetings took on a new face. WPA continued to cover Board of Selectmen meetings and rebroadcasting of all recorded teleconference open meetings for boards and committees. We also worked extremely hard with the regional school district to broadcast live from the fields of the high school the Minnechaug High School Graduation along with several Band and Choral concerts. We also provided over flow video and audio to multiple locations for the Annual Town Meeting and Special Town Meeting for all town residents attending.

Director Aube would like to extend his deepest and heartfelt appreciation to the many volunteers who serve on the Town's Cable and Public Access Committees, to the numerous volunteers whose dedicated service to WPA make it possible to have a functioning and quality TV station, to the Friends of Wilbraham Public Access and to Jennifer Buchanan for her faithful contributions. He would also like to extend his appreciation to Nathan DeLong, IT Director, and the IT Department's staff for all their supportive help at WPA in 2021.

Public Access TV Advisory Committee

Sandra Belcastro, Chair

Roy L. Scott

Janet Vitkus

Executive Director

Anthony Aube

Production Coordinator

Noelia Ortiz

Photos courtesy of WPA



Despite the Covid-19 Pandemic in 2021 the Wilbraham Cultural Council worked hard to represent the Town and tried to bring arts and humanities programs to its citizens. Unfortunately due to the lockdowns and slowing of in-person programs a majority of the planned grant recipients' programs had to be canceled or postponed.

The amount of awards for planned programs amounted to \$7,800 but only two were able to be presented during the year, one held in person and one held remotely.

The Cultural Council supported "A Winter Wonderland Sleigh Ride" by the 50-piece Old Post Road Orchestra, which was held at St. Cecilia's Church on Sunday, Dec. 3, 2021. The OPRO concert was conducted by music educator Lucy Colwell and featured music of the time of year highlighted by the seasonal favorite "Sleigh Ride" by Leroy Anderson. All the musicians wore masks including the saxophone players who cut a slit in their masks so they could still play and remain safe.

The OPRO had originally planned to present a spring concert, but because of the threat of Covid-19 it was delayed and converted to a holiday concert at the end of the year when the pandemic had eased, and before the omicron variant had taken hold.

The second funded event was a remotely-held concert called "Caribbean Connection – Celebrating National Caribbean American Heritage Month". The program presented by the Wilbraham-based Caribbean American Heritage Committee was broadcast on WGGB abc-40 TV station on June 5, 2021. A premier of the program was shown May 2, 2021 at 22 Merrill Road in Wilbraham.

In normal times the goal of the Wilbraham Cultural Council, a group of volunteers, is to fund as many programs as possible to enhance and benefit the Town. A grass roots group, it passes on funds from the Massachusetts Cultural Council to support community-based projects in the arts, humanities and interpretative sciences each year. Thirteen applications were received in 2021; requests ranged from \$300 to \$3,000. Priorities of the Council for the year were programs promoting diversity and appealing to all ages and interests.

Examples of projects asking for support were programs for teens and adults at the Wilbraham Public Library, Senior Center, Fountain Park concerts and a program held at Minnechaug Regional High School. Unfortunately, because of the pandemic they were either canceled or postponed.

The Cultural Council always welcomes new members who are interested in advancing the arts and humanities programs for Wilbraham citizens. Anyone interested in joining the council should contact Heather Kmelius at the Selectmen's Office at hkmelius@wilbraham-ma.gov or call 413-596-2800 Ext. 1.

The 2021 Wilbraham Cultural Council

Valerie Ducey,

Chair

Susan Bennett,

Treasurer

Kara Arcidiacono

Lisa Person

Julie Slavick

The Old Post Road Orchestra, shown here in rehearsal at St. Cecilia's Church, was funded by the Wilbraham Cultural Council. (Photo courtesy OPRO)



HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT PROFILE

• Superintendent's Statement •

The **Hampden-Wilbraham Regional School District** is a fully accredited public school district educating approximately 2,900 students in PreK to 12th grade. The District maintains seven school buildings: Green Meadows School, an elementary/middle school in Hampden; Mile Tree, Stony Hill and Soule Road elementary schools in Wilbraham; and Wilbraham Middle School and Minnechaug Regional High School in Wilbraham. Thornton W. Burgess School houses HWRSD offices and programs that provide health, safety and student support. The District is driven by a strong vision that shapes the development of school and district-wide improvement goals. Students, parents and staff work together as a true "community of learners" dedicated to a tradition of educational excellence. HWRSD students regularly demonstrate high levels of achievement and accomplishments in academics, athletics, community service and the arts. HWRSD parents and the wider community are actively involved in the educational process. We provide our students with a range of academic experiences and services, a well-coordinated and aligned program of curriculum and instruction and a firm commitment to maintaining healthy and safe learning environments. HWRSD is committed to working with all stakeholders to provide educational excellence in a cost-effective, efficient manner.

School Committee Goals

COMMUNICATION GOAL:

- I. School Committee members will utilize effective communication systems that will allow stakeholders to feel heard and informed.
- II. Encourage the active involvement of the HWRSD School Committee with the Partners for Youth Coalition - at least one member per year will serve as liaison to the Coalition and attend monthly meetings reporting back to the Committee.

EDUCATION GOAL:

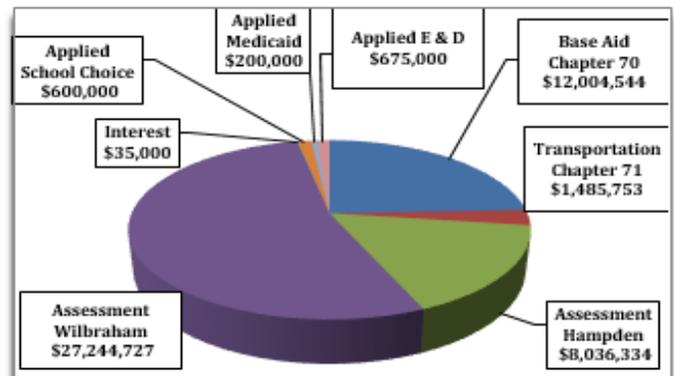
- I. While adhering to the District's tradition of academic achievement, adherence to standards and educational excellence, the HWRSD School Committee will:
 - Work with Town Governments and residents to ensure the District responds strategically to declining enrollment and rising costs.
 - Support District efforts to track all levels of academic and social-emotional growth in the elementary, middle, and high school grades to ensure equitable educational opportunities for all District students.
 - Support the District's efforts to implement a systematic and cyclical process of curriculum renewal and development at all grades and in all disciplines through funding ongoing, targeted professional development.
- II. In order to maximize the learning and growth of all students, a priority of the School Committee will be to assess and monitor the academic health of the HWRSD Student Body. To that end, the Committee will support the following:
 - Implement Universal Design for Learning to improve and optimize teaching and learning for all students based on scientific insights into how humans learn
 - Create an annual performance dashboard, with the recommendation of administration to approve the criteria to be used, the current baselines and the appropriate ways to measure growth

III. In order to sustain growth and improvement, periodic administration reports will inform the Committee as to budget development, School Improvement Plans, and the development of the 5-Year Strategic Plan.

IV. By May 15, 2021 present a budget based on the above information to the School committee and approve no later than April 15, 2021.

2021-2022 Operating Budget \$50,281,358

Base Aid Chapter 70	\$12,004,544
Transportation Chapter 71	1,485,753
Assessment Hampden (20.5914%)	8,036,334
Assessment Wilbraham (79.4086%)	27,244,727
Interest	35,000
Applied School Choice	600,000
Applied Medicaid	200,000
Applied E & D	675,000



Our District

School Accountability Information

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

Our Schools

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

2021 Next Generation MCAS Test Results

Grade	Percent of Students Meeting or Exceeding Expectations		
	Math	ELA	Science
Grade 3	35	58	
Grade 4	35	57	
Grade 5	43	56	51
Grade 6	47	60	
Grade 7	34	50	
Grade 8	37	46	47
Grade 10	68	69	

Performance/Student Data

NEASC District Accreditation Academically Acceptable

Total Enrollment on October 1, 2021: 2,890

Enrollment by Grade (2021-22)																
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Total
Green Meadows Elementary	34	44	35	48	36	45	43	12	20	19	0	0	0	0	0	336
Mile Tree Elementary	71	134	130	0	0	0	0	0	0	0	0	0	0	0	0	395
Minnechaug Regional High	0	0	0	0	0	0	0	0	0	0	259	248	230	280	1,017	
Soule Road	0	0	0	0	0	148	167	0	0	0	0	0	0	0	0	315
Stony Hill School	0	0	0	156	149	0	0	0	0	0	0	0	0	0	0	305
Wilbraham Middle	0	0	0	0	0	0	0	186	193	203	0	0	0	0	0	582
District	105	178	165	204	185	193	210	198	213	222	259	248	230	280	0	2,890

Our Students - Source: Department of Education

Enrollment by Gender (2021-22)		
	% District	% State
Male	50.48%	51.32%
Female	49.45%	48.57%
Non-Binary	0.07%	0.11%
Total	100.0%	100%

Nutrition Services

Lunch Price	No Cost
Avg. Complete Lunches Served Daily	1,080
Avg. Equivalent Meals Served Daily	398
Avg Daily Meals Remote Pick up	372
Avg. Total Meals Served Daily	1,850

Geographical Information

Hampden	19.65 Sq. Miles
Population (2020)	4,966
FY22 Tax Rate	\$18.72
Wilbraham	22.43 Sq. Miles
Population (2018)	14,613
FY21 Tax Rate	\$22.96

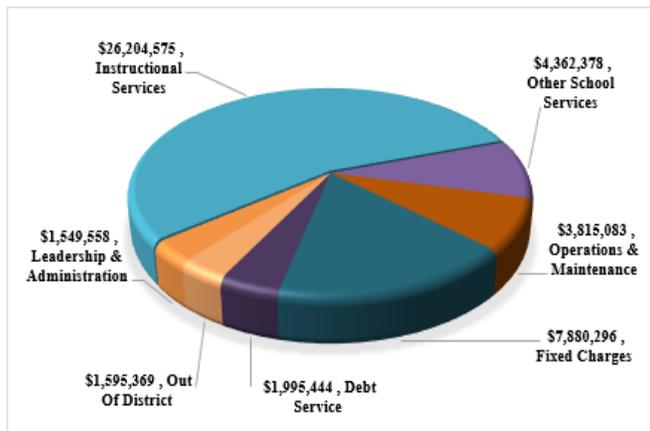
Regional Transportation

Number of Buses Running Daily	47
Cost per Bus Regular Transportation	\$60,602
Cost per Bus Special Education Transportation	\$77,563

Enrollment by Race/Ethnicity (2021-2022)		
Race	% of District	% of State
African American	2.7	9.3
Asian	2.1	7.2
Hispanic	8.7	23.1
Native American	0.2	0.2
White	82.5	55.7
Native Hawaiian, Pacific Islander	0.1	0.1
Multi-Race, Non-Hispanic	3.7	4.3

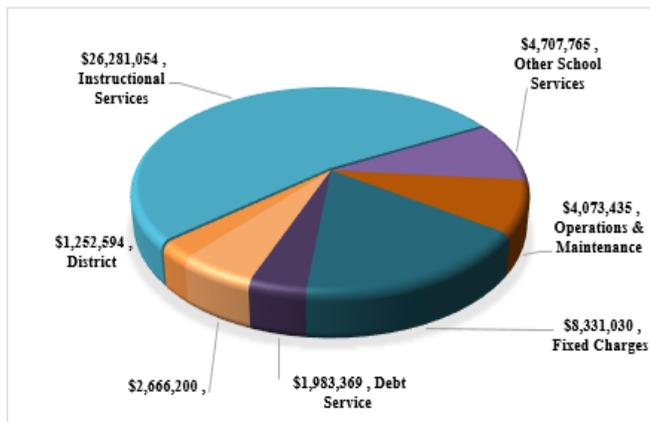
Financial/Basic Data

FY21 Expenditures \$47,402,703



FY21 Federal Grants	\$2,529,272
FY22 State Grants	\$340,871
Per Pupil Expenditure (2020)	\$16,185
Per Pupil Expenditure State Average (2020)	\$17,575

FY21 Budget at a Glance



Additional Academic Facts

2020 Number of Graduates	302
% Continuing Education	89.5

2021-2022 Employees

Total Number of Employees	539
Administrative	20
Custodial/Maintenance	25
Food Service	26
Independents	38
Nurses	9
Paraprofessionals	104
Teachers, Counselors, ETLs, Psychologists, Therapists	288
Clerical	20
Teacher Salary (BA Step 1)	\$47,725
Teacher Salary (M +30 Step 1)	\$57,179
Teacher Retention Rate	89.2%

Debt Service Schedules

2020-21 Teacher Data (DESE):	District:	State:
Total # of Teachers	221.7	75,146.7
% Teachers Licensed in Assignment	99.7	97.6
% Experienced Teachers	86.7	83.1
Student/Teacher Ratio	12.9 to 1	12.1 to 1

FY21	
School Project:	
• \$2,738,000 Green Meadows School	\$183,600
School Building Project:	
• \$18,835,000 – Minnechaug Regional High School (Re-Bonded \$22 Million Bond October 2017)	\$1,264,213
• \$7,025,000 – Minnechaug Regional High School	\$424,919
• \$5,030,000 – Minnechaug Regional High School	\$286,338
Sewer Betterment:	
• \$1,351,600 – Hampden-Wilbraham RS	\$ 97,991
Total FY21 Debt Service Amount	\$2,257,061

FROM THE SUPERINTENDENT

Albert G. Ganem, Jr., Superintendent of Schools

The **Hampden-Wilbraham Regional School District** is a fully accredited public school district educating approximately 2,900 students in PreK to 12th grade. The District maintains seven school buildings: Green Meadows School, an elementary/middle school in Hampden; Mile Tree, Stony Hill and Soule Road elementary schools in Wilbraham; and Wilbraham Middle School and Minnechaug Regional High School in Wilbraham. Thornton W. Burgess School houses HWRSD offices and programs that provide health, safety and student support.

The District is driven by a strong vision that shapes the development of school and district-wide improvement goals. Students, parents and staff work together as a true “community of learners” dedicated to a tradition of educational excellence. HWRSD students regularly demonstrate high levels of achievement and accomplishments in academics, athletics, community service and the arts. HWRSD parents and the wider community are actively involved in the educational process. We provide our students with a range of academic experiences and services, a well-coordinated and aligned program of curriculum and instruction and a firm commitment to maintaining healthy and safe learning environments. HWRSD is committed to working with all stakeholders to provide educational excellence in a cost-effective, efficient manner.

As I look back on 2021, a challenging year that encompasses the end of the successful 20-21 school year and the start of the hopeful 21-22 school year, I cannot help but be amazed by all that we in the Hampden-Wilbraham Regional School District went through together! The ongoing pandemic with its shifting guidelines and restrictions obviously affected teaching and learning, and yet because of our dedicated educators and staff members, motivated students, supportive families, and caring communities, we once again persevered and continued learning!

I am especially grateful that we already had several programs in place to provide mental health and well-being support and to strengthen social-emotional learning because when people reflect on these times, they may not recall all the classroom lessons, but they will remember how they felt being safe, well cared for and nurtured during these trying times. Hopefully they will also remember that we were always in this together – always!

As Superintendent of Schools for the Hampden-Wilbraham Regional School District, I am especially proud to provide the following reports that highlight just some of the many great things that happened in the District during 2021, another year shaped by the ongoing pandemic that will be one more for the history books!

ANNUAL FINANCIAL REPORT

Aaron Osborne, Director of Finance, Operations and Human Resources

The Hampden-Wilbraham Regional School District annual budget is intended to support the District Improvement Goals by ensuring the District remains focused on the safety and of all stakeholders, improves and expands professional learning aimed at content knowledge and intervention, remains fiscally responsible, sustains our commitment to educational excellence for all learners, and continues to strengthen our approach to education using technology and 21st Century frameworks. The following are community budget priorities we consider when establishing the annual District budget:

- To sustain the District’s vision and commitment to excellence
- To prioritize strategies and programs with proven cost effectiveness
- To develop manageable and affordable assessments to the towns of Hampden and Wilbraham
- To sustain school safety and well-being while managing student class sizes

The District continued to provide high-level opportunities for all students, while being challenged by an ever-changing landscape around Federal, State, and local mandates related to the COVID pandemic. This has included a range of testing programs and changing guidance around social distancing, mask wearing, vaccinations, and quarantining. When we had to transition to new and various ways of teaching and learning, we adjusted our District strategic priorities to reflect a changing learning environment that begins the journey towards a post-COVID experience. As such, the District established the following internal strategic priorities for funding:

- Continue technology gains made
- Focus on student social-emotional well-being
- Close COVID achievement gaps
- Expand our understanding of equity

While the District’s budget faced challenges related to shifts in student numbers between the member towns, as well as a dramatic adjustment in the required Minimum Local Contribution (MLC) of each town, we remained focused on these priorities through other resources.

The District has applied for and received a number of grants that allowed the District to meet these priorities. Some of these grants and their impacts are as follows:

ESSER II: 600 new Chromebooks, technology upgrades, counselling support, academic programming, enhancing accessibility, and equity work.

ESSER III: Explicit social-emotional training and consultation; additional counselors, interventionists, intervention hours, and paraprofessionals; increase in curriculum work and resources; and direct allocations to schools.

Mental Health Awareness: Training, professional development, and resources to respond to mental health challenges and emergencies.

Multi-Tiered Systems of Support: Piloting processes to conduct mental health screenings and establish/enhance multi-tiered systems of support for students.

Our member towns continued to have high expectations for student achievement and continued their commitment to investing in education while also experiencing their own fiscal stresses. The District has continued to absorb increasingly significant mandated costs relating to, but not limited to, union contracts, health care and benefit costs, and out-of-District costs for student services while also navigating the ever-changing COVID landscape. These aspects of operations heavily influenced the overall financial picture of the District.

The District continued to expand the direct feedback from our communities in recognition of the economic realities of the District and two towns, while ensuring its ability to meet the needs of our schools in a fiscally responsible way. A series of listening sessions were initiated over the summer of 2021 to elicit feedback from our communities regarding budget priorities. While this was required by the ESSER grant funding, the District intends to continue these valuable public forums to gather input directly from townspeople.

The District appreciates the efforts by the towns of Hampden and Wilbraham to contribute above the Minimum Local Contribution (MLC) level required by the State. This level of support from our two towns has allowed the District to keep the core mission intact, and recognizes in the budget cycle that their investments are imperative to the success of our schools' educational platforms. This will ensure the District can provide the educational experiences our communities want for their children. These objectives have been met through staffing, programmatic and operational efficiencies; systemic and sustainable contract negotiations; pursuit of other revenue opportunities; and development of strategic cost-saving initiatives.

CURRICULUM & PROFESSIONAL LEARNING

Thomas Mazza, Director of Curriculum, Instruction & Professional Learning (Through June 2021)

Lisa O. Curtin, Director of Curriculum, Instruction & Professional Learning (As of July 2021)

Across the District, our staff and students continued their teaching and learning that is aligned to the Massachusetts State Standards. Due to the health and safety requirements brought on by a global pandemic, teaching and learning looked quite different during the year. Beginning in September 2020, schools followed hybrid schedules that combined remote learning and in-person learning in order to reduce the number of students in classrooms. Remote learning provided many opportunities for teachers and students to increase their technology skill sets and also maintain students' connection to their teachers and classmates during a time of separation. All members of our school communities followed the guidelines for mask wearing, physical distance and hand hygiene. In April 2021, schools welcomed students back to in-person learning five days per week.

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

The HWRSD worked with DESE and 32 other districts to engage in a process for selecting curriculum materials and resources for literacy for grades Kindergarten through 5. A Curriculum Council was created and composed of teachers, school administrators and instructional coaches to facilitate the investigation, evaluation and selection process. The Council's vision: all K-5 students to receive explicit instruction in comprehensive literacy skills including phonics, decoding, grammar, vocabulary, writing, and reading comprehension using high-quality, appealing, rigorous texts; and develop students' ability to read critically, build arguments, cite evidence, and communicate ideas today to prepare them to be global citizens tomorrow.

GREEN MEADOWS SCHOOL (Grades PreK – 8)

Sharon L. Moberg, Principal

The mission of **Green Meadows School** is to work closely with home and community to provide a safe, caring and responsible environment, while addressing individual differences so all students will succeed in reaching their potential. Through our shared vision, we believe in fostering a respectful and challenging learning environment that cultivates interpersonal communication skills, collaboration, and growth mindset for our 342 students.



Our school community came together for a Playground Party prior to the start of school. This provided staff, students and families a fun opportunity to reconnect before the start of the new school year. When our Strings and Friends Music Program returned, students were excited to be learning, practicing and performing once again. We were also excited to have our Green Meadows Singers, comprised of about 40 students in grades 4-8, back rehearsing two mornings a week and offering special performances during the year. We were thrilled to be able to continue with our Fifth Grade Band, which had 20 members, as well as our Middle School Band, with its 18 members. The Middle School Student Council planned several fun activities for students during the year, including Spirit Weeks, Sock Drive, and Haunted Hallways.

Our school community continued its commitment to maintaining a positive school climate. Green Meadows prioritized social-emotional instruction, learning and support through the Responsive Classroom (RC) approach and utilizing Positive Behavior Intervention and Supports (PBIS). Through our Morning Meeting, in grades PK-5, and Advisory, in grades 6-8, students participated in activities that support the values of community, cooperation, responsibility, empathy and self-control. Students received special recognition for modeling these values through a "Green Meadows Gram" initiative. Additionally, our middle school students were recognized during their monthly "Respect Raffle".

With social-emotional well-being at the forefront of our teaching and learning, students are better prepared for academic teaching and learning. The highly qualified staff at Green Meadows focused on providing high-quality instruction that both motivates and challenges our learners. Staff were dedicated to the implementation of the State Standards across all content areas by direct instruction, whole group practice, small group or partner work and individualized needs-based support through the Workshop Model. Teachers administered District and State assessments to gather relevant data, in addition to classroom observations, to modify instruction accordingly.

Although we all eventually returned to the full in-person teaching and learning model, technology continued to play a vital role in our instruction. Grades 2-8 continued to have 1:1 access to Chromebooks while learning in school and if needed, remotely. Our school library was enhanced with the addition of new technology, including 30 iPads, new literacy books for guided reading, and a diverse and culturally responsive collection.

MILE TREE ELEMENTARY SCHOOL (Grades Pre K – 1)
Chante M. Jillson, Principal (Through September 2021)
Marie Pratt, Principal (As of October 2021 through December 2021)
Allison Petit, Principal (As of January 2022)



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

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

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

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

STONY HILL ELEMENTARY SCHOOL (Grades 2 – 3)
Monique C. Dangleis, Principal



Stony Hill School proudly served 308 second and third grade students in a rich learning environment that is as nurturing and positive as it is rigorous and challenging. This is a place to grow, take risks, strive to reach one's potential, and discover the joy of learning.

Excellence in Teaching and Learning: Our highly skilled staff worked to develop our students' problem-solving skills in both academic and social situations and foster their ability to persevere. We implemented a multi-tiered approach to literacy that promotes independent, literate learners who are able to think critically and effectively communicate their ideas. We focused math instruction on the Eight Standards of Mathematical Practice that encourages academic discourse and promotes mathematical habits of mind. Enhanced technology played an integral part in the implementation of 21st Century thinking and learning at Stony Hill. All students used 1:1 Chromebooks to access Google Classroom, plus many other programs that allowed teachers to assign tasks and activities targeted to each child's individual needs.

School Climate and Culture: Stony Hill staff and students are committed to maintaining a positive school climate. Students learned that they are more successful, both academically and socially, when they cooperate, assert themselves, act responsibly, have empathy for others, and demonstrate self-control. Students enjoyed frequent assemblies and celebrations which focused on these positive character traits. We believe students' social-emotional learning is paramount to their academic success. As a Responsive Classroom school, we utilized Morning Meetings, Closing Circles, and academic choice to build community and self-efficacy among our classroom teams. Our team approach to analyzing social-emotional data included our School Psychologist, Adjustment Counselor, and Responsive Classroom trainers. Together, we support teachers in their efforts to identify students' needs and provide interventions that lead to a safe, nurturing, and respectful learning environment.

Year in Review Highlights: The year presented many unique challenges to our students and staff. In spite of the pandemic related difficulties, our entire school community chose to lean in, identify at-risk students, provide timely and frequent support, and reflect on the silver linings that emerged from this shared experience. COVID shut downs and loss of face-to-face instruction certainly impacted our students' learning. Our staff focused on not only filling in the gaps, but more importantly, accelerating student learning. This approach gave students the opportunity to rise to the challenges and they have shown tremendous progress. Over this past year we had to be creative in order to find ways to continue to enjoy our school community's traditions in a safe and distanced way. One example was our annual Sock Drive. After collecting socks for local shelters, we typically celebrate by holding an old-school Sock Hop, complete with poodle skirts, black leather jackets, oldies music and dance moves. To keep this tradition alive, we created a Modified Sock Hop where our DJ led everyone in a fun-filled virtual Sock Hop that included staff, students, and families all dancing together on Zoom. In lieu of our traditional Thanksgiving Festival, which could not be held since it is an indoor event, we developed a new experience that celebrated the spirit of giving. Using the book, *Maddi's Fridge*, a story recommended by the ADL about friends overcoming obstacles and showing empathy to overcome hunger, we held an outdoor event called, *The Stony Hill Story Walk - Help Fill the Fridge*. We began by having all students watch a video of the story read aloud by Principal Dangleis. Afterwards, the author, Lois Brandt, presented a Virtual Author's Visit where she explained the story behind the book and encouraged our children to tell their stories through writing. After school, families came to walk the perimeter of the school and read enlarged pages of the book and engaged in related activities. The 'entrance fee' was a food donation to help local families enjoy Thanksgiving dinner. This event not only brought the community and school together for a fun shared literary experience, it also provided an opportunity for students to experience community service learning. In looking back on the challenges of 2021 and how we responded to them, it is clear that Stony Hill School saw opportunities instead of obstacles and continued our mission of doing what is best for students.

Award Winning School: As 2021 drew to a close, we were notified that Stony Hill Elementary School earned the distinction of being recognized as one of the *U.S. News & World Report's* Best Massachusetts Elementary Schools! Not only did our students perform extremely well on both the English Language Arts and Mathematics tests, our at-risk students also demonstrated strong progress towards mastery. This accomplishment is attributed to our excellent staff, determined young learners, and supportive families. By establishing a positive environment while also maintaining high expectations, students were taught that struggles and mistakes are part of the learning process. With the strong foundation provided at Stony Hill School, students feel safe to take risks, persevere, and find their love for learning.

SOULE ROAD ELEMENTARY SCHOOL (Grades 4 – 5)

Lisa O. Curtin, Principal (Through June 2021)

Serenity Greenwood (As of July 2021)

The **Soule Road Elementary School** staff is devoted to their 319 students in grades four and five and works tirelessly to provide a safe, supportive, and nurturing learning environment. This strong foundation is essential to creating a community in which learning experiences challenge students to take risks and engage in self-reflection so that each child takes responsibility for the successes and challenges they experience in the classroom.

While the impact of the pandemic created many challenges, the Soule Road community continued their focus on providing the most engaging classroom experience possible, all while adhering to safety guidelines. This was showcased by the *Soule Road Read-A-Thon*. For one week students collected donation pledges and then took off reading during the second week. They read at home, at school, on the bus, at recess, wherever they could as the goal was to raise money for the Soule Road Library. Students read for a whopping 70,000 minutes that week and their love of books helped raise \$5849.38. This endeavor speaks to the importance of literacy for our children and the generous spirit of our community.

The dedication of our staff as they supported students in the classroom and at home was vital to maintaining the goal of delivering the District curriculum through high quality, creative instructional practices. Collaboration with the District's elementary coaches, engagement in DESE initiatives, and varied professional development offerings were integral to meeting the needs of our children. The fact that students had not had a traditional school experience for well over a year had many ramifications - developmental, academic, and social-emotional. Differentiating, modifying, and adjusting our practices to meet each student's needs where they were in their learning was key to guiding students through the challenging times so they could continue to grow and strengthen their interpersonal and academic skills. At Soule Road School we always strive to demonstrate how important it is to respect others, respect oneself and respect the environment. We began targeting the need for explicit instruction on values and behaviors that assist students in gaining confidence, setting goals, making good decisions, and collaborating with peers, as well as many more social-emotional skills, so they will have the tools needed to navigate the world more effectively. Utilization of the Second Step program was part of our weekly instruction and provided common language and expectations for how we work together as a community.

Families of Soule Road students continued to provide amazing support as we worked together to move forward during these difficult times. Having a school community to celebrate the successes and who are willing to work together to meet the challenges, makes all the difference and for that we are very thankful.

WILBRAHAM MIDDLE SCHOOL (Grades 6 – 8)

John Derosia, Principal

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



Our multi-year school improvement goals focus around three main areas of safety, social-emotional learning and academic growth. Under our safety goal, we intend to maintain our focus on safety drills and preparedness while utilizing our annual safety audits as a tool to identify areas for improvement. In our social-emotional learning goal area we have established a Tier I and Tier II SEL curriculum (Second Step) to help support our learners as they emerge from the pandemic. Our academic goals area includes the need to be part of the districtwide curriculum review and adoption of curriculum resources that are highly rated and evidenced based. We have begun our Project Lead the Way modules in a three-year plan to include these in Computer Science and our STEM course offered for the first time in the 2020-2021 school year.

During the 2021-2022 school year, making connections and communicating with students and families has continued to be a vital aspect of our learning plan. We developed schedules so teachers can make positive phone calls home and build connections with families and students.

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

As part of the middle school team approach, we reduced one reading class and added a STEM teacher for all students in the 7th grade. Working with the Information Technology teachers, the STEM teacher applied for grant funding to access additional modules from Project Lead the Way. These topics allowed for hands-on engagement of students while developing an understanding of coding and the engineering process.

Wilbraham Middle School continued its transition to a true middle school model. As a result, students experienced learning with a team of teachers consisting of English language arts, history, math, science, reading, and foreign language. A strong focus was placed on building a solid culture that builds a bridge between school and family. As a result of a District initiative of establishing

connections, WMS worked to increase communication between staff/student and staff/families. We believe the ultimate growth of our students will be enhanced through tools such as student agenda books, parent portals, conferences, school/family events, open houses and weekly parent notifications, all of which support a collaborative relationship with all stakeholders of Wilbraham Middle School.

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

Minnechaug Regional High School continued to excel in the academic, social, and physical education of its 1,015 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: Executing the NEASC Self Study and Accreditation process, Identify MCAS improvement areas and implement preparation options for both school wide growth and for targeted students, supporting the social-emotional needs of students by investigating methods to increase student voice and autonomy, and continuing our staff professional learning around the issues of equity, diversity, and inclusion.

The following reports from the various departments highlight just some of the many commendable activities at Minnechaug Regional High School:

AP Computer Science had four students from the AP Computer Science Principles class in the top 70 winners of the *GOAT: Decoding a Successful App* challenge! Hundreds of feature prototypes went through multiple rounds of judging by Amazon employees, GOAT employees, and the GOAT CEOs themselves, and the judges selected our students' prototype as a standout based on innovation, creativity, and design.

The **Applied Arts Department** was able to further invest in equipment for the Photography & Graphics programs, focusing on the development of a professional-grade studio to serve a Videography Unit in Graphic Communications classes and Commercial Portraiture and Product Photography unit in the Introduction to Photography classes. Graphics classes now have a heat press with the ability to print tee shirts, hats, and mugs from original student designs. The department increased enrollment in this program and was able to offer a stand-alone upper-level Graphic Communications course. Throughout the hybrid learning models of the pandemic, the Applied Arts department provided remote Photography and Graphic Communications students with fully-functioning desktops equipped with Adobe Photoshop and Illustrator to access the specialized software from home. Tech and Engineering, as well as Wood Tech, launched online learning platforms through "SimBuild" to maintain student learning and engagement during the pandemic.

Minnechaug **Athletics** continued to thrive both on and off the field during the challenging pandemic times. The athletic seasons were met with COVID restrictions and rule modifications that our coaches and athletes all took in stride. The State association made a "Fall 2" season in which we participated in an eight-game football season that only allowed the home team fans. Despite the restrictions, all our teams managed to participate in every sport we offered in every season. One of the highlights of the 2021 season was a wrestling match we hosted outside on the new turf field because wrestling was moved to the spring of instead of winter, thus enabling the opportunity to compete outside. Athletes from across the four seasons were surveyed about their experiences and having the opportunity to compete despite the masks and restrictions of fans and rules. The number one feedback was that they all felt it was important to have sports for their mental health and that they appreciated the opportunity to participate. We could not be more proud of our coaches and athletes for having that mindset in what was anything but a typical sports experience. We all look forward to getting back some normalcy, especially with the fan experience at our games. Our coaches and athletes are ready to compete and to take on whatever challenges that continue in the new COVID world. As always, we appreciate the community support we get from our Hampden and Wilbraham communities and we are proud to represent them as Minnechaug Athletics. **We are Chaug!**

In the **English Department** to meet the needs of diverse learners, teachers continued to develop and revise curriculum, including the newest course, Social Media and Communication, designed to increase social media literacy and communication. English teachers continued to deliver instruction through multiple platforms. The *Smoke Signal* and *Emeralds* were redesigned for the 21st century and published online. Kyle Belanger, a professor of Media Studies at Springfield College, sports newspaper and radio journalist and interviewer for the Springfield Basketball Hall of Fame, spoke with students in our Journalism Class about journalism and college journalism programs.

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

The **History and Social Science Department** cautiously re-entered the in-person learning model by integrating pre-COVID events such as field trips, guest speakers, and in-person competitions. Our biggest development was the introduction of the new senior graduation requirement “Civics and American Identity.” As part of this course, students reviewed the foundations of our government along with investigating cases in which rights have been challenged for marginalized populations. Students held a full-scale presidential election whereby not only did they have caucuses and practice the Electoral College, but they reached out to the 8th-grade civics class students to help in the process. As part of this course, seniors also visited HWRSD kindergarten classrooms to read student-created children’s books that illustrated basic civic concepts. This course fulfilled the State-required offering of a civics project at the secondary level. Students in our AP U.S. History Course went on the first Minnechaug field trip since COVID restrictions. They visited Salem where they went on two tours: *Myths and Misconceptions and the History of Slaves in Salem* and *The History of Slavery in Salem*. Guest speaker Wilbraham Police Officer Dan Menard visited our Criminal Justice class and Dr. Chris Hakala, Cognitive Psychology Professor and Director of The Center of Excellence in Teaching, Learning, and Scholarship at Springfield College spoke to the AP Psychology class. Students in United States History II took a virtual field trip to the JFK Library to discuss voting rights as senators. Our clubs continued virtually and in-person as well. Mock Law participated in virtual competitions against schools throughout the Commonwealth and successfully recruited an alumni attorney coach. Model Congress was part of a virtual emergency session with American International College and the Model United Nations Club successfully attended an in-person conference in the fall where they represented a large variety of countries.

The **Information and Research Commons (IRC)** continued to support student and educator challenges, as well as individual curiosity. The certified school library teacher continued to offer collaboration opportunities to educators. These collaborations included curriculum support, evaluating and implementing instructional technology, providing course design guidance, and distance learning solutions. Since Minnechaug provides the school community with a certified school library teacher, students and staff have direct access to Massachusetts State subscription databases, eBook, and audiobook collections. Supplemental resources include Swank and Oxford English Dictionary, as well as Proquest Central, Ebsco Academic Search Ultimate, Science Direct, HeinOnline, and four Infobase databases dedicated to building initial research skills, especially for students transitioning from middle school. All subscription databases are intended to support student research and individual learning, as well as educator content and professional development, while promoting the use of authoritative and credible information. Print materials are available to Minnechaug students and staff. Titles are selected to focus on curriculum support, student and educator requests, and offerings for individual self-learning. The IRC web page includes video tutorials, pathfinders, and other resources intended to support Minnechaug student learning and understanding. The IRC is proud to host the Student IRC Community Committee, a group of students who represent the student body when making important IRC and summer reading decisions.

The **Mathematics Department** continued with curriculum revisions in all math courses. Pacing and curriculum topics were adjusted to help fill in curriculum gaps resulting from the pandemic. New lesson plans were developed throughout all courses to focus on the mathematical practice standards and make connections to new curricular topics. Math courses challenge students while aiding in the development of critical thinking and problem-solving skills. Due to the recent addition of a College Prep Pre-Calculus course, more students now have access to advanced mathematical topics necessary to prepare students for college fields requiring a Pre-Calculus foundation. In the AP courses, Concepts Algebra 2 courses and the Business Personal Finance course, projects were assigned to encourage students to draw real-world connections to the concepts taught. Students in AP Statistics and College Prep Statistics designed a study related to a topic of personal interest and then analyzed and presented their findings using statistical procedures. The department regularly used data to drive curriculum revisions and identify areas of strength and future areas for growth. Students demonstrated their strong math foundations in various ways and several students successfully passed AP exams in AB Calculus, BC Calculus, AP Statistics and AP Computer Science. The Mathletes team competed against local high schools and placed in the upper half of all competing schools. Throughout the ongoing pandemic, the department continued to improve educational practices by effectively using new teaching methods such as a “flipped classroom” approach where lessons were recorded and posted for students to view. All math courses have embraced new technologies such as Google Classroom and Zoom in order to meet the needs of all students whether attending class in person or remotely. The commitment of the entire department to work extra hours and to uphold high standards for teaching and learning during these challenging times was unparalleled.

In the **Music Department**, although music students were unable to perform live for most of the year, the choir program produced online holiday music which was made available to the public. To accomplish this, students used the digital platform “Soundtrap” to digitally record vocal collaborations with other students, which were then mixed and produced into recordings. In January, seven music students participated online in the Western District Senior Music Festival across the Honors Concert Band, Chorus, and Orchestra. In March, three students moved to the next step of participating online with the Massachusetts All-State Band and Chorus. The Pep Band played at two home football games in the spring and took to the field for a stand-in-place halftime performance featuring the music of “Queen”. The Marching Band took part in the Hampden Memorial Day celebration and our combined bands performed in the outdoor school courtyard to mark Memorial Day for our students. The Jazz Band continued to meet as a group in the evenings and produced an online “virtual” concert in May. In the fall of 2021, students were able to virtually audition for both Districts and All-State, with several Minnechaug students being accepted to both festivals.

The **Physical Education/Health Department** continued to promote student-learning expectations by instilling the necessary skills to maintain personal and community wellness. The department continued to revise curriculum in all areas to promote physical activity while staying vigilant to student and staff safety concerns. In addition, all staff members were able to complete certification courses for water safety, first aid, AED and CPR. Teachers continued to increase their content knowledge by taking advantage of professional development opportunities and completing collegiate level courses. The department reintroduced the Physical Education Leadership Program in which several 11th and 12th grade students were able to assist teachers in 9th and 10th grade classes. The department also continued its strong working relationships with local colleges and universities to mentor students in their pre-practicum and practicum experiences.

The **School Counseling Center (Guidance Department)** continued offering a variety of programs to serve students and parents in a proactive manner. Some of these programs and activities continued to be conducted remotely via Zoom meetings and webinars due to the pandemic. Google Classrooms were created for each academic grade cohort as a means to efficiently disseminate information and resources. An updated community resources page was also created and posted on the Counseling Center website tab of the Minnechaug website. Some of the virtual outreach services included workshops on writing college essays, College Financial Aid, College Night for students and their parents, College Fairs, and the orientation program for 8th-grade students and parents. The SAT Reasoning and Subject tests, ACT, PSAT, ASVAB, and AP exams were safely administered at Minnechaug. The MCAS is completing the transition to the “next generation” administration to fully online. Our Internship Program for seniors, considered one of the strongest in Massachusetts, returned to in-person but the number of placements was reduced due to the continuing pandemic. The School-to-Career Coordinator and School Counselors (Guidance) continued to work with students in Developmental Guidance classes on relevant topics such as the transition to high school, career readiness program, and college readiness. All students use the online platform Naviance throughout high school to help with the process of deciding future plans, college research, and completing the college application process. School Counselors and Adjustment Counselors continued to meet individually with students to assist in developing course schedules, make career and college choices, and deal with social-emotional and personal concerns. All Counselors are members of our Student/Teacher Assistance Team (STAT), which is an early academic intervention program. Counselors also attend monthly Student Status meetings to monitor student progress and attendance.

The **Science Department** highlights include increasing science literacy skills with a strong emphasis on inquiry hands-on experiences. Instruction provided students with more lab skills-based practice opportunities, data analysis and student lead investigations. The AP Environmental Science students had great success with 87.5% of Minnechaug APES students scoring a 3 or higher, which was well above the State average of 58.6% and global average of 50.3%. Our AP Chemistry students also had success with 77.8% of them scoring a 3 or higher, which was well above the State average of 58.8% and global average of 51.4%.

The **Student Activities Department** continued to offer over 50 co-curricular student activity programs with participants gaining experience in fundraising, community service, and academic competitions with State and National awards. Students raised over \$5,000 to donate to local and national charities, provided many hours of community service, held food and clothing drives, provided tutoring, and were awarded over \$2,000 in scholarships. New clubs were developed based on students’ interests.

Some highlights of the various clubs available to students include:

Above the Influence Club continued its work in the community raising awareness around healthy life decisions and some members were representatives on the Partners for Youth Coalition. The group created photo collages for the Holyoke Soldiers’ Home and for Domestic Violence Awareness Day. The ATI Club held food and clothing drives and raised money for charities by participating in virtual walks

Art Club continued to grow and members created various forms of art to share and display throughout the school. The club also held workshops throughout the year to learn about watercolor, cyanotype photography, and tee shirt printing.

As Schools Match Wits competed at Westfield State.

Chess Club held virtual meetings and competitions throughout the year. At one of the meetings, the students played against teachers. Although members are looking forward to meeting in person again, they did enjoy playing against their peers in a virtual setting.

Diversity and Culture Club met throughout the year and presented at a conference. They also had meaningful discussions with the school’s Equity, Diversity and Inclusion (EDI) Committee and the School Committee. The club also created an Advisory lesson on micro aggressions.

French Club decorated the Foreign Language hallway for Mardi Gras, visited a museum virtually, and made presentations on famous French people.

Gay-Straight Alliance (GSA) created a welcome slideshow for new members, created a GSA Pride Month Advisory lesson, and designed items for a sticker fundraiser.

The Jazz Ensemble recorded a live performance on stage and made it available online.

The Lumberjack Club held a supplies collection drive for a local animal shelter and held open forums and extra help sessions.

Mathletes participated in five virtual competitions

Mock Law participated in three virtual competitions against schools across Massachusetts.

Model Congress met throughout the year and participated in AIC’s Congress in April.

National Honor Society provided more than 2200 hours of community service and completed seven community service projects.

The Smoke Signal moved the school newspaper to an online platform.

The Spanish Club raised over \$800 for artisans in Nicaragua and Guatemala and created holiday cards for a local women’s shelter.

Student Council received State recognition for its continued commitment to school spirit, leadership, and student voice. The group also earned two positions on the MASC State Board. Minnechaug once again received the National Student Council Gold Council of Excellence Award. Student Council also continued its good work with Special Olympics by hosting weekly bocce tournaments in the winter and participating in the annual Polar Plunge.

Teens Helping Teens created a Veteran’s Day Advisory lesson and held a winter clothing drive. The club also held a fundraiser to support the Patricia Hogan Scholarship.

World Care Club continued its work encouraging our school community to be more aware of how we can protect our Earth. The club handed out seed paper for Earth Day and performed a clean-up of Fountain Park.

In **Visual Arts**, students were provided individual art kits that allowed them to work from home as well as in school during hybrid instruction. Teachers and students worked hard to make this transition, learning new platforms and technology for effective instruction and learning. The Clay Program continued to grow in numbers and successfully navigated the hybrid transition with the dedication of its students and the ability to transport their work to and from school during the challenging times. Although the Art Department was not able to host its annual art show, the department created an Annual Arts Awards Program to acknowledge student accomplishments in various areas such as civic mindedness, humanitarian causes, social-political activism, and perseverance. The Advanced Placement Studio Art and Design School Program submitted five AP portfolios with a 100% passing rate.

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

CENTER FOR HEALTH AND SAFETY
Gina S. Kahn, Ed.D., Director – Hampden-Wilbraham
Partners for Youth Coalition



It has been an exceptionally busy year in the **Center for Health and Safety**, located at Thornton W. Burgess Middle School, as we have found the impacts of COVID to be particularly relevant to our work in school safety, school climate, substance misuse prevention and behavioral health. Even though these aspects are always at the forefront of the District's highest priorities for our students, it is hard to recall a time when the focus on physical and social-emotional well-being has been more compelling, or more impactful.

Public-health related protocols were definitely a prominent aspect of our school safety efforts during the year, but we continued to be assisted by grant funding from the Department of Justice's COPS Office to pilot new visitor security technology, support emergency communication capacities, and maintain key operational systems designed to keep our schools and campuses safe and secure for students, staff and visitors.

Our attention to students' social-emotional well-being and mental health also received significant assistance when we learned the District had been selected to receive one of only 145 grants awarded by the Substance Abuse and Mental Health Services Administration (SAMHSA). This grant is focused on increasing mental health awareness and access to support across our entire school community. Hampden-Wilbraham has put forth an ambitious plan that includes training at least 4,000 individuals including staff, students and community members over the five-year grant cycle. Youth Mental Health First Aid Training of staff, parents and all caring adults will be a cornerstone component of our work to improve community-wide capacity to recognize and respond to the growing mental health needs of our students. Activities will be planned to increase community-wide understanding and support for mental health-related needs of our students and families, reducing stigma around help-seeking, and recognizing the important collective role that we all share as we safeguard the emotional well-being of our young citizens.

This emphasis is also shared by our Drug Free Communities Coalition: the Hampden-Wilbraham Partners for Youth, a collaboration of community members and organizations working to promote physical health, mental health and safety for all Hampden-Wilbraham youth through the prevention of substance misuse. Despite the COVID pandemic's limitations on typical outreach activities, the "Parenting Now" series continued virtually with topics such as "Tips and Tools for Strengthening Families" with Jim Conway, Senior Facilitator from the Search Institute in Minneapolis, and a Social Media Safety presentation facilitated by the Hampden County District Attorney's Youth Advisory Board. As the year ended, we said farewell to our Coalition Coordinator. However, in launching the search for a replacement, the team took the opportunity to assess strengths and needs with a commitment to continued growth and sustainability. We invite community members to www.HWP4Y.org to learn more about the Coalition and how to become involved.

SCHOOL HEALTH SERVICES

Teri Brand, RN, BSN, NCSN, Nurse Leader (Through June 2021)
Kiara Fryer, RN, BSN, NCSN, Nurse Leader (As of July 2021)

School Nurses play a vital role in supporting a District priority of improving student learning and achievement. School Nurses support this goal in their daily work as they assist in the efforts to keep all students safe, healthy and ready to learn. Our DESE-licensed School Nurses in each building provide comprehensive school health services to all students, promote health and safety, intervene with actual and potential health problems, provide case management services, dispense first aid and emergency care, manage students with complex health needs, monitor immunization compliance, oversee communicable disease surveillance, perform mandated health screenings and offer health counseling and education. School Nurses carry out procedures for student assessment and treatment including blood glucose testing, carbohydrate/insulin calculation, medication administration, auscultation of lungs, vital signs measurement and various other medical procedures as ordered by health care providers.

During the year all staff and students eventually returned to in-person teaching and learning. The role of the School Nurse changed due to the COVID pandemic, including the evolution of nurses to serve a greater role in community health, disaster preparedness and infection control. This was in addition to adjusting communication strategies and health care provisions to maintain their normal high standards of care to students, while also protecting the entire school population and our communities from infectious diseases. This effort necessitated that our School Nurses frequently monitor the updated guidance and regulations from the CDC, Massachusetts Department of Public Health, Department of Elementary and Secondary Education and Massachusetts Interscholastic Athletic Association and then adjust their practices accordingly. The voices of our School Nurses are informed, important and continually expanding in planning for ongoing and emerging school health and safety protocols.

During the year the extensive COVID contract tracing efforts continued by our school healthcare team. In addition, the Test and Stay Program was implemented. This unique program allowed staff and students who were exposed to COVID in the school setting to remain in school as long as they remained asymptomatic and tested negative for seven days after the exposure. The school nursing team was responsible for the testing and communication with all District schools involved in this effort.

The District continued to receive Comprehensive School Health Services Grant funds which provided additional support to students through the services of a Nurse Care Coordinator. This year the Coordinator's primary role was to assist the school healthcare team with COVID investigations. The Coordinator also assisted the School Nurses with case management of students with complex medical needs. The funds paid for per-diem nurse substitutes so our School Nurses could attend important student meetings and collaborate with school personnel.

The District's new School Physician, local pediatrician Amy Kasper, M.D., F.A.A.P., quickly proved to be a strong partner with her valuable consultation and input to guide our health and safety protocols, as well as health-related decision making.

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

HAMPDEN-WILBRAHAM REGIONAL SCHOOL COMMITTEE

“A School Committee has the dual responsibility for implementing statutory requirements pertaining to public education and local citizens’ expectations for the education of the community’s youth. It also has an obligation to determine and assess citizens’ desires. When citizens elect delegates to represent them in the conduct of public education, their representatives have the authority to exercise their best judgment in determining policies, making decisions, and approving procedures for carrying out the responsibility.” (Source: Massachusetts Association of School Committees)

Members through June 2021

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

Members as of July 2021

Michal Boudreau, Chair
William Bontempi
Sherrill Caruana
Sean Kennedy
Patrick Kiernan
Lisa Murray
Maura Ryan

RETIREMENTS FROM HWRSD

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

Employee	Position	Location
Karen Belsky	Executive Assistant to Superintendent	District Office
Teri Brand	District Nurse Leader	Thornton W. Burgess
Lynn Byrnes	Educational Team Leader	Wilbraham Middle
Dawn Commisso	Paraprofessional	Green Meadows
Sandra Daly	Paraprofessional	Wilbraham Middle
Sherri Dungan	Math Teacher	Minnechaug
Lee Laferriere-Bates	Paraprofessional	Stony Hill
Suzanne Lynch	Special Education Teacher	Minnechaug
JoAnn Mack	Paraprofessional	Soule Road
Cheryl Markham	Food Service Lead Supervisor	Green Meadows
George Mitrolka	Athletic Trainer	Minnechaug
Gina Moauro	Paraprofessional	Mile Tree
Jeanne Molinari	Food Service Lead Supervisor	Mile Tree
Maryann Musiak	Paraprofessional	Soule Road
Margaret Reidy	Music Teacher	Minnechaug
Lisa Simon	6 th Grade Teacher	Wilbraham Middle
Charlotte Worthington	Paraprofessional	Minnechaug

This group of dedicated retirees provided a total of **318 years** of service to the Hampden-Wilbraham Regional School District!

SCHOOL COUNCILS

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

Green Meadows Elementary School	Minnechaug Regional High School (cont'd)
Sharon Moberg, Principal	Meghan Roy
Rebecca Czach	Nicki Smith
Jessie Donovan	Alison Stone
Cynthia Miller	Soule Road Elementary School
Melanie Paterson	Serenity Greenwood, Principal
Carol Winters	Christine Casagrande
Mile Tree Elementary School	Danielle Dugre
Allison Petit, Principal	Special Education Parent Advisory
Michelle Croteau-Hall	Kristina Guerin
Karl Gates	Joyce Leckey
Minnechaug Regional High School	Corine Roberts
Stephen Hale, Principal	Stony Hill Elementary School
Lauren Beaudin	Monique Dangleis, Principal
Ava Conors	Lynn Mayotte
Heidi Drawec	Jill Pszeniczny
Lea Fitzgerald	Wilbraham Middle School
Aaron Gasteyer	John Derosia, Principal
Kristen Hicklen	Jake Hulseberg
Chris Plasse	Kathryn Manuel
Keith Poulin	

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT DIRECTORY

Central Office

Albert G. Ganem, Jr., Superintendent of Schools
Aaron Osborne, Director of Finance, Operations & Human Resources
Lisa O. Curtin, Director of Curriculum, Instruction & Professional Learning
621 Main Street, Wilbraham, MA 01095 – (413) 596-3884

Health, Safety and Student Support

Gina M. Roy, Director of Student Services
85 Wilbraham Road, Hampden, MA 01036 – (413) 566-8950
Gina S. Kahn, Ed.D., Director, Hampden-Wilbraham Partners for Youth Coalition
Kiara Fryer, RN, BSN, NCSN, Nurse Leader
85 Wilbraham Road, Hampden, MA 01036 - (413) 566-5060

Green Meadows Elementary School (Grades PreK – 8)

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

Mile Tree Elementary School (Grades Pre K – 1)

Allison Petit, Principal
625 Main Street, Wilbraham, MA 01095 – (413) 596-6921

Minnechaug Regional High School (Grades 9 – 12)

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

Soule Road Elementary School (Grades 4 – 5)

Serenity Greenwood, Principal
300 Soule Road, Wilbraham, MA 01095 – (413) 596-9311

Stony Hill School (Grades 2 – 3)

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

Wilbraham Middle School (Grades 6 – 8)

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

Visit the District's website @ www.hwrsd.org



www.wilbraham-ma.gov