

Town of  
**Williamsburg**  
Massachusetts



2018  
Annual Report

There are folks within a community who over the course of their lives make a difference, help define our community and leave their unique marks. The Board of Selectmen recognizes two such people by dedicating the 2018 Annual Town Report to the memory of Paul Dunphy and Ralmon Black.

## **Paul Dunphy**

Paul Dunphy was a man who enjoyed the adventures of life. As a journalist he reported on politics and traveled to different countries bringing back the stories of people and what was happening. Paul liked hearing people's stories and he was skilled at listening and sharing the important facts with the world. He toured Central America and the United States by hopping trains and hitching rides, which accounted for many adventurous moments and more stories to tell. Paul loved to sail in Maine and in New Hampshire with his wife, Marty, and children, Matthew and Jessie. His family has many stories of their time together on the water, some of which are a bit harrowing, some funny, some peaceful, all remembered as joyous times together. Paul was always present in the moment, listening, absorbing, and bringing that back to those around him and pushing out positive energy to the community. He had an unwavering love and connection to his family, his friends, and the town of Williamsburg.



His wife Marty stated that Paul had a “strong belief in a common civic space created by the shared lives of the community members and the ability of people to find common goals by working together” and that was clear in his extensive service to the Town of Williamsburg. He served on the Board of Selectmen, Planning Board, Trust Fund and Cemetery Commission, Williamsburg School Committee, Hampshire Regional School Committee, and Council on Aging Board over a period of 27 years. In each of these positions he made a difference, by moving conversations forward in a productive and respectful manner. Paul was particularly concerned about the public-school system and the impact that Charter School funding had on the town budget and the impact that the focus on standardized testing had on students. As a member of the Citizens for Public Schools in Boston, he was a leading voice to speak against costly new charter schools and MCAS testing. Paul respected everyone's opinion and he had an innate ability to bring folks together moving towards the heart of an issue. In turn he earned the respect of everyone else.

For 20 years, Paul served as the Chair of the Williamsburg Democratic Committee and for close to the same number of years, he weekly climbed the steep flight of stairs weekly to wind and oil the E. Howard clock owned by the Town and located in the Haydenville Congregational Church.

Paul valued the public sector and knew the importance of legislation and its effects on towns. He served as an important connection for Williamsburg and communities in western Massachusetts in his position as Director of Constituent Services for Representative Steve Kulik utilizing his people skills, knowledge of local government and the needs of small towns.

Paul's story is one that depicts a man who enjoyed the adventure of living, who cared about folks and his community, and gave of himself in everything that he was involved in. We are thankful for Paul's many contributions to our community. Our community is better because of him.

## Ralmon Black

Ralmon Black was one of those unique individuals that everyone in town knew. He had a creative soul. He had a passion for reciting poetry and singing, delighted in cooking gourmet meals, and he and his wife Gloria enjoyed entertaining. Ralmon loved Williamsburg and its people. He found joy in sharing his vast knowledge of the history of the town and its people and he did so with enthusiasm at every opportunity and with anyone who was interested.



Ralmon grew up in Williamsburg surrounded by a large extended family. He obtained his Associate degree in animal husbandry from Stockbridge School of Agriculture at the University of Massachusetts, then joined the Army, serving as a military policeman. After his service to his country, he spent a decade traveling the United States and other countries working on farms and dairies. However, the pull of his hometown was great, and he returned to Williamsburg to work for the Massachusetts Department of Agriculture as an inspector of dairying and animal husbandry so he could build his life and raise his four children, Collin, Farlin, Edlin and Vivian.

Ralmon understood that a community thrives and blossoms based on the investment of its people. He invested fully and completely. His manner was friendly, welcoming and enthusiastic. Over time, he collected extensive research on the town's history and amassed over 4,000 genealogy records. He was the local historian and the town and individuals turned to him for information about the past. He regaled people with stories that made the past come alive with detail and color. He generously shared his knowledge and time with the town, the community and people far and wide whose ancestry led back to Williamsburg. He was a born storyteller and a kind soul.

Ralmon felt civic engagement was very important and he shared his unique set of gifts, skills and knowledge with the town. He served for 14 years on the Zoning Board of Appeals, helping shape the town's growth. He took pride in helping folks achieve their goals within the Zoning bylaws. As a history buff, he was committed to preservation, documentation and telling of the past. He served for 20 years on the town's Historical Commission and the Historical Society, helping to preserve our past and keeping the stories alive for the future.

Ralmon was a man of words and his generous spirit will be remembered always.

*"Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in."*

~ Author Unknown

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**Photo credits:**

Paul Dunphy - Martha Phinney  
 Ralmon Black - Black family  
 Baby; Dog; Voting booth - Brenda Lessard  
 Transfer Station sticker, compactor canopy - Brenda Lessard  
 Horses - Agricultural Commission  
 Angel Park magnolia; Mill River Park Bridge - Nick Dines  
 Kitten - Shayla Howe  
 Solar construction - Gerry Mann  
 Old Town Hall cupola before and after - John Hoogstraten  
 Brook - Melinda McCall  
 Solar construction - Gerry Mann  
 Shredding day; Plow; Pedestrian beacon - Charlene Nardi  
 Office lighting; Solar field - Kim Boas  
 Hope Engine plaque; Halloween at Fire Station - Fire Dept.  
 Highland Ambulance building - Highland Ambulance  
 Recycling graphic - HRMC  
 Gravestones; Clock; Clock works - Eric Weber  
 Library photos - Katie Krol  
 Mill River - Lincoln Fish  
 Old Wolf Hill - Mark Wamsley  
 Planning Board and ZBA site visit - Bob Barker  
 Police training - Team Link  
 Car seat installed - Denise Wickland  
 Bugs - Aaron Osborne  
 Elementary school musical Lion King - Jen Burdick  
 High school musical Curtains; Grads at Dunphy - HRHS  
 Academic Society induction - HRHS  
 Recess indoors - Lucy Gertz  
 Recess sledding - Jennifer Black  
 Picnic - Daria D'Arienzo  
 Flag presentation - Sen. Hinds' staff  
 Salad - Sherry Loomis  
 Pen-pal program - Jen Blake  
 Historic Dam Trail ribbon cutting - Sally Loomis  
 Woodland Trails bench - Eileen Keegan  
 World War I medal - Thomas Dwight Hemenway

## **Government Officials**

### **Select Board**

David Mathers  
Denise Banister  
William Sayre

### **Representative in the General Court (1<sup>st</sup> Franklin District)**

Natalie Blais  
State House, Room B1, 24 Beacon St., Boston, MA 02133  
(617) 722-2425 Fax: (617) 722-2847  
Montague Office, Town Hall, 1 Avenue A, Turners Falls-Mondays from 1pm-6:30pm  
Chesterfield Office, Hilltown CDC, 387 Main Rd., Chesterfield-Thursdays from 1pm-5pm  
(413) 362-9453 Fax: (413) [natalie.blais@mahouse.gov](mailto:natalie.blais@mahouse.gov)

### **State Senator (Berkshire, Hampshire & Franklin District)**

Adam Hinds  
Room 413F, State House, Boston, MA 02133  
(617) 722-1625 Fax: (617) 722-1523  
16 Main St, Williamsburg, MA 01096  
(413) 768-2373 [adam.hinds@masenate.gov](mailto:adam.hinds@masenate.gov)

### **United States Representative (1<sup>st</sup> District)**

Richard E. Neal  
341 Cannon House Office Building, Washington, DC 20515  
(202) 225-5601 Fax: (202) 225-8112  
300 State Street, Suite 200, Springfield, MA 01105  
(413) 785-0325 Fax: (413) 747-0604 [www.neal.house.gov](http://www.neal.house.gov)

### **United States Senators**

Elizabeth Warren  
317 Hart Senate Office Building  
Washington, DC 20510  
(202) 224-4543  
1550 Main Street, Suite 406  
Springfield, MA 01103  
(413) 788-2690 [www.warren.senate.gov](http://www.warren.senate.gov)

Edward Markey  
255 Dirksen Senate Office Building  
Washington, DC 20510  
(202) 224-2742 Fax: (202) 224-8525  
1550 Main Street, 4<sup>th</sup> Floor  
Springfield, MA 01101  
(413) 785-4610  
[www.markey.senate.gov/contact](http://www.markey.senate.gov/contact)

### **Governor**

Charles Baker  
Office of the Governor, State House, Room 280, Boston, MA 02133  
(617) 725-4005 or (888) 870-7770 (in-state use only)  
436 Dwight Street, Suite 300, Springfield, MA 01103  
(413) 784-1200  
[www.mass.gov/governor/constituent-services/contact-governor-office/](http://www.mass.gov/governor/constituent-services/contact-governor-office/)

## Town Office Hours

*Subject to change, see [www.burgy.org](http://www.burgy.org)*

Town Offices, 141 Main Street

**TOWN ADMINISTRATOR**

Charlene Nardi, (413) 268-8418

Monday through Thursday 9:00-4:00,  
Friday by appointment

**ADMIN. ASST. TO SELECT BOARD**

Eleanor Warnock, (413) 268-8400

Monday through Thursday varies, often 10:00-2:00,  
best time is 1:00-2:00

**TOWN COLLECTOR**

Bonnie Roberge, (413) 268-8401

Monday through Thursday 8:30-3:00

**TOWN CLERK**

Brenda Lessard, (413) 268-8402

Monday 8:30-3:30, Monday evening 5:30-7:00  
(mid-April to mid-January); Tuesday 8:30-3:30;  
Thursday 9:00-2:00

**ASSESSORS**

Robin Everett, (413) 268-8403

Tuesday 9:00-11:00, eve 7:00-8:00

**TOWN ACCOUNTANT**

Kala Fisher, (413) 268-8412

Thursday 9:00-3:00

**TOWN TREASURER**

Nathan Rosewarne, (413) 268-8415

By appointment

**FOOTHILLS HEALTH AGENT**

Valerie Bird, (413) 268-8404

By appointment

**SENIOR CENTER**

Director Jennifer Hoffman,  
(413) 268-8410

Monday through Thursday 8:30-2:30  
Meals served Monday, Tuesday, Wednesday,  
Thursday at 11:45

**VETERANS' AGENT**

Tom Geryk, (413) 587-1251

Monday 2:00-4:00

**HIGHWAY SUPERINTENDENT**

Bill Turner, (413) 268-8405

24 Main Street, Williamsburg  
Monday through Friday 7:00-3:30

**FIRE DEPARTMENT**

Chief Jason Connell, (413) 268-7233

5 North Main Street, Williamsburg  
16 South Main Street, Haydenville

**POLICE DEPARTMENT**

Chief Denise Wickland, (413) 268-7237

16 South Main Street, Haydenville

**TRANSFER STATION & RECYCLING CENTER** 27 Mountain Street, Haydenville  
(413) 268-8408  
Hours: Wednesday and Saturday 9:00-4:00

**BUILDING INSPECTOR**

Louis Hasbrouck, (413) 587-1240

212 Main Street, Northampton, MA 01060  
Monday, Tuesday, Thursday, Friday 8:30-4:30;  
Wednesday 8:30-12:00

## Board Meeting Schedules

<b>Agricultural Commission</b>	Four times a year, February, May, August, November, 2 <sup>nd</sup> Thursday, 7:00 p.m.
<b>Assessors</b>	Weekly, Tuesday 9:00 a.m.–11:00, 7:00-8:00 p.m.
<b>Conservation Commission</b>	Twice a month, 2 <sup>nd</sup> and 4 <sup>th</sup> Thursdays, 7:00 p.m. Site visits as needed
<b>Council on Aging</b>	Monthly, 3 <sup>rd</sup> Wednesday, morning, times vary
<b>Energy Committee</b>	Varies
<b>Finance Committee</b>	Various Wednesdays, 7:00 p.m.
<b>Board of Health</b>	Twice a month, Mondays, 2:00 p.m.
<b>Library Trustees</b>	Monthly, 2 <sup>nd</sup> Monday, at Meekins Library 7:00 pm
<b>Mill River Greenway Committee</b>	Monthly, 1 <sup>st</sup> Thursday, 7:00 p.m.
<b>Open Space Committee</b>	Varies
<b>Planning Board</b>	Twice a month, 1 <sup>st</sup> and 3 <sup>rd</sup> Mondays, 7:00 p.m.
<b>Recreation Commission</b>	Monthly, 1 <sup>st</sup> Wednesday, 6:30 p.m.
<b>Williamsburg School Committee</b>	Monthly, 3 <sup>rd</sup> Wednesday, 6:30 p.m. Anne T. Dunphy School
<b>Hampshire Regional School Committee</b>	Monthly, 1 <sup>st</sup> Monday, 7:00 p.m. Hampshire Regional School
<b>Select Board</b>	Every other Thursday, 7:00 p.m. (warrant weeks)
<b>Technology Committee</b>	Varies
<b>Trust Fund Commission</b>	Monthly, 1 <sup>st</sup> Tuesday, 7:00 p.m.
<b>Water/Sewer Commission</b>	Every other Tuesday, 7:00 p.m. (warrant weeks)
<b>Woodland Trails</b>	Monthly, 2 <sup>nd</sup> Wednesday, 7:00 p.m.
<b>Zoning Board of Appeals</b>	Per application

*Please note that some changes are made in scheduling to accommodate summer/winter scheduling. Many boards hold additional meetings as necessary. Meetings are not held on state or federal holidays. All meetings and agendas are posted on the bulletin board in the Town Clerk's office and on the Town website [www.burgy.org](http://www.burgy.org).*

## 2018 Elected Officials

### Office                      Expiration

#### **Assessors (3 years)**

Robin Everett	2020
Denise Banister	2021
Glen Everett	2019

#### **Board of Health (3 years)**

Donna Gibson	2019
Helen Symons	2020
Gordon Luce	2021

#### **Board of Library Trustees (3 years)**

Cynthia Barker	2019
Charlotte Meryman	2019
Patricia Billingsley	2020
Robert Stinson	2020
Joan Coryat	2021
<i>Jon Gould</i>	<i>2018</i>
	<i>term expired 6/2018</i>
Edward O'Neil	2021

#### **Elector – Oliver Smith Will (1 year)**

Eric Cerreta	2019
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#### **Finance Committee (3 years)**

Charles Heath	2019
Richard Kisloski	2019
Linda Rowley	2019
Jacqueline Dufresne	2020
Gilbert Loud III	2020
Paul R. Wetzel	2020
Eric Cerreta	2021
Charles Dudek	2021
Linda Kisloski	2021
<i>Steven Romanowski</i>	<i>2018</i>
	<i>term expired 6/2018</i>

#### **Hampshire Council of Government Councilors (3 years)**

Eileen Stewart	2019
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#### **Local School Committee (3 years)**

Amber Smith-Harder	2019
Matthew Wilhelm	2019
Keira Durrett	2020
Meg Taylor	2020
Cynthia Kassell	2021
<i>Kayla Gilman Solomon</i>	<i>2018</i>
	<i>term expired 6/2018</i>

#### **Moderator (3 years)**

Paul Rudof	2019
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#### **Recreation (3 years)**

Alan Golash	2019
Joel Strate	2019
Pam Plumer	2020
Stuart Brisson	2020
Collin Black	2021

#### **Regional School Committee (3 years)**

Sarah Christiansen	2020
Paul Kennedy	2021
Carl Schlerman	2019

#### **Board of Selectmen (3 years)**

David Mathers	2019
Denise Banister	2020
William Sayre	2021

#### **Town Clerk (3 years)**

Brenda Lessard	2019
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#### **Treasurer (3 years)**

Nathan Rosewarne	2019
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#### **Trust Fund/Cemetery Commission (3 yrs)**

Eric Weber	2021
Dick Kisloski	2019
Collin Black	2020

#### **Water/Sewer Commission (3 years)**

James Hyslip	2019
Eric Cerreta	2019
Don Hultman	2020
Paul Kennedy	2020
William Turner	2021

## 2018 Appointed Officials

<b><u>Office</u></b>	<b><u>Expiration</u></b>
<b>Accountant (contract)</b>	
Franklin Council of Governments	
<i>Stacey Mousseau</i>	
Kala Fisher	
<b>Administrative Assistant (1 year)</b>	
Eleanor Warnock	2019
<b>Agricultural Commission (5 members, 3 years, 1 year for alternates)</b>	
Alan Everett	2020
Meg Taylor	2020
Amanda Emerson	2021
Keith Dufresne	2019
Paul Zononi	2019
<i>Andrew Erwin, Alternate</i>	<i>2018 resigned 3/2018</i>
Lynne LaBonte-Ndiaye, Alt.	2019 appointed 8/2018
Wilbur Loomis, Alternate	2019
David Nehring, Alternate	2019
<b>Americans with Disabilities Act Coordinator (1 year)</b>	
Charlene Nardi	2019
<b>Animal Control Officer (1 year)</b>	
Shayla Howe	2019
Cara Pease, Assistant	2019 appointed 7/2018
<b>Animal Inspector (1 year)</b>	
Donald Lawton	2019
<b>Assessors' Clerk (appointed by Assessors)</b>	
Robin Everett	
<b>Assistant Town Treasurer (appointed by Treasurer, 1 year)</b>	
Karen Karowski	2019
<b>Building Inspector (contract City of Northampton, 1 year)</b>	
Louis Hasbrouck	2019
<b>Building Supervisor (1 year)</b>	
John Hoogstraten	2019
<b>Capital Planning Committee (5 members plus Advisory)</b>	
(3 year appointments by Select Board, 1 year appointments by Finance Committee)	
Richard Kisloski	2019 Appointed by Finance
Gil Loud	2019 Appointed by Finance
<i>Vacancy</i>	<i>2020</i>
Mitch Cichy	2021
Melissa Zawadzki	2019
Nathan Rosewarne – Advisory	Ex officio

**Collector (3 years)**

Bonnie Roberge	2019
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**Community Development Advisory Committee (CDAC, 5 members, 3 years)**

Nick Dines	2019
Sally Loomis	2019
Fred Goodhue	2020
Eric Weber	2020
Vacancy	

**Conservation Commission (5 members, 3 years)**

Marcianna Caplis	2020
C. Todd Lynch	2021
Mary Dudek	2021
Andrew MacLachlan	2019
Joseph Rogers	2019
Melinda McCall, Secretary	Appt by Conservation Commission

**Constables (4, 3 years)**

Jason Connell	2020
Paul Sanderson	2021
Robert Lapointe	2019
Chris Packard	2019

**Council on Aging (5 members, 3 years, 1 year for alternates)**

Jacqueline Dufresne	2020
Margaret Ricci	2021
James Cahillane	2021 moved from Associate 7/2018
Nancy Winner	2021 moved from Associate 7/2018
Daria D'Arienzo	2019
Paul Dunphy	2019 resigned 2/2018
Mary Lee Satterfield, Emerita (Lifetime)	
Lawrence West, Associate	2019

**Council on Aging Senior Center Staff (1-year term)**

Jennifer Hoffman, Director	2019 appointed 9/2018
Marie Westburg, Director	2018 resigned 4/2018
Frances Goebel, Outreach Coord.	2018 resigned 4/2018
Emily Wadham, Nutrition Program Coord.	2018 resigned 3/2018
Sharon Loomis, Admin. Asst.	2018
Melinda McCall, Meal Site Coordinator	2018 appointed 4/2018

**Cultural Council (5 members, 3 years)**

Charles Dudek	2018 term expired 6/2018
Zevey Steinitz	2021 appointed 7/2018
Henrietta Wallace	2021
Sean Mallari	2019
Tom Adams	2020
Sharon Loomis	2020



**Emergency Management Director (1 year)**

Denise Banister 2019

Jason Connell, Assistant 2019

**Energy Committee (5 members, 1 year)**

Kim Boas 2019

Mark Corner 2019 appointed 7/2018

Charles Dudek 2019

Mary Dudek 2019

Gerald Mann 2019

*Rob Stinson 2018 term expired 6/2018***Field Driver Team (1 year)***Shayla Howe, Coordinator 2018 term expired 6/2018*

Diane Merritt, Coordinator 2019 appointed 7/2018

Robin Merritt, Coordinator 2019 appointed 7/2018

Jacqueline Dufresne 2019

Kathy Emerson 2019

Alan Everett 2019

Sue Fortgang 2019

Sue Froehlich 2019

Mike Hebert 2019

David Nehring 2019

Carl Schlerman 2019

*Meg Taylor 2018 term expired 6/2018***Fire Chief/Forest Fire Warden (1 year)**

Jason Connell 2019

**Firefighters (appointed by the Fire Chief, 1 year) 2019**

Daryl Springman – Deputy Chief

James Ferron – Captain

Robert Lapointe – Captain

Cory McGill – Captain

Paul Sanderson – Lieutenant

Robin Merritt – Lieutenant

Daniel Banister-Lieutenant

Worth Noyes – Chaplain (Police &amp; Fire)

Kenneth Taylor – Administrative Assistant

**Firefighters**

Andre Barnes

Bartholomew Casey

Eric Cerreta

Cody Chatterton

Greg Dibrindisi

Alan Everett

Glen Everett

Zachary Goodwin-Boyd

Richard Karowski

Alex Kassell

Joshua Lapointe

Jake Lulek

Reilly McQueston

Timothy McQueston

Chris Packard

Hugh Parker

John Pope

Shawna Rogers

Nathan Schweitzer

**Retired Firefighters**

Peter Banister

Donald Lawton

**Junior Firefighters**

Joshua Connell

**Flag Committee (1 year)**

Jim Cahillane	2019
Jeffrey Ciuffreda	2019
Jen Reagan	2019
Lisa Tucker	2019
<i>Vacancy</i>	

**Gas Inspector (1 year)**

Donald Lawton	2019
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**Highland Ambulance Board of Directors (appointed by Highland Ambulance)**

Leslie Smith	
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**Highway Superintendent (1 year)**

William Turner	2019
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**Hilltown Resource Management Cooperative (1 year)**

Gordon Luce	2019
Paul Wetzel	2019

**Historical Commission (5 members, 3 year)**

Mary Bisbee	2019
<i>Vacancy</i>	2020
Steve Herzberg	2020
<i>Ralmon Black (vacancy)</i>	2018 <i>deceased 3/2018</i>
Eric Weber	2019

**Materials Recycling Facility Advisory Board (appointed by MRF)**

Kathleen Casey	
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**Measurer Gravel/Soil and Manure (1 year)**

Wilbur Loomis	2019
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**Mill River Greenway Committee (11 members, 1 year)**

Eric Bloomquist	2019
Francie Borden	2019
Nick Dines	2019
John Hoogstraten	2019
Jim Hyslip	2019
Gaby Immerman	2019
Mimi Kaplan	2019
Jody Nishman	2019
Joseph Rogers	2019
Brett Towler	2019 appointed 2/2018
David Weber	2019 appointed 6/2018
<i>Lawrence West</i>	2018 <i>term expired 6/2018</i>
<i>Matt Wilhelm</i>	2018 <i>resigned 2/2018</i>
Emmet Anderson, Ad Hoc Associate	2019

**Open Space and Recreation Committee (7 members, 1 year)**

Melissa Adams	2019
Eric Bloomquist	2019
Kenley Clark	2019
Roz Driscoll	2019
Sally Loomis	2019
Markelle Smith	2019
Paul Kennedy	2019

**Owner's Project Manager Steering Committee (9 members, 1 year)**

James Ayres	2019
Kim Boas	2019
Daniel Bonham	2019
Mitch Cichy	2019
Jason Connell	2019
Brenda Lessard	2019
Jean O'Neil	2019
Paul Wetzel	2019
Denise Wickland	2019

**Parking Clerk (1-year term)**

Charlene Nardi	2019
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**Pioneer Valley Planning Commission (1 year)**

Stephen Snow (commissioner)	2019	Appointed by Planning Board
Christopher Flory (alternate)	2019	
<i>Mimi Kaplan (alternate)</i>	<i>2018</i>	<i>term expired 6/2018</i>

**Pioneer Valley Joint Transportation Committee (1 year)**

William Turner	2019
Nick Dines – alternate	2019

**Pioneer Valley Transit Authority Representative (1 year, appointed by Select Board Chair)**

J.M. Sorrell	2019
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**Planning Board (7 members, 5 years)**

Robert Barker	2019	
Amy Bisbee	2023	appointed 7/2018
Christopher Flory	2020	
Stephen Smith	2021	
Stephen Snow	2021	
Jean O'Neil	2022	
Eric Schmitt	2023	appointed 9/2018
<i>Charles Dudek</i>	<i>2018</i>	<i>term expired 6/2018</i>
<i>Mimi Kaplan</i>	<i>2018</i>	<i>term expired 6/2018</i>

**Plumbing Inspector (1 year)**

Donald Lawton	2019
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**Police and Fire Chaplain (1 year)**

Worth Noyes 2019

**Police Chief (contract)**

Denise Wickland

**Police Officers (1 year)**

Jason Soukup, Sergeant 2019  
 Michael Wayne, Corporal 2019  
*Jason Graham* 2019 *resigned 11/2018*  
 Bryan Luszczycki 2019  
*Aubrey Malo Luszczycki* 2019 *resigned 10/2018*  
 Shane Pinkham 2019  
 Robert Reinke 2019 reappointed 4/2018  
*Charles Valencik* 2019 *resigned 8/2018*

**Procurement Officer (1 year)**

Charlene Nardi 2019

**Public Safety Complex Committee (11 members, 1 year)**

*Dan Banister* 2018 *term expired 6/2018*  
*Denise Banister* 2018 *term expired 6/2018*  
*Jason Connell* 2018 *term expired 6/2018*  
*Louis Hasbrouck* 2018 *term expired 6/2018*  
*Dick Kisloski* 2018 *term expired 6/2018*  
*Don Lawton* 2018 *term expired 6/2018*  
*Daryl Springman* 2018 *term expired 6/2018*  
*Bill Sayre* 2018 *term expired 6/2018*  
*Michael Wayne* 2018 *term expired 6/2018*  
*Denise Wickland* 2018 *term expired 6/2018*

**Records Access Officers (ex officio)**

Brenda Lessard (Town Clerk), Chief RAO  
 Denise Wickland (Police Chief)  
 Jason Connell (Fire Chief)  
 Charlene Nardi (Town Administrator)

**Registrar of Voters (4 members, 3 years)**

Brenda Lessard 2019  
 Jean York 2019  
 Marjorie Dunphy 2020  
 Diane O'Sullivan 2021

**Surveyor Wood/Lumber (1-year term)**

Alden Bacon 2019

**Tax Title Custodian (3-year term)**

Nathan Rosewarne 2019

**Technology Committee (5, 1-year term)**

Tom Adams	2019
David Chase	2019
David Martin	2019 appointed 2/2018
David Nardi	2019
<i>Vacancy</i>	

**Town Administrator (contract)**

Charlene Nardi

**Tree Warden/Gypsy Moth Superintendent (1 year)**

William Turner	2019
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**Trench Permit Granting Authority (1 year)**

William Turner	2019
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**250<sup>th</sup> Anniversary Celebration Committee**

Peter Banister	appointed 3/2018
Brenda Lessard	appointed 3/2018
Dan Nye	appointed 3/2018
Tracy Magdalene	appointed 3/2018
Eric Weber	appointed 3/2018
Delia Crocker	appointed 3/2018
Marilyn Fifield	appointed 3/2018

**Veterans' Agent (contract)**

City of Northampton  
Steve Connor  
Tom Geryk

**Veterans' Memorial Committee (3 members, 1 year)**

Dan Nye	2019
Larry West	2019
<i>Vacancy</i>	
Tom Geryk, ex officio	

**Williamsburg Woodland Trails Committee (9 members, 1 year)**

Dwight Baghdoyan	2019
Gwen Blodgett	2019
John Hoogstraten	2019
Paul Jahnige	2019
Eileen Keegan	2019
Sarah LaPointe	2019
Karin McGowan	2019
Diane Merritt	2019
David Weber	2019

**Wiring Inspector/Electrical Inspector (contract City of Northampton, 1 year)**

Roger Malo 2019

**Zoning Board of Appeals (3 members, 3 years, 1 year for alternates)**

Gerald Mann 2020

Charles Dudek 2021

Marciana Caplis 2019

*Osa Flory (vacancy, alternate) 2018 term expired 6/2018*

Paul Kennedy (alternate) 2019

**Town Employees and Election Workers****Williamsburg Libraries**

Katie Krol – Director

Rochelle Wildfong – Children’s Librarian

Bobbin Young – Technical Services Librarian

Michele Morales-Wolk – Circulation &amp; ILL Assistant

Amber Smith-Harder – Circulation Assistant

Lisa Zacks – Circulation Assistant

John Palmer – Bookkeeper

Naomi Schmidt – Kmit Children’s Programming Librarian

Daria D’Arienzo – Archivist

Laurie Scanlon – Library Cleaner

**Health Agent (contract Foothills Health District)**

Valerie Bird

**Highway Department**

Dan Banister

Bryan Osetek (hired 3/2018)

Donald Turner

Jennifer Westlake

**Pollworkers**

Pat Casterline

Wayne Casterline

Joan Donovan

Sheila Dufresne

Gail Gagne

Thomas Hodgkins

Dorthea O’Connell

Diane Punska

Fran Tilley

Nancy Zimmer

Richard Zimmer

**Election Wardens**

Kathleen Luce

Vacancy

**Town Office Custodian**

Al Golash

**Transfer Station Manager**

Gordon Luce

**Transfer Station Staff**James Wilson, William Ahearn, Frank Netto,  
Linwood Clark

## Town Clerk

2018 was a relatively busy year. In addition to answering residents' questions daily, we had the Annual Town Caucus, Annual Town Election, Annual Town Meeting, State Primary and State Election. The Clerk's office issued dog licenses, fuel storage licenses, raffle/bazaar permits, tag sale permits, business certificates, transfer station stickers, and marriage licenses. Recorded in the Clerk's office were Birth Certificates, Death Certificates, Marriage Certificates, Zoning and Planning Board Decisions, and Voter Registrations. The Annual Street Listing was sent to all households in January.

The Town Clerk oversees all polling places and elections and records the minutes of all elections and town meetings. We had Early Voting for the State Election in November. This provided an additional 12 days of voting options to the residents of Williamsburg and Haydenville. Voters approved a new vote tabulator at the Annual Town Meeting in June and the new voting equipment will be used next year starting with the Annual Town Election in May 2019. This new equipment replaces a vote tabulator that is close to 20 years old and is getting to the end of its serviceable life.

The Town Clerk also received training on the new Laserfiche through General Code and is undertaking a large project to scan in all town records for electronic storage.

### **Deaths:**

We send our sympathies to all the families who lost a loved one this past year. May their memories stay close in your heart.

### **The following 20 deaths were recorded in Williamsburg in 2018**

**Guzik, Ruth A.**, daughter of Stella Kulas and Albert Lacasse. Born in Williamsburg, MA, on June 6, 1927. Date of death was January 11, 2018, in Williamsburg, MA. Resided at 2 Geer Hill Road, Williamsburg.

**Hall Edward M.**, son of Lynda Gall and Thomas Hall. Born in Pittsfield, MA, on March 11, 1942. Date of death was February 10, 2018, in Northampton, MA. Resided at 7 Nash Hill Road, Williamsburg.

**Lefebvre, Charles D.**, son of Cynthia M. Noonan and Charles Lester Lefebvre. Born in Northampton, MA, on November 27, 1970. Date of death was February 26, 2018, in Williamsburg, MA. Resided at 34 South Main Street, Haydenville.

**Black, Ralmon Jon**, son of Vivian Doris Williams and Lewis Herbert Black. Born in Concord, NH, on April 12, 1939. Date of death was March 6, 2018, in Northampton, MA. Resided at 65 Goshen Road, Williamsburg.

**Rohan, Virginia B.**, daughter of Virginia Gibson and William Bartholome. Born in Helena, MT, on April 19, 1939. Date of death was March 28, 2018, in Williamsburg, MA. Resided at 18 Nash Hill Road, Williamsburg.



**Carriere, Stephen Wayne**, son of Agnes Peavey and Francis Carriere. Born in Bennington, VT, on March 17, 1958. Date of death was April 2, 2018, in Springfield, MA. Resided at 56 Hyde Hill Road, Williamsburg.

**Sanderson, Rhea Marie**, daughter of Esther Olivia Lazotte and Freeman Phineas Bridgman. Born in Northampton, MA, on November 3, 1923. Date of death was May 3, 2018, in Hadley, MA. Resided at 2 Village Hill Avenue, Williamsburg.

**Graves, Ann J.**, daughter of Vera Galpin and Joseph J. Sullivan, Sr. Born in Northampton, MA, on October 17, 1937. Date of death was May 15, 2018, in Northampton, MA. Resided at 55 Depot Road, Williamsburg.

**Huntington, William Paul**, son of Lona M. Goode and Michael P. Huntington. Born in Norton, VA, on December 25, 1923. Date of death was May 26, 2018, in Northampton, MA. Resided at 19 South Main Street, Williamsburg.

**Caballero, Nelson**, son of Yolanda Pagan and Melvin Caballero. Born in Northampton, MA, on March 31, 1986. Date of death was June 14, 2018, in Holyoke, MA. Resided at 15 Valley View Road, Williamsburg.

**Somers, Janice**, daughter of Doris Thibodeau and Stellman Pelletier. Born in Northampton, MA, on June 23, 1946. Date of death was July 16, 2018, in Northampton, MA. Resided at 4 Depot Road, Williamsburg.

**Dunphy, Paul Hearn**, son of Elaine Hearn and Edwin Paul Dunphy. Born in Northampton, MA, on June 22, 1949. Date of death was July 29, 2018, in Williamsburg, MA. Resided at 3 Grove Street, Haydenville.

**Hill, Marsha C.**, daughter of Mary G. Foote and Ralph John Dinapoli. Born in Boston, MA, on September 26, 1939. Date of death was July 31, 2018, in Springfield, MA. Resided at 29 Nash Hill Road, Williamsburg.

**Danielson, David Arthur**, son of Hope Flanders and Arthur Danielson. Born in Ipswich, MA, on December 3, 1938. Date of death was August 27, 2018, in Northampton, MA. Resided at 126 Nash Hill Road, Haydenville.

**Owens, Donald L.**, son of Margaret Kaufman and Charles Owens. Born in Pittsburgh, PA, on February 27, 1930. Date of death was September 11, 2018, in Northampton, MA. Resided at 35 Kingsley Avenue, Haydenville.

**Gigliotti, Mario Randall**, son of Marie Anne McGrath and Mario Ernest Gigliotti. Born in Denville, NJ, on August 21, 1955. Date of death was October 31, 2018, in Williamsburg, MA. Resided at 6 Judd Lane, Williamsburg.

**Curtin, Donald Joseph**, son of Gertrude Duffy and William H. Curtin. Born in Northampton, MA, on August 4, 1929. Date of death was December 2, 2018, in Northampton, MA. Resided at 10 Pine Street, Haydenville.

**Smith, Carl E.**, son of Marcia P. Tandy and Frederick Smith. Born in Athol, MA, on June 12, 1943. Date of death was December 18, 2018, in Northampton, MA. Resided at 50 Hyde Hill Road, Williamsburg.



**MacDonald, Roger**, son of Unknown and Unknown. Born in Springfield, MA, on May 31, 1960. Date of death was December 22, 2018, in Williamsburg, MA. Resided at 102 South Street, Williamsburg.

**Williams, Shirlee Irene**, daughter of Cora Ponder and Robert Barnwell. Born in Jacksonville, AL, on July 29, 1935. Date of death was December 22, 2018, in Williamsburg, MA. Resided at 1 East Main Street, Williamsburg.

### **Marriages:**

Eleven couples took out marriage intentions. May they be blessed with a lifetime of love, laughter and marital bliss!

### **The following Marriages were recorded in Williamsburg in 2018:**

Michele Lynn Smiaroski, Conway, MA, and Michael Allen Wickline, Conway, MA, were married on May 5, 2018, in Conway.

Amanda Jeanne Picardi, Northampton, MA, and Bruce John Camire, Northampton, MA, were married on June 3, 2018, in Williamsburg.

Alyshia Marie Symanski, Williamsburg, MA, and Jesse Stephen Camp, Williamsburg, MA, were married on June 9, 2018, in Holyoke.

Johana Elizabeth Sze, Huntington, MA, and Daniel Stephen Fennessey, Huntington, MA, were married on August 4, 2018, in Amherst.

John Joseph Mogilka, Jr., Williamsburg, MA, and Tabatha Stacey Lippman, Williamsburg, MA, were married on August 5, 2018, in Northampton.

Paul Chandler, Williamsburg, MA, and Elizabeth Ann Merritt, Williamsburg, MA, were married on August 18, 2018, in Williamsburg.

Bailly Shannon Morse, Enfield, CT, and Nicholas David Carron, Enfield, CT, were married on August 25, 2018, in Williamsburg.

Drew Eugene Morris, Pittsburgh, PA, and Hallie Rebecca Coffin-Gould, Pittsburgh, PA, were married on September 22, 2018, in Williamsburg.

Kimberly Anne McCoubrey, Worthington, MA, and Kimberly Ann Morin, Worthington, MA, were married on October 6, 2018, in Deerfield.

Mackenzie Kelly Creighton, Williamsburg, MA, and Joshua Anthony Gougeon, Williamsburg, MA, were married on October 13, 2018, in Northampton.

Nicholas Francis Bouthillette, Williamsburg, MA, and Cassandra Catherine Whitman, Williamsburg, MA, were married on October 27, 2018, in Northampton.

### **Births:**

There were 15 births in town and applications for the Henry Hills Trust Fund were sent to all. Congratulations to the families on welcoming their little ones. (Due to identity theft, I choose not to publish the names of the children whose births were recorded in 2018).





2018 Events		Births	Deaths	Marriages
	Male	8	13	
	Female	7	7	
	Total	15	20	11

### Dog Licenses

Dog Licenses are renewed annually by March 31<sup>st</sup>. The fees for a dog license are \$5.00 for spayed or neutered dogs, and \$10.00 for intact dogs. Kennel fees vary in price depending on the size of the kennel. A penalty of \$25.00 is assessed after May 1<sup>st</sup> for late registration with an additional \$25.00 penalty after June 1<sup>st</sup>.

Total Dog Licenses Issued in 2018	419
Total Kennel Licenses Issued in 2018	3 containing 27 dogs

### 2018 Town Meetings and Elections

It was a relatively busy year for Elections in my office. We had early voting for the November State Election. There are still variables regarding possible new voter registration laws and possible expansion of early voting for primaries. I want to thank my warden, Kathy Luce, my assistant warden, Joan Donovan, and all my poll workers for their dedication and hard work this past year. I also wish to thank my constables for their help in making sure the elections and Town Meeting run smoothly. A big thank you goes to my fellow Voter Registrars: Jean York, Diane O'Sullivan and Margie Dunphy. The town office custodian, Al Golash, gets special thanks also for his help going above and beyond to make sure everything is set up and ready to go for the town meetings and elections and helping to clean the mess afterwards.

TOTAL OF REGISTERED VOTERS AS OF 12/31/2018								
Party or Designation	Democrat	Green Party USA	Green Rainbow	Libertarian	Republican	United Independent Party	Unenrolled	Grand Total
	772	1	6	8	14	8	1020	1929

ELECTION TYPE	DATE
Annual Town Caucus	3/5/2018
Annual Town Election	5/7/2018
Annual Town Meeting	6/4/2018
State Primary	9/4/2018
State Election	11/6/2018



The full text of all town meeting votes and all election results are published in the Annual Town Report, on the town website at [www.burgy.org](http://www.burgy.org) and are available for public inspection at the Town Clerk's Office. I look forward to serving the residents of Williamsburg and Haydenville for the upcoming year and hopefully many more into the future.

Brenda Lessard  
Williamsburg Town Clerk

## Certificate of Nomination – Town Caucus 2018

We certify that a caucus of qualified voters (quorum 40) of the Town of Williamsburg was called and held in accordance with the provisions of law relating thereto, at the Williamsburg Town Offices, 141 Main Street on the fifth day of March 2018, and the following nominations of Candidates for Town Offices were made:

The Town Clerk, Brenda Lessard, called the meeting to order at 7:04 p.m. once a quorum was met. The Voters of Caucus elected a Chair and Secretary.

Chair: Richard Kisloski      Secretary: Mary Dudek

<b>OFFICE</b>	<b>TERM</b>	<b>CANDIDATE</b>	<b>RESIDENCE</b>	<b>SIGNATURE</b>
ASSESSOR	3	Denise Banister	54 Old Goshen Road	Signed by same
BOARD OF HEALTH	3	Gordon Luce	26 North Farms Road	Signed by same
BOARD OF LIBRARY TRUSTEES	3	Joan Coryat	109 Nash Hill Road	Signed by same
	3	Edward O’Neil	91 Chesterfield Road	Signed by same
ELECTOR-OLIVER SMITH WILL	1	Eric Cerreta	157 Main Street	Signed by same
FINANCE COMMITTEE	3	Eric Cerreta	157 Main Street	Signed by same
	3	Charles Dudek	12 Old Goshen Road	Signed by same
	3	Steven Romanowski	22 Fairfield Avenue	Not Signed
LOCAL SCHOOL COMMITTEE	3	Cynthia Kassell	46 Hyde Hill Rd	Signed by same
LOCAL SCHOOL COMMITTEE	1	Kayla Solomon	57 South Street	Not signed
MODERATOR	1	Walter “Kim” Boas	6 Maple Street	Not Signed
		Paul Rudof	106 Nash Hill Road	Signed by same
RECREATION COMMISSION	3	Collin Black	119 Nash Hill Road	Signed by same
REGIONAL SCHOOL COMMITTEE	3	Paul Kennedy	10B Eastern Avenue	Signed by same

SELECTMAN	3	William Sayre	51 Conway Road	Signed by same
		Richard Kisloski	12 Cole Road	Signed by same

TRUST FUND/CEMETERY

COMMISSION	3	Eric Weber	107 Petticoat Hill Rd	Signed by same
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WATER/SEWER

COMMISSION	3	William Turner	21 Lawton Hill Road	Signed by same
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WATER/SEWER

COMMISSION	2	No nominations		Vacancy
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We hereby certify that at least forty qualified voters of the Town of Williamsburg participated and voted therein. Due to the fact that all of the nominees would be placed on the ballot, it was voted that the Secretary cast one ballot to certify the nominees are certified. We also certify that the caucus voted that in the case of death, withdrawal or in-eligibility of the candidate or candidates so nominated, the vacancy or vacancies shall be filled by the following: a committee consisting of the Chairman and Secretary of the Caucus and the Chairman of the Board of Selectmen.

Meeting adjourned at 7:15 p.m.

S/ Richard Kisloski, Presiding Officer    S/ Mary Dudek, Secretary to Caucus

Filed March 19, 2018

A TRUE COPY ATTEST        BRENDA LESSARD, TOWN CLERK

## Minutes of Annual Town Election May 7, 2018

Polling Place: Williamsburg Town Office 141 Main Street Haydenville, MA  Polling Hours: 10:00 a.m. to 7:00 p.m.	Warrant Signed – 4/12/18	Warden-Kathleen Luce
	Warrant Posted – 4/20/18	Constables: Paul Sanderson, Robert Lapointe, & Chris Packard
	Registered Voters – 1960	
	Last Day to Register – 4/17/18	
	Absentee Ballots Sent – 23	# Ballots used for testing AccuVote: 20
	Absentee Ballots Cast – 22	
	Total Ballots Cast – 564	Clerk: Joan Donovan
	Ballots Delivered to Polls – 1100	

The polls opened at 10:00 a.m. in the Auditorium of Williamsburg Town Offices and balloting began. The polls closed at 7:00 p.m., and the AccuVote machine tape was printed.. The following are the election results recorded by Warden Kathleen Luce and Town Clerk Brenda Lessard. All elected individuals take office July 1, 2018, per the bylaw change voted November 14, 2005.

### Assessor – 3 years – vote for 1

Blanks – 73

Denise Banister – 491 E

Write-Ins – 0

### Board of Health – 3 years – vote for 1

Blanks – 79

Gordon Luce – 485 E

Write-Ins – 0

### Board of Library Trustees–3 years–vote for 2

Blanks – 260

Joan Coryat – 445 E

Edward O’Neil – 421 E

Write-Ins – 2

Eric Cerreta – 1

Steve Romanowski – 1

### Elector Oliver Smith Will–1 year–vote for 1

Blanks – 102

Eric Cerreta – 462 E

Write-Ins – 0

### Finance Committee – 3years – vote for 3

Blanks – 821

Eric Cerreta – 439 E

Charles Dudek – 413 E

Write-Ins – 19

Walter Boas – 1

John Dufresne – 1

Andrew Erwin – 1

Charles Heath – 1

Linda Kisloski – 12 E

Richard Kisloski – 1

Steve Romanowski – 1

Don Turner – 1

### Local School Committee–3 years–vote for 1

Blanks – 112

Cynthia Kassell – 449 E

Write-Ins – 3

Matthew Wilhelm – 3

### Local School Committee–1 year–vote for 1

Blanks – 477

Write-Ins – 87

Barbara Bricker – 2

John Selfridge – 1

Amber Watt – 1

Matthew Wilhelm – 83 E

Moderator – 1 year – vote for 1

Blanks – 110

Paul Rudof – 453 E

Write-Ins – 1

Walter Boas – 1

Recreation Commission–3 years–vote for 1

Blanks – 73

Collin Black – 489 E

Write-Ins – 2

Ben Thompson – 2

Regional School Comm.–3 years–vote for 1

Blanks – 109

Paul Kennedy – 453 E

Write-Ins – 2

Matthew Wilhelm – 2

Selectmen – 3 years – vote for 1

Blanks – 1

William Sayre – 383 E

Richard Kisloski – 180

Write-Ins – 0

Trust Fund/Cemetery – 3 years – vote for 1

Blanks – 84

Eric Weber – 480 E

Write-Ins – 0

Water & Sewer Comm.–3 years–vote for 1

Blanks – 93

William Turner – 467 E

Write-Ins – 4

Paul Kennedy – 2

Brenda Lessard – 2

Water & Sewer Comm. –2 years–vote for 1

Blanks – 539

Write-Ins – 25

Dan Banister – 1

Victoria Kaplan – 1

Paul Kennedy – 14 E

Donald Lawton – 1

Brenda Lessard – 2

Gordon Luce – 1

Robert Parker – 2

Kenneth Taylor – 2

William Turner – 1

Ballot Question:

Shall the Town of Williamsburg vote to have its elected Treasurer become an appointed Treasurer of the Town?

Blanks – 69    Yes – 276    No – 219

Filed: May 10, 2018

Brenda Lessard, Williamsburg Town Clerk



## **Annual Town Meeting June 4, 2018**

The Annual Town meeting was held at the Anne T. Dunphy Gymnasium, 1 Petticoat Hill Road, at 7:00 p.m.

The warrant was signed on May 10, 2018, and posted on May 21, 2018.

Moderator: Paul Rudof

Town Clerk: Brenda Lessard

Selectmen Present: William Sayre – Chair, David Mathers – Clerk, and Denise Banister

Constable: Paul Sanderson

There were 179 voters present of 1956 registered voters.

Last day to register to vote was May 15, 2018

A quorum of sixty (60) registered voters being present, there were 179 voters, the town meeting was called to order at 7:05 p.m. by the Town Clerk. The Town Clerk noted the return of the warrant and that it had been properly posted.

The first order of the town meeting was to elect a Moderator as the new Moderator's term does not begin according to the Town's Bylaws until July 1, 2018.

Motion made and seconded to nominate Paul Rudof as Moderator for Town Meeting. There were no other nominations and it was a unanimous vote to elect Paul Rudof as Moderator.

The Moderator introduced himself and called the Board of Selectmen up to make a few announcements. William Sayre asked for a moment of silence for the residents who have passed over the last year. He also noted the dedication for the 2017 Annual Town Report was made to James Locke. Sandra Warren, James's wife, spoke to Town Meeting. He noted the Town Flag is being created and orders are being taken if anyone would like to purchase one. Vacancies on committees were discussed.

The Moderator made an announcement that the Town Meeting was being filmed. The majority of the filming would have no audio but there would be audio for Article 33.

Motion made and seconded that the Town vote to adopt a rule that the Moderator be authorized to declare a 2/3 or 4/5 vote in the same manner as a majority vote is declared, provided that if a vote so declared is questioned by seven (7) or more members, the Moderator shall verify the vote by taking a count.

### **Motion Passed Unanimously**

#### **Article 1**

Moved and seconded that the Town petition the Massachusetts General Court to enact legislation to allow Robert Lapointe, a member of the Williamsburg Fire Department, to continue in his position until he reaches 70 years of age or the date of his retirement or until his non-reappointment, whichever occurs first, and to direct that no further deduction shall be made from the regular compensation of Robert Lapointe in connection with his service to the town for

retirement or pension purposes under Chapter 32 of the General Laws for any service subsequent to his reaching the age of 65.

**Article 1 Passed Unanimously**

**Article 2**

Moved and seconded that the Town petition the Massachusetts General Court to enact legislation to allow Alan Everett, a member of the Williamsburg Fire Department, to continue in his position until he reaches 70 years of age or the date of his retirement or until his non-reappointment, whichever occurs first, and to direct that no further deduction shall be made from the regular compensation of Alan Everett in connection with his service to the town for retirement or pension purposes under Chapter 32 of the General Laws for any service subsequent to his reaching the age of 65.

**Article 2 Passed Unanimously**

**Article 3**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$21.52 to pay Lawson Products for items purchased for the Highway Department in Fiscal Year 2017.

**Article 3 Passed Unanimously**

**Article 4**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$500 to Unibank for financial reporting done in Fiscal Year 2017.

**Article 4 Passed Unanimously**

**Article 5**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$300.20 to pay Hugh Parker, member of the Fire Department, for work done in Fiscal Year 2017.

**Article 5 Passed Unanimously**

**Article 6**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$1,200, the amount received by the Town in Fiscal Year 2015 and put in the General Fund in error, to a Recycling Dividend Program account for use by the Board of Health.

**Article 6 Passed Unanimously**

**Article 7**

Moved and seconded that the Town vote pursuant to M.G.L. c. 268A, §21A to authorize the Board of Selectmen, Board of Water/Sewer Commissioners, Board of Assessors, Board of Health, Board of Appeals, Finance Committee, and the Trustees of Libraries to appoint their own members to positions under their respective jurisdictions at such salaries or wage rates to be established by the Board of Selectmen.

**Article 7 Passed Unanimously**

**Article 8**

Moved and seconded that the Town vote to authorize the Moderator to choose a committee to expend the income from the Whiting Street Fund.

**Article 8 Passed Unanimously**

**Article 9**

Moved and seconded that the Town vote to approve a Capital Improvement Plan, as prepared by the Capital Planning Committee and approved by the Finance Committee, including recommended capital improvements for the following five fiscal years.

**Article 9 Passed Unanimously**

**Article 10**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$17,843, an amount equal to one-half of the amount received by the Town as Medicaid reimbursements, to the Williamsburg School Department.

**Article 10 Passed Unanimously**

**Article 11**

Moved and seconded that the Town vote to fix the salary and compensation of all elected and appointed officers of the Town for the twelve month period ending June 30, 2019, as provided in M.G.L. c.41, §108, as amended, and to raise and appropriate such sums of money as shall be deemed necessary to defray the expenses of the Town for that same period, with each line being its own appropriation and in the total sum of 7,538,809, as recommended by the Finance Committee, such sum to be appropriated by transferring \$158,000 from Free Cash and raising \$7,320,809 from taxation.

Motion made and seconded to amend the Free Cash amount to \$218,000

**Motion passed unanimously**

**Article 11 as amended**

Moved and seconded that the Town vote to fix the salary and compensation of all elected and appointed officers of the Town for the twelve month period ending June 30, 2019, as provided in M.G.L. c.41, §108, as amended, and to raise and appropriate such sums of money as shall be deemed necessary to defray the expenses of the Town for that same period, with each line being its own appropriation and in the total sum of 7,538,809, as recommended by the Finance Committee, such sum to be appropriated by transferring \$218,000 from Free Cash and raising \$7,320,809 from taxation.

**Article 11 Passed Unanimously as amended**

		18Williamsburg1.xls				05/24/18	
		<b>16 Oct 2017 FREE CASH \$ 781,029</b>					
		<b>TOWN OF WILLIAMSBURG BUDGET</b>			<b>FISCAL YEAR 2019</b>		
		<b>6/30/17 STABILIZATION FUND = \$ 1,428,897</b>					
Town Payroll	<b>ACCT</b>	<b>ACCOUNT</b>	<b>FY 18</b>	<b>FY 19</b>	<b>FY19</b>	<b>%</b>	<b>\$</b>
	<b>NBR</b>	<b>NAME</b>	<b>Budget</b>	<b>REQUEST</b>	<b>Finance Recommend</b>	<b>CHG</b>	<b>CHG</b>
1	114	MODERATOR	332	332	339	2.0%	7
1	122	SELECT BOARD SALARIES	9,284	9,284	9,470	2.0%	186
	122	SELECT BOARD EXPENSES	3,750	3,750	3,750	0.0%	0
1	123	TOWN ADMINISTRATOR SALARY	66,661	66,661	67,994	2.0%	1,333
1	123	TOWN ADMIN ASSISTANT	16,095	16,095	16,417	2.0%	322
	123	TOWN ADMIN EXPENSES	750	750	750	0.0%	0
1	130	CAPITAL PLANNING SALARIES	348	300	306	-12.1%	(42)
	130	CAPITAL PLANNING EXPENSES	75	75	75	0.0%	0
1	131	FINANCE COMMITTEE SALARIES	4,196	4,196	4,280	2.0%	84
1	131	FINANCE COM SECRETARY	0	0	0	0.0%	0
	131	FINANCE COMMITTEE EXPENSES	500	500	500	0.0%	0
	132	RESERVE FUND	60,000	60,000	60,000	0.0%	0
	135	ACCOUNTANT LABOR	28,585	29,439	29,439	3.0%	854
	135	ACCOUNTANT EXPENSES	300	300	150	-50.0%	(150)
	135	ACCOUNTING SOFTWARE	750	750	750	0.0%	0
	135	AUDIT SERVICES	14,500	14,500	14,500	0.0%	0
1	141	ASSESSORS SALARIES	9,284	9,284	9,470	2.0%	186
1	141	ASSESSORS LABOR	14,266	14,266	13,219	-7.3%	(1,047)
	141	ASSESSORS EXPENSES	14,200	19,200	19,200	35.2%	5,000
	142	ASSESSORS REVALUATION	7,500	7,500	7,500	0.0%	0
1	145	TREASURER SALARY	22,504	22,504	22,954	2.0%	450
	145	TREASURER ADDITIONAL SALARY	1,000	1,000	1,000	0.0%	0
1	145	TREASURER'S ASSISTANT	5,976	5,976	6,096	2.0%	120
	145	TREASURER EXPENSES	5,000	5,000	4,720	-5.6%	(280)
	145	TREASURER SOFTWARE	5,300	8,400	8,400	58.5%	3,100
	145	OPEB Reval	750	0	0	-100.0%	(750)
	145	OPEB Trust	5,000	1,000	1,000	-80.0%	(4,000)
1	146	COLLECTOR SALARY	30,438	30,438	31,047	2.0%	609
	146	COLLECTOR ADD'L SALARY	1,000	1,000	1,000	0.0%	0
	146	COLLECTOR EXPENSES	9,130	9,130	7,992	-12.5%	(1,138)
	146	DEPUTY COLLECTOR EXPENSES	2,000	2,000	1,700	-15.0%	(300)
	146	TAX TITLE EXPENSES	0	1,549	1,549	100.0%	1,549
1	149	OLIVER SMITH TRUSTEE	36	36	37	2.0%	1
	151	TOWN LEGAL COUNSEL	15,000	20,000	20,000	33.3%	5,000
	159	ADVERTISING	1,200	1,200	1,200	0.0%	0
	159	ENERGY COMMITTEE	250	250	250	0.0%	0
1	160	CONSTABLE SALARY	444	444	453	2.0%	9
	160	CONSTABLE ELECTIONS	100	100	0	-100.0%	(100)
1	161	CLERK SALARY	20,965	20,965	21,384	2.0%	419
1	161	CLERK'S ASSISTANT	2,393	2,393	2,441	2.0%	48
	161	CLERK'S EXPENSES	1,700	1,700	1,700	0.0%	0
	161	CLERK'S SOFTWARE	500	500	500	0.0%	0
	162	ELECTIONS/REGISTRATION	8,000	9,500	9,500	18.8%	1,500
	164	STREET LISTING	1,450	1,450	1,450	0.0%	0
1	171	CONSERVATION COMMISSION	1,989	1,989	2,029	2.0%	40
	171	CONSERVATION COM EXPENSES	3,025	3,025	3,025	0.0%	0
	175	PLANNING BOARD EXPENSES	750	519	519	-30.8%	(231)
	176	BOARD OF APPEALS EXPENSES	600	600	600	0.0%	0
1	192	CUSTODIAN LABOR	11,877	11,877	12,115	2.0%	238
1	192	BUILDING SUPERVISOR SALARY	7,212	7,212	7,356	2.0%	144

Town Payroll	ACCT	ACCOUNT	FY 18	FY 19	FY19	%	\$
	NBR	NAME	Budget	REQUEST	Finance Recommend	CHG	CHG
	192	TOWN BLDGS & GROUNDS	41,500	35,275	35,275	-15.0%	(6,225)
	192	TOWN OFFICE EXPENSE	2,500	2,500	2,500	0.0%	0
	192	TOWN OFFICE INTERNET SERV.	5,159	5,159	5,159	0.0%	0
	192	TOWN TELEPHONE	8,068	8,068	8,068	0.0%	0
	192	COPIER MAINTENANCE	2,835	2,835	2,835	0.0%	0
	192	TOWN HEATING FUEL	50,492	44,492	44,492	-11.9%	(6,000)
	192	TOWN ELECTRIC	25,500	25,500	25,500	0.0%	0
	192	TOWN COMPUTER SERVICE	22,289	24,289	24,289	9.0%	2,000
	192	TECHNOLOGY UPGRADES	5,000	5,000	5,000	0.0%	0
	192	TOWN BUILDING REPAIRS	20,000	20,000	20,000	0.0%	0
	192	DOCUMENT STORAGE CONTRACT	0	2,100	2,100	100.0%	2,100
	195	TOWN REPORT	1,900	1,900	1,900	0.0%	0
		GENL GOVERNMENT TOTAL	602,208	606,057	607,242	0.8%	5,034
	210	POLICE CHIEF SALARY	67,403	67,403	68,751	2.0%	1,348
	210	POLICE DEPT LABOR	125,505	116,000	118,320	-5.7%	(7,185)
	210	POLICE DEPT EXPENSES	24,626	24,626	24,626	0.0%	0
	210	POLICE RECORDS SOFTWARE	5,500	5,500	5,500	0.0%	0
	220	FIRE DEPT CHIEF SALARY	24,187	24,187	24,671	2.0%	484
	220	FIRE DEPT LABOR	29,540	22,072	22,513	-23.8%	(7,027)
	220	FIRE DEPT ADMIN ASST	5,274	5,274	5,379	2.0%	105
	220	FIRE DEPT TRAINING	0	13,268	13,268	100.0%	13,268
	220	FIRE DEPT EXPENSES	27,500	29,872	29,872	8.6%	2,372
	231	AMBULANCE SERVICE	108,191	102,538	102,538	-5.2%	(5,653)
	232	EMER MANAGMT DIR SALARY	1,194	1,194	1,218	2.0%	24
	232	EMER MANAGMT DEPUTY	556	556	567	2.0%	11
	232	EMER MANAGMT EXPENSES	3,750	3,750	3,750	0.0%	0
	232	EMER COMMUNICATIONS	486	486	486	0.0%	0
	294	TREE REMOVAL/PLANTING	7,000	7,000	7,000	0.0%	0
		PUBLIC SAFETY TOTAL	430,712	423,726	428,460	-0.5%	(2,252)
	310	LOCAL SCHOOL COMM SALARIES	1,665	1,665	1,698	2.0%	33
	310	LOCAL SCHOOL BUDGET (+\$100,000 school choice in FY19)	2,066,470	2,093,251	2,093,251	1.3%	26,781
	310	REGIONAL SCHOOL ASSESSMENT	1,367,965	1,407,726	1,407,726	2.9%	39,761
	310	VOCATIONAL TUITION	329,586	364,045	364,045	10.5%	34,459
	310	VOCATIONAL TRANSPORT	38,158	38,882	38,882	1.9%	724
		EDUCATION TOTAL	3,803,844	3,905,569	3,905,602	2.7%	101,758
	422	HIGHWAY SUPERINTENDENT SAL	62,709	62,709	63,963	2.0%	1,254
	422	HIGHWAY LABOR	154,852	154,852	157,949	2.0%	3,097
	422	HIGHWAY ROAD MAINTENANCE	65,463	65,463	65,463	0.0%	0
	422	HIGHWAY GARAGE/EQUIP MAINT.	36,641	36,641	36,641	0.0%	0
	422	VEHICLE FUEL	35,000	35,000	35,000	0.0%	0
	422	HIGHWAY SURPLUS & SAFETY EQUIP	3,000	3,000	3,000	0.0%	0
	422	INVASIVE SPECIES ERADICATION	1,000	1,000	1,000	0.0%	0
	422	SIDEWALK CONSTRUCTION	5,000	5,000	5,000	0.0%	0
	423	WINTER OVERTIME	14,936	14,936	15,235	2.0%	299
	423	WINTER EXPENSES	72,500	72,500	72,500	0.0%	0
	424	STREET LIGHTING	11,432	11,432	11,432	0.0%	0
	433	TRANSFER STATION SALARIES	28,638	28,638	29,211	2.0%	573
	433	TRANSFER STATION EXPENSES	71,000	71,000	71,000	0.0%	0
	491	CEMETERY COMMISSION	1,000	1,000	1,000	0.0%	0
		PUBLIC WORKS TOTAL	563,171	563,171	568,394	0.9%	5,223

Town Payroll	ACCT	ACCOUNT	FY 18	FY 19	FY19	%	\$
	NBR	NAME	Budget	REQUEST	Finance Recommend	CHG	CHG
	247	ANIMAL INSPECTOR	1,224	1,224	1,248	2.0%	24
	510	BOARD OF HEALTH SALARIES	4,096	4,096	4,178	2.0%	82
	510	BOARD OF HEALTH EXPENSES	1,050	1,050	1,050	0.0%	0
	510	PUBLIC HEALTH EMERGENCY & TRAINING (formerly Public Nurse)	2,550	1,550	1,550	-39.2%	(1,000)
	541	COUNCIL ON AGING--DIRECTOR	23,453	28,552	29,123	24.2%	5,670
	541	COA--STAFF LABOR	18,017	39,795	35,390	96.4%	17,373
	541	COA--MEAL SITE STAFFING	8,989	0	0	-100.0%	(8,989)
	541	COA--ADMIN ASSIST	12,789	0	0	-100.0%	(12,789)
	541	COA--EXPENSES	3,718	3,718	3,718	0.0%	0
	541	COA--HEN PROGRAM	3,500	3,500	3,500	0.0%	0
	543	VETERANS EXPENSES	10,111	10,805	10,805	6.9%	694
	543	VETERANS BENEFITS	41,500	40,618	40,618	-2.1%	(882)
	549	AMERICAN'S w/DISABILITIES	400	400	400	0.0%	0
		HEALTH / HUMAN SERVICES TOTAL	131,397	135,308	131,580	0.1%	183
	610	LIBRARY DIRECTOR	47,989	47,989	48,949	2.0%	960
	610	LIBRARY LABOR	83,105	83,105	84,767	2.0%	1,662
	610	LIBRARY MAINTENANCE	13,590	15,000	15,000	10.4%	1,410
	610	LIBRARY BOOKS & SUPPLIES	1,500	3,000	3,000	100.0%	1,500
	630	RECREATION	4,184	4,184	4,268	2.0%	84
	630	ATHLETIC FIELDS	5,000	5,000	5,000	0.0%	0
	630	WOODLAND TRAILS COMMITTEE	500	500	500	0.0%	0
	691	HISTORICAL COMMISSION	500	500	500	0.0%	0
	699	VETERANS RECOGNITION	500	500	500	0.0%	0
		CULTURE / RECREATION TOTAL	156,868	159,778	162,484	3.6%	5,616
	310	HRHS DEBT SERVICE - DE1	73,341	74,109	74,109	1.0%	768
	710/751	SCHOOL FEASIBILITY--PRINCIPAL	23,350	0	0	-100.0%	(23,350)
	710/751	SCHOOL FEASIBILITY--INTEREST	1,401	0	0	-100.0%	(1,401)
	710/751	ATD SCHOOL--PRINCIPAL - DE1	231,650	270,000	270,000	16.6%	38,350
	710/751	ATD SCHOOL--INTEREST - DE1	128,750	121,800	121,800	-5.4%	(6,950)
	710/751	FIRE TRUCK--PRINCIPAL - DE1	53,000	53,000	53,000	0.0%	0
	710/751	FIRE TRUCK--INTEREST & HW Truck (combined in FY2019) - DE1	2,885	1,605	1,308	-54.7%	(1,577)
	710/751	TOWN GARAGE--PRINCIPAL DE1	15,000	20,000	20,000	33.3%	5,000
	710/751	TOWN GARAGE--INTEREST - DE1	3,250	2,800	2,800	-13.8%	(450)
	710/751	HIGHWAY TRUCK--PRINCIPAL	27,000	27,000	27,000	0.0%	0
	710/751	HIGHWAY TRUCK--INTEREST	972	0	297	-69.4%	(675)
		DEBT SERVICE TOTAL	560,599	570,314	570,314	1.7%	9,715

Town Payroll	ACCT	ACCOUNT	FY 18	FY 19	FY19	%	\$
	NBR	NAME	Budget	REQUEST	Finance Recommend	CHG	CHG
	710/751	HIGHLAND AMBULANCE VEHICLE	0	8,027	8,027	100.0%	8,027
	830	HIGHLAND AMBULANCE BLDG	13,795	14,287	14,287	3.6%	492
	830	HCOG ASSESSMENT	1,252	1,252	1,252	0.0%	0
	830	HAMP CO REGIONAL LOCKUP	2,358	2,358	2,358	0.0%	0
	840	HILLTOWN RESOURCE MANGMT	10,638	12,324	12,324	15.8%	1,686
	840	FOOTHILLS HEALTH DISTRICT	23,942	29,729	29,729	24.2%	5,787
	830	BUILDING INSPECTION PROG	37,800	39,125	39,125	3.5%	1,325
	840	PVPC ASSESSMENT	391	401	401	2.6%	10
	840	PLUMBING/GAS INSPEC TRAINING	300	300	300	0.0%	0
		INTERGOVERNMENTAL TOTAL	90,476	0	107,803	19.2%	17,327
	911	HAMPSHIRE COUNTY RETIREMENT	257,132	276,992	276,992	7.7%	19,860
	912	WORKERS COMPENSATION	33,993	35,109	35,109	3.3%	1,116
	913	UNEMPLOYMENT INSURANCE	8,500	5,000	5,000	-41.2%	(3,500)
	913	POLICE & FIRE ACCIDENT INSUR	14,513	13,500	13,500	-7.0%	(1,013)
	914	GROUP HEALTH INSURANCE	557,910	607,000	607,000	8.8%	49,090
	916	MEDICARE/SOCIAL SECURITY TAX	42,731	44,868	45,765	7.1%	3,034
	193	TOWN PROPERTY INSURANCE	73,564	73,564	73,564	0.0%	0
		FIXED COSTS TOTAL	988,343	1,056,033	1,056,930	6.9%	68,587
		TOTAL OPERATING BUDGET	7,327,618	7,527,759	7,538,809	2.9%	211,191

## Article 12

Moved and seconded that the Town vote to accept monies from the Massachusetts Department of Transportation, including but not limited to Chapter 90 funds, for the maintenance and reconstruction of Town roads and bridges, and to authorize expenditure of the same without further appropriation.

### Article 12 Passed Unanimously

## Article 13

Moved and seconded that the Town vote pursuant to M.G.L. c. 44, §54E½, as most recently amended, to set Fiscal Year 2019 spending limits for the Revolving Funds as follows:

Revolving Fund	FY19 Spending Limit
Gas Inspector Revolving Fund	\$ 1,500
Electrical Inspector Revolving Fund	\$ 7,500
Plumbing Inspector Revolving Fund	\$ 3,500



Transfer Station Open Box Revolving Fund	\$18,000
Planning Board Revolving Fund	\$30,000
Animal Control Officer Revolving Fund	\$ 5,000
Recreation Commission Revolving Fund	\$30,000
Council on Aging Revolving Fund	\$ 2,000
Conservation Commission Revolving Fund	\$ 5,000
Board of Appeals Revolving Fund	\$ 6,000
Fire Dept. Revolving Fund	\$ 3,000
<b>Total Spending</b>	<b>\$111,500</b>

#### **Article 13 Passed Unanimously**

#### **Article 14**

Moved and seconded that the Town vote to raise and appropriate the sum of \$198,287.50, as set forth in Article 14 of the Warrant, for the purpose of operating and maintaining and constructing the Town water system, including the laying of mains, for Fiscal Year 2019, and raise said sum from Water Enterprise Revenue.

Stipends	\$ 2,800.00
<u>Expenses</u>	<u>\$195,487.50</u>
Total	\$198,287.50

#### **Article 14 Passed Unanimously**

#### **Article 15**

Moved and seconded that the Town vote to raise and appropriate the sum of \$152,187.50, as set forth in Article 15 of the Warrant, for the purpose of operating, maintaining and constructing the Town sewer system for Fiscal Year 2019, and to raise said sum from Sewer Enterprise Revenue.

Stipends	\$ 2,800.00
<u>Operation &amp; Maintenance</u>	<u>\$149,387.50</u>
Total	\$152,187.50

#### **Article 15 Passed Unanimously**

**Article 16**

Moved and seconded that the Town vote to transfer the sum of \$57,243 from Sewer Retained Earnings to Sewer Expenses to conduct an assessment of the Town sewer system.

**Article 16 Passed Unanimously**

**Article 17**

Moved and seconded that the Town vote to transfer the sum of \$10,000 from Sewer Retained Earnings to Sewer Expenses to conduct infiltration and inflow work and repair on the Town sewer system.

**Article 17 Passed Unanimously**

**Article 18**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$7,000 for the purpose of upgrading and installing a new server for the Police Department, and any other incidental and related expenses.

Town Moderator asked the voters if they authorized Denise Wickland, Police Chief who is a non-voter to speak to the article.

**Passed Unanimously**

**Article 18 Passed Unanimously**

**Article 19**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$3,000 for planning and coordinating the Town's 250<sup>th</sup> Anniversary celebration to take place in the year 2021, and any other incidental and related expenses.

**Article 19 Passed Unanimously**

**Article 20**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$500 for producing the town flag, and any other incidental and related expenses.

**Article 20 Passed Unanimously**

**Article 21**

Moved and seconded that the Town vote to accept M.G.L. c. 64L, §2(a) to establish a local meals excise.

**Article 21 Passed Majority**

**Article 22**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$7,500 to purchase an optical scan tabulator and any other incidental and related expenses for the Town Clerk's Office.

**Article 22 Passed Unanimously**

**Article 23**

Moved and seconded that the Town vote to authorize the Board of Selectmen to acquire for park land associated with the Mill River Greenway, certain property, consisting of the lower 4 acres, more or less, being a portion of that property identified as Assessors Map 7G, Parcel 66, described in a deed recorded with the Hampshire Registry of Deeds in Book 1922, Page 117, as approximately shown on a sketch plan entitled “Proposed River Park”, on file with the Town Clerk, and to transfer from the Mill River Greenway Donation Account the sum of \$4,800, for the purpose of acquiring said property and the Board of Selectmen and the Mill River Greenway Committee be authorized to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Williamsburg to effect said acquisition on such terms and conditions as they deem appropriate and further be authorized to apply for, accept and expend any grant funds.

**Article 23 Passed 2/3 Majority (1 no)**

**Article 24**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$7,500 for the purchase and installation of two pedestrian flashing beacon crosswalk lights, and any other incidental and related expenses.

**Article 24 Passed Unanimously**

**Article 25**

Moved and seconded that the Town vote to raise and appropriate \$152,522 for the purchase of a rubber-tire excavator, and to equip the same, such sum to be raised by \$21,300 from sewer retained earnings and \$21,300 from water retained earnings, and transferring \$109,922 from Free Cash.

**Article 25 Passed Unanimously**

**Article 26**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$22,650 for the purchase of a tractor, and to equip the same, to maintain the school grounds and other Town property.

**Article 26 Passed Unanimously**

**Article 27**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$24,450 for carpentry and painting repairs to the Old Town Hall, and other incidental and related expenses.

**Article 27 Passed Unanimously**

### **Article 28**

To see if the Town will vote to cease assessing the excise imposed under M.G.L. c. 59, §8A on farm animals, machinery and equipment owned by individuals and non-corporate entities principally engaged in agriculture, or take any other action relative thereto.

Moved and seconded to take no action on Article 28.

### **Article 28 Motion to Take No Action Passed Unanimously**

### **Article 29**

Moved and seconded that the Town vote to authorize the Board of Selectmen (i) to enter into an agreement for payments-in-lieu-of-taxes pursuant to M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, or any other enabling authority, in the amount of \$14,000 per megawatt (DC), which amount shall escalate at a rate of 1% percent each year, for personal property attributable to a solar photovoltaic facility located (or to be located) on privately land owned by Hull Forestlands, LP and accessed from East Street off of Goshen Road and located within Williamsburg on Assessors Map A, Lot 4, and (ii) to take all other actions necessary or convenient to implement and administrate such agreement.

### **Article 29 Passed Unanimously**

### **Article 30**

Moved and seconded that the Town vote to transfer the care, custody, management and control of the parcels of land known as 21, 23, and 25 Mountain Street, and shown, respectively, on Assessors' Map 011.K as Lot 0046.0, and Map 008.H, as Lots 0015.0 and 0020.0, commonly referred to as the Capped Wood Waste Landfill, to the Board of Selectmen for such landfill purposes and also for the purpose of leasing the same to a solar energy electricity production entity for the installation of a solar energy facility or facilities, and to authorize the Board of Selectmen to enter into a lease or leases for all or portions of such parcels for a term of at least 20 years from the date of commencement of commercial operations of the solar energy facility or facilities and such additional term as the Board of Selectmen shall deem appropriate, all on such terms and conditions, and for such consideration, as the Board of Selectmen deems appropriate; and to authorize the Board of Selectmen to grant such access, utility, and other easements in, on, and under said parcels as may be necessary or convenient to construct, operate and maintain such solar energy facility or facilities; to authorize the Board of Selectmen and the Board of Health to take all actions necessary in connection therewith; and to authorize the Board of Selectmen, pursuant to the provisions of Massachusetts General Laws Chapter 59, Section 38H or any other enabling authority, to enter into agreements for payment in lieu of taxes (PILOT Agreements) on account of such facility or facilities for a term of 20 years and such additional term as the Board of Selectmen shall deem appropriate, upon such terms as the Board of Selectmen shall deem to be in the best interest of the Town, and further, to authorize the Board of Selectmen to take such actions as may be necessary to implement such agreements.

After much discussion, a motion was made and seconded to call the question.

### **Motion Passed Unanimously**

### **Article 30 Passed Unanimously**

### **Article 31**

Moved and seconded that the Town vote to transfer the care, custody, management and control of the parcels of land known as 51R, 53, and 55 South Street, and shown, respectively, on Assessors' Map 007.G as Lots 0032.0, 0010.0, and 0010.1, to the Board of Water and Sewer Commissioners and the Board of Selectmen for Water Department purposes and also for the purpose of leasing the same to a solar energy electricity production entity for the installation of a solar energy facility or facilities, and to authorize the Board of Selectmen to enter into a lease or leases for all or portions of such parcels for a term of at least 20 years from the date of commencement of commercial operations of the solar energy facility or facilities and such additional term as the Board of Selectmen and Board of Water and Sewer Commissioners shall deem appropriate, all on such terms and conditions, and for such consideration, as the Board of Selectmen and Board of Water and Sewer Commissioners deem appropriate; and to authorize the Board of Selectmen and Board of Water and Sewer Commissioners to grant such access, utility, and other easements in, on, and under said parcels as may be necessary or convenient to construct, operate and maintain such solar energy facility or facilities; to authorize the Board of Selectmen and the Board of Water and Sewer Commissioners to take all actions necessary in connection therewith; and to authorize the Board of Selectmen, pursuant to the provisions of Massachusetts General Laws Chapter 59, Section 38H or any other enabling authority, to enter into agreements for payment in lieu of taxes (PILOT Agreements) on account of such facility or facilities for a term of 20 years and such additional term as the Board of Selectmen shall deem appropriate, upon such terms as the Board of Selectmen shall deem to be in the best interest of the Town, and further, to authorize the Board of Selectmen to take such actions as may be necessary to implement such agreements.

After much discussion a motion was made and seconded to call the question. The vote to call the question was Yes-74 and No-72.

**Motion to Call the question passed**

**Article 31 Failed 2/3 Majority**

### **Article 32**

Moved and seconded that the Town vote to amend the Town of Williamsburg Zoning Bylaw by revising Section 9.0 b. by adding at the end of the existing text the following new text: "From the front line of the lot, to any point fifty (50) feet back from the front line, the width of the lot should be no less than two hundred (200) feet,".

**Article 32 Passed Unanimously**

### **Article 33**

Moved and seconded that the Town vote to amend the Town of Williamsburg Zoning Bylaw as follows by designating the existing sentence contained in Section 5.10 as subparagraph (a) and by adding new subparagraphs (b) and (c), such that the Section, as amended, will read as follows:

- a. Any substantial change, alteration, or expansion of a use allowed by Special Permit shall require a new Special Permit from the Zoning Board of Appeals.

- b. If a use allowed under the terms of a Special Permit ceases or is inactive for twenty-four consecutive months, the Special Permit shall expire.
- c. If a new use is allowed by a new Special Permit, and a previous use allowed by a previous Special Permit is not included under the new Special Permit, the previous Special Permit shall expire.

**Article 33 Passed 2/3 Majority (1 No)**

**Article 34**

Moved and seconded that the Town vote to amend the Town of Williamsburg Zoning Bylaw to add a new section 9.21, entitled “More Than Four Dwelling Units in a Multi-Family Dwelling or Mixed-use Building,” and by amending Section 3.0 of the Zoning Bylaw, the Schedule of Use Regulations, as outlined in Article 34 of the Warrant.

**9.21 More Than Four Dwelling Units in a Multi-Family Dwelling or Mixed-use Building**

**1. Purpose**

- a. To allow reuse and redevelopment of existing structures that make a significant positive contribution to the character of the Town of Williamsburg’s village centers
- b. To increase the number and diversity of dwelling units available in Williamsburg

**2. Applicability**

- a. More than four dwelling units in a multi-family dwelling or mixed-use building may be allowed per Section 3, Schedule of Use Regulations, subject to both of the following criteria:
  - 1. The existing structure is equal to or greater than 3,500 square feet of floor space.
  - 2. The existing structure was constructed prior to 1925, or the structure is listed on an existing historic register maintained by the Town of Williamsburg, the Commonwealth of Massachusetts or the federal government.
- b. A Special Permit may be granted that modifies or waives otherwise applicable on-site parking requirements if the applicant demonstrates that the project would not otherwise be feasible and the Special Permit Granting Authority determines that the project would have substantial public benefit. On-site parking requirements may only be waived if, as a condition of the Special Permit, adequate, new, additional off-site public parking is created within five hundred (500) feet of the development. The applicant shall provide proof of control of the off-site parking through ownership or other form acceptable to the Zoning Board of Appeals. If the off-site parking location shares parking with other parties, the parking spaces dedicated to applicant’s use shall be subject to a covenant, which shall be recorded at the appropriate registry of deeds.

- c. A Special Permit may be granted even if the lot on which the existing structure is located does not satisfy applicable lot size requirements if the Special Permit Granting Authority determines that the proposed alteration is not substantially more detrimental to the neighborhood than the existing structure or use. If a proposed alteration would require more than one Special Permit under these Zoning Bylaws, the Special Permit hearing and decision shall be combined into one Special Permit.
- d. Examples of substantial public benefits include, but are not limited to, one or more of the following:
  - 1. Increasing the availability or diversity of housing
  - 2. Contributing to the vibrancy of the village centers by means of improved design or maintenance of building facades, sidewalks, or public or private frontages
  - 3. The creation of new public space, improved pedestrian or bicycle amenities, or new or protected access to the Mill River.

### 3. Approval Criteria

- a. The special permit granting authority must find that the proposed reuse and development is consistent with one or more of the purposes of this section 9.21.
- b. The Special Permit granting authority must find that the proposed reuse and - development can be reasonably accommodated on the property.

Further, that Section 3.0 of the Zoning Bylaw, the Schedule of Use Regulations, be amended by inserting under Section 3.1, Residential Uses, Multi-family dwelling (up to four dwelling units) the following new use: More than four dwelling units in a multi-family dwelling or mixed-use building.

Section	Use	VR	VM	RU	Notes
3.1	<b>Residential Uses</b>				
	Single-family dwelling	P	P	P	
	Two-family dwelling	P	P	P	
	Multi-family dwelling (up to 4 dwelling units)	SP	SP	SP	
	<b><i>More than four dwelling units in multi-family dwelling or mixed-use building</i></b>	<b><i>SP/SPR</i></b>	<b><i>SP/SPR</i></b>	<b><i>N</i></b>	<b><i>See section 9.21</i></b>
	Accessory apartment	SP	SP	SP	See Section 9.0
	Upper-floor apartments in Mixed Use buildings	P	P	SP	See Section 9. Limited to a maximum of 3 residential dwelling units per structure

**Article 34 Passed 2/3 Majority (1 No)**

## Article 35

Moved and seconded that the Town vote to amend the Town of Williamsburg Zoning Bylaw by adding new definitions to Section 18; to amend Section 9.11 by deleting the language in the existing Section 9.11 Home Occupations in its entirety and replacing it; and to amend Section 3.0 of the Zoning Bylaw, the Schedule of Use Regulations, as outlined in Article 35 of the Warrant.

### Section 18, **Definitions:**

**Home Occupation:** The production and/or sale of goods and services conducted within a dwelling or in a structure that is accessory to a dwelling, by a resident of the dwelling, with not more than one (1) full time non-resident employee; such business activity being clearly secondary to the residential use of the dwelling, and not infringing upon the residential character of the neighborhood in which the dwelling unit is located.

**Home Occupation, Major:** A home occupation with not more than two (2) full time non-resident employees and/or a home occupation that is located in a detached accessory structure. The floor space occupied by the Major Home Occupation shall not exceed 1,000 square feet.

## 9.11 Home Occupations

**9.11.1** Home Occupations must be secondary to a permitted primary residential use of a dwelling unit. Examples may include:

- a. Artist, hair dresser, or real estate broker.
- b. Building trades.
- c. Professional offices of a resident doctor, lawyer, accountant, engineer, or writer.
- d. Cultivation for off-premises sale of fruits, vegetables, and flowers.

**9.11.2** A Home Occupation shall be permitted by right in compliance with the following:

- a. The use shall not change the character of the dwelling unit and shall not be characterized by outward manifestations, such as traffic generation, noise, public services and utility demand, etc., unlike those of dwelling units in the particular neighborhood in which the dwelling is located.
- b. All operations, including incidental storage, shall be carried on within the dwelling unit except as permitted by Section 9.11.1.d and no more than 1,000 sq. ft. of floor space shall be used for the home occupation.
- c. The use shall not constitute a nuisance by reason of increased traffic, hours of operation and/or delivery, an unacceptable level of air or water pollution, odor, excessive noise or visually flagrant structures and accessories, and the use shall not pose a hazard to abutters, vehicles or pedestrians.
- d. Adequate off-street parking shall be provided to prevent interference with traffic flow.
- e. Any signs shall comply with Section 9.8, Signs.
- f. The occupation shall be owned, operated, or managed by at least one (1) member of the family residing in the dwelling unit with not more than the equivalent of one (1) full time employee.
- g. The home occupation shall not be in violation of any other provision of this Bylaw.



**9.11.3** The Zoning Board of Appeals may issue a special permit for a Major Home Occupation. All parts of 9.11.2 apply except that a Major Home Occupation may include up to two (2) full-time equivalent non-resident employees; and/or may use an existing detached structure, such as a garage or barn, for the home occupation provided that: the total floor area occupied by the home occupation does not exceed 1,000 square feet. The home occupation may not include a use that is not similar to those illustrated in Section 9.11.1. The home occupation must be in compliance with 9.11.2 a., c., d., e., and g. The occupation shall be owned, operated, or managed by at least one (1) member of the family residing in the dwelling unit.

***Changes to Section 3.0, Schedule of Use Regulations Use Table***

***Table Rows that relate to Home Occupations***

Section	Use	VR	VM	RU	Notes
3.2	<b>Business Uses</b>				
	...				
	Home Occupation	P	P	P	See Section 9.11
	Home Occupation, Major	SP	SP	SP	See Section 9.11

**Article 35 Passed 2/3 Majority (1 No)**

**Article 36**

Moved and seconded that the Town vote to amend the Town of Williamsburg Zoning Bylaw by amending the definition in Section 18; to amend Section 9.1 by deleting the language in the existing Section 9.1 Accessory Apartments in its entirety and replacing it with new language; and to amend Section 3.0 of the Zoning Bylaw, the Schedule of Use Regulations Section 3.1, Residential Uses, and to correct the reference note from 9.0 to 9.1 as outlined in Article 36 of the Warrant.

Definitions

**Definitions**

**Accessory Apartment** — An accessory apartment is a second dwelling unit, complete with its own means of egress, sleeping, cooking and sanitary facilities, that is accessory to and contained within a single-family dwelling. An owner of the single-family dwelling shall occupy either the single-family dwelling or the accessory apartment as his or her primary residence.

**9.1 Accessory Apartments**

- a. An Accessory Apartment shall be defined as a second dwelling unit, complete with its own means of egress, sleeping, cooking and sanitary facilities, that is accessory to a single-family dwelling.
- b. Either the single-family dwelling or the accessory apartment shall be the primary residence of an owner of the property.

- c. Total floor space of the Accessory Apartment shall not exceed 1,000 square feet or one-third of the total livable square footage of the dwelling, whichever is less. Habitable floor area does not include, for example, unfinished attic space, unfinished basement space, unfinished garage space, porch, or patio.
- d. New residential space may be created in association with an Accessory Apartment through addition to an existing dwelling.
- e. The Accessory Apartment shall have no more than two bedrooms and shall not be occupied by more than five persons.
- f. For the purposes of calculating required lot area, an Accessory Apartment shall not be subject to Section 9.0.d.
- g. When an Accessory Apartment is added to an existing dwelling which is non-conforming due to lot area, frontage, setbacks, or lot coverage, the creation of the accessory apartment shall not be considered an expansion of a non-conforming use, provided that any structural enlargement or expansion shall comply with the minimum setback and lot coverage standards of this Bylaw.
- h. The Accessory Apartment must comply with the parking requirements and all other sections of this Bylaw.
- i. An applicant must demonstrate that an Accessory Apartment will be adequately served by municipal sewer or an on-site septic system before a Building Permit can be obtained for an Accessory Apartment.
- j. An Accessory Apartment shall be designed to maintain the architectural design, style, appearance, and character of the principal dwelling. If an attached accessory dwelling unit extends beyond the current footprint or existing height of the principal dwelling, such an addition must be compatible with the existing facade, roof pitch, siding materials, and windows.
- k. The procedure for the submission and approval of a Building Permit for an Accessory Apartment shall be the same as prescribed elsewhere in this Bylaw except the application shall include a notarized letter of application from the owner(s) stating that the owner(s) will occupy one of the dwelling units on the premises. Such notarized letter shall be renewed and submitted annually to the Building Inspector for as long as the Accessory Apartment is used as such.
- l. The Inspector of Buildings shall not issue a Certificate of Occupancy for an Accessory Apartment until the owner(s) of the property presents a time-stamped copy of a Declaration of Covenants for the subject property that has been filed at the County Registry of Deeds. The Declaration shall state that the right to occupy an Accessory Apartment ceases if the property is not the primary residence of one or more of its owners, or upon transfer of title unless the new owner takes the action described in paragraph 9.1.m. below.
- m. Transfer of ownership of a dwelling with an Accessory Apartment. If a structure that has received approval for an Accessory Apartment is sold, and if the new owner wishes to continue to exercise the use, the new owner must, within 30 days of the sale, submit a notarized letter to the Zoning Enforcement Officer stating that the owner will occupy one of the dwelling units in the structure as the owner's permanent/primary residence and shall conform to all of the criteria and conditions for Accessory Apartments. .
- n. A second driveway and curb cut leading to an Accessory Apartment is not permitted.

***Changes to Section 3.1, Schedule of Use Regulations Use Table***

Section	Use	VR	VM	RU	Notes
3.1	<b>Residential Uses</b>				
	Single-family dwelling	P	P	P	
	Two-family dwelling	P	P	P	
	Multi-family dwelling (up to 4 dwelling units)	SP	SP	SP	
	<i>More than four dwelling units in multi-family dwelling or mixed-use building</i>	<i>SP/SPR</i>	<i>SP/SPR</i>	<i>N</i>	<i>See section 9.21</i>
	<b>Accessory Apartment</b>	<b>P</b>	<b>P</b>	<b>P</b>	<b>See Section 9.1</b>
	Upper-floor apartments in Mixed Use buildings	P	P	SP	See Section 9. Limited to a maximum of 3 residential dwelling units per structure

Motion made and seconded to amend the bylaw to require a special permit to allow accessory apartments.

**Motion to amend fails majority.**

Motion made and seconded to amend the bylaw to decrease occupancy from five (5) to three (3).

**Motion to amend fails majority**

Motion made and seconded to call the question.

**Motion to Call the question Passed Unanimously**

**Article 36 Passed 2/3 Majority    Yes – 90    No – 15**

**Article 37**

Moved and seconded that the Town vote to amend the Town of Williamsburg Zoning Bylaw by adding new definitions to Section 18; by adding a new Section entitled Marijuana for Adult Use; to amend the Table of Uses by inserting uses for Marijuana Retailer, Marijuana Transporter, Independent Testing Laboratory, Marijuana Cultivator, and Marijuana Product Manufacturer as uses allowed by Special Permit/Site Plan Review in certain designated zoning districts, as outlined in Warrant 37 of the Warrant; to amend the Table of Contents to add this section, and further, to authorize the Town Clerk to assign an appropriate Section number consistent with the current Zoning Bylaw.

Section 18 – Definitions of the Zoning Bylaw is amended by adding the following new definitions in alphabetical order:

- a. Independent Testing Laboratory: a laboratory that is licensed by the Massachusetts Cannabis Control Commission ("Commission") and is (i) accredited to the most current International Organization for Standardization 17025, by a third-party accrediting body that is signatory to the International Laboratory Accreditation Accrediting Cooperation mutual recognition arrangement, or that is otherwise approved by the Commission; (ii) independent financially from any medical marijuana treatment center or any licensee or marijuana establishment for which it conducts a test; and (iii) qualified to test cannabis or marijuana in compliance with regulations promulgated by the Commission.

- b. Marijuana Cultivator: an entity licensed by the Massachusetts Cannabis Control Commission to cultivate, process, and package marijuana, and to transfer marijuana to other marijuana establishments but not to consumers.
- c. Marijuana Establishment: a marijuana cultivator, Craft Marijuana Cooperative, independent testing laboratory, marijuana product manufacturer, marijuana retailer, or any other type of licensed marijuana-related businesses, except a medical marijuana treatment center, which is also referred to as a Registered Marijuana Dispensary under these Zoning Bylaws.
- d. Marijuana Product Manufacturer: an entity licensed by the Massachusetts Cannabis Control Commission to obtain, manufacture, process, and package cannabis or marijuana products, and to transfer these products to other marijuana establishments, but not to consumers.
- e. Marijuana Products: products that have been manufactured and that contain marijuana or an extract of marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils, and tinctures.
- f. Marijuana Retailer: an entity licensed by the Massachusetts Cannabis Control Commission to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell, or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.
- g. Marijuana Transporter: an entity not otherwise licensed by the Massachusetts Cannabis Control Commission, that is licensed to purchase, obtain, and possess cannabis or marijuana products solely for the purpose of transporting, temporary storage, sale and distribution to Marijuana Establishments, but not to consumers.

### **Marijuana for Adult Use**

#### **A. Purpose**

The purpose of this bylaw is to:

- a. Allow state-licensed marijuana establishments to exist in the Town of Williamsburg in accordance with applicable state laws and regulations issued by the Massachusetts Cannabis Control Commission (“Commission”) including but not limited to M.G.L. Chapter 94G.
- b. Provide safe and effective access to recreational cannabis in the Town of Williamsburg.
- c. Impose reasonable safeguards to govern the time, place, and manner of marijuana establishment operations to ensure public health, safety, and well-being, and to avoid impacts on the natural environment as it relates to cultivation, processing and manufacturing, subject to the provisions of this Zoning Bylaw, M.G.L. Chapter 40A (State Zoning Act), and M.G.L. Chapter 94G.

**B. Definitions**

Any term not specifically defined in these Zoning Bylaws shall have the meaning as defined in M.G.L. c. 94G, Section 1 and the Cannabis Control Commission regulations, 935 CMR 500.00 governing Adult Use Marijuana, as such statutes and regulations may from time to time be amended.

**C. Applicability**

- a. Independent testing laboratory, marijuana cultivator, and marijuana product manufacturer may be allowed by Special Permit and Site Plan Review in the Village Mixed and Rural Use Districts.
- b. Marijuana retailer may be allowed by Special Permit and Site Plan Review in the Village Mixed Use District.
- c. On-site consumption of marijuana products at any Marijuana Establishment, either as a primary or accessory use, shall be prohibited unless permitted by local ballot initiative, as allowed by M.G.L. c. 94G, Section 3(b).

**D. Application Requirements**

- a. **Security Plan**

The applicant shall submit a security plan to the Town of Williamsburg Police and Fire Departments to demonstrate that there is limited undue burden on the Town public safety officials as a result of the operation of the proposed marijuana establishment.

- i. The Williamsburg Police and Fire Departments shall provide comments to the Planning Board regarding the sufficiency of such plan or plans.
- ii. The security plan shall include all security measures for the site and transportation of marijuana and marijuana products to and from off-site premises to ensure the safety of employees and the public and to protect the property from theft or other criminal activity.

- b. **Energy and Water Use Plans**

- i. All marijuana cultivators shall submit energy use and water use plans to the Planning Board to demonstrate best practices for energy and water conservation and ensure there are no undue impacts on the natural environment. The plans shall include an electrical system overview, proposed energy demand and proposed electrical demand off-sets, ventilation system and air quality, and proposed water system use and conservation.

**E. General requirements and conditions for all marijuana establishments.**

- (1) All marijuana establishments, except for a Marijuana Cultivator, shall be located within a permanent building or structure and may not be located in a trailer, cargo container, motor vehicle or other similar non-permanent enclosure. Marijuana Establishments shall not have drive-through service. If authorized under M.G.L Chap. 94G, a Marijuana Cultivator may conduct its cultivation of marijuana outside of a building or structure.
- (2) The hours of operation of Marijuana Establishments shall be set by the Zoning Board of Appeals.
- (3) No Marijuana Establishment shall be located within 500 feet of the property boundary line of any lot in use as a public or private school, grades kindergarten through 12. Distance shall be measured in a straight line from property boundary line to property boundary line.

- (4) No smoking, burning or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a marijuana establishment, except as authorized by G.L. c. 94G or regulations issued by the Cannabis Control Commission, or as authorized under this Bylaw.
- (5) No Marijuana Establishment shall be located inside a building containing residential units, including transient housing such as motels and dormitories, or inside a movable or mobile structure such as a van or a truck.
- (6) No outside storage of marijuana, related supplies or promotional materials is permitted.
- (7) All marijuana establishments shall be ventilated in such a manner that:
  - (a) pesticides, insecticides, or other chemicals or products used in cultivation or processing are not dispersed into the outside atmosphere.
  - (b) odor from marijuana cannot be detected by a person with a normal sense of smell at the exterior of the marijuana establishment or at any adjoining property.
- (8) All marijuana establishments must negotiate a Host Community Agreement with the Williamsburg Board of Selectmen, or its designated representative.

F. Special Permit requirements.

- 1) A marijuana establishment shall only be allowed by Special Permit from the Zoning Board of Appeals and Site Plan Review by the Planning Board in accordance with MGL c. 40A, § 9 and Sections 5 and 6 of the Town of Williamsburg Zoning Bylaw subject to the following statements, regulations, requirements, conditions and limitations.
- 2) In addition to the standards set forth herein, the required site plan must meet all dimensional, parking, landscaping, and signage requirements of the Zoning Bylaw.
- 3) A special permit for a marijuana establishment shall be limited to one or more of the following uses approved by the Zoning Board of Appeals:
  - (a) Marijuana Cultivator,
  - (b) Marijuana Product Manufacturer,
  - (c) Independent Testing Laboratory (Marijuana), and
  - (d) Marijuana Transporter and
  - (e) Marijuana Retailer
- 4) In addition to the application requirements set forth above, a Special Permit application for a marijuana establishment shall include the following:
  - a) The name and address of owner(s) of the establishment;
  - b) Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts Cannabis Control Commission and any other related Massachusetts agencies, or if a license(s) has not yet been issued, the applicant shall provide a copy of its application to the Cannabis Control Commission, excluding those portions related to the applicant's finances. If any portion of the materials submitted to the Zoning Board of Appeals and/or Planning Board contain records that are not public records as defined under G.L. c. 4, §7, cl. 26, or any other statutory provision, the non-public information shall be redacted and shall be submitted to the Boards in a separately labeled packet clearly indicating that the contents are not public records.
  - c) Evidence of the applicant's right to use the site of the establishment for the establishment, such as a purchase and sale agreement, deed, owner's authorization, or lease;

- d) Proposed security measures for the Marijuana Establishment, including lighting, fencing, gates and alarms, etc., to ensure the safety of persons and to protect the premises from theft. A letter from the Town of Williamsburg Police Chief, or designee, acknowledging review and approval of the marijuana establishment security plan is required. To the extent allowed by law, all such documents shall be confidential.
  - e) All application requirements for Site Plan Review as specified in Section 6 of the Zoning Bylaw unless waived by the Planning Board
- 5) Mandatory findings:
- The Zoning Board of Appeals shall not issue a Special Permit for a marijuana establishment unless it finds that:
- a) The establishment is designed to minimize any adverse impacts on abutters and other parties in interest, as defined in MGL c. 40A, § 11.
  - b) The establishment demonstrates that it will meet all the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will comply with all applicable state laws and regulations; and
  - c) The applicant has satisfied all of the conditions and requirements set forth herein.
  - d) A special permit and/or site plan approval authorizing the location of a Marijuana Establishment under this bylaw shall be valid only for the licensed entity to which the special permit and/or site plan approval was issued, and only for the site at which the Marijuana Establishment has been authorized by special permit and/or site plan approval.
  - e) No more than two (2) retail marijuana retailers shall be allowed within the Town of Williamsburg.

#### G. Reporting Requirements

The owner of a marijuana establishment shall submit an Annual Report to the Williamsburg Board of Selectmen no later than January 31<sup>st</sup> of each year, which certifies compliance with the requirements of this bylaw and M.G.L. Chapter 94G.

#### H. Abandonment or discontinuance of use.

A marijuana establishment shall be required to remove all material, plants equipment and other paraphernalia within six months of ceasing operations. The project proponent of a Marijuana Establishment shall provide to the Town of Williamsburg a surety bond to cover the cost of such removal in the event the Town of Williamsburg becomes responsible for such removal. The amount of surety required shall be determined by the permitting authority.

All other applicable provisions of the Town of Williamsburg Zoning Bylaw shall also apply. If any section or portion of this Bylaw is ruled invalid by a court of competent jurisdiction, such ruling will not affect the validity of the remainder of this Bylaw.

Further, that Section 3.0 of the Zoning Bylaw, the Schedule of Use Regulations, be amended by inserting under Section 3.2, Business Uses, the following new uses, in alphabetical order: Marijuana Retailer as a use allowed by Special Permit/Site Plan Review in the Village Mixed Use District, and Independent Testing Facility, Marijuana Cultivator, Marijuana Product Manufacturer, and Marijuana Transporter as uses allowed by Special permit/Site Plan Review in the Village Mixed and Rural Use Districts as follows:

***Changes to Section 3.2, Schedule of Use Regulations Use Table***

Section	Use	VR	VM	RU	Notes
3.2	<b>Business Uses</b>				
	<i>Independent Testing Facility, Marijuana Cultivator, Marijuana Product Manufacturer, and Marijuana Transporter</i>	<i>N</i>	<i>SP/SPR</i>	<i>SP/SPR</i>	
	<i>Marijuana Retailer</i>	<i>N</i>	<i>SP/SPR</i>	<i>N</i>	

**Article 37 Passed 2/3 Majority (1 No)****Article 38**

Moved and seconded that the Town vote to accept the provisions of General Laws Chapter 64N, Section 3(a), as amended by Section 13 of Chapter 55 of the Acts of 2017 for the purpose of imposing a local sales tax upon the sale or transfer of marijuana or marijuana products by a marijuana retailer operating within the Town of Williamsburg to anyone other than a marijuana establishment at the rate of three percent (3%).

**Article 38 Passed Unanimously****Article 39**

Moved and seconded that the Town vote to amend the Town of Williamsburg Zoning Bylaw by deleting in its entirety Section 20 entitled “Temporary Moratoria on the Sale and Distribution of Marijuana Not Medically Prescribed)”, and further, to amend the Table of Contents to the Zoning Bylaw by deleting the reference to Section 20, “Temporary Moratoria on Marijuana Sales (Not Medical)”.

**Article 39 Passed Unanimously****Article 40 (Petition)**

Moved and seconded that the Town vote to transfer from Free Cash the sum of \$20,000 for the purpose of purchasing a four hundred (400) seat automated vote tabulation system, and any other incidental and related expenses.

Some discussion. Motion made and seconded to call the question.

**Motion to call the question passed unanimously****Article 40 Failed Majority****Article 41 (Petition)**

Moved and seconded that the Town vote to adopt the following resolution:

We call on the United States to lead a global effort to prevent nuclear war by:  
 Renouncing the option of using nuclear weapons first;  
 Ending the president’s sole, unchecked authority to launch a nuclear attack;  
 Taking U.S. nuclear weapons off hair-trigger alert;  
 Cancelling the plan to replace its entire arsenal with enhanced weapons;



Actively pursuing a verifiable agreement among nuclear armed states to eliminate their nuclear arsenals.

And to direct the Town Clerk to send copies of this resolution to the two Massachusetts U.S. Senators and to the U.S. Representative for this district, and to the President and Secretary of State of the United States.

**Article 41 Passed Majority (1 No)**

Motion made and seconded to adjourn Town Meeting. Motion passed unanimously. Meeting adjourned at 10:59 P.M.

Filed: June 5, 2018

A True Copy Attest: Brenda Lessard, Town Clerk

Brenda Lessard  
Williamsburg Town Clerk

cc: Accountant, Department of Revenue, Finance Committee, Board of Selectmen, Treasurer, Assessors, KP/Law, Highway Department, Planning Board, Board of Health, Town Administrator, Water & Sewer Commission, Police Department, Capital Planning, HRHS School District, Fire Department, Mill River Greenway, Collector, Williamsburg 250<sup>th</sup> Committee, Flag Committee, Energy Committee

## Minutes of the State Primary September 4, 2018

Voting took place at the Town Offices, 141 Main Street, Haydenville, MA.

The polls were opened at 7:00 a.m. and closed at 8:00 p.m. The following were the results of the election.

Warden: Kathy Luce                      Assistant Warden: Joan Donovan  
Constables: Jason Connell, Robert Lapointe and Paul Sanderson

Registered Voters: 1984

Absentee Ballots: 65 sent, 53 returned, accepted and cast, 1 voted in person (returned absentee ballot)

Total Ballots cast: 880 (44.5% voter turnout)

Democrat Ballots: 799

Republican Ballots: 79

Libertarian Ballots: 2

<b><u>DEMOCRATIC BALLOT -</u></b>	<b><u>VOTES</u></b>
<b><u>Ballots Cast: 799</u></b>	
<b><u>Senator in Congress:</u></b>	
Blank	54
Elizabeth Warren	739
Write-Ins	6
Steve Connor – 3,	
Jo Comerford – 1,	
Dean Jones – 1,	
Chelsea Kline – 1	
<b><u>Governor:</u></b>	
Blank	124
Jay Gonzalez	354
Bob Massie	315
Write-Ins	6
Charles Baker – 5,	
Bill Jones – 1	
<b><u>Lieutenant Governor:</u></b>	
Blank	209
Quentin Palfrey	411
Jimmy Tingle	178
Write-Ins	1
Donald Bruce – 1	
<b><u>Attorney General:</u></b>	
Blank	83
Maura Healey	714
Write-Ins	2

Louise Hewitt – 1,	
David Nair – 1	
<b><u>Secretary of State:</u></b>	
Blank	91
William Galvin	446
Josh Zakim	262
Write-Ins	0
<b><u>Treasurer:</u></b>	
Blank	151
Deborah Goldberg	647
Write-Ins	1
Louise Hewitt – 1	
<b><u>Auditor:</u></b>	
Blank	158
Suzanne Bump	638
Write-Ins	3
Elizabeth Silver – 2,	
Louise Hewitt – 1	
<b><u>Representative in Congress:</u></b>	
Blank	14
Richard Neal	300
Tahirah Amatul-Wadud	483
Write-Ins	2
Jo Comerford – 1,	
Steve Connor – 1	
<b><u>Councillor:</u></b>	
Blank	154

Mary Hurley	641
Write-Ins	4
Lauren Madden – 2,	
Louise Hewitt – 1,	
Tracey Magdalene – 1	
<b><u>Senator in General Court:</u></b>	
Blank	29
Adam Hinds	579
Thomas Wickham	75
Write-Ins	29
Jo Comerford – 26,	
Steve Connor – 3	
<b><u>Representative in General Court:</u></b>	
Blank	42
Kate Albright-Hanna	64
Andrew Baker	13
Natalie Blais	254
Christine Doktor	205
Jonathan Edwards	32
Casey Pease	79
Nathaniel Waring	3
Francia Wisniewski	101
Write-Ins	6
Jo Comerford – 3,	
Steve Connor – 3	
<b><u>District Attorney:</u></b>	
Blank	134
David Sullivan	663
Write-Ins	2
Howard Bryant – 1,	
Louise Hewitt – 1	
<b><u>Clerk of Courts:</u></b>	
Blank	155
Harry Jekanowski Jr.	642
Write-Ins	2
Charles Belsky – 1,	
Louise Hewitt – 1	
<b><u>Register of Deeds:</u></b>	
Blank	156
Mary Olberding	641
Write-Ins	2
Louise Hewitt – 1,	
Margot Welch – 1	

<b><u>REPUBLICAN BALLOT -</u></b>	
<b><u>Ballots Cast: 79</u></b>	
<b><u>Senator in Congress:</u></b>	
Blank	5
Geoff Diehl	35
John Kingston	30
Beth Joyce Lindstrom	9
Write-Ins	0
<b><u>Governor:</u></b>	
Blank	1
Charles Baker	48
Scott Lively	30
Write-Ins	0
<b><u>Lieutenant Governor:</u></b>	
Blank	18
Karyn Polito	61
Write-Ins	0
<b><u>Attorney General:</u></b>	
Blank	15
James McMahon III	39
Daniel Shores	25
Write-Ins	0
<b><u>Secretary of State:</u></b>	
Blank	22
Anthony Amore	56
Write-Ins	1
William Galvin – 1	
<b><u>Treasurer:</u></b>	
Blank	26
Keiko Orrall	53
Write-Ins	0
<b><u>Auditor:</u></b>	
Blank	27
Helen Brady	52
Write-Ins	0
<b><u>Representative in Congress:</u></b>	
Blank	74
Write-Ins	5
Richard Neal – 2,	
Steve Connor – 1,	
Casey Pease – 1,	
Gary Benoit – 1	
<b><u>Councillor:</u></b>	
Blank	78
Write-Ins	1
S C Vargas – 1	

<b><u>Senator in General Court:</u></b>	
Blank	77
Write-Ins	2
Jonathan Edwards – 1,	
Casey Pease – 1	
<b><u>District Attorney:</u></b>	
Blank	79
Write-Ins	0
<b><u>Clerk of Courts:</u></b>	
Blank	79
Write-Ins	0
<b><u>Register of Deeds:</u></b>	
Blank	79
Write-Ins	0
<b><u>LIBERTARIAN BALLOT -</u></b>	
<b><u>Ballots Cast: 2</u></b>	
<b><u>Senator in Congress:</u></b>	
Blank	2
Write-Ins	0
<b><u>Governor:</u></b>	
Blank	2
Write-Ins	0
<b><u>Lieutenant Governor:</u></b>	
Blank	2
Write-Ins	0
<b><u>Attorney General:</u></b>	
Blank	2
Write-Ins	0
<b><u>Secretary of State:</u></b>	
Blank	2

Write-Ins	0
<b><u>Treasurer:</u></b>	
Blank	2
Write-Ins	0
<b><u>Auditor:</u></b>	
Blank	0
Daniel Fishman	2
Write-Ins	0
<b><u>Representative in Congress:</u></b>	
Blank	2
Write-Ins	0
<b><u>Councillor:</u></b>	
Blank	2
Write-Ins	0
<b><u>Senator in General Court:</u></b>	
Blank	2
Write-Ins	0
<b><u>Representative in General Court:</u></b>	
Blank	2
Write-Ins	0
<b><u>District Attorney:</u></b>	
Blank	2
Write-Ins	0
<b><u>Clerk of Courts:</u></b>	
Blank	2
Write-Ins	0
<b><u>Register of Deeds:</u></b>	
Blank	2
Write-Ins	0

**FILED: SEPTEMBER 6, 2018**

**A TRUE COPY ATTEST**

BRENDA LESSARD, WILLIAMSBURG TOWN CLERK

## State Election November 6, 2018

Election held at Williamsburg Town Offices, 141 Main Street, Haydenville, MA

Polls opened at 7:00 a.m. and closed at 8:00 p.m.

Total Registered Voters: 1981    Total Ballots cast: 1557 (78.5%)    Absentee Ballots: 65 sent; 62 returned

Early Voting Ballots Cast: 523

Warrant Signed: October 11, 2018

Warrant Posted: October 16, 2018

Constables: Jason Connell, Robert Lapointe, Chris Packard and Paul Sanderson

Wardens: Kathleen Luce    Assistant Warden: Joan Donovan    Clerk: Joan Donovan

Poll-workers: Dean Acheson, Virginia Biggie, Mary Chabot, Jacqueline Dufresne, Sheila Dufresne, Gail Gagne, Tom Hodgkins, Diane Merritt, Dorothea O'Connell, Diane Punska, Fran Tilley and Dick Zimmer

### **Senator in Congress**

Elizabeth Warren	1176
Geoff Diehl	304
Shiva Ayyadurai	58
Blank	16
Write-Ins	1

### **Governor and Lieutenant Governor**

Baker and Polito	670
Gonzalez and Palfrey	859
Blank	26
Write-Ins	0

### **Attorney General**

Maura Healey	1232
James McMahon III	293
Blank	30
Write-Ins	0

### **Secretary of State**

William Francis Galvin	1136
Anthony Amore	230
Juan Sanchez Jr.	141
Blank	48
Write-Ins	0

### **Treasurer**

Deborah B. Goldberg	1098
Keiko Orrall	237
Jamie Guerin	159
Blank	72
Write-Ins	0

### **Auditor**

Suzanne M. Bump	1060
Helen Brady	241
Daniel Fishman	43
Edward Stamas	139
Blank	72
Write-Ins	0

### **Representative in Congress - First District**

Richard E. Neal	1289
Blank	245
Write-Ins	21
Tahirah Amatul-Wadud-16	

### **Councillor - Eighth District**

Mary Hurley	1164
Mike Franco	257
Blank	131
Write Ins	3

### **Senator in General Court**

Adam Hinds	1313
Blank	238
Write-Ins	4

### **Representative in General Court - First Franklin**

Natalie Blais	1308
Blank	245
Write-Ins	2

**District Attorney - Northwestern District**

David E. Sullivan	1324
Blank	231
Write-Ins	1

**Register of Deeds:**

Mary Olberding	1308
Blank	248
Write Ins	1

**Clerk of Courts:**

Harry Jekanowski Jr.	1329
Blank	227
Write-Ins	1

**QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

**SUMMARY**

This proposed law would limit how many patients could be assigned to each registered nurse in Massachusetts hospitals and certain other health care facilities. The maximum number of patients per registered nurse would vary by type of unit and level of care, as follows:

- In units with step-down/intermediate care patients: 3 patients per nurse;
- In units with post-anesthesia care or operating room patients: 1 patient under anesthesia per nurse; 2 patients post-anesthesia per nurse;
- In the emergency services department: 1 critical or intensive care patient per nurse (or 2 if the nurse has assessed each patient's condition as stable); 2 urgent non-stable patients per nurse; 3 urgent stable patients per nurse; or 5 non-urgent stable patients per nurse;
- In units with maternity patients: (a) active labor patients: 1 patient per nurse; (b) during birth and for up to two hours immediately postpartum: 1 mother per nurse and 1 baby per nurse; (c) when the condition of the mother and baby are determined to be stable: 1 mother and her baby or babies per nurse; (d) postpartum: 6 patients per nurse; (e) intermediate care or continuing care babies: 2 babies per nurse; (f) well-babies: 6 babies per nurse;
- In units with pediatric, medical, surgical, telemetry, or observational/outpatient treatment patients, or any other unit: 4 patients per nurse; and
- In units with psychiatric or rehabilitation patients: 5 patients per nurse.

The proposed law would require a covered facility to comply with the patient assignment limits without reducing its level of nursing, service, maintenance, clerical, professional, and other staff.

The proposed law would also require every covered facility to develop a written patient acuity tool for each unit to evaluate the condition of each patient. This tool would be used by nurses in

deciding whether patient limits should be lower than the limits of the proposed law at any given time.

The proposed law would not override any contract in effect on January 1, 2019 that set higher patient limits. The proposed law's limits would take effect after any such contract expired.

The state Health Policy Commission would be required to promulgate regulations to implement the proposed law. The Commission could conduct inspections to ensure compliance with the law. Any facility receiving written notice from the Commission of a complaint or a violation would be required to submit a written compliance plan to the Commission. The Commission could report violations to the state Attorney General, who could file suit to obtain a civil penalty of up to \$25,000 per violation as well as up to \$25,000 for each day a violation continued after the Commission notified the covered facility of the violation. The Health Policy Commission would be required to establish a toll-free telephone number for complaints and a website where complaints, compliance plans, and violations would appear.

The proposed law would prohibit discipline or retaliation against any employee for complying with the patient assignment limits of the law. The proposed law would require every covered facility to post within each unit, patient room, and waiting area a notice explaining the patient limits and how to report violations. Each day of a facility's non-compliance with the posting requirement would be punishable by a civil penalty between \$250 and \$2,500.

The proposed law's requirements would be suspended during a state or nationally declared public health emergency.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

**A YES VOTE** would limit the number of patients that could be assigned to one registered nurse in hospitals and certain other health care facilities.

**A NO VOTE** would make no change in current laws relative to patient-to-nurse limits.

**Yes – 656      No – 816      Blank – 84**

## **QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

### **SUMMARY**

This proposed law would create a citizens commission to consider and recommend potential amendments to the United States Constitution to establish that corporations do not have the same

Constitutional rights as human beings and that campaign contributions and expenditures may be regulated.

Any resident of Massachusetts who is a United States citizen would be able to apply for appointment to the 15-member commission, and members would serve without compensation. The Governor, the Secretary of the Commonwealth, the state Attorney General, the Speaker of the state House of Representatives, and the President of the state Senate would each appoint three members of the commission and, in making these appointments, would seek to ensure that the commission reflects a range of geographic, political, and demographic backgrounds.

The commission would be required to research and take testimony, and then issue a report regarding (1) the impact of political spending in Massachusetts; (2) any limitations on the state’s ability to regulate corporations and other entities in light of Supreme Court decisions that allow corporations to assert certain constitutional rights; (3) recommendations for constitutional amendments; (4) an analysis of constitutional amendments introduced to Congress; and (5) recommendations for advancing proposed amendments to the United States Constitution.

The commission would be subject to the state Open Meeting Law and Public Records Law. The commission’s first report would be due December 31, 2019, and the Secretary of the Commonwealth would be required to deliver the commission’s report to the state Legislature, the United States Congress, and the President of the United States.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

**A YES VOTE** would create a citizens commission to advance an amendment to the United States Constitution to limit the influence of money in elections and establish that corporations do not have the same rights as human beings.

**A NO VOTE** would not create this commission.

**Yes – 1277      No – 237      Blank – 43**

### **QUESTION 3: REFERENDUM ON AN EXISTING LAW**

Do you approve of a law summarized below, which was approved by the House of Representatives and the Senate on July 7, 2016?

#### **SUMMARY**

This law adds gender identity to the list of prohibited grounds for discrimination in places of public accommodation, resort, or amusement. Such grounds also include race, color, religious creed, national origin, sex, disability, and ancestry. A “place of public accommodation, resort or amusement” is defined in existing law as any place that is open to and accepts or solicits the patronage of the general public, such as hotels, stores, restaurants, theaters, sports facilities, and



hospitals. “Gender identity” is defined as a person’s sincerely held gender-related identity, appearance, or behavior, whether or not it is different from that traditionally associated with the person’s physiology or assigned sex at birth.

This law prohibits discrimination based on gender identity in a person’s admission to or treatment in any place of public accommodation. The law requires any such place that has separate areas for males and females (such as restrooms) to allow access to and full use of those areas consistent with a person’s gender identity. The law also prohibits the owner or manager of a place of public accommodation from using advertising or signage that discriminates on the basis of gender identity.

This law directs the state Commission Against Discrimination to adopt rules or policies and make recommendations to carry out this law. The law also directs the state Attorney General to issue regulations or guidance on referring for legal action any person who asserts gender identity for an improper purpose.

The provisions of this law governing access to places of public accommodation are effective as of October 1, 2016. The remaining provisions are effective as of July 8, 2016.

**A YES VOTE** would keep in place the current law, which prohibits discrimination on the basis of gender identity in places of public accommodation.

**A NO VOTE** would repeal this provision of the public accommodation law.

**Yes – 1256      No – 269      Blank – 32**

**QUESTION 4**  
**THIS QUESTION IS NOT BINDING**

Shall the State Representative from this District be instructed to vote for legislation to create a single-payer system of universal health care that would provide all Massachusetts residents with comprehensive health care coverage including the freedom to choose doctors and other health care professionals, facilities, and services, and that would eliminate the role of insurance companies in health care by creating a publicly administered insurance trust fund?

**Yes – 1184      No – 252      Blank – 121**

Filed: November 13, 2018

A TRUE COPY ATTEST

Brenda Lessard, Williamsburg Town Clerk

## Town Accountant Revenue Report FY2018

Acct Code	Account Title	Original Budget	Rev Budg	Total Budget	YTD Actual	Balance
001	Balance Sheet					
4110	Personal Property Taxes	139,765.71	0.00	139,765.71	145,644.72	(5,879.01)
4120	Real Estate Taxes	5,995,129.29	0.00	5,995,129.29	5,909,543.75	85,585.54
4142	Tax Liens Redeemed	0.00	0.00	0.00	67,602.15	(67,602.15)
4150	Motor Vehicle Excise	290,000.00	0.00	290,000.00	346,870.39	(56,870.39)
4170	Pen & Int on Prop Taxes	17,000.00	0.00	17,000.00	18,103.03	(1,103.03)
4173	Pen & Int on Tax Titles	0.00	0.00	0.00	75.00	(75.00)
4180	Pmts In Lieu of Taxes	20,000.00	0.00	20,000.00	91,010.18	(71,010.18)
4195	Abated MV Taxes Recovered	0.00	0.00	0.00	177.71	(177.71)
4320	Fees	0.00	0.00	0.00	55.00	(55.00)
4500	Vocational Trans	0.00	0.00	0.00	26,866.00	(26,866.00)
4510	Medicaid Revenue	0.00	0.00	0.00	88,721.83	(88,721.83)
4610	Reimb for Loss of Taxes	7,466.00	0.00	7,466.00	7,466.00	0.00
4613	Veterans Abatements	19,643.00	0.00	19,643.00	0.00	19,643.00
4616	Elderly Abatements	0.00	0.00	0.00	10,542.00	(10,542.00)
4620	School Aid Chapter 70	534,055.00	0.00	534,055.00	534,055.00	0.00
4640	School Choice	14,288.00	0.00	14,288.00	17,436.00	(3,148.00)
4661	Lottery Aid	302,452.00	0.00	302,452.00	302,452.00	0.00
4665	Veterans Benefits	30,867.00	0.00	30,867.00	33,567.00	(2,700.00)
4681	TNC Surcharge Mun Distrib	0.00	0.00	0.00	55.20	(55.20)
4685	Fines - MV	8,000.00	0.00	8,000.00	6,024.02	1,975.98
4770	Fines - Parking	0.00	0.00	0.00	300.00	(300.00)
4771	Fines - District Court	2,000.00	0.00	2,000.00	995.00	1,005.00
4820	Earnings on Investments	3,000.00	0.00	3,000.00	14,718.46	(11,718.46)
4839	Indirect Costs Reimb	15,000.00	0.00	15,000.00	14,484.83	515.17
4840	Miscellaneous Revenue	0.00	0.00	0.00	36,671.19	(36,671.19)
122	Selectmen					
4410	Alcoholic Beverage Licenses	9,000.00	0.00	9,000.00	11,275.25	(2,275.25)
4420	Other Licenses	500.00	0.00	500.00	495.00	5.00
4541	Grant Revenue	0.00	0.00	0.00	61,975.00	(61,975.00)
161	Clerk					
4320	Fees	0.00	0.00	0.00	63.35	(63.35)
210	Police					
4320	Fees	9,500.00	0.00	9,500.00	4,887.61	4,612.39
4450	Permits	0.00	0.00	0.00	1,107.50	(1,107.50)
220	Fire					
4320	Fees	0.00	0.00	0.00	335.00	(335.00)
241	Building Inspections					
4450	Permits	30,500.00	0.00	30,500.00	33,355.14	(2,855.14)
431	Trash Stickers					
4320	Fees	40,000.00	0.00	40,000.00	51,239.00	(11,239.00)
512	Board of Health					
4320	Fees	5,500.00	0.00	5,500.00	4,880.00	620.00
4450	Permits	0.00	0.00	0.00	2,800.00	(2,800.00)
Report Difference		<u>7,493,666.00</u>	<u>0.00</u>	<u>7,493,666.00</u>	<u>7,845,849.31</u>	<u>(352,183.31)</u>

## Town Accountant Expense Report FY18

Acct Code	Account Title	Original Budget	Revised Budget	Total Budget	YTD Actual	Balance
114	Moderator					
5100	Salaries & Wages, Elected	332.00	0.00	332.00	0.00	332.00
122	Selectmen					
5100	Salaries & Wages, Elected	9,284.00	0.00	9,284.00	9,284.00	0.00
5400	General Expenses	3,750.00	0.00	3,750.00	3,750.00	0.00
5880	OPM Pub Safety Compl Art1	0.00	30,000.00	30,000.00	0.00	30,000.00
123	Town Administrator					
5100	Salaries & Wages, Elected	66,661.00	0.00	66,661.00	66,661.00	0.00
5101	Admin Asst	16,095.00	0.00	16,095.00	16,095.00	0.00
5400	General Expenses	750.00	0.00	750.00	750.00	0.00
130	Capital Planning Committee					
5110	Salaries & Wages	348.00	0.00	348.00	0.00	348.00
5400	General Expenses	75.00	0.00	75.00	75.00	0.00
131	Finance Committee					
5100	Salaries & Wages, Elected	4,196.00	0.00	4,196.00	4,196.00	0.00
5400	General Expenses	500.00	0.00	500.00	500.00	0.00
132	Reserve Fund					
5400	General Expenses	60,000.00	(37,388.04)	22,611.96	0.00	22,611.96
135	Accountant					
5110	Salaries & Wages	28,585.00	0.00	28,585.00	28,585.00	0.00
5400	General Expenses	300.00	0.00	300.00	183.94	116.06
5420	Accounting Software	750.00	0.00	750.00	750.00	0.00
5710	Audit Services	14,500.00	0.00	14,500.00	14,500.00	0.00
141	Assessors					
5100	Salaries & Wages, Elected	9,284.00	0.00	9,284.00	7,736.40	1,547.60
5110	Salaries & Wages	14,266.00	0.00	14,266.00	12,248.86	2,017.14
5400	General Expenses	14,200.00	0.00	14,200.00	9,240.28	4,959.72
142	Revaluation					
5400	General Expenses	7,500.00	0.00	7,500.00	6,287.50	1,212.50
145	Treasurer					
5100	Salaries & Wages, Elected	22,504.00	0.00	22,504.00	22,504.00	0.00
5110	Salaries & Wages	1,000.00	0.00	1,000.00	1,000.00	0.00
5123	Treasurers Asst	5,976.00	0.00	5,976.00	5,976.00	0.00
5400	General Expenses	5,000.00	1,276.20	6,276.20	6,276.20	0.00
5421	Treasurer's Software	4,800.00	500.00	5,300.00	4,116.16	1,183.84
5800	Benefit Tracking Software	0.00	5,050.00	5,050.00	0.00	5,050.00
5810	OPEN Reeval	750.00	750.00	1,500.00	500.00	1,000.00
5860	Treas Cash Mgmt Softwr	0.00	6,400.00	6,400.00	0.00	6,400.00
146	Collector					
5100	Salaries & Wages, Elected	30,438.00	0.00	30,438.00	30,438.00	0.00
5110	Salaries & Wages	1,000.00	0.00	1,000.00	1,000.00	0.00
5400	General Expenses	9,130.00	0.00	9,130.00	5,665.19	3,464.81
5410	Deputy Coll Expenses	2,000.00	0.00	2,000.00	1,548.38	451.62
5460	Tax Title Exp	0.00	1,549.01	1,549.01	1,000.01	549.00

Acct Code	Account Title	Original Budget	Revised Budget	Total Budget	YTD Actual	Balance
149	Oliver Smith Trust					
5100	Salaries & Wages, Elected	36.00	0.00	36.00	36.00	0.00
151	Legal					
5400	General Expenses	15,000.00	14,651.03	29,651.03	29,651.03	0.00
159	Other Operations Support					
5400	General Expenses	1,200.00	0.00	1,200.00	1,200.00	0.00
5401	Energy Comm Expenses	250.00	0.00	250.00	13.50	236.50
160	Constable					
5100	Salaries & Wages, Elected	444.00	0.00	444.00	444.00	0.00
5400	General Expenses	100.00	0.00	100.00	100.00	0.00
161	Clerk					
5100	Salaries & Wages, Elected	20,965.00	0.00	20,965.00	20,965.00	0.00
5124	Clerk's Assistant	2,393.00	0.00	2,393.00	2,393.00	0.00
5400	General Expenses	1,700.00	0.00	1,700.00	1,478.58	221.42
5422	Clerk's Software	500.00	0.00	500.00	500.00	0.00
162	Elections					
5400	General Expenses	8,000.00	0.00	8,000.00	3,148.05	4,851.95
164	Street Listing					
5400	General Expenses	1,450.00	0.00	1,450.00	1,185.50	264.50
171	Conservation Commission					
5110	Salaries & Wages	1,989.00	0.00	1,989.00	357.74	1,631.26
5400	General Expenses	3,025.00	0.00	3,025.00	1,005.98	2,019.02
5801	Forestry Mgmnt Plan	0.00	1,000.00	1,000.00	0.00	1,000.00
5811	Horse Mtn Purchase	0.00	2,125.00	2,125.00	0.00	2,125.00
173	Mill River Greenway					
5400	General Expenses	0.00	65,000.00	65,000.00	60,000.00	5,000.00
175	Planning Board					
5400	General Expenses	750.00	0.00	750.00	750.00	0.00
176	Zoning/Appeals Board					
5400	General Expenses	600.00	0.00	600.00	408.92	191.08
192	Town Office					
5125	Custodian Labor	11,877.00	0.00	11,877.00	11,821.44	55.56
5130	Building Supervisor	7,212.00	0.00	7,212.00	7,212.00	0.00
5400	General Expenses	41,500.00	(1,937.07)	39,562.93	31,630.00	7,932.93
5412	Town Office Exp	2,500.00	0.00	2,500.00	1,180.65	1,319.35
5430	Internet	5,159.00	402.45	5,561.45	5,561.45	0.00
5431	Town Telephone	8,068.00	0.00	8,068.00	7,624.19	443.81
5432	Copier Maint	2,835.00	(204.88)	2,630.12	2,593.57	36.55
5450	Heating	50,492.00	(418.98)	50,073.02	48,289.80	1,783.22
5455	Electricity	25,500.00	9.27	25,509.27	25,509.27	0.00
5470	Computer Services	22,289.00	3,348.15	25,637.15	25,637.15	0.00
5480	Technology Upgrades	5,000.00	0.00	5,000.00	4,890.03	109.97
5499	Encumbrance	0.00	772.20	772.20	284.68	487.52
5825	Public Safety Feasibility	0.00	3,147.85	3,147.85	1,088.40	2,059.45
5850	Town Building Repairs	20,000.00	0.00	20,000.00	11,712.76	8,287.24
193	Property Insurance					
5400	General Expenses	73,564.00	79.04	73,643.04	73,643.04	0.00

Acct Code	Account Title	Original Budget	Revised Budget	Total Budget	YTD Actual	Balance
195	Town Reports					
5400	General Expenses	1,900.00	0.00	1,900.00	1,844.85	55.15
210	Police					
5110	Salaries & Wages	67,403.00	0.00	67,403.00	67,403.00	0.00
5121	Police Dept labor	125,505.00	0.00	125,505.00	84,635.87	40,869.13
5400	General Expenses	24,626.00	0.00	24,626.00	24,363.39	262.61
5423	Police Records Software	5,500.00	0.00	5,500.00	5,500.00	0.00
5424	Police Tasers	0.00	5,369.00	5,369.00	5,343.10	25.90
5821	2017 Police Cruiser	0.00	46,000.00	46,000.00	46,000.00	0.00
220	Fire					
5110	Salaries & Wages	24,187.00	0.00	24,187.00	24,187.00	0.00
5122	Fire Dept labor	29,540.00	300.20	29,840.20	29,839.98	0.22
5125	Custodian Labor	5,274.00	0.00	5,274.00	5,171.40	102.60
5400	General Expenses	27,500.00	0.00	27,500.00	27,124.34	375.66
231	Ambulance					
5400	General Expenses	108,191.00	0.00	108,191.00	108,190.93	0.07
232	Emergency Medical Service					
5110	Salaries & Wages	1,194.00	0.00	1,194.00	1,194.00	0.00
5127	Emer Mgmnt Deputy	556.00	0.00	556.00	556.00	0.00
5400	General Expenses	3,750.00	0.00	3,750.00	3,750.00	0.00
5433	Emergency Communications	486.00	0.00	486.00	485.71	0.29
294	Tree Service					
5414	Tree Removal/Planting	7,000.00	11,175.00	18,175.00	18,026.03	148.97
5499	Encumbrance	0.00	3,415.00	3,415.00	3,415.00	0.00
300	Elementary School					
5100	Salaries & Wages, Elected	1,665.00	0.00	1,665.00	1,332.00	333.00
5400	General Expenses	2,066,470.00	0.00	2,066,470.00	2,001,149.31	65,320.69
5499	Encumbrance	0.00	40,613.12	40,613.12	31,660.48	8,952.64
310	Regional School					
5400	General Expenses	1,367,965.00	0.00	1,367,965.00	1,367,965.00	0.00
320	Vocational/Technical Schools					
5400	General Expenses	329,586.00	0.00	329,586.00	327,564.62	2,021.38
5415	Voc Transportation	38,158.00	0.00	38,158.00	34,308.18	3,849.82
422	Highway					
5100	Salaries & Wages, Elected	62,709.00	0.00	62,709.00	62,709.00	0.00
5110	Salaries & Wages	154,852.00	(736.90)	154,115.10	139,734.92	14,380.18
5400	General Expenses	65,463.00	684.70	66,147.70	66,147.70	0.00
5416	Highway Garage/Equip Maint	36,641.00	21.52	36,662.52	36,525.11	137.41
5417	Vehicle Fuel	35,000.00	0.00	35,000.00	27,604.09	7,395.91
5440	Invasive Species	1,000.00	0.00	1,000.00	1,000.00	0.00
5499	Encumbrance	0.00	3,414.19	3,414.19	3,414.19	0.00
5840	Highway Surplus equip	3,000.00	0.00	3,000.00	1,512.36	1,487.64
5841	Cement Sidewalk Const	5,000.00	0.00	5,000.00	3,984.44	1,015.56
5847	Turnout Gear Washer Art14	8,604.00	0.00	8,604.00	8,604.00	0.00
5870	John Deere Backhoe	0.00	3,360.00	3,360.00	3,360.00	0.00
5871	Highway Garage Fuel Tank	0.00	9,000.00	9,000.00	8,932.62	67.38

Acct Code	Account Title	Original Budget	Revised Budget	Total Budget	YTD Actual	Balance
423	Snow & Ice Removal					
5110	Salaries & Wages	14,936.00	(1,816.73)	13,119.27	13,119.27	0.00
5400	General Expenses	72,500.00	1,868.93	74,368.93	74,368.93	0.00
5499	Encumbrance	0.00	560.00	560.00	560.00	0.00
424	Street Lighting					
5400	General Expenses	11,432.00	418.98	11,850.98	11,850.98	0.00
5890	Lighting Replacement Art2	0.00	45,000.00	45,000.00	0.00	45,000.00
433	Transfer Station					
5110	Salaries & Wages	28,638.00	0.00	28,638.00	27,201.72	1,436.28
5400	General Expenses	71,000.00	0.00	71,000.00	50,376.40	20,623.60
5499	Encumbrance	0.00	1,041.09	1,041.09	0.00	1,041.09
5835	TS Compactor	0.00	16,000.00	16,000.00	16,000.00	0.00
491	Cemetery					
5400	General Expenses	1,000.00	0.00	1,000.00	700.00	300.00
510	Health Inspection					
5400	General Expenses	1,224.00	0.00	1,224.00	1,059.06	164.94
512	Board of Health					
5100	Salaries & Wages, Elected	4,096.00	0.00	4,096.00	4,095.96	0.04
5400	General Expenses	1,050.00	0.00	1,050.00	907.10	142.90
5418	Public Health Nurse	2,550.00	0.00	2,550.00	0.00	2,550.00
5427	Goshen Rd Health Hzrd	0.00	1,000.00	1,000.00	0.00	1,000.00
541	Council on Aging					
5110	Salaries & Wages	23,453.00	(591.62)	22,861.38	22,275.73	585.65
5128	COA Labor	18,017.00	199.31	18,216.31	18,216.31	0.00
5129	COA Meal Site Staff	8,989.00	0.00	8,989.00	7,849.64	1,139.36
5140	COA Admin Asst	12,789.00	392.31	13,181.31	13,181.31	0.00
5400	General Expenses	3,718.00	0.00	3,718.00	3,718.00	0.00
5419	COA HEN Program	3,500.00	0.00	3,500.00	3,500.00	0.00
543	Veteran's Services					
5400	General Expenses	10,111.00	0.00	10,111.00	10,111.00	0.00
5454	Veterans Benefits	41,500.00	0.00	41,500.00	35,534.45	5,965.55
549	ADA					
5400	General Expenses	400.00	0.00	400.00	0.00	400.00
610	Library					
5100	Salaries & Wages, Elected	47,989.00	0.00	47,989.00	47,989.00	0.00
5110	Salaries & Wages	83,105.00	0.00	83,105.00	81,573.69	1,531.31
5400	General Expenses	15,090.00	4,972.91	20,062.91	19,639.13	423.78
5861	Library Insulation	0.00	14,587.75	14,587.75	3,485.79	11,101.96
5862	Meekins Restoration	0.00	27,547.24	27,547.24	27,547.24	0.00
630	Recreation Activities					
5110	Salaries & Wages	4,184.00	0.00	4,184.00	3,889.56	294.44
5400	General Expenses	5,000.00	0.00	5,000.00	4,977.58	22.42
5425	Woodland Trails Comm	500.00	0.00	500.00	488.47	11.53
691	Historical Commission					
5400	General Expenses	500.00	0.00	500.00	0.00	500.00
699	Veterans Recognitions					
5400	General Expenses	500.00	0.00	500.00	221.49	278.51

Acct Code	Account Title	Original Budget	Revised Budget	Total Budget	YTD Actual	Balance
710	Retirement of Debt					
5910	School Debt	73,341.00	0.00	73,341.00	73,341.00	0.00
5916	Principal-School Feasibility	23,350.00	0.00	23,350.00	23,350.00	0.00
5917	Debt Service Highland Amb	13,795.00	0.00	13,795.00	13,793.93	1.07
5925	School Building	231,650.00	0.00	231,650.00	231,650.00	0.00
5970	Fire Truck	53,000.00	0.00	53,000.00	53,000.00	0.00
5975	Highway Garage	15,000.00	0.00	15,000.00	15,000.00	0.00
5980	Highway	27,000.00	0.00	27,000.00	27,000.00	0.00
751	Interest on Long-term Debt					
5910	School Debt	1,401.00	0.00	1,401.00	700.50	700.50
5925	School Building	128,750.00	0.00	128,750.00	128,749.50	0.50
5970	Fire Truck	2,885.00	0.00	2,885.00	2,884.38	0.62
5975	Highway Garage	3,250.00	0.00	3,250.00	3,250.00	0.00
5980	Highway	972.00	0.00	972.00	972.00	0.00
820	State Assessments & Charges					
5640	Air Pollution District	724.00	0.00	724.00	724.00	0.00
5646	RMV Marking Surchg	1,340.00	0.00	1,340.00	1,340.00	0.00
5663	Reg Transit Authority	34,468.00	0.00	34,468.00	34,468.00	0.00
5690	Charter School Assessment	240,769.00	0.00	240,769.00	237,134.00	3,635.00
5691	School Choice Assessment	107,247.00	0.00	107,247.00	84,862.00	22,385.00
830	County Assessmts & Charges					
5622	HCOG	1,252.00	0.00	1,252.00	1,251.56	0.44
5628	HC Reg Lock Up	2,358.00	0.00	2,358.00	2,358.00	0.00
840	Inspection Programs					
5400	General Expenses	10,638.00	0.00	10,638.00	9,954.00	684.00
5490	Foothills Health District	23,942.00	0.00	23,942.00	23,941.44	0.56
5491	Building Inspection Prog	37,800.00	0.00	37,800.00	37,800.00	0.00
5492	PVPC Assessment	391.00	0.00	391.00	390.77	0.23
5493	Plumbing/Gas Inspect Prog	300.00	0.00	300.00	300.00	0.00
911	Retirement Contribution					
5400	General Expenses	257,132.00	0.00	257,132.00	257,132.00	0.00
912	Worker's Compensation					
5400	General Expenses	33,993.00	1,115.78	35,108.78	35,108.78	0.00
913	Unemployment Compensation					
5400	General Expenses	8,500.00	0.00	8,500.00	0.98	8,499.02
5411	Police & Fire insurance	14,513.00	0.00	14,513.00	12,243.00	2,270.00
914	Health Insurance					
5400	General Expenses	557,910.00	14,175.16	572,085.16	572,085.16	0.00
916	Medicare					
5400	General Expenses	42,731.00	0.00	42,731.00	37,025.40	5,705.60
970	Transfer To					
5900	OPEB	5,000.00	0.00	5,000.00	5,000.00	0.00
Report Difference		<u>7,720,270.00</u>	<u>345,198.17</u>	<u>8,065,468.17</u>	<u>7,658,969.48</u>	<u>406,498.69</u>

# Town Accountant

## Special Funds Report FY2018

		<u>Beginning Bal</u>	<u>Revenue</u>	<u>Expense</u>	<u>Balance</u>
1HW	<u>Highway Funds</u>				
217	Highway C291 FY07	(49,723.39)	47,371.38	(119,692.16)	(122,044.17)
		(49,723.39)	47,371.38	(119,692.16)	(122,044.17)
2Rev	<u>Revolving Funds</u>				
231	Wetlands Protection Fund	4,416.25	0.00	0.00	4,416.25
232	Dog Revolving Fund	3,118.19	2,481.00	(3,460.48)	2,138.71
233	Transfer Station Open Box	15,250.82	32,214.31	(13,265.10)	34,200.03
234	Planning Board	14,180.37	550.00	(868.00)	13,862.37
235	Recreation Revolving Fund	36,692.89	6,185.00	(10,526.58)	32,351.31
237	Fire Inspections	2,767.00	3,795.00	(3,995.00)	2,567.00
238	Plumbing Inspections	0.00	2,706.00	(3,403.00)	(697.00)
239	Electrical Inspections	2,543.00	9,350.21	(6,520.21)	5,373.00
		78,968.52	57,281.52	(42,038.37)	94,211.67
3OSR	<u>Other Special Revenue</u>				
240	Appeals Consultant	(615.61)	615.61	0.00	0.00
241	Board of Appeals Revolving	34.45	2,482.50	(2,010.20)	506.75
243	Conservation Revolving	2,966.09	95.00	0.00	3,061.09
244	Tax Lien Custodian	50.00	0.00	0.00	50.00
256	Insurance Claims	4,616.26	4,662.71	(4,662.71)	4,616.26
257	Town Picnic Fund	0.00	2,070.00	(1,666.44)	403.56
258	Library Fees Revolving Fund	8,870.60	0.00	0.00	8,870.60
259	Mill River Greenway Donations	0.00	37,122.03	(4,957.80)	32,164.23
262	Horse Mountain	0.00	61,975.00	0.00	61,975.00
264	Woodland Trails Donation	5,663.32	3,475.00	(6,494.68)	2,643.64
269	Special Donation Account	15.05	0.00	0.00	15.05
270	COA Donations	6,235.39	7,013.16	(6,297.47)	6,951.08
271	Flag Donations	42.10	220.00	(160.88)	101.22
274	Library Donations	3,740.50	7,815.00	(120.00)	11,435.50
275	Library Local	29,018.62	37,273.66	(34,044.40)	32,247.88
278	Town Line Signs	1,161.83	0.00	0.00	1,161.83
279	Angel Garden Fund	2,519.84	420.00	(867.84)	2,072.00
284	Highland Valley Elder Serv	0.00	0.00	(1,755.00)	(1,755.00)
285	Consortium Support	51.12	0.00	0.00	51.12
286	HV-Carpooling Grant	0.00	825.00	(480.00)	345.00
287	PVTA	(3,214.44)	8,566.70	(9,106.71)	(3,754.45)
290	Bond Premium-Issuance Costs	9,023.88	0.00	0.00	9,023.88
291	Land Acquisition Fund	5,611.50	0.00	0.00	5,611.50
		75,790.50	174,631.37	(72,624.13)	177,797.74
4S&F	<u>State &amp; Federal Grants</u>				
252	MIIA Grant	(1,195.65)	5,395.00	(5,395.00)	(1,195.65)
263	Green communities Grant	(122,975.00)	122,975.00	0.00	0.00
266	Solarize Mass Grant	58.89	0.00	0.00	58.89
268	EMP Grant	(2,744.97)	5,514.97	(2,460.00)	310.00
283	Septic Grants	15,934.23	0.00	0.00	15,934.23
288	Mass Historical Comm Grant	0.00	15,000.00	(6,451.14)	8,548.86
293	Comcast Technology Fund	5,165.22	8,147.43	0.00	13,312.65



		Beginning Bal	Revenue	Expense	Balance
294	EPA Small Scale Grant	500.00	0.00	0.00	500.00
296	Appraisal Grant	4,100.00	0.00	0.00	4,100.00
297	MTC Clean Energy Grant	1,036.58	0.00	0.00	1,036.58
298	SAMSHA Policing Grant	0.00	2,500.00	0.00	2,500.00
299	250th Committee	0.00	3,750.00	(149.60)	3,600.40
402	Mass Personal Safety Grant	429.00	0.00	0.00	429.00
405	Bulletproof Vest Grant	10,731.29	779.00	(1,560.00)	9,950.29
407	Gov Highway Safety Grant	32.95	0.00	0.00	32.95
408	Local Preparedness	1,264.10	0.00	0.00	1,264.10
412	Council on Aging Grant	0.00	5,878.00	(2,388.12)	3,489.88
414	Library State Aid	4,113.13	7,460.41	(11,499.64)	73.90
415	Cultural Council	3,012.22	4,405.16	(2,663.69)	4,753.69
420	Fire Dept SAFE Grant	4,562.74	4,923.00	(4,247.17)	5,238.57
422	Fire Dept Equip Grant	445.98	0.00	0.00	445.98
425	Recycling Div Grant	4,400.00	3,850.00	0.00	8,250.00
427	Service Incentive Grant	342.00	0.00	0.00	342.00
433	Regional IT Grant	15,000.00	0.00	0.00	15,000.00
434	Tactical Urbanism	(76.48)	2,995.00	(2,378.98)	539.54
435	Sustainable Materials Mun Grant	0.00	0.00	(7,500.00)	(7,500.00)
436	META Energy Comm Grant	0.00	1,403.12	(4,525.15)	(3,122.03)
437	Complete Streets Tier 2	0.00	0.00	(22,419.92)	(22,419.92)
438	Document IT Mgmnt Grant	0.00	41,210.15	0.00	41,210.15
501	Title I Grant	6,779.55	16,428.00	(13,332.34)	9,875.21
502	School Choice	199,023.90	111,971.00	(554.34)	310,440.56
503	REAPS Grant	(12,848.46)	20,791.00	(14,727.29)	(6,784.75)
504	Early Literacy Grant	373.83	0.00	0.00	373.83
505	Kindergarten Enhancemt Grant	3,337.98	0.00	0.00	3,337.98
506	Quality K-5 Grant	423.32	0.00	0.00	423.32
508	94-142 Grant	3,281.53	0.00	0.00	3,281.53
513	Title IIA	2,693.74	0.00	0.00	2,693.74
516	Medicaid Reimbursement	70,988.78	2,577.01	(73,565.79)	0.00
517	Circuit Breaker	16,897.35	8,013.00	(3,802.05)	21,108.30
518	Voc Transportation	22,434.00	2,270.00	(24,704.00)	0.00
552	Preschool Program	72,198.31	44,940.00	(34,111.38)	83,026.93
554	School Building Use	9,858.65	300.00	0.00	10,158.65
559	School Lunch Fund	3,790.97	38,079.56	(49,872.39)	(8,001.86)
560	Elaine Lawton Fund	28,876.46	5,486.00	(4,543.20)	29,819.26
562	Big Yellow School Bus	640.16	450.00	0.00	1,090.16
563	Korpitas Kids Awards	900.00	0.00	0.00	900.00
564	Wellness Grant	220.02	1,000.00	(1,099.11)	120.91
		429,870.09	488,491.81	(293,950.30)	568,547.83
5Ent	<u>Enterprise Funds</u>				
610	Water Enterprise Fund	464,711.41	254,730.70	(73,021.15)	646,420.96
620	Sewer Enterprise Fund	522,219.49	144,001.01	(244,118.19)	422,102.31
		986,930.90	398,731.71	(317,139.34)	1,068,523.27
6CP	<u>Capital Projects</u>				
723	Highway Dump Truck	0.00	54,000.00	(54,000.00)	0.00
725	School Construction	94,380.58	0.00	(24,161.48)	70,219.10
726	Fire Truck	1,869.62	212,000.00	(212,868.05)	1,001.57
		96,250.20	266,000.00	(291,029.53)	71,220.67

		Beginning Bal	Revenue	Expense	Balance
7Tru	<u>Trust Funds</u>				
801	Daniel Collins Fund	568,035.49	29,985.18	(26,363.94)	571,656.73
802	O C Spellman Fund	112,791.58	6,159.23	(4,900.65)	114,050.16
803	Ethel Curry Fund	253.21	7.62	0.00	260.83
804	Albert D Sanders Fund	20,944.47	1,140.75	(1,031.65)	21,053.57
805	Dunphy-Dunphy School Fund	25,279.34	1,376.35	(1,064.50)	25,591.19
806	Dunphy-James School Fund	35,722.70	1,945.53	(1,725.58)	35,942.65
807	Ellsworth Hyde Fund	1,985.18	107.90	(15.04)	2,078.04
808	Byron Loomis Fund	24,019.69	1,307.91	(1,054.94)	24,272.66
810	Helen E James Fund	28,911.68	1,571.37	(219.03)	30,264.02
821	WCTU Clock Fund	7,610.01	413.61	(1,511.67)	6,511.95
822	Cemetery Perpetual Care	4,130.58	925.85	0.00	5,056.43
823	Whiting Street Fund	6,472.51	343.93	(1,047.06)	5,769.38
824	Arthur King Fund	96,535.37	5,247.12	(731.38)	101,051.11
825	Albert Hills Fund	7,291.64	390.83	(1,842.18)	5,840.29
826	Christian Hills Fund	29,096.35	1,558.09	(1,663.74)	28,990.70
827	Henry Hills Fund	89,911.61	4,714.42	(2,294.69)	92,331.34
828	Mary Main Fund	4,085.47	220.53	(158.19)	4,147.81
829	Lyman Wait Fund	814.04	44.27	(0.16)	858.15
830	Electra Wait Fund	7,433.38	404.04	(56.32)	7,781.10
831	Henry Warner Fund	43,418.25	2,239.67	(2,402.77)	43,255.15
832	Women's Club Fund	2,533.00	137.68	(19.18)	2,651.50
833	James Taylor Fund	2,536.47	137.87	(169.22)	2,505.12
834	Sanderson/Heath Fund	4,369.47	237.50	(183.10)	4,423.87
835	Library Humanities Fund	7,421.57	403.40	(56.23)	7,768.74
836	William J Sheehan Fund	173.42	9.44	0.00	182.86
838	KMIT Library Fund	510,774.37	27,752.23	(19,833.66)	518,692.94
842	Brassworks-Rec Long-Range	6,012.72	588.17	0.00	6,600.89
843	Brassworks-Economic Dev	0.00	1,424.08	(198.50)	1,225.58
844	Brassworks-Loan Fund	0.00	2.52	0.00	2.52
851	Unemployment Compensation	30,669.64	71.29	0.00	30,740.93
852	Elder Trust Fund	10,763.96	17.95	0.00	10,781.91
853	Stabilization Fund	1,433,415.89	3,856.64	0.00	1,437,272.53
854	Meekins Library Trust	22,156.08	1,311.05	(1,200.13)	22,267.00
855	Seewald Technology Grant	1,681.30	0.00	0.00	1,681.30
856	OPEB	<u>10,500.00</u>	<u>5,482.96</u>	<u>0.00</u>	<u>15,982.96</u>
		3,157,750.44	101,536.98	(69,743.51)	3,189,543.91
8Age	<u>Agency Funds</u>				
891	Off Duty Police Detail	2,204.40	18,359.56	(19,744.56)	819.40
892	Firearm ID Cards	60.50	4,637.50	(4,137.50)	560.50
893	Clerk Fees	0.03	1,808.00	(1,697.25)	110.78
897	Collector Fees	0.00	14,530.00	(14,425.00)	105.00
898	Deputy Collector Fees	549.85	7,073.00	(7,584.80)	38.05
		<u>2,814.78</u>	<u>46,408.06</u>	<u>(47,589.11)</u>	<u>1,633.73</u>
Total		<u>4,722,788.27</u>	<u>1,580,452.83</u>	<u>(1,253,806.45)</u>	<u>5,049,434.65</u>

## Agricultural Commission

The purpose of the Agricultural Commission is to support agricultural practices and other farming activities in the Town of Williamsburg. We serve as a local voice advocating for farmers, farm businesses, and farm interests, provide visibility for farming, give farmers a place to go for help, work with town boards on issues facing farming in town, help resolve farm related problems or conflicts, and work to protect farmland and other natural resources. Current members of the Agricultural Commission are: Keith Dufresne, Amanda Emerson, Alan Everett, Lynne LaBonte-Ndiaye (Alternate), Wilbur Loomis (Alternate), David Nehring (Alternate), Meg Taylor (Clerk), and Paul Zononi (Chair). We meet quarterly on the second Thursday in February, May, August, and November and on an as-needed basis. Meetings are held at the Town Offices in Haydenville at 7 p.m. and are *open to the public*. Meeting dates are posted on the town website: [www.burgy.org](http://www.burgy.org).

During 2018, we continued to distribute the Williamsburg Farm & Agriculture Guide around town and donated a basket of Williamsburg farm products for the auction at the Grange Fair in September. Funds raised by the auction were donated to the Williamsburg Grange. In addition, members of the commission began building a memorial bench for Terry Everett to be placed at the overlook at Briar Hill Conservation Area in 2019. Terry was a dairy farmer and co-owner of Hemenway Hill Farm. She was the first female farm manager at Smith Vocational and Agricultural High School and served as a volunteer with 4-H for over 25 years. Terry was a dedicated and meticulous farmer and enjoyed sharing time on the farm with her grandchildren.

Currently, our eight members are made up of farmers who produce the following: maple products, honey, vegetables, fruit, herbs, flowers, beef, eggs, wool blankets, hay, manure/ compost, and holiday trees/ wreaths. We continue to maintain and update our website ([burgyag.weebly.com](http://burgyag.weebly.com)) as a way to share the work we do, inform and involve others, promote the work and products of local farmers, and connect all of us in town who are interested in supporting farms and preserving agricultural land in Williamsburg. If you are a farmer or forester in town and would like to be added to the list of farms on our website, please contact us and we will add your farm.

*To make a donation towards our projects, checks can be mailed to town offices at: 141 Main St., PO Box 447, Haydenville, MA 01039. Please make checks out to: Town of Williamsburg and write "For Ag Com projects" on the notes line. Or contact Paul Zononi at [pzmaple@aol.com](mailto:pzmaple@aol.com) or 268-3544 to discuss making a donation.*



## Angel Park Quiet Reflections Garden

The Angel Park Quiet Reflections Garden continued to serve as a venue for the Angel Park Summer Music Series, effectively organized by Fred Goodhue and funded by grants from Florence Bank, the Arts Council and private donations. The Garden is used by school children and teachers on special occasions and is available to the public for spending quiet moments during the day during all seasons.

### Park Improvements and Ongoing Care Projects for the 2018 Garden Year:

1. New Memorial Bricks that were installed.
2. The Park lawns and planting beds received organic care to prevent infestations of an array of garden pests.
3. The beds were fed, weeded and pruned by N. Dines and the Williamsburg Dead Head Society, led by Joan Coryat and Heidi Johnson. Thanks to additional help by Joan Coryat, Joan Donovan, Heidi LeBaron Johnson, and Lisa Sheehy, who watered the flower pots at both the Vet's Park and the Angel Park.
4. Zononi Lawn Maintenance provided regular mowing, trimming and raking services throughout the season.
5. Two new 4' teak benches were installed to replace the last two original ones that were donated after the park was built.



*Spring Magnolia*

### Funding

The Park is funded in part by donations from memorial brick purchases, contributions from the Summer Music Series (thanks to Fred Goodhue), and the ongoing care funds provided by the Williamsburg Beautification Fund, which also supports all of the Public Gardens, including Meekins Library Gardens and the Mill River Park, the Market Square Gardens, and the flower beds along Route 9. Ms. April O'Brien now administers the Beautification Fund at Florence Bank. The Fund gratefully receives private donations, as well as weekly income from the redemption of bottles and cans collected at the Transfer Station. Local businesses that support the fund are: Florence Bank, Williamsburg Market, Cichy's Garage, Dove Business Associates, and the General Store. The Williamsburg Redemption Society is a group of volunteers who work in shifts on Wednesdays and Saturdays to sort, stack, and transport the bottles and cans to Pat's for deposit redemption, (Thanks to John Hoogstraten, Eileen Keegan, Ellen Wittlinger, David Prichard, Roger Bisbee, Rob and Judy Stinson, Fred Goodhue, Nancy Desrosiers, Dean Acheson, John Lancaster, and Eileen Stewart.) Many thanks to Pat's for their generous cooperation in processing the collected bottles and cans. Please note the signs at the shed to aid in sorting and help volunteers with their work. Please let us know if you would like to help at the Bottles and Cans Shed or with the Garden Crew; send a message to: [ndines@larp.umass.edu](mailto:ndines@larp.umass.edu)

Thanks to all who help with ongoing care, who provide support, and who enjoy the beauty of the Park.

N. Dines, FASLA

## Animal Control Officer

It has been a great year with everyone in the community working together to help get stray or lost pets back home in a prompt and safe fashion.

As a reminder: all dogs six months and older must be licensed by the Town Clerk by April 1 of each year. In order to obtain a dog license, an up-to-date rabies certificate must be presented to the Town Clerk. Please remember it is also important to keep your outdoor and indoor cats up to date on their rabies vaccine.

I strongly encourage all pet owners to make sure their dogs and cats are identifiable in some way. Identification tags are the quickest way to get owner information. Microchips will not fall off of your pet so they are the most concrete form of identification. Please contact me if you are interested in low cost microchips that are sponsored by the Northampton Society for the Prevention of Cruelty to Animals.

Anyone wishing to donate new or gently used towels or blankets, new toys, food, collars and leashes, cat litter, kitten formula, bottles for kitten feeding, or microwaveable pet warmers can contact me or drop them off at the Town Offices. Money donations can be sent to the Town Clerk and will be used for vet care.

Assistance is available again this year for anyone interested in getting their dog or cat spayed or neutered at low cost. Please contact me for more info.

I would like to thank all the people and organizations that have supported/ assisted animal control through the years in my duties as an Animal Control Officer.

I encourage anyone to contact me with any questions or concerns regarding the animals in our community.

Shayla Howe  
Animal Control Officer  
(413) 522-2632



*Kitten awaiting adoption*

## Assessors

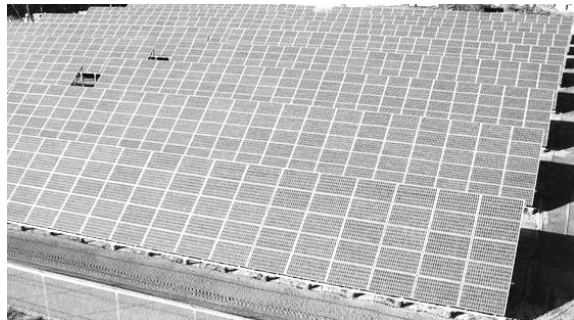
The Board of Assessors meets every Tuesday evening, except for the second Tuesday of each month, at 7:00 p.m. in the Town Office building. Our clerk, Robin Everett, holds office hours on Tuesday mornings. We can be reached at 268-8403, and if no one is available, we urge you to leave a clear message with a return phone number and we will return your phone call as soon as possible.

The annual budget set at Town Meeting for FY2019 (7/1/18 – 6/30/19) is \$8,769,636.60. Of that figure, \$2,477,526.72 comes from estimated receipts and other sources; and \$6,292,109.88 is raised by taxation. The resulting tax rate is \$19.80 per thousand dollars of valuation. Around ninety-two cents of every dollar raised comes from residential property, six cents from commercial and industrial property, and the remaining two cents comes from personal property.

We work closely with the Town Collector, Bonnie Roberge, to ensure that tax bills are sent out in a timely fashion. We encourage taxpayers who feel their property is not valued correctly to file an abatement as prescribed by law – within thirty days of the date of the real estate tax bill, which is normally sent at the end of December. Applications for abatements received after the thirty days must be denied per state law.

The moving of our data to new assessing software is proceeding with the aid of our new software vendor. Bishop Associates' personnel aid in the state-mandated cyclical inspection of properties and the updating of personal property records.

The board has had discussions regarding the PILOT agreements for commercial solar installations. We wish to caution the financial team to set aside a portion of these funds each year, because the PILOT agreement only stands for a certain number of years. Once the agreement has expired, those funds will no longer be a part of receipts, and therefore will have to be made up with another funding source.



Denise Banister, Glen Everett, Robin Everett

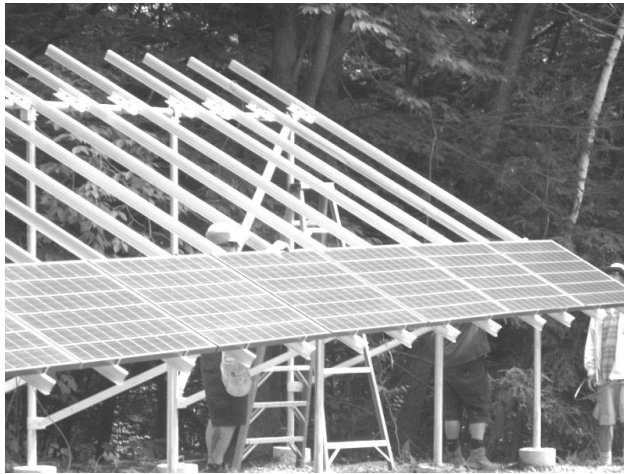
## Building Inspector

The Town of Williamsburg has contracted with the City of Northampton to provide Building Inspection and Zoning services as required by M.G. L.c. 143, § 3 and c. 40A, §7 and for Electrical Inspection services in accordance with M.G.L. 166, § 32. The Building Commissioner is Louis Hasbrouck and the Inspector of Wires is Roger Malo.

The Building Department office in Northampton is open from 8:30 to 4:30 Monday through Friday except for Wednesdays after 12:00. The telephone number is (413) 587-1240 and my email address is [lhasbrouck@northamptonma.gov](mailto:lhasbrouck@northamptonma.gov). The office has three building inspectors, two electrical inspectors and two full time clerks. This staffing allows us to schedule timely inspections and provide expedient support for permit applications.

In 2018, the number of building permits (171) was about 15% higher than 2017 (148). Permit fees and the estimated costs of construction were also significantly higher than 2017, due in part to a major solar project on Briar Hill Road. Three new single family house permits were issued in 2018.

The total number of new solar installations in Williamsburg again increased in 2018. There were 28 residential solar electric system permits issued in 2018, nearly double the number issued in



2017. One permit was issued for a large-scale ground-mounted solar array on Briar Hill Road. Beginning with the Solarize Williamsburg program in 2014, there have been 110 residential solar installations permitted through the end of 2018, with an estimated capacity of 770 kilowatts.

Williamsburg's 3 large-scale ground-mounted solar arrays have a total capacity of approximately 10.75 megawatts. The town's total solar capacity, 11.5 megawatts, is nearly 0.5% of Massachusetts' total capacity of 2319 megawatts. This is an exceptional number, considering the population of Williamsburg is

less than .04% of the population of the state. From another perspective, 11.5 megawatts is enough to power more than 2000 homes, nearly twice the number of houses in Williamsburg.

I expect building permit activity in 2019 to continue at much the same levels as 2018. Another large solar project is moving through the zoning approval process and may get under way next year.

We look forward to providing prompt and courteous building, zoning and electrical inspection services to Williamsburg and Haydenville residents in the coming year. As always, feel free to contact me with any problems or concerns you may have regarding building or zoning issues.

Louis Hasbrouck  
Building Inspector

## Town of Williamsburg Building Department Activity 2018

Category	Number of Permits	Estimated Construction Cost	Permit Fees
ADDITIONS	7	\$270,700	\$1,822
COMMERCIAL RENOVATIONS	3	\$125,000	\$1,124
DECKS	4	\$26,000	\$281
DEMOLITION	4	\$11,500	\$215
GARAGES	0	\$0	\$0
INSULATION	26	\$104,126	\$1,305
RENOVATIONS	25	\$1,564,021	\$10,289
NEW SINGLE FAMILY HOUSES	3	\$1,003,650	\$5,283
REPAIRS	9	\$309,859	\$2,108
REPLACEMENT WINDOWS/DOORS	14	\$133,139	\$740
ROOFING	19	\$250,700	\$1,140
SHEDS	6	\$52,000	\$358
SIDING	3	\$73,550	\$225
SIGNS	1	\$2,900	\$70
SOLAR ELECTRIC SYSTEMS	29	\$2,958,894	\$17,873
SWIMMING POOLS	2	\$5,500	\$100
WHEEL CHAIR RAMPS	0	\$0	\$0
WOOD STOVES	13	\$14,000	\$630
ZONING DETERMINATIONS	2	\$0	\$30
<b>BUILDING PERMIT TOTALS</b>	<b>171</b>	<b>\$6,905,539</b>	<b>\$43,593</b>
<b>ELECTRICAL PERMITS</b>	<b>113</b>		<b>\$10,920</b>



## Building Supervisor

The year 2018 was, as always, a busy year for the Building Supervisor. The Town's older buildings present a never-ending array of repair and maintenance situations, and the newer buildings also require regular attention and preventative maintenance. A few highlights from the year:

- The extended arctic weather last winter revealed weaknesses in the heating systems of several buildings. After a difficult period of mechanical failures, boiler shutdowns and frozen pipes, the Town solicited proposals from, and ultimately contracted with, a top-shelf HVAC contractor who is keeping all the mechanical systems in good working order. Thanks to Town Administrator Charlene Nardi and Energy Committee chair Kim Boas for facilitating this improvement.
- Persistent leaks in the roof of the Dunphy School were solved by replacing all of the shingled valleys with metal. While costly, the repairs will prevent expensive damage to the interior of the building and were funded with money remaining from the closeout of the construction contract.
- The Helen E. James Building has also suffered from a persistent leak which was resolved by replacing a small area of the membrane roofing. A reflective coating was applied to the entire roof and will hopefully extend its life a bit as the Town budgets and plans for the inevitable and necessary replacement of the entire roof.
- Roof repairs were also performed at the Town Office Building and the Haydenville Library.
- The James Building sump pumps failed suddenly and needed to be replaced. Many thanks to the Fire Department and Highway Department for their quick response and handling of the resulting flooded mechanical room and the pump replacement.
- Mortar joints in the masonry exterior of the Meekins Library addition needed repair and replacement to prevent water infiltration. More work is planned for 2019.
- An exterior wall at the Burgy Fire Station that had rotted due to water damage from roof runoff was repaired and a water diverter installed. Final painting will happen in 2019.



- The historic Old Town Hall (Historical Society) received some much-needed attention. In the spring a deteriorating and unused chimney was removed from the roof and a water-damaged attic timber supporting the cupola was stabilized. The condition of the cupola was assessed and a plan with cost estimates was created for its refurbishment. Voters at the Annual Town Meeting approved the funding request, and in late summer / early fall the entire exterior of

the cupola and supporting base structure was repaired, replaced, and painted as needed. Though highly unpredictable in nature, the work was done within budget by careful project management and cooperative subcontractors.

I remain grateful to Town Administrator Charlene Nardi, the Select Board, and all the various department heads for their cooperative spirit and patience as I labor to keep up with building repairs and maintenance with limited time and budget.

John Hoogstraten

*Old Town Hall cupola before (left) and after*



## **Capital Planning Committee**

The charge of the capital planning committee is to help the town plan for anticipated expenditures and for their financing. The committee is composed of six members: three at-large members appointed by the Board of Selectmen, two members of the Finance Committee, appointed by the Finance Committee and the town treasurer serving as an ex-officio member.

The members for 2018 were Mitch Cichy, Melissa Zawadzki, Gil Loud, Richard Kisloski, one vacancy and Treasurer Nathan Rosewarne, ex-officio.

Each year the committee solicits capital expenditure requests for the next fiscal year and anticipated requests for the next five years from all departments. Capital expenditures include all equipment or projects that cost at least \$10,000 and have a useful life of at least five years. These costs are then compiled and prioritized and forwarded to the Finance Committee along with funding recommendations. The town then votes to accept or modify the plan each year at the annual town meeting.

During 2018 the capital planning committee updated their projections of total project costs for town properties and other requests, through Fiscal Year 2040. (These numbers are total project costs including interest on borrowing, extended out to FY2040, and are naturally larger than the initial costs that appear on the capital plan.) The major items are summarized as follows: Public Safety Complex \$4,106,492, Renovation of the Helen E. James School \$1,545,332, Old Town Hall repairs \$400,264, Fire Department \$864,522 and the Highway Department \$1,130,782. Including other smaller requests not listed the total capital outlay through Fiscal Year 2040 is \$10,092,981.

The Committee forwarded the Capital Improvement Budget FY 19 and Capital Improvement Program FY 20 – FY 24 for the Town of Williamsburg to the Finance Committee for consideration.

Richard Kisloski  
Chairman

Capital Improvement Budget FY19																		
Capital Improvement Program FY20 - FY24																		
	Requests Prioritized	Total Debt Years	Years Remaining	Estimated Interest %	Project Description	Quote Received	Funding <sup>3</sup>	Current Year	Condition	Replace with	Town's Share of Project. (Current Dollars, Interest Not Incl.)	Remaining Principal	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
APPROVED REQUESTS																		
1					<u>Bonded</u>													
2																		
3																		
4	20	17	3.00	ATD School Building Construction		DE	2013	Excellent			5,183,250	4,844,950	391,800	383,700	375,600	370,200	362,100	364,000
5	10	7	3.00	Hwy. Dept. - Addition & Improvements		DE	2010	Good			175,000	145,000	22,800	22,200	21,600	21,200	20,600	
6					Short Term Borrowing													
7	5	4	0.55	Hwy. - Truck 4 & Sander Int'l			2016	Excellent			135,000	108,000	27,297	27,149	27,000			
8	5	10	3.25	2016 Fire Truck - Eng I		DE	2017	Excellent			265,000	265,000	54,308	55,885	55,885			
9					Third Party Assessments													
10	25	4	3.00	Hampshire Regional - Renovation		DE	1999	Good			4,768,088	336,272	74,109	69,065				
11					Approved Requests Subtotals						10,526,338	5,699,222	570,314	557,999	480,085	447,285	382,700	364,000
CURRENT REQUESTS PROPOSED FY19																		
12					Highway Excavator		FC				109,922	109,922						
13					ATD School Tractor		FC				22,650	22,650						
14					Old Town Hall		FC				24,450	24,450						
15																		
16					Public Safety Complex - fall town meeting		FC				350,000	350,000						
17																		
18					Current Requests Subtotals						0	507,022	507,022	0	0	0	0	0
FUTURE REQUESTS <sup>2</sup>																		
19																		
20			0.00	Fire - Public Safety Complex - Construction		ST					900,000			900,000				
21	20		4.25	Fire - Public Safety Complex - Construction		DE	1887	Poor			2,300,000				212,750	207,863	202,975	198,088
22					James School Envelope Renovation, staged													
23					Move Town Offices to James Bldg.		FC				20,000					20,000		
24			4.25	Roof		DE					187,000				45,348	43,758	42,169	40,579
25			4.25	Exterior walls, repoint, repair		DE					450,000				64,125	62,213	60,300	58,388
26			4.25	Doors, Windows		DE					250,000				67,177	65,056	62,935	60,813
27					Heat, Security, 2nd, 3rd floors		FC				50,000					50,000		
28			4.25	Foundation work and environs		DE					350,000				84,875	81,900	78,925	75,950
29					Highway Garage - Insulation		FC				10,000				10,000			
30					Meekins Library Repairs		FC				64,500				24,000	24,000	16,500	
31					Old Town Hall Repairs		DE				355,000							
32					Greenway - Design/Engineering		FC				1,103,000					200,000	200,000	177,500
33					Sale H'ville Town Offices						(100,000)							(100,000)

	Requests Prioritized <sup>d</sup>	Total Debt Years	Years Remaining	Estimated Interest %	Project Description	Quote Received	Funding <sup>3</sup>	Current Year	Condition	Replace with	Town's Share of Project. (Current Dollars, Interest Not Incl.)	Remaining Principal	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
34					Sale H'ville Fire/Police Station						(50,000)						(50,000)	
35					Sale Wmsburg Fire Station						(10,000)							
36		1			Police - Ford Explorer		FC	2018	Excellent		43,000							
37		1			Police - Ford Interceptor SUV		FC	2014	Excellent		43,000				43,000			
38		1			Police - Ford Explorer		FC	2016	Excellent		43,000						43,000	
39					Fire - Engine 1 - E-One		DE	2017	Excellent	2037	463,000							
40		10		4.25	Fire - Engine III - Ford Ltgon Fire Truck		DE	1992	Fair	Rescue	148,800				36,084	34,819	33,554	32,290
41		10		4.25	Fire - Engine IV - International Pumper		DE	2001	Good	Refurb	200,000						48,500	46,800
42		10		4.25	Fire - Engine II - Int'l 400 Ser Fire Truck		DE	2006	Excellent	pumper	300,000							
43		1			Fire - Chief's Vehicle - Ford Expedition		FC	2012	Excellent		45,000						45,000	
44		1		4.25	Hwy- Ford F350 Pickup		FC	2014	Excellent		40,000							
45		5		4.25	Hwy. - John Deere Backhoe (Excavator)		DE	2000	Fair	Excavator no real date for replace	190,000							
46		5		4.25	Hwy. - Grader John Deere		DE	1987	Good		300,000							
47		5		4.25	Hwy. - Loader Cat 446		DE	2006	Good		160,000					40,564	39,283	38,002
48		5		4.25	Hwy. - Truck 6 Int'l.		DE	2009	Good		190,000							46,075
49		5		4.25	Hwy - Truck 5 F550		DE	2011	Excellent		75,000						18,188	17,550
50		5		4.25	Ford - F350 Pickup		FC	2014	Excellent		30,000							
51		5		4.25	Hwy. - Truck 4 & Sander Int'l		DE	2016	Excellent		185,000							
52					REQUESTS POSTPONED													
53	5				Tennis Court		FC				10,000					10,000		
54	5			4.25	Assessors Mapping		DE				125,000			30,313	29,250	28,188	27,125	26,063
55	5				Fire-4 SCBA		FC				32,150			32,150				
56					Future Year Requests Subtotals						8,502,450	0	0	962,463	616,609	868,361	868,454	718,098
57					Payments from Free Cash/Stabilization/Other								(507,022)	(962,463)	(77,000)	(227,000)	(288,000)	(177,500)
58					TOTALS - DEBT PAYMENTS						19,028,788		570,314	557,999	1,019,694	1,088,646	963,154	904,598
59					TOTAL BUDGET EST.								7,499,934	7,687,433	7,879,618	8,076,609	8,278,524	8,485,487
60					DEBT PMNT. AS % OF BUDGET EST. (10% TARGET)								7.60%	7.26%	12.94%	13.48%	11.63%	10.66%

## Town Collector - FY2018

The following lists represent amounts that remain outstanding as of the end of the fiscal year – June 30th.

<b>REAL ESTATE TAXES</b>							
Year	Balance o/s 06/30/2012	Balance o/s 06/30/13	Balance o/s 06/30/14	Balance o/s 06/30/15	Balance o/s 06/30/16	Balance o/s 6/30/2017	Balance o/s 6/30/2018
2018						\$ 2,851,412.64	\$ 3,010,413.10
2017					\$ (69,055.81)	\$ 69,587.13	\$ 110,076.70
2016					\$ 87,865.32	-	-
2015			(\$10,689.91)	\$ 76,720.40	-	-	-
2014			\$ 84,189.35	-	-	-	-
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$73,499.44</b>	<b>\$ 76,720.40</b>	<b>\$ 18,809.51</b>	<b>\$ 2,920,999.77</b>	<b>\$ 3,120,489.80</b>
<b>PERSONAL PROPERTY TAXES</b>							
2018						\$ 74,410.56	\$ 69,231.98
2017					\$ (289.09)	\$ 8,284.83	\$ 173.39
2016					\$ 1,298.69	230.17	\$ 642.21
2015				\$ 1,894.58	\$ 1,706.23	22.67	\$ 230.17
2014			\$ 1,881.33	\$ 764.60	-	-	\$ 22.67
2013	\$ 1,697.18	\$ 41.82	\$ -	\$ -	-	-	-
2012	\$ 2,580.67	\$ 80.45	\$ 80.45	\$ 80.45	-	-	-
<b>TOTALS</b>	<b>\$ 2,580.67</b>	<b>\$ 1,777.63</b>	<b>\$ 2,003.60</b>	<b>\$ 2,739.63</b>	<b>\$ 2,715.83</b>	<b>\$ 82,948.23</b>	<b>\$ 70,300.42</b>
<b>MOTOR VEHICLE EXCISE TAXES</b>							
2018							\$ 15,454.63
2017						\$ 24,220.79	\$ 3,776.36
2016					\$ 24,503.85	\$ 2,906.67	\$ 1,449.90
2015				\$ 7,331.93	\$ 2,181.76	\$ 645.30	\$ 336.13
2014			\$ 21,302.78	\$ 2,691.35	\$ 1,064.58	\$ 882.08	-
2013	\$ 10,180.63	\$ 3,055.53	\$ 3,055.53	\$ 1,015.94	-	-	-
2012	\$ 6,424.59	\$ 3,491.56	\$ 2,472.30	\$ 1,457.40	-	-	-
<b>TOTALS</b>	<b>\$ 6,424.59</b>	<b>\$ 13,672.19</b>	<b>\$ 26,830.61</b>	<b>\$ 12,496.62</b>	<b>\$ 27,750.19</b>	<b>\$ 28,654.84</b>	<b>\$ 21,017.02</b>

	\$	25,932.34	\$	33,353.19	\$	55,891.33	\$	56,926.02	\$	29,592.32	\$	-	\$	37,742.08
Water 2018														
Water 2017	\$	25,932.34	\$	33,353.19	\$	55,891.33	\$	56,926.02	\$	29,592.32	\$	48,089.13	\$	-
Sewer 2018														
Sewer 2017	\$	15,274.69	\$	23,039.28	\$	35,323.05	\$	30,921.28	\$	14,567.86	\$	15,303.30	\$	15,020.30
Meter rental 2018														
Meter rental 2017														
Liens 2017												(947.77)	\$	-
Liens 2016	\$	1,041.58	\$	2,347.87	\$	1,636.00	\$	1,077.82	\$	1,318.58	\$	25,898.53	\$	6,302.15
Backflow Insp 2018														
Backflow Insp 2017												1,675.90	\$	-
TOTALS	\$	42,248.61	\$	58,740.34	\$	92,850.38	\$	88,925.12	\$	47,528.76	\$	90,369.09	\$	60,837.40
TOTAL	\$	51,253.87	\$	74,190.16	\$	195,184.03	\$	180,881.77	\$	96,804.29	\$	3,122,971.93	\$	3,272,644.64

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
Water Connection Fees	\$ 1,010.00	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ 500.00
Sewer Connection Fees	\$ 14,030.00	\$ 15,570.00	\$ 3,500.00	\$ 4,000.00	\$ 17,500.00	\$ -	\$ 14,500.00
Cross Conn/Misc	\$ 2,200.00	\$ 1,712.50	\$ 6,419.45	\$ 1,550.00	\$ 1,900.00	\$ 2,000.00	\$ 2,550.00
Final Water Reads	\$ 175.00	\$ 300.00	\$ 175.00	\$ 375.00	\$ 525.00	\$ 450.00	\$ 600.00
Brassworks Loan	\$ 3,635.88	\$ 3,635.88	\$ 3,635.88	\$ 3,635.88	\$ 3,635.88	\$ 3,635.88	\$ -
PILOT	\$ 36,904.34	\$ 39,447.02	\$ 40,660.82	\$ 43,353.16	\$ 43,628.75	\$ -	\$ 91,010.18
Rollback					\$ 18,255.61	\$ 1,345.20	\$ -
<b>Total Other Collected</b>	<b>\$ 57,955.22</b>	<b>\$ 60,665.40</b>	<b>\$ 54,391.15</b>	<b>\$ 53,414.04</b>	<b>\$ 85,445.24</b>	<b>\$ 7,431.08</b>	<b>\$ 109,160.18</b>

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## Conservation Commission

Members of the Williamsburg Conservation Commission include Marcianna Caplis (Chairperson), Mary Dudek, Todd Lynch, Andrew MacLachlan, and Joseph Rogers.

The Williamsburg Conservation Commission works in cooperation with the Massachusetts Department of Environmental Protection to administer and enforce the Massachusetts Wetland Protection Act and the Massachusetts Rivers Protection Act. These laws protect wetland resources which provide for clean water, flood control, and habitat for wildlife.



Residential and commercial projects near these resources require review and approval by the Conservation Commission. Landowners should contact the Commission prior to breaking ground or commencing any project within 200 feet of a stream or river, or within 100 feet of a wetland. We are happy to assist landowners planning a project who are unsure if their land is within wetland buffer or riverfront zones to determine if any action is required on their part. More information and required forms are available on the town website at <http://www.burghy.org/conservation-commission>.

The Commission aims to educate residents and facilitate the required paperwork. In 2018, the Conservation Commission drafted and approved the following Massachusetts Department of Environmental Protection forms submitted on behalf of town residents and property owners: 8 Requests for Determination, 1 Notice of Intent, 0 Enforcement Orders, 1 Notice of Violation, 3 Emergency Certifications. The Commission provided guidance to the public on 12 occasions and performed 5 site visits.

In October, the Commission visited the site of the Dynamic Energy Solar Array to check on erosion control measures. Major degradation was found and oversight of the project was turned over to the Department of Environmental Protection.

In addition to regulatory work, the Conservation Commission continued its collaboration with other town boards and organizations and manages six conservation areas in town: Horse Mountain, with the Kestrel Land Trust; Brewer Brook, with the Forest Resiliency Project; the Hall, Briar Hill, and Geer Hill properties, with the Williamsburg Woodland Trails and the Open Space Committees, and Old Wolf Hill, with the Kestrel Land Trust. Old Wolf Hill is a new property, and is part of the Brewer Brook Forest Preserve Project, a wildlife corridor connecting properties in Westhampton, Chesterfield, and Williamsburg.

The Commission holds the conservation restrictions on these properties, which allows the Town to assure properties are maintained in perpetuity in natural and scenic conditions. These protections fit with the goals and objectives of the Town's Open Space Plan. These properties protect drinking water and two brooks of ecological significance, while providing public trails

for hiking. In fulfillment of that responsibility, the Commission has implemented an invasive species removal protocol at the Hall property. It began in 2018 and will continue in 2019.

In collaboration with the Trails Committee, the Commission has posted signs regarding dog policies. No dogs are allowed on Horse Mountain and Geer Hill, while leashed dogs are allowed at Briar Hill and the Hall property.

The Commission meets monthly on the second Thursday (and fourth Thursday as needed) at 7:00 p.m. on the second floor of the Town Offices in Haydenville. To contact the Commission, please email [conservation@burgy.org](mailto:conservation@burgy.org) or call (413) 268-8416.

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## **Community Development Advisory Committee**

Late in 2017, the Williamsburg Board of Selectmen appointed a committee to advise it on maximizing the effective use of resources (financial and other) whenever the Town undertakes a significant project. The Community Development Advisory Committee (CDAC), as it was called, met several times during 2018 to consider how its charge might best be fulfilled. The committee drafted a project evaluation framework outlining all the possible ways in which any project undertaken by the town might serve the public interest. The intent was to devise a kind of checklist that would help the CDAC, the Select Board, and anyone else who was interested, to gauge how much value would be created for the townspeople by any proposed project, before the plans for it became final. By year's end, the CDAC had concluded that the best use of the framework document would be as a reminder or checklist for reference by the various entities in town that propose and carry out town projects. That use was seen as a much-preferable alternative to the CDAC itself watching over, assessing and critiquing all such projects and reporting to the Select Board, which the committee thought would be very difficult and counterproductive. A meeting with the Select Board was set up for January 2019 to plan how the framework would be distributed to town departments and committees and how their comments on its usefulness would be solicited. The steps decided upon will be carried out in the coming year.

Nick Dines  
Fred Goodhue  
Sally Loomis  
Eric Weber, Chairman



## Cultural Council

The Williamsburg Cultural Council is part of a network of 329 Local Cultural Councils serving all 351 cities and towns in the Commonwealth. The state legislature provides an annual appropriation to the Massachusetts Cultural Council, a state agency, which then allocates funds to each community.

For 2018, the Williamsburg Cultural Council was allocated a total of \$5,738 from the Massachusetts Cultural Council for grants to individuals or organizations for cultural projects that benefit the community. Projects eligible for grants may be in the arts, humanities, or interpretive sciences.

In making grant decisions, our local council gave priority to applicants from Williamsburg and projects that related to the town's character or history, programs for students, and those that bring residents together in community activities. The 2018 grant period grantees included the following projects and performances:

Ashfield Community Theater, Available Potential Enterprises, C. Lynch, Chesterfield 4<sup>th</sup> of July Association, Cummington Congregational Church, D. Bates, G. Reynolds, Hampshire Music Booster, Mass Audubon, Plainfield Congregational Church, Pothole Pictures, S. Damon, T. Van Egmond, Valley Jazz Voices, W. Peppercorn/Alex the Jester.

Members of the Williamsburg Cultural Council are: Zevey Steinitz, Sherry Loomis, Henrietta Wallace, Sean Mallari, and Tom Adams. Anyone wishing to join our council should send an e-mail to

[TomAdams@gmail.com](mailto:TomAdams@gmail.com). Information about the Williamsburg Cultural Council and applications for grants may be found on the Massachusetts Cultural Council Web site, <https://www.mass-culture.org/Williamsburg> or write to the local council at [TomAdams@gmail.com](mailto:TomAdams@gmail.com).



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## Emergency Manager

This year we applied for and received funding through the Emergency Management Planning Grant. The focus this year is on equipping the town's emergency response trailer with supplies that can be used in opening an emergency shelter or an emergency dispensing site. The freezer at the Anne T. Dunphy School was hooked up to the generator in the event we might need it to store food for a shelter.



Once again, we hosted a community shredding day. Valley Green Shredding from Westfield supplied a shredder truck, and Nick Zimmerman, Jennifer Westlake, Charlene Nardi, and I assisted folks from Williamsburg and the surrounding towns to dispose safely of sensitive documents.

Denise Banister, Emergency Manager

## Employee Earnings

<u>Last Name</u>	<u>First Name</u>	<u>Earnings</u>	<u>Department name</u>
ACHESON	ROBERT	209	Poll Worker
AHEARN	WILLIAM	3,003	Transfer Station
ASSELIN	AMANDA	47,242	School-Teachers
BAKER	BETTINA	48,476	School-Clerical
BANISTER	DENISE	4,789	Assessors, Em Coordinator, Etc.
BANISTER	DENISE	3,126	Select Board
BANISTER	DANIEL	1,285	Fire
BANISTER	DANIEL	49,098	Highway
BARNES	ANDRE	2,909	Fire
BARRACK	LORRAINE	1,466	SWOP
BERGERON	MARY ELLEN	638	School-Substitutes
BERUBE	PAMELA	68,348	School-Teachers
BIGGIE	VIRGINIA	154	Poll Worker
BLACK	HANNAH	10,204	School-Aides
BLACK	ALYSON	1,173	School-Substitutes
BLACK	JENNIFER	72,190	School-Teachers
BORDEN	KENNETH	1,500	SWOP
BRODA	ANNE	7,113	School-Aides
BROOKS	DAVID	3,850	Transfer Station
BUSSLER	ANNE	900	School-Substitutes
CASEY	BARTHOLOMEW	503	Fire
CASTERLINE	PATRICIA A.	175	Poll Worker
CAVANAUGH	BRANDON	265	Fire
CERRETA	ERIC	466	Finance Committee
CERRETA	ERIC	2,311	Water
CHABOT	MARY	369	Poll Worker
CHATTERTON	CODY	253	Fire
CHILDS	LARAINÉ	75	School-Substitutes
CICHY	MITCHELL JR.	232	Police
CLARK	LINWOOD	4,876	Transfer Station
CONNELL	JASON A.	28,794	Fire
CONNELL	MICHAEL	567	Library
CRANSHAW	MORIA	4,575	Library
CURTIN	DIANE	4,760	School-Substitutes
DAMBROV	MARIEANNE	1,313	School-Substitutes
D'ARIENZO	DARIA	1,500	SWOP
DERBY	NICOLE	50,587	School-Teachers
DIAS	NATALEE	29,385	School-Teachers
DIBRINDISI	GREG	246	Fire
DONOVAN	JOAN	842	Poll Worker
DUDEK	CHARLES	466	Finance Committee

DUFRESNE	JACQUELINE	466	Finance Committee
DUFRESNE	JACQUELINE	154	Poll Worker
DUFRESNE	SHELIA	316	Poll Worker
DUNLAP	CAREY	67,548	School-Teachers
DUNPHY	MARJORIE	80	Poll Worker
DURRETT	KEIRA	333	School Committee
ESTES	BARBARA	1,500	SWOP
ESTES	ALAN	825	SWOP
EVERETT	GLEN	2,943	Assessors
EVERETT	ROBIN	13,475	Assessors Clerk
EVERETT	ALAN	494	Fire
EVERETT	GLEN	268	Fire
FARKAS	LAURIE	300	SWOP
FARRELL	SUSAN	420	School-Substitutes
FERRON	JAMES	829	Fire
FLOREK	MEGAN	5,748	School-Aides
FRANKLIN	VIVIAN	14,247	School-Aides
GAGNE	GAIL	330	Poll Worker
GELBARD	ANNE C.	22,520	School-Aides
GERTZ	LUCY	50,399	School-Teachers
GIBSON	DONNA	734	Board of Health
GILMAN	BRIAN	7,679	School-Teachers
GOEBEL	FRANCES M.	9,972	COA Asst
GOEBEL	GLEN	968	SWOP
GOLASH	ALAN	13,248	Custodian
GOLDSMITH	NANCY	1,125	School-Substitutes
GOODWIN-BOYD	ZACHERY	621	Fire
GOUGEON	SONJA	1,277	Police
GRAHAM	JASON	5,520	Police
GURDAK-FOLEY	ROBIN GRACE	74,567	School-Teachers
HANKE	SHANNON	19,424	School-Aides
HARVEY	RENEE	31,812	School-Cafeteria
HEATH	CHARLES	466	Finance Committee
HEFFERNAN	JOHN S.	48,765	School-Teachers
HENDRICKS	CAROL	1,188	SWOP
HENDRY	KAREN	45,104	School-Nurse
HODGKINS	THOMAS	199	Poll Worker
HOFFMAN	JENNIFER	8,537	COA Director
HOOGSTRATEN	JOHN	7,263	Building Supervisor
HOWE	SHAYLA	2,000	Animal Control
HULTMAN	DONALD	466	Finance Committee
HULTMAN	DONALD	634	Water
HUNTINGTON	SARAH	67,548	School-Teachers
HYDE	ELAINE	1,257	SWOP

HYSLIP	JAMES	1,100	Water
JENKINS	STACEY	100,105	School-Teachers
JOYCE	KATHRYN	61,777	School-Teachers
JURGENSEN	EVA	18,097	School-Teachers
KAROWSKI	RICHARD P.	697	Fire
KAROWSKI	KAREN	6,018	Treasurer Labor
KASELL	ALEX	1,908	Fire
KELLOGG	NORMA	1,500	SWOP
KISLOSKI	RICHARD	466	Finance Committee
KISLOSKI	LINDA	819	School-Substitutes
KLINE	TODD	41,424	School-Custodial
KROL	KATHLEEN	48,328	Library
LAPPOINT	JOSHUA	1,012	Fire
LAPPOINTE	ROBERT	2,547	Fire
LAPPOINTE	ROBERT	1,285	Highway
LAWTON	DAVID	1,202	Highway
LEHMAN	SUZANNE	175	School-Substitutes
LEMOINE	MICHAEL	240	Police
LESSARD	BRENDA	33,674	Town Clerk
LIVERMORE	ALLEN	28,288	School-Teachers
LOOMIS	SHARON	18,463	COA Asst
LORENTZEN	MAYA	166	Fire
LUCAS	SUSAN	638	School-Substitutes
LUCE	KATHLEEN	856	Poll Worker
LUCE	RITA MACINNIS	62,607	School-Teachers
LUCE	GORDON	13,687	Transfer Station
LULEK	JAKE	1,894	Fire
LULEK	CHESTER J.	9,553	School-Custodial
LUSZCZKI	AUBREY	4,652	Police
LUSZCZKI	BRYAN	7,993	Police
MALONI	ROBERT	2,850	Water
MARSEGLIA	CESI	385	School-Substitutes
MARTI	OLIVIA	280	School-Substitutes
MARTI	SHERYL A.	51,523	School-Teachers
MATHERS	DAVID E.	3,126	Select Board
MCAVOY	LORI	21,842	School-Teachers
MCCAFFREY	MICHELLE	55,254	School-Teachers
McCALL	MELINDA	6,729	COA Mealsite
MCGILL	CORY J.	1,316	Fire
MCQUESTON	TIMOTHY E.	45	Fire
MCQUESTON	REILLY	561	Fire
MERRITT	ROBIN	1,044	Fire
MERRITT	DIANE U.	66	Poll Worker
MILSOM	SUSAN D.	350	School-Aides

MORRIS	CHRISTOPHER	466	Finance Committee
MURPHY	JOCELYN	19,778	School-Aides
NARDI	CHARLENE L.	67,132	Town Admin
NETTO	FRANK	530	Transfer Station
NOYES	WORTH	143	Fire
O'BRIEN	MICHAEL	53,092	School-Custodial
O'CONNELL	DOROTHEA	132	Poll Worker
O'CONNELL	MICHAEL P.	27,049	School-Teachers
OSETEK	BRYAN	31,522	Highway
O'SULLIVAN	DIANE M.	80	Poll Worker
PACKARD	CHRISTIAN	612	Fire
PALMER	JOHN	3,787	Library
PARKER	HUGH	2,789	Fire
PELOQUIN	LISA A.	48,794	School-Teachers
PEPPERCORN	WENDY	5,237	Library
PERCHAK	JENNIFER	20,341	School-Teachers
PETERSON	JENNIFER	2,485	School-Substitutes
PINKHAM	SHANE	26,156	Police
PISANO	KRISTIN	52,953	School-Teachers
POPE	JOHN P.	172	Fire
PUNSKA	DIANE	407	Poll Worker
PUNSKA	HEATHER	67,548	School-Teachers
REINKE	ROBERT	9,043	Police
ROBERGE	BONNIE	45,808	Collector
ROGERS	SHAWNA	673	Fire
ROMA	GARY	2,020	School-Clerical
ROMANOWSKI	STEVEN	22,714	School-Aides
ROSEWARNE	NATHAN	23,663	Treasurer
ROWLEY	LINDA	466	Finance Committee
RYAN	ANNE	18,027	School-Aides
SADOWSKI	ANDREW	490	School-Substitutes
SANDERSON	PAUL	111	Constable
SANDERSON	PAUL	2,696	Fire
SAYRE	WILLIAM	3,126	Select Board
SCAFIDI	LETITIA	595	School-Substitutes
SCANLON	LAURIE	5,204	Library
SCHMIDT	NAOMI	3,870	Library
SCHWEITZER	NATHAN	222	Fire
SCHWEITZER	KAREN	69,548	School-Teachers
SMITH-HARDER	AMBER	5,303	Library
SNYDER	EVELYN	4,705	School-Teachers
SOLOMON	KAYLA	333	School Committee
SOUKUP	JASON T	13,499	Police
SPRINGMAN	DARYL R.	5,170	Fire

SYMONS	HELEN	683	Board of Health
TAYLOR	MEGAN	333	School Committee
TAYLOR JR	KENNETH H	5,313	Fire
TAYLOR JR	KENNETH H	1,500	SWOP
THORNHILL	DOLORES	232	Assessors Labor
TILLEY	FRANCES	209	Poll Worker
TURNER	DONALD W.	52,104	Highway
TURNER	WILLIAM	67,252	Highway
TURNER	WILLIAM	14,125	Water
UNGER	GERALDINE	910	School-Substitutes
VALENCIK	CHARLES	4,100	Police
WADHAM	EMILY	545	COA Mealsite
WARNOCK	ELEANOR	16,419	Admin Assistant
WAYNE	MICHAEL H.	42,602	Police
WESTBURG	ANNE MARIE	11,000	COA Director
WESTLAKE	JENNIFER	52,387	Highway
WETZEL	PAUL	466	Finance Committee
WICKLAND	DENISE	69,571	Police
WICKLINE	JOHN	6,839	School-Aides
WILDFONG	ROCHELLE L.	33,235	Library
WILLIAMS	LYDIA	3,639	School-Cafeteria
WILSON	JAMES	1,590	Transfer Station
WOLK	MICHELE	9,395	Library
WOODS	MARY ELLEN	69,393	School-Teachers
WRIGHT	AMELIA	4,797	School-Teachers
YOUNG	BARBARA	28,962	Library
YOUNG	CHRISSA	22,248	School-Aides
ZACKS	LISA	712	Library
ZIMMER	RICHARD	132	Poll Worker
ZIMMER	NANCY	187	Poll Worker

## Energy Committee

### Grants

The committee submitted an application to the Green Communities division for competitive grant funds to be used for removing the fluorescent lighting at the Town Offices and installing new LED lighting, as well as for additional funds for the street lighting retrofit project. The Town was awarded \$28,149 with \$5,000 of the total allotted for the street lighting project and the remainder to pay for the lighting in the Town Offices. The Town Offices lighting project was completed in October. The funds received for the street lighting project have yet to be expended.



*Left: Old lighting. Right: New LED lighting.*

### Projects

The committee has been seeking interest from solar project developers for a project on town-owned land, primarily the Transfer Station on Mountain Street. An initial bid process, in mid-2018, resulted in no bids received for the Transfer Station parcel. The committee decided to rebid the project in late 2018 in a second attempt to garner interest in the site. More to follow in 2019.



The street lighting project has been ongoing through 2018 with little activity until the third quarter of the year by the town's design consultant and MAPC, the administrative agency managing the grant. The project was originally anticipated to be completed by the end of 2018. All the lighting hardware has been purchased and the Town is awaiting approval from National Grid to proceed. This project is scheduled to be completed in 2019.

### Town-Wide Electric Aggregation

Through 2018 those residents who stayed in the electric aggregation program in general saw lower electric rates over the 18-month contract. While individual usage affects your actual costs, the aggregation's rate per kilowatt-hour (\$0.11376/kWh, also known as the energy charge) stayed below National Grid's basic service rate for 12 months out of the 18-month period. During the months from May to November of 2018 the aggregation rate was one-half of a cent higher than National Grid's rate. In general, based on the assumption that the average usage per month for Williamsburg residents is 650 kilowatt-hours, the aggregation saved those who are a part of it over \$100 in the 18 months of the contract. Those with heavier summer usage from whole house AC or pool pumps may not have saved as much. The Energy Committee feels this program has been a win for those who participate and will seek to continue it in the future.

## Finance Committee

The Town of Williamsburg Finance Committee provides oversight of the Town's budget. The Committee works closely with the Town departments to create a budget that is presented to the Town at its annual meeting for discussion and approval. Current members of the Committee include Paul Wetzell and Charlie Heath, co-chairs, Eric Cerreta, Charles Dudek, Jacqueline Dufresne, Linda Kisloski, Richard Kisloski, Gil Loud, and Linda Rowly.

To build the Town's budget, the Finance Committee begins its work in February, gathering budget requests and information from all the Town departments. Working within the legal constraints of the State and with the help of the Select Board, the Committee reviews budget requests, decides on how much free cash will be spent and employee salary changes. Requests are challenged and defended; eventually a budget is crafted and presented to the Town in June.

In FY 2018 the Town operating budget was \$7,327,118. The table below describes the amount of money spent in the main budget categories along with the percent of the budget each category represents.

<i>Budget Category</i>	<i>Budgeted Amount (\$)</i>	<i>Percent of Total Budget</i>
<b>Education</b> —operating budgets local & regional	3,803,811	51.9
<b>Miscellaneous Expenses</b> —Insurance, employee retirement, Medicare, Charter & School Choice	988,343	13.5
<b>Debt Service</b>	574,394	7.8
<b>Public Works &amp; Facilities</b>	563,171	7.7
<b>General Government</b> —includes all Town fuel	601,708	8.2
<b>Protection of Persons &amp; Property</b> —Police, fire, ambulance	430,712	5.9
<b>Culture &amp; Recreation</b> —Library, Recreation, Athletic Fields	156,868	2.1
<b>Human Services</b> —Council on Aging, Veterans	131,397	1.8
<b>Intergovernmental Expenses</b> —Solid waste, county jail, building inspection	76,681	1.0

Reserve transfers are funds added to budget lines by Finance Committee approval that ran out of funds for an unforeseen reason before the end of the fiscal year. Finance Committee Reserve Fund transfers for Fiscal Year 2018 are listed below:

<b>Opening Balance</b>		\$ 60,000.00	
<u>Amount (\$)</u>	<u>Reason</u>	<u>Amount (\$)</u>	<u>Reason</u>
1,420.35	Computer Service	3,192.49	Legal Expenses
175.16	Health Insurance	1,213.34	Library Maintenance
14,000.00	Health Insurance	1,752.80	Library Maintenance
6,164.09	Legal Expenses	2,006.77	Library Maintenance
2,080.08	Legal Expenses	79.04	Property Insurance
487.44	Legal Expenses	197.57	Town Internet
2,021.52	Legal Expenses	776.20	Treasurer Expenses
705.41	Legal Expenses	1,115.78	Worker's Compensation Insurance
Total		\$ 37,388.04	
<b>Ending Balance</b>		\$ 22,611.96	



## Fire Department

The Williamsburg Fire Department is a Call/Volunteer fire department that responds to numerous and varied emergency calls throughout the year. The department also provides Life and Fire Safety programs to the elementary school, seniors, and other groups upon request. In addition, the department handles numerous types of inspections, including smoke and carbon monoxide inspections for home sales and building permit occupancies, tank inspections and oil burner equipment inspection, to name a few. The department operates out of two stations,



*Hope Engine Company plaque*

Station 1 and Station 2. Station 1, on North Main Street in Williamsburg, houses a mini pumper/rescue truck and front line crew cab attack pumper; our main office is also located at Station 1. Station 2, on South Main Street in Haydenville, houses two front line attack pumpers, the second truck doubling up as a pumper/tanker. The department also has a small training facility next to the Transfer Station that has space for extra storage. Finally, the department shares with the police department a bay at the highway garage that houses our large trailer and UTV.

In 2018 the department had another record-breaking year by responding to 363 calls for service. These calls included fire suppression, emergency medical services, hazardous material responses, carbon monoxide incidents, motor vehicle accidents, storm-related calls, fire alarm activations and many more. The department provided mutual aid 22 times in 2018, and received mutual aid 7 times.

**A breakdown of the calls is listed below:**

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	12	3.31
Overpressure Rupture, Explosion, Overheat (no fire)	1	0.28
Rescue & Emergency Medical Service	226	62.26
Hazardous Condition (no fire)	20	5.51
Service Call	34	9.37
Good Intent Call	7	1.93
False Alarm & False Call	47	12.95
Special Incident Type	16	4.41
<b>TOTAL</b>	<b>363</b>	<b>100.00</b>

In 2018 the department was awarded a grant in the amount \$45,927 for the purchase of six new self-contained breathing apparatus (SCBA's) and new face masks and bags for each firefighter. This grant was the culmination of hard work of Firefighter Shawna Rogers, who wrote the grant,

and of the Williamsburg Firefighters Association, who supported it, making sure there was no impact to the town. Until this point, attempts had mainly been unsuccessful.

In December 2018, eight members of the department were recognized by the Select Board for their unparalleled performance in response to a severe motor vehicle accident in the Town of Conway on November 2<sup>nd</sup>, 2018. Both occupants were heavily entangled in the truck and were presenting with life-threatening injuries. Chief Jason Connell, Deputy Chief Daryl Springman, Captain Robert Lapointe, Lieutenant Daniel Banister, Senior Firefighter Paul Sanderson, Senior Firefighter Alan Everett, Senior Firefighter Glenn Everett, and Firefighter Bartholomew Casey responded that night, along with several other towns, and assisted the Conway Fire Department. The response by these members and all agencies involved immeasurably affected the outcome of the incident in a positive way.

We would like to thank the members and supporters who responded and/or played a major role in the department in 2018:

Officers/Administrative: Chief Jason Connell, Deputy Chief Daryl Springman; Captains: Robert Lapointe and Cory McGill; Lieutenants: Robin Merritt and Daniel Banister; Chaplain Worth Noyes; and Administrative Assistant Kenneth Taylor.

Firefighters: Paul Sanderson, James Ferron, Richard Karowski, Alan Everett, Glenn Everett, John Pope, Timothy McQueston, Bartholomew Casey, Jake Lulek, Joshua Lapointe, Shawna Rogers, Alex Kassell, Christian Packard, Gregory Dibrindisi, Cody Chatterton, Reilly McQueston, Hugh Parker, Andre Barnes, Zachary Goodwin-Boyd, Nathan Schweitzer, Maya Lorentzen, and Nicholas Denno.

Junior Firefighters: Joshua Connell, Rebecca Connell, Eden Lulek and Reese Hillenbrand.

Retired Fire Chief Donald Lawton and Emergency Manager Denise Banister.



*Halloween at Fire Station*

## Board of Health

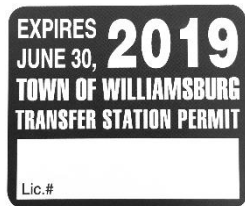
The current members of the Board of Health are Donna Gibson, chair, Gordon Rusty Luce, and Helen Symons. The Board meets twice a month in the Town Offices on Monday afternoons. The schedule and agenda are posted on the Town's website.

The Board of Health duties include responsibility for inspecting the Town's restaurants, ensuring food which is prepared to be served to the public is safe, investigating reports of contagious diseases, housing inspections, monitoring the installation of septic systems, and participating in regional emergency preparedness. These functions are professionally performed by our Health Agent, Valerie Bird. We supervise and share her services with the towns of Goshen, Whately, and Westhampton. We are very fortunate to have her as our agent. She has reported her activities separately from this report. Donna Gibson continues to attend and participate in monthly public health emergency planning meetings and trainings with the Mohawk Area Public Health Coalition.

In 2018, the Board of Health's main responsibility has been the management of the Transfer Station. There also have been some housing issues which the Board has had to address with the help of our Health Agent and the Attorney General's Office.

### Transfer Station:

The Board of Health initiated a system at the Transfer Station for the attendants to monitor cars to ensure that stickers were present and current. All residents who use the Transfer Station must



No. 0914

purchase a yearly sticker to be displayed on the back of the rear-view mirror. The cost of the permit stickers remained the same for 2018, at \$75 for households under age 70, \$50 for households over 70, and \$10 for a second car. The Board of Health has worked diligently to keep the cost of disposing household waste affordable and environmentally responsible. To date, we have been able to avoid going to a pay-per-bag system but this may not be possible in the future as costs for disposing of household trash continue to rise and the recycling market is in flux. Our town recycling

rate has dropped below the 40% from previous years, while our household trash waste has slowly risen. Through a grant and funds voted at Town meeting, a cardboard compactor was purchased, which has reduced the number of hauls to the recycling center by about one-third. This has helped to reduce our hauling fees. We also receive reimbursement dividends for the recyclables, which has helped us to purchase a new 40-yard roll-off container. Thanks to the efforts of the Hilltown Resource Management Cooperative coordinator Kathleen Casey, we have been able to receive several grants to offset the cost of equipment and for education. The Board of Health received a grant from the State Department of Environmental Protection to educate residents on the importance of recycling, and a post card campaign was mailed to distribute this information.

We are fortunate already to have a system for recycling mattress, bulky plastic items, metals and Styrofoam. These reduce the load through the waste stream. It costs the Town \$75 per ton to haul our current household waste materials and this cost is expected to rise. It costs less to transport the recyclable wastes and we receive compensation for these materials although the cost to transport is expected to rise and the reimbursement be less.



Thanks to the efforts of Carl Smith, a canopy was added over the cardboard compactor which protects the electrical system and the attendant who monitors the area. We would like to extend our sympathies to Carl's wife Candy and his family for his loss. He has been an integral part of the improvements made to the Transfer Station over the years and is greatly missed.

The Board of Health has collaborated with the Energy Committee on the possible use of the closed wood waste area as a possible site for solar panels. The former wood waste disposal area was capped in 2000. Six testing wells were installed and require testing for water contaminants every two years. The wood waste area's wells were surveyed this year for any problems with water contamination as required by the State and passed. The water tested is at near drinking water quality. The full report is available at the Board of Health office. The area has been listed on the Open Space Plan as suitable for solar panel installation. The boundaries of the area were unclear but they were investigated and confirmed by the State Department of Environmental Protection in 2017. That land area continues to be considered for installing solar panels by the Energy Committee.

#### Radon:

In response to residents' concerns about the hazards of increased Radon found in some areas of Williamsburg, a program was held by the Lisa Hebert from the Department of Environmental Protection Office of Radon, which is based in Northampton. Any resident who has a concern about Radon can contact her office at 413-586-7525. She can arrange for kits for testing the air. Further information is available at the Clerk's office and at the Meekins Library.

#### Housing Issues:

The Board of Health has been working successfully with the Attorney General's Office to rehabilitate several properties that were condemned and whose taxes were in arrears. These properties are now habitable and have now been returned to the tax rolls.

The Board of Health participated in a public meeting with the Planning Board about Short Term Rentals. Now that the State has passed a bill to regulate Short Term Rentals, the Health Agent will be inspecting them. Our Health Agent already inspects and issues permits for Bed and Breakfasts. Williamsburg has three licensed Bed and Breakfasts. We are working in conjunction with the Planning Board to implement this change. We understand that there are over 30 places which are advertised on various sites as Air B and B's and there have been some complaints to the Board about some habitability issues. The Board investigates these on a case by case basis.

The Board wishes to thank the Town's residents for bringing their concerns to us and we are open to any feedback or suggestions to ensure our residents' health and well-being.

## Health Agent

During 2018, the department witnessed four perc tests and five Title 5 inspections. Septic system permits were issued for four new systems or system components. Twenty-two inspections or re-inspections of food establishments were completed.

Complaints include hoarding, excessive animals, abandoned houses, and air pollution. Investigating these are part of Public Health; however, they do not generate a fee for the town.

The Board currently has two houses successfully completed under the “Receivership” program through the Attorney General’s office. This program works to correct the code violations, get the houses back on the tax rolls, and restore the neighborhood without a cost to the town. I am currently working to place two more abandoned houses into receivership. Another issue coming before the Health department is the licensing of “Air BNB” properties.

The following is a general breakdown of the many responsibilities handled on a regular basis by your Board of Health and the Health Agent:

- Witnessing percolation tests and Title 5 inspections for all new and replacement septic systems
- Permit review and on-site inspections for all septic repairs and installations
- Housing code inspections and enforcement
- Infectious disease investigation and reporting
- Tobacco regulation enforcement
- On-site inspections for all beaver conflict permits
- Handling the numerous public health-related questions and complaints
- Restaurant inspections
- Beaver trapping permits

I may be reached at 268-8404. In-person help must be scheduled in advance. Written messages or mail should be directed to me at P.O. 447, Haydenville, MA 01039, or via email at [VBird113@gmail.com](mailto:VBird113@gmail.com). I look forward to another productive year in Williamsburg.

Valerie Bird  
Health Agent  
Foothills Health District

## Highland Ambulance EMS, Inc.

### FY 2018

**Operations.** Highland Ambulance is the primary ambulance service provider for the towns of Ashfield, Chesterfield, Cummington, Goshen, Plainfield and Williamsburg. Highland also provides primary back-up in the town of Worthington in support of Hilltown Ambulance of Huntington. Paramedics are on duty at Highland's station in Goshen from 6 a.m. until midnight seven days a week. During the midnight to 6 a.m. time period, Highland EMT's are assisted by Paramedics from other ambulance companies when the service of a Paramedic is required. Highland's active roster as of June 30, 2018, consisted of 37 members including 18 Paramedics and 19 EMT's. Our Service Director and Assistant Service Director are full-time paramedics and this year we hired a full-time Basic EMT to solidify our staffing pattern. Thus we now have three full-time employees. In addition, we increased our administrative assistant hours to help us with clerical duties. Dr. Peter Morse is our Medical Director.

**Mission.** The mission of Highland Ambulance EMS, Inc., is to provide the full range of emergency medical services to the member communities. These services include:

- Providing training and certification testing for all first responders
- Developing and practicing emergency response plans with the schools and camps in the member towns
- Conducting health and safety classes for the schools
- Working with the Massachusetts Emergency Management Agency (MEMA), Federal Emergency Management Agency (FEMA), and Homeland Security to develop emergency response plans for the member towns
- Providing mutual aid and paramedic intercept services to the neighboring communities
- Providing transport services
- Providing standby service for major emergency situations, e.g., house fire
- Providing standby service for major community events such as the Chesterfield Parade, the Ashfield Fall Festival and the Cummington Fair
- Responding to all 911 calls that may require emergency medical services
- Providing CPR programs to community members

**Emergency Responses.** During FY 2018 Highland responded to 648 emergency calls. These are broken down by town as follows:

Ashfield	91 or 14.2%	Chesterfield	67 or 10.3%
Cummington	81 or 12.4%	Goshen	66 or 10.2%
Plainfield	93 or 14.4%	Williamsburg	214 or 32.8%
		Other	36 or 5.7%

**Training.** The following is a partial list of special training events held:

- CPR and First Responder trainings for Emergency Service Personnel, Police, and firefighters.
- Pediatric Advanced Life Support (PALS).
- Medical Management Classes.
- ALS/BLS interface classes for area EMT's.

- Several Paramedics had the opportunity to participate in a cadaver lab to practice bone injections and advanced airways.
- Mass Casualty Incident training class for all area EMT's and First Responders.
- Basic EMT refresher courses.
- Paramedic refresher courses.
- Bio-hazard class.
- Fire Rehab class.

**Community Involvement.** Highland provided support to our communities including:

- Ambulance Coverage for Community events including the Chesterfield 4<sup>th</sup> of July Parade, the Cummington Fair, the Ashfield Fall Festival.
- Safe Day at Sanderson Academy, New Hingham, and Anne T. Dunphy schools.
- On January 3<sup>rd</sup>, 2018, Highland hosted a Board and Finance Committee meeting with all six of our participating towns.
- Met with the administrators of the new Swift River Addiction Center in Plainfield to discuss 911 responses.
- Highland hosted a Red Cross blood drive here at our station.
- Donations paid for CPR manikins, an OB manikin and a Needle Cricothyrotomy manikin.
- EMT coverage at the Chesterfield Gorge for a 5K run.
- In May, Highland finalized a payor-of-last-resort agreement with the Swift River Rehab Center to cover costs related to patient transports for which we could not obtain insurance information.



**Operating Expenses in FY2018:** \$ 643,499.56

**Cash On Hand June 30, 2018**

Operating Funds	\$ 10,287.03
Ambulance Fund	151,626.56
Memorial Fund	30,677.86
Dresser Fund	4,071.21
Donations	38,367.02

Our six towns contributed \$393,799.56 of our total operational budget, based upon town assessments. The balance came from billings to insurance companies, Medicare, Medicaid and contributions. Our collection rate is approximately 94% of our allowables.

**Building.** There were a number of small repairs/changes that were not anticipated but needed to be completed in the new facility. These expenses were met either through our current budget or from donations.

**Highland Ambulance Board of Directors:**

Ashfield – Patricia Thayer  
 Chesterfield – Spencer Timm  
 Cummington – Amanda Savoie  
 Goshen – Donald Boisvert  
 Plainfield – Edward Morann

Williamsburg – Leslie Smith  
 At-Large – Bernard Forgea (Cummington)  
 At-Large – Cassandra Morrey (Goshen)  
 At-Large – Douglas Mollison (Ashfield)

## Highway Department

Along with all of the normal yearly maintenance of the Highway Department and the Water and Sewer Department, including the expected snow removal, once again we did an extensive amount of pothole repair and pothole preventative maintenance.

Briar Hill and Petticoat Hill Roads were chip-sealed in the summer.

Sidewalk replacement on North Main Street was started.

Fort Hill water main installation was continued again in the summer and will continue again next summer.

Cider Mill was repaved by the highway crew.

The Williamsburg section of the Rail Trail and a section in Northampton that connects to Williamsburg was paved by the highway crew. Material was supplied by Northampton to do this in exchange for labor from our town crew.

The new excavator is working out very well, saving a lot of time and labor.

Most of the Nash Hill dirt section received a fresh coat of gravel.

I would like to thank the entire Highway Department – Don Turner, Jen Westlake, Dan Banister and Bryan Osetek – for their dedicated service to the Town of Williamsburg Highway Department, and Dave Lawton and Bob Labointe, who are both part-time employees for snow removal. I would also like to thank our sub-contractor, Don Lawton, for his continued snowplowing for the Town. The crew continues to put in longer hours and works harder to keep the roads safe.

During the winter months we have switched from sand to salt on our paved roads. It has worked out very well, and we don't have all the sweeping to do in the spring.

Bryan Osetek was hired in spring last year and has worked out very well so far.

Bill Turner  
Highway Superintendent





## **Hilltown Resource Management Cooperative**

The Hilltown Resource Management Cooperative (HRMC) was created in 1989 by a group of dedicated volunteers who had the vision to seek a regional solution to help small towns attain sustainability and environmental objectives.

The member-towns that comprise the HRMC include: Ashfield, Chesterfield, Cummington, Goshen, Huntington, Middlefield, Plainfield, Westhampton, Williamsburg, and Worthington. Each town appoints two representatives to serve on the HRMC Board. Board Officers for 2018 included: Joe Kearns, Chair (Middlefield); John Chandler, Vice Chair (Chesterfield); and Paul Wetzel, Treasurer (Williamsburg).

The HRMC assists hilltown member-communities with managing their solid waste including: municipal waste hauling and disposal bid administration, recycling administration, hazardous waste disposal, and DEP compliance and technical assistance. In 2018 those services included:

- Liaison between towns and Mass DEP on compliance matters.
- Execution of an annual Household Hazardous Waste Collection event.
- Program management of Transfer Station Recyclables including collection, hauling and recycling of tires, electronic waste, universal waste (including free recycling of mercury thermostats and re-chargeable batteries), and Freon removal from appliances.
- Transfer Station operations and compliance monitoring including informal HRMC site visits as well as the formal, annual DEP 3<sup>rd</sup> Party Inspection and Reporting.
- Preparation and submittal of DEP annual surveys and reports.
- DEP Grant Administration including grant writing and reporting.

In addition to managing the day-to-day business and program operations of the HRMC, the HRMC Administrator also serves as a representative on behalf of its member towns to the MRF Municipal Advisory Board, the State Solid Waste Advisory Committee, and the Western Mass Regional Recycling Coordinator group; advocates with local, regional, and state officials; and is available to serve as a liaison to the DEP on transfer station operations and compliance-related issues.

In 2018, the Massachusetts Department of Environmental Protection announced their Recycling Dividend Program Grants under the annual Sustainable Materials Recovery Program. All ten HRMC member-towns were eligible for and received grants submitted for them through the HRMC. In total, the HRMC towns received \$42,700 in grant funding to be used to further enhance recycling programs within their communities. In addition, the town of Westhampton received a reimbursable equipment grant award of \$5,500 to purchase an open top container for a new bulky rigid plastics diversion that is scheduled to commence in the spring of 2019.

The HRMC has an annual operations assessment that is approved by each town at their annual Town Meeting. The annual Assessment Budget is based on tonnage and population. In FY18, the combined assessment for all ten towns was \$49,951. The Assessments offset base operating expenses. Recycling program collection costs (other than MRF recyclables) are pass-through

expenses from the HRMC to the towns to best maximize the economy of scale and to enable the HRMC administrator to have review and oversight of vendor relations and program operations.

During the past year, the HRMC member-towns collectively diverted 928 tons of recyclable materials to the Springfield MRF. In addition, the town of Plainfield diverted bulky rigid plastics; the towns of Cummington, Plainfield, Westhampton and Williamsburg diverted EPS (Styrofoam); and the towns of Plainfield and Williamsburg diverted pellet bags. The town of Williamsburg continued to serve as the HRMC regional mattress recycling facility. The town of Westhampton continued to serve as the host-site for the HRMC's annual Household Hazardous Waste Collection event.



Eight of the ten member-towns have adopted recycling goals of 50% with the intent of increasing quantity and improving the quality of materials being recycled at their transfer stations and to reduce waste being landfilled. In 2018, the town of Williamsburg had a recycling rate of 31.5% compared to 31.9% in 2017. The town recycled 210 tons of recyclables at the MRF in 2018. Due to the installation of a new paper compactor in the fall of 2017, the town of Williamsburg was able to reduce their annual paper hauls from 52 hauls in 2017 to 21 hauls in 2018.

In 2018, the towns of Chesterfield, Westhampton and Williamsburg offered special subsidized pricing of the Earth Machine compost bins to encourage at home composting for their residents. The bins are available to all other HRMC member-towns at cost.

For more information about HRMC programs, visit us online at [www.hrmc-ma.org](http://www.hrmc-ma.org) or by emailing [hrmc@hrmc-ma.org](mailto:hrmc@hrmc-ma.org).

Kathleen A. Casey, HRMC Administrator

## Historical Commission

The Williamsburg Historical Commission (WHC) is charged with preserving, protecting, developing and advocating for historical and archaeological resources of the town, whether publicly or privately held. None of those resources are owned or controlled by WHC, so its work consists entirely of cooperating with the people and entities who do control them to promote their conservation. WHC has an active interest in the future of the historic 1841 Old Town Hall, which the Historical Society has been allowed to use since 1971 as its principal repository for donated local historical artifacts, and in the Old Village Hill and Mountain Street



Cemeteries and the efforts of the Trust Fund and Cemetery Commission to preserve and protect them. The commission applauds the work done this year to repair and repaint the tower of the Old Town Hall.

WHC continues to hope the town will adopt the Community Preservation Act (CPA), which offers perhaps the only opportunity to obtain major state funding assistance for projects like the Old Town Hall renovation, cemetery improvements and repairs, conserving and digitizing old town records, and other historic preservation projects that don't readily fit into the town's annual budget. CPA funds can also be earmarked and accumulated from year to

year for projects too big to fund in a single year. A campaign to adopt the CPA will require persistent and determined leadership. WHC eagerly awaits the emergence of such an initiative and will do all it can to help.

WHC members led several walks for schoolchildren and the general public to the failed reservoir dam ruins via the new Historic Dam Trail. Shorter walks to the site via the ¼-mile road from Judd Lane must be prearranged and led by a WHC member, per agreements with the owners of intervening private land and with the City of Northampton, which owns the dam site. To arrange for a tour, call Eric Weber at 268-3160.

The Commission helped to create new interpretive signs for the Historic Dam Trail explaining the visible ruins and telling the story of the dam's failure, to help visitors understand what they see on the dam site when no guide is with them. The trail is open to the public three seasons of the year and no permission, prearrangement or guide is needed to use it. The Woodland Trails Committee deserves high praise for creating and improving this trail to showcase one of the town's primary historic resources.

The Commission is also contributing knowledge, ideas and photos to further the ongoing work and publications of the Mill River Greenway Initiative and the Williamsburg Greenway Committee, and watches for opportunities to celebrate the river's historic role in the development of our villages. One such opportunity is presented by the town's recent acquisition of a five-acre future park beside the river across from the Williamsburg Snack Bar.

Eric Weber, Chairman; Mary Bisbee, Steven Herzberg

## Libraries



### ***Governance, Staff, Fundraising:***

#### ***Trustees:***

Trustees: Patricia Billingsley, Chair; Cynthia Barker, Treasurer; Joan Coryat; Jon Gould; Rob Stinson; Ed O'Neil; and Charlotte Meryman.

#### ***Library Staff:***

Katie Krol, Library Director; Rochelle Wildfong, Children's Librarian; Bobbin Young, Technical Services Librarian; Michele Morales, Circulation Assistant; Wendy Peppercorn, Moira Cranshaw, and Naomi Schmidt, Kmit Children's Programming Librarian; Daria D'Arienzo, Archivist; Amber Smith-Harder, Circulation Assistant; Lisa Zacks, Circulation Assistant; John Palmer, Bookkeeper; Laurie Scanlon, Library Cleaner.

#### ***Volunteers:***

Over 40 volunteers gave of their time to the Meekins, providing public, program, and support services. We are indebted to our volunteers and would not be able to do it without them. (See complete volunteer list at end of report.)

#### ***FY18 (for use in FY19) Library Annual Appeal: \$18,408***

**Your continued support is deeply appreciated. We rely on tax-deductible donations from community members like you to fund essential parts of our operating budget not fully covered by our town appropriation, including the state-mandated purchase of new materials.**

#### ***New news!***

#### ***Four-Star Library:***

Once again, Meekins Library has been chosen as a **Four-Star Library** by Library Journal! We are very proud and grateful to be chosen as one of America's best libraries.



"Every public library is a star to the community it serves. LJ's Star Library Ratings and the LJ Index of Public Library Service spotlight the best of the best across America. This year, 7,361 U.S. public libraries are scored on the LJ Index, and there are 257 Star Libraries.

"Five different measures of the service libraries deliver to their communities were taken into account when determining this year's Index scores and Star status: overall circulation, circulation of electronic materials, library visits, program attendance, and public Internet computer use."

#### ***Museum Pass Board:***

We created a new way to help you see which of our many museum passes are in and out. We now have a board near the circulation desk with each of the passes we carry represented with a card. If the museum pass that you are looking for is not there, it means the pass is out. Through

the generosity of the Friends of the Williamsburg Libraries, we offer many discounted passes to local museums such as the Clark Art Institute, Mass MoCA, the Eric Carle Museum, the Berkshire Museum, Historic Deerfield, and more.

### ***New computers and more:***

We installed two new much-needed public computers, one purchased from Kmit Trust Fund money the other two purchased by the Friends of the Williamsburg Libraries.

Thanks to our new circulation assistant, Lisa Zacks, our library Instagram page is up and running again! Check it out with our Instagram handle of meekinslibrary!

### ***Kmit Programming Librarian:***

Wendy Peppercorn retired as our Kmit Programming Librarian in June. We hired Naomi Schmidt, a children's librarian with 13 years' experience planning, designing, and implementing children's programming and she also has a Master's Degree of Library and Information Science. We are lucky to have her. She has developed a great many wonderful programs, especially her very scientific, fascinating, yet creative STEAM programs. She is also a very talented musician! Welcome Naomi!

### ***Assorted Programs:***

#### ***May Faire!***

We celebrated our fourth Annual May Faire on May 12, 2018. Hundreds of people of all ages attended as we celebrated spring and Mother Nature! We had our usual visit from our good friend, Ed the Wizard, who demonstrated his magic with heartfelt warmth to people of all ages throughout the entire day. Ed the Wizard has been performing for schools, libraries, fairs, and town events since 1999. His highly acclaimed interactive performances are full of energy, fun, and even a bit educational. Being a self-taught Wizard, having been inspired by Albus Dumbledore, Ed the Wizard's programs always promote the importance of building reading skills.

We also received a Cultural Council grant for Alex the Jester who dazzled us with his zany shenanigans.

We are so lucky to have the Williamsburg-based Mill River Madrigal Singers perform for us each year! Thanks to Gretchen Burdick and all of them for their hard work and thoroughly enjoyable performance of moving medieval music.



We were extremely lucky to have three internationally known local artists add to our celebration by exhibiting their magical art for May Faire. Painters/book illustrators Lauren Mills and Jane Dyer exhibited their work in the Neil Hammer Gallery. Anna Brahms, a well-known doll maker, who has displayed her "magical children" at the Louvre, the Museum of the City of New York, Saks Fifth Avenue, and Tiffany, exhibited her dolls in the main part of the library for the month of May, enthralling all who were lucky enough to experience them!

***Jane Dyer & Katie Krol at May Faire***

As always we provided a great assortment of magical crafts for children of all ages to make, including two types of fairy houses, fairy chairs and May baskets. The costumes worn by both young and old who visited our faire were amazing.



*Daria D'Arienzo/Holiday Read*

Our on-going programs include our knitting group, the Yarn Spinners, which meets the second Sunday of each month and is led by Michele Morales; our Poetry Circle, led by Rochelle Wildfong and Jim Weigang, which meets on the first Thursday of the month; thanks to Daria D'Arienzo, our Holiday Read draws young and old alike as we all take turns reading holiday books from all faiths; Meekins Market, a good way to recycle as well as a good place for very affordable gifts (children can do all their holiday shopping!) and is a fund raiser for the library; and Boo Bash, our annual Halloween party, which always draws hundreds of people who congregate at the library after the parade and trick-or-treating. We collaborated with the Hilltown Land Trust this year and held a special presentation on the "World of Mushrooms" by Shawn Massoni, a professor from Mount Holyoke College.

We were honored to have poet Holly Wren Spaulding read her work in April, National Poetry Month. Local author Ruth Lehrer discussed her debut Young Adult novel, "Being Fishkil." And local author Ellen Wittlinger talked about her newest Young Adult novel, "Someone Else's Shoes." Co-authors Corrine Demas and Artemis Roehrig read from their brand new book, "Do Doodlebugs Doodle? Amazing Insect Facts."

### ***Serving as the Elementary School Library:***

Classes from the Anne T. Dunphy School make visits twice a week to the Meekins Library; every Thursday and some Tuesdays we have classes visit us before we are open to the public. The students learn library research skills, choose materials for class and individual study and school projects, participate in book discussions, listen to stories, and select books and other materials. Fall of 2018 marked the 34<sup>th</sup> year that Meekins has served as the school library. Meekins is one of two public libraries in Massachusetts that also serves as the school library.

### ***Summer Reading Program:***

115 children participated in the 2018 as well as 38 teens and tweens. Meekins had 82 adults participate in our reading program. We were lucky to have the Expandable Brass Band perform outside on our patio as part of summer reading, as well as the Caravan Puppets performing "Journey to the Moon," and a special Comic Creation Workshop. Our raffle grand prize was a hand-made wagon by our Burgy neighbor, Roy Beals. Thanks, Roy!



*Roy Beals drawing raffle ticket*



The Summer Reading Programs are made possible in part by support from the Friends of the Williamsburg Libraries, the Williamsburg Cultural Council, the Mass. Cultural Council, the Massachusetts Library System (which provides, at no cost to the library, program promotional materials that included posters, bookmarks, certificates, and reading records), and the Massachusetts Board of Library Commissioners. Donations of prizes and other support materials were made by Acme Surplus of Northampton, the Friends of the Williamsburg Libraries, and participating families.

### ***Library Statistics and Services FY 2019:***

- Circulation: From 7/1/17 – 6/30/18 total circulation was 68,124. The Williamsburg Libraries lent 9,208 items to other libraries and borrowed 9,958 items for our patrons from other libraries through the statewide inter-library loan system.
- Hours: Meekins Library was open to the public a total of 1,047 hours.
- Patrons and Attendance: In 2018, 2,837 patrons were listed as registered borrowers here in Williamsburg. These cards are used interchangeably at all CW/MARS libraries. During 2018 more than 43,233 patron visits were recorded at the library.

### ***Community Groups who used the Hawks~Hayden Room or Haydenville Library in 2018:***

Hilltown Land Trust, two Foster Parent/Adoptive Parent Support Groups, Western Massachusetts Master Gardeners Group, Hilltown Community Development Corporation, Massachusetts Historical Commission, Hilltown Resource Management Cooperative, Board of Library Trustees, Friends of the Williamsburg Libraries, Writers' Groups, Expandable Brass Band, Williamsburg Historical Society, Camp Howe, Inc., It Takes a Village, Haydenville Congregational Church, Williamsburg Players, Cub Scouts, and other various community members.

### ***Exhibitions: The following shows appeared in the Neil Hammer Gallery in the Hawks~Hayden Community Room during 2018.***

- January – Dave Connly – Landscapes
- March – Kim Wachtel – Gouache and embroidered watercolor
- April – Greta Carey – Exhibit, auction and sale fundraiser
- May – Lauren Mills, Jane Dyer, Anna Brahms – May Faire magical creatures
- June – Thom Haxo – Love Letters to my Family
- June – 6<sup>th</sup> Grade Peace Posters in entryway
- October – Jim Lemkin – Voter Suppression
- November – Jackie Brodeur – Plein air painting
- December – Lila Valone – Monoprints, pastels and paintings

### ***Story Hour:***

Children's Librarian Rochelle Wildfong continued her popular weekly pre-school story hour on Wednesdays at 10:30. The program offered at the Library for decades has given many local children their first experience in a library.



*Little Napoleon*

### ***Board of Library Trustees 2018:***

2018 was a busy year for the library board. As always, it was a continuing pleasure to work with Katie, her excellent staff, and our greatly appreciated volunteers. The board's biggest project of the year was planning and organizing Greta Carey Month, a series of April events in honor of town resident Greta Carey (1910-2004), a well-known local artist. The show, sale, and auction of Greta's paintings, donated by her daughter Willo, were a great success, with 66 paintings sold and over \$17,000 raised for the Williamsburg Libraries, Grange, and Historical Society. Twenty local businesses helped sponsor the events, which attracted many residents and visitors.

Board members also worked with the Library Director and Building Supervisor throughout the year to ensure that various repair projects at the two town libraries were completed as planned. We requested and received additional funding from the Finance Committee and the town toward our building maintenance costs and state-mandated new materials budget. Happily, our annual campaign to cover the remainder of the new materials budget also reached its goal by the end of June, so our state library certification remained in place. Thanks to all for their continuing support of the library's programs and services.

In 2018, we also discussed Kmit trust fund disbursements with the Trust Fund Commissioners, reviewed staffing, budgets, and protocols for the school library program, amended the library policy on loaned artworks, and began developing a new performance review form. We said goodbye to departing member Jon Gould, welcomed newly elected member Ed O'Neil, added a new Vice Chair position, and looked forward to another productive year in 2019.

Pat Billingsley, Chair

Board of Trustees of the Williamsburg Libraries

Fond Farewell – This is also the year that I say a fond farewell to the amazing community that it has been my privilege to serve for the past five years as the director of the Williamsburg Libraries. I will be retiring at the end of the fiscal year. Meekins Library is truly a gift to the town of Williamsburg. Thanks for all the encouragement and support to all of you who treated me so warmly in the past five years. I will miss our interactions and laughter!

### ***Friends of the Libraries 2018:***

The Friends of the Williamsburg Libraries have had a busy and successful 2018. We began the year by co-sponsoring an event with Hilltown Land Trust on local mushroom foraging. February followed with a Valentine-making and cookie-decorating party for all ages and several free movie nights – good for breaking up the winter doldrums. In March we were humbled and pleased to place third in the Florence Bank Customers' Choice Community Grant Program – a testament to the love our broader community has for the Williamsburg Libraries. Our annual D.E.A.R. (Drop Everything and Read) Day in April was organized in conjunction with the Dunphy School – in which volunteer readers shared favorite literature with students from pre-K to 6<sup>th</sup> grade. This event is a great opportunity to strengthen the bonds between the school community and the library and to inspire the creation of life-long readers. We participated in a conversation about rising healthcare costs and solutions with the showing of the documentary "Fix-it" and a panel discussion with local healthcare providers. We ended the spring season by participating in Valley Gives Day and supporting the town-wide celebration of local artist Greta Carey. The summer season brought us the opportunity to support and participate in the growing



May Faire celebration at the Meekins and the Summer Reading Program. We had a fun night out in July when our own Susan Farrell performed as part of the Angel Park Summer Music Series as a fundraiser for the Friends. We welcomed fall with our Columbus Day book sale, once again a big success and an opportunity to attract a new crop of volunteers. We had a great weekend supporting and participating in the latest Cross-Generational Conversations filming of “Around the Town” with the Meekins’ archivist. We are also proud to help fund the STEAM and craft events held by our Kmit Librarian as well as the Halloween Night event at the library.

The Friends often get positive feedback on our funding of the extremely popular museum pass program, which makes it possible for patrons to experience local cultural institutions regardless of economics. Additionally, this year our financial support of the library enabled the purchase of new computers for public use, the replacement of the projector in the Hawks-Hayden Room and the funding of the library website. We will continue our work in 2019 to build links in the community between people of all ages and backgrounds, to explore innovative programming and to provide welcoming and inclusive activities for everyone in the heart of our town – our terrific local library.

Becky Houlihan, President, Friends of the Williamsburg Libraries

### ***Williamsburg Libraries Volunteers – January 2018 to December 2018***

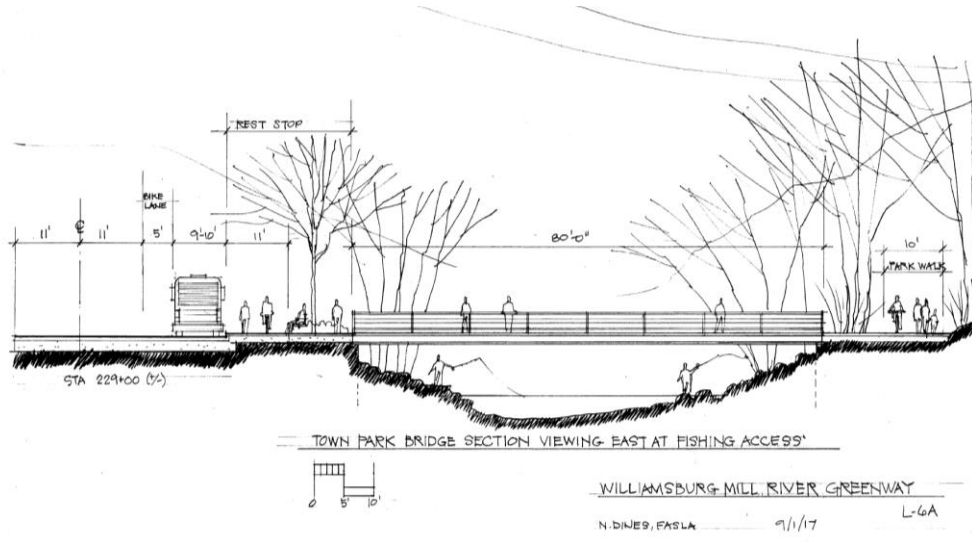
Lorraine Barrack	Jon Gould	Amber Smith-Harder
Lois Beatty	Friends of Library	Eileen Stewart
Amy Bedell	John Hoogstraten	Rob Stinson
Ken Borden	Becky Houlihan	Francie Taylor
Anne Bussler	Elaine Hyde	Anita Thompson
Kathleen Casey	Eileen Keegan	Janet Tudryn
Dee Cinner	Beth Kilduff	Margo Valone
Joan Coryat	Gary Krol	Susan Waltner
Linda Culver	John Lancaster	David Weber
Daria D’Arienzo	Jennifer Miller-Antill	Eric Weber
Nick Dines	Michele Morales	Jim Weigang
Susan Farrell	Wendy Peppercorn	Rochelle Wildfong
Anne Gelbard	Art Silver	Bobbin Young

(If we have accidentally overlooked anyone’s name, we sincerely apologize!)

Katie Krol and the Board of Library Trustees of the Williamsburg Libraries

## Mill River Greenway Committee

The Williamsburg Mill River Greenway Committee logged several major accomplishments in 2018. It is not every year that Williamsburg can say it has created a new public park! Voters at Town Meeting in June 2018 approved the acquisition of a 5-acre parcel in the Brassworks Meadows for use as a new public open space in connection with the Mill River Greenway project. The park was purchased from Eversource Energy using private donations of about \$9,000, which covered the purchase price as well as closing costs and permitting fees for ecological restoration which will begin in spring 2019.



Our other significant milestone was the award of \$147,250 in grant funds from the MA Department of Conservation and Recreation (DCR) Recreational Trails Program, which enabled us to extend our contract with engineers VHB to bring the Burgy Greenway up to the 10% design threshold.

Corridor surveys paid for by Greenway funds, including \$65,000 approved at 2017 Town Meeting, have been used to support the work of Complete Streets planning as well as the OPM Steering Committee study for a new Public Safety Complex.

In August 2018, the Greenway Committee helped to create a partnership between Williamsburg Highway Department (labor) and the City of Northampton (materials) to complete trail surfacing along the MassCentral Rail Trail connecting Haydenville to Leeds. Committee members are working with the Smith College Design Clinic engineering students to envision a new pedestrian/bike bridge span to bring trail users off the railbed and deliver them safely to the west end of the existing narrow concrete bridge on South Main Street in Haydenville.



We are excited to be connecting with the Anne T. Dunphy School community, and are planning for our fourth public forum in April 2019. 2019 will see a big push to secure funds from other state and private grants to get the project up to 25% design. If we can achieve this goal, we will stay on pace to break ground in the 2025-2028 timeframe.

## Open Space Committee

Williamsburg's Open Space Committee spent much of 2018 preparing to update the town's Open Space and Recreation Plan, which expired in June 2018. The town recently secured funds to work with the Pioneer Valley Planning Commission to update this. The plan includes information on existing open space and recreational resources, goals related to land conservation, management and recreational activities, and a series of maps. The process of updating the plan will involve public meetings, review of related planning documents, collaboration with town residents, and discussions with several town committees.

Having an up-to-date open space plan enables Williamsburg to proactively identify those lands that are most suitable for conservation and to receive state funding to protect land that is open for public use. For example, in August 2018 Hilltown Land Trust worked with Phil and Diane



Merritt to place a ten-year trail easement on their Big View Trail, ensuring the main trails on that property remain open for public use. In November 2018 Kestrel Land Trust purchased 226 acres of conservation land on Old Wolf Hill, adjacent to the Big View, which is also open to the public and connects to considerable conservation land in Westhampton.

*Swamp on Kestrel Land Trust's Old Wolf Hill*

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## Planning Board

During the first half of 2018, the Planning Board spent a large amount of time finalizing proposed new bylaws and bylaw changes for vote at the Annual Meeting. These included:

- Change to lot frontage requirements to require that the minimum of 200 feet of frontage extend at least 50 feet into the lot.
- Clarifying the issues of termination of a Special Permit when a business is inactive or terminated for two years.
- Regulation of businesses related to Marijuana for Adult Use, including retail sales, cultivation, and manufacturing. Bylaw prohibits onsite consumption of marijuana products at a marijuana establishment.
- Removing the pre-existing prohibition on businesses related to Marijuana for Adult Use.
- Minor changes to regulations on accessory apartments.
- Adjustments to regulations on home occupations.

- Allowing more than four dwelling units in buildings constructed prior to 1925, and/or are on an historic register, and which have 3,500 square feet of floor space or more.

Several of these modifications to the Zoning Bylaws were designed to provide more flexibility and options for the creation of lower cost housing in the town. Since their passage, we have seen some improvement in this area.

The Planning Board conducted two public hearings on the proposed changes to the Zoning Bylaws, reviewed the proposals with the Select Board, completed a review by the town's attorney, and presented the final versions for vote at the Annual Meeting. All changes passed with a large majority and were approved by the State Attorney General's office.

The objectives and enforcement of the Sign Bylaw continued to be subject to discussion. A forum on this issue is planned for sometime in 2019 to receive input from the business owners and residents of the town.

The Planning Board, in response to complaints related to Air BnB establishments, initiated discussions on regulation of Short-Term Rentals on July 2, 2018. The Planning Board met with representatives of other town boards to discuss the issue on September 11, 2018, and presented initial concepts. Draft regulations were presented to a public forum on October 23, 2018. Approximately 35 members of the public attended the forum. In response to input from the public and the Select Board, a number of changes were introduced into the proposed bylaws for Short-Term Rentals. Drafts were sent to the town attorney for review on December 3, 2018. The board expects to have a bylaw prepared for vote at the 2019 Annual Meeting.

An application for a fourth, ground-mounted solar array was first discussed on September 4, 2018.

The actual application was received on November 3, 2018, followed by a site visit on November 17, 2018. A Joint Public Hearing with the Zoning Board of Appeals was held on December 17, 2018.

The Planning Board also reviewed and approved five proposals for lot divisions or sales and participated in two tree hearings.



*Planning Board and ZBA site visit to proposed solar project*

During the year, Charles Dudek retired from the Planning Board, and the board wishes to thank him for his work with the board. Also during the year, the Planning Board welcomed Amy Bisbee and Eric Schmitt as new members of the Planning Board, bringing the Planning Board up to its full complement of seven members.

## Police Department

In 2018 the Police Department was composed of the following members:

Chief Denise Wickland  
Sergeant Jason Soukup  
Corporal Michael Wayne  
Officer Bryan Luszczki  
Officer Jason Graham (until November 2018)  
Officer Aubrey Malo (until October 2018)  
Officer Charles Valencik (until July 2018)  
Officer Shane Pinkham  
Officer Michael Lemoine (joined November 2018)  
Officer Mitchell Cichy (joined November 2018)

In 2018 we had two new officers join our team. Officers Lemoine and Cichy joined us in late November and brought our staffing numbers closer to where they needed to be. We said goodbye to three of our officers when their lives took them in other directions. One officer was married, had a baby, and is pursuing a lifelong dream of obtaining a degree in nursing. Another officer received a promotion at his full-time job, which took up any extra time he would have had to commit to Williamsburg. The third officer made a decision to dedicate his time to his family when he wasn't working at his full time job. As a department we were saddened to see them depart but support them in their futures.

Despite the changes in staff, the Williamsburg Police Department continued to serve the citizens of the Town in a professional and courteous manner. In addition to the regular collective duties of the Police Department, officers were able to attend specialized training in a variety of topics. We had officers attending trainings or receive certifications in things such as sexual assault investigation, crime scene preservation, advanced roadside impaired driving enforcement, detection and investigation of marijuana impaired driving, and many more. Some of the collective duties of the Department include responding to emergency and non-emergency calls, handling department administrative functions, routine patrols, criminal investigations, responding to medical emergencies, investigating traffic crashes, attending court, enforcing state and local laws, working with the Elementary School on safety plans and practicing lock down drills. The Department covered more than 3,000 calls, which all required some form of action or follow up. These calls came in from the emergency dispatch center and also through our non-emergency line.



The Police Department performs other duties that some residents may not be aware of. We offer vacant property checks for unoccupied homes or homes that may be vacant while families are away on vacation. These checks can be requested by contacting the Police Department and completing a simple request form.

The Police Department still has a permanent kiosk for collecting unused prescription and over-the-counter medications. This kiosk is available during open office hours or by appointment any

day of the week. The kiosk allows for anyone to dispose of unused and expired medications (including pet medications) without question for safe destruction. This service is open to all citizens whether they reside in Williamsburg or not. To date the Williamsburg Police Department has collected more than 500 pounds of unused medications.

Each year the Police Department applies for a grant through the Executive Office of Public Safety and Security to obtain child seats. These include infant seats, rear- and forward-facing seats, and booster seats. There are two certified car seat installation technicians on the Police Force. Free seat inspections and installations are available by appointment and seats are available to families who need them. Anyone interested in receiving a car seat or having their current seat inspected should contact the Police Department.



Williamsburg Police Officers now carry Naloxone (commonly known as Narcan). This important overdose reversing drug is made available to Officers through a grant. Officers are many times first on scene for medical emergencies and we train to be prepared for a wide variety of emergencies including overdoses.

We are extremely lucky to be part of such a great community. I would like to thank all of the residents who have supported this Department past and present. Anyone who needs to reach us can call 413-268-7237.

Chief Denise Wickland

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## Recreation

The Williamsburg Recreation Commission continued to provide recreation activities for both children and adults throughout the 2018 calendar year. The basketball season ended in late winter, with up to four games played at the Dunphy School on some very exciting Saturdays. We participated in our third year with our neighboring communities of Southampton, Westhampton, Chesterfield, Easthampton and Goshen. Our local teenagers continue to ref for our games. Spring was busy with T-Ball and Coach Pitch programs. Dozens of children enjoyed another successful year playing at Ames Field. We continue to sponsor adult basketball, and maintain the town field and tennis court, where community members play tennis, basketball and pickleball. We entered into our second season of field hockey as last year's team prompted Hampshire Regional to form a Club Sport for grades 7-12. Several girls and boys who had never played before successfully developed skills and competed with strong teams throughout the region. We plan to sponsor this program again next year. The late fall began another basketball season, which included the addition of two brand new adjustable basketball hoops that were co-funded by the PTO and the Recreation Commission.

Special thanks go out to all of the adults who volunteered their time to support our youth activities this year, especially our coaches Sara Barry, Alyson Black, Brian Conklin, Mike Connors, Julie Elias, Brian Hennessy, Amy LeBeau, Mark Marino, John Pickard, Brian Plumer, and Paul Rudof.

Pamela Plumer, Chair; Al Golash, Treasurer; Stuart Brisson, Secretary; Joel Strate; Collin Black

## Anne T. Dunphy School Williamsburg School District Annual Principal's Report

It is my privilege to submit the annual report of the Anne T. Dunphy School. The elementary school continues to provide learning experiences focused on high academic standards and enrichment opportunities under the support and dedication of the staff, School Committee, School Council, the Williamsburg PTO, and the community of Williamsburg. The Anne T. Dunphy School appreciates the leadership, dedication, and support of the Williamsburg School Committee: **Keira Durrett, Cindy Kassell, Meg Taylor, Matt Wilhelm, and Amber Smith-Harder**. In June 2018, **Kayla Gilman-Solomon** stepped away from her role on the Williamsburg School Committee after seven years of service. We are grateful to Kayla for her dedication to the school, for her strong advocacy on behalf of the school, and for her years of leadership as the committee chairperson. Matt Wilhelm was elected to a one-year term upon Kayla's departure.

We would also like to acknowledge the financial support provided to the school by the Williamsburg Trust Fund. These funds not only provide important curriculum materials for the students, but also provide enrichment experiences to all students. The continued support of the Daniel Collins Trust Fund and the PTO allows our students to participate in learning experiences outside of our school building, traveling to locations such as New York City, Boston, Springfield



Museums, Northfield Mountain, Beneski Museum of Natural History, Connecticut Science Center, Turners Falls Fishway, Northfield Mountain, Eric Carle Museum of Picturebook Art, Hitchcock Center for the Environment, Historic Deerfield, and Becket-Chimney Corners YMCA.

On June 20<sup>th</sup>, we gathered with friends and family members to acknowledge our 2018 sixth grade graduates: **Daniel Banister, Nicholas Brisson, Jesse Connors, Lachlan Deatley, Nicholas Elias-Gillette, Nathan Farrington, Kaya Farrington, Liam Flynn, Ada Griffin, Julie Guiel, Abigail Hennessey, Cheyenne Huff, Skye Loomis, Ella MacLachlan, Ella McGough, John McVey, Keegan O'Malley, Diana Perez, Benjamin Plumer, Ava Richards, Mavis Rudof, Nolan Schmitt, Summer Sorenson, Aly Stanek, Jet Tobin, Dylan Zacks, and Nicholas Zimmerman.**

**Gillette, Nathan Farrington, Kaya Farrington, Liam Flynn, Ada Griffin, Julie Guiel, Abigail Hennessey, Cheyenne Huff, Skye Loomis, Ella MacLachlan, Ella McGough, John McVey, Keegan O'Malley, Diana Perez, Benjamin Plumer, Ava Richards, Mavis Rudof, Nolan Schmitt, Summer Sorenson, Aly Stanek, Jet Tobin, Dylan Zacks, and Nicholas Zimmerman.**

At the close of the 2017-2018 school year, we had the opportunity to celebrate the retirement of two educators who had spent many years supporting the students of Anne T. Dunphy. **Lisa Peloquin**, long-time sixth grade classroom teacher, and **Sherrie Marti**, speech language pathologist and early childhood educator, served our families for a combined 54 years! Their roles were special in that they both supported families during important transition years ~ the first days in our school community and their very last year with us. We wish both of these educators well in their retirements.

As we began the 2018-2019 school year, we welcomed several new staff members. **Eva Jurgensen** joined us as a speech language pathologist, **Evelyn Snyder** moved into the position of school psychologist, and **Anne Broda, Megan Florek, and John Wickline** joined our group of paraprofessionals. **Karen Schweitzer**, a long-time

Student Enrollment Fall 2018	
Preschool	13
Kindergarten	18
1 <sup>st</sup> grade	18
2 <sup>nd</sup> grade	17
3 <sup>rd</sup> grade	25
4 <sup>th</sup> grade	20
5 <sup>th</sup> grade	21
6 <sup>th</sup> grade	18
Choice in students: 17	
Choice out students: 13	
Charter out students: 14	

early childhood educator in our school, shifted into the role of math intervention specialist. Later in the fall, we welcomed **Brian Gilman** as our technology educator, and **Sally Imbimbo** as our English Language Learner teacher.

As a school community, we focus on cultivating strong connections ~ connections within our school community, and connections to our wider community. We hold monthly Drop In Days and Family Feast Luncheons to provide families the opportunity to be in our school building, and monthly All School Meetings during which our whole school gathers together. Our students often partner with their “Buddy Classes,” during which older and younger grade students work together enjoying reading time, science experiments, and various other projects. The Anne T. Dunphy community also actively connects to aging members of the Williamsburg community through the sixth grade Council on Aging Pen Pal program, and through invitations to COA members to participate in after-school enrichment sessions. This winter we were so proud of the large number of community service projects of which our students were part ~ traveling to read and sing to



residents of Linda Manor, doing chores to raise funds for the Sidney Smith Toy Fund, collecting food for the Hilltown Food Pantry, and gathering supplies for the Dakin Animal Shelter. One of the highlights of our year is always our spring musical, which brings in *many* community members to enjoy the impressive shows. This March, only because of the generous contributions of time and energy from many community volunteers, we were able to continue our musical, with two wonderful, sold-out performances of *The Lion King, Jr.*

Our staff are regularly involved in professional development activities in order to continue to provide the most positive impact on our students' learning. As a whole staff, we have participated in professional learning about how to support students with autism, how to address unconscious bias in our school community, and how to support students and families struggling with anxiety. Throughout 2018, staff members also attended professional learning activities focused on such topics as assistive technology, dyslexia, social justice, mindfulness, project-based learning, and many others.

The Anne T. Dunphy building continues to be an important resource for the Williamsburg community. The building is used for weekly activities through the Williamsburg Recreation Commission, and each evening and weekend during the winter months to support the Williamsburg Recreational Youth Basketball program. The school continues to host a weekly community Infant/Toddler playgroup funded through an area Coordinated Family and Community Engagement (CFCE) grant, and provides meeting space for various community meetings and events throughout the year.

We appreciate the support our school receives from the town employees and departments who support and strengthen our school community. Our students continue to benefit from the school's interactions with the Williamsburg Fire Department, the Williamsburg Police Department, the Williamsburg Council on Aging, the Williamsburg Cultural Council, and the Meekins Library staff, trustees, and Friends. The school community is also grateful for the support of the Williamsburg Highway Department and the staff at the Williamsburg Town Offices. Our staff and students are lucky to be part of such a connected and caring community.

Stacey Jenkins, Principal



## **Hampshire Regional High School**

Hampshire Regional High School students and faculty engaged in another productive year of learning, growth, and development. The communities of Hampshire Regional worked together successfully to ensure that all students were given a rich education to prepare them for life after high school in college or the workforce.

Safety is always a priority at Hampshire Regional, and school administration was intentional about planning a number of activities to increase knowledge, awareness, and security. On January 9, Hampshire Regional's School Council hosted a community event entitled Taking Action Against Addiction. The evening featured a panel that included expert on teen brain development Dr. Ruth Potee, substance abuse counselor Lisa Pineo, Master's level counseling intern in long term recovery Derrick Cotnoir, and Jim Ouimette, father of Mitch Ouimette who died from a drug overdose in 2017. The event was well attended and well received. Additionally, Hampshire became the first public school in Hampshire County to conduct a reunification drill with student and family participation on March 15. This drill was conducted in collaboration with the Westhampton Police Department, the Southampton Police Department, and the Massachusetts State Police. The drill was so successful that the Hampshire administrative team and Southampton Police Officer Scott Gove presented a Reunification Seminar to teach other schools how to conduct a successful reunification on June 27. Over 50 superintendents, police chiefs, fire chiefs, and principals from around the state attended. Around the time of prom, students also had an opportunity to increase their safety awareness by participating in the Mock Accident hosted by SADD in collaboration with the Westhampton Emergency Service team. In May, students and staff wrote gratitude cards to one another to share positive messages across the community. The feeling of safety certainly increases when students connect positively with one another and with staff.

The spring brought on the usual round of standardized tests including MCAS and AP testing. The state's Department of Elementary and Secondary Education required testing to be done online except for the 10<sup>th</sup> grade (10<sup>th</sup> grade online testing will start in 2019) and also introduced a new way of reporting results. Hampshire was designated as a school not requiring interventions or assistance, which was due to the students' strong overall performance. Hampshire's performance was in the 70<sup>th</sup> percentile compared to other schools. All growth percentiles were in the average range except for 8<sup>th</sup> grade math, which means Hampshire Regional students demonstrated a typical year's growth and learning on their MCAS tests. Tenth graders outperformed the state in every MCAS category. Students are required to pass the MCAS exam in order to earn their high school diplomas, and there has never been a Hampshire student unable to earn his or her diploma because of this requirement. Sixty-five Hampshire students also took 113 AP exams in 14 subjects. Students who earn a 3 or higher on this exam may be able to get college credit and bypass coursework in college. Students appreciated being able to take advantage of this opportunity and enjoyed the challenge of the coursework.

In addition to the excessive standardized testing in the spring, many students love participating in academic and extracurricular activities. The girls' basketball team made it to the state championship, falling to Archbishop Williams after an amazing season with a notable

contribution from senior and captain Katelyn Pickunka. Taylor Mitchell was honored for committing to attend and participate in the diving program at the University of Maine, a D1 school. Former choral director Rebecca Phelps produced the spring musical *Curtains* starring Olivia Brennan, Ryan Bell, and Emma Kuntz. Sarah Unger, Alex Willard, Sage Antonio, Abigail Buschini, Abigail Thibodeau, Nolan Jasiorkowski, and Eliza Warner all advanced to the state science fair after placing at the Western Massachusetts Regional Science Fair. Seventh grade Team Greylock took to marking the trails on the school's campus to increase awareness and apply a number of academic standards to real life.



Special education teacher Jeff Carriero was awarded with the Harold Grinspoon Teacher of Excellence from Hampshire in May. Jeff was an ideal candidate for this accolade due to his patience, kindness, infectious energy, and commitment to students in the classroom and in his role as a coach of different sports in multiple seasons. Additionally, Hampshire was awarded \$1193 from Florence Savings Bank through the community choice grant. This funding supported students in extracurricular activities and accessing field trips.

Hampshire Regional High School graduated 101 students at John M. Greene Hall on Friday, June 1, after a number of senior trips and activities. Advisors Kelly Carpenter and Grayson DeWitt organized fun events for seniors to participate in before graduating. Memorable speeches were given by class valedictorian Amanda Adams, class salutatorian Lydia Touchette, class President William LaFosse, class Secretary Barret LaPlante, and class Treasurer Gregory Norris. Three students did not meet the HRHS graduation requirements but completed all expectations by the end of the summer to earn their diplomas.



At the end of the year, there were a few notable retirements and staff departures. Dr. Craig Jurgensen, the school superintendent for nine years, announced his plans to retire. Aaron Osborne replaced him after a lengthy search process. Mr. Osborne previously worked in Palmer as the Business Manager and taught Business and Math before going into a leadership position. Mark

Folta, Assistant Principal at the high school, also decided to retire after twelve years at Hampshire. Lauren Hotz, a HRHS graduate, replaced Mr. Folta. Ms. Hotz previously worked in Springfield at Forest Park Middle School as an assistant principal. She also taught English at the Renaissance School prior to her administrative position. Matthew Collins, Assistant Principal for the middle school, left to be the Principal at St. Mary's School in Westfield. Mark Biagini was hired as the new Middle School Assistant Principal after running special education programs at Mohawk Schools. Linda Hampson retired from her position as the cafeteria manager and was replaced by Carol Inman. Maureen Monaghan retired from the main office and was replaced by

Jen Reagan, who was formerly in the guidance office. Sarah Jablonski took Ms. Reagan's role in the guidance office. Ryan McCarthy was hired as a special education teacher and Sheela Haque accepted the position as School Adjustment Counselor. Elizabeth Caretti Ramirez is the new Spanish teacher while Joyce Dragon was hired to be the second van driver for the school. New para educators hired included Ty Dickinson, Janet Baron, Jeni Glenowicz, Linda Sickler and Beth Illingsworth. A chemistry teacher, Ashley Figueiredo, was also hired in the summer. Ms. Figueiredo unexpectedly passed away in the fall. Her position was filled internally by Jesse Porter-Henry, and Eric Frary was hired to replace Jesse in the middle school science classroom.

The 2018-2019 School Year welcomed 733 students to Hampshire Regional including 130 school choice students.

GRADE	ENROLLMENT
7	139
8	133
9	136
10	105
11	126
12	89
Post HS	5

As there is a great deal of research indicating that student success in 9<sup>th</sup> grade indicates overall success in high school and beyond, the 9<sup>th</sup> grade teachers agreed to participate in an internal collaborative effort to reflect on instructional practices and engage with families. Led by Principal Smidy, Curriculum Director Kate Messmer, and teacher leader Kirsti Wiemokly, this initiative supported the 9<sup>th</sup> grade teachers to have structured time during the school day to observe one another and communicate about student progress.

In the fall, Hampshire Regional hosted its annual open house. Teachers worked hard to present during the new activity fair component of the evening, which was warmly received by families. Later in the evening, parents and guardians communicated with teachers about class expectations and curriculum to better support students in partnership. Prospective students and families also attended, as Hampshire is a sought-after learning community by many from surrounding towns.

The Academic Society inducted 23 new students on October 24. Students in the Academic Society must have a 3.7 GPA and engage in 30 additional community service hours beyond the graduation requirement. The 2018 inductees were: Neil Adams, Jacqueline Babyak, Emma Barnes, Ryan Bell, Fiona Bulman, Emma Civello, Anne Curran, Kaitlyn Duggan, Jessica Fish, Naomi Golasinski, Mary Kate Kraus, Jacob Labrie, Cobi Loud, Nathaniel Marks, Aine McDonald, Abigail Meunier, Adrien Neveu, Nickolas Pellegrini, David Spencer, Catrina Touchette, Gideon Touchette, April Warner, Mason Willard. The Academic Society is led by advisor Grayson DeWitt and co-presidents Nicholas Eline and Rebecca Buehler.



Rebecca Buehler, senior student from Southampton, was named as a National Merit Scholarship semi-finalist.

Over 1.6 million juniors in about 22,000 schools entered the program by taking the PSATs in 2017. The pool of semi-finalists represents less than 1% of high school seniors. Finalists will be announced in the spring of 2019.

The Hampshire Regional staff engaged in meaningful professional development in 2018. The entire school district participated in a seminar on identifying unconscious bias in their practice and a number of educators went on to participate in the follow up seminars throughout the fall at the high school organized by Curriculum Director Messmer. Educators also worked towards completing curriculum mapping to allow for further collaboration and transparency in their instruction. Additionally, a team of teachers, counselors, and administrators participated in a college and career in the curriculum program led by the state department. Teachers engaged in a number of workshops and conferences that applied to their practices individually, continuously pushing to improve their work with students.

Regardless of the challenges that face today's youth, I am extremely proud and thankful to be a part of the Hampshire Regional learning community. It is a unique district with many strengths, including our amazing students, our caring staff, our partnership with families and the community, and the strong support from towns. I am hopeful that these values continue to drive our collaborative efforts as we prepare students to be contributing members of our community now and in the future.

### **Hampshire Regional Athletics**

#### **Girls Basketball**

Congratulations to senior Katelyn Pickunka, who ended her Hampshire Regional basketball career as a 1,000 point scorer. As a team, the girls qualified for the Western Mass Tournament, won their league, were crowned as Western Mass Division 3 Champions and were the runners up in the Division 3 State Championship Game. The Massachusetts Basketball Coaches Association recognized Coach Amy Cyr as the Division 3 Western Mass Basketball Coach of the year.

#### **Boys Basketball**

The program hosted a Drug Abuse and Opioids Education night and raised over \$400. The money was donated to Hampshire's SADD chapter (Students Against Destructive Decisions) in honor of recent Hampshire graduate Mitch Ouimette, who passed away of an opioid overdose in late 2017. The money went toward bringing in a guest speaker to present to Hampshire students before the 2018 prom.

#### **Indoor Track**

Congratulations to Peter Jacek and Hannah Labrie for qualifying for the state competition in Indoor Track, Peter in the High Jump and Hannah in the 55 Hurdles.

#### **Wrestling**

Congratulations to senior DJ Willard, who ended his Hampshire Regional wrestling career with over 100 wins. Sophomore Mike Baldwin also reached the milestone. Also, congratulations to the Wrestling team for their impressive showing at the Western Mass tournament. As a team they earned the Division 3 Sportsmanship Award. Mike Baldwin, Kobe Clifford, Nate Picard, Forrest McSweeney, Max Abel, Nate Hogan, Mason Willard and Tallon Gabelli all medaled in the tournament. Additionally, DJ Willard is the Division 3 Western Mass 160 lb champion. DJ, Mike and Kobe all qualified to compete in the State Championships where Mike finished in 5<sup>th</sup>

place, Kobe in 8<sup>th</sup>, and DJ Willard finished as a State Champion and received the “Outstanding Wrestler” Award. Additionally, the team was recognized by the Western Mass Wrestling Officials Association with the Division 3 Sportsmanship Award.

### **Alpine Skiing**

Edward Przybala, Santiago Guevara-Lemelin, Kaitlin Dunn and Talya Gilman-Solomon earned a ticket to represent Hampshire Regional and the PVIAC at the State Alpine Skiing Championships. Aeden Madden and Dawson Kelly also attended as alternates.

### **Baseball**

Under new leadership from Hampshire Regional graduate and now physical education teacher Dan Korpita, the Hampshire Baseball team won their league for the first time since 2012, qualifying for the Western Mass Tournament.

### **Outdoor Track**

Hampshire Regional Track program won their league from the girls’ side on their way to sending participants to both the girls’ and boys’ PVIAC and Division Two West/Central Championships.

### **Soccer**

The Boys’ and Girls’ Soccer team both had exciting season, qualifying for the Western Mass postseason, where the girls were victorious in the first round matchup and advanced to the semi-finals.

### **Cross Country**

The Girls’ Cross Country team won their league for the fifth consecutive year and placed fourth in the Western Mass Championships. The Boys’ Cross Country team won their league for the second year in a row and placed second in Division 2 at the Western Mass Championships, where Chris Vayda placed first. From the girls’ team, Maddie Jenkins and Sylvie Mahon-Moore qualified for the State Championships, along with the boys, who placed 16<sup>th</sup> in the state as a team. The boys’ team also received the MIAA Ted Kutkiewicz Team Sportsmanship Award.

### **Gymnastics**

Being extremely young didn’t stop the gymnastics team from having a great season. Even though they did not have any seniors on the squad for the second year in a row, the team placed third in the Western Mass Championships.

### **Club and Co-op Sports**

Hampshire Regional continues to grow its extracurricular sports programs with the addition of a Field Hockey Club to supplement the already thriving Cheer Squad and Volleyball Club. In terms of cooperative agreements with surrounding schools, Hampshire Regional students now have the opportunity to play lacrosse through an agreement with St. Mary’s, to complement the Football, Ice Hockey and Swimming and Diving opportunities that were renewed with Easthampton High School.

Kristen Smidy, Principal

## **Superintendent of Schools**

I am pleased to report that through my first six months as superintendent of schools, the Hampshire Regional member school districts have had another year of strong performance and growth in multiple areas. As I work on completing my entry findings report to the school committees, it is clear that we have successes to capitalize upon along with areas of improvement to help meet the challenges of educating students to be 21<sup>st</sup> century learners. The past year has seen increased collaboration as our five school districts have come together, and renewed efforts to face the changing landscape of education. This year has also seen a changing of the guard at many key positions within the region, including superintendent, director of pupil services, director of curriculum, instruction and assessment, health services coordinator, Chesterfield-Goshen principal, and two new assistant principals at Hampshire Regional High School. Coupled with a foundation of multiple experienced senior staff, there is a feeling that the districts can make effective change while honoring and building upon the underlying accomplishments of the region.

While individual school reports will speak to school-based leadership changes, the new members of the central office leadership team bring a range of experiences from many walks of life as follows:

Superintendent Aaron Osborne comes to Hampshire with ten years of specific education experience, including four years in leadership roles bridging curriculum, instruction and finance. As a teacher, Aaron taught middle and high school math, served as a union treasurer, and coached swimming. Prior to his time in education, Aaron served as the director of administrative services for the Fresno Housing Authority, where he oversaw a \$110 million budget along with a large combined Housing Choice Voucher program serving 15,000 clients. Aaron holds a bachelor's degree in political science from the University of Massachusetts, Amherst, and a master's degree in business administration from the University of Massachusetts, Boston. He currently resides in Amherst with his wife, two daughters, two dogs, three guinea pigs, and an always changing assortment of fish, while his older son is a police officer on Martha's Vineyard.

Nancy Parlakulas, director of pupil services, returns to Hampshire following three years in a comparable role for Gill-Montague Regional Schools. After college, Nancy worked for two years as a teacher at the Penikese Island Residential School for troubled boys, located off the coast of Woods Hole on Cape Cod. Penikese Island was a rugged environment and, by design, did not have electricity and required staff to live on the island every other week. Nancy was then offered an opportunity to be an English as a Second Language teacher in Istanbul, Turkey, where she lived and worked for three years, during which time she met her husband, Ahmet. After returning from Turkey, Nancy worked as a middle school paraprofessional in Hadley while she completed her master's degree in special education at the University of Massachusetts in Amherst. Nancy was then hired as a special education teacher at Smith Vocational and Agricultural High School and taught there for eight years. In 2004, Nancy was hired as a special education teacher at Hampshire Regional High School where she also served as the special education department coordinator. Nancy's goal as the Hampshire Regional School District's director of pupil services is be viewed as a support and resource to administrators, staff and families. She believes deeply that outcomes for children are strengthened when there is a positive, trusting, and collaborative working relationship between home and school.

Director of curriculum, instruction and assessment Kate Messmer served as interim director for the 2017-2018 school year prior to being selected to fill the role in a full capacity. Kate was the English department program leader for Hampshire Regional from 2009 to 2017; she was hired to teach English at Hampshire in 2003. During her tenure at Hampshire, Kate was the Hampshire Regional Education Association's president, vice president, and grievance officer. Asked by the class officers every year, she has been honored to sing at Hampshire's graduation ceremony since 2004. Kate began her career as an elementary school teacher; after earning her master's degree in English, Kate taught at the University of Massachusetts and Holyoke Community College. While working as a performing songwriter in Nashville, Tennessee, Kate's day job was with the Vanderbilt University Child Development Center, where she was involved in research on ADHD, autism spectrum disorders, and developmental screening.

Health services coordinator Stephanie Faas began her nursing career in 2007 at Massachusetts General Hospital in Boston, where she gained extensive experience working with acutely ill patients on a medical-surgical unit. Her passion for promoting health and overall well-being coupled with an enthusiasm for educating others led her to the school setting. Stephanie worked at a charter school in Boston managing the middle school health office for three years until she moved to western Massachusetts with her husband in 2016. In her time at Hampshire Regional School District, Stephanie has worked part-time in the health office at William E. Norris, as a one-to-one nurse for a medically complex student at Hampshire Regional Middle High School, and had the opportunity to transition to the nurse leader position this school year after co-leading with Mary Phelan last school year. Stephanie is dedicated to ensuring the best possible care and supports are provided to each child in our community, and truly enjoys serving as a resource to the district nurses.

As a somewhat transitional year in the central office, the overall theme is one of continuing the work that has been done, making adjustments where necessary, and working to develop a long range strategic vision and plan for the region. While the Superintendent is sharing a public entry plan with the five school committees, each new leader is doing some degree of entry planning of their own to assess the landscape prior to making any broad changes. Department heads are actively meeting with students, staff and community stakeholders while diving deeply into data, contracts, and other media to better understand the needs of the region. This is not to say that work is not being done and necessary change is not happening, but that strategic and structural change will be done in a thoughtful and meaningful way. In the end we are confident that we can develop such a comprehensive and flexible plan around common themes without sacrificing the individual cultures and visions of our member schools.

A common theme among schools today is that of social-emotional learning (SEL), anxiety and dealing with trauma-influenced behaviors. Students are arriving at school with an increasingly diverse range of experiences and behaviors that influence how teachers and staff develop meaningful and trusting relationships to guide them through the learning process. Positional authority and punitive measures no longer work, are not supported by research, and are limited further by state law. While Hampshire schools are on the leading edge in many of these areas, many of our staff have the experience dealing with traditionally challenging behaviors in the classroom and work can be done to adapt. Some of this is being addressed immediately and more will be dealt with as we plan strategically. Nonetheless, budgeting and staffing become increasingly stressed as programs and curriculum to deal with these issues are unfunded mandates.

Providing quality educational opportunities for students requires that schools have effective, well-trained, high quality teaching staff. The Grinspoon Excellence in Teaching Awards annually recognize several of the many excellent teachers working in our District. Hampshire Regional High School special education teacher Jeff Carriero, Westhampton reading specialist Erin Zimbler, and New Hingham pre-k teacher Laura Geryk were the recipients of the 2018 excellence in teaching awards.

While educating students is our core mission, student safety is our most important responsibility and we will continue to make that the highest priority. While we are fortunate to be located in communities with responsive local emergency services personnel, their resources, availability, and response times are limited. Working together with the Massachusetts State Police, as well as local police and fire departments, our individual schools continue to tighten daily procedures (including those that are in place to protect students on their way to and from school) and improve coordinated District actions to respond to emergencies. We continue to refine our procedures and make changes where necessary, including updates to our Medical Emergency Plans and Emergency Operations Procedures. It is regrettable these actions are necessary as they place additional demands on fiscal resources and an already tight academic calendar. However, having to be prepared to respond is a reality we live with, and a responsibility we accept, knowing that we must work to protect our children.

The central office is made up of a number of fairly small support departments that all serve an essential role in making the Hampshire schools as exceptional as they are. Following are reports from each of these departments.

### **Office of Curriculum, Instruction, and Assessment**

The office of the director of curriculum, instruction, and assessment for the Hampshire Regional School District is pleased to present an annual report for 2018. In addition to supervising the district's federal entitlement grants, the office programs professional development for the district's staff, oversees the district's English Language Learner program, and monitors the district's civil rights compliance. Working with the superintendent, principals, and teachers, the office selects curriculum materials, advises instructional practices, and oversees assessment systems.

The focus of the year's professional development was improving students' academic and behavioral outcomes. The first speakers for the district's professional development day (October 2017) were from the National Alliance for Mental Illness (NAMI). The speakers addressed the issue of mental illness as it affects students, their teachers, and their school nurses. The speaker for the January 2018 professional development day was an autism spectrum disorder specialist from the Collaborative for Educational Services. During the second part of both professional development days, teachers worked in grade-level teams that included special educators and ELL teachers to create and assess a science writing assignment.

This office also provided teachers with two unique professional learning opportunities. The first was a Google Classroom workshop sponsored by the Western Massachusetts Writing Project (WMWP). Twenty-five teachers met over the course of several winter months to design their own Google Classroom spaces. The second occurred during the summer when thirty teachers from across the district's schools completed a workshop devoted to best teaching practices for English Language Learners.



There were several initiatives involving curriculum, instruction, and assessment in 2018. Summer offered the opportunity for elementary teacher leaders to come together to design a set of professional learning communities (PLCs), ranging from project-based learning to rethinking assessment. The PLCs met for the first time during the October 2018 professional development day. The work of those teacher-led groups has continued through this academic year.

Another significant academic initiative for Hampshire Regional students began in the spring of 2018; the high school principal, Kristen Smidy, and the director of curriculum, Kate Messmer, created a pilot program for the school's entering ninth-grade students. Inspired by national studies that indicate the critical nature of the first year of high school for students, the ninth-grade teachers gathered with the principal and the curriculum director over the summer to finalize the design of a pilot program that was implemented at the beginning of the 2018-2019 school year.

The new social studies standards were also a focus of summer curriculum work. The sixth- and seventh-grade social studies teachers worked with the director of curriculum over the summer to study the new standards and determine the best practices for teaching those standards to their incoming classes. The work to implement the new social studies standards is ongoing with specific attention shifting to a new civics course for eighth-grade students, to be offered during the next academic year. This office has applied for a state grant that, if awarded, will assist the district in providing professional development for all of its teachers to guide them in their implementation of the new social studies standards across all grade levels.

Elementary mathematics has also been an ongoing concern of the director of curriculum. With access to the digital resources of the current curriculum expiring in 2019, the district is taking this opportunity to consider a new elementary math curriculum. A steering committee of teachers from across the elementary schools is currently reviewing math materials for adoption in 2019.

Additional work of this office during 2018 included: promoting elementary keyboard instruction; providing resources to strengthen literacy across the schools; and selecting and implementing a new English curriculum for grades 7-12. In addition, reviewing the elementary report cards to address curriculum shifts in math, science, and social studies; applying for any grants for which the district qualifies; preparing for state oversight; and attending local, regional, and state meetings that inform the varied responsibilities of this office have been critical to supporting the students of the Hampshire Regional School District.

### **Office of Pupil Services**

The Hampshire Regional School District is currently providing special education services to 360 students Pre-K to age 22. Of these 360 students, we have 33 special needs Pre-K students, 167 special needs kindergarten to grade 6 students, and 160 special needs grade 7 to age 22 students. In addition, we have 13 students in out of district placements.

Across the district, some exciting work is happening in the area of early childhood education. Our programs are submitting applications to earn a Level 3 rating from the Quality Rating and Improvement System (QRIS). QRIS is a systemic approach to assess, improve, and communicate the level of quality in early and school-age care and education programs. A QRIS Level 3 rating reflects a program that is of very high quality in regard to curriculum and learning,

safe, healthy indoor and outdoor environments, workforce qualifications and professional development, and family and community engagement. It is a rigorous process that entails self-evaluation, professional development, and program observations conducted by a state early education and care administrator. Once a Level 3 rating is achieved, programs will qualify for grant funds for consumable goods for their programs.

Formally known as the Comprehensive Program Review, the district's pupil services director is conducting a Tiered Focus Monitoring self-assessment to ensure each District's compliance with special education laws and regulations in preparation for the 2019–2020 Department of Elementary and Secondary Education site visit. The areas being reviewed in the self-assessment include: the Special Education Identification process, IEP Development, and Programming and Support Services, with a special focus on assistive technology. The District's self-assessment will be submitted by May 1, 2019.

### **Office of Health Services**

Our health services team works diligently to provide safe and competent care to all of the students in our school community. We have many students with complex medical needs that our district nurses monitor and treat on a daily basis so students are able to receive a high quality education. District nurses are also making an effort to get into classrooms to provide health and wellness education to all students as time permits. They consistently educate staff to ensure we provide a safe environment for all members of our school community.

With school safety always being a top priority, one of our high school nurses, Cyndy Domina, held a CPR class for all of the newly hired paraprofessionals this year. All of the paraprofessionals are CPR-certified at Hampshire Regional High School thanks to nursing staff! They are also hoping to incorporate a Narcan training for staff this year, given the increasing opioid epidemic. HRHS is also proud of the weekly collaboration with SRO's that occurs to discuss school safety and at-risk students.

Moreover, all district nurses are currently working on a shared team goal to improve communication, collaboration, and the overall working relationship with pediatric offices that serve our student population. Nursing staff attended a meeting with Northampton Area Pediatrics in October 2018 to discuss best practices around serving our students' health needs. We have further established three areas to improve upon in our current interactions with community healthcare providers and are drafting a letter to send to providers that will streamline communication with pediatricians. This initiative includes a plan to make site visits to meet with a handful of providers in the community on our professional development afternoon in March 2019.

Furthermore, health services coordinator Stephanie Faas and Sarah Carlan (R.H. Conwell school adjustment counselor) co-led a professional learning community with elementary school nurses and school adjustment counselors this school year with the aim of strengthening the partnership between disciplines. Each school's team developed a plan to implement a coordinated treatment model to improve student care in their school. In an effort to better support our students' overall wellness, and therefore readiness to learn, we will continue to meet to reflect on our practices, successes, and barriers, and will tweak our model to meet the needs of our community.

### **Schools’ Business Office**

The business office is responsible for all finance, operations, personnel, and contract functions for the five unique member districts of Hampshire Regional Schools. The business office manages a combined operating budget of roughly \$30 million across many unique programs to support nearly 1,750 students and 300 employees throughout the region. We are happy to report that while every audit year provides opportunities for improvement, there were no material findings in the past fiscal year and all of our programs are in full compliance.

This year, business director Bobbie Jones has been soliciting increased feedback on the budgeting process from member towns and working to improve communications. This includes a detailed explanation of how the central office funding and budgeting process dovetails with each school as well as how other programs and agreements offset costs. Bobbie also offered detailed explanations at each school committee meeting regarding how agreements with other entities such as Worthington interrelate within the central office budget.

### **Office of District Technology**

Technology continues to have an essential role in the academic mission of our schools as we embrace an ever-growing industry of digital curriculum resources and online tools for teaching and learning. In addition, our administrative support systems continue to play a critical role in running the business side of our educational mission, as well as complying with mandatory state reporting and electronic record archiving. Below are some highlights of technology-related happenings around the District this year.

#### **1. Digital Curriculum**

Digital curriculum materials being utilized for teaching and learning in our member schools include resources like: Big Ideas Math, Kahn Academy, Turnitin, Envisions Math, Fastbridge Assessment, Discovery Education, Scholastic Reading, Keyboarding Without Tears, Google Classroom, etc. These materials are used by both faculty and students in support of their academic endeavors.

Students in grades 2-6 continue to focus on how to keyboard using a program called “Keyboarding Without Tears.” This skill is a needed building block for students as they begin to utilize other online materials. Keyboarding is also essential in order for students to take the state’s computer based MCAS test, which starts in the 3<sup>rd</sup> grade.

In addition to keyboarding, elementary students are engaged in learning how to validate online resources, search online library databases, and use Google documents to collaboratively write and create presentations.

At the middle/high school, students continue to use a mix of online textbooks, online math and ELA (English Language Arts) programs, Google Applications, 3D design software, etc., throughout the year to complete coursework. Upper grade students also utilize a program called Naviance, an application that aligns student strengths and interests with post-secondary goals.

#### **2. Standardized Online State Testing – MCAS**

This year the state required all students to take the MCAS test online, so in the spring of 2018, all schools successfully transitioned from paper-based tests to online computer-based tests. Not

only did schools have to have a sufficient number of computers for students to use, but each school had to have a robust wireless network to successfully administer online tests.

To meet the state’s mandate for online testing this year, planning and preparation happened several years ago, and included a grant award to upgrade each school’s wireless network infrastructure. The grant (*Digital Connections Partnership Grant – Part 1*) provided funds to procure and install new wireless access points and network devices. The 2016 grant award included funding for:

Westhampton Elementary School = \$20,602

New Hingham Regional Elementary School = \$28,075

William E. Norris Elementary School = \$50,423

Hampshire Regional Middle/High School = \$30,662

(note: *Anne T. Dunphy School’s wireless infrastructure was already updated due to the recent building renovation project so they did not receive funding.*)

### **3. Technology Grants**

Two competitive technology grants were awarded to help fund computers as well as a set of programmable robots. Those grants were:

#### **a. Digital Connections Partnership Grant – Part 2**

In June 2018, as part of the *Digital Connections Partnership Grant – Part 1* (see MCAS section above), member schools were also eligible for additional funding under the original grant to procure computers. The following funds were obtained through this grant to upgrade/replace older laptops in each school:

Westhampton Elementary School = \$9,037

New Hingham Regional Elementary School = \$11,635

William E. Norris Elementary School = \$23,168

Hampshire Regional Middle/High School = \$14,552

(note: *Anne T. Dunphy School’s wireless infrastructure was already in place due to the building renovation project, so they were not eligible for this part of the grant.*)

#### **b. MassCue Grant – Putting the “A” into STEAM**

This past spring, the Norris art program was awarded a \$3,000 grant to integrate science, technology, engineering and mathematic standards into the art curriculum. Grant funds were used to procure 4 iPads and 12 programmable Sphero robots. Sixth grade students have been experimenting with programming the robots to create paintings. This enriched activity exposes students to programming concepts, problem-solving strategies, the dynamics of group work, science, technology, math, engineering and abstract art concepts using various paint combinations on a large canvas area.

### **4. Family Coding Nights**

In celebration of *Computer Science Education Week*, families were invited to participate in the 2<sup>nd</sup> Annual Family Coding Night held at schools across the district.

Coding activities challenged parents and students to build computer logic to navigate characters from popular video games like Angry Birds. As parents and students progressed from one

coding activity to the next, they were challenged with more complex tasks, which required lots of problem solving and critical thinking. All events were well attended.

### **5. 3-D Design and Printing**

Schools across the district have access to a 3-D printer and online design software that can be utilized to teach science, math and engineering standards. While teachers are excited to use this technology in their classrooms, some teachers are just starting to learn how to integrate 3-D design and printing into their curriculum.

At the middle/high school, a few science teachers are utilizing 3-D printer technology with students for class assignments as well as middle school science fair projects.

At the Norris School, teachers offered a 3-D Printer Club during recess for 6<sup>th</sup> grade students who were interested in learning how to create 3-D print designs. These students act as mentors to other students during science classes that utilize this technology. In addition, 2<sup>nd</sup> grade students were able to buddy up with 6<sup>th</sup> grade students to design and print 3-D animals as part of their unit on forest animals. Each student in the class got an opportunity to design a 3-D animal utilizing online software called Tinkercad. Students learned how the 3-D printer worked and had an opportunity to watch the 3-D printer as animals were being printed.

### **6. Makerspaces**

Students in the middle/high school Makerspace Club engage in various activities that required them to work collaboratively, be creative and think critically about their design projects. Some past activities include: student-designed 3D printing projects, basic computer programming, making light-up/pop-up cards using electric circuits and constructing infinity cubes.

Students at the Anne T. Dunphy School signed up during recess to participate in open-ended makerspace design projects. During that time, students were given options to work on, including using materials like Legos, electronic circuits and laptops to build robots. Students also created 3D printed objects that were designed utilizing Tinkercad.

### **7. Technology Related Professional Development**

Teachers across the district participated in various technology related professional development offerings, including:

- Course on Backward Design and Google Classroom (10 hours)
- Technology Professional Learning Community
- Create a Teacher/Classroom Webpage
- Integrating 3D Printing

### **8. New District and School Websites**

The web platform used for our district and school websites became obsolete in December 2018 so we were forced to change vendors and migrate all existing web content to a new system. In doing so, we also had to ensure our new websites were ADA compliant (American Disabilities Act), such that someone with a disability can access and obtain information from our websites. After reviewing criteria and software options, a vendor was selected and all content was successfully migrated to the new web platform. Training for staff and teachers who maintain web pages on the new site is underway.

### **Looking Ahead**

The role of schools within the larger community is becoming more complex with increasing regulatory requirements and unfunded mandates making the environment more and more challenging. Working with and through state agencies has become a major part of our day-to-day operations and schools are increasingly being called upon to act as the focal point for not only student- but family-support structures. Nonetheless, our dedicated staff and administration continue rising to the challenge and increasingly meet students and families where they are. While this is often overwhelming, it serves an unquestionably essential and rewarding need in the lives of our students. We are continuing to come together as a robust community of partnering schools and engaging in a shared mission to improve the education, and thus the future, for the children of our communities. We are very proud of the work our teachers, support staff, and administrators have done to enhance learning opportunities and achievement outcomes for all students. We encourage you to visit your individual school websites, the website of the central office, or the superintendent's Facebook page for additional information. Whenever you have a question or wish to become involved in your community schools, please call our office or the principal of your local school.

Thank you for your support and commitment to your Hampshire Regional public schools.

Aaron Osborne  
Superintendent of Schools



*Recess indoors, 6<sup>th</sup> grade and preschool buddies*

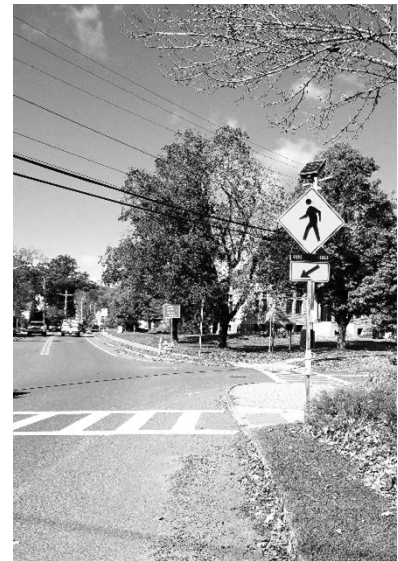


*Recess outdoors, sledding*

## Selectmen

2018 has been a very busy and productive year for your Board of Selectmen. Kudos to our Town Administrator, Charlene Nardi, and our Administrative Assistant, Eleanor Warnock, for their cheerful and able assistance. Some of this year's accomplishments include:

- Transitioning from the Public Safety Complex Committee to the Owner's Project Manager Steering Committee to further the Public Safety Complex along
- Signing of agreements for temporary access on private lands to allow survey work to be done for the Mill River Greenway
- Establishing of a 250<sup>th</sup> Anniversary Celebration Committee
- Keeping the Mountain Street project progressing within the State Department of Transportation
- Updating the Facilities Use Policy
- Reworking the employee review process
- Refining the Capital Plan
- Overseeing the purchase of Eversource Property at the request of the Mill River Greenway and the Open Space Committees
- Presenting the increase in meal tax to Town Meeting voters
- Facilitating the installation of a pedestrian beacon in the center of Williamsburg
- Joining other communities in the Commonwealth in signing on to opioid legislation
- Moving the process of converting to LED streetlights forward
- Participating in both Memorial Day and Veterans' Day observances
- Finalizing the acquisition of Horse Mountain land and facilitating the acquisition of property on Unquomunk. This was completed with the aid of Kestrel Land Trust
- Meeting with the Highland Ambulance board to gain understanding of their budget process
- Hooking the freezer in the Dunphy School to the generator



*Pedestrian beacon*

And, of course, overseeing town departments and their budgets is an important ongoing part of our work.

Chronic issues of clearing sidewalks of snow and issues resulting from dogs on public land keep arising.

We work closely with the Building Inspector on enforcement of certain bylaws. We also work with other boards on the process for commercial solar installations.

We are grateful for John Hoogstraten's knowledge and talents as Building Supervisor. Under his direction, problems with our aging buildings are being addressed; he was instrumental in the repair of the Old Town Hall cupola; he has spent many hours working on the Dunphy School insulation and roof.



*Town picnic*

The second annual town-wide picnic was held under the leadership of Larry West and his committee.

We welcomed Jennifer Hoffman as the Director of the Senior Center.

Several firefighters were recognized for their response to motor vehicle accidents.

Alan Everett received the Organowski Award given for outstanding contributions to dairy farming.

Our town flag was moved from design to sewing to being presented at the State House to be flown in the Hall of Flags. State Representative Steve Kulik and State Senator Adam Hinds hosted a group of us for a tour of the State House, lunch in Representative Kulik's office, and the official presentation. Thanks to the artist/designer Lisa Dorsey Tucker, the Flag Committee led by Jeff Ciuffreda, and the group of stitchers who worked so diligently to produce the beautiful flag of which we can all be very proud. A very special thanks goes to Representative Kulik, who is now retired after serving our town so well for so many years. He received recognition at the Highway Department's annual holiday party.

And finally, we bid a sorrowful farewell to Paul Dunphy, who served on the Board of Selectmen, and who served our town well as Representative Kulik's assistant. Paul is missed.



*Flag presentation at Hall of Flags, State House*

Denise L. Banister  
Clerk



## Senior Center

The number of elders in Williamsburg and Haydenville continue to grow. The Executive Office of Elder Affairs (EOEA) attributes this increase to “baby boomers coming into their 60’s.” This rapid rise of people over 60 is occurring nationally and we definitely see this change locally. The June 2018 street listing for residents over 60 is 905. This is an increase of 49 people in one year. If this trend continues, close to 50% of Williamsburg residents will be older than 60 by the year 2035.

This population shift has the attention of the World Health Organization (WHO) and American Association of Retired Persons (AARP). They have created a program called “Aging in Place” and they have determined what people need in order to age in their own homes and community. This fall we sent a survey to all the residents over 60 in Williamsburg and Haydenville to see what their wants and needs were. Although Williamsburg has a lot to offer its residents from previous town planning and walkability assessments, we still have more to do. We are working with the Northern Hilltown Consortium of Councils on Aging to function more effectively as a regional entity and pool our resources to make our communities a place where we all can age in place. The Hilltown Consortium is a group of the Northern Hilltown Councils on Aging which include Chesterfield, Cummington, Goshen, Plainfield, Westhampton, Williamsburg and Worthington.

The Williamsburg Senior Center is open Monday through Thursday from 8:30 a.m. to 2:30 p.m. Our office can be contacted by calling 413-268-8407 for questions, registering for programs or any other services that we offer. Some of the programs we offer are Healthy Bones and Balance, Yoga, Chair Yoga, Modern/Creative Dance, Stretching, Tai Chi and Computer training.

The Williamsburg Senior Center received funding from the Town of Williamsburg (\$70,466), Executive Office of Elder Affairs (EOEA) (\$7,000), Highland Valley Elder Services, PVTA, RSVP, The Food Bank of Western Massachusetts and generous donations from residents and local agencies. We would like to thank Florence Bank of Williamsburg, Lions Club of Williamsburg, Joseph Ambessi, Lorraine Barrack, MaryJane & Carl Beach, Mary & Roger Bisbee, Daria D’Arienzo, Viola Decoigne, Josephine Goulet, Nancy Grant, Edward Lynch, Jean O’Neil, Mary Smith, Helen Symons (in memory of Paul Dunphy), Melodie Tewhill and several anonymous donors, and to all our volunteers: the Council on Aging Advisory Board, medical drivers, carpool drivers, kitchen helpers, companions and class educators. We want to thank each and every one of you, we cannot do what we do without you!



We offer communal meals four days a week. Mondays our food service coordinator, Melinda McCall, cooks a warm vegetarian meal. Tuesday through Thursday we serve food provided by Highland Valley Elder Services. We offer a monthly brown bag distribution from the Food Bank of Western Massachusetts. We are currently working with local clergy in Williamsburg to create a program where we can offer home delivered meals to those in most need on the weekends so they have food every day of the week.

TRIAD is a personal and home safety group is sponsored by the Senior Center. The focus of TRIAD is to research current fraud schemes as well as provide recommendations for safer living. TRIAD collaborates with the Williamsburg police and fire departments, the Hampshire County Sheriff's Department and the Office of the Attorney General of Massachusetts. In 2018, the Senior Center worked with TRIAD in hosting a Town Lunch and Learn Forum addressing current fraud issues and we also distributed sand to over 30 seniors in our community.

SHINE (Serving Health Information Needs of Elders) is actively helping people to understand and complete health and insurance forms as they cope with illness and other personal issues. SHINE is funded from EOEA and our local SHINE representative is Wayne Glaser.

We offer monthly podiatry and foot care clinics. We have monthly blood pressure clinics and an annual flu shot clinic.

Our Companion Program provides several seniors with a weekly visitor/helper, for seniors who might otherwise be isolated.

The Pen-Pal Program is going strong. This year we have seventeen 6<sup>th</sup> graders participating and it is a lot of fun!! It is the Senior Center's goal to continue to build intergenerational relationships.

Outreach has grown in the Senior Center. We are helping residents fill out forms for fuel assistance that is offered by Energy Services of Community Action, we help clients set up Options Counseling through Highland Valley Elder Services and we also work closely with the Community Development Corporation (CDC) for grants on home improvement, computer classes and other services.



*Pen-Pal Program*

Transportation is available for any Senior Center event. Carpooling is funded by Highland Valley Elder Services. We also have a dedicated group of medical drivers funded by PVTa and we are grateful for the service that these volunteers provide our residents.

The Williamsburg COA Advisory Board meets the third Wednesday of each month at 12:15 p.m. These meetings are open to the public. We appreciate your suggestions. We can only fill needs and requests that are known from the public.

Jennifer Hoffman, MPH  
Senior Center Director

## Oliver Smith Will Charities

To the Residents of the Town of Williamsburg

### RE: SMITH CHARITIES' FISCAL YEAR DISTRIBUTIONS

During Smith Charities' fiscal year, February 1, 2018 – January 31, 2019, the following Applicants from Williamsburg were paid as beneficiaries under the Oliver Smith Will:

<u>Beneficiary Type &amp; Total</u>	<u>Amount</u>
Widow – 1 Received a gift totaling	\$ 300.00

Eric Cerreta, Elector under the Oliver Smith Will

### \$17,223 TOTAL BENEFICIARY GIFTS PAID

During the past fiscal year, February 1, 2018 – January 31, 2019, the following beneficiary activity has occurred within the nine (9) designated communities:

#### Tradespersons

- Three (3) new tradespersons were enrolled.
- Loans of \$600 each were made to four (4) apprentices.
- Notes of four (4) tradespersons have been surrendered and the benefit of \$600 granted to each.

#### Nurses

- There were two (2) new student nurses enrolled under the Nurses' Program.

#### Widows

- There was one (1) new widow that received the widow's gift.
- Twenty-one (21) widows have been paid a total of \$7,500.

#### Brides

- Three (3) brides have received the marriage gift of \$100 each.

The total sum disbursed as gifts to beneficiaries was \$17,223, which includes \$7,023 that will be paid to the City of Northampton after our May 1, 2019 Annual Meeting for the account of Smith's Agricultural School, being the net income from the permanent fund established for the school.

Since the provision of the Will went into effect, the beneficiaries have been paid the following:

\$2,925,900	Tradesperson's Gifts (originally designated in the Will as <i>Indigent Boys</i> )
\$ 812,933	Nurses' Gifts (originally designated in the Will as <i>Indigent Female Children</i> )
\$1,814,812	Widows' Gifts
\$1,497,100	Brides' Gifts (originally designated in the Will as <i>Indigent Young Women</i> )
\$1,547,201	Smith's Agricultural School Yearly Distributions
\$ 35,374	Annuities
<u>\$ 613,717</u>	Taxes
\$9,247,037	Total Payments

Mortgage payments have been made promptly and outstanding loans are up to date.

#### Trustees

Lydia Szych, Eric Cerreta, Sheila Konieczny

## **Trust Fund and Cemetery Commission & Trustees of the Meekins Library Corporation**

During 2018, the three-member Trust Fund and Cemetery Commission continued to oversee the more than 30 bequests left to the town by generous benefactors over the years, making distributions according to the terms of the various trusts, to our local schools, the library, newborns, senior citizens and the financially disadvantaged. The values of the trusts have decreased 10.18% in 2018 to \$1,634,396.16, with expenditures of \$69,724.87 to various community causes (\$57,169.88) and portfolio management fees (\$12,554.99), and stock market variations. We have continued our efforts to reach out to the citizens of Williamsburg to find creative ways to help students with school-related educational projects.

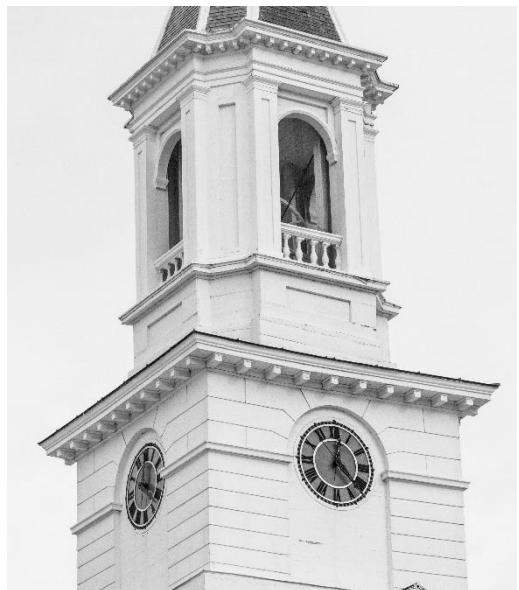
As trustees, we encourage all Williamsburg residents to consider the Town when planning their estates, so their generosity and forethought can benefit our community for generations. In recent years the Town has received bequests from the estates of Gertrude Ronk, Lois Scott, and from the Kmit family. The original Kmit gift of \$354,000, now valued at \$490,585.02, is earmarked for the libraries, specifically to strengthen the programs and expand educational opportunities for children under the age of nineteen. Most bequests have been made for a specific intent but only the creative spirit of the donor limits the purpose of the trust.

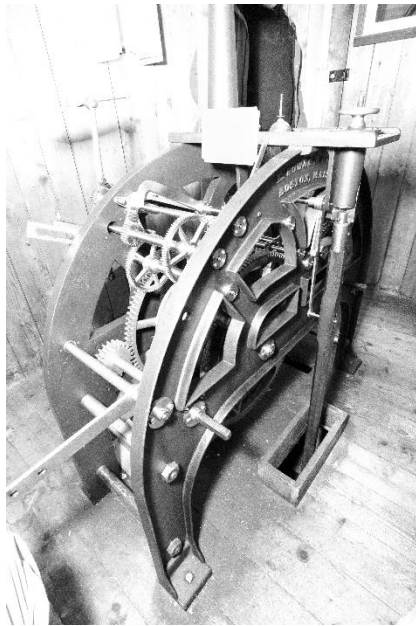
Other gifts are now used to aid students, strengthen our public schools (\$27,028.62) and support the Meekins Library (\$18,896.10). Trust fund support in the past has enabled Williamsburg Public School students to explore robotic technology, enjoy performance and studio arts, take field trips, and benefit from many other teacher and student projects. The Trust Fund has also provided support to Hampshire Regional students from Williamsburg \$4,000 for academic related travel up to \$350/year, computers up to \$200 for seventh grade students at Hampshire Regional, and extracurricular activities sponsored by Hampshire Regional. The commission continually encourages creative student-initiated proposals.

In managing these gifts the Trust Fund protects the original investment and only expends up to 4% of the value above the original gift value on an annual basis. Distributions from the trusts are based on a formula that uses earned income, thereby protecting the principal. As the value of these trusts increases, the amount of gifting increases.

Another responsibility of the Commission is to oversee the Town's two cemeteries, Old Village Hill and Mountain Street, and to handle the sale of plots at Mountain Street, the historic Old Village Hill Cemetery being closed for burials.

The Trust Fund Commission is also responsible for the two town clocks that are in the Haydenville and Williamsburg Church towers. The Williamsburg Clock, a Seth Thomas Clock Co. #16, was a gift of the





William A. Nash family in 1897. The Haydenville clock, a beautiful E. Howard & Co. “Special Striking” clock, was donated to the people of Haydenville in 1901 by H. Hayden Sands in memory of his mother Alice, and is housed in the steeple of the Haydenville Congregational Church. The latter is still fully gravity driven and requires a winder (presently performed by Collin and Penelope Black) to climb the tower once a week to wind both the clock and chiming mechanisms.

Whether helping students, providing for the needy families (\$4,000), welcoming newborns with a \$200 gift (\$1,800), or aiding in beautification projects, your gifts, too, could be a source of continuing giving. The generosity and forethought of a 19<sup>th</sup> century town doctor, Daniel Collins, is a case in point. In 1856, Dr. Collins left the town 51 shares of bank stock and \$7,000. Since then the bequest has generated tens of thousands of dollars to help our public school students grow and learn. Yet today the Collins Fund is worth \$543,007.84.

Trust Fund meetings are held on the first Tuesday of each month at 7 p.m. at the Town offices.

Richard Kisloski, Chair; Eric Weber, Correspondent; Collin Black, Secretary

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## **Tree Warden**

The temporary Tree Warden and Town Administrator have continued to address concerns of the many diseased and dying trees within town. We have contracted tree services under the Hampshire Council of Governments procurement process and work closely with National Grid. This year the number of trees needing to be removed exceeded our funds. As the Town continues to feel the effects of climate change in the form of severe storms, it is important to address the removal of trees before they come down due to weather events and pose hazards to people, property and utility lines. We will continue to address these hazardous trees through the annual budget line and an article and partnering with National Grid.

## Veterans' Services

Over the past year we have had some real challenges and have accomplished plenty. We continued to work with the Massachusetts Interagency Council on Housing and Homelessness on the implementation of the Integrated Plan to Prevent and End Homelessness Among Veterans, identifying veterans experiencing homelessness, and developing appropriate permanent housing models for them, i.e., Soldier On's Gordon H. Mansfield Veterans Community in Leeds.

In our role at the Hampshire County Housing Court in Hadley to address the needs of veterans who are at risk of homelessness, we prevented three veterans and their families from falling into homelessness. Two of the cases were resolved by connecting the families with the VA HUD/VASH (Veterans Administration supportive housing) program in order to get a voucher. The voucher allows the veteran to pay 30% of their family income and to be provided with a case manager to assist with ongoing challenges. The third veteran's case was resolved by providing one-time rental arrearages.

The Department of Veterans' Services has continued its participation in all of the above programs in order to continue striving for our goal to end veterans' homelessness. The Three County Continuum of Care is continuing its work with the veteran "by name list," even as we go through changes in the collaborative agency that houses the Continuum of Care, from the Hilltown CDC to Community Action of the Pioneer Valley. We look forward to working with this new partner that many feel is a very good match with the mission and the current activities and priorities of Community Action of the Pioneer Valley. Our department also is at the table with the town of Amherst homelessness committee led by the Department of Public Health and the Amherst housing trust, identifying veteran guests at Craig's Place or those living in encampments within the town limits and assisting them to permanent housing.

Our district-wide objectives for the coming year are, first, to significantly increase our outreach efforts in low-income housing developments in our towns' Housing Authority properties to ensure we haven't missed residents eligible for our benefits and services. It is estimated that we should be regularly serving one veteran or their dependent in the community for every 1000 citizens. We meet that standard in many of our communities but not all, and we hope to reach that goal district-wide in the coming year. Second, we are planning to become a SNAP Outreach Partner in order to more directly assist veterans and families access to this federal program. Currently veterans and their families need to go to either Holyoke or Greenfield to a DTA office for in-person applications. We plan to assist our clientele with the ability to do it right in any of the offices that we work in. We plan to begin in the spring or early summer of 2019.

A few of the more notable events that we supported in the small towns in the district this year include Purple Heart ceremonies, Memorial Day and Veterans' Day ceremonies, and the Cumington Fair. The Town of Middlefield and the Town of Worthington both became Purple Heart Communities this year. The Middlefield ceremony took place on June 23<sup>rd</sup> at Bell Cemetery. A police-escorted convoy traveled from the Springfield Vet Center to Bell Cemetery to honor the grave of Revolutionary soldier Sgt. Elijah Churchill. Sgt. Churchill was the first recipient of the Badge of Military Merit awarded by Gen. George Washington. On November

12<sup>th</sup>, the Worthington Council on Aging was gracious enough to host the Worthington Purple Heart ceremony at their annual potluck luncheon. The District Director, Steve Connor, was pleased to present the proclamation for the town.



On Veterans' Day, we celebrated the 100<sup>th</sup> Anniversary of the end of WWI. A ceremony was held at the Williamsburg Veterans' War Memorial. As part of the ceremony we participated in a national tolling of the bells, referred to as "The Bells of Peace." Roy Beals tolled the bell in remembrance of those who served in WWI. Our guest speaker was Haydenville native Bethany Ouimet. She spoke of her father Carl Hemenway's service with the 104<sup>th</sup> Infantry Regiment during WWI.



*Carl Hemenway's World War I medal*

As usual, we set up a veterans outreach booth at the Cummington Fair. The fair has always been a successful forum to provide information to veterans and their families. We work with representatives from other veterans' organizations, such as the VA, the Vet Center, employment service representatives and education representatives. As is to be expected, VA benefits and services were the most common topic of discussion. This year was particularly successful in terms of helping veterans' sign up for VA health benefits right on the spot. We are looking forward to continued success and productivity in the months to come.

One of the primary objectives of Central Hampshire Veterans' Services is to administer state veterans' benefits in accordance with M.G.L. Ch. 115. In calendar year 2018, the Town of Williamsburg helped seven veterans and their dependents with needs-based financial assistance. The total amount of benefits issued by the town was \$31,463.12. The town received a reimbursement of \$23,597.57 from the state for benefits issued.

## **Water and Sewer Commission**

The Williamsburg Water and Sewer Commission meets every other Tuesday at 7:00 p.m. at the Town Offices. These meetings are subject to change especially during winter months. Summer meetings are held only once per month for the months of June, July and August. The public is welcome to come in with any questions they may have or any comments they may have for the Commission. The Commission consists of five elected members. We have two certified water operators or operators in training on the Commission.

Meters are read every spring and fall. Bills are sent twice a year. If we are unable to get a reading, your bill will be based on an estimate of usage. The radio read meters have been installed and are making it easier to do water meter readings and get reports about water usage. The Town owns the meters and the Town has the right to access them and change them as needed. No one should touch or tamper with the meters except the Town.

Tighe & Bond did some sewer system and storm water drain assessment work to help guide infrastructure maintenance, repair, and replacement. We have some repair work to lower our infiltration into the sewer system. We are currently doing inspections of homes and businesses to ensure compliance with sump pump discharge and not connecting the discharge to the Town's sewer system.

We are also in conversation with the City of Northampton regarding our contract with them for sewer service. All our Town sewerage goes to Northampton for treatment. The new contract is close to being finalized and we expect to sign it in 2019. We are working to correct some sewer discharge issues and be in compliance with the Environmental Protection Agency and the Department of Environmental Protection.

The Commission is working on their land use regulations and sewer regulations. We anticipate new regulations in 2019.

The Highway Department is continuing our water main replacement work for Fort Hill Road. This work will continue off and on for several years. We want to thank the Highway Department and Fire Department for working closely with the Commission.

Again, we want to remind you to check for leaky faucets, including outdoor faucets, toilets, sill cocks, dripping faucets, showers, washing machine hoses, etc., around your home. It is your responsibility to watch for and repair those leaks. Any water that goes through your meter will be billed and is your responsibility, whether it is put to use or lost through leaks. This also includes broken pipes due to freezing. It "pays" to take a few minutes periodically to check on things.

Lastly, as this report was being written, we learned a longtime member of the Water & Sewer Commission has passed away. Walter "Sam" Kellogg served the Town for over 50 years, spending 37 of those years with the Water Department and then the Water and Sewer Commission. His time and expertise in helping to expand and maintain this vital infrastructure was immense. Sam, we will miss you and your friendly smile and vast knowledge.

William Turner, Chairman



## Williamsburg Woodland Trails Committee

The Williamsburg Woodland Trails Committee (WWTC) was established by the Selectboard to work with interested public and private property owners to enhance trail opportunities in town.

### Goals of the committee

- To identify existing trails in town
- Work with public and private property owners to improve trails for appropriate community use
- Develop a coalition of all trail users (including hikers, skiers, snowmobilers, ATVers, bikers and equestrians) interested in maintaining and improving Williamsburg's trails
- Organize and lead hikes on local trails

### 2018 Hikes

- First Day Hike, scheduled for Briar Hill Conservation Area, was cancelled due to intense cold and wind
- Historic Dam Trail Opening Celebration and Hike, June 10, met at Historic Dam trailhead for opening comments and then hike to the dam ruins for trailside commentary and return.

### Trail Maintenance

Individual committee members worked throughout the year to clean up trail debris, refresh blazes, post signage, update kiosks and perform chainsaw and drainage work on our public and private trails.

- Historic Dam Trail workdays were scheduled to complete the project for the spring opening
- Workdays were scheduled to develop a trail on the Horse Mountain property

### Historic Dam Trail

The Historic Dam Trail provides access to the site of the 1874 Williamsburg dam failure that caused the Mill River Flood disaster. This year saw the completion and official opening of the trail for public use. In the spring we completed the design, production and installation of the



wayside signs, trailside benches and dam site group bench seating. The Williamsburg Historic Flood brochure was completed by the Mill River Greenway Initiative and is available at the Northampton Historical Society and in Williamsburg. The official trail opening ceremony and hike was held on Sunday, June 10, featuring opening remarks by WWTC chair Paul Jahnige, followed by a hike led by local historian Eric Weber and author Elizabeth Sharpe, who provided commentary at designated locations along the route and at the dam site.

*Historic Dam Trail ribbon cutting*

## **Horse Mountain Project**

Our committee has been working with Kestrel Land Trust and the Williamsburg Conservation Commission to develop a trail on the 34-acre Williamsburg portion of the 128-acre parcel. The trail location is mostly mapped, and we will be completing the project with a trail head entrance with kiosk, signage and limited parking in 2019.

## **Trail use by dogs**

We discussed the issues of dogs on trails, clarifying the dog use policy. The committee encourages multi-use of our trails, which allows dogs according to our town policy. Town properties and trails under the jurisdiction of different organizations or town departments may impose their own policies of allowing dogs.

Hikers with dogs should consult the Williamsburg Woodland Trails website to find the dog policy for specific properties.



## **Budget**

Our town budget was used to purchase equipment and materials for trail construction and maintenance and to promote our trails through our website and printed materials.

## **Using Williamsburg's Trails**

Information about Williamsburg's trails and current activities is available on our website, [www.WilliamsburgWoodlandTrails.org](http://www.WilliamsburgWoodlandTrails.org). These trails may cross public and private property, so please respect the trails and properties. WWTC requests that all users follow these guidelines when using local trails.

- WWTC appreciates the Williamsburg landowners who have opened their properties for public trail use. On private and public properties please follow all trail use signs
- Please respect all trail uses: hiking, biking, skiing, horseback riding, ATV and snowmobile use are all important trail uses in Williamsburg
- Please stay on trails
- Please be sensitive to natural and cultural resources, remove trash if you find it, and avoid environmentally sensitive areas
- Please observe property-specific guidelines for trail usage by dogs

## *Williamsburg Woodland Trails Committee*

Committee members: Paul Jahnige, chair, Gwen Blodgett, Dwight Baghdoyan, John Hoogstraten, Eileen Keegan, Sarah LaPointe, Diane Merritt, David Weber

## **Zoning Board of Appeals**

The current members of the Zoning Board of Appeals (ZBA) are Marcianna Caplis, Gerald Mann, Charles Dudek, and alternate member Paul Kennedy. In addition to their service on the ZBA, our members are all active in the Williamsburg community and serve on other boards and committees.

According to our Zoning Bylaw, the Inspector of Buildings, appointed annually by the Board of Selectmen, is the Zoning Enforcement Officer and has the responsibility of enforcing the Zoning Bylaw and the orders of the ZBA. Additional duties of the Inspector are listed in Section 13 – Administration – of the Zoning Bylaw.

In 2018, the ZBA held public hearings and made decisions on applications for special permits for a variety of projects.

An applicant for a special permit proposed to add an exterior wooden stairway from the ground level to the second level apartment of the building at 177 Main Street. The building contains two rental units. The building is located on an existing nonconforming lot and is located in the Village Mixed Zone of the Town's zoning districts. The ZBA approved the special permit and determined that the use will be reasonably compatible with the character and scale of other uses permitted as of right in the same district, and the addition of the exterior stairway will have no detrimental effect on the neighborhood.

In another application for a special permit, the applicant was operating an event venue at 16 Walpole Road, Haydenville, using a repurposed barn building as the principal venue for a variety of events such as weddings, reunions, and agricultural-themed events. In its February 15, 2018, application the applicant requested that the ZBA grant the applicant's request to allow for the attendance of up to 300 guests at any one event; allow up to six outdoor music events per year; extend the end-time of any event to 11:00 p.m., with all parking-lot lighting extinguished by midnight; and increase the total number of events to 100 each year. As part of its application, the applicant submitted a revised traffic study. This study concluded that the roadways serving the event venue are capable of handling up to a maximum of 300 patrons per event. The Williamsburg Chief of Police and Highway Superintendent also submitted written statements reporting that there had been no complaints filed regarding events held at the venue.

The ZBA granted the request for a special permit and imposed the following condition on the permit: the applicant may conduct no more than 100 events each calendar year; each event must end at 11:00 p.m.; all lighting not required for safety and security shall be extinguished no later than midnight each night; lighting in the parking areas shall only be illuminated when needed for events or for safety reasons; for no more than six events and on weekends only, amplified sounds will be allowed outside of the event building and must be restricted to the event being conducted; no outdoor concerts are allowed; no more than 300 participants are allowed at any event; and the applicant must comply with all provisions of the special permit criteria and use criteria and all other applicable provisions imposed by the Williamsburg Zoning Bylaw.

Another applicant, at 161 Main Street, applied for a special permit to remove an existing storage building and replace it with a storage building/garage 24 feet wide x 24 feet long, with an overall height of 11 feet 3 inches. The building was to be used to store lawn equipment, motorcycles, and similar equipment. The new building will be constructed adjacent to the applicant's residence and is located in the Village Mixed Zone of the Town's zoning districts. The ZBA granted the application for a special permit.

The ZBA reviewed another application for a special permit wherein the applicants proposed to use the building known as the Guard House, located at the Brassworks, 123 Main Street, Haydenville, as a business providing canine grooming, daycare, boarding, and home visit pet care to the Town and surrounding areas. The building is in the Village Mixed zoning district. The ZBA determined that the applicants met the criteria for a Special Permit as set forth in Section 5.5 of the Zoning Bylaw, and that the use will be reasonably compatible with the character and scale of other uses permitted as of right in the same district, and the use will not constitute a nuisance by reason of an unacceptable level of noise or air pollution. The ZBA noted that the adjacent Brassworks building has been occupied by a variety of commercial businesses including a dog groomer. The ZBA also imposed the following conditions on the special permit: the hours of operation were limited to the hours of 7:00 a.m. to 7:00 p.m.; a commercial waste hauler shall be engaged to remove dog waste; the telephone number of an emergency contact shall be posted on the building entrance; and any signage shall comply with the requirements of the Zoning Bylaw.

The ZBA granted a Special Permit to convert the existing structure located at 14 Kingsley Avenue, Haydenville, to four residential units. The property is located in the Village Residential Zone, had been vacant for several years, having previously been used as a funeral parlor. Prior to the use as a funeral parlor the premises were used to manufacture buttons. The age of the building exceeds 100 years. The applicant proposed to convert the existing structure to four (4) two-bedroom residential units. The footprint of the existing building will not be altered. The applicant stated that the units would not be for short-term rentals (Airbnb, etc.) and no pets would be permitted. The public hearing was well attended and most of the abutters were present. The abutters were pleased with the prospect of this long-vacant commercial property being developed for residences.

Brenda Lessard, Town Clerk, continues to assist the ZBA in its work. Brenda serves as our Secretary: scheduling meetings and public hearings, preparing minutes, filing decisions, and responding to many requests from the public for information regarding the work of the ZBA. In particular, Brenda has the responsibility for updating and maintaining the ZBA's section on the Town's website. Brenda's conscientiousness and responsiveness to inquiries are invaluable to the prompt completion of our work.

