

ANNUAL REPORT



TOWN OF NORTHFIELD

MASSACHUSETTS

2013

Annual Report
Town of Northfield
Year Ending December 31, 2013



69 Main Street
Northfield, MA 01360
www.northfield.ma.us

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Cover Photo: Northfield Town Flag. Designed by Linda Jacque, Barbara LeMoine, Camden Grybko and Joel Fowler

Federal, State & County Officials

President of the United States

Barack H. Obama (D)
The White House
1600 Pennsylvania Ave.
Washington, DC. 20500
202-456-1111

United States Senators

Elizabeth Warren (D)
2 Russell Courtyard
Washington, DC 20510
202-224-4543

Edward Markey (D)
218 Russell Senate Off. Bldg
Washington, DC 02510
202-224-2742

Representative in Congress

James McGovern
94 Pleasant St.
Northampton, MA 01060
413-341-8700

Massachusetts State Legislation Governor

Deval Patrick (D)
State House
Office of the Governor, Rm
360
Boston, MA 02133

State Senator

Stanley C. Rosenberg
(D)
State House Rm 320
Boston, MA 02133
617-722-1532

Attorney General

Martha Coakley (D)
1350 Main St. 4th Floor
Springfield, MA 01103
413-784-1240

Representative in General Court

Paul W. Mark (D)
State House Rm 473F
Boston, MA 02133
617-722-2210

Franklin Regional Council of Government

Linda Dunlavy
Executive Director
425 Main St. Ste. 40
Greenfield, MA 01301
413-774-3167



General Administration

Town Administrator
*Thomas Hutcheson
Interim Town Administrators
*Kevin Paicos
Robert Markel

Town Secretary/Selectboard
Sandra L. Wood

Town Accountant
Deb Mero

Tax Collector/Treasurer
Barbara Brassor

Assessor's Clerk
Bethany Walker

Town Clerk
Gail V. Zukowski, CMMC

Town Counsel
Kopelman & Paige

Finance Committee
Administrative Assistant
Bethany Walker

ZBA & Police
Administrative Assistant
Vivien Venskowski

Conservation & Planning Board
Administrative Asst.
Sara Goodwin Monette

Recreation Committee
Administrative Assistant
Bridget Hammond

Town Hall Custodian
Tammy Pelletier



Public Safety

Police Chief
Robert Leighton

Police Sergeant
*Scott Minckler
John Richardson

Fire Chief
Floyd "Skip" Dunnell
Asst. Chief
David Quinn, Jr.

EMS Chief
Mark Fortier
Asst. Chief
Randy Wheelock

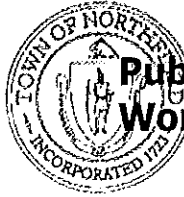
Building Commissioner
James Hawkins

Animal Inspector
Dan Gray

Plumbing & Gas Inspector
Frank Turner

Electrical Inspector
Devin Lockley

Dog Officer
Don Thornton



Public Works

Superintendent of Streets &
Building Maintenance
Tom Walker

Foreman
Kevin Steiner

Truck Driver/Laborers
*Mike Sibley
*Kris Black
Mike Mankowsky
Andy Boyden

Administrative Assistant
*Gail V. Zukowski
Sarah Monette

Wastewater Treatment Facility
Eric Meals, Lead Operator
Ryan Henderson, Operator



Community Services

Senior Center Director
*Suzanne Travisano
Heather Tower

Outreach Coordinator
Jeanette Tessier

Library Director
Deb Kern

Circulation
Jane Lyle-Jaworski

Programming
Halie Theoharides

Circulation Assistant
Jessica Robinson

Library Custodian
Tim Rogers

*Resigned/Retired/Term Expired/Other

Elected Officials

*Resigned, Retired, Term Expired, Other

Board of Assessors	Robert MacEwen Michelle Milton Thomas Shearer	Planning Board	Robert Hall, Jr. James Holloway Richard Fitzgerald Tammy Pelletier Guy Neuman *Charles Shaw
Board of Health	Flora Sadri Thomas Walker Dan Gray David Balk Robert MacEwen	PVRS Committee	William Wahlstrom Patricia Shearer Robin L'Etoile *Jed Proujansky
Board of Library Trustees	Margo Fleck Deb Potee Lloyd E. Parrill Jon McGowan Nolan Kitfield Pauline Borrego	Recreation Commission	Susan Fuller Jeremy Underwood Suzanne Handren Joseph Stacy *Melissa Gamache
Board of Selectmen	Jed Proujansky Dan Gray John G. Spanbauer	Sewer Commission	Tom Walker Paul Prest Raymond Zukowski
Board of Trustees of Veterans Memorials	Charles Handren Raymond Zukowski Denis Brennan John Williams Robert D. Hall, Jr.	Tax Collector/Treasurer	Barbara Brassor
Constables	David Brassor Fredd Fuller James O'Shea John Ware	Town Clerk	Gail Zukowski
Moderator	Nathan L'Etoile		

Moderator Appointed

*Resigned, Retired, Term Expired, Other

Finance Committee	Lois Stearns Anthony Matteo Bonnie Tucker L'Etoile Dan Campbell Chad Glover *Jason Platek
Franklin County Technical School District	Scott Milton
Non Partisan Caucus	Susan Lloyd Kim Farmer Beth Walker *Nina Sibley

Boards, Commissions & Committees

*Resigned, Retired, Term Expired, Other

Agricultural Commission	William Ames Eugene L'Etoile William Llewelyn William Roberts Dave Kalinowski Alan Stone Jerry Wagener	By-Law Committee	Kathy Wright Tom Shearer David Quinn, Jr. Rosalind Tufts Dianne Cornwell Joe Graveline *Randy Wheelock
Building Utilization& Planning	David Gorzocoski Kathy Wright Chad Glover *William Roberts	Community Preservation Committee	Tony Matteo Joan Deely Robert Hall Jennifer Tufts Ruth Gallagher Rhoda Yucavitch Eleanor Goodman *Dan Campbell
Conservation Commission	Hunter Swanson Joan Deely Mike Barry Charles Blanker William Llewelyn Nick Fleck	Council on Aging	Rhoda Yucavitch Irene Jurkowski John Blazejewski Mary Jane Porter Eleanor Goodman Ruth Gallagher Genevieve Clark Elizabeth L'Etoile *Shirley Nelson
Cultural Council	Charlie Davis Katie Beth Ryan Bruce Kahn Karina Berenson Amy Boyden	*Beth Reynolds *Marianne Wilkenson	
Election Officers	Ruth Gallagher Kay Snow Nina Sibley Linda Leavis Jessie Wiggin Bob MacEwen Alice Fortier Betty Gibson Carol Holden Jane Abbott	Liz L'Etoile Pam Veith Bethany Walker Barbara Brassor-Warden Russ Edes Al Stone Patricia Stone Eric Meals Dianne Cornwell Joanne Newton	*Louise Hoff *Helen Monroe *Ed Finch *Amy Hendricks *Bobbie Martineau *Bridget Hammond *Rosalind Tufts *Amy Brown
Electronic Communications & Cable TV Advisory	Brian Brault Bruce Kahn	Emergency Services Facility Committee	Floyd "Skip" Dunnell Dan Gray Mark Fortier Tom Newton Rob Leighton Chad Glover

Boards, Commissions & Committees

*Resigned, Retired, Term Expired, Other

Energy Committee	John Cevasco Maureen Spaulding Robert Pasteris Peter Talmage Annie Chappell	Four Mile Brook Watershed Advisory	Lisa McLoughlin Joan Deely Mary Perrea Howard Perrea Tom Shearer Bob Duby Bob English *Harley Mullin *Jennifer Tufts *Joel Fowler *Sue Fuller *Denis Brennan *Cecelia Jordan *Ken Jordan
Historical Commission	Carol Lebo Marie Ferre Sue Ross Jessie Wiggin Joe Graveline Joel Fowler Robert Hall *Ruth Potee	Master Plan Steering & Roundtable	Brain Brault Dianne Cornwell Jack Spanbauer Steve Malsch Kevin Leger Gwendolyn Trelle Rich Fitzgerald Alex Stewart Jill Fortier Sue Ross Joe Stacy
Natural Hazard Mitigation	Kathy Wright Rob Leighton Tom Walker *Tom Hutcheson	Board of Registrars	Susan Lloyd Kim Farmer
Northfield Campus Collaborative	Ed Finch Kathleen Wright Nathan Tufts Sue Ross Alexander Stewart Erin Jaworski Bruce Kahn Lois Stearns Barb Richardson Susan Wright Sara Hoffman	Open Space Committee	Joanne McGee Jerry Wagener Sue Ross Mike Barry Kate Rossiter Jennifer Tufts Robert Hall
Senior Center Director Search Committee	Jane Abbott Liz L'Etoile Ruth Gallagher Joel Fowler Betty Gibson Jack Spanbauer Jeanette Tessier *Tom Hutcheson		

Boards, Commissions & Committees

*Resigned, Retired, Term Expired, Other

Town Governance Study Committee

Christian Guertin
Nathaniel Hussey
Sam Richardson
Homer Stavely
Barry Bordner
Steve Stoia
David Chula

Town Hall Master Plan Committee

Ruth Gallagher
Stephen Serendynski
Tom Walker
Jack Spanbauer
*Tom MacDonald

Town Administrator Search Committee

Barry Bordner
Joan Deely
Ray Zukowski
Michael Noble
Eric Meals
*Nick Fleck

Trust Fund Committee

Ruth Gallagher
Jessie Wiggan
Mary Jane Porter
Andrea Dale

Fred W. Wells Will Trustee

Theodore Penick

Veteran Graves Officer

Ed Doolittle

Wired West Representative

Brian Brault

Zoning Board of Appeals

Edward Shearer
William Forrest
Shawn Foster
Erin Jaworski
Jennifer Cox
Al Dietrich

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TOWN OF NORTHFIELD, MASSACHUSETTS
COMBINING STATEMENT OF CAPITAL PROJECTS FUND REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2013

	Fund Balances			Other Financing	Fund Balances
	July 1, 2012	Revenues	Expenditures	Sources (Uses)	June 30, 2013
Brush Mountain	\$ 930.27				\$ 930.27
Library Accessibility	\$ 13,515.90		\$ -		13,515.90
	\$ 14,446.17	\$ -	\$ -	\$ -	\$ 14,446.17

TOWN OF NORTHFIELD, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2013

	General	Special	Capital		Trust and	Long Term	Totals
		Revenue	Projects	Enterprise	Agency	Debt	(Memorandum Only)
Assets							
Cash and Investments	1,011,282	280,540	0	236,804	1,148,825	0	2,677,451
Accounts Receivable:							
Property Taxes	238,023	499	0	0	0	0	238,522
Excise Taxes	54,691	0	0	0	0	0	54,691
Tax Liens	24,504	0	0	0	0	0	24,504
User Charges	0	0	0	143,248	0	0	143,248
Less: Allowance for Uncollectible Accounts	-269,593	0	0	0	0	0	-269,593
Tax Foreclosures	7,007	0	0	0	0	0	7,007
Prepaid Expenses & Other Recievables	1,091	0	0	0	0	0	1,091
Due From Other Funds	324,588	-162,825	14,446	-172,377	-3,832	0	0
Due from Other Governments	0	684,335	0	0	0	0	684,335
Amount to be Provided for the Payment of Debt	0	0	0	0	0	79,245	79,245
Total Assets	1,391,593	802,549	14,446	207,675	1,144,993	79,245	3,640,501

Liabilities and Fund Equity

Liabilities:

Warrants, Payrolls, & Accounts Payable	202,842	2,273	0	2,906	0	0	208,021
Employee Withholdings	8,579	0	0	0	0	0	8,579
Due to Others	9,522	90	0	0	392	0	10,004
Deferred Revenue:							
Property Taxes & Tax Liens	-7,066	499	0	0	0	0	-6,567
Excise Taxes	54,691	0	0	0	0	0	54,691
Other	7,007	684,335		143,248			834,590
Due to Other Funds	0	0	0	0	0	0	0
Bonds/Notes Payable	0	0	0	0	0	79,245	79,245
Total Liabilities	275,575	687,197	0	146,154	392	79,245	1,188,563

Fund Equity:

Fund Balance:

Reserved for Encumbrances	156,123	0	0	0	0	0	156,123
Reserved for Nonexpendable Trust Principal	0	0	0	0	204,711	0	204,711
Unreserved:							
Designated for Subsequent Years' Expenditures	320,000	82,323	0	0		0	402,323
Undesignated	639,895	33,029	14,446	61,521	939,890	0	1,688,781
Total Fund Equity	1,116,018	115,352	14,446	61,521	1,144,601	0	2,451,938
Total Liabilities and Fund Equity	1,391,593	802,549	14,446	207,675	1,144,993	79,245	3,640,501

**TOWN OF NORTHFIELD, MASSACHUSETTS
COMBINING STATEMENT OF ENTERPRISE FUND REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2013**

	Fund Balances July 1, 2012	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2013
EMS Ambulance	\$ 32,880.69	\$ 106,530.13	\$ 93,265.51	\$ -	\$ 46,145.31
Sewer	\$ 9,555.84	\$ 240,375.32	\$ 265,055.75	\$ 30,500.00	\$ 15,375.41
	\$ 42,436.53	\$ 346,905.45	\$ 358,321.26	\$ 30,500.00	\$ 61,520.72

TOWN OF NORTHFIELD							
GENERAL FUND EXPENDITURES				Period: July 2012 to June 2013			
Account #	Account Name	Current Year Budgeted	Adjustments	Net Working Budget	Current Year Expenditures	Balance to FY2013	Balance to Close
-	-	-	-	-	-	-	-
11401	MODERATOR SALARY	51.00	0.00	51.00	0.00	0.00	51.00
11410	MODERATOR EXPENSE	30.00	0.00	30.00	0.00	0.00	30.00
12201	SELECTMEN SALARIES	5647.00	0.00	5647.00	5647.00	0.00	0.00
12202	ADMIN ASST SALARY	50829.00	0.00	50829.00	50686.65	0.00	142.35
12203	SECRETARY WAGES	37277.00	0.00	37277.00	37128.00	0.00	149.00
12210	SELECTMEN EXPENSE	10742.00	0.00	10742.00	10353.87	0.00	388.13
12230	ADMIN ASST EXPENSE	1781.00	0.00	1781.00	1314.32	0.00	466.68
12251	PERSONNEL POLICY REVIEW	8000.00		8000.00	0.00	8000.00	0.00
13110	FIN COMM EXPENSE	1368.00	0.00	1368.00	695.04	0.00	672.96
13210	RESERVE FUND	15000.00	-5419.36	9580.64	0.00	0.00	9580.64
13501	ACCOUNTANT SALARY	26384.00	0.00	26384.00	26383.92	0.00	0.08
13510	ACCOUNTANT EXPENSE	315.00	0.00	315.00	205.51	0.00	109.49
13551	TOWN AUDIT	14000.00	0.00	14000.00	12950.00	0.00	1050.00
14101	ASSESSORS SALARIES	5183.00	0.00	5183.00	5183.00	0.00	0.00
14102	ASSESSORS CLERK WAGES	32017.00	0.00	32017.00	20542.26	0.00	11474.74
14103	ASSESSOR'S PROP INSP	13500.00	0.00	13500.00	12768.25	0.00	731.75
14110	ASSESSORS EXPENSE	12240.00	0.00	12240.00	11113.90	0.00	1126.10
14152	APPRAISAL NFLD MTN PROJ	7000.00	0.00	7000.00	0.00	7000.00	0.00
14250	ASSESSORS REVAL	508.00	0.00	508.00	0.00	508.00	0.00
14501	TREASURER SALARY	12069.00	0.00	12069.00	12069.00	0.00	0.00
14510	TREASURER EXPENSE	4000.00	-217.32	3782.68	3309.57	0.00	473.11
14601	TAX COLL SALARY	12069.00	0.00	12069.00	12069.00	0.00	0.00
14610	TAX COLL EXPENSE	5500.00	-264.50	5235.50	5027.42	0.00	208.08
15110	TOWN LEGAL EXPENSE	25500.00	482.56	25982.56	25982.56	0.00	0.00
15510	COMPUTER SUPPLY & SERVICE	11881.00	0.00	11881.00	11728.29	0.00	152.71

15554	COMPUTERS 5/03	1379.02	0.00	1379.02	0.00	1379.02	0.00
15810	TAX TITLE	2300.00	481.82	2781.82	2781.82	0.00	0.00
15910	COPY MACHINE SUPPLY/SERVICE	900.00	276.79	1176.79	1176.79	0.00	0.00
16101	TOWN CLERK SALARY	33521.00	0.00	33521.00	33521.00	0.00	0.00
16110	TOWN CLERK EXPENSE	3235.00	0.00	3235.00	1900.72	0.00	1334.28
16210	ELECTIONS & REGISTRATIONS	10000.00	1120.00	11120.00	10932.91	0.00	187.09
17110	CONSERV COMM EXPENSE	2890.00	0.00	2890.00	2000.70	0.00	889.30
17510	PLANNING BD EXPENSE	3482.00	0.00	3482.00	2399.27	0.00	1082.73
17511	PLANNING BD-BILL OF PRIOR YR	0.00	644.38	644.38	644.38	0.00	0.00
17550	MASTER PLAN	75000.00	0.00	75000.00	56830.86	18169.14	0.00
17610	ZBA EXPENSE	3046.00	500.00	3546.00	3457.12	0.00	88.88
17810	OPEN SPACE COMM	1200.00	0.00	1200.00	856.80	0.00	343.20
17901	LAND DAMAGES	1.00	0.00	1.00	0.00	0.00	1.00
17910	AG COMM EXPENSE	500.00	0.00	500.00	480.00	0.00	20.00
17950	MASS APR PROGRAM	10000.00	0.00	10000.00	0.00	10000.00	0.00
17954	CONS & LAND CONSULTANT	492.15	0.00	492.15	0.00	492.15	0.00
19201	TOWN HALL CUSTODIAN WAGES	14394.00	0.00	14394.00	11706.60	0.00	2687.40
19202	BLDG MAINT PERSON	34870.00	0.00	34870.00	31897.00	0.00	2973.00
19210	TOWN HALL MAINT.	38890.00	0.00	38890.00	38890.00	0.00	0.00
19211	TOWN BLDG ELEVATOR & ALARM MAINT	9500.00	800.00	10300.00	10189.93	0.00	110.07
19212	TOWN BLDG SEWER USE	2000.00	4.02	2004.02	2004.02	0.00	0.00
19265	T HALL RENOVATIONS	1565.67	0.00	1565.67	1565.67	0.00	0.00
19267	T HALL PROJECTS 05/07	1315.96	0.00	1315.96	963.14	352.82	0.00
19269	ELEC TO BS & PAVILLION	2976.75	0.00	2976.75	0.00	2976.75	0.00
19270	TOWN HALL GENERATOR	1390.00	0.00	1390.00	0.00	1390.00	0.00
19271	TOWN HALL INTERIOR ASSESSMT	4800.00	0.00	4800.00	1200.00	3600.00	0.00
19272	TOWN HALL REPAIRS 5/12	18500.00	0.00	18500.00	10025.34	8474.66	0.00
19510	TOWN REPORTS	400.00	0.00	400.00	389.36	0.00	10.64
19910	TOWN CLOCK	150.00	0.00	150.00	150.00	0.00	0.00
21001	POLICE SALARIES & WAGES	246299.00	-2679.00	243620.00	234836.60	0.00	8783.40
21010	POLICE OPER EXPENSE	42755.00	7679.00	50434.00	48462.56	0.00	1971.44
22001	FIRE DEPT SALARIES	5165.00	0.00	5165.00	4609.92	0.00	555.08
22002	FIRE DEPT WAGES	40498.00	-2600.00	37898.00	33452.14	0.00	4445.86
22010	FIRE DEPT OPER EXPENSE	17460.00	0.00	17460.00	17071.25	0.00	388.75
22011	FIRE DEPT HOSE & EQUIP	8000.00	0.00	8000.00	7776.38	0.00	223.62
22012	FIRE DEPT INSPECTION FEES	3000.00	0.00	3000.00	1375.00	0.00	1625.00
22013	FIRE HYDRANTS	5460.00	0.00	5460.00	5460.00	0.00	0.00
22014	FIRE STATION MAINTENANCE	15250.00	2600.00	17850.00	17691.50	0.00	158.50
22015	FIRE PONDS	3000.00	0.00	3000.00	2701.24	0.00	298.76
22068	FIRE STATION ROOF	20000.00	-6920.00	13080.00	13079.90	0.00	0.10
22069	FIRE STATION REPAIRS	0.00	6920.00	6920.00	0.00	6920.00	0.00
24101	BLDG INSPECTOR SALARY	24778.00	0.00	24778.00	24778.00	0.00	0.00
24110	BLDG INSPECTOR EXPENSE	1050.00	500.00	1550.00	1456.10	0.00	93.90
24210	GAS INSPECTIONS	1530.00	0.00	1530.00	1170.00	0.00	360.00
24510	WIRE INSPECTION	1325.00	1242.56	2567.56	2527.68	0.00	39.88
29110	CIVIL DEFENSE	400.00	0.00	400.00	100.00	0.00	300.00
29201	DOG OFFICER SALARY	3183.00	0.00	3183.00	3183.00	0.00	0.00
29210	DOG OFFICER EXPENSE	1450.00	152.75	1602.75	1602.75	0.00	0.00
29410	TREE DEPT EXPENSE	8925.00	0.00	8925.00	8900.00	0.00	25.00
29901	CONSTABLE WAGES	1020.00	0.00	1020.00	910.38	0.00	109.62
29910	CONSTABLE EXPENSE	330.00	0.00	330.00	243.88	0.00	86.12
29930	FENCE VIEWERS, ETC	1.00	0.00	1.00	0.00	0.00	1.00
29950	HEPATITIS SHOTS	1856.50	0.00	1856.50	0.00	1856.50	0.00
30011	ELEM SCH MAINT	1500.00	0.00	1500.00	122.78	0.00	1377.22
30063	ELEM SCH ROOF REPAIRS	9918.00	9367.00	19285.00	0.00	19285.00	0.00
30065	NES DESIGN FOR REPAIRS	1482.00	-1482.00	0.00	0.00	0.00	0.00
30066	NES SAFETY ENTRANCE SYSTEM	10000.00	0.00	10000.00	10000.00	0.00	0.00
30067	NES-CANOPIES	20000.00	-7885.00	12115.00	11435.63	0.00	679.37
31010	PVRS OPER ASSESSMENT	3616617.00	0.00	3616617.00	3616616.40	0.00	0.60

31053	PVRS BLDG PROJ ASSESS	248582.35	0.00	248582.35	248582.35	0.00	0.00
31055	PVRS CENTRAL OFFICE PROJ	7575.00	0.00	7575.00	7575.00	0.00	0.00
31054	PVRS CAPITAL PROJ	13635.00	0.00	13635.00	13635.00	0.00	0.00
32010	FCTS OPER ASSESSMENT	252083.00	0.00	252083.00	252083.00	0.00	0.00
42110	HWY SUPT EXPENSE	8610.00	3000.00	11610.00	10898.08	0.00	711.92
42201	HWY DEPT WAGES	252376.00	-3000.00	249376.00	242789.27	0.00	6586.73
42210	HWY, BRIDGES & RAILS	165375.00	0.00	165375.00	163721.85	0.00	1653.15
42211	OIL & STONING	63000.00	0.00	63000.00	63000.00	0.00	0.00
42212	HWY TOOLS	1260.00	0.00	1260.00	1242.48	0.00	17.52
42213	OIL & STONING- PR YR ENCUMB	63000.00	0.00	63000.00	63000.00	0.00	0.00
42250	SIDEWALKS	24345.90	0.00	24345.90	0.00	24345.90	0.00
42251	REPAIR BRIDGES	3615.36	0.00	3615.36	0.00	3615.36	0.00
42252	OLD WENDELL RD	12619.06	0.00	12619.06	0.00	12619.06	0.00
42310	SNOW REMOVAL EXPENSE	75390.00	0.00	75390.00	73624.04	0.00	1765.96
42410	STREET LIGHTS	13000.00	1600.00	14600.00	14414.73	0.00	185.27
42910	MACHINE MAINT	84341.00	5100.00	89441.00	84846.38	0.00	4594.62
42911	HIGHWAY GARAGE MAINT	11550.00	1000.00	12550.00	12248.46	0.00	301.54
42912	HWY BOUNDS,SURVEYS,LISTS	1.00	0.00	1.00	0.00	0.00	1.00
42950	HWY DEPT TRUCK	5211.71	0.00	5211.71	712.37	4499.34	0.00
42952	SURVEY BOUNDS-TOWN WAYS	1500.00	0.00	1500.00	0.00	1500.00	0.00
42954	HWY PLOW & EQUIP	1438.00	0.00	1438.00	0.00	1438.00	0.00
42959	HWY GARAGE MAINT & ENRGY EFF	1000.00	0.00	1000.00	0.00	1000.00	0.00
42963	HWY BOILER/HEATER	35000.00	0.00	35000.00	35000.00	0.00	0.00
43110	SOLID WASTE DISTRICT	7526.00	0.00	7526.00	7526.00	0.00	0.00
43310	TRANSFER STATION	111000.00	0.00	111000.00	95873.13	0.00	15126.87
49110	CEMETERY WAGES & EXPENSE	11550.00	9000.00	20550.00	20460.00	0.00	90.00
49150	CEMETERIES-MAJOR IMPROVMENTS	418.99	0.00	418.99	0.00	418.99	0.00
51001	BD OF HEALTH SALARIES	2375.00	0.00	2375.00	2375.00	0.00	0.00
51003	SEPTIC INSPECTION FEES	1500.00	0.00	1500.00	550.00	0.00	950.00
51010	BD OF HEALTH EXPENSE	7906.00	0.00	7906.00	6570.87	0.00	1335.13
51011	SHARED HEALTH AGENT	10492.00	0.00	10492.00	10492.00	0.00	0.00
51012	BD OF HEALTH-PLUMBING INSP FEES	2500.00	0.00	2500.00	2465.00	0.00	35.00
51910	ANIMAL INSPECTOR	2333.00	0.00	2333.00	2025.00	0.00	308.00
54110	COUNCIL ON AGING	46202.00	0.00	46202.00	45676.45	0.00	525.55
54152	SENIOR CTR DESIGN	11920.00	0.00	11920.00	0.00	11920.00	0.00
54310	SOLDIERS RELIEF	24500.00	4087.85	28587.85	28587.85	0.00	0.00
61001	D MEM LIB-WAGES & SALARIES	100133.00	0.00	100133.00	99336.07	0.00	796.93
61010	D MEM LIB-EXPENSE	40121.00	0.00	40121.00	39979.04	0.00	141.96
61015	NFLD FARMS LIBRARY	575.00	0.00	575.00	575.00	0.00	0.00
61054	LIBRARY CLIMATE CONTROL	2207.30	0.00	2207.30	42.95	2164.35	0.00
61071	LIBRARY PURCHASE MATLS	2626.17	0.00	2626.17	2626.17	0.00	0.00
61075	LIBR ENERGY SAV MEAS	1327.55	0.00	1327.55	125.00	1202.55	0.00
61077	LIBBRY-MTG ROOM HEAT SYSTEM	368.00	0.00	368.00	0.00	368.00	0.00
63010	RECREATION COMM	5790.00	0.00	5790.00	5735.39	0.00	54.61
63040	REC COMM VOLUNTEER REC	250.00	0.00	250.00	224.95	0.00	25.05
63050	REC PROGRAM DIRECTOR	3992.00	0.00	3992.00	2171.87	0.00	1820.13
65010	MAINT ATHLETIC FIELD	4000.00	0.00	4000.00	3604.98	0.00	395.02
65050	ATHLETIC FIELD DRAINAGE	627.19	0.00	627.19	0.00	627.19	0.00
69110	HISTORICAL COMMISSION	400.00	0.00	400.00	149.56	0.00	250.44
69210	MEMORIAL DAY	1600.00	0.00	1600.00	1552.37	0.00	47.63
69910	ALEXANDER HALL	300.00	0.00	300.00	250.00	0.00	50.00
75210	INT SHORT TERM-REV ANTIC NOTES	2000.00	0.00	2000.00	0.00	0.00	2000.00
82010	STATE ASSESSMENTS	6982.00	0.00	6982.00	7022.00	0.00	-40.00
83010	FRCOG ASSESSMENT	25900.00	0.00	25900.00	25900.00	0.00	0.00
84010	VETERANS DISTRICT	5948.00	0.00	5948.00	5948.00	0.00	0.00
91110	COUNTY RETIREMENT	146836.00	0.00	146836.00	146836.00	0.00	0.00
91210	WORKERS COMP INS	14958.00	0.00	14958.00	11642.10	0.00	3315.90
91310	UNEMPLOYMENT	5000.00	0.00	5000.00	3513.60	0.00	1486.40
91410	CH 32B HEALTH INS	207787.00	-6563.32	201223.68	176505.43	0.00	24718.25

91510	CH 32B LIFE INS	1700.00	0.00	1700.00	1524.04	0.00	175.96
91601	FICA & MEDICARE	15600.00	216.15	15816.15	15816.15	0.00	0.00
94510	OTHER INSURANCE	61303.00	0.00	61303.00	58836.65	0.00	2466.35
99610	TRSF TO STABILIZATION	410000.00	0.00	410000.00	410000.00	0.00	0.00
99629	TRSF TO REVOLVING	300.00	0.00	300.00	300.00	0.00	0.00
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TOTAL GENERAL FUND		7357204.63	19744.38	7376949.01	7090875.71	156122.78	129950.52

ACCOUNTANT'S REPORT
TOWN OF NORTHFIELD
BALANCE SHEET FOR THE FISCAL YEAR ENDED JUNE 30, 2013

GENERAL FUND

ASSETS

Cash & Investments

Gfld Co-op Bank- Checking	(6,439)		
Tax Collector Checking	200		
Gfld Co-op Bank- Sweep Acct.	188,409		
Peoples United Bank	133,093		
MMDT-Combined Investment	16,348		
Unibank Tax Receipt Acct	103,049		
Unibank Investment Acct.	576,622	1,011,282	
Cash Due To/From Oth Funds	324,588	324,588	

Accounts Receivable

Personal Property Taxes			
Prior years	1,450		
2011	332		
2012	315		
2013	1,686	3,783	

Real Estate Taxes			
Prior years	2,268		
2010	13,535		
2011	34,038		
2012	51,554		
2013	135,943		
2014	(3,098)	234,240	

Allowance for Abate & Exempt			
Prior years	(8,233)		
2009	(2,100)		
2010	(12,711)		
2011	(113,484)		
2012	(20,304)		
2013	(112,761)	(269,593)	
			(31,570)

Tax Liens	24,504	24,504	
Ch59 Sec2D Spec Assmnt	0	0	
Motor Vehicle Excise	54,691	54,691	

Other Assets

Tax Foreclosures		7,007	
Prepaid Expenses		515	
Other Recievables		576	
		1,391,593	

LIABILITIES & FUND BALANCE

Warrants Payable		194,840	
Accounts Payable		0	
Accrued Payrolls Payable		6,287	
Fees Payable		1,715	
Payroll Withholdings		8,579	
Other Liabilities			
Unclaimed Checks	5,581		
Bid Bonds	3,941	9,522	
Deferred Revenue			
Property Taxes Prior Years	(6,254)		
Property Taxes 2008	(222)		
Property Taxes 2009	(355)		
Property Taxes 2010	1,040		
Property Taxes 2011	(79,114)		
Property Taxes 2012	31,565		
Property Taxes 2013	24,868		
Property Taxes 2014	(3,098)	(31,570)	
Tax Liens	24,504		
Special Assessments	0		
Motor Vehicle Excise	54,691		
Tax Foreclosures	7,007	86,202	
Fund Balance			
Res-Continuing Approps	156,123		
Res-Expenditures	320,000		
Unreserve d	639,895	1,116,018	

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HIGHWAY IMPROVEMENTS FUND

ASSETS

Cash- due to/from Genl Fund	(197,955)
Due from Comm of Mass	684,335

LIABILITIES & FUND BALANCE

Accounts Payable	0
Deferred Revenue	684,335
Fund Balance	(197,955)

486,380

486,380

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COMMUNITY PRESERVATION FUND

ASSETS

Greenfield Co-op No-Pen Cd	245,573
Cash- due to/from Genl Fund	(815)
CPA Tax Surcharge 2009	11
CPA Tax Surcharge 2010	14
CPA Tax Surcharge 2011	34
CPA Tax Surcharge 2012	152
CPA Tax Surcharge 2013	288

LIABILITIES & FUND BALANCE

Deferred Revenue	499
Fund Balance-Res Open Space	28,137
Fund Balance-Res Historic Rescorces	11,137
Fund Balance-Res Commty Housing	5,137
Fund Balance-Res for Expenditure	0
Fund Balance-Res for Continuing Approps	78,823
Fund Balance-Undesignated	121,524

245,257

245,257

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TOWN GRANTS FUND

ASSETS

Arts Council Savings	5,881
Cash-due from Genl Fund	(71,087)

LIABILITIES & FUND BALANCE

Accounts Payable	0
Accrued Payrolls Payable	0

Fund Balances

Cultural Council	4,451
Green Community	25,924
Police- VIPS	39
Police Reg Stdy	1,000
Police Vest	597
Police BZPP/VRPP	(11,418)
Oct 2005 Flood	10,751
Emer Mgmt EOP	540
COA	0
COA-FCHHC	2,165
Library LIG/MEG	7,142
Pulic Library Fund	474
Title V Septic	2,868
Bd of Hlth-MAPHCO	103
Stormwater Mgmt	(109,842)
	(65,206)

(65,206)

(65,206)

RECEIPTS RESERVED FOR APPROPRIATION

ASSETS

Cash-Due from General Fund 57,257

57,257

LIABILITIES & FUND BALANCE

Fund Balances

Sale of Real Estate 5,570

Sale Low Value 98

Land 98

Sale of Cem Lots-Undesignated 43,669

Sale of Cem Lots- Res for Expenditure 0

Dog Fund-Undesignated 4,420

Dog Fund-Res for Expenditure 3,500

57,257

REVOLVING FUNDS AND GIFTS

ASSETS

Recreation Checking 29,086

Ladder Fund Savings 0

Cash-Due from Genl Fund 49,775

78,861

LIABILITIES & FUND BALANCE

Unclaimed Cks- Rec Revolv 90

Warrants & Accounts Payable 2,273

Fund Balances

Rec
Revolv 28,672

Ladder Gifts 70

Police
Gifts 3,291

Restitution 35

Town Hall

Landscape 806

Town

Clock 59

Town Forest 500

Historical Comm

Gifts 57

Maint Cem Markers 437

Library Gifts 10,179

Misc. Donations 6

EMT Gifts 998

Ambulance

Donations 2,580

Bucket Truck Revolv 2,010

Roadside Mower 1,147

COA Gifts 7,631

COA Exercise Prog 1,692

Vt Yankee Training 3,568

Vt Yankee Civil Def 36

Vt Yankee Emer

Mgmt 2,318

Cons Comm

Wetlands 9,349

Ag Comm Gifts 1

Map Framing Gifts 105

Veterans Memorial 951

76,498

78,861

CAPITAL PROJECTS FUND (Brush Mountain
Purchase)

ASSETS
Cash- due to/from Genl
Fund

930

LIABILITIES & FUND BALANCE

Notes Payable 0

Fund Balance 930

930

930

CAPITAL PROJECTS FUND (Library
Accessability)

ASSETS
Cash- due to/from Genl
Fund

13,516

LIABILITIES & FUND BALANCE

Notes Payable 0

Fund Balance 13,516

13,516

13,516

ENTERPRISE FUND (Emergecy Medical Service)

ASSETS

Cash 92,039

Cash- due to/from Genl
Fund (43,048)

Accounts Receivalbe 55,615

104,606

LIABILITIES & FUND BALANCE

Accrued Payrolls Payable 2,846

Deferred Revenue 55,615

Fund Balance 46,145

104,606

ENTERPRISE FUND (Sewer)

ASSETS

Cash 144,765

Cash- due to/from Genl
Fund (129,329)

A/R Sewer Use Charges 72,139

Sewer Liens 15,494

103,069

LIABILITIES & FUND BALANCE

Accounts Payable 60

Deferred Revenue-Sewer Use 72,139

Deferred Revenue-Sewer Liens 15,494

Fund Balance 15,376

103,069

TRUST FUNDS

ASSETS

M Alexander-Checking 15,800

M Alexander-CDs 91,079

P. Bowman-Invest. Acct 88,407

T Hurley-Invest Acct 15,704

Trust Funds- Invest. Acct 219,101

Cash-Due from Genl Fund (4,224)

425,867

LIABILITIES & FUND BALANCE

Accrued Payrolls Payable 0

Fund Balances- Non Expendable

PC Center Cem 15,638

Belcher Cem 2,000

J Cowles Cem 2,000

C Stearns Cem 500

F Lane
Cem 202

PC West Nfld Cem 8,677

Priest, et ux Cem 7,292

L Holton Cem 101

PC Nlfd Farms 11,977

PC Mt Hermon Cem 6,475

M Callander Cem 500

PC Pentecost Cem	12,475	
PC So. Mtn. Cem	100	
Bowman Library	78,193	
Belcher Library	9,739	
C Dickinson Library	3,000	
M Montague Library	2,010	
DAR Book Fund	100	
Holton Library	500	
McGowan Library	3,182	
T Hurley Library	15,000	
Charity- Various	21,450	
Surplus Rev- School	1,600	
Belcher Ctr. School	2,000	204,711

Fund Balances-Expendable

PC Center Cem	1,330	
PC West Nfld Cem	652	
PC Nlfd Farms	900	
PC Mt Hermon Cem	3,570	
PC Pentecost Cem	994	
PC So. Mtn. Cem	78	
Bowman Library	9,367	
Belcher Library	1,082	
C Dickinson Library	326	
M Montague Library	751	
DAR Book Fund	144	
Holton Library	90	
Merriman Library	1,745	
E Jackson Library	299	
M Stanley Library	673	
R Giles Library	3,141	
McGowan Library	1,217	
Library Bldg Fund	3,092	
C&P Lawrence Libry	3,268	
T Hurley Library	704	
M Alexander Charity	99,593	
L Evans Charity	8,333	
G Morgan Charity	14,997	
R Evans Charity	2,269	
M Starkweather Char	38,712	
E Alexander Charity	14,444	
Surplus Rev- School	1,341	
Belcher Ctr. School	3,312	
E Jackson- Town	2,208	
W Parker-Mnt Mrkrs	1,514	
Tercentenary Comm	1,010	221,156

425,867

425,867

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STABILIZATION FUND

ASSETS

Investment Acct-Stabilization-General	433,042
Investment Acct-Stabilization-Fire Truck	250,682
Investment Acct-Stabilization-Hwy	35,010

718,734

LIABILITIES & FUND BALANCE

Fund Balance-Undesignated	433,042
Fund Balance-Fire Truck	250,682
Fund Balance-Hwy Backhoe	35,010

718,734

AGENCY FUNDS			
ASSETS		LIABILITIES & FUND BALANCE	
Cash-Due from General Fund	392	Outside Details Payable	392
		Due to State-Firearms Lic	0
	392		392

GENERAL LONG TERM DEBT			
ASSETS		LIABILITIES & FUND BALANCE	
Amts to be Provided for Pmt of Debt	79,245	Note-Issued 10/12 Sewer	30,500
		Bond-Issued 7/93 Sewer	48,745
			79,245

TOWN OF NORTHFIELD
 DETAIL REVENUE REPORT- GENERAL FUND
 July 1, 2012- June 30, 2013

Taxes			
Personal Property Taxes	323,656		
Real Estate Taxes	5,718,519		
Tax Liens Redeemed	3,500		
Tax Foreclosures	2,828		
Ch 61 & 61A Special Assessments	0		
Ch 59,Sec2D- Prorata Taxes	0		
Motor Vehicle Excise	329,918		
Farm Animal Excise	0		
Classified Forest Lands Excise	0		
Penalty & Int, Prop Taxes	23,136		
Penalty & Int, Excise Taxes	2,922		
Penalty & Int, Other Taxes	0		
Payments in Lieu of Taxes	1,370	6,405,849	
Charges for Services			
Transfer Station Stickers,Vouchers	6,193		
Transfer Station Pay to Throw Bags	43,538		
Use of Copy Machine	370		
Use of Fax Machine-Library	366		
Library User Fees-Out of State	460		
Street Lists, Bylaws, Maps, Mail	280		
Accident Reports	200		
RMV Non-Renewal Fees	4,120		
Building Inspection Fees	370		
Fire Department Inspections	1,460		
Admin Fee-Police Outside Detail	3,972		
Cruiser Fee-Police Outside Detail	1,542		
Board of Appeals Fees	150		
Conservation Commission Fees	0		
Planning Board Fees	90		
Certificate Filing-Tax Liens	0		

Assessors Filing Fees	0		
Town Hall/School Use Rent	50		
Cell Tower Lease	23,805	86,966	
Licenses & Permits			
Alcoholic Bev & Other Licenses	2,675		
Other Misc Permits	570		
F.I.D. & Pistol Permits	4,444		
Building Permits	17,001		
Wiring Permits	6,381		
Gas Permits	940		
Plumbing Permits	2,070		
Disposal & Septic Permits	3,625		
Other Bd of Health Permits	1,045	38,751	
Fines & Forfeitures			
Court Fines	795		
Registry Motor Veh- CMVI Fines	10,042		
Non-criminal Dispositions	0		
Library Fines	2,844		
Dog Fines	725		
False Alarms	0		
By-law Violation Fines	1,400	15,806	
State & Federal Revenue			
Expanded Polling Hours	377		
State Owned Land	40,001		
Abatements- Veterans, Blind, Elderly	12,550		
Veterans Benefits	9,251		
Police Career Incentive	0		
Unrestricted General Govt Aid	305,594		
Other Revenue from State	0		
Emerg Mgmt Aid	9,694	377,467	
Miscellaneous Revenues & Interest			
Other Misc Revenue	14,959		
Contributions & Donations	0		
Interest on Investments	4,898	19,857	
TOTAL REVENUES			6,944,696
Other Financing Sources			
Trsf from Other Special Revenue	3,500		
Trsf from Capital Project Fund	0		
Trsf from Enterprise Fund	25,858		
TOTAL OTHER FINANCING SOURCES			29,358
GRAND TOTAL REVENUES & OTHER FINANCING SOURCES			6,974,054

TOWN OF NORTHFIELD, MASSACHUSETTS
COMBINING STATEMENT OF SPECIAL REVENUE FUND REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2013

	Fund Balances			Other Financing	Fund Balances
	July 1, 2012	Revenues	Expenditures	Sources (Uses)	June 30, 2013
Highway Chapter 90 Grants	\$ (203,312.29)	370,072.32	364,714.63		\$ (197,954.60)
Receipts Reserved for Appropriation					
Sale of Real Estate	5,569.37	-	-		5,569.37

Sale of Low Value Land	98.26	-	-		98.26
Sale of Cemetary Lots	43,318.77	350.00	-		43,668.77
Insurance Settlements >20K	-	-	-		-
Dog Fund	8,099.59	3,320.50	-	(3,500.00)	7,920.09
Community Preservation Fund					
Reserved for Expenditure	72,749.66	-	6,256.73	12,330.00	78,822.93
Reserved for Open Space	25,634.00	2,503.00	-		28,137.00
Reserved for Historic Preservation	8,634.00	2,503.00	-		11,137.00
Reserved for Community Housing	2,634.00	2,503.00	-		5,137.00
Undesignated	116,590.46	17,513.78	250.00	(12,330.00)	121,524.24
Grants:					
EOCD Block Grant	-	1,000.00	1,000.00		-
USDA Conservation	-	430,000.00	430,000.00		-
Green Community	-	35,937.50	10,013.97		25,923.53
Police Regional Study	1,000.00	-	-		1,000.00
Police Vest	(2,270.55)	2,867.39	-		596.84
Police BZPP/VRPP	-	15,936.58	27,354.65		(11,418.07)
Police WReg Secur	-	1,333.92	1,333.92		-
VIPS-Police	39.05	-	-		39.05
Emergency Mgmt Equip	540.00	-	-		540.00
VY Emergency Mgmt	8,807.10	1,875.00	8,364.00		2,318.10
Oct 2005 Flood	10,750.82	-	-		10,750.82
Stormwater Management	(32,593.96)	30,531.27	107,779.29		(109,841.98)
Title V Septic	2,867.97				2,867.97
BOH MAPHCO	103.39	-	-		103.39
Munic Recycling	-	500.00	500.00		-
COA Formula Grant	-	4,732.00	4,732.00		-
COA FCHHC Passthrough	1,940.65	1,361.03	1,136.64		2,165.04
Cultural Council	3,377.00	3,871.90	2,797.69		4,451.21
Historical Survey	-	10,000.00	10,000.00		-
Library LIG/MEG	8,830.90	3,244.29	4,932.87		7,142.32
Public Library Fund	474.06	-	-		474.06
Revolving Funds & Gifts					
Town Clock	1,282.25	300.00	1,523.34		58.91
Town Hall Landscaping	806.22	-	-		806.22
Town Forest	500.00	-	-		500.00
Map Framing	105.00	-	-		105.00
Misc Donations	6.03	-	-		6.03
Insurance Settlements	-	3,856.21	3,856.21		-
Cons Comm Wetlands Fees	9,349.30	-	-		9,349.30
Ag Comm Gifts	1.45	-	-		1.45
Restitution	35.22	-	-		35.22
Police Dept Gifts	3,217.91	660.89	587.66		3,291.14
Ladder Fund	69.91	-	-		69.91
VY Civil Defense	35.40	-	-		35.40
VY Training	3,425.43	1,894.33	1,751.73	-	3,568.03
EMT Gifts	3,285.00	4,865.00	7,151.68		998.32
Ambulance Donations	2,579.83	-	-		2,579.83
Bucket Truck Revolving	757.75	2,000.00	1,047.71	300.00	2,010.04
Roadside Mower	-	27,030.15	25,882.85		1,147.30
COA Gifts	8,714.87	1,727.10	2,810.68		7,631.29
COA Exercise Progran Donations	1,303.47	388.25	-		1,691.72
Maint Cemetery Markers	436.50	-	-		436.50
Library Gifts	5,773.16	7,194.26	2,788.50		10,178.92
Recreation Revolving	23,118.84	38,463.02	32,909.69		28,672.17
Historical Commission Gifts	56.55	-	-		56.55
Veterans Memorial Gifts	763.58	200.00	12.57		951.01
	\$ 149,505.92	\$ 1,030,535.69	\$ 1,061,489.01	\$ (3,200.00)	\$ 115,352.60

**TOWN OF NORTHFIELD, MASSACHUSETTS
COMBINING STATEMENT OF TRUST FUND REVENUES, EXPENSES
AND CHANGES IN FUND BALANCES - EXPENDABLE TRUST FUNDS
FOR THE YEAR ENDED JUNE 30, 2013**

	Fund Balances July 1, 2012	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2013
Stabilization Fund:					
General	\$ 207,577.02	\$ 465.27	\$ -	\$ 225,000.00	\$ 433,042.29
Fire Truck	100,131.21	550.60		150,000.00	250,681.81
Hwy Backhoe	-	9.78		35,000.00	35,009.78
Cemetery Perpetual Care:					
Non-Expendable	67,687.24	250.00	-		67,937.24
Expendable	7,299.90	223.52	-		7,523.42
Library Trust Funds					
Non-Expendable	111,724.01	-	-		111,724.01
Expendable	26,801.41	508.81	1,410.92		25,899.30
Other Trust Funds					
Non-Expendable	25,050.00	-	-		25,050.00
Expendable	190,446.07	2,328.85	5,041.50		187,733.42
	<u>\$ 736,716.86</u>	<u>\$ 4,336.83</u>	<u>\$ 6,452.42</u>	<u>\$ 410,000.00</u>	<u>\$ 1,144,601.27</u>

BOARD OF ASSESSORS

Amount to be Raised:

Appropriations	\$ 7,881,569.43
Cherry Sheet Offsets	3,616.00
State & County Cherry Sheet Charges	7,344.00
Overlay	81,668.85

Total Amount to be Raised **\$ 7,974,198.28**

Estimated Receipts & Other Revenue Sources:

Est. Rec. State	\$ 397,383.00
Est. Rec. Local	861,078.00
Rev. Appropriated Specific	56,769.62
Rev. to Reduce Tax Rate	320,000.00

Total Receipts & Revenue **\$ 1,635,230.62**

Real Estate and Personal Property Tax Levy **\$ 6,338,967.66**

TAX RATE RECAPITULATION

CLASS	VALUATION	LEVY
Residential	274,969,025	4,259,270.20
Commercial	40,548,945	628,103.16
Industrial	71,596,200	1,109,025.14
Personal Property	22,115,504	342,569.16
TOTAL	409,229,674	6,338,967.66

Tax Rate Fiscal Year 2014: \$15.49 (per thousand of value)

Respectfully submitted,

Thomas Shearer, Chairperson

Michelle Milton

Robert MacEwen

Bethany Walker, Clerk

Board of Health

The Board of Health is an elected Board comprised of 5 members and a secretary. We meet at 4:45 p.m. on the second and fourth Thursday of each month, with additional meetings as required. The Board has many duties and responsibilities that are mandated by the State which involve protecting the public health and welfare.

Northfield belongs to Eastern Franklin County health District (EFCHD). Towns share the cost of membership, which provides our health agents: Dave Zarozinski and Deb Palmer provide us excellent, professional assistance. They perform inspections twice annually on all food establishments including our schools. Additionally farmers markets, camp and public pools are inspected as required. Dave and Deb investigate any public health or housing issue or other complaints, representing the town in Housing Court if necessary. As our health agents they provide unlimited assistance and counsel to the Board of Health members on any questions or issues that develop.

The Board of Health issues septic haulers permits, food permits, camp permits, pool permits, and bed and breakfast permits to name a few. Board members examine and approve all septic system designs. A Board of Health member must be present at every perc test and final inspection of each septic system; new construction, system replacement or repair.

All complaints are investigated by the Board promptly; information is shared with other Boards and outside agencies as required to effect solutions.

The Transfer Station is managed by the Board of Health. It represents 80% of our overall budget. The Highway superintendent handles employee scheduling and the day to day operations of the facility.

Membership in the Franklin County Solid Waste District continues, the District assists us with planning and assuring that we meet all State and OSHA regulations. We are in consultation with the District regarding ways to further save money on our operation and also to increase the revenue from our recyclables (paper, cardboard, containers).

The Re-Use Shed (or Free Store) has been undergoing extensive renovations. Remember to Reduce/Recycle/Re Use. Please use the compost container. You can save a lot of weight and space in your trash bags. Remember that everything organic can go into the compost box including waxed cardboard and used cat litter. We are now using a 3 yard container for collection.

- ❖ All florescent bulbs are collected free of charge – give them to the Attendant
- ❖ All batteries are collected free of charge. From button batteries, alkaline batteries, auto and lead batteries
- ❖ Clothing is accepted in plastic bags in the Salvation Army box
- ❖ The Got Books container accepts books, VHS tapes, CD's and DVD's. This provides income of \$40.00 / ton that goes into the General Fund.
- ❖ Consider volunteering a few hours a month to help staff the Re-Use Shed, speak with the attendant if willing to help. Board of Health members continue to work diligently in support of our Town. We travel to meetings of the EFCHD, FCSWMD, MAHB trainings offerings, courses offered by the State and the FRCOG and State on Emergency Dispensing Site (EDS). We work to save money with innovative programs and thinking outside the box. In these times of increasing costs and diminishing State programs and funding we must work together with our neighbors in Northfield and surrounding towns in order to function well and cost effectively.

Respectfully Submitted,

Robert McEwen Jr. David Balk Flora Sadri - Azarbajejani Dan Gray Tom Walker

Board of Selectmen

This year the Selectboard said goodbye to Kathy Wright after 6 years of dedicated service. We then welcomed Jed Proujansky who brought with him many years of service on the School Committee.

In July our Town Administrator left for another position and since then, Northfield has been served by 2 Interim Town Administrators, Kevin Paicos, followed by Bob Markel who continues in that position. The Interim Town Administrators have provided assistance to us for 2 days a week to keep the town operating.

The voters, on the recommendation of the Town Governance Study Committee, opted to increase the responsibilities of the Town Administrator at a December Special Town Meeting. A search for a candidate for the more empowered position is currently underway.

The personnel policy was updated to include the recommendations of the Personnel Committee. We also hired a consultant to review and update the position descriptions for all of our employees.

The Department of Environmental Protection grant to implement improvements to Four Mile Brook Road has been closed out. All grant work has been completed but further improvements will be constructed by our Highway Department in the future.

Bids were solicited for blasting on South Mountain Road as part of road improvements project. The Northfield Highway Department has been constructing the improvements that include ledge removal, new roadway sub base, new drainage and new pavement. The project will be completed this year. Constructing the project with in-house forces has saved the town a lot of our Chapter 90 funds.

After working with Rob Leighton as Interim Police Chief for a year, the board was pleased to hire Rob as permanent Police Chief. Rob has been with the Northfield Police Department for over 20 years.

We have been very disappointed to hear of no progress on finding a group to take over the NMH campus.

Submitted by

John G. Spanbauer, Chair

Building Utilization and Use Committee

The Building Utilization and Use Committee originally was established by the Selectboard to identify, with the Northfield Elementary School Principal, building and other necessary maintenance and to oversee the work performed. The Town owns the school building and is therefore responsible for maintenance and repairs.

Several years ago the role of the committee was expanded to include other Town buildings, primarily the Town Hall.

The committee has a small budget for supplies and small repairs. All other repairs and maintenance are funded by Town Meeting.

Some of the recent projects completed at the Elementary School include roof replacement, canopies added to the West and South sides of the building, exterior doors replaced, security system added to front entrance, and painting of some of the wood trim.

At Town Hall, exterior doors were replaced at several entrances, new windows installed in the meeting room, and the sewer pipes were relined are among the most recent improvements.

Where possible we use the services of our Town maintenance employee to perform the actual work.

For the FY 2015 budget cycle the committee recommended several improvements to the Elementary School including replacement of partitions in the two rest rooms near the cafeteria, an extended canopy along the north entrance to the cafeteria, and repairs to the porch on the west side of the north building. The committee would also like to sand and paint doors on the front of both the north and south buildings and paint the cupola on the south building.

The Town Hall projects proposed to the Selectboard were to build a vestibule airlock, insulate heating pipes, complete the unfinished room as a meeting room and begin electrical upgrades in the kitchen and former ticket room.

We are always on the lookout for additional committee members who care about keeping our facilities in good working order.

Kathleen Wright, Chair

Chad Glover

Dave Gorzocoski

Highlights

This was the year of transition; Suzanne Travisano left after seven (7) years at the helm of this organization, overseeing growth and increased presence in the community. I have had the honor of stepping into this well-established position with the benefit of her support as well as the board and many people in town. It is a pleasure to come to work each day.

This past year marked the 40th anniversary of the Senior Center. The Volunteer Recognition picnic boasted a magician who was mindful of his sophisticated audience as we honored the many volunteers that help the center run. This was the second summer of the concert series which drew appreciative audiences for the Greenfield Military Band and the Reminisce Orchestra. The senior picnic featured our guest chefs: Sherriff Donelan, Registrar of Probate John Merrigan and District Attorney David Sullivan and Draco the canine officer. Generations of Fun continues to bring together seniors and a kindergarten class for fun conversation. It's always a toss-up as to who is having more fun

Statistics and Trends

While we have seen an overall decrease of about 10% in program attendance, our Yoga and Osteoporosis Exercise Classes have a 10% increase in attendance, corresponding to the similar decrease in our blood pressure and foot clinic attendance, attesting to the fact that there is more interest in staying healthy and active and less need to manage chronic illnesses. While we have had a 9% decrease in the number of calls we receive, there has been a 17% increase in the number of people who come to the center seeking information and assistance in applying for state programs such as fuel assistance, the SNAP program, Medicare help and phone abatements.

The transportation needs of our elder-elders continue to increase as more give up their cars. As our society becomes more mobile, families are not available to help as they have in the past. As more become homebound, coming to the center for activities or purchasing their basic needs becomes increasingly difficult. In December, a second van was made available through our contract with FRTA/Bernardston making it possible to accommodate many more people and activities (an overall increase of 11% use). We have already seen an increase in the numbers attending our Monday meals and getting to the doctor. With more options now available for medical appointments and shopping excursions, everyone is able to take care of their needs.

There are many challenges in the coming years as the population ages and a new surge of seniors become eligible for our services. The role of the senior center will change as the needs and interests of these seniors will be different. With the space limitations at the center, collaborations have begun with other organizations in town such as the First Friday Film series at the library and outreach to the Recreation Department in conjunction with the PVRs fitness room. Programing is being looked at carefully to engage this group and to move forward.

We have begun to post our schedule on the town calendar and I-special programs on I-Neighbors to increase our visibility. For those who wish to have a copy of the monthly newsletter, a call to the center will put you on the emailing or mailing list. We continue to be a source of information and referral to the senior community and for those caring for seniors.

Submitted by,

Heather Tower, Director

Community Preservation Committee

One project was approved for Community Preservation Act Funding during 2013 in the amount of \$16,000 to repair a rotting foundation at First Parish Church, one of the town's most historic and public-minded organizations. Also ongoing was the Northfield Public Housing Preservation project repairing the roof at Squakeag Village. The Community Preservation Committee (CPC) met in June to revise the Town Hall Steps project plan in hopes of getting that work underway before the end of the construction season, but with the departure of Town Administrator Tom Hutcheson, the actual work could not begin again until Spring 2014.

Several projects were officially withdrawn during 2013, including the Dickinson Library Children's Room Skylight Restoration project, the East and West Northfield Trails Project, and the Center Cemetery Water Restoration project. Funding approved for these projects returns automatically to the CPA fund.

The CPC conducted a Public Forum on November 21st, 2013 as part of its annual obligation to study needs and possibilities for the use of CPA funds in the community. The Committee presented a general overview of the CPA and basic criteria for projects in each category eligible for state funding (Open Space, Historic Preservation, Affordable Housing, and Recreation), and fielded questions and comments from the participants at the Forum. The application deadline for new projects was January 15, 2014.

2013 saw changes to the composition of the CPC following the resignation of the Chair, Ruth Potee. By the project review deadline in January vacancies for representatives of the Historical and Recreation Commissions were filled. The current membership of the Committee is:

Joan Deely (Co-Chair), Conservation Commission

Ruth Gallagher, Member-at-large

Ellie Goodman, Council on Aging

Robert Hall, Planning Board

Suzanne Handren, Recreation Commission

Tony Matteo, Finance Committee

Jenny Tufts (Co-Chair), Open Space Committee

Jessie Wiggin, Historical Commission

Rhoda Yucavitch, Member-at-large

Submitted by Jenny Tufts, Co-chair

Northfield Conservation Commission

The Northfield Conservation Commission consists of members; Chairman William Llewelyn, Michael Barry, Charlie Blanker, Joan Deely, Hunter Swanson and the administrative assistant, Sarah Monette. The Commission holds its monthly meetings on the third Wednesday of the month at the Northfield Town Hall and met eleven times in 2013. The newest member, Nick Fleck, was welcomed to the Commission in October.

Our WPA filings and Documents voted on this past year consisted of:

- 2 Requests for Determination
 - 0 Positive Findings
 - 2 Negative Findings
- 1 Notice of Intent
 - 1 Approved
 - 0 Denied
- 3 Site Visits
- 1 Conservation Restriction

WPA Filings included: CT River dock placement, single family home construction on Old Vernon Rd, and a bundled Notice for the maintenance of several town roads for the Northfield Highway Department

Conservation Restrictions: The Commission worked extensively with Mount Grace to form and approve the Jaworski Property CR. Monitoring of the property will be completed by Mount Grace and the CR will be held by the Commission for the Town of Northfield. A baseline for monitoring was established and a memorandum of agreement approved and signed by all parties.

Town Forest: This past year the Commission put up "no ATV" signs around entry points to the property in order to discourage motorized vehicles from entering the forest and damaging the trails. An Eagle Scout designed and constructed a loop trail through the property. Annual monitoring was performed by the Northfield Watershed Association. The Commission collaborated with the Open Space Committee to design and prepare the placement of boundary markers which will be installed along the borders of the Forest.

Site Visits: behind the Northfield elementary school for the Recreation Commission in order to determine the viability of her creation of more ball fields, at the EMT property on Main St over drainage, and on the location of a single family home construction sight on Old Vernon Rd

Other activities performed by the Commission included, but we're not limited to; monitoring the FERC Relicensing of the First Light Hydroelectric system at Northfield Mountain, updating the record request form, supporting the acquisition of the Mill Brook wetland area should NMH break it off from the sale of the golf course, seeking out a special municipal employee in order to have wetlands delineated on town properties, reviewing the certification of two vernal pools in town, approving the placement of a geocache at King Phillips Hill, and the review of a new substation and powerlifting extension by the power company along the border of Erving.

The Commission would like to welcome anyone interested in performing construction in or near wetlands to come to a meeting to learn more about filing requirements and process, contact them through email at northfield.conscom@gmail.com or by calling the Town Hall. Mass DEP Wetland Protection Act instructions and applications can be found online at the state DEP website.



YOUR PLACE

THE NORTHFIELD PUBLIC LIBRARY

115 Main Street

413.498.2455

www.northfieldpubliclibrary.org

BUILDING IMPROVEMENTS

The lower level of the library was updated to house the Northfield Food Pantry. Franklin County Tech School students installed new lighting. The Franklin County Sheriff's work crew created a new and improved space for the Food Pantry. They painted the walls, floor and ceiling. They re-grouted the old brick. They built a small ramp. And as if that wasn't enough, they also re-painted the library's meeting room!

The Northfield Energy Committee continued their commitment to help the library become more energy efficient. With funding from the Green Communities Grant window inserts were installed. Bob Pasteris and Annie Chappell worked tirelessly cleaning every window – inside and out – before installing the inserts. Insulating the basement and attic, another part of the Green Communities Grant took place in the fall. Over the course of the year cracks developed in the ceilings of two rooms on the second floor. Research was done to find someone who could stabilize the plaster. The work was scheduled to take place in January 2014.

FOOD PANTRY

In its first year of operation the Food Pantry, under the supervision of Caty Kostecki, has gone smoothly. We are pleased to be able to house this important community resource.

PROGRAMS

Tuesday Forums continued to be popular this year. Subjects included getting started with chickens, paranormal occurrences, servants in 19th century New England and the existence of cougars. Northfield Cultural Council Funding allowed us the opportunity to have an afternoon of bluegrass music with the duo Moonshine Holler and an evening learning about New England cemeteries with the Gravestone Girls. On a whim we decided to celebrate the American Society of Pie and offer an afternoon of pie and coffee.

Our Summer Reading Program ran from mid-June through July, ending with a town-wide picnic co-sponsored by Transition Northfield and held at Kiwanis Park. Programs included building fairy houses, a fishing clinic sponsored by Mass Wildlife, and a visit from the Forest Park Zoo.

FRIENDS OF THE DICKINSON MEMORIAL LIBRARY

The Friends of the Library worked tirelessly, and with a great sense of fun and dedication, to raise money supporting library programs, the copy machine and the library website. The Friends advocate for the library on the local and state level. Attendance - dogs and people - grew at the Friends' Annual Dog Show. And in their second year of running the Children's Holiday Bazaar the organization and attention to detail the Friends paid off in a truly successful event.

STAFF AND VOLUNTEERS

Jane Lyle-Jaworski's steady influence and Halie Theoharides' creative flair guided us through the bumps of staff changes. Our beloved custodian Dan Morgan hung up his broom to live a life of leisure. We cannot express our thanks for all he did and for his love of this old library building. And when you hire bright young high school students they leave you: we wished Jessica Robinson the very best as she went off to college.

We welcomed back the team of Tim and Tracey Rogers as the library's custodians. Long-time volunteer Kathy O'Shea now spends Saturdays with us as our newest Circulation Assistant.

The library is blessed to have a small, reliable cadre of library volunteers. Our "regulars" - the weekday volunteers - check-in and sort our delivery, empty the bookdrop, reshelve books and DVDs, process new materials, count money and do countless other jobs. Their dedication makes it possible for us to provide library patrons with the best possible service.

NUMBERS (FY13)

Books, magazines, movies and audios borrowed	58,963
Items requested from other libraries	10,395
Items sent to other libraries	4,590
Audiobooks, books and videos downloaded electronically	1,120
Library visits	24,526
People with Northfield library cards as of 6/30/13	2,390

Respectfully submitted,

The Board of Library Trustees – Chair, Jon McGowan, Margot Fleck, Nolan Kitfield, Paulina Borrego, Lloyd Parrill, Deb Potee and Library Director, Deb Kern



It is a privilege to provide my ninth report to the town as your Emergency Medical Services Chief. 2013 proved to be another exciting year as the department continues to improve its service to the citizens and visitors of our community. For the 2013 calendar year, we answered 250 calls transporting 152 patients. This is an increase of 26% from last calendar year. We continue to see an increased number of calls for our ambulance to respond mutual aid outside our town borders as other ambulance services continue to struggle to meet the growing needs of EMS.

I am very proud to once again announce that for the fourth straight year Northfield EMS/Ambulance will **not** be requesting money from taxation to operate the ambulance and to provide EMS services for our community. The current enterprise fund structure has allowed the revenue collected from insurance companies and patients copayments to offset our operating budget. This in turn has resulted in a lowered tax burden on the citizens.

This last year the department has continued to increase its capabilities and quality of service with two major projects; the first being the addition of a second ambulance. Northfield EMS became the first non fulltime service in Franklin County to have the capability of servicing more than one call. This is important as our department is relied upon more heavily by other communities. With this addition, we have increased our capacity to handle multiple calls simultaneously. I am proud to again say the addition of this ambulance did not cost the tax payers any money as the project was paid for from EMS enterprise fund money. Thank you to the Town of Rochester Massachusetts for the donation of the 1993 ambulance. Although the ambulance is aged, it is in relatively good shape and should provide a number of years of service.

The second major achievement was receiving the selectboard approval to move the level of service forward to Paramedic. This is the highest level of care possible by an ambulance service. As of the timing of this report, we continue to assemble the necessary agreements and licenses to start the operation. We anticipate launching the higher level of service by early July 2014. This upgrade has many benefits. It will allow your EMS staff to provide care at a level that some are trained to administer but otherwise would not be able to. It also increases your chances of receiving the highest level of care possible when time is critical. The staffing plan for this upgrade will also add daytime coverage when this service struggles with volunteer staffing the most. Once again this upgrade will be paid for out of EMS enterprise funds with no cost to the tax payers.

In closing, I again must thank the efforts of each and every member of the department. I would also thank the member's family who understand the need for a missed meal, a missed family event or the lack of sleep followed by a long day at a full time job after being awakened by the pager in the middle of the night to assist our neighbors in need. Most don't realize the sacrifices that are made by our dedicated staff until they are need of our services. The community should be grateful that the members of Northfield EMS and their families continue to make these sacrifices to help their neighbors in need, all in the spirit of community.

Respectfully submitted,

Mark Fortier

EMS Chief

Northfield EMS

Energy Committee

As of March 2014, the Energy Committee meets on the third Tuesday of the month at 5:30 pm at the Dickinson Memorial Library. Visitors are always welcome.

Our Mission Statement: The Northfield Energy Committee is working on behalf of the Town to help stabilize energy costs and to reduce our dependence on non-renewable energy sources by promoting energy conservation, efficient design and construction techniques, and the use of renewable energy.

As of December 2012, Northfield's Green Communities grant became available for the Energy Committee to use on approved energy conservation and renewable energy projects. During 2013 the following projects were completed:

Installation of interior double glazed window inserts in 40 windows at the Dickinson Memorial Library;

Air sealed and added insulation to the attic and foam insulated the basement walls at the Dickinson Memorial Library;

Air sealed and added insulation in the attic of Town Hall;

Installed a 5.4 kw photovoltaic array on the Senior Center Pavilion behind the Town Hall that will provide about 15% of the Town Hall's electrical usage;

Two engineering studies were done to determine the feasibility of heating system upgrades at the Town Hall.

After the winter of 2013/2014, we hope to see a measurable reduction in the heating energy used in the above mentioned buildings.

We still have several more projects to complete by the end of calendar year 2014.

Bob Pasteris – Chair, Northfield Energy Committee

Northfield Highway Department

One of the major improvements made at the Highway Garage this past year was the installation of the Wood Furnace and new heating system in the Garage. Setting up the new system involved the removal of old duct work and installation of much more efficient hot water pipes, heating units and an outdoor wood-fired furnace housed in a protective shed. This improvement has allowed energy production from discarded wood and has reduced the electricity consumption by 30-35%. It has also reduced the heating oil usage from 2000 gallons to only 100 gallons for the entire year!

Last spring saw regular road maintenance of grading dirt roads, patching pot holes and cracks caused by frost heaves, and drainage cleaning. Extensive work was performed on ditch cleaning and rebuilding due to heavy early spring rainfall while the ground was still frozen and ice was back up in culverts. Street sweeping began in April and continued through the month. Town wide roadside sign replacement began in order to meet new Massachusetts road sign reflectivity requirements. Edge widening and drainage reconstruction of South Mountain Road also began in anticipation of repaving the road over the summer. New pavement was also put down at Town Hall, greatly improving the entrance and exit to the parking area.

Over the summer the Highway Department worked continuously on South Mountain Rd improvements; laying drainage pipes, bringing in roadway foundation materials and creating a more effective road and runoff system for the new pavement installation. New culverts were installed along South Mountain Road and the road edges were reseeded. Old Wendell Rd was graded and sprayed. Road side mowing began and continued throughout the summer months. Problems with storm drainage on Gulf Road were repaired and the roadway was reconstructed in washed out areas. Maintenance equipment and vehicles were continually repaired and overhauled as needed. Lyman and School St were raked and Four Mile Brook Rd and Alexander Hill Rd were graded and selected areas sprayed in order to better hold the dirt road base together through weather and vehicle impact. Roadside brush cutting and drainage clean out was ongoing. Ditch work was completed on Murdock Hill Rd, where piping was installed, riprap laid, and the roadside edges were hayed and seeded.

In the Fall the Highway department did a fair amount of tree cutting and clearing in anticipation of winter storms. Manhole covers throughout town were inspected and secured. The final drainage piping was laid down on South Mountain Rd and tested. Maintenance at the sewer plant also occurred along with regular cleanout of sewer lines. Mid November finally saw the laying down of blacktop on South Mountain Rd. and roadside edging and markers were installed. Orange Rd was graded and leaves were blown off roadsides throughout town. Plows were put back on the trucks and vehicles were prepped for winter work. Spot sanding began as the temperatures dropped and ice formed on roadways. Sand was hauled to the fire station for residents to use for their driveways. The Highway Garage was given a thorough clean out and yearly inventory was taken.

December brought the first plowing opportunities for the Highway Department. The major winter project was the rebuilding of the sand shed which included time from the entire crew and took several days to complete. Sand and salt mixing was a constant task and the crew was frequently out early in the mornings checking the roadways for ice and drainage blocks. Heavy snow storms came up around the holidays and the plows were out clearing roadways, sanding and cleaning up intersections in anticipation of heavy traffic. Equipment maintenance and plow repair was ongoing.

Cemeteries: I would like to thank South Mountain Lawn Care for all their assistance to the Town of Northfield in maintaining the town's seven cemeteries; Center, Coller, Mt. Hermon, Northfield Farms, Pentecost, South Mountain and West Northfield. Every spring each cemetery is cleared of any winter damage caused by ice and snow and the shrubs are trimmed. Eight lots were sold.

Trees: The Highway Department removed several fallen, rotten and some lightning struck trees deemed to be a safety concern in various locations throughout town. The Power Company also came out to clear trees leaning against lines and remove overhanging limbs which may cause power outages in future snow and wind storms. Roadside brush was trimmed around street signs and at corners to improve visibility.

I would like to thank Fred Fuller for his assistance over the summer and Matt Llewelyn for summer help and staying on to assist the department through the fall and winter months. I would also like to thank Kevin, Mike, Andy, Michael, and Jeremy for all their dedication and contributions.

Thank you for a fantastic year!

Highway Department: Building Maintenance –It has been a very busy year trying to keep up with all the maintenance needed on our town buildings. I have attended several meetings on current maintenance contracts we currently have. Many changes have been made to these contracts to better suit our needs. There are many day to day items that get done in order to keep the buildings running smoothly and to prevent future issues.

Some of the projects completed at Town Hall include:

- Painting the records room and installing new hardwood floors
- Assisting the Highway Department with the removal of the rear staircase in preparation for a new awning
- Consolidating propane tanks to a single main tank behind the Boy Scout House to improve the visual appeal
- Assisting the Highway Department with the paving of the entrance and exit to the parking lot
- Refinishing the south staircase and installing new stair treads
- Scraping and painting all window trim on the first floor

Other Town Projects include:

- Serviced AC units at the Library to improve efficiency
- Repaired rotted trim, scraped and painted exterior trim at the Fire Station
- Installed new weather stripping and oversaw several energy upgrades at various town buildings to help conserve energy
- Built a shed surrounding the new wood boiler at the Highway Garage to protect it from inclement weather
- Shored-up and reinforced the salt shed at the Highway Garage until reconstruction occurred

Submitted by,

Thomas Walker, Superintendent

Historical Commission

In 2013 the Historical Commission addressed several on-going projects.

It was determined that the Commission should have official by laws. These were drawn up following those of other Historical Commission and the Massachusetts General laws. They were submitted to the Select Board for inclusion in the town warrant in May 2013. The article was defeated at Town Meeting-due largely to the "Demolition" sections.

The Commission participated in discussions and in the public forums for the Master Planning process, meeting directly with consultant Martha Lyons, emphasizing the importance of the Stearns family architecture and the region's Native American history and heritage.

We have been glad to have two new members- Carol Lebo and Joe Graveline- who have brought some very important new insights and expertise to our discussions.

The Commission is exploring with Northfield schools ways to incorporate some Northfield history in our schools.

The traditional "Day of history" was well received. We wanted to build on the work of our historical properties survey in East Northfield, completed last year. The notebooks of the survey were on view at the historical Society Museum; an interpretive walking tour from the Museum to the Moody Birthplace was let by Joel Fowler, and another tour, led by Ed Finch highlighted sites on the NMH campus. It was a particular joy to have the Birthplace open, including the very interesting museum there. Thanks are due, making this possible, to our NMH connections: Dave Powell; Peter Weiss (NMH Archivist) and Carol Lebo. A traditional-style vespers on the hillside ("Little Round Top") made an excellent ending to the day.

In 2014 the Commission will revise and re-submit our by laws to the town. We hope to continue our involvement with the Master Plan; and we also plan to address the historical concerns connected to the archaeology and clean up process at 24 Main Street, working with the State, Federal and Tribal offices and the Massachusetts Historical Commission

Submitted by,

Marie Ferre
Historical Commission Chair

The seven-year revision of the 2005 Open Space and Recreation Plan (OSRP) was submitted in December of 2012 and provisionally approved in March 2013 by the Department of Conservation Services Office of Energy and Environment Administration (EEA). After the Open Space Committee (OSC) complied with the half-dozen fairly minor EEA requests to complete the revision, the revised OSRP was given final approval by EEA in June 2013. This revision is dated 2013 and is good until March of 2020. Copies of the OSRP were made and distributed to various town committees and the town hall.

The new OSRP has two goals. Open Space Goal: Ensure that Northfield protects farmland, forest land, scenic views, and other open space vital to sustaining the town's historic rural character and maintaining the quality of air, water, and wildlife habitats. This goal has six main objectives for its realization. Recreation Goal: Ensure that Northfield maintains and improves the variety, quality, and accessibility of recreational facilities important in the twenty-first century for health and well being of all residents, and promote the use of these facilities and any organized programming thereof. This goal has four main objectives, two of which respond to the preponderance of public input; emphasis was placed on these two during the year, as described below.

During the year the Northfield Planning Board developed a draft revision the town's Master Plan. This was done using a master plan roundtable and planning consulting team. The OSC was represented on the roundtable and met with the consulting team. The newly-approved OSRP was very useful in updating the open space and natural resources section of the master plan. The final draft of that plan places high priority on both OSRP goals

One of the major objectives of the new OSRP, developed in collaboration with the Northfield Recreation Commission, is to examine prospects for a community park in Northfield, with community athletic and recreational facilities. The OSC began working with the Recreation Commission during the year to identify potential locations for such a facility; this work and collaboration is ongoing.

Another major objective of the new OSRP is to better document the town's hiking trails. During the year the OSC designed a trail icon based on the town flag to use where trails are not adequately marked. The OSC also designed a small kiosk to be placed at trailheads that do not otherwise have facilities for dispensing trail information. Toward the end of the year work was started on a website and brochures for the trails in town. These various activities will be continued into 2014.

In the spring NMH put several properties on the market, including the 150-acre golf course and adjoining Mill Brook wetlands. Subsequently an ad hoc group of town residents, calling themselves the "Friends of Mill Brook Conservation Area" (FMB) met to discuss preventing development of this area. Several members of the OSC attended those meetings because of the long-standing OSC interest in preserving the Mill Brook wetlands and trail for public use. Those meetings culminated in letters to the Selectboard, from both the FMB and the OSC recommending the town purchase 75 acres of wetlands (not including the golf course); the OSC letter outlined how the purchase could be made without use of funds from the town budget. [Subsequently NMH accepted an offer from a third party for all 150 acres; the OSC hopes to work with the new owner toward the goal of preserving the wetlands area and making it available for public use.]

During 2013 the OSC also supported the land stewardship plan adopted by PVRs and continued to co-sponsor the Northfield Trails Association series of third-Sunday-of-the-month hikes in Northfield.

See the town OSC page of the town website, www.northfield.ma.us, for the full OSRP, meeting information, and various documents. The OSC is represented on: Agricultural Commission, Community Preservation Committee, Conservation Commission, Historical Commission, and the Planning Board.

Respectfully submitted by members of the Open Space Committee:

Michael Barry, Robert Hall, Joanne McGee, Susan Ross, Kate Rossiter, Jennifer Tufts, Jerrold Wagener

PLANNING BOARD

In 2013 the Planning Board met a total of twelve times. Members included Chair Richard Fitzgerald, Tammy Pelletier, Robert Hall, Jim Holloway, Charles Shaw, and Guy Gilbert. Holloway was re-elected to a second five-year term; Shaw resigned in the spring and Gilbert was elected to serve the remaining two years of the term.

Board activities included approval of three ANRs; creation and passing of a phased growth bylaw to address town concerns about possible development of available properties; and assisting with the town's acquisition of property to improve Four Mile Brook Road. The Board also participated in discussions with other town Boards and Committees, Northfield's business community, representatives of NMH and the National Christian Foundation, and regarding the permitting for WMECO line expansion. The Board has shared ideas and information with Boards in other towns, and members attended several training sessions given by the Citizen Planner Training Collaborative, including subjects such as Housing Development Strategies, state Zoning Exemptions, and Subdivision Law.

The Planning Board's major accomplishment in 2013 was the development of a new Master Plan for the town, which was completed and approved by the Board in early 2014. The Master Plan and its development process is discussed in more detail under "Master Plan Steering Committee/Roundtable."

The Planning Board would like to thank all residents who have attended our meetings or otherwise contacted us and appreciate your questions, ideas, and suggestions throughout the year. With the future of the campus still unknown, interesting current topics like the legalization of medical marijuana dispensaries, and following up on the new Master Plan, we look forward to an active 2014 and encourage your participation.

Northfield Planning Board website: <http://www.northfield.ma.us/index.php?id=46>

Police Department

As the Chief of Police, it is with great pride that I submit my first annual town report. Once again, our department experienced several challenges this year, but I am pleased to report that we were able to overcome these challenges and make continuous progress towards our long term goal of providing effective and efficient law enforcement services to the Town of Northfield.

Each year our department sets objectives for the upcoming year. The primary objective moving into 2013 was to ensure a smooth transition in leadership within the department and to continue to provide effective law enforcement services at a low cost to taxpayers and to continue to make Northfield a safe place to live, visit, and do business.

In January, 2013, Leonard Crossman stepped down after completing three years of service as the Chief of Police. At that time, Robert Leighton, a 26 year veteran of the Northfield Police Department, was promoted from his position as Staff Sergeant to Acting Chief of Police. Scott Minckler, a five year veteran of the department was also promoted from patrolman to sergeant. The third full time patrolman's position was assigned to Reserve Officer William Kimball who continued to work full time by obtaining an academy waiver from the Municipal Police Training Committee. This waiver permitted the town to employ Officer Kimball for a nine month period prior to obtaining full time academy training.

In December, 2013, Sergeant Minckler left the department and the Sergeant's position was immediately filled by John Richardson who was promoted from reserve officer. Sergeant Richardson came to the department with significant law enforcement, emergency management, and supervisory experience. He has already proven to be an asset to the department and anticipates a long and successful future with the Northfield Police Department.

In addition, the reserve police force was increased with the addition of Reserve Officers Elija Pack and Clay Delano. Elija Pack was subsequently hired full time by a neighboring police department and was admitted into the Full time police academy. Officer Delano had previously served three years with the Northfield Police Department prior to moving out of state and the department is fortunate for his return.

Community policing measures were also improved. First, an updated D.A.R.E. curriculum "*Keeping it Real*" was introduced to the Northfield Elementary School fifth grade class. The updated curriculum includes additional topics such as bullying, stress management, and effective communications as well as the important drug facts and health effects. We strongly believe that our youth will be able to make healthy and responsible choices as a result of this program. In addition, bike patrols were implemented during the summer months and the department continued its involvement with the Northfield Elementary School summer program.

The Northfield Police Department continued to display effective patrol and investigative techniques. In the spring months, five criminal offenders, from three separate incidents were apprehended for breaking into homes and businesses. Later in the year, significant time and effort was also invested into the investigation of a sexual assault. In order to resolve the matter and initiate criminal charges, our department worked in partnership with the Massachusetts State Police, Northwestern District Attorney's Office, and the Department of Children and Families.

We feel that the department has successfully transitioned into new leadership, built upon existing law enforcement initiatives and look forward to the New Year where we can take the next steps toward providing the Town of Northfield effective and efficient law enforcement and crime prevention services.

Budget:

Our budget in fiscal year 2013 provided for sufficient shift coverage as well as additional to extra patrols for the purpose of providing support to our full time staff. Funding for community policing measures and training were also improved this fiscal year. In addition to our budget, our department was awarded additional funding from an existing Department of Homeland Security grant. The additional funding allowed the department to purchase mobile data terminals for the cruisers as well as updated portable radios. These devices will significantly improve officer communications and investigations. We applied for and was awarded a federal grant for additional and replacement bullet proof vests. Using town appropriations, our department also purchased a new 2014 fully marked, all wheel drive Ford Interceptor SUV. The following is a breakdown of our funding in relation to past years.

	FY2012	FY2013	FY2014
Town Appropriations	255,544	289,054	272,202
Volunteers in Police Service Grant	1,500	0	0
Capital Expenses (Police Cruiser)	0	0	36,000
Insurance Adjustment (Police Cruiser)	0	29,946	0
RRAP Homeland Security Grant	0	17,440	18,715
<i>Total</i>	<i>257,044</i>	<i>336,440</i>	<i>326,917</i>

Calls for Service:

This year we have experienced an 10% decrease of dispatched calls for service, as we recorded 1,104 calls for service through the Shelburne Control Regional Dispatch Center. In addition to dispatched calls for service, Officers of the Northfield Police Department documented 10,380 police services in 2013. Such services include officer initiated activities and reports made directly to the Northfield Police Department. The following is a general breakdown of the calls and activities that officers were dispatched to throughout the year.

	2011	2012	2013
Alarm	82	60	70
Animals Complaint	61	117	53
Assist Other Agency	221	293	245
Assist Person	207	210	332
General Service	1,247	2,376	3,721
House / Building Check	362	5,335	4817
Medical Assist	118	108	126
Motor Vehicle Complaint	200	243	262
Other 911 Calls	71	142	50
Suspicious Activity	36	84	32
Disturbance	46	33	36
Investigations	368	464	524
Court Duties	133	189	106
Harassment	28	28	6

<i>Total Dispatched Calls for Service</i>	<i>1,213</i>	<i>1,122</i>	<i>1,014</i>
<i>Total Police Services</i>	<i>3,609</i>	<i>10,518</i>	<i>10,380</i>

Investigations:

Due to the hard work and dedication of our officers, 76 criminal cases were successfully closed and their offenders were prosecuted. The following information accurately reflects the number of investigations conducted in the past three years.

	2011	2012	2013
Armed Robbery	1	0	1
Assault	13	15	18
Breaking & Entering / Burglary	12	18	16
Disorderly Conduct	4	5	6
Disturbance	12	9	1
Drug Violations	4	5	7
Family Offenses	13	9	5
Fraud	6	8	3
Larceny	34	34	23
Liquor Law Violations	12	29	12
Sexual Offenses	5	1	1
Stolen Vehicle	5	1	1
Motor Vehicle Accidents	60	40	42
Motor Vehicle Offenses	72	80	58
Trespass	4	5	5
Vandalism	16	21	25
Intimation / Threats/ Harassment	26	11	3
Other Offenses	28	76	35
<i>Total</i>	<i>365</i>	<i>270</i>	<i>262</i>
<i>Total Arrests / Criminal Complaints</i>	<i>89</i>	<i>73</i>	<i>76</i>

Traffic Enforcement

Traffic concerns continue to be a high priority for Northfield residents and for the Northfield Police Department. This year, we purchased a speed monitoring radar trailer, which was strategically deployed on problem roadways throughout the year. We believe that prevention coupled with diligent traffic enforcement is the most effective means to ensuring that our roadways are safe. The following information demonstrates the officers traffic enforcement activities.

	2011	2012	2013
Citation Arrests	18	21	16
Criminal Complaint Citation	39	40	32
Civil Citations	175	262	191
Citation Warnings	450	393	565
<i>Total Citations</i>	<i>686</i>	<i>742</i>	<i>804</i>
<i>Total Citation Fines</i>	<i>17,510</i>	<i>26,050</i>	<i>20,180</i>

Goals for 2014

1. Solidify the vacant third full time patrolman's position.
2. Continue to recruit part time police personnel to ensure efficient law enforcement services to the town.
3. Expand upon community policing initiatives such as additional bike patrols, increased involvement at the schools, and expand the existing D.A.R.E. program.
4. Improve partnerships and communications with the Northfield community through accessibility, visibility, and the use of social media.

Respectfully Submitted,

Chief Robert Leighton

Recreation Commission

The Recreation Commission would like to thank Melissa Gamache and Sue Fuller for their support and many years of dedication to the Commission! This leaves us with two empty seats so come and show your dedication and join us.

Some highlights of our youth sporting teams in 2013:

The Northfield Cougars softball team lost one regular season game and came in 2nd place during the championship game. In Boys youth and peewee baseball the green teams won the Championship games held in Erving.

Many children played soccer and basketball. New soccer goals were built by Bruce Golinski owner of Northfield Fab and Machine and painted by Brian Wood owner of Northfield Auto Body.

The Summer Playground Program was a success again this year with a total of 100 children attending. This program is run by Amy Hendricks and many other wonderful staff helping her every day. The children took many field trips and had many exciting guests came to the school for demonstrations weekly. The Commission would like to thank the Police Department for their presence throughout the summer.

We also contributed to the libraries Red Cross babysitting course, offering Northfield residents to attend at a discounted rate.

We introduced a new Karate program for no cost to Northfield residents.

We have many activities for the adults in Northfield to participate in yearly. Among them are: Zumba, PVRs weight room, and Volleyball.

We have hired a new attendant for the PVRs weight room. Come and workout on Mondays, Wednesdays, and Fridays from 6:30-7:30. Open to all ages from 13 and up.

The Commission offered discounted tickets to UMass Men's Hockey game and tubing at Berkshire East.

We've been working with the Open Space Committee to secure land for a community park and recreation area. It's extremely important for the Commission to find land to house our softball team, a new Field Usage Fee implemented by PVRs is being charged to the Town for our children to practice and play games at PVRs.

The Commission organized a Town Flag Contest. Three flags were brought before the Residents at the Town Meeting in May, a vote was cast and a winning flag selected. The flag is pictured on the front of this report. A flag has been purchased for the State House and will be presented in April at a ceremony. The Northfield Elementary Sixth Grade Students have been invited to attend this memorable event.

All our programs are self-funded and we do maintain a tight budget. This leaves little room for error. When we offer extra events we always hope to sell all the tickets that we have to purchase in order to make our money back.

Without all the volunteer time of the entire Recreation Commission, Coaches and the Northfield parents none of these programs would happen, THANK YOU ALL!

Respectfully Submitted,

Jeremy S. Underwood, chair

Recreation Commission

Sewer Commission

The Sewer Commission is an elected three member board. The Sewer Commissioners' set the sewer rate each year, and for FY14 the base rate was \$360.00 per hook up and a cost of \$9.45 per hundred cubic feet of water usage. The Sewer Department set a budget of \$243,975.00 which was a decrease from the previous year. The Wastewater Treatment Facility staff continues to look for ways to operate the plant more efficiently, which will stabilize the sewer rate and budget in the future. There have been two major projects that have been completed at the Wastewater Treatment Facility this year. The first was the installation of a new emergency generator and an automatic transfer switch that will keep the plant operating during any electrical interruption. The second was the installation of a blower for the sludge holding tank and this will help the mixing and pumping of the sludge in the holding tank. The focus for this year has been the material readiness of the Wastewater Treatment Plant and the spare parts inventory. The staff has gone through and ensured that there are sufficient spare parts, drive units, and backup pumps on hand to keep the plant operating under any emergency condition. The process equipment that got replaced this year was the plant water pump and the chlorine injection pump. There was a new electric water heater installed that should bring down fuel costs by being able to shut the boiler down in the summer. Cosmetically, the operations building and hand rails were touched up with paint and the basement pipes are continuing to be preserved and painted. The treatment plant grounds are being kept well manicured and the drainage will be the focus in the spring. The Wastewater Treatment Plant treated 23 million gallons for the year with an average flow of 63,000 gallons per day. The total rainfall for the year was 47.71 inches. The Sewer department will continue to keep the material readiness of the plant up to ensure efficient operation of the system.

Respectfully submitted,

Tom Walker – Chairman

Ray Zukowski – Vice Chairman

Paul Prest

Tax Collectors Report July 2012 - June 2013

REAL ESTATE

2014	Comitted		2908499.50	
		Collected		3097.57
		Uncollected		2905401.93
2013	Balance		2837122.96	
	Comitted		2949274.01	
	Refund		15204.26	
	Adjustment		927.36	
		Collected		5635513.84
		Abated		27793.80
		Tax Title		3272.71
		Uncollected		135948.24
2012	Balance		120202.28	
		Collected		65504.11
		Abated		13.76
		Tax Title		3130.20
		Uncollected		51554.21
2011	Balance		56113.22	
	Adjustment		101.60	
		Collected		22176.73
		Uncollected		34038.09
2010	Balance		20690.79	
	Adjustment		61.19	
		Collected		7217.27
		Uncollected		13534.71
2009	Balance		2150.00	
	Adjustment		770.13	
		Collected		1403.76
		Uncollected		1516.37
2007	Balance		1505.39	
		Collected		869.69
		Uncollected		635.70

COMMUNITY PRESERVATION ACT

2014	Comitted		9383.46	
		Uncollected		9383.46
2013	Balance		9376.26	
	Comitted		9266.61	
	Refund		22.98	
		Collected		18176.34
		Abated		201.64
		Uncollected		287.87
2012	Balance		317.13	

		Collected	161.58	
		Tax Title	3.29	
		Uncollected	152.26	
2011	Balance		67.12	
	Adjustment		1.60	
		Collected		31.76
		Uncollected		36.96
2010	Balance		97.04	
		Collected		21.63
		Adjustment		61.19
		Uncollected		14.22
2009	Balance		831.06	
		Collected		50.38
		Adjustment		770.13
		Uncollected		10.55
PERSONAL PROPERTY				
2014	Comitted		337697.81	
		Uncollected		337697.81
2013	Balance		129291.80	
	Comitted		209889.49	
	Refund		418.91	
		Collected		337278.50
		Abated		636.07
		Uncollected		1685.63
2012	Balance		1945.01	
		Collected		1600.72
		Abated		29.68
		Uncollected		314.61
2011	Balance		1030.30	
		Collected		669.40
		Abated		28.88
		Uncollected		332.02
2010	Balance		712.96	
		Collected		496.59
		Uncollected		216.37
2009	Balance		656.51	
	Refund		12884.34	
		Collected		427.55
		Abated		12884.34
		Uncollected		228.96
2008	Balance		388.16	
		Collected		183.33
		Uncollected		204.83
2007	Balance		191.03	

		Uncollected		191.03
2006	Balance		198.29	
		Uncollected		198.29
2005	Balance		212.91	
		Uncollected		212.91
2004	Balance		198.50	
		Uncollected		198.50
MOTOR VEHICLE				
2013	Comitted Refund		309033.13 3073.04	
		Collected		270370.29
		Abated		6101.23
		Uncollected		35634.65
2012	Balance Comitted Refund		30609.08 32253.68 2899.67	
		Collected		57739.34
		Abated		3473.22
		Uncollected		4549.87
2011	Balance Refund		8397.69 156.15	
		Collected		5636.47
		Abated		557.61
		Uncollected		2359.76
2010	Balance Refunds		2531.99 150.00	
		Collected		900.01
		Abated		150.00
		Uncollected		1631.98
2009	Balance		1858.98	
		Collected		349.27
		Uncollected		1509.71
2008	Balance		1687.09	
		Collected		408.75
		Uncollected		1278.34
2007	Balance		4128.13	
		Collected		425.52
		Uncollected		3702.61
2006	Balance		4625.10	
		Collected		100.63
		Uncollected		4524.47
2005	Balance Comitted		1378.04 51.25	

		Collected	172.63	
		Abated	1265.63	
		Uncollected	-8.97	
2004	Balance		259.58	
	Comitted		48.85	
		Collected		48.85
		Abated		259.58
		Uncollected		0.00
2003	Balance		-56.62	
		Uncollected		-56.62
2002	Balance		50.00	
		Abated		50.00
		Balance		0.00
1999	Balance		37.44	
		Abated		37.50
		Uncollected		-0.06
1998	Balance		28.64	
		Uncollected		28.64
1996	Balance		-31.47	
		Uncollected		-31.47
1995	Balance		3.33	
		Uncollected		3.33
1994	Balance		-267.00	
		Uncollected		-267.00
1992	Balance		-9.50	
		Uncollected		-9.50
1990	Balance		35.99	
		Uncollected		35.99
1989	Balance		-194.74	
		Uncollected		-194.74

SEWER USE

	Balance	61002.53	
	Comitted	249082.17	
	Refunds	757.05	
	Adjustment	0.43	
	Collected		219073.30
	Abated		2532.98
	Leins to RE		17096.75
	Uncollected		72139.15
	RE Lien Balance	8364.82	
	Comitted	17096.75	
	Collected		12163.85
	Uncollected		13297.72

	Comitted Interest Balance	1051.42	
	Comitted	3798.68	
	Collected		2654.03
	Uncollected		2196.07
TAX TITLE			
	Balance	41220.21	
	Liens	7246.37	
	Redeemed/Payments		3500.00
	Town owned		20463.07
	Balance		24503.51

Respectfully submitted,
Barbara J. Brassor
Tax Collector

Treasurers Report July 2012 - June 2013

GENERAL ACCOUNT

GREENFIELD CO-OPERATIVE BANK

Balance	0.00	
Deposits in transit	56560.34	
Outstanding Checks		62999.15
Balance per checkbook		-6438.81

GENERAL INVESTMENT

Mass. Muni. Depos. Trust	16348.15
UniBank	576622.17
Greenfield Co-operative	188409.34
People's United	133092.86
UniBank (taxes)	<u>103049.19</u>
TOTAL	1017521.71

INTEREST EARNED - GENERAL

Mass. Muni. Depos. Trust	35.41
UniBank	877.94
UniBank (taxes)	390.73
Greenfield Co-operative (sweep)	2921.40
People's United	<u>592.86</u>
TOTAL	4818.34

STABILIZATION FUND

Balance	207577.02	
Interest earned	465.27	
Transfer from General	225000.00	
Balance		433042.29

STABILIZATION INVESTMENT

Mass. Muni. Depos. Trust	433042.29
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ARTS COUNCIL

Balance	3679.52
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Receipts	3870.00	
Interest earned	1.90	
		1670.69
Payments per warrant		5880.73
Balance		
GREENFIELD CO-OPERATIVE BANK		
Bankbook balance		5880.73
NORTHFIELD EMS		
Balance	123335.13	
Receipts	86002.80	
Interest earned	180.37	
Returned check		25
Payments		117454.44
Balance		92038.86
GREENFIELD CO-OPERATIVE BANK		
Bankbook Balance		92038.86
RECREATION COMMISSION		
Balance	21427.44	
Receipts	39209.00	
Interest Earned	3.02	
Payments per warrant		31553.21
Balance		29086.25
GREENFIELD CO-OPERATIVE BANK		
Balance per statement	27631.25	
Deposit in transit	1860.00	
Outstanding checks		405.00
Balance per checkbook		29086.25
COMMUNITY PRESERVATION FUND		
Balance	231127.22	
Receipts	23504.48	
Interest Earned	708.32	
Payments		9767.10
Balance		245572.92
GREENFIELD CO-OPPERATIVE BANK		
Bankbook balance		245572.92
SEWER ENTERPRISE		
Balance	201736.47	
Receipts	240908.45	
Interest	223.93	
Payments		298104.27
Balance		144764.58
GREENFIELD CO-OPERATIVE BANK		
Balance		144764.58

FIRE DEPT. STABILIZATION

Balance	100131.21
Interest	550.60
Deposits	150000.00

Balance	250681.81
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GREENFIELD CO-OPERATIVE BANK

Balance	250681.81
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HIGHWAY BACKHOE

Balance	0.00
Interest	9.78
Deposit	35000.00

Balance	35009.78
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GREENFIELD CO-OPERATIVE BANK

Balance	35009.78
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TRUST FUNDS	Balance 6/30/2012	Interest	Int.toTreas	Deposits	Withdraw.	Balance 6/30/2013
LIBRARY						
C.Ina Merriman	1981.80	5.66				1987.46
Belcher Funds	10790.01	30.85				10820.86
Chas. Dickinson	3257.56	9.31				3266.87
Maude Montague	2753.18	7.87				2761.05
Marina Stanley	671.19	1.92				673.11
Richard G. Holton	588.01	1.69				589.70
Nfld. Chap. DAR	181.44	0.53				181.97
Ethel Jackson	297.62	0.86				298.48
Paul Bowman	88143.06	263.93				88406.99
Giles Mem. Fund	3132.41	8.97				3141.38
McGowan Mem. Fund	4822.65	13.81				4836.46
Dickinson Lib.Build.	5056.95	13.97			895.77	4175.15
Lawrence Trust	3258.89	9.32				3268.21
Thomas J. Hurley	15563.61	140.12				15703.73
CHARITY						
Starkweather	47604.84	134.86			1028.20	46711.50
George Morgan	17946.09	51.31				17997.40
Elisha Alexander	16397.40	46.87				16444.27
Lottie Evans	9306.38	26.60				9332.98
Roselle Evans	3758.06	10.54			1000.00	2768.60
SCHOOL						
Belcher Center	3703.86	10.58				3714.44
Surplus Rev. Fund	2932.70	8.39				2941.09
PRESERVATION HISTORICAL MARKERS						
Willis K. Parker	1509.89	4.31				1514.20
BEAUTIFY MAIN STREET						
Ethel Jackson	2201.21	6.29				2207.50

MARTHA ALEXANDER FUND

Gfld Savings	69260.09	1662.44			2000.00	68922.53
Gfld Co-operative	1958.95	0.52		2563.26	2877.40	1645.33
Gfld Co-operative	36311.29		363.26			36311.29
CEMETERIES						
Center	22102.85	63.18				22166.03
West Nfld.	17463.06	49.93				17512.99
Pentecost	13605.94	39.48				
			(Dahlman)	250.00		13895.42
Nfld. Farms	13726.09	39.22				13765.31
Mt. Hermon	10909.23	31.18				10940.41
So. Mountain	177.55	0.53				178.08

TERCENTENARY COMMITTEE

UniBank	1007.51	2.88				1010.39
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Respectfully submitted,
Barbara J. Brassor, Treasurer

SPECIAL TOWN MEETING

Town of Northfield

February 25, 2013

Commonwealth of Massachusetts

The Special Town Meeting was called to order by Moderator Nathan L'Etoile 7:00 p.m. at the Pioneer Valley Regional School. The Moderator led the assembly in the Pledge of Allegiance. The "Rules and Procedures" were read by the Moderator. Non registered voters that may need to address the assembly were recognized; Thomas Hutcheson; Town Administrator, David Jenkins; Legal Council K & P, and Deborah Mero: Town Accountant. One hundred and thirty one registered voters were present to cast their vote on the following articles:

Article 1. Passed / Unanimous Voice Vote

I move that the Town **waive the reading of the Warrant** and the Notice to the Constables and act on the motions of the following articles

Article 2. Passed / Unanimous Voice Vote

Move that the Town **transfer \$5000** from the undesignated fund balance to the Police Wages and Salaries account for the purpose of **funding the contract** between the Town of Northfield and the **New England Police Benevolent Association** for the current fiscal year.

Article 3. Passed / Unanimous Voice Vote

I move that the Town **amend the vote taken under Article 17 of the May 7, 2012** Annual Town Meeting by inserting "or replacing" after "repairing", and inserting after "or replacing the shed", "and other Town Hall work", to read:

"That the Town raise and appropriate **\$18,500 for necessary repairs to Town Hall**, including replacing windows in the Town Hall auditorium (Assembly Room); replacing the boiler room door; raising and replacing the main back entrance; and repairing or replacing the shed, and other Town Hall work."

Article 4. Passed / Unanimous Voice Vote **9/10th required**

I move that the Town **transfer \$644.38** from the undesignated fund balance to the Planning Board account for the purpose of paying a bill or bills for **Planning Board hearing advertisements** from FY 2012.

Article 5. Passed / Unanimous Voice Vote

I move that the Town **transfer \$9,000** from the undesignated fund balance to the **Cemetery Wages and Expense** account for paying for work done on the Town's cemeteries and to complete any necessary work during Fiscal Year 2013.

Article 6. Passed / Unanimous Voice Vote

I move that the Town **transfer \$5,100** from the undesignated fund balance to the Machinery Maintenance Account of the Highway Department for paying a bill to **replace a Highway Department plow**.

Article 7: Passed / Unanimous Voice Vote

I move that the Town **transfer \$7500** from the Undesignated Fund Balance of the **EMS Enterprise Fund for the purpose of paying a 5% match**, if an Assistance to Firefighters Grant is awarded.

Article 8. Passed / Unanimous Voice Vote

I move that the Town **transfer funds from the 2011 Allowance for Abatements & Exemptions** (Overlay) Account to the following accounts: 2007 Allowance for Abatements & Exemptions, \$1,708.27; 2008 Allowance for Abatements & Exemptions, \$488.11; 2009 Allowance for Abatements & Exemptions, \$15,041.86.

Article 9. Passed / Unanimous Voice Vote

I move that the Town **appropriate \$16,000 from the Community Preservation Fund's** undesignated fund balance, for the purpose of preserving and stabilizing the west portion of the historic **First Parish building**, pursuant to a grant agreement to be entered into with said First Parish, which agreement shall require said building to be subject to a historic preservation restriction for a term of years and set forth the other terms and conditions under which such funds may be expended; and, further, to authorize the Selectboard to acquire said restriction.

Article 10. Passed / Unanimous Voice Vote

Move that the town include an **article on the warrant for the Annual Town Meeting** calling for a paper ballot vote by bringing **3 town flag proposals** gathered by the Recreation Commission on a town wide basis, and a "none of the above" option, with one vote to be cast by each voter out of the four choices, in which top vote is given as the selection of Northfield's official town flag to be representative of the town, unless "none of the above" receives the most votes.

Article 11. Passed As Amended / Voice Vote

AMENDED TO READ:

I move that Town Meeting create a study committee to be called the *Town Governance Study Committee*.

The Town Governance Study Committee shall be directed to focus on, but not be limited to the questions: "What is the optimal size for the Northfield Select Board?" and "What level of professional support will best allow the Select Board to carry out its duties?"

The Town Governance Study Committee will not incur any expenses to the Town.

The Town Governance Study Committee may review the work done by the unofficial volunteer Town Government Working Group, and decide to investigate and research further as appropriate. The Committee will provide a report to the Town within 90 days, and be ready to give an interim report to the 2013 Annual Town Meeting. The Committee may provide recommendations for improving the governance structure and management of the town.

The Committee shall include the following persons who shall be regular voting members: **2 members of the Working Group be chosen by the Working Group, in addition to 2 appointed by the Selectboard and one by the Town Moderator.**

These 5 may decide to add no more than 2 additional regular voting members. Ex-officio non-voting members may be added by the study committee as deemed appropriate

Motion to Amend: Defeated / Voice Vote

“I propose to amend Article 11 to read that the appointments be made, 3 by the Selectboard and 2 by the Town Moderator.”

Motion to Amend: Passed / Voice Vote

“I make a motion to amend Article 11 striking the sentence following “regular voting member” to state that 2 members of the Working Group be chosen by the Working Group, in addition to 2 appointed by the Selectboard and one by the Town Moderator.”

There being no further business to come before the Town, the Moderator Nathan L’Etoile dissolved the meeting at 8:00 p.m. .

Registered Voters -- 2149

Voters in Attendance -- 131

Voter Turnout -- 6%

Barbara Brassor	Warden
Jo Ann Newton	Election Worker
Nina Sibley	Election Worker
Kay Snow	Election Worker
Pamela Veith	Election Worker
Bethany Walker	Election Worker
Jessie Wiggin	Election Worker

True Copy Attest:

THE COMMONWEALTH OF MASSACHUSETTS

SPECIAL STATE PRIMARY ELECTION

Tuesday, April 30, 2013

At the time and place called by the Warrant, the polls were opened at 7:00 a.m. A total of three hundred and ten (310) ballots were cast with the following results;

Democratic: Two hundred and forty nine (249) ballots were cast:

Senator in Congress

Vote for One		
Stephen F. Lynch	57	
Edward J. Markey	192	
	Write - in	0
Blanks		0
All Others		0

Republican: Sixty one (61) ballots were cast:

Senator in Congress

Vote for One		
Gabriel E. Gomez	36	
Michael J. Sullivan	19	
Daniel B. Winslow	5	
	Write - in	0
Blanks		0
All Others		1

The polls were closed at 8:00 p.m.

Registered Voters – 2121

Votes Cast – 310

Voter Turnout – 14%

Election Workers

Barbara Brassor	Warden
Dianne Cornwell	Election Worker
Edwin Finch	Election Worker
Alice Fortier	Election Officer
Betty Gibson	Election Worker
Carol Holden	Election Officer
Bruce Kahn	Election Worker
Elizabeth L'Etoile	Election Worker
Linda Leavis	Election Worker
Jo Ann Newton	Election Worker
Kay Snow	Election Worker
Albert Stone	Election Officer
Patricia Stone	Election Officer
Pamela Veith	Election Officer

True Copy Attest:

Gail V. Zukowski CMMC

Town Clerk

ANNUAL TOWN MEETING
Town of Northfield
May 6, 2013
Commonwealth of Massachusetts

The Annual Town Meeting was called to order by Moderator Nathan L'Etoile at 7:03 pm, at the Pioneer Valley Regional School. The Moderator led the assembly in the Pledge of Allegiance. The "Rules and Procedures" were read by the Moderator. Selectboard chairman; Kathleen Wright read the Resolution for 2012. Edwin Finch addressed the assembly and thanked Kathleen Wright for her six (6) years of service as a Selectboard member. One hundred fifty (150) registered voters were present to cast their votes on the following articles:

Article 1. Passed / Unanimous Voice Vote

I move that the Town waive the reading of the Warrant and the Notice to the Constables and act on the motions of the following articles.

Article 2. Passed / Unanimous Voice Vote

Move that the Town hear and act upon the reports of the several Town Officers, Boards, Committees, Commissions and Trustees.

The *Town of Northfield Governance Study Committee* interim progress report was read by their chairman; Barry A. Bordner.

Article 3. Passed / Unanimous Voice Vote

Move that the Town accept and expend any sum or sums of money that may be available from the Commonwealth of Massachusetts (Massachusetts Department of Transportation) for Chapter 90-type construction/improvements/reconstruction of public ways and associated equipment; and authorize the Selectboard to enter into contracts relative thereto, and to appropriate said sum or sums in anticipation of reimbursement from the Commonwealth.

Article 4. Passed / Unanimous Voice Vote

Move that the Town authorize the Board of Selectmen to accept from any association, agency, proprietorship, corporation, enterprise, individual, etc., a sum or sums of money or other gift for the benefit of the Town or any of its departments, etc.

Article 5. Passed / Unanimous Voice Vote

Move that the Town authorize the Board of Selectmen to apply for state or federal grants, and to expend any monies received, as set forth in the appropriate grant application.

Article 6. Passed / Unanimous Voice Vote

Move that the Town approve that, upon exceeding the levy limit, any monies appropriated that exceed the Town Finance Committee recommendation under Article 7, or any other article of this Fiscal Year 2014 Annual Town Meeting, may be contingent upon the approval by the voters of an "override of Proposition 2 ½."

Article 7. Passed / Unanimous Voice Vote

Move that the Town, under the provisions of the General Laws of Massachusetts, Chapter 41, §108, or any amendments thereto, fix the salaries of all elected officials for Fiscal Year 2014, and raise and appropriate any sum or sums therefor, and further raise and appropriate \$6,853,511 for the maintenance of the several departments of the Town, and for other necessary charges, in accordance with the amounts recommended by the Finance Committee as shown in the final column of Article 7 in the Warrant.

	APPROP		REQUESTED		FINANCE
	FY 2013		FY 2014		COMMITTEE
					RECOMMENDS
MODERATOR SALARY			51.00	52.00	52.00
MODERATOR EXPENSE			30.00	30.00	30.00
SELECTMEN SALARIES			5,647.00	5,760.00	5,760.00
	2013	2014req	2014rec		
Chairman	1957.00	1996.00	1996.00		
Others	1845.00	1882.00	1882.00		
SELECTMEN EXPENSE			10,742.00	11,840.00	11,840.00
ADMIN ASST SALARY			50,829.00	52,716.00	52,716.00
ADMIN ASST EXPENSE			1,781.00	820.00	820.00
SECRETARY SALARY			37,277.00	38,877.00	38,877.00
FINANCE COMM EXPENSE			1,368.00	1,368.00	1,368.00
RESERVE FUND			15,000.00	20,000.00	20,000.00
ACCOUNTANT SALARY			26,384.00	26,912.00	26,912.00
ACCOUNTANT EXPENSE			315.00	370.00	370.00
ASSESSORS SALARIES			5183.00	5,287.00	5,287.00
	2013	2014req	2014rec		
chairman	1817.00	1853.00	1853.00		
Others	1683.00	1717.00	1717.00		
ASSESSORS CLERK SALARY			32,017.00	30,961.00	30,961.00
ASSESSORS PROPERTY INSPECTOR			13,500.00	15,900.00	15,900.00
ASSESSORS EXPENSE			12,240.00	12,610.00	12,610.00
TREASURER SALARY			12,069.00	15,721.00	15,721.00
TREASURER EXPENSE			4,000.00	4,100.00	4,100.00
TAX COLLECTOR SALARY			12,069.00	15,721.00	15,721.00
TAX COLLECTOR EXPENSE			5,500.00	5,600.00	5,600.00
TOWN LEGAL COUNSEL			25,500.00	25,500.00	20,500.00
COMPUTER SUPPLY/SERVICE			11,881.00	13,049.00	13,049.00
TAX TITLE FORECLOSURE			2,300.00	2,300.00	2,300.00
COPY MACHINE SUPPL/SERVICE			900.00	1,500.00	1,500.00

TOWN CLERK SALARY	33,521.00	34,961.00	34,961.00
TOWN CLERK EXPENSE	3,235.00	3,235.00	3,235.00
ELECTIONS & REGISTRATIONS	10,000.00	10,125.00	10,125.00
CONSERV COMMISSION	2,890.00	3,046.00	3,046.00
PLANNING BOARD	3,482.00	4,229.00	4,229.00
ZONING/APPEALS BOARD	3,046.00	4,107.00	4,107.00
AG COMM EXPENSE	500.00	500.00	500.00
OPEN SPACE COMMITTEE	1,200.00	1,200.00	1,200.00
LAND DAMAGES	1.00	1.00	1.00
TOWN HALL CUSTODIAN	14,394.00	15,012.00	15,012.00
BUILD MAINT PERSON	34,870.00	35,567.00	35,567.00
TOWN HALL MAINT	38,890.00	40,020.00	40,020.00
TOWN BLDG ELEVATOR & ALARM MAINT	9,500.00	9,700.00	9,700.00
TOWN BLDG SEWER USE	2,000.00	2,200.00	2,200.00
TOWN REPORTS	400.00	400.00	400.00
TOWN CLOCK	150.00	300.00	150.00
TOTAL	444,662.00	471,597.00	466,447.00

	APPROP FY2013	REQUESTED FY2014	FINANCE COMMITTEE RECOMMENDS
POLICE WAGES & SALARIES	246,299.00	273,203.00	273,203.00
POLICE OPER EXPENSE	42,755.00	41,775.00	41,775.00
FIRE DEPT SALARIES	5,165.00	5,268.00	5,268.00
FIRE DEPT WAGES	40,498.00	41,308.00	41,308.00
FIRE DEPT OPER EXP	17,460.00	17,960.00	17,960.00
HOSE & EQUIPMENT	8,000.00	8,000.00	8,000.00
INSPECTION FEES	3,000.00	3,000.00	3,000.00
HYDRANTS	5,460.00	5,460.00	5,460.00
MAINT FIRE STATION	15,250.00	17,300.00	17,300.00
FIREPONDS/WATERHOLES	3,000.00	3,000.00	3,000.00

BLDG INSPECTOR SALARY	24,778.00	25,274.00	25,274.00
BLDG INSPECTOR EXPENSE	1,050.00	1,050.00	1,050.00
GAS INSPECTION	1,530.00	2,500.00	2,500.00
WIRE INSPECTION	1,325.00	1,680.00	1,680.00
CIVIL DEFENSE	400.00	400.00	400.00
DOG OFFICER SALARY	3,183.00	3,247.00	3,247.00
DOG OFFICER EXPENSE	1,450.00	1,900.00	1,900.00
TREE DEPT WAGES & EXPENSE	8,925.00	8,925.00	8,925.00
CONSTABLES WAGES	1,020.00	1,040.00	1,040.00
CONSTABLES EXPENSE	330.00	30.00	30.00
FENCE VIEWERS, ETC	1.00	1.00	1.00
TOTAL	<u>430,879.00</u>	<u>462,321.00</u>	<u>462,321.00</u>

	APPROP	REQUESTED	FINANCE
	FY2013	FY2014	COMMITTEE
			RECOMMENDS
ELEM SCHOOL MAINT	1,500.00	1,500.00	1,500.00
PVRS-OPER ASSMNT	3,616,617.00	3,761,282.00	3,761,282.00
PVRS-BLDG PROJ ASSESSMENT	248,582.35	251,376.00	251,376.00
FRKLN CTY TECH SCHOOL-OPER ASSMNT	252,083.00	315,843.00	315,843.00
FRKLN CTY TECH SCHOOL-CAPTL ASSMNT	0.00	0.00	0.00
TOTAL	<u>4,118,782.35</u>	<u>4,330,001.00</u>	<u>4,330,001.00</u>

	APPROP	REQUESTED	FINANCE
	FY2013	FY2014	COMMITTEE
			RECOMMENDS
HWY SUPT EXPENSE	8,610.00	13,000.00	13,000.00
HIGHWAY & SNOW REMOVAL WAGES	252,376.00	260,320.00	260,320.00
HWY, BRIDGES & RAILS	165,375.00	165,375.00	165,375.00

OILING & STONING	63,000.00	63,000.00	63,000.00
HIGHWAY TOOLS	1,260.00	1,260.00	1,260.00
SNOW REMOVAL EXPENSE	75,390.00	75,390.00	75,390.00
STREET LIGHTS	13,000.00	13,800.00	13,800.00
MACHINERY MAINTENANCE	84,341.00	84,341.00	84,341.00
MAINT HIGHWAY GARAGE	11,550.00	11,550.00	11,550.00
HWY BOUNDS,SURVEY,LISTS	1.00	1.00	1.00
SOLID WASTE DISTRICT	7,526.00	8,555.00	8,555.00
WASTE DISPOSAL	111,000.00	110,579.00	110,579.00
CEMETERY WAGES & EXPENSE	11,550.00	20,000.00	20,000.00
TOTAL	804,979.00	827,171.00	827,171.00

	APPROP	REQUESTED	FINANCE
	FY2013	FY2014	COMMITTEE
			RECOMMENDS
BD OF HEALTH SALARIES	2,375.00	2,423.00	2,423.00
BD OF HEALTH EXPENSE	7,906.00	8,206.00	8,206.00
PLUMBING INSPECTOR	2,500.00	2,500.00	2,500.00
SHARED HEALTH AGENT	10,492.00	10,650.00	10,650.00
SEPTIC SYSTEM INSP FEES	1,500.00	1,500.00	1,500.00
ANIMAL INSPECTOR	2,333.00	2,372.00	2,372.00
COUNCIL ON AGING	46,202.00	48,788.00	48,788.00
SOLDIERS RELIEF	24,500.00	24,500.00	24,500.00
TOTAL	97,808.00	100,939.00	100,939.00

APPROP	REQUESTED	FINANCE
FY2013	FY2014	COMMITTEE
		RECOMMENDS

DICKINSON LIBRARY WAGES	100,133.00	105,682.00	105,682.00
DICKINSON LIBRARY EXP	36,621.00	35,402.00	35,402.00
NFLD FARMS LIBRARY	575.00	600.00	600.00
RECREATION COMM	5,790.00	6,583.00	6,583.00
REC COMM TRAINING & RECOGNITION	250.00	250.00	250.00
REC PROGRM DIRECTR	3,992.00	4,139.00	4,139.00
MAINT ATHLETIC FIELD	4,000.00	4,000.00	4,000.00
HISTORICAL COMMISSION	400.00	500.00	500.00
MEMORIAL DAY	1,600.00	1,600.00	1,600.00
ALEXANDER HALL	300.00	300.00	300.00
FRCOG ASSESSMENT	25,900.00	29,796.00	29,796.00
VETERANS DISTRICT	5,948.00	5,948.00	5,948.00
TOTAL	<u>185,509.00</u>	<u>194,800.00</u>	<u>194,800.00</u>

	APPROP	REQUESTED	FINANCE
	FY2013	FY2014	COMMITTEE
			RECOMMENDS
MATURING DEBT- PRIN	0.00	0.00	0.00
Sewer (bnds 7/93) in enterprise fund			
INT ON LONG TERM DEBT	0.00	0.00	0.00
Sewer (bnds 7/93) in enterprise fund			
INT ON SHORT TERM DEBT	2000.00	2000.00	2000.00
TOTAL	<u>2000.00</u>	<u>2000.00</u>	<u>2000.00</u>

	APPROP	REQUESTED	FINANCE
	FY2013	FY2014	COMMITTEE
			RECOMMENDS
COUNTY RETIREMENT	146,836.00	159,770.00	159,770.00

WORKERS COMP INSURANCE	14,958.00	16,172.00	16,172.00
UNEMPLOYMENT	5,000.00	7,000.00	7,000.00
HEALTH INSURANCE	207,787.00	207,787.00	207,787.00
LIFE INSURANCE	1,700.00	1,700.00	1,700.00
MEDICARE/FICA	15,600.00	16,100.00	16,100.00
OTHER INSURANCE	61,303.00	61,303.00	61,303.00
	<hr/>	<hr/>	<hr/>
TOTAL	453,184.00	469,832.00	469,832.00
 GRAND TOTAL	 6,537,803.35	 6,858,661.00	 6,853,511.00

Article 8. Passed / Unanimous Voice Vote

Move that the Town raise and appropriate \$37,000 for installing a sewer lining for Town Hall and building a canopy for the rear Town Hall entrances.

Article 9. Passed / Unanimous Voice Vote

Move that the Town raise and appropriate \$4,000 for fireproof safes for the Town Clerk.

Article 10. Passed / Unanimous Voice Vote **2/3 required**

Move that the Town raise and appropriate \$100,000 for the stabilization fund toward the purchase of a new fire truck.

Article 11. Passed / Unanimous Voice Vote

Move that the Town raise and appropriate \$36,000 for a cruiser for the Police Department.

Article 12.

Motion to: Pass Over Passed / Unanimous Voice Vote

Move that the Town raise and appropriate \$4,500 for repairs to the 2006 Chevrolet Impala Northfield Police cruiser.

OR

Move that this article be passed over.

Article 13. Passed / Unanimous Voice Vote

Move that the Town transfer \$6,920 from the account created under Article 31 of the May 2, 2011 Annual Town Meeting for repairs to the Fire Station Roof to a new account for Fire Station repairs.

Article 14. Passed / Unanimous Voice Vote

Move that the Town appropriate \$108,000 to operate the Emergency Medical Services Enterprise Fund as described in the May 6, 2013 Annual Town Meeting warrant.

Wages and Salaries	27,148.00
Expenses	70,884.00

Reserve Fund	5,000.00
Budgeted Surplus	4,968.00
TOTAL:	\$108,000.00

and that \$108,000 be raised as follows:

Department receipts	\$108,000.00
Tax levy	0
TOTAL:	\$108,000.00

Article 15. Passed / Unanimous Voice Vote

Move that the Town appropriate \$214,078 to operate the Sewer Enterprise Fund as described in the May 6, 2013 Annual Town Meeting warrant.

Sewer Commissioner Salaries	1,455.00
Sewer Dept. Collector	3,451.00
Sewer Dept. Wages	76,543.00
Oper. & Maint. Sewer Plant	71,135.00
Reserve Fund	10,000.00
Maturing Debt - Principal	48,744.00
Maturing Debt - Interest	2,560.00
Interest on Short - Term Debt	190.00
TOTAL:	\$214,078.00

and that \$214,078.00 be raised as follows:

Department receipts	\$214,078.00
Tax levy	0
TOTAL:	\$214,078.00

Article 16. Passed / Unanimous Voice Vote

Move that the Town appropriate \$35,000 for the replacement and installation of the emergency generator and transfer switch, whereby to fund said appropriation, the Treasurer, with the approval of the Board of Selectmen and the Board of Sewer Commissioners, is hereby authorized to borrow an amount not to exceed \$35,000 and to issue bonds and notes therefore in accordance with M.G.L. Ch. 44, §7 or any other enabling authority.

Article 17. Passed / Unanimous Voice Vote

2/3 required

Move that the Town appropriate \$25,000 for the purchase of a blower, mechanical drawing, piping, and installation for the sludge holding tank, whereby to fund said appropriation, The Treasurer, with the approval of the Board of Selectmen and the Board of Sewer Commissioners, is hereby authorized to borrow an amount not to exceed \$25,000 and to issue bonds and notes therefore in accordance with M.G.L. Ch. 44, §7 or any other enabling authority.

Article 18. Passed / Unanimous Voice Vote

Move that the Town transfer \$3,500 from the “Dog Fund” account to supplement the Dickinson Memorial Library operating budget for the purpose of paying a portion of the annual fee to be a member of the regional library system.

Article 19. Passed / Unanimous Voice Vote

Move that the Town raise and appropriate \$2,000 to repair and update the Dickinson Memorial Library heating system.

Article 20. Passed / Unanimous Voice Vote

Move that the Town appropriate from FY 2014 Community Preservation Fund revenues 10% (\$2,400) for open space purposes; 10% (\$2,400) for historic preservation; 10% (\$2,400) for affordable housing; and the remaining amount (\$15,600) to the FY 2014 Community Preservation Fund budgeted reserve.

Article 21. Passed / Unanimous Voice Vote

Move that the Town appropriate \$1,200 from the FY 2014 Community Preservation Fund revenues for administrative and operating expenses, including legal expenses, of the Northfield Community Preservation Committee.

Article 22. Passed / Unanimous Voice Vote

Move that the Town establish a revolving fund for Fiscal Year 2014 in accordance with M.G.L. Chapter 44 Section 53E1/2 for the receipts related to the Town’s recycling program and expenditures for the operation of the Town’s solid waste and recycling programs, to be under the authority of the Board of Health and not to exceed \$60,000 in expenditures in Fiscal Year 2014; receipts credited to include all monies received from recycling programs, including paper, cardboard, containers, books, and scrap metal, and, funds currently held in escrow at the Franklin County Solid Waste District.

Article 23. Passed / Unanimous Voice Vote

Move that the Town transfer \$1,482 from the Northfield Elementary School Design for Repairs account and \$7,885 from the Northfield Elementary School canopies account to the Northfield Elementary School Roof Repairs account for paying the debt incurred to replace the Northfield Elementary School roof.

Article 24. Passed /Unanimous Voice Vote

Move that the Town raise and appropriate \$45,148 to pay the balance of the Town of Northfield’s share of the Pioneer Valley Regional School boiler replacement project.

Article 25. Passed / Unanimous Voice Vote

2/3 required

Move that the Town raise and appropriate \$10,000 for pneumatic calibration of the heating system at the Northfield Elementary School.

Article 26. Passed / Unanimous Voice Vote

Move that the Town raise and appropriate \$18,980 for Northfield's share of Pioneer Valley Regional School capital projects, including a front door alarm system; a faucet hydrant mandated by the Department of Environmental Protection; replacing the well water pump; and air conditioning back-up for technology head end room.

Article 27. Passed / Hand Count 90 Yes 63 No

Move that the Town raise and appropriate \$26,000 for Northfield's share of Pioneer Valley Regional School Central Office capital projects, including HVAC and air conditioning in two central office modular and burglar and fire alarms throughout those.

Article 28. Passed / Unanimous Voice Vote

Move that the Town raise and appropriate \$5,000 for an enhanced community participation process regarding the Master Plan.

Article 29. Passed / Voice Vote 2/3 Declared by Moderator 2/3 required

Move that the Town amend the Zoning By-law as shown in Article 29 in the May 6, 2013 Annual Town Meeting warrant.

Article XII. One-Year Growth Restriction

12.1 Purpose

The purpose of this section is to implement a reasonable and temporary cap, until July 1, 2014, on construction of new dwelling units in town.

The Town of Northfield is faced with the possibility of sudden increased development activity at any time due to the current availability and unknown future disposition of multiple large properties of historic and cultural significance. The Town is also currently in the process of developing an updated Master Plan, outlining a community vision for the future of the Town. The purposes of this Section are: to promote orderly growth in the Town of Northfield; to phase growth so that it will not unduly strain the community's ability to provide basic education, public facilities and services; to provide the town, its boards and its agencies with information, time and capacity to incorporate community input into the updated Master Plan and the regulations of the community; and to preserve and enhance existing community character and the value of property. This Section shall remain in effect until June 30, 2014; at the Spring 2014 Town Meeting the Northfield Planning Board intends to present an updated growth bylaw proposal based on Master Plan recommendations, and possibly propose to extend this Section for one year to allow further study, or shall allow this Section to expire.

12.2 Regulations

12.2.1 Scope

No building permit for a new Dwelling shall be issued unless in accordance with the Regulations of Section 12 of this Bylaw. The provisions of this Section shall not apply to, nor limit in any way, the granting of building and occupancy permits required for enlargement, restoration, or reconstruction of existing dwellings including those dwellings lost to natural disaster or fire.

12.2.2 Application

The Regulations of this section shall apply to all new dwelling units, including but not limited to definitive subdivision plans, divisions of land not requiring subdivision approval, and Special Permits which would result in the creation of a new dwelling unit or units.

12.2.3 Issuance of Residential Building Permits

A. A town-wide total of not more than six (6) new dwelling units shall be authorized by the Town during the period that this Section is in effect.

B. General Applicants. Not more than two (2) dwelling units shall be authorized via a Building Permit(s) for any one applicant during the period that this Section is in effect.

Article 30. Passed / Unanimous Voice Vote

2/3 required

Move that the Town accept as a public way the altered layout of portions of Four Mile Brook Road, to include within the layout of said roadway the parcels of land shown as "Parcel 1-2" on a plan entitled "Roadway Acquisition Plan of Land in Northfield, Massachusetts," dated September 25, 2012, prepared by Bryant Associates, Inc., recorded with the Franklin Registry of Deeds in Plan Book 133, Page 81, and "Parcel G-1," "Parcel 2-1" and "Parcel 3" on a plan entitled "Roadway Acquisition Plan of Land in Northfield, Massachusetts," dated January 22, 2013, prepared by Bryant Associates, Inc., said plans on file with the office of the Town Clerk; and to accept said parcels for all purposes for which public ways are used in the Town of Northfield, and all easements related thereto.

Article 31.

Flag # 1 1 vote

Flag #2 34 votes

Flag #3 82 votes

4 None of the above 10 votes

Move that the Town vote to designate a town flag among the three top choices selected by the Recreation Commission, or vote "none of the above."

Article 32. Failed / Voice Vote

Move that the Town adopt the Historical Commission and Demolition Delay by-law as written under Article 32 in the May 6, 2013 Annual Town Meeting warrant.

SECTION 1 HISTORICAL COMMISSION

1.1 PURPOSES: On April 2, 1974, the Town of Northfield accepted M.G.L. Chapter 40, Section 8D and established the Northfield Historical Commission, hereinafter called the Commission, for the purposes of identifying, preserving, protecting, and developing the historical or archeological assets of the town as evidence of its past history. Such Commission shall conduct research for places of historic or archeological importance located in Northfield, shall cooperate with the Massachusetts State Archeologist in conducting such researches or other surveys, shall establish an Inventory (Northfield Historical Inventory) and shall seek to coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare, print and distribute books, maps, charts, plans, booklets, leaflets, or pamphlets it deems as required for the judicious carrying out its work.

For the purpose of protecting and preserving such significant places, it shall make recommendations for inclusion in its Inventory to the Board of Selectmen, and, (subject to the approval of that Board), to the Massachusetts Historical Commission, that any such places be certified as a Northfield historical or archeological landmarks, and subsequently listed in the Northfield Historical Commission Inventory.

It shall report to the State Archeologist the existence of any archeological, paleontological, or historical sites or objects discovered in accordance with Section M.G.L. 27C of Chapter 9, and shall apply for permits necessary pursuant to said M.G.L. Section 27C. Any information received by the Historical Commission with respect to the location of such sites and as to specimens uncovered, as defined in M.G.L. Section 26B of Chapter 9, shall not be made a public record.

The Commission may hold hearings, may enter into contracts with individuals, organizations and institutions for services furthering the objectives of the Commission's programs; may enter into contracts with local or regional associations for cooperative endeavors furthering the Commission's programs; may accept gifts, contributions and bequests of funds from individuals, foundations and from federal, state, or other governmental bodies for the purpose of furthering the Commission's programs; may make and sign any agreements and may do and perform any and all acts which may be necessary or desirable to carry out the purposes of this section. It shall keep accurate records of its meetings and actions and shall file an annual report that shall be printed in the Northfield Annual Town Report. The Commission may appoint clerks or other employees as required to carry out its duties.

1.2 COMMISSION MEMBERS: As authorized by M.G.L. Chapter 40, the Historical Commission of the Town of Northfield, shall consist of seven (7) members, each of whom shall be a resident of the Town of Northfield, appointed by the members of the Board of Selectmen and shall serve for a term of three years. In the event of a vacancy occurring in the membership, other than by the expiration of the term of a member, a successor shall be appointed by the Selectmen to serve for the balance of the unexpired term.

1.3 QUORUM: At all meetings of the Historical Commission, four (4) members shall constitute a quorum.

1.4 OFFICERS: The members of the Historical Commission shall annually, within thirty (30) days after the annual appointments are made by the Board of Selectmen, elect from its membership a Chairman, a Vice-Chairman and a Secretary, all whom shall serve during the ensuing year and until the election of their successors. All other meetings of the members shall be held at such designated times and places as the members shall designate.

1.5 POWERS AND AUTHORITY OF THE HISTORICAL COMMISSION: The Historical Commission may exercise all the powers, authority, and functions authorized by M.G.L. Chapter 40, Section 8D, and may make reasonable Rules and Regulations to aid in the orderly performance of its powers, authority and functions consistent with said Section 8D and Section 2, below.

1.6 HISTORICAL INVENTORY: The Historical Commission shall make as its primary duty the creation, establishment and regular maintenance of a Northfield Historical Commission Inventory. This Inventory shall be a catalog of all known or suspected historical sites or properties listed or awaiting listing in the Northfield Historical Commission Inventory or on the National and/or State Registers, or property that has been associated with historic person(s) or event(s), or has been designated by the Northfield Historical Commission as unique and/or historically, architecturally, or archaeologically significant and as requiring the protections provided by the Commission.

SECTION 2 DEMOLITION OR DESTRUCTION OF HISTORICAL SITES OR STRUCTURES

2.1 PURPOSE. The purpose of this by-law is to provide a review procedure resulting in a delay in the demolition of historically significant sites or structures. This by-law does not indefinitely prohibit a proposed demolition but allows time for consideration of preservation alternatives to destruction. Property owners retain final decision-making authority.

2.2 DEFINITIONS:

Demolition - the act of pulling down, destroying, removing, or razing an archaeological site, or an historical structure or building, or portion of a site, structure, or building, or proposing to commence such work with the intent of completing the same.

Historically Significant - property that is listed in the Northfield Historical Inventory and is listed or is awaiting listing in the Northfield Historical Inventory or the National and/or State Registers, or property that has been associated with historic person(s) or event(s), or has been designated by the Northfield Historical Commission as unique and/or historically or architecturally significant.

Preferably Preserved - property that is deemed worthy of a delay period to allow for consideration of alternatives to loss or destruction.

2.3 INITIAL DETERMINATION: When an application for a construction permit or a building demolition permit is filed with the Building Commissioner, before issuing such permits, the Building Commissioner shall ascertain if the site, property, or the structure is contained in the Northfield Historical Commission Inventory.

2.3.1 SEEKING CERTIFICATION: Before issuing a construction or demolition permit for any structure, the Building Commissioner shall request that the Commission determine if the site or structure is currently listed or is awaiting listing in the National and/or State Registers, or if the property has been associated with historic person(s) or event(s), or if it has been designated by the Commission as unique or architecturally significant -- and to seek the Commission's approval. If such is the case (Inventoried), the Commission will not approve the permit nor shall the permit be issued by the Building Commissioner. The demolition permit application need not be accompanied by evidence of workmen's compensation coverage or letters from utility providers that the utilities have been disconnected in order for the application to be referred to the Commission for review and/or approval.

SECTION 3 PROCEDURE FOR REVIEW:

3.1 SUBMISSION: Within five (5) business days of receipt of an application for a demolition permit, the Building Commissioner shall forward the application to the Commission, and shall not issue either a construction or a demolition permit until the Commission has approved and returned the application to the Building Commissioner. A permit may be issued by the Building Commissioner should the Commission fail to act within the time limits set within this Demolition Delay By-Law.

3.2 MEETING: The Commission shall hold a meeting to determine whether the site or the structure is historically significant within twenty-one (21) days of receipt of the application from the Building Commissioner. The Commission shall notify the applicant at least seven (7) days in advance of the meeting.

3.3 PARTICIPATION: At this meeting, the owner(s) of the property (or the owner(s)' representative) may make a presentation to the Commission, if they choose.

3.4 INSIGNIFICANCE: If the Commission finds that the site or the structure is not historically significant, there will not be a need for a Demolition Plan Review, and the application will be approved and immediately returned to the Building Commissioner.

3.5 HISTORICALLY SIGNIFICANT: If the site or building is found to be historically significant, there will be a Demolition Plan Review conducted by the Commission.

SECTION 4 DEMOLITION PLAN REVIEW PROCESS:

4.1 SUBMISSIONS: The applicant(s) must submit seven (7) copies of a Demolition Plan to the Commission.

The Demolition Plan shall contain:

- 1) A map or plan showing the location of the building or structure to be demolished or the site to be disturbed.
- 2) A photograph of any existing street facade elevation.
- 3) A narrative description of the site to be disturbed or the building or structure, or part thereof, to be demolished.
- 4) The reason for the proposed destruction and data supporting said reason, including (where applicable) data sufficient to establish any economic justification for disturbing the site or for the demolition.
- 5) A certified list of abutters to said property and other neighbors within three hundred (300) feet, whose names are ascertained from the Board of Assessor's most recent tax list.

4.2 TIME: Within forty-five (45) days of the receipt of the Demolition Plan from the applicant, the Commission shall review the application at a public hearing to determine if the structure (or the site) should be preserved. Public notice of such hearing shall be published by the Commission (at the expense of the applicant) in a local newspaper giving the time, place, and purpose of the hearing once in each of two (2) successive weeks, the first publication not less than fourteen (14) days before the day of said hearing. The Commission shall also mail a copy of said notice to the applicant, to abutters and to all owners of all property within three-hundred (300) feet of the applicant's property as appearing on the most recent tax list, to the Northfield Planning Board, and to such other Boards or persons the Commission believes should be notified.

4.3 APPROVAL: If the Commission determines that the structure or building does not merit to be saved or a site to be preserved, the application for a permit to demolish or for a site to be excavated will be approved by the Commission and immediately returned to the Building Commissioner.

4.4 NON-APPROVAL: If the building, structure, or site is determined to be Preferably-Preserved, the application for a permit to demolish is not approved by the Commission and need not be returned to the Building Commissioner for a period of six (6) months from the date on which the Commission files its report with the Town Clerk to prevent demolition or destruction.

4.5 REDUCTION OF TIME FOR DEMOLITION DELAY: If the Commission is satisfied that the applicant/owner has made a continuing, bona fide and reasonable effort to find alternatives to demolition with no success, the application may be returned to the Building Commissioner before the expiration of the six (6)-month period.

4.6 FAILURE TO ACT: If the Commission fails to act within the specified time limits, the Building Commissioner may issue a Demolition Permit without the application being returned from the Commission.

SECTION 5 BUILDING PERMITS

5.1 ISSUANCE: No permit for the alteration of an existing structure or the erection of a new structure that involves demolition on the site of an existing historically significant building or the destruction of an archaeological significant site may be issued prior to the issuance of a demolition permit from the Building Commissioner that has been approved by the Commission for such an existing building or any portion thereof.

SECTION EMERGENCY DEMOLITIONS

6.1 EMERGENCY ISSUANCE: The Building Commissioner may issue a demolition permit at any time in the event of imminent and substantial danger to the health or safety of the public due to drastic or deteriorating conditions in the historically significant building. The Building Commissioner shall inspect the building and document, in writing, the findings and reasons requiring an emergency demolition, a copy of which shall be forwarded immediately to the Commission.

6.2 ENFORCEMENT AND REMEDIES: In the event of a demolition of an historically significant building in violation of this by-law, the person or persons responsible for the demolition, including, but not limited to, the owners, tenants, developers, or contractors, shall each be subject to a fine of up to three-hundred dollars (\$300) per day for each violation. Each day that the building is not restored to its condition as existed immediately prior to the said demolition, and the demolition permit is not issued, shall be a separate offense, up to a maximum of one hundred and eighty three (183) days (6 months).

6.3 SEVERABILITY: If any section, paragraph or part of this by-law is for any reason declared invalid or unconstitutional by any court, every other section, paragraph and part shall continue in full force and effect.

6.4 RULES AND REGULATIONS: Pursuant to M.G.L. Chapter 40, Section 8D and Section 1.5 above, the Historical Commission shall adopt Rules and Regulations needed to implement this section.

SECTION 7 APPEALS

SECTION 7.1 Any person aggrieved by a determination of the Northfield Historical Commission may appeal to the Superior Court, per M.G.L. 249, Section 4, Article 3, Section 8D.

Article 33. Passed / Show of Hands

Move that the Town authorize the Board of Selectmen to enter into renewable energy purchase and/or net metering credit purchase agreements, including solar energy and related net metering credits, for terms of more than three years, and to take all actions necessary to implement and administer such agreements.

Article 34. Passed / Unanimous Voice Vote

Move that the Town authorize a revolving fund for the maintenance and operation of the Highway Department's bucket truck per the provisions of Massachusetts General Laws, Chapter 44, §53E½, for which revenues received from other towns as their share of the cost of ownership and operation of the bucket truck will be deposited into the fund and expended to pay related costs under the direction of the Selectboard, and total expenditures for the fiscal year beginning July 1 next will be limited to \$2,000.00, and raise and appropriate \$300 therefor.

Article 35. Passed / Unanimous Voice Vote

Move that the Town raise and appropriate \$355,000 for the Stabilization Fund/Account.

Article 36. Passed / Unanimous Voice Vote

Move that the Town instruct the Assessors to transfer \$320,000 from available funds for the purpose of reducing the Tax Levy for Fiscal Year 2014.

There being no further business to come before the Town, the Moderator Nathan L'Etoile dissolved the meeting at 8:46 p.m.

Registered Voters --- 2120

Voters in Attendances --- 150

Voter Turnout --- 7%

Barbara Brassor

Jane Abbott

Dianne Cornwell

Alice Fortier

Betty Gibson

Elizabeth L'Etoile

Jo Ann Newton

Pamela Veith

Beth Walker

Jessie Wiggin

Warden

Election Worker

Election Worker

Election Worker

Election Worker

Election Worker

Election Worker

Election Worker

Election Worker

Election Worker

True Copy Attest

Gail V. Zukowski CMMC

Town Clerk

Annual Town Election

Northfield, Massachusetts

Commonwealth of Massachusetts

May 7, 2013

At the time and place set by the Warrant, the polls opened at 12:00 noon. Four hundred thirty (430) votes were cast with the following results;

Board of Selectmen

Three year term

Vote for One

Dianne E. Cornwell	127
Jed Proujansky	290
Chester T. Sinclair	13
Write-In	0
All Others	0
Blanks	0

Board of Assessors**Three year term****Vote for One**

Robert H. MacEwen JR	371
Write – In	0
All Others	0
Blanks	59

Constable**Three year term****Vote for Not more than Three**

David R. Brassor	340
James B. O'Shea	341
John D. Ware	345
Write-In	0
All Others	0
Blanks	264

Constable Northfield Farms**Three year term****Vote for One**

Fredd M. Fuller	373
Write-In	0
All Others	0
Blanks	57

Board of Health**Three year term****Vote for Not more than Two**

Flora Sadri-Azarbayejani	329
Thomas E. Walker	351

Write – In	0
All Others	0
Blanks	180

Board of Library Trustees

Three year term

Vote for Not more than Two

Margot W. Fleck	345
Deborah A. Potee	354
Write – In	1
All Others	0
Blanks	160

Planning Board

Five year term

Vote for One

James D. Holloway JR.	359
Write – In	0
All Others	0
Blanks	71

Planning Board

Two year term

Vote for One

Guy E. Gilbert	345
Write-In	0
All Others	0
Blanks	85

Recreation Commission

Three year term

Vote for Not more than Two

Suzanne V. Handren	346
Jeremy S. Underwood	338
Write-In	0
All Others	0
Blanks	176

Board of Sewer Commissioners

Three year term

Vote for One

Thomas E. Walker	374
Write – In	1
All Others	0
Blank	55

Board of Trustees of Veterans Memorials

Veteran

Three year term

Vote for One

Charles E. Handren	372
Write – In	0
All Others	0
Blanks	58

Board of Trustees of Veterans Memorials

Non-Veteran

Three year term

Vote for One

Raymond J. Zukowski JR.	382
Write	0
All Others	0
Blanks	48

The polls were closed at 8:00 p.m.

Registered Voter – 2120

Votes Cast – 430

Voter Turnout – 20 %

Election Workers

Barbara Brasseur	Warden
Edwin Finch	Election Worker
Alice Fortier	Election Worker
Betty Gibson	Election Worker
Carol Holden	Election Worker
Elizabeth L'Etoile	Election Worker
Linda Leavis	Election Worker
Kay Snow	Election Worker
Pamela Veith	Election Worker
Bethany Walker	Election Worker
Jessie Wiggin	Election Worker

True Copy Attest:

Gail V. Zukowski CMMC

Town Clerk

THE COMMONWEALTH OF MASSACHUSETTS

SPECIAL STATE ELECTION

TUESDAY, JUNE 25, 2013

At the time and place called by the Warrant, the polls opened at 7:00 a.m. A total of 651 ballots were cast by registered voters with the following results;

SENATOR IN CONGRESS

Vote for One

Gabriel E. Gomez	251
------------------	-----

Edward J. Markey	395
------------------	-----

Richard A. Heos	4
-----------------	---

Write – in	0
------------	---

Blanks	0
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All Others	1
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The polls closed at 8:00 p.m.

Registered Voters – 2122

Votes Cast – 651

Voter Turnout – 31%

Election Workers

Barbara Brassor

Warden

Alice Fortier

Election Worker

Ruth Gallagher

Election Worker

Betty Gibson

Election Worker

Carolyn Holden

Election Worker

Bruce Kahn

Election Worker

Elizabeth L'Etoile

Election Worker

Linda Leavis

Election Worker

Eric Meals

Election Worker

Joann Newton

Election Worker

Nina Sibley

Election Worker

Kay Snow

Election Worker

Albert Stone

Election Worker

Patricai Stone

Election Worker

Pamela Veith

Election Worker

Jessie Wiggin

Election Worker

True Copy Attest:

Gail V. Zukowski CMMC

Town Clerk

SPECIAL TOWN MEETING

Town of Northfield

December 9, 2013

Commonwealth of Massachusetts

The Special Town Meeting was called to order by Moderator Nathan L'Etoile at 7:00 p.m., at Pioneer Valley Regional School. The Moderator led the assembly in the Pledge of Allegiance. The "Rules and Procedures" were read by the Moderator. Non registered voters that may need to address the assembly were recognized Deborah Mero; Town Accountant and Robert Markel; Interim Town Administrator. Eighty nine registered voters were present to vote on the following articles:

Article 1. Passed / Unanimous Voice Vote

I move that the Town waive the reading of the Warrant and the Notice to the Constables and act on the motions of the following articles.

Article 2. Passed / Unanimous Voice Vote

I move that the Town hear and act upon the reports of the several Town Officers, Boards, Committees, Commissions and Trustees.

Article 3. Passed / Unanimous Voice Vote

I move that the Town vote, pursuant to the provisions of Mass. General Law Ch. 41 sec. 23A, to authorize the Selectboard to appoint a Town Administrator for the Town.

Article 4. Passed / Unanimous Voice Vote

I move that the Town vote to transfer \$1,000 from the undesignated fund balance (free cash)

to supplement the amount voted at the May 6, 2013 Annual Town Meeting to pay the salary of the Town Administrator

Motion : To use a paper ballot

Failed / Unanimous Voice Vote

Article 5. Passed / Unanimous Voice Vote

I move that the Town vote to enact a General By-Law, "Town Administrator – Responsibilities and Duties" as printed in the warrant except that Section 5 (payment of warrants) shall be deleted and the succeeding sections 6-11 be renumbered accordingly.

"Town Administrator – Responsibilities and Duties

1. The Town Administrator shall be the Chief Administrative officer of the Town and shall function under the policy guidance of the Board of Selectmen.

2. The Town Administrator is responsible for the daily supervision of all Town employees hired by the Board of Selectmen and shall coordinate with all other departments and employees of the Town.

3. The Town Administrator shall annually confer with all appropriate authorities, including the Town Accountant, Treasurer, Collector of taxes and others as necessary, to produce an estimate of revenues available for the ensuing fiscal year, and shall make the estimate available to the Selectmen and Finance Committee.

4. The Town Administrator shall annually call for all department budgets and shall prepare a draft budget, balanced with available revenue, for submission to the Board of Selectmen and Finance Committee for their review and approval or recommendation.

5. The Town Administrator shall review all departmental budgets during the course of the fiscal year to ensure actual spending is consistent with budgeted sums and shall keep the Board of Selectmen and Finance Committee advised of any pending concerns.
6. The Town Administrator shall be the Chief Procurement Officer of the Town and shall ensure that all purchasing and contract award is made in a manner consistent with Mass. Statute and local by-law.
7. The Town Administrator shall serve as the personnel officer of the Town and shall be available to assist all appointing authorities with training, recruitment, discipline and termination of all employees. He/she shall further ensure that a system of annual employee evaluation is in-place, as approved by the Board of Selectmen, and that all employees of the Town receive an annual work performance evaluation.
8. The Town Administrator shall administer the Town's insurance program including workmen's compensation, employee group health/life insurance and property/liability insurance.
9. The Town Administrator shall serve as the liaison between the Town and other local, State and Federal officials, as well as Town Counsel and other advisors to the Town.
10. The Town Administrator shall attend all meetings of the Board of Selectmen and Town Meetings, unless excused by the Board of Selectmen.
11. The Town Administrator shall perform all other duties as he/she may be assigned from time to time by the Board of Selectmen."

Article 6. Passed / Unanimous Voice Vote

I move that the Town vote to transfer \$4,000 from the undesignated fund balance (free cash) to repair or replace the plaster ceilings in the northeast and southeast rooms on the second floor of the Dickinson Memorial Library.

Article 7. Passed / Unanimous Voice Vote

I move that the Town vote to transfer from retained earnings in the EMS Enterprise Fund the sum of \$15,000 to pay for repairs and bring up to a serviceable level an ambulance

of the EMS Department

There being no further business to come before the Town, Moderator Nathan L'Etoile dissolved the meeting at 7:23 p.m.

Registered Voters ---2153

Voters in Attendance --- 89

Voter Turnout --- 4%

Barbara Brasseur	Warden
Betty Gibson	Election Worker
Elizabeth L'Etoile	Election Worker
Eric Meals	Election Worker
Jo Ann Newton	Election Worker
Pamela Veith	Election Worker
Beth Walker	Election Worker
Jessie Wiggin	Election Worker

True Copy Attest :

Gail V. Zukowski CMMC

Town Clerk

RESOLUTION

WHEREAS the efficient administration of Town affairs is achieved through the largely voluntary assumption of official responsibilities by elected or appointed officers combined with the loyal and faithful service of salaried employees, and,

WHEREAS certain persons have during the calendar year of 2012 concluded periods of service during which they have made substantial contributions to the public weal,

BE IT RESOLVED that the names and nature of service by the following named persons be herewith noticed and recorded in the minutes of this Annual Town Meeting of 2013 in grateful recognition of their work on behalf of the Town:

Planning Board	Gerald Wagener
Police Department	Robert Howe, Scott Waldron, Jill Richard, Cody Guilbeault
Open Space Committee	Ruth Gallagher
Selectboard	Bonnie Tucker L'Etoile
Recreation Commission	Cheri Wheeler
Assessors	Carol Holden, Alice Lord
Board of Trustees Veterans Memorials	Mark Remillard
ZBA	Sam Richardson, Ray Clark, Marguerite Lentz
Finance Committee	Gail St. Clair, Jack Spanbauer
Franklin County Tech School District	Gail Zukowski
Cultural Council	Deb Potee, Crystall McNeil, Eliot Huniwell
Historical Commission	Homer Stavely, MaryJane Porter, Ruth Potee
Town Hall Master Plan	Suzanne Travisano, Steve Roberto
Emergency Services Facility Committee	Jason Platek, Raymond Zukowski
Northfield Campus Collaborative	Randy Foster, Chad Glover, Marguerite Lentz, Carol Lebo
Energy Committee	Walt Congdon, Rich Fitzgerald
Community Preservation Committee	Ruth Potee
Natural Hazard Mitigation Committee	Robert MacEwen, Tom Newton, Mark Fortier, Skip Dunnell
Main Street Revitalization Committee	Jean Kozlowski, Chad Glover, Heather Tower, Pete Talmage
EMS	Ryan Brazeau, Jon Van'tLand, Sharon Van'tLand, Heather Townsley

NORTHFIELD SELECTBOARD

MAY, 2013

Vitals Statistics for 2013

Births	Deaths	Marriages
15	27	10

Civic Disposition Violations

MGL 94C §32L \$900.00

Dog Licenses

Male / Female	78
Spayed / Neutered	611
Kennel (4 dogs)	2
Kennel (10 dogs)	2
Kennel (more than 10 dogs)	3
Late Fees	\$885.00
By Law Violations	\$75.00

Telecommunications Department – Town of Northfield

A member of the WiredWest Communications Cooperative

2013 was a year of many changes and significant progress in our efforts to bring universal broadband Internet access to all residents and businesses of Northfield.

WiredWest's efforts were recognized at the state level with Governor Patrick proposing \$40 million in bond funding to provide key support for the \$100 million last mile project to extend broadband access.

However, it appeared that towns like Northfield, with cable TV systems providing broadband to a portion of residents, might be left out.

A compromise proposal has been worked out to address these communities. With support from the western Massachusetts legislative delegation (including Representative Paul Mark and Senator Stan Rosenberg) the Governor's proposal was amended to provide additional money in support of expanding cable TV service to all residents of those communities. This amended proposal has passed in the Massachusetts House and at the time of this writing is awaiting hearings in the Senate.

Thus we are moving forward toward our goal of universal broadband service though it may be in a different form than was previously proposed. WiredWest continues to work with the Massachusetts Broadband Institute and member towns to keep the project moving through the legislature and to pull together the additional financing necessary to serve the member towns.

We urge residents to continue to support WiredWest in their efforts on our behalf by contacting their legislators and making your support of universal broadband access heard as the process of public hearings on Beacon Hill continues.

Submitted by Brian Brault,

WiredWest Delegate for Northfield

Fred Wells Trustees

Funds available for the fiscal year 2013/2014 are \$209,365 (which included unused scholarship money from 2011/2012 that was reallocated to the scholarship fund).

EDUCATION: The Trustees received 262 applications and approved 258 students to receive \$181,300. This amount includes the two \$1,000 scholarships in honor of Ralph and Hilda Haskins. The Trustees spent many hours on the selection process to ensure that as many students as possible could receive scholarship aid.

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

Community Action-WIC Program	\$6,000.00
Community Health Care Center	\$2,240.00
NELCWIT	\$3,360.00
Hospice of Franklin County	\$6,000.00

AGRICULTURE: An amount of \$10,465 was allowed by the Trustees for payment:

Franklin County Agricultural Society	\$6,415.00
Heath Agricultural Fair	\$2,836.00
Shelburne Grange Fair	\$1,214.00

Respectfully submitted,

Ted Penick

Trustee (Northfield)

OFFICE OF THE SUPERINTENDENT

97 F. Sumner Turner Road
Northfield, Massachusetts 01360
(413) 498-2911

SUPERINTENDENT OF SCHOOLS

Dayle A. Doiron

BA English Literature/French – DePauw University
MHS Administration – Keene State College
University of Massachusetts – EdD Candidate

ASSISTANT SUPERINTENDENT

Gail E. Healy

BS Elementary Education/Psychology – Springfield College
Masters Education Administration – Westfield State College

ADMINISTRATIVE SECRETARY

Pamela Lawrence

DISTRICT TREASURER

Deborah Mero

PAYROLL ADMINISTRATOR

Sues' Anne Jason

ACCOUNTS PAYABLE

Brenda Beck

CENTRAL OFFICE HOURS

School Days - 7:30 a.m. – 4:30 p.m.
Vacation Days – 7:30 a.m. – 4:30 p.m.

Northfield Elementary School Principal's Report

I am pleased to submit this annual report for Northfield Elementary School for the period of January 1, 2013 to December 31, 2013. In my eleven years as principal of Northfield Elementary School, I continue to be impressed with the commitment of Northfield to its youngest citizens. On behalf of your children, I thank you for your continued support of our school.

The school year opened on August 28th with an enrollment of 224 students in preschool through grade 6. The staff at Northfield Elementary School are deeply committed to providing a safe, engaging, and inclusive teaching and learning environment that promotes respect, responsibility, and academic excellence. Northfield Elementary School provides opportunities for students to become adept at critical thinking, creative problem-solving, and collaboration. The vision at Northfield Elementary School is for all NES students to thrive in a just, fair, and caring learning environment that fosters confidence and a sense of belonging. By establishing high expectations for all students and creating an environment which fosters meaningful relationships, risk-taking, and academic results, we increase the chance that we will realize our vision.

In June of this year we bid farewell to John Seelen and Ellen Schwartz who had taught at Northfield Elementary for many years. Our thanks are extended to them for their years of dedicated service to our children. New staff members joining the school this year are; Stephanie Burger, grade 3 teacher, Jaime Parse, pre-school classroom aide, and Tracey Welcome, special education aide.

The teachers continue to work on aligning the district curriculum and with the Common Core Curriculum Frameworks. We started using a new mathematics textbook program, Math Expressions, in kindergarten through grade six. This program is also aligned with the Common Core standards. Professional development for educators this year has been focused on mathematics with an emphasis on excellence in teaching and student achievement. Other topics of professional development continue in the area of literacy and the social and emotional development of children. The new educator evaluation system, which applies to both administrators and teachers, is another important reform initiative we are undertaking. The evaluation system is designed to promote improvements in both educator development and student learning. For the majority of educators this new framework will be about growth and development.

The School Council, an advisory board for the principal, with representation from the school staff, parents, and community, meets monthly and continues to focus on educational excellence. A major responsibility each year is the writing and execution of a School Improvement Plan which is available in the office for your perusal. With a focus on safety, the council has worked with the school staff in developing a Safety Response Plan. Thank you to the members of the council for their work in helping to improve our school and keep our children safe. We are always interested in having community representation. Please call the school office if you have an interest in serving on the NES School Council.

The Northfield Elementary School Parent Teacher Organization, PTO, is a vibrant organization whose mission is to enrich the educational experience for the school community. The community playground project continues to move forward with the focus on imagination, nature, science, health, and safety. Other additions in the plans are a gazebo and a nature observation area. Thank you to the many parent and community volunteers at NES. Whether you volunteer in the classrooms, share a special talent with us, or chaperone for a field trip, you are an invaluable resource for teachers and students.

Thank you to the School Building Utilization Committee for their interest in the school. We continue to improve the building and the offerings for our children through their efforts and the generosity of the town. I would like to recognize the commitment of committee members Chad Glover, David Gorzocoski, and Kathy Wright. Their expertise and guidance helps us keep the school in remarkable condition.

In closing, we at Northfield Elementary School accept the challenge of helping the children of Northfield reach their greatest potential by providing a supportive learning environment with a comprehensive curriculum including academics, arts, technology, self-discipline and respect for all people. I want to thank all the citizens and the town boards of Northfield for joining us in this most important endeavor.

Respectfully submitted,

Thomas J. King
Principal

**Pioneer Valley Regional School
Principal's Report
2013-2014**

Last June we returned inside Messer Gymnasium for graduation. Even though the field is a beautiful setting for graduation when the weather permits, the gym is intimate and comfortable, even with over a thousand people. Northfield Mount Herman generously loans us several hundred chairs so that we can seat everyone. We graduated 78 seniors. English teacher Ariel Lareau was selected by the graduates as their commencement speaker. She gave an impassioned address with references to many of the works of literature the graduates had read during high school.

In September we welcomed 81 seventh graders to Pioneer. This is the smallest entering class in several years and as a result our total enrollment is down somewhat from last year. We currently have 512 students at Pioneer. The small seventh grade class is a welcome relief for their teachers who started with 107 the previous year. Smaller class size allows teacher to provide more one-on-one attention to students. We welcomed a large cohort of new faculty members to Pioneer this year. We had one retirement last June and two the previous January in addition to other changes. Curriculum Coordinator and social studies teacher Joe Nowicki retired after 28 years at Pioneer. Librarian Fred Range and Health and Wellness teacher Barb Carme retired a year ago January. Kathy Malsch who filled in for Barb Carme as a long-term substitute teacher last spring is now in a permanent position teaching foods in our Health and Wellness program. Kevin McKeown was also a long-term substitute teacher last year teaching Spanish and is now in a permanent position. Fiona Chevalier is our new librarian. Julie Anne Levin is our new Curriculum Coordinator. Julie Anne is also an English teacher with over 10 years of experience and will be teaching in the English department. Matt Goldman is our new middle school math teacher. Matt comes to us from Shutesbury Elementary School where he taught fifth and sixth grade for seven years. Hillary Ferro is our new art teacher. She comes to us from the Amherst elementary schools. It is great to hire teachers who have experience with adolescents. It is a unique age and takes a special understanding of child development and learning to be a successful middle school teacher. We have David Breuer as a long-term substitute in the math department. We had a late change this year. Long time social studies teacher and former football coach Tom Gaffigan was hired as Assistant Principal at Greenfield High School this fall. We were lucky to have Amber Coburn waiting in the wings. Amber filled in last year in the same classroom and was well prepared to jump into eighth grade social studies this year. We wish Tom well in Greenfield, though it's hard to see him cheering for the Green Wave. Having eight new faculty is exciting. They bring a great deal of energy and enthusiasm. They also bring many new ideas and perspectives that help us grow as a community.

In addition to faculty changes we have two new faces in the main office. Patty Gardner retired this year and Lynette Von Haugg left mid-year for a new position. Cheryl Baker has moved from the library to the main office and Liz Smith is the new assistant who will greet you when you visit. Former student Alex Yelle is now working in the library. In addition to his work in the library, Alex continues to be very involved with our theater program. It is great to see graduates return and contribute to the Pioneer community.

As you may know, we have begun using our new security system. Thanks to the support of our four member towns we were able to purchase and install an entry system which allows us to maintain locked doors during the school day. The decision to keep all doors locked during the day was based on a recommendation from the State Police and is consistent with the practices of all of the schools in Franklin County. When visitors arrive at Pioneer they simply ring the bell and the main office staff can speak with (and see) visitors before they are buzzed in. Feedback from staff and families has been positive so far. I am hopeful we can increase safety without changing the welcoming spirit at Pioneer.

We received the report of the visiting team from the New England Association of Schools and Colleges (NEASC) this fall and more recently from the Commission on Secondary Education at NEASC the re-accreditation letter for the next ten years. This is the result of countless hours of work by faculty as well as the support of students, parents and the community. The report is very supportive and includes commendations as well as recommendations. You can find the full report and letter on our website (<http://www.pioneervalley.k12.ma.us/MainOffice/index.htm>). Now that the process is complete, we start back at the beginning. In 18 months we will need to report to NEASC on progress addressing the recommendations made in the report. Fortunately, the recommendations reflect our own self-study and are all things we are already working on or plan to soon. It is very affirming to have 16 educators as well as a commission of educational leaders in the region support the work we are doing at Pioneer. One example of an initiative we have been working on and have implemented this year is the Training Active Bystanders curriculum. This fall 22 high school students received two days of training from Quabbin Mediation on how to teach the curriculum. These students then taught the curriculum to middle school students. So far every seventh grade student has participated in the six lesson curriculum and in March every eighth grade student will also participate. The purpose of the program is to help every student become an active member of the community and support one another in stopping meanness or bullying before it becomes worse. We know from research and experience that peer relations in middle school and high school are extremely important. Having students provide a positive influence is one of our best opportunities to build a positive school climate. This curriculum and the modeling by high school students are a great addition to an already strong school culture.

One challenge we have faced this year is our aging technology. Over the past five years we have reduced our technology budget each year to keep costs low. Unfortunately we now face a confluence of events that require substantial spending. The software we are using to manage our computer network as well as the operating system on most of our computers are out of date and no longer supported. In addition over half of the workstations in the school are more than five years old, beyond their expected lifespan and not up to the specifications of the new software that is required. Our Information Technology staff (two positions for the district) are working hard to keep everything up and running this year. Our budget request to the school committee reflects a significant increase in spending to allow us to upgrade systems so that students and teachers can do their best work. If you ask students or teachers what their number one concern is right now, many would say technology.

After over two years of work the Pioneering Stewardship Plan is complete and has been endorsed by the School Committee. We owe a hearty thanks to retired Science teacher John Lepore who led this effort. We are now in the process of seeking funding to implement the plan. We will be writing grants and building partnerships with local agencies in the year to come. Having a land management plan has already made a difference. The district is currently in discussions with AT&T about the possibility of siting a cell tower on the grounds of Pioneer. If completed the tower would provide revenue to the school. Having the stewardship plan allowed us to evaluate the suitability of sites and revise the original proposed location to one with a less negative environmental impact. You can find both a summary and the full text of the plan on our website (<http://www.pioneervalley.k12.ma.us/MainOffice/familynewsletter.htm>).

Again, thank you to each of our member towns for your continued support of our school programs and education in general. Without you, Pioneer would not be the great school it is today.

Respectfully,

William Wehrli
Principal

**PIONEER VALLEY REGIONAL SCHOOL DISTRICT COMMITTEE
2012-2014**

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March 10, 2014

2014 Town Report

This is my seventh annual report as the Administrator of Special Education for the Pioneer Valley Regional School District. We are currently providing one hundred and sixty-nine (169) students between the ages of three (3) and twenty-two (22) with special education services. Students who receive special education services have an identified disability which impacts their ability to make effective educational progress. Each student with special needs has an individualized education program designed to meet that student's unique needs.

In the Pioneer Valley Regional School District, we make a concerted effort to serve students with special needs in our local schools whenever possible. Because we have skilled special educators, and because we have commendable cooperation from classroom teachers, support staff, and principals, we have been very successful in providing high quality, cost effective programs for disabled students within our local schools. We have a small number of students placed outside the School District in specialized programs.

I was hired by the District in August 2000 as an Inclusion Specialist and in August 2007 as Administrator of Special Education. It has been a privilege and pleasure serving this District and its Communities in both capacities.

Respectfully Submitted,

Sharon Murphy Jones, M.Ed.
Administrator of Special Education

Pioneer Valley Regional School District
Superintendent of Schools
Town Report 2013

I submit my sixth report as Superintendent of Schools for the Pioneer Valley Regional School District with great pride in the accomplishments of our students and a deep appreciation for the contributions of our community members. Students and their families, PVRSD Committee members, District Leadership Team members, PVRSD educators and staff, our town officials, and our community members are all owed a debt of gratitude for the significant and real role they play in making the Pioneer Valley Regional School District schools such wonderful places to learn and work.

I am happy to report that the District's leadership team saw no changes in personnel in the past year. Sustained improvement in teaching and learning is greatly aided by coherence and consistency in leadership. The PVRSD is fortunate to attract and, more importantly, retain highly qualified and experienced administrators who work well together and are well matched to the District's core values. In the current employment environment, the educator who commits long-term to a single institution becomes more and more unusual. That the longevity of administrative service experienced by the District is matched by our teachers and other staff serves as a credit to our educational community and holds true benefits for our students.

It is difficult to choose among the many areas of particular focus across our district schools to highlight just a few. The pace and number of reform initiatives being rolled out from the U.S. and Massachusetts Departments of Education can feel overwhelming at times to those of us in the field. I will highlight two that are common to all schools and all grade levels: the new educator evaluation system and the new state assessment program. The PVRSD continues to revise and enhance our procedures within the new educator evaluation system, attempting to gain clarity about what is good evidence of teaching and learning, as well as determining how much evidence is enough to feel confident in our judgments about teaching performance. One form of evidence that is mandated by the new evaluation regulations is the identification and implementation of student performance measures that quantify student growth in every content area and at every grade. This year, the District is piloting District Determined Measures in six selected areas required by the state to learn more about what constitutes a good and reliable measure of student growth and to inform the District's comprehensive plan. Guidelines concerning another required evidence component, student feedback on teacher performance and teacher feedback on administrator performance, will be rolled out by the state starting next school year. Massachusetts is in the process of a potential change from using MCAS as their state assessment system to using PARCC (Partnership for Assessment of Readiness for College and Careers.) Bernardston Elementary School and Pioneer Valley Regional School are two of the approximate 1300 Massachusetts public schools (with roughly 87,000 students involved) selected by the MA DESE to participate in this spring's field test of PARCC. The purpose for the field test is three-fold: to assess the quality of the test items, to pilot the test administration procedures, and to give schools and districts the opportunity to experience the administration of PARCC assessments. PARCC is comprised of two summative

assessment components for English Language Arts and Mathematics, a Performance-Based Assessment (PBA) and an End-of-Year Assessment (EOY.) Across MA some students will take the PARCC tests on computers while others will do so on paper. All BES fourth graders will participate in the English Language Arts PBA online. All BES sixth graders will participate in the English Language Arts EOY online. These 4th and 6th graders will be exempted from MCAS this spring. Some of the PVRs 7th graders will participate in both the PBA and EOY English Language Arts tests online while some of the PVRs eighth graders will participate in only the English EOY online and some PVRs ninth graders will participate only in the PBA English Language Arts online. Those PVRs students participating in the PARCC Field Test will be exempt from MCAS this spring. No student, school, or district PARCC results will be reported this year.

PVRSD students in grades 3-10 participated in MCAS assessments in English Language Arts (ELA), Mathematics, and Science/Technology during the 2013 school year. The district, schools, and individual students are provided scores that measure both their performance and their growth for all students in grades 4-10 in ELA and Mathematics. As a result of the No Child Left Behind waiver successfully sought by our State Department of Education (MA DESE), schools are now measured relative to meeting their own proficiency gap narrowing goals and the degree of assistance required by the DESE. The goal of 100% proficiency by 2014 has been replaced by a new goal of reducing proficiency gaps for all students and high need students by 2017. There are five levels – Meeting Proficiency Narrowing Goals, Very Low Engagement by DESE (Level 1) to Chronically Underperforming Schools, Extremely High Engagement by DESE (Level 5.) PRES achieved Level 1 while BES, NES, WCS, and PVRs achieved Level 2. The results are extremely valuable in evaluating the success of our ongoing efforts to modify, enhance, and refine instruction so that all of our students have every opportunity to achieve to their potential.

The FY 2014 operating budget is \$13,670,950, increasing 1.28% over FY 13 and resulting in an average increase to the towns' assessments of just over 2.29%. In each of the past six years, the PVRSD budget has been funded below what's required to maintain level services and programs to our students. In fact, the rate of the District's budget growth from 2009-2014 is roughly half the rate of inflation during the same period. We have repeatedly reduced budget lines to a level below what we know is needed to keep services to our students on par with the previous year. We are hopeful that the end of the worst of the economic downturn will permit support of more realistic funding levels in our schools. Among several of the requested capital projects that were approved in FY 13, security improvements to the main entrances at Bernardston Elementary School and Pioneer Valley Regional School have allowed us to increase safety at those two schools, bringing building entry practices into alignment with those at the other PVRSD and Franklin County schools.

Thank you for both the opportunity to serve our community and your continued support.

Dayle Doiron, Superintendent of Schools

Department of Veterans Services

The Central Franklin County District was formed in 1940 and provides Veterans Services for twenty-three towns within Franklin County. Currently we are providing support for 76 veterans who reside in your district.

The mission of the Department of Veterans' Services (DVS) is to be the chief advocate for the nearly half-million veterans of the Commonwealth and their families.

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

The District office is located at 190 Millers Falls Rd., Turners Falls, MA 01376. Our offices are open four days a week from 8:00 am until 4:00 pm (413-863-3205) and Friday by appointment. Leo parent is the director of Veterans Services, Mark Fitzpatrick is your Veterans Services Officer and Phyllis Meehan is our Administrative Assistant.

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

Many Veterans have been calling looking for the VA websites. Here are a few.

Educational Benefits: www.gibill.va.gov

Home Loan Guarantee: www.homeloans.va.gov

Returning Veterans: www.seamlesstransition.va.gov

VA Homepage: www.va.gov

Federal/Government jobs: www.usajobs.gov

MA State Veterans Services: www.massvetsadvisor.org

Leo J. Parent, Director

Mark Fitzpatrick, VSO