

## ANNUAL REPORT



**TOWN OF NORTHFIELD**

**2012**

Annual Report  
Town of Northfield  
Year Ending December 31, 2012



69 Main Street  
Northfield, MA 01360  
[www.northfield.ma.us](http://www.northfield.ma.us)

P: 413-498-2901

F: 413-498-5103

Cover Photo: "The Campus" located on upper Main Street.

**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

\*Mo Cowan (D)  
365 Dirksen Senate Office Building  
Washington, DC 20510  
202-224-2742

\*interim, election to be held June 25, 2013

**Representative in Congress**

John Olver (D) 1<sup>st</sup> District  
111 Longworth HOB  
Washington, DC 20515  
202-225-5335

**Massachusetts State Legislation**

**Governor**

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

**Lt. Governor**

Tim Murray (D)  
State Office Building  
436 Dwight St. Ste. 300  
Springfield, MA 01103  
413-784-1200

**State Senator**

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

**Representative in General Court**

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

**Attorney General**

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

**Franklin Regional Council of Government**

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

## TOWN HALL OFFICE HOURS

### **Accounting**

Tuesday & Wednesday  
Friday

9:00 am - 5:00 pm  
9:00 am - noon

### **Administrative Assistant**

Monday - Thursday  
Friday

9:00 am - 5:00 pm  
9:00 am - Noon

### **Assessor's Office**

Monday-Thursday  
Wednesday evening  
Friday

9:00 am - 3:00 pm  
6:00 pm - 8:00 pm  
CLOSED

### **Building Inspector**

Tuesday & Thursday

6:00 pm - 7:30 pm

### **Tax Collector/Treasurer**

Monday  
Wednesday

9:00 am - 3:00 pm  
9:00 am - 3:00 pm  
6:00 pm - 8:00 pm

### **Town Clerk**

Monday, Tuesday, Thursday  
Wednesday

9:00 am - 3:00 pm  
9:00 am - Noon pm  
5:00 pm - 8:00 pm  
CLOSED

Thursday & Friday

### **Town Secretary**

Monday through Thursday  
Friday

8:00 am - 4:00 pm  
8:00 am - Noon

**TOWN HALL CLOSSES AT NOON ON FRIDAY**

## **Elected**

### **Moderator**

Nathan L'Etoile

### **Board of Selectmen**

Kathleen F. Wright, Chair  
Dan Gray  
John G. Spanbauer  
\*Bonnie Tucker L'Etoile

### **Board of Health**

Robert MacEwen, Chair  
Flora Sadri  
Thomas Walker  
Dan Gray  
David Balk

### **Planning Board**

Richard Fitzgerald, Chair  
Robert D. Hall, Jr.  
James Holloway  
Tammy Pelletier  
\*Charles Shaw  
\*Jerry Wagener

### **Board of Assessors**

Thomas Shearer, Chair  
Michelle Milton  
Robert MacEwen  
\*Alice Lord  
\*Doris Balk

### **Board of Trustees of Veterans Memorials**

Daniel Ryan, Chair  
Denis Brennan  
John Williams  
Robert D. Hall, Jr.  
Raymond Zukowski  
\*Mark Remillard

## **Constables**

David Brassor  
Fredd Fuller  
James O'Shea  
John Ware

### **PVRS Northfield**

Patricia Shearer, Chair  
William Wahlstrom  
Jed Proujansky

### **Recreation Commission**

Melissa Gamache, Chair  
Suzanne Handren, Treasurer  
Jeremy Underwood  
Susan Fuller  
Joe Stacy

### **Sewer Commission**

Tom Walker, Chair  
Paul Prest  
Raymond Zukowski, Vice Chair

### **Treasurer**

Barbara Brassor

### **Tax Collector**

Barbara Brassor

## **Appointed by Moderator**

### **Finance Committee**

Lois Stearns, Chair  
Anthony Matteo  
Dan Campbell, Vice Chair  
Chad Glover  
Jason Platek  
Bonnie Tucker L'Etoile  
\*Gail St. Clair  
\*John G. Spanbauer

### **Franklin County Technical School District**

Scott Milton  
\*Gail V. Zukowski

### **Non Partisan Caucus**

Susan Lloyd  
Kim Farmer  
Nina Sibley

**Town Clerk**  
Gail V. Zukowski

\*Resigned/Retired/Term Expired/Other

**Appointed by the Board of Selectmen**

**Building Use & Planning**

Chadwick Glover  
William Roberts  
David Gorzocoski

**Agricultural Commission**

William Ames  
Eugene L'Etoile  
William Llewelyn, Chair  
William Roberts  
Dave Kalinowski  
Alan Stone  
Jerry Wagener  
Dave Brown

**Conservation Commission**

Hunter Swanson  
Joan Deely  
Mike Barry  
Charles Blanker  
William Llewelyn, Chair

**Council on Aging**

John Blazejewski  
Shirley Nelson  
Mary Jane Porter  
Eleanor Goodman, Chair  
Ruth Gallagher  
Genevieve Clark  
Rhoda Yucavitch  
Elizabeth L'Etoile  
\*Irene Jurkowski

**Cultural Council**

Amy Boyden  
Beth Reynolds  
Bruce Kahn, Chair  
Karina Berenson  
Marianne Wilkenson  
Charlie Davis  
\*Crystal McNeill  
\*Eliot Huniwell  
\*Deb Potee

**Election Officers**

Carol Holden  
Ruth Gallagher  
Linda Leavis  
Helen Monroe  
Nina Sibley  
Elizabeth L'Eoile  
Kay Snow  
Jessie Wiggan  
Ed Finch  
Alice Fortier  
Betty Gibson  
Jane Abbott  
Bethany Walker  
Rosalind Tufts  
Pam Veith

Barb Brassor  
Amy Brown  
Celine Chabot-Hall  
Dianne Cornwell  
Robert Hall, Jr.  
Bridget Hammond  
Amy Hendricks  
Louise Hoff  
Bruce Kahn  
Bobbie Martineau  
Eric Meals  
Joann Newton  
Al Stone  
Patricia Stone  
\*Irene Hoisington  
\*Bob MacEwen

**Electronic Communications & Cable TV Advisory Committee**

Brian Brault  
Bruce Kahn

\*Resigned/Retired/Term Expired/Other

**Appointed by the Board of Selectmen**

\*Resigned/Retired/Term Expired/Other

**Emergency Services Facility Committee**

Floyd Dunnell  
Mark Fortier  
Chad Glover  
\*Kathleen Wright  
\*Raymond Zukowski  
\*Jason Platek  
\*Len Crossman

**Historical Commission**

\*Mary Jane Porter  
Joel Fowler  
Marie Ferre, Chair  
Sue Ross  
Robert Hall  
Jessie Wiggan  
Ruth Potee

**Northfield Board of Registrars**

Susan Lloyd  
Kim Farmer

**Energy Committee**

Maureen Spaulding  
Robert Pasteris, Chair  
Peter Talmage  
Annie Chappell  
\*Walton Congdon  
\*Rich Fitzgerald

**Northfield Campus Collaborative**

Ed Finch  
Kathleen Wright  
Nathan Tufts  
Susan Ross  
Alexander Stewart, Chair  
Erin Jaworski  
Bruce Kahn  
\*Carol Lebo  
Lois Stearns  
Barbra Richardson  
Sara Hoffman  
Susan Wright  
\*Randy Foster

**Fred Wells Will Trustee**

Theodore Penick

\*Chadwick Glover  
\*Nick Fleck  
\*Marguerite Lentz

**Appointed by the Board of Selectmen**

\*Resigned/Retired/Term Expired/Other

**Open Space Committee**

Joanne McGee  
Sue Ross  
Mike Barry  
Kate Rossiter  
Jen Tufts  
Jerry Wagner, Chair  
\*Ruth Gallagher

**Trust Fund Committee**

Ruth Gallagher  
Jessie Wiggin  
Mary Jane Porter  
Andrea Dale

**CEDS**

**Jerry Wagener**

**Veteran Graves Officer**

Ed Doolittle

**Master Plan Steering Committee**

Brian Brault  
Dianne Cornwell  
Jack Spanbauer  
Steve Malsch  
Kevin Leger  
Gwendolyn Trelle  
Rich Fitzgerald, Chair

**MP Roundtable**

Alex Stewart  
Jill Fortier  
Sue Ross  
Joe Stacy

**Zoning Board of Appeals**

Edward Shearer, Chair  
William Forrest  
Erin Jaworski  
Al Dietrich  
Shawn Foster  
Jennifer Cox  
\*Sam Richardson  
\*Raymond Clark  
\*Marguerite Lentz

**Community Preservation Committee**

Dan Campbell  
Ruth Potee  
Ruth Gallagher  
Rhoda Yucavitch  
Eleanor Goodman  
Joan Deely  
Robert Hall, Jr.  
\*Charles Blanker  
\*Tammy Pelletier

**Community Profile**

**Population: 3032**

**Population change 2000-2010: 81**

**Land area: 35.4 sq miles**

**Land Use Summary:**

**75.4% forest, wetlands, open space**

**12.5% agriculture**

**5.1% residential**

**2.4% commercial, industrial, mining, transportation**

**3.3% water**

**0.5% recreational**

**0.7% other**

**Watershed Summary:**

**87% Connecticut**

**13% Millers**

**Population data from the 2010 census;**

**Land use data MassGIS 2005**

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# General Administration

Town Administrator  
Thomas Hutcheson

Town Secretary  
Sandra L. Wood

Town Accountant  
Deb Mero

Tax Collector/Treasurer  
Barbara Brassor

Assessor's Clerk  
Bethany Walker

Town Clerk  
Gail V. Zukowski

Town Counsel  
Kopelman & Paige

Finance Committee Administrative Assistant  
Bethany Walker

ZBA & Police  
Administrative Assistant  
Vivien Venskowski

Conservation & Planning Board Administrative Asst.  
Sarah Monette

Recreation Committee Administrative Assistant  
Bridget Hammond

Town Hall Custodian  
Tammy Pelletier

\*Resigned/Retired/Term Expired/Other



# Public Safety

\*Police Chief Len Crossman  
Acting Police Chief  
Robert Leighton

Acting Police Sergeant  
Scott Minckler

Patrol Officer  
William Kimball

Fire Chief  
Floyd "Skip" Dunnell

EMS Chief  
Mark Fortier

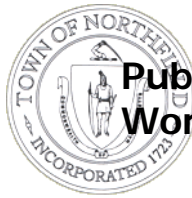
Building Commissioner  
James Hawkins

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

Administrative Assistant  
\*Gail V. Zukowski  
Sarah Monette

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



# Community Services

Senior Center Director  
Suzanne Travisano

Outreach Coordinator  
Jeanette Tessier

Library Director  
Deb Kern

Circulation  
Jane Lyle-Jaworski

Programming  
Halie Theoharides

Circulation Assistant  
Jessica Robinson

Library Custodian  
Dan Morgan

## Board of Selectmen

In early 2012, most residents of town were caught up with the Hobby Lobby process of ceding the former NMH campus to a Christian organization. There was extensive press coverage of the process, visits by many organizations and in July the announcement that the campus was offered to Grand Canyon University, of Phoenix, Arizona. Although we were pleased the campus would again be occupied by an educational institution, there were immediate concerns that Grand Canyon's vision of a 7,000 student campus would change the town forever. However, in the fall, Grand Canyon withdrew its acceptance of the campus and the year ended with Hobby Lobby transferring the campus to the National Christian Foundation.

Another change to the town was the closing of Linden Hill School and its transfer to Redemption Christian Academy of Troy, New York. We welcome Elder John Massey, Founder, and wish him success.

A desire for the town to update its vision and goals was driven by concerns and speculation of the impact to the town based on who ultimately ended up as the owner of the 300-acre campus and the more than 1000 other acres and numerous residences still owned by NMH. Annual Town Meeting approved a \$75,000 appropriation in May 2012 to redo the Master Plan last completed in the 1970's and updated in the early 1990's. The firm of Martha Lyon Landscape Architecture, LLC of Northampton was awarded the contract in December and the kick-off date for the public set at March 6, 2013. We urge everyone in town to participate in this important process.

In the fall, Police Chief Len Crossman stated he would not be seeking renewal of his contract in January due to medical reasons. The SelectBoard expressed its concern and regret and on behalf of the town, thanking him for his service to the community. In January of 2013, Robert Leighton was appointed Acting Chief, and Scott Minckler, Acting Sergeant.

Other events during the year include the following:

- At Annual Town Meeting the town rejected the proposal for a new Public Safety Complex for Fire, Police and EMS. Although acknowledging the need, the price of \$7.5 million did not pass. In the fall, the EMS leased the former Sandri Gas Station on Main Street, funded out of its Enterprise Fund.
- In the fall, the Chair of the Selectboard and members of the Energy Committee accepted the town's designation as a "Green Community" which was approved at Annual Town Meeting. The first-year grant for energy improvements is \$136,000 and will be used in the Library and Town Hall primarily.
- We were informed that the State House had approved the requested Special Act for elected officials recall.
- The firm of Scanlon and Associates performed a financial audit (last performed over 19 years ago) and rendered an unqualified positive opinion.
- State Transportation bond bill (House No. 4371, July 31, 2012) includes the provision that "not less than \$70,000 shall be made available for a Preliminary Structure Report for the Schell Bridge in Northfield."
- The town is moving toward completion of the six-year Four Mile Brook Road Stormwater Improvement Project.
- The town negotiated its first union contract with the New England Police Benevolent Association and a Special Town Meeting on February 25, 2013 funded the contract.
- Relicensing of First Light project commenced in the fall, with the Chair and Town Administrator, Conservation Committee Chair and others touring the facility and cruising the river to view mediation projects for shoreline erosion. This is a significant opportunity for the town to be active in the process because if relicensed it would be 20 years before another relicensing.
- The Board recommended and the town approved restoration of the Building Maintenance position, which had not been funded for several years due to budget constraints. It has evolved into a blended position with primary responsibility for town building maintenance and secondary responsibilities in the highway department. Jeremy Underwood was hired in July and we welcome him aboard. During the short while he has been here, he has made significant progress in setting up schedules for maintenance and catching up with postponed projects.
- Town Hall, built in 1927, continues to need significant maintenance. Upon Town Meeting approval, we replaced windows in the Assembly Room, and two rear doors. Other plans include canopies for the rear doors, sewer liners, and repairing and/or replacing the shed. A consultant's review identified significant deficiencies and safety issues relative to the electrical, alarms and emergency lighting, which need to be addressed.

The above represents only a snapshot of the efforts of your Board and town departments during the year. We wish to express our thanks and gratitude to our town employees and the volunteers who keep this town in tip-top shape. There is always much more to do with our limited resources but everyone involved works so hard to do the best job they can and the results of the Department of Revenue review last year and the financial audit this year demonstrate their success.

I would also like to express our deepest appreciation to our Town Administrator, Tom Hutcheson, and our Town Secretary, Sandra Wood for their hard work keeping us prepared and up to date of all the issues crossing our “desk”. We couldn’t perform our jobs without them.

Submitted by:

Kathleen F. Wright, Chair

Dan Gray

John G. Spanbauer

Tom Hutcheson, Town Administrator

**BOARD OF ASSESSORS**

**Amount to be Raised:**

Appropriations	\$ 7,628,665.35
Cherry Sheet Offsets	3,328.00
State & County Cherry Sheet Charges	6,982.00
Overlay	141,190.80

**Total Amount to be Raised** **\$ 7,780,166.15**

**Estimated Receipts & Other Revenue Sources:**

Est. Rec. State	\$ 378,875.00
Est. Rec. Local	749,925.00
Rev. Appropriated Specific	123,427.00
Rev. to Reduce Tax Rate	80,000.00

**Total Receipts & Revenue** **\$ 1,642,227.00**

**Real Estate and Personal Property Tax Levy** **\$ 6,137,939.15**

**TAX RATE RECAPITULATION**

CLASS	VALUATION	LEVY
Residential	273,489,845	4,113,287.27
Commercial	40,469,641	608,663.40
Industrial	71,596,200	1,076,806.85
Personal Property	22,551,970	339,181.63
<b>TOTAL</b>	<b>408,107,656</b>	<b>6,137,939.15</b>

**Tax Rate Fiscal Year 2013:** **\$15.04** (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 the Eastern Franklin County Health District (EFCHD). Towns share the costs of membership, which provides our health agents: Dave Zarozinski and Deb Palmer provide us with excellent, professional assistance. They perform inspections twice annually on all food establishments including our schools. Additionally, farmer's market 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 Board of Health members on any questions or issues that develop.

The Board of Health issues septic haulers permits, installers 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 assist 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, recyclable batteries, alkaline batteries auto and other 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 for 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, FCSWD, MAHB trainings offerings, courses offered by the State and the FRCOG and State an 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 MacEwen, Chair

David Balk

Flora Sadri

Dan Gray

Tom Walker

## **DICKINSON MEMORIAL LIBRARY**

### **BUILDING IMPROVEMENTS**

Under the auspices of Building Maintenance technician Jeremy Underwood the furnace was repaired, the air conditioning compressor shelter was rebuilt and the edge of the parking lot that had washed away in summer rain storms was repaired. In the initial phase of the Massachusetts Broadband Initiative the library was wired for fiber optics. As part of the Green Communities program the Northfield Energy Committee planned two projects: attic and basement insulation and the installation of energy saving window inserts.

### **FOOD PANTRY**

The Board of Library Trustees began negotiations with a group interested in turning an underused space into the Northfield Food Pantry. The space - known as the furnace room - was cleaned out in preparation for renovations to be done by the Northfield Kiwanis, the Franklin County Sheriff's office and the Franklin County Tech School.

### **PROGRAMS**

Halie Theoharides implemented a variety of events. Programs for adults were very well attended and included: a history of New England's stonewalls; a beer brewing program presented by People's Pint brewers and cheese making with Grafton Village Cheese production manager Ellyn Ladd. Once again Tellebration, an evening of storytelling for adults, arranged by Heather Tower, was a great success. Throughout the year classes from Northfield Elementary School visited the library. A Lego Club met monthly in the library's meeting room. A weekly story hour and a monthly book discussion group continued. And keeping up with popular culture there were children's programs celebrating Fancy Nancy, the Hunger Games and Star Wars. Deb Osowski taught the American Red Cross babysitting course to a group of teens and pre-teens.

This year we created our own theme for the Summer Reading Program: Reading the River. There were a myriad of programs for children and adults: Gyoatoku fish painting, fishing with Mass Wildlife's Jim Legacy, the Boston Museum of Science presented the interactive World of Bridges, Dr. Richard Little spoke on the area's geologic history, mapping the Connecticut River and a Main Street scavenger hunt. The program ended with a picnic and family concert.

### **SERVICES AND MATERIALS**

Over the Memorial Day weekend the C/W MARS library system moved to the Evergreen circulation system. The transition was difficult for all 150+ libraries involved. To streamline daily transactions library patrons were asked to dig out their library cards - something not necessary in this library where staff know most patrons by name. To make it easier the Friends of the Library purchased 2000 key chain library cards.

In FY12 the library circulated 60, 588 items including 32, 900 print books, 407 e-books and 20,250 DVDs. With Mass Library system delivery 5 days a week 10,157 items were received to fulfill patron requests and Northfield sent 6,340 items to libraries throughout Central and Western Mass.

### **FRIENDS OF THE DICKINSON MEMORIAL LIBRARY**

Library programs, website, copier, coffee machine - these are just a few of the many contributions available through the hard work of the Friends. A day of fun, the Friends Third Annual Dog show was a triumph. This year the annual Children's Holiday Bazaar became a Friends project. It was our best bazaar ever.

### **STAFF AND COMMUNITY**

Simply put: the library staff is amazing. Jane Lyle-Jaworski worked tirelessly to master our new computer software. Halie Theoharides dove right into planning programs, meeting NES staff and students and learning our patron's names. Jessica Robinson, with her amazing memory for detail, took to her circulation assistant job quickly. Dan Morgan just keeps on taking care of us making sure the library is a warm, clean and welcoming place.

With over 25,000 people visiting the library it is no understatement to say the staff could not do this alone. We have an amazing cadre of volunteers - those who come in weekly to help with the running of the library, those who help out in a pinch and those working tirelessly to maintain this beloved 116 year old building. We cannot thank you enough.

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

## Planning Board

In 2012 the Planning Board met eleven times for regular monthly meetings on the second Wednesday of each month at Town Hall, twice for Special Meetings, and held two Bylaw Revision Hearings in the spring. At the start of the year, Board members included Chairman Richard Fitzgerald, Tammy Pelletier, Jim Holloway and Charles Shaw.

In the spring the Planning Board drafted updates to three existing bylaws; Section 7.02 – Setback Requirements, Section 11.01 – Removal of Natural Materials, and Section 11.07 – Open Space Residential Design, and created two new ones; Section 11.08 – Solar Generation Overlay Zoning Bylaw and Village Center District Zoning Bylaw. Two Public Hearings were held to review and modify the bylaws with input from town residents. May's Town Meeting vote saw the approval of all presented, save the Village Center District which will go through another revision before the Board presents it again, likely modified to reflect goals in the updated Master Plan.

In May the Board warmly welcomed its newest member Robert Hall, the former treasurer of Norfolk County and new resident of Northfield. Charles Shaw remained an absent member throughout the year due to conflicting obligations. Positions are currently open on the Board and any residents who wish to have a positive impact in the growth of Northfield as it looks to follow the new Master Plan and transition into a college town are highly encouraged to contact Town Hall or any members for further information.

Over the summer the Planning Board created a series of new instructional sheets to aid members and residents in following proper procedures through a Site Plan Review, obtaining a Special Permit and by consulting a Procedures Chart which explains the time lines for filing with the Planning Board and who's responsible for each action. The Approval Not Required form for creating, removing or modifying property lot lines was also updated twice throughout the year in order to provide more clear instructions to applicants and require more of a project description which will aid the Board in it's review and record keeping. The Board reviewed an approved eleven ANR filings throughout 2012. Anyone wishing to modify their property's borders is welcome to stop into a regular meeting to talk to the Board or request information by emailing [Northfield.PlanningBoard@gmail.com](mailto:Northfield.PlanningBoard@gmail.com)

In the fall, several members attended Citizen Planning Training Collaborative Workshops on the Roles and Responsibilities of Town Planning Boards, gaining a good deal of valuable insight and direction. The Board also sent its administrative assistant, Sarah Monette, to attend a CPTC Workshop on Writing Defensible Decisions which will aid the Board's future motions of decision in both Special Permits and Site Plan Reviews. The Board has sought to standardize forms and procedures for all its responsibilities in order to bring continuity to recurring activities.

In November the Board reviewed and approved the revisions made to the OSRP by the Open Space Committee. An ongoing connection with the formation of the Master Plan committee was also maintained, as well as the review and hiring of the project's consultant. The Board expects to participate with the updating of the Master Plan itself in the coming year and eagerly anticipates the objectives presented therein. The Planning Board would like to thank all residents who have attended our meetings and we look forward to hearing your questions, ideas and suggestions throughout the year.

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

Submitted by,  
Rich Fitzgerald, Chair

## **Sewer Commission**

The Sewer Commission is an elected three member board. The Sewer Commissioners' set the sewer rate each year, and for FY13 the base rate was \$360.00 per hook up and a cost of \$8.45 per hundred cubic feet of water usage. The Sewer Commissioners had a budget of \$248,425.00 which was an increase from the previous year. The Wastewater Treatment Facility and Collection System are 40 years old, and required an increase to ensure the plant is able to function efficiently in to the future. Some of the improvements that were done were the leaking roof to the operations building was replaced, a new grinder was installed to grind incoming waste, a shed was built for storage and the old leaking shed was removed, a new plant water pump was installed, the waste pump was overhauled, and the sludge holding tank was cleaned out. Cosmetically, the building was painted, the new shed was painted, all the railings were preserved and painted, inside piping is being preserved and painted, and the treatment plant grounds were cleaned up and manicured. The engineering for the Highland Avenue extension project was done and will be completed in the upcoming years. The Sewer Department personnel continue to work closely with the Highway Department in the flushing of the collection system with the used Fire Truck. The Treatment Plant did a trial run with receiving septage that went well. Taking septage is a way to generate money to help lessen the sewer rate for the next billing cycle. The Wastewater Treatment Plant treated 28 million gallons for the year with an average flow of 80,000 gallons per day. The total rainfall for the year was 41.45 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



Accountant's Report

**TOWN OF NORTHFIELD, MASSACHUSETTS  
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
JUNE 30, 2012**

	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long Term Debt	Totals (Memorandum Only)
<b>Assets</b>							
Cash and Investments	1,454,543	256,234	0	325,071	740,089	0	2,775,937
Accounts Receivable:							
Property Taxes	193,730	1,290	0	0	0	0	195,020
Excise Taxes	55,072	0	0	0	0	0	55,072
Tax Liens	20,757	0	0	0	0	0	20,757
User Charges	0	0	0	110,875	0	0	110,875
Less: Allowance for Uncollectible Accounts	-173,471	0	0	0	0	0	-173,471
Tax Foreclosures	20,463	0	0	0	0	0	20,463
Prepaid Expenses	888	0	0	0	0	0	888
Due From Other Funds	373,466	-103,173	14,446	-281,366	-3,373	0	0
Due from Other Governments	0	762,020	0	0	0	0	762,020
Amount to be Provided for the Payment of Debt	0	0	0	0	0	95,217	95,217
<b>Total Assets</b>	<b>1,945,448</b>	<b>916,371</b>	<b>14,446</b>	<b>154,580</b>	<b>736,716</b>	<b>95,217</b>	<b>3,862,778</b>
<b>Liabilities and Fund Equity</b>							
<b>Liabilities:</b>							
Warrants, Payrolls, & Accounts Payable	580,155	3,465	0	1,268	0	0	584,888
Employee Withholdings	7,023	0	0	0	0	0	7,023
Due to Others	8,879	90	0	0	0	0	8,969
Deferred Revenue:							
Property Taxes & Tax Liens	41,016	1,290	0	0	0	0	42,306
Excise Taxes	55,072	0	0	0	0	0	55,072
Other	20,463	762,020	0	110,875	0	0	893,358
Due to Other Funds	0	0	0	0	0	0	0
Bonds/Notes Payable	0	0	0	0	0	95,217	95,217
<b>Total Liabilities</b>	<b>712,608</b>	<b>766,865</b>	<b>0</b>	<b>112,143</b>	<b>0</b>	<b>95,217</b>	<b>1,686,833</b>
<b>Fund Equity:</b>							
Fund Balance:							
Reserved for Encumbrances	210,909	0	0	0	0	0	210,909
Reserved for Nonexpendable Trust Principal	0	0	0	0	204,461	0	204,461
Unreserved:							
Designated for Subsequent Years' Expenditures	390,000	76,250	0	0	0	0	466,250
Undesignated	631,931	73,256	14,446	42,437	532,255	0	1,294,325
<b>Total Fund Equity</b>	<b>1,232,840</b>	<b>149,506</b>	<b>14,446</b>	<b>42,437</b>	<b>736,716</b>	<b>0</b>	<b>2,175,945</b>
<b>Total Liabilities and Fund Equity</b>	<b>1,945,448</b>	<b>916,371</b>	<b>14,446</b>	<b>154,580</b>	<b>736,716</b>	<b>95,217</b>	<b>3,862,778</b>

ACCOUNTANT'S REPORT

TOWN OF NORTHFIELD

BALANCE SHEET FOR THE FISCAL YEAR ENDED JUNE 30, 2012

GENERAL FUND

ASSETS				LIABILITIES & FUND BALANCE				
Cash & Investments				Warrants Payable				572,323
Gfld Co-op Bank- Checking	38,711			Accounts Payable		0		
Tax Collector Checking	200			Accrued Payrolls Payable		6,042		
Gfld Co-op Bank- Sweep Acct.	144,118			Fees Payable		1,790		
Peoples United Bank	102,000			Payroll Withholdings		7,023	587,178	
MMDT-Combined Investment	16,313			Other Liabilities				
Unibank Tax Receipt Acct	275,135			Unclaimed Checks	4,938			
Unibank Investment Acct.	878,066	1,454,543		Bid Bonds	3,941	8,879		
Cash Due To/From Oth Funds	373,466	373,466		Deferred Revenue				
Accounts Receivable				Property Taxes Prior Years	(5,618)			
Personal Property Taxes				Property Taxes 2007	1,708			
Prior years	1,845			Property Taxes 2008	465			
2010	713			Property Taxes 2009	(833)			
2011	1,030			Property Taxes 2010	8,693			
2012	1,945	5,533		Property Taxes 2011	(73,608)			
Real Estate Taxes				Property Taxes 2012	101,813			
Prior years	1,402			Property Taxes 2013	(12,361)	20,259		
2009	2,150			Tax Liens	20,757			
2010	20,691			Special Assessments	0			
2011	56,113			Motor Vehicle Excise	55,072			
2012	120,202			Tax Foreclosures	20,463	96,292		
2013	(12,361)	188,197		Fund Balance				
Allowance for Abate & Exempt				Res-Continuing Approps	210,909			
Prior years	(6,136)			Res-Expenditures	390,000			
2008	100			Unreserved	631,931	1,232,840		
2009	(3,639)							
2010	(12,711)							
2011	(130,751)							
2012	(20,334)	(173,471)	20,259					
Tax Liens	20,757		20,757					
Ch59 Sec2D Spec Assmnt	0		0					
Motor Vehicle Excise	55,072		55,072					
Other Assets								
Tax Foreclosures			20,463					
Prepaid Expenses			888					
			1,945,448				1,945,448	
			=====				=====	

HIGHWAY IMPROVEMENTS FUND

ASSETS		LIABILITIES & FUND BALANCE	
Cash- due to/from Genl Fund	(203,312)	Accounts Payable	0
Due from Comm of Mass	762,020	Deferred Revenue	762,020
		Fund Balance	(203,312)

558,708

558,708

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COMMUNITY PRESERVATION FUND

ASSETS

Greenfield Co-op No-Pen Cd	231,127
Cash- due to/from Genl Fund	(4,885)
CPA Tax Surcharge 2009	831
CPA Tax Surcharge 2010	97
CPA Tax Surcharge 2011	67
CPA Tax Surcharge 2012	317
CPA Tax Surcharge 2013	(22)

227,532

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LIABILITIES & FUND BALANCE

Deferred Revenue	1,290
Fund Balance-Res Open Space	25,634
Fund Balance-Res Historic Resorces	8,634
Fund Balance-Res Commty Housing	2,634
Fund Balance-Res for Expenditure	24,500
Fund Balance-Res for Continuing Approps	48,250
Fund Balance-Undesignated	116,590

227,532

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TOWN GRANTS FUND

ASSETS

Arts Council Savings	3,680
Cash-due from Genl Fund	(8,620)

(4,940)

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LIABILITIES & FUND BALANCE

Accounts Payable	0
Accrued Payrolls Payable	0
Fund Balances	
Cultural Council	3,377
Police Mobiliz Det	0
Police- VIPS	39
Police Reg Stdy	1,000
Police Vest	(2,270)
Oct 2005 Flood	10,751
Emer Mgmt EOP	540
COA	0
COA-FCHHC	1,941
Library LIG/MEG	8,831
Pulic Library Fund	474
Title V Septic	2,868
Bd of Hlth-MAPHCO	103
FEMA/MEMA Snow & Ice	0
Stormwater Mgmt	(32,594)
	(4,940)

(4,940)

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RECEIPTS RESERVED FOR APPROPRIATION

ASSETS

Cash-Due from General Fund	57,086
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LIABILITIES & FUND BALANCE

Fund Balances	
Sale of Real Estate	5,569

Sale Low Value Land	98	
Sale of Cem Lots-Undesignated	43,319	
Sale of Cem Lots- Res for Expenditure	0	
Dog Fund-Undesignated	4,600	
Dog Fund-Res for Expenditure	3,500	57,086

57,086

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REVOLVING FUNDS AND GIFTS

ASSETS

Recreation Checking	21,427
Ladder Fund Savings	0
Cash-Due from Genl Fund	56,558

LIABILITIES & FUND BALANCE

Unclaimed Cks- Rec Revolv	90
Warrants & Accounts Payable	3,465

Fund Balances

Rec Revolv	23,119	
Ladder Gifts	70	
Police Gifts	3,218	
Restitution	35	
Town Hall Landscape	806	
Town Clock	1,282	
Town Forest	500	
Historical Comm Gifts	57	
Maint Cem Markers	437	
Library Gifts	5,773	
Misc. Donations	6	
EMT Gifts	3,285	
Ambulance Donations	2,580	
Bucket Truck Revolv	758	
COA Gifts	8,715	
COA Exercise Prog	1,303	
Vt Yankee Training	3,425	
Vt Yankee Civil Def	35	
Vt Yankee Emer Mgmt	8,807	
Cons Comm Wetlands	9,349	
Ag Comm Gifts	1	
Map Framing Gifts	105	
Veterans Memorial	764	74,430

77,985

77,985

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CAPITAL PROJECTS FUND (Brush Mountain Purchase)

ASSETS

Cash- due to/from Genl Fund	930
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LIABILITIES & FUND BALANCE

Notes Payable	0
Fund Balance	930

930

930

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CAPITAL PROJECTS FUND (Library Accessibility)

ASSETS

Cash- due to/from Genl Fund	13,516
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LIABILITIES & FUND BALANCE

Notes Payable	0
Fund Balance	13,516

13,516

13,516

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ENTERPRISE FUND (Emergency Medical Service)					
ASSETS			LIABILITIES & FUND BALANCE		
Cash	123,335		Accrued Payrolls Payable		1,268
Cash- due to/from Genl Fund	(89,186)		Deferred Revenue		40,456
Accounts Receivable	40,456		Fund Balance		32,881
		74,605			74,605
		=====			=====

ENTERPRISE FUND (Sewer)					
ASSETS			LIABILITIES & FUND BALANCE		
Cash	201,736		Accrued Payrolls Payable		0
Cash- due to/from Genl Fund	(192,180)		Deferred Revenue-Sewer Use		61,003
A/R Sewer Use Charges	61,003		Deferred Revenue-Sewer Liens		9,416
Sewer Liens	9,416		Fund Balance		9,556
		79,975			79,975
		=====			=====

TRUST FUNDS					
ASSETS			LIABILITIES & FUND BALANCE		
M Alexander-Checking	16,451		Accrued Payrolls Payable		0
M Alexander-CDs	91,079		Fund Balances- Non Expendable		
P. Bowman-Invest. Acct	88,143		PC Center Cem	15,638	
T Hurley-Invest Acct	15,564		Belcher Cem	2,000	
Trust Funds- Invest. Acct	221,144		J Cowles Cem	2,000	
Cash-Due from Genl Fund	(3,373)		C Stearns Cem	500	
			F Lane Cem	202	
	429,008		PC West Nfld Cem	8,677	
			Priest, et ux Cem	7,292	
			L Holton Cem	101	
			PC Nfld Farms	11,977	
			PC Mt Hermon Cem	6,475	
			M Callander Cem	500	
			PC Pentecost Cem	12,225	
			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	204,461
			Fund Balances-Expendable		
			PC Center Cem	1,266	
			PC West Nfld Cem	601	

PC Nlfd Farms	861		
PC Mt Hermon Cem	3,538		
PC Pentecost Cem	955		
PC So. Mtn. Cem	78		
Bowman Library	9,619		
Belcher Library	1,051		
C Dickinson Library	317		
M Montague Library	744		
DAR Book Fund	143		
Holton Library	88		
Merriman Library	1,740		
E Jackson Library	298		
M Stanley Library	671		
R Giles Library	3,132		
McGowan Library	1,203		
Library Bldg Fund	3,974		
C&P Lawrence Libry	3,259		
T Hurley Library	564		
M Alexander Charity	100,580		
L Evans Charity	8,306		
G Morgan Charity	14,946		
R Evans Charity	3,258		
M Starkweather Char	39,605		
E Alexander Charity	14,397		
Surplus Rev- School	1,333		
Belcher Ctr. School	3,302		
E Jackson- Town	2,201		
W Parker-Mnt Mrkrs	1,510		
Tercentenary Comm	1,007	224,547	
	429,008		429,008

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STABILIZATION FUND

ASSETS

Investment Acct-Stabilization-General	207,577
Investment Acct-Stabilization-Fire Truck	100,131

307,708

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LIABILITIES & FUND BALANCE

Fund Balance-Undesignated	207,577
Fund Balance-Fire Truck	100,131

307,708

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AGENCY FUNDS

ASSETS

Cash-Due from General Fund	0
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0

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LIABILITIES & FUND BALANCE

Police Outside Detail Payable	0
Due to State-Firearms Lic	0

0

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GENERAL LONG TERM DEBT

ASSETS

LIABILITIES & FUND BALANCE

Amts to be Provided for Pmt of Debt

95,217

Bonds-Issued 7/92 School

0

Bonds-Issued 7/92 Sewer

0

Bonds-Issued 7/93 Sewer

95,217

95,217

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TOWN OF NORTHFIELD

DETAIL REVENUE REPORT- GENERAL FUND

July 1, 2011- June 30, 2012

Taxes

Personal Property Taxes	262,067	
Real Estate Taxes	5,711,868	
Tax Liens Redeemed	1,143	
Ch 61 & 61A Special Assessments	74	
Ch 59,Sec2D- Prorata Taxes	5,359	
Motor Vehicle Excise	309,621	
Farm Animal Excise	0	
Classified Forest Lands Excise	0	
Penalty & Int, Prop Taxes	37,167	
Penalty & Int, Excise Taxes	2,627	
Penalty & Int, Other Taxes	381	
Payments in Lieu of Taxes	300	6,330,607

Charges for Services

Transfer Station Stickers,Vouchers	6,044	
Transfer Station Pay to Throw Bags	44,550	
Use of Copy Machine	509	
Use of Fax Machine-Library	213	
Library User Fees-Out of State	325	
Street Lists, Bylaws, Maps, Mail	506	
Accident Reports	227	
RMV Non-Renewal Fees	2,960	
Building Inspection Fees	1,266	
Fire Department Inspections	1,160	
Admin Fee-Police Outside Detail	2,036	
Cruiser Fee-Police Outside Detail	1,097	
Board of Appeals Fees	300	
Conservation Commission Fees	0	
Planning Board Fees	210	
Certificate Filing-Tax Liens	129	
Assessors Filing Fees	0	
Town Hall/School Use Rent	25	
Cell Tower Lease	25,789	87,346

Licenses & Permits

Alcoholic Bev & Other Licenses	2,813	
Other Misc Permits	160	
F.I.D. & Pistol Permits	581	
Building Permits	16,833	
Wiring Permits	9,238	
Gas Permits	2,105	
Plumbing Permits	3,960	
Disposal & Septic Permits	1,925	
Other Bd of Health Permits	1,350	38,965

Fines & Forfeitures

Court Fines	665	
Registry Motor Veh- CMVI Fines	8,495	

Non-criminal Dispositions	0		
Library Fines	2,319		
Dog Fines	1,004		
False Alarms	0		
By-law Violation Fines	1,000	13,483	
<b>State &amp; Federal Revenue</b>			
Expanded Polling Hours	189		
State Owned Land	39,989		
Abatements- Veterans, Blind, Elderly	27,328		
Veterans Benefits	8,773		
Police Career Incentive	0		
Unrestricted General Govt Aid	305,594		
Other Revenue from State	0		
Emerg Mgmt Aid	38,471	420,344	
<b>Miscellaneous Revenues &amp; Interest</b>			
Other Misc Revenue	31,993		
Contributions & Donations	0		
Interest on Investments	6,708	38,701	
<b>TOTAL REVENUES</b>			<b>6,929,446</b>
<b>Other Financing Sources</b>			
Trsf from Other Special Revenue	42,054		
Trsf from Capital Project Fund	3,000		
Trsf from Enterprise Fund	19,947		
<b>TOTAL OTHER FINANCING SOURCES</b>			<b>65,001</b>
<b>GRAND TOTAL REVENUES &amp; OTHER FINANCING SOURCES</b>			<b>6,994,447</b>

TOWN OF NORTHFIELD							
GENERAL FUND EXPENDITURES				Period: July 2011 to June 2012			
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	5537.00	0.00	5537.00	5537.00	0.00	0.00
12202	ADMIN ASST SALARY	49370.00	0.00	49370.00	49364.12	0.00	5.88
12203	SECRETARY SALARY	35668.00	17.60	35685.60	35685.60	0.00	0.00
12210	SELECTMEN EXPENSE	8751.00	900.00	9651.00	9615.69	0.00	35.31
12230	ADMIN ASST EXPENSE	1275.00	0.00	1275.00	1275.00	0.00	0.00
13110	FIN COMM EXPENSE	1368.00	0.00	1368.00	919.55	0.00	448.45
13210	RESERVE FUND	15000.00	-9103.39	5896.61	0.00	0.00	5896.61
13501	ACCOUNTANT SALARY	25761.00	0.00	25761.00	25761.00	0.00	0.00
13510	ACCOUNTANT EXPENSE	315.00	0.00	315.00	254.34	0.00	60.66
13550	ACCT FIXED ASSETS	1500.00	0.00	1500.00	0.00	0.00	1500.00
13551	TOWN AUDIT	14000.00	0.00	14000.00	0.00	14000.00	0.00
14101	ASSESSORS SALARIES	5081.00	0.00	5081.00	5081.00	0.00	0.00
14102	ASSESSORS CLERK SALARY	37826.00	0.00	37826.00	31322.66	0.00	6503.34
14103	ASSESSOR'S PROP INSP	6000.00	0.00	6000.00	6000.00	0.00	0.00
14110	ASSESSORS EXPENSE	15640.00	0.00	15640.00	15549.22	0.00	90.78
14152	APPRAISAL NFLD MTN PROJ	11000.00	0.00	11000.00	4000.00	7000.00	0.00
14250	ASSESSORS REVAL	9600.00	0.00	9600.00	9092.00	508.00	0.00



14501	TREASURER SALARY	11785.00	0.00	11785.00	11784.84	0.00	0.16
14510	TREASURER EXPENSE	3500.00	0.00	3500.00	3308.43	0.00	191.57
14601	TAX COLL SALARY	11785.00	0.00	11785.00	11784.84	0.00	0.16
14610	TAX COLL EXPENSE	5200.00	1350.00	6550.00	6468.53	0.00	81.47
15110	TOWN LEGAL EXPENSE	10000.00	15000.00	25000.00	23617.97	0.00	1382.03
15510	COMPUTER SUPPLY & SERVICE	10081.00	0.00	10081.00	10049.52	0.00	31.48
15554	COMPUTERS 5/03	1379.02	0.00	1379.02	0.00	1379.02	0.00
15810	TAX TITLE	2300.00	-1350.00	950.00	441.16	0.00	508.84
15910	COPY MACHINE SUPPLY/SERVICE	1382.00	0.00	1382.00	1252.11	0.00	129.89
16101	TOWN CLERK SALARY	26787.00	0.00	26787.00	26786.85	0.00	0.15
16110	TOWN CLERK EXPENSE	3330.00	-400.00	2930.00	2826.61	0.00	103.39
16150	TOWN CLERK RECORDS	675.00	0.00	675.00	675.00	0.00	0.00
16210	ELECTIONS & REGISTRATIONS	6625.00	750.00	7375.00	7356.26	0.00	18.74
17110	CONSERV COMM EXPENSE	1938.00	296.29	2234.29	2034.29	0.00	200.00
17510	PLANNING BD EXPENSE	2028.00	0.00	2028.00	1924.46	0.00	103.54
17610	ZBA EXPENSE	3046.00	0.00	3046.00	1911.88	0.00	1134.12
17810	OPEN SPACE COMM	836.00	79.76	915.76	915.76	0.00	0.00
17901	LAND DAMAGES	1.00	0.00	1.00	0.00	0.00	1.00
17910	AG COMM EXPENSE	300.00	0.00	300.00	285.00	0.00	15.00
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	13801.00	0.00	13801.00	11576.85	0.00	2224.15
19210	TOWN HALL MAINT.	33300.00	0.00	33300.00	27633.53	0.00	5666.47
19211	TOWN BLDG ELEVATOR & ALARM MAINT	7300.00	2288.00	9588.00	9549.81	0.00	38.19
19212	TOWN BLDG SEWER USE	3400.00	0.00	3400.00	1625.98	0.00	1774.02
19265	T HALL RENOVATIONS	1565.67	0.00	1565.67	0.00	1565.67	0.00
19267	T HALL PROJECTS 05/07	3075.96	0.00	3075.96	1760.00	1315.96	0.00
19269	ELEC TO BS & PAVILLION	2976.75	0.00	2976.75	0.00	2976.75	0.00
19270	TOWN HALL GENERATOR	0.00	20000.00	20000.00	18610.00	1390.00	0.00
19271	TOWN HALL INTERIOR ASSESSMT	0.00	10000.00	10000.00	5200.00	4800.00	0.00
19510	TOWN REPORTS	300.00	0.00	300.00	0.00	0.00	300.00
19910	TOWN CLOCK	150.00	0.00	150.00	150.00	0.00	0.00
19955	MUNICIPAL LIGHTING PLANT	1000.00	0.00	1000.00	1000.00	0.00	0.00
21001	POLICE SALARIES & WAGES	217642.00	0.00	217642.00	217331.65	0.00	310.35
21010	POLICE OPER EXPENSE	37902.00	0.00	37902.00	37778.58	0.00	123.42
21050	POLICE-NEW CRUISER	0.00	29964.00	29964.00	29964.00	0.00	0.00
22001	FIRE DEPT SALARIES	5064.00	0.00	5064.00	4519.62	0.00	544.38
22002	FIRE DEPT WAGES	39704.00	-1525.00	38179.00	34805.54	0.00	3373.46
22010	FIRE DEPT OPER EXPENSE	16760.00	875.00	17635.00	15959.60	0.00	1675.40
22011	FIRE DEPT HOSE & EQUIP	8000.00	0.00	8000.00	7949.16	0.00	50.84
22012	FIRE DEPT INSPECTION FEES	3000.00	0.00	3000.00	665.00	0.00	2335.00
22013	FIRE HYDRANTS	5460.00	0.00	5460.00	5460.00	0.00	0.00
22014	FIRE STATION MAINTENANCE	14750.00	650.00	15400.00	14971.04	0.00	428.96
22015	FIRE PONDS	3000.00	0.00	3000.00	2950.00	0.00	50.00
22061	BRUSH TRUCK-CAB & CHASSIS	26678.27	0.00	26678.27	26678.25	0.00	0.02
22062	FIRE PUMP & ELEC WINCH	8207.82	0.00	8207.82	8198.98	0.00	8.84
22068	FIRE STATION ROOF	20000.00	0.00	20000.00	0.00	20000.00	0.00
24101	BLDG INSPECTOR SALARY	24292.00	0.00	24292.00	24291.80	0.00	0.20
24110	BLDG INSPECTOR EXPENSE	1050.00	0.00	1050.00	496.84	0.00	553.16
24210	GAS INSPECTIONS	1500.00	0.00	1500.00	1400.00	0.00	100.00
24510	WIRE INSPECTION	1550.00	0.00	1550.00	1524.01	0.00	25.99
29110	CIVIL DEFENSE	400.00	0.00	400.00	0.00	0.00	400.00
29201	DOG OFFICER SALARY	3121.00	0.00	3121.00	2299.11	0.00	821.89
29210	DOG OFFICER EXPENSE	1450.00	852.00	2302.00	2044.16	0.00	257.84
29410	TREE DEPT EXPENSE	8925.00	0.00	8925.00	8875.00	0.00	50.00
29901	CONSTABLE WAGES	880.00	0.00	880.00	462.57	0.00	417.43
29910	CONSTABLE EXPENSE	30.00	0.00	30.00	0.00	0.00	30.00
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

29951	RABIES SHOTS	225.00	0.00	225.00	225.00	0.00	0.00
29952	SAFETY BLDG-FEASIBILITY STUDY	25000.00	0.00	25000.00	25000.00	0.00	0.00
30011	ELEM SCH MAINT	1500.00	758.74	2258.74	2258.74	0.00	0.00
30063	ELEM SCH ROOF REPAIRS	0.00	76963.00	76963.00	67045.00	9918.00	0.00
30065	NES DESIGN FOR REPAIRS	5703.00	0.00	5703.00	4221.00	1482.00	0.00
31010	PVRS OPER ASSESSMENT	3511820.90	0.00	3511820.90	3511820.90	0.00	0.00
31012	PVRS TEACHER SAL DEFERRAL	4536.47	0.00	4536.47	0.00	0.00	4536.47
31053	PVRS BLDG PROJ ASSESS	343980.84	0.00	343980.84	343980.84	0.00	0.00
31055	PVRS CENTRAL OFFICE PROJ	22725.00	0.00	22725.00	22725.00	0.00	0.00
32010	FCTS OPER ASSESSMENT	252182.00	0.00	252182.00	252182.00	0.00	0.00
42110	HWY SUPT EXPENSE	8610.00	1500.00	10110.00	10053.87	0.00	56.13
42201	HWY DEPT WAGES	244675.00	0.00	244675.00	202017.49	0.00	42657.51
42210	HWY, BRIDGES & RAILS	157500.00	0.00	157500.00	157500.00	0.00	0.00
42211	OIL & STONING	63000.00	0.00	63000.00	0.00	63000.00	0.00
42212	HWY TOOLS	1260.00	0.00	1260.00	1260.00	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	-10000.00	65390.00	62724.19	0.00	2665.81
42410	STREET LIGHTS	12323.00	2125.00	14448.00	13599.27	0.00	848.73
42910	MACHINE MAINT	80325.00	8500.00	88825.00	84840.04	0.00	3984.96
42911	HIGHWAY GARAGE MAINT	11550.00	0.00	11550.00	10724.92	0.00	825.08
42912	HWY BOUNDS,SURVEYS,LISTS	1.00	0.00	1.00	0.00	0.00	1.00
42950	HWY DEPT TRUCK	85000.00	0.00	85000.00	79788.29	5211.71	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
42960	HWY TRUCK-SINGLE AXLE	165000.00	0.00	165000.00	164631.40	0.00	368.60
42961	HWY DEPT TRACTOR	50000.00	0.00	50000.00	49409.13	0.00	590.87
42962	HYW GARAGE ELEC DISCONNECT	0.00	3000.00	3000.00	1164.11	0.00	1835.89
43110	SOLID WASTE DISTRICT	7452.00	0.00	7452.00	7452.00	0.00	0.00
43310	TRANSFER STATION	109550.00	0.00	109550.00	109546.33	0.00	3.67
43311	TRANSFER STA-PR YR ENCUMB	10268.77	0.00	10268.77	10268.77	0.00	0.00
49110	CEMETERY WAGES & EXPENSE	11550.00	1876.00	13426.00	13401.00	0.00	25.00
49150	CEMETERIES-MAJOR IMPROVMENTS	418.99	0.00	418.99	0.00	418.99	0.00
49153	PRESERVE CEM MAPS	8590.00	0.00	8590.00	8590.00	0.00	0.00
51001	BD OF HEALTH SALARIES	2328.00	0.00	2328.00	2328.00	0.00	0.00
51003	SEPTIC INSPECTION FEES	1500.00	0.00	1500.00	1000.00	0.00	500.00
51010	BD OF HEALTH EXPENSE	7998.00	0.00	7998.00	6019.56	0.00	1978.44
51011	SHARED HEALTH AGENT	10004.00	0.00	10004.00	10004.00	0.00	0.00
51012	BD OF HEALTH-PLUMBING INSP FEES	2000.00	1260.00	3260.00	3260.00	0.00	0.00
51910	ANIMAL INSPECTOR	2295.00	0.00	2295.00	1887.00	0.00	408.00
54110	COUNCIL ON AGING	45282.00	0.00	45282.00	45282.00	0.00	0.00
54152	SENIOR CTR DESIGN	11920.00	0.00	11920.00	0.00	11920.00	0.00
54154	SR PAVILLION	434.12	0.00	434.12	434.12	0.00	0.00
54310	SOLDIERS RELIEF	24000.00	0.00	24000.00	13401.67	0.00	10598.33
61001	D MEM LIB-WAGES & SALARIES	98260.00	-600.00	97660.00	95461.28	0.00	2198.72
61010	D MEM LIB-EXPENSE	40063.00	600.00	40663.00	40621.34	0.00	41.66
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	0.00	2207.30	0.00
61071	LIBRARY PURCHASE MATLS	4000.00	0.00	4000.00	1373.83	2626.17	0.00
61075	LIBR ENERGY SAV MEAS	1327.55	0.00	1327.55	0.00	1327.55	0.00
61077	LIBBRY-MTG ROOM HEAT SYSTEM	0.00	3000.00	3000.00	2632.00	368.00	0.00
63010	RECREATION COMM	5750.00	0.00	5750.00	5312.22	0.00	437.78
63040	REC COMM VOLUNTEER REC	250.00	0.00	250.00	133.25	0.00	116.75
63050	REC PROGRAM DIRECTOR	3914.00	0.00	3914.00	2437.82	0.00	1476.18
65010	MAINT ATHLETIC FIELD	3000.00	0.00	3000.00	2991.58	0.00	8.42
65050	ATHLETIC FIELD DRAINAGE	627.19	0.00	627.19	0.00	627.19	0.00
69110	HISTORICAL COMMISSION	350.00	0.00	350.00	230.04	0.00	119.96

69210	MEMORIAL DAY	1600.00	0.00	1600.00	1466.05	0.00	133.95
69910	ALEXANDER HALL	300.00	0.00	300.00	250.00	0.00	50.00
69949	ALEXANDER HALL- PRIOR YR	0.00	250.00	250.00	250.00	0.00	0.00
75210	INT SHORT TERM-REV ANTIC NOTES	2000.00	0.00	2000.00	0.00	0.00	2000.00
82010	STATE ASSESSMENTS	6068.00	0.00	6068.00	6748.00	0.00	-680.00
83010	FRCOG ASSESSMENT	25067.00	0.00	25067.00	25067.00	0.00	0.00
84010	VETERANS DISTRICT	6500.00	0.00	6500.00	5331.00	0.00	1169.00
91110	COUNTY RETIREMENT	128242.00	0.00	128242.00	128242.00	0.00	0.00
91210	WORKERS COMP INS	15861.00	0.00	15861.00	9993.95	0.00	5867.05
91310	UNEMPLOYMENT	8500.00	0.00	8500.00	3889.46	0.00	4610.54
91410	CH 32B HEALTH INS	207787.00	-1700.00	206087.00	171022.85	0.00	35064.15
91510	CH 32B LIFE INS	1700.00	0.00	1700.00	1566.38	0.00	133.62
91601	FICA & MEDICARE	15000.00	0.00	15000.00	14313.71	0.00	686.29
94510	OTHER INSURANCE	63366.00	0.00	63366.00	52873.05	0.00	10492.95
99610	TRSF TO STABILIZATION	140000.00	0.00	140000.00	140000.00	0.00	0.00
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<b>**TOTAL** GENERAL FUND</b>		<b>7080067.59</b>	<b>158177.00</b>	<b>7238244.59</b>	<b>6851439.22</b>	<b>210909.28</b>	<b>175896.09</b>

**TOWN OF NORTHFIELD, MASSACHUSETTS  
COMBINING STATEMENT OF SPECIAL REVENUE FUND REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2012**

	Fund Balances July 1, 2011	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2012
<b>Highway Chapter 90 Grants</b>	\$ (55,819.15)	219,022.16	366,515.30		\$ (203,312.29)
<b>Receipts Reserved for Appropriation</b>					
Sale of Real Estate	5,569.37	-	-		5,569.37
Sale of Low Value Land	98.26	-	-		98.26
Sale of Cemetary Lots	51,258.77	650.00	-	(8,590.00)	43,318.77
Insurance Settlements >20K	-	29,964.00	-	(29,964.00)	-
Dog Fund	8,139.09	3,460.50	-	(3,500.00)	8,099.59
<b>Community Preservation Fund</b>					
Reserved for Expenditure	89,432.12	-	23,432.46	6,750.00	72,749.66
Reserved for Open Space	13,104.00	2,530.00	-	10,000.00	25,634.00
Reserved for Historic Preservation	7,604.00	2,530.00	-	(1,500.00)	8,634.00
Reserved for Community Housing	23,104.00	2,530.00	-	(23,000.00)	2,634.00
Undesignated	91,414.60	17,675.86	250.00	7,750.00	116,590.46
<b>Grants:</b>					
EOCD Block Grant	-	790,278.00	790,278.00		-
Police Regional Study	1,000.00	-	-		1,000.00
Police Vest	-	1,158.45	3,429.00		(2,270.55)
Polce Mobilization Detail	808.92	1,540.88	2,349.80		-
VIPS-Police	(1,460.95)	1,500.00	-		39.05
Emergency Mgmt Equip	540.00	-	-		540.00
VY Emergency Mgmt	5,320.42	7,500.00	4,013.32		8,807.10
FEMA/MEMA Storm Relief, Snow & Ice	-	32,128.39	32,128.39		-
Oct 2005 Flood	10,750.82	-	-		10,750.82
Stormwater Management	(21,275.03)	24,396.93	35,715.86		(32,593.96)

Title V Septic	2,867.97				2,867.97
BOH MAPHCO	103.39	-	-		103.39
Munic Recycling	-	7,500.00	7,500.00		-
COA Formula Grant	-	4,225.00	4,225.00		-
COA FCHHC Passthrough	1,996.25	1,252.97	1,308.57		1,940.65
Cultural Council	2,836.47	3,874.05	3,333.52		3,377.00
Library LIG/MEG	10,537.75	3,781.51	5,488.36		8,830.90
Public Library Fund	474.06	-	-		474.06
<b>Revolving Funds &amp; Gifts</b>					
Town Clock	1,172.25	110.00	-		1,282.25
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
Cons Comm Wetlands Fees	9,191.80	157.50	-		9,349.30
Ag Comm Gifts	301.45	-	300.00		1.45
Restitution	-	1,830.00	1,794.78		35.22
Police Dept Gifts	226.54	7,075.00	4,083.63		3,217.91
Ladder Fund	69.85	0.06	-		69.91
Fire Dept Gifts	-	5,000.00	5,000.00		-
VY Civil Defense	35.40	-	-		35.40
VY Training	2,217.77	3,519.66	2,312.00	-	3,425.43
EMT Gifts	3,075.00	210.00	-		3,285.00
Ambulance Donations	2,579.83	-	-		2,579.83
Bucket Truck Revolving	-	1,000.00	242.25		757.75
COA Gifts	8,453.03	4,147.75	3,885.91		8,714.87
COA Exercise Progran Donations	1,217.47	761.00	675.00		1,303.47
Maint Cemetery Markers	436.50	-	-		436.50
Library Gifts	5,374.07	1,701.00	1,301.91		5,773.16
Recreation Revolving	28,443.12	31,845.33	37,169.61		23,118.84
Historical Commission Gifts	56.55	-	-		56.55
Veterans Memorial Gifts	1,140.58	-	377.00		763.58
	\$ 313,313.59	\$ 1,215,356.00	\$ 1,337,109.67	\$ (42,054.00)	\$ 149,505.92

**TOWN OF NORTHFIELD, MASSACHUSETTS  
COMBINING STATEMENT OF CAPITAL PROJECTS FUND REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2012**

	<b>Fund Balances</b>			<b>Other Financing</b>	<b>Fund Balances</b>
	<b>July 1, 2011</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Sources (Uses)</b>	<b>June 30, 2012</b>
Brush Mountain	\$ 930.27				\$ 930.27
Library Accessibility	\$ 16,515.90		\$ -	(3,000.00)	13,515.90
	\$ 17,446.17	\$ -	\$ -	\$ (3,000.00)	\$ 14,446.17

**TOWN OF NORTHFIELD, MASSACHUSETTS  
 COMBINING STATEMENT OF CAPITAL PROJECTS FUND REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCES  
 FOR THE YEAR ENDED JUNE 30, 2012**

	Fund Balances July 1, 2011	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2012
EMS Ambulance	\$ 11,343.99	\$ 91,744.57	\$ 70,207.87	\$ -	\$ 32,880.69
Sewer	\$ -	\$ 216,088.88	\$ 186,586.04	\$ (19,947.00)	\$ 9,555.84
	<u>\$ 11,343.99</u>	<u>\$ 307,833.45</u>	<u>\$ 256,793.91</u>	<u>\$ (19,947.00)</u>	<u>\$ 42,436.53</u>

**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, 2012**

	Fund Balances July 1, 2011	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2012
Stabilization Fund:					
General	\$ 167,091.97	\$ 485.05	\$ -	\$ 40,000.00	\$ 207,577.02
Fire Truck	\$ -	\$ 131.21		\$ 100,000.00	\$ 100,131.21
Cemetery Perpetual Care:					
Non-Expendable	67,437.24	250.00	-		67,687.24
Expendable	7,064.09	235.81	-		7,299.90
Library Trust Funds					
Non-Expendable	111,724.01	-	-		111,724.01
Expendable	26,074.89	726.52	-		26,801.41
Other Trust Funds					
Non-Expendable	25,050.00	-	-		25,050.00
Expendable	188,981.78	2,890.29	1,426.00		190,446.07
	<u>\$ 593,423.98</u>	<u>\$ 4,718.88</u>	<u>\$ 1,426.00</u>	<u>\$ 140,000.00</u>	<u>\$ 736,716.86</u>

**Tax Collector's Report July 1, 2011 - June 30, 2012**

REAL ESTATE

2013	Balance	-316.74	
	Comitted	2849483.61	
	Collected		12043.91
	Uncollected		2837122.96
2012	Balance	-9060.78	
	Comitted	5726950.56	
	Refund	15933.46	
	Collected		5573839.18
	Abated		39781.78
	Uncollected		120202.28
2012	Pro Rata		
	Comitted	5359.06	
	Collected		5359.06
2011	Balance	132236.47	
	Refund	785.37	
	Collected		72813.98
	Abated		785.37
	Tax Title		3309.27
	Uncollected		56113.22
2010	Balance	50758.96	
	Collected		29443.61
	Tax Title		624.56
	Uncollected		20690.79
2009	Balance	32847.40	
	Collected		30084.96
	Tax Title		612.44
	Uncollected		2150.00
2008	Balance	10370.50	
	Collected		10044.09
	Tax Title		349.27
	Uncollected		-22.86
2007	Balance	1505.39	
	Uncollected		1505.39

COMMUNITY PRESERVATION ACT

2013	Comitted	9398.82	
	Collected		22.56
	Uncollected		9376.26
2012	Balance	-10.19	
	Comitted	18830.71	

	Refund	79.80	
	Collected		18300.72
	Abated		282.47
	Uncollected		317.13
2011	Balance	246.60	
	Refund	2.79	
	Collected		176.28
	Abate		2.79
	Tax Title		3.20
	Uncollected		67.12
2010	Balance	186.99	
	Collected		89.95
	Uncollected		97.04
2009	Balance	1315.72	
	Collected		484.66
	Uncollected		831.06
PERSONAL PROPERTY			
2013	Comitted	129292.17	
	Collected		0.37
	Uncollected		129291.80
2012	Comitted	262732.85	
	Refund	438.61	
	Collected		261086.97
	Abated		139.48
	Uncollected		1945.01
2011	Balance	2563.18	
	Collected		824.72
	Abated		708.16
	Uncollected		1030.30
2010	Balance	1160.05	
	Collected		417.74
	Abated		29.35
	Uncollected		712.96
2009	Balance	855.78	
	Collected		170.49
	Abated		28.78
	Uncollected		656.51
2008	Balance	490.49	
	Collected		2.38
	Abated		99.95
	Uncollected		388.16
2007	Balance	205.20	
	Collected		2.32
	Abated		11.85
	Uncollected		191.03

2006	Balance		198.29	
		Uncollected		198.29
2005	Balance		212.91	
		Uncollected		212.91
2004	Balance		198.50	
		Uncollected		198.50
2002	Balance		259.05	
		Abated		259.05
2001	Balance		134.42	
		Abated		134.42
2000	Balance		151.19	
		Abated		151.19
1999	Balance		139.82	
		Abated		139.82
1998	Balance		79.39	
		Abated		79.39
1997	Balance		70.20	
		Abated		70.20
1996	Balance		68.19	
		Abated		68.19
FARM ANIMAL				
2008	Balance		15.00	
		Abated		15.00
2007	Balance		20.00	
		Abated		20.00
2006	Balance		25.00	
		Abated		25.00
MOTOR VEHICLE				
2012	Comitted		294342.87	
	Refund		2289.97	
		Collected		259589.22
		Abated		6434.54
		Uncollected		30609.08
2011	Balance		18907.26	
	Comitted		38908.51	
	Refund		2008.52	
		Collected		48746.73
		Abated		2679.87
		Uncollected		8397.69



2010	Balance	6218.49	
	Comitted	44.06	
	Refunds	95.00	
	Collected		3825.56
	Uncollected		2531.99
2009	Balance	2513.58	
	Comitted	26.03	
	Collected		680.63
	Uncollected		1858.98
2008	Balance	2216.26	
	Collected		529.17
	Uncollected		1687.09
2007	Balance	4465.01	
	Collected		336.88
	Uncollected		4128.13
2006	Balance	4647.92	
	Collected		22.82
	Uncollected		4625.10
2005	Balance	1423.04	
	Collected		45.00
	Uncollected		1378.04
2004	Balance	276.25	
	Comitted	32.50	
	Collected		49.17
	Uncollected		259.58
2003	Balance	52.13	
	Comitted	32.50	
	Collected		141.25
	Uncollected		-56.62
2002	Balance	55.00	
	Collected		5.00
	Balance		50.00
1999	Balance	37.44	
	Uncollected		37.44
1998	Balance	28.64	
	Balance		28.64
1996	Balance	-31.47	
	Uncollected		0.00
1995	Balance	3.33	
	Uncollected		3.33
1994	Balance	-267.00	
	Uncollected		0.00

1992	Balance		-9.50	
		Uncollected		0.00
1990	Balance		35.99	
		Uncollected		35.99
1989	Balance		-194.74	
		Uncollected		0.00
<b>SEWER USE</b>				
	Balance		30756.41	
	Comitted		237214.62	
	Refunds		1344.50	
		Collected		205400.64
		Abated		2912.36
		Uncollected		61002.53
	RE Lein Balance		15750.63	
		Collected		7385.81
		Uncollected		8364.82
	Comitted Interest Balance		2043.70	
	Comitted		0.00	
		Collected		992.28
		Uncollected		1051.42
<b>TAX TITLE</b>				
	Balance		35998.44	
	Leins		6405.25	
		Redeemed		1183.48
		Balance		41220.21

Respectfully submitted,  
Barbara J. Brassor  
Tax Collector

**Treasurers Report July 1, 2011 - June 30, 2012**

**GENERAL ACCOUNT**

**GREENFIELD CO-OPERATIVE BANK**

Balance	0.00
Deposits in transit	91091.24
Outstanding Checks	52379.94
Balance per checkbook	-38711.27

**GENERAL INVESTMENT**

Mass. Muni. Depos. Trust	16312.74	
UniBank	878066.21	
Greenfield Co-operative	144118.03	
People's United	102000.00	
UniBank (taxes)	<u>275135.01</u>	
TOTAL	1415631.99	
INTEREST EARNED - GENERAL		
Mass. Muni. Depos. Trust	44.84	
UniBank	1332.77	
UniBank (taxes)	421.19	
Greenfield Co-operative (sweep)	4479.83	
People's United	<u>356.10</u>	
TOTAL	6634.73	
STABILIZATION FUND		
Balance	167091.97	
Interest earned	485.05	
Transfer from General	40000.00	
Balance		207577.02
STABILIZATION INVESTMENT		
Mass. Muni. Depos. Trust		207577.02
ARTS COUNCIL		
Balance	2722.35	
Receipts	3870.00	
Interest earned	4.05	
Payments per warrant		2916.88
Balance		3679.52
GREENFIELD CO-OPERATIVE BANK		
Bankbook balance		3679.52
AERIAL LADDER		
Balance	69.85	
Interest earned	0.06	
Account Closed		69.91
GREENFIELD CO-OPERATIVE BANK		
Bankbook balance		0.00
NORTHFIELD EMS		
Balance	48107.59	
Receipts	74855.02	
Interest earned	372.52	
Balance		123335.13
GREENFIELD CO-OPERATIVE BANK		
Bankbook Balance		123335.13
RECREATION COMMISSION		

Balance	28174.47	
Receipts	32001.75	
Interest Earned	3.57	
Payments per warrant		38752.35
Balance		21427.44
GREENFIELD CO-OPERATIVE BANK		
Balance per statement	21832.44	
Outstanding checks		405.00
Balance per checkbook		21427.44
COMMUNITY PRESERVATION FUND		
Balance	227139.33	
Receipts	24207.91	
Interest Earned	1140.54	
Payments		21360.56
Balance		231127.22
GREENFIELD CO-OPPERATIVE BANK		
Bankbook balance		231127.22
SEWER ENTERPRISE		
Balance	0.00	
Receipts	201462.73	
Interest	273.74	
Balance		201736.47
GREENFIELD CO-OPERATIVE BANK		
Balance		201736.47
FIRE DEPT. STABILIZATION		
Balance	0.00	
Interest	131.21	
Deposits	100000.00	
Balance		100131.21
GREENFIELD CO-OPERATIVE BANK		
Balance		100131.21

TRUST FUNDS	Balance 6/30/2011	Interest	Int.toTreas	Deposits	Withdraw.	Balance 6/30/2012
LIBRARY						
C.Ina Merriman	1975.80	6.00				1981.80
Belcher Funds	10757.30	32.71				10790.01
Chas. Dickinson	3247.68	9.88				3257.56
Maude Montague	2744.82	8.36				2753.18
Marina Stanley	669.14	2.05				671.19
Richard G. Holton	586.25	1.76				588.01
Nfld. Chap. DAR	180.89	0.55				181.44
Ethel Jackson	296.71	0.91				297.62

Paul Bowman	87707.19	435.87		88143.06
Giles Mem. Fund	3122.91	9.50		3132.41
McGowan Mem. Fund	4808.03	14.62		4822.65
Dickinson Lib.Build.	5041.63	15.32		5056.95
Lawrence Trust	3249.01	9.88		3258.89
Thomas J. Hurley	15384.50	179.11		15563.61
CHARITY				
Starkweather	50004.96	146.48	2546.60	47604.84
George Morgan	17891.68	54.41		17946.09
Elisha Alexander	16347.70	49.70		16397.40
Lottie Evans	9278.16	28.22		9306.38
Roselle Evans	3746.68	11.38		3758.06
SCHOOL				
Belcher Center	3692.64	11.22		3703.86
Surplus Rev. Fund	2923.81	8.89		2932.70
PRESERVATION HISTORICAL MARKERS				
Willis K. Parker	1505.33	4.56		1509.89
BEAUTIFY MAIN STREET				
Ethel Jackson	2194.54	6.67		2201.21
MARTHA ALEXANDER FUND				
Gfld Savings	67237.11	2022.98		69260.09
Gfld Co-operative	1416.25	0.77	541.93	1958.95
Gfld Co-operative	36311.29		541.93	36311.29
CEMETERIES				
Center	22035.81	67.04		22102.85
West Nfld.	17410.11	52.95		17463.06
Pentecost	13315.34	40.60		
			(Chambers)	125.00
			(Nelson)	125.00
Nfld. Farms	13684.48	41.61		13726.09
Mt. Hermon	10876.17	33.06		10909.23
So. Mountain	177.00	0.55		177.55
TERCENTENARY COMMITTEE				
UniBank	1004.43	3.08		1007.51

Respectfully submitted,  
Barbara J. Brassor  
Treasurer

**Special Town Meeting**  
**Town of Northfield**  
**February 6, 2012**  
**Commonwealth of Massachusetts**

The Special Town Meeting was called to order by Moderator Nathan L'Etoile at 7:05 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 by the Moderator, Leonard Crossman: Northfield Police Chief and Thomas Hutcheson: Town Administrator. One hundred and twenty one (121) registered voters were present to vote on the following articles;

**Article 1. Passed/Voice Vote**

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 \$29,964** from the Insurance Proceeds account to the Police—**New Cruiser account**, for the purpose of replacing a Police Department vehicle.

**Article 3. Passed/Voice Vote**

Move that the Town **transfer \$10,000** from the undesignated fund balance (free cash) to an account to be created, for the purpose of an **assessment of renovation needs of the interior of the Town Hall.**

**Article 4. Passed/Voice Vote**

Move that the Town **transfer \$3,000** from the undesignated fund balance (free cash) to an account to be created, for the purpose of an **electrical disconnect for the Highway Garage.**

There being no further business to come before the Town, Moderator Nathan L'Etoile dissolved the Special Town Meeting at 7:11 p.m.

Registered Voters – 2107

Votes Cast --- 121

Voter Turn out -- 6%

Alice Fortier	Election Worker
Betty Gibson	Election Worker
Linda Leavis	Election Worker
Nina Sibley	Election Worker
Kay Snow	Election Worker
Jessie Wiggin	Election Worker
Elizabeth L'Etoile	Warden

Attest:

Gail V. Zukowski CMMC  
Town Clerk

**THE COMMONWEALTH OF MASSACHUSETTS**  
**PRESIDENTIAL PRIMARY ELECTION**  
**Tuesday, March 6, 2012**

At the time and place called by the Warrant, the polls were opened at 7:00 a.m. A total of two hundred eighty four (284) ballots were cast with the following results;

**Democratic:** One hundred and three (103) ballots were cast:

**Presidential Preference**

Vote for One		
Barack Obama		96
No Preference		4
	Write - in	0
Blanks		3
All Others		0

**State Committee Man**

Vote for One Man		
William Rosen		65
Gregory Bascomb Sr.		19
	Write - in	0
Blanks		19
All Others		0

**State Committee Woman**

Vote for One Woman		
Mollie M. Fox		87
	Write - in	0
Blanks		16
All Others		0

**Town Committee**

Vote for Not more than Eleven		
Group		67
Jennifer Ashley Tufts		89
John P. Cevasco		91
Robin Conley		85
Louise E. Hoff		86
Susan M. Louisignau		87
	Write - in	0
Blanks		692
Group Blanks		36
All Others		3

**Green-Rainbow:** Two (2) ballots were cast:

**Presidential Preference**

Vote for One		
Kent Mesplay		0
Jill Stein		1
Harley Mikkelson		0
No Preference		1
	Write - in	0
Blanks		0
All Others		0

**State Committee Man**

Vote for One Man		
	Write - in	0
Blanks		2
All Others		0

**State Committee Woman**

Vote for One Woman

	Write - in	0
Blanks		2
All Others		0

**Town Committee**

Vote for Not more than Ten  
Group

	Write - in	0
Blanks		0
All Others		20
		0

**Republican:** One hundred and seventy nine (179) ballots were cast:

**Presidential Preference**

Vote for One		
Ron Paul		27
Mitt Romney		89
Rick Perry		0
Rick Santorum		44
Jon Huntsman		3
Michele Bachmann		0
Newt Gingrich		16
No Preference		0
	Write - in	0
Blanks		0
All Others		0

**State Committee Man**

Vote for One Man

John Andrulis		118
	Write - in	0
Blanks		60
All Others		1

**State Committee Woman**

Vote for One Woman

Kathleen T. Mailhot		22
Tammy S. Mosher		122
	Write - in	0
Blanks		35
All Others		0

**Town Committee**

Vote for Not more than Twenty-Five  
Group

	Write - in	0
Blanks		0
All Others		4470
		5

The polls were closed at 8:00 p.m.  
Registered Voters – 2112  
Votes Cast – 284  
Voter Turnout – 13%



**Election Workers**

Elizabeth L'Etoile  
Celine Chabot-Hall  
Alice Fortier  
Robert Hall Jr.  
Amy Hendricks  
Carol Holden  
Linda Leavis  
Robert MacEwen Jr.  
Doris Murley  
Nina Sibley  
Kay Snow  
Jessie Wiggin

Warden  
Election Officer  
Election Officer  
Election Officer  
Election Officer  
Election Officer  
Election Officer  
Election Officer  
Election Officer  
Election Officer  
Election Officer

Attest:

Gail V. Zukowski CMMC  
Town Clerk

**Annual Town Meeting  
Town of Northfield  
May 7, 2012  
Commonwealth of Massachusetts**

The Annual Town Meeting was called to order by Moderator Nathan L'Etoile at 7:15 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; Jim Barry: D.O.R., Brian Humes; Architect for Emergency Facility Building, Dayle Doiron; Pioneer Valley Regional School Superintendent, Deborah Mero; Town of Northfield Accountant, Debra Kern; Town of Northfield Library Director and Thomas Hutcheson; Town of Northfield Town Administrator. Two hundred and ninety five registered voters were present to vote on the following articles:

The Moderator read the Resolution into the record as follows:

**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 2011 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 2012 in grateful recognition of their work on behalf of the Town:

Library Trustees	Janet Wood
Police Department	Kurt Gilmore
	James O’Shea
	Steven Bushay
	Christopher Maselli
	David Clark
	Todd Roche
	Peter Brulotte
Administrative Assistant (interim)	Wendy Foxmyn
Selectboard	Richard C. “Nick” Fleck Jr.
Recreation Commission	Tim Hoisington
	Teresa Peters
	Bridget Hammond
Assessors	Doris Balk
Building Use & Planning	Ellen Hunter
ZBA	Mary King
	Robert Barnes
Finance Committee	Penney Betsold
Conservation Commission	Nanci Pollard
	Dave Thomas
Cultural Council	Tammy Pelletier
Historical Commission	Homer Stavely
Non Partisan Caucus	Betty Gibson
	Pam Veith
Agricultural Commission	Kate Rossiter
Election Officers	Helen Gorzocoski
	Deb Taricano
	Carol O’Brien
	Kathy Malsch
	Ruth Johnson
	Donna Noel
	Irene Hoisington
Energy Committee	Jim Earls
Nfld Board of Registrars	Ed Fortier
Four Mile Brook Watershed Advisory	Dan Ryan
	Cliff Phillips
Wired West	Bruce Kahn
Natural Hazard Mitigation Committee	Jen Tufts
Main Street Revitalization Committee	Richard C. “Nick” Fleck Jr.
EMS	Jeff Zamojski
	Christine Williams
	Ryan Brazeau
	Heather Townsley
	Ernest Frost

NORTHFIELD SELECTBOARD  
MAY, 2012

**Article 1. Passed / Unanimous Voice Vote**

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.

**Article 3. Passed / Unanimous Voice Vote**

Move that the Town transfer from the undesignated fund balance \$76,963 for paying the Pioneer Valley Regional School District for a portion of the debt incurred to replace the Northfield Elementary School roof.

**Article 4. Passed / Declared Unanimous Voice Vote by Moderator** **2/3<sup>rd</sup> Required**

Move that the Town authorize that the remaining funds approved under Article 46 of the 2011 Annual Town Meeting also be used to purchase a new channel grinder and associated equipment for the Sewer Department.

**Article 5. Passed / Declared Unanimous Voice Vote by Moderator** **2/3<sup>rd</sup> Required**

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 6. Passed / Unanimous Voice Vote**

**Motion: "Without terms, conditions or stipulations"** **Failed / 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 7. Passed / 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 8. Passed / 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 9, or any other article of this Fiscal Year 2013 Annual Town Meeting, may be contingent upon the approval by the voters of an "override of Proposition 2 1/2".

**Article 9. Passed / Unanimous Voice Vote**

**Amendment per Town Accountant: General Government Sub Total should read \$444,662.00 \*\*\* and Grand Total should read \$6,605,026.00 \*\*\***

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 2013, and raise and appropriate any sum or sums therefor, and further raise and appropriate any sum or sums of money for the maintenance of the several departments of the Town, and for other necessary charges, in accordance with the amount recommended by the Finance Committee as shown in the final column of the Warrant.

	<b>APPROP FY 2012</b>	<b>REQUESTED FY 2013</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
MODERATOR SALARY	51.00	51.00	51.00
MODERATOR EXPENSE	30.00	30.00	30.00
SELECTMEN SALARIES	5,537.00	5,647.00	5,647.00

	2012	2013req	2013rec			
Chairman	1,919.00	1,957.00	1,957.00			
Others	1,809.00	1,845.00	1,845.00			
SELECTMEN EXPENSE				8,751.00	10,742.00	10,742.00
ADMIN ASST SALARY				49,370.00	50,829.00	50,829.00
ADMIN ASST EXPENSE				1,275.00	1,781.00	1,781.00
SECRETARY SALARY				35,668.00	37,277.00	37,277.00
FINANCE COMM EXPENSE				1,368.00	1,368.00	1,368.00
RESERVE FUND				15,000.00	15,000.00	15,000.00
ACCOUNTANT SALARY				25,761.00	26,384.00	26,384.00
ACCOUNTANT EXPENSE				315.00	315.00	315.00
ASSESSORS SALARIES				5,081.00	5,183.00	5,183.00

	2012	2013req	2013rec			
chairman	1781.00	1817.00	1817.00			
Others	1650.00	1683.00	1683.00			
ASSESSORS CLERK SALARY				37,826.00	32,017.00	32,017.00
ASSESSORS PROPERTY INSPECTOR				6,000.00	13,500.00	13,500.00
ASSESSORS EXPENSE				15,640.00	12,240.00	12,240.00
TREASURER SALARY				11,785.00	12,069.00	12,069.00
TREASURER EXPENSE				3,500.00	4,000.00	4,000.00
TAX COLLECTOR SALARY				11,785.00	12,069.00	12,069.00
TAX COLLECTOR EXPENSE				5,200.00	5,500.00	5,500.00
TOWN LEGAL COUNSEL				25,000.00	25,500.00	25,500.00
COMPUTER SUPPLY/SERVICE				10,081.00	11,881.00	11,881.00
TAX TITLE FORECLOSURE				2,300.00	2,300.00	2,300.00
COPY MACHINE SUPPL/SERVICE				1,382.00	900.00	900.00
TOWN CLERK SALARY				26,787.00	33,521.00	33,521.00
TOWN CLERK EXPENSE				3,330.00	3,235.00	3,235.00
ELECTIONS & REGISTRATIONS				6,625.00	10,000.00	10,000.00
CONSERV COMMISSION				1,938.00	2,890.00	2,890.00
PLANNING BOARD				2,028.00	3,482.00	3,482.00
ZONING/APPEALS BOARD				3,046.00	3,046.00	3,046.00
AG COMM EXPENSE				300.00	500.00	500.00
OPEN SPACE COMMITTEE				836.00	1,200.00	1,200.00
LAND DAMAGES				1.00	1.00	1.00
TOWN HALL CUSTODIAN				13,801.00	14,394.00	14,394.00
BUILD MAINT PERSON				0.00	34,870.00	34,870.00
TOWN HALL MAINT				33,300.00	38,890.00	38,890.00
TOWN BLDG ELEVATOR & ALARM MAINT				7,300.00	9,500.00	9,500.00
TOWN BLDG SEWER USE				3,400.00	2,000.00	2,000.00
TOWN REPORTS				300.00	400.00	400.00
TOWN CLOCK				150.00	150.00	150.00

<b>TOTAL</b>				<u>382,848.00</u>	<u>445,662.00</u>	<u>445,662.00</u>
				<b>Amendment</b>	<b>***</b>	<b>444,662.00</b>

	APPROP FY2012	REQUESTED FY2013	FINANCE COMMITTEE RECOMMENDS
POLICE WAGES & SALARIES	217,642.00	246,299.00	246,299.00

	2012	2013 req	2013 rec
F.T. wages	149,234.00	147,224.00	147,224.00
P.T. wages	21,908.00	24,813.00	24,813.00
Admin	6,385.00	18,749.00	18,749.00

Holiday	5,381.00	4,167.00	4,167.00			
Cmty Policing	1,020.00	1,020.00	1,020.00			
Training	3,082.00	8,982.00	8,982.00			
O.T. wages	10,710.00	14,080.00	14,080.00			
Quinn Bill	19,922.00	27,264.00	27,264.00			
POLICE OPER EXPENSE				37,902.00	42,755.00	42,755.00
FIRE DEPT SALARIES				5,064.00	5,165.00	5,165.00
FIRE DEPT WAGES				39,704.00	40,498.00	40,498.00
FIRE DEPT OPER EXP				16,760.00	17,460.00	17,460.00
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				14,750.00	15,250.00	15,250.00
FIREPONDS/WATERHOLES				3,000.00	3,000.00	3,000.00
BLDG INSPECTOR SALARY				24,292.00	24,778.00	24,778.00
BLDG INSPECTOR EXPENSE				1,050.00	1,050.00	1,050.00
GAS INSPECTION				1,500.00	1,530.00	1,530.00
WIRE INSPECTION				1,550.00	1,325.00	1,325.00
CIVIL DEFENSE				400.00	400.00	400.00
DOG OFFICER SALARY				3,121.00	3,183.00	3,183.00
DOG OFFICER EXPENSE				1,450.00	1,450.00	1,450.00
TREE DEPT WAGES & EXPENSE				8,925.00	8,925.00	8,925.00
CONSTABLES WAGES				880.00	1,020.00	1,020.00
CONSTABLES EXPENSE				30.00	330.00	330.00
FENCE VIEWERS, ETC				1.00	1.00	1.00
<b>TOTAL</b>				<u>394,481.00</u>	<u>430,879.00</u>	<u>430,879.00</u>

	<b>APPROP FY2012</b>	<b>REQUESTED FY2013</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
ELEM SCHOOL MAINT	1,500.00	1,500.00	1,500.00
PVRS-OPER ASSMNT	3,511,820.90	3,616,617.00	3,616,617.00
PVRS-BLDG PROJ ASSESSMENT	343,980.84	315,805.00	315,805.00
PVRS-TCHRS SALARY DEFERRAL	4,536.47	0.00	0.00
FRKLN CTY TECH SCHOOL-OPER ASSMNT	252,182.00	252,083.00	252,083.00
FRKLN CTY TECH SCHOOL-CAPTL ASSMNT	0.00	0.00	0.00
<b>TOTAL</b>	<u>4,114,020.21</u>	<u>4,186,005.00</u>	<u>4,186,005.00</u>

	<b>APPROP FY2012</b>	<b>REQUESTED FY2013</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
HWY SUPT EXPENSE	8,610.00	8,610.00	8,610.00
HIGHWAY & SNOW REMOVAL WAGES	244,675.00	252,376.00	252,376.00
HWY, BRIDGES & RAILS	157,500.00	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	12,323.00	13,000.00	13,000.00
MACHINERY MAINTENANCE	80,325.00	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	7,452.00	7,526.00	7,526.00

WASTE DISPOSAL	109,550.00	111,000.00	111,000.00
CEMETERY WAGES & EXPENSE	11,550.00	11,550.00	11,550.00
<b>TOTAL</b>	<u>783,186.00</u>	<u>804,979.00</u>	<u>804,979.00</u>

	<b>APPROP FY2012</b>	<b>REQUESTED FY2013</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
BD OF HEALTH SALARIES	2,328.00	2,375.00	2,375.00
BD OF HEALTH EXPENSE	7,998.00	7,906.00	7,906.00
PLUMBING INSPECTOR	2,000.00	2,500.00	2,500.00
SHARED HEALTH AGENT	10,004.00	10,492.00	10,492.00
SEPTIC SYSTEM INSP FEES	1,500.00	1,500.00	1,500.00
ANIMAL INSPECTOR	2,295.00	2,333.00	2,333.00
COUNCIL ON AGING	45,282.00	46,202.00	46,202.00
SOLDIERS RELIEF	24,000.00	24,500.00	24,500.00
<b>TOTAL</b>	<u>95,407.00</u>	<u>97,808.00</u>	<u>97,808.00</u>

	<b>APPROP FY2012</b>	<b>REQUESTED FY2013</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
DICKINSON LIBRARY WAGES	98,260.00	100,133.00	100,133.00
DICKINSON LIBRARY EXP	36,563.00	36,621.00	36,621.00
NFLD FARMS LIBRARY	575.00	575.00	575.00
RECREATION COMM	5,750.00	5,790.00	5,790.00
REC COMM TRAINING & RECOGNITION	250.00	250.00	250.00
REC PROGRM DIRECTR	3,914.00	3,992.00	3,992.00
MAINT ATHLETIC FIELD	3,000.00	4,000.00	4,000.00
HISTORICAL COMMISSION	350.00	400.00	400.00
MEMORIAL DAY	1,600.00	1,600.00	1,600.00
ALEXANDER HALL	300.00	300.00	300.00
FRCOG ASSESSMENT	25,067.00	25,900.00	25,900.00
VETERANS DISTRICT	6,500.00	5,948.00	5,948.00
<b>TOTAL</b>	<u>182,129.00</u>	<u>185,509.00</u>	<u>185,509.00</u>

	<b>APPROP FY2011</b>	<b>REQUESTED FY2012</b>	<b>FINANCE COMMITTEE RECOMMENDS</b>
MATURING DEBT- PRIN		0.00	0.00
2012			0.00
2013			
Sewer (bnds 1/92)	0.00	0.00	
sch (bnds 1/92)	0.00	0.00	
Sewer (bnds 7/93)	44,154.09	46,472.18	to enterprise
INT ON LONG TERM DEBT		0.00	0.00
2012			0.00
2013			
Sewer (bnds 1/92)	0.00	0.00	



**Article 17. Passed / Unanimous Voice Vote**

Move 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 the shed.

**Article 18. Passed / Unanimous Voice Vote**

Move that the Town raise and appropriate \$35,000 for a boiler and related work for the Highway Department garage.

**Article 19. Passed / Declared Unanimous Voice Vote by Moderator 2/3<sup>rd</sup> Required**

Move that the Town create a special stabilization account for the purchase of a backhoe for the Highway Department and to raise and appropriate \$35,000 for said account.

**Article 20. Passed / Unanimous Voice Vote**

Move that the Town raise and appropriate \$8,000 for conducting job description reviews for all full and part-time municipal positions and the elected positions of Town Clerk, Treasurer, and Tax Collector.

**Article 21. Failed / Paper Ballot YES/ 58 NO /231 2/3<sup>rd</sup> Required**

**Motion: Extend allowed time limit to 20 (twenty) minutes for Emergency Facility Building Presentation Passed / Voice Vote**

**Motion: Request a paper ballot on this Article # 21 Passed / Voice Vote**

**Motion: Move the question Denied by Moderator**

Move that the Town appropriate \$7,546,320 by borrowing to purchase certain real property owned by Krauth Realty Management, LLC, located at 91 Main Street, Northfield, described in a deed recorded with the Franklin Registry of Deeds in Book 4840, Page 180, being Assessor’s Map 23A, Block C2, and containing 6.0 acres, more or less, to demolish an existing building, and to design and construct, a Public Safety complex that would house the Police, Fire, Ambulance, and Emergency Management Departments; and to authorize the Treasurer, with the approval of the Selectmen, to issue any bonds or notes that may be necessary for that purpose, contingent upon passage of a Proposition 2 ½ debt exclusion question under General Laws Chapter 59, Section 21C.

**Article 22. Failed / Voice Vote Declared Majority by Moderator 2/3<sup>rd</sup> Required**

Move that the Town appropriate \$900,000 by borrowing to purchase certain real property owned by Krauth Realty Management, LLC, located at 91 Main Street, Northfield, described in a deed recorded with the Franklin Registry of Deeds in Book 4840, Page 180, being Assessor’s Map 23A, Block C2, and containing 6.0 acres, more or less, to demolish an existing building, and design a Public Safety complex to house the Police, Fire, Ambulance, and Emergency Management Departments; and to authorize the Treasurer, with the approval of the Selectmen, to issue any bonds or notes that may be necessary for that purpose, contingent upon passage of a Proposition 2 ½ debt exclusion question under General Laws Chapter 59, Section 21C.

**Article 23. Passed / Unanimous Voice Vote**

Move that the Town appropriate \$105,000 from Emergency Medical Services revenues to operate the Emergency Medical Services Enterprise Fund, as presented in Article 23 of the 2012 Annual Town Meeting warrant.

**Article 23 as it appeared in the May 7, 2012 Annual Town Meeting Warrant;**



Wages and Salaries	26,616.00
Expenses	70,949.00
Reserve Fund	5,000.00
Budgeted Surplus	<u>2,435.00</u>
TOTAL:	\$105,000.00

and that \$120,000 be raised as follows:

Department receipts	\$105,000.00
Tax levy	<u>0</u>
TOTAL:	\$105,000.00

**Article 24. Passed / Unanimous Voice Vote**

Move that the Town appropriate \$216,925 from Sewer Enterprise revenues to operate the Sewer Enterprise Fund and that \$216,925.00 be raised from user charges and any other Department receipts from the Sewer Enterprise Fund, as presented in Article 24 of the 2012 Annual Town Meeting warrant.

**Article 24 as it appeared in the May 7, 2012 Annual Town Meeting Warrant;**

Sewer Commissioner Salaries	1,426.00
Sewer Dept. Collector	3,383.00
Sewer Dept. Wages	81,660.00
Oper. & Maint Sewer Plant	68,985.00
Reserve Fund	10,000.00
Maturing Debt- Principal	46,472.18
Interest on Short-Term Debt	<u>4,998.82</u>
TOTAL:	\$216,925.00

**Article 25. Passed / Unanimous Voice Vote**

Move that the Town transfer from the “Dog Fund” account \$3,500 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 26. Passed / Unanimous Voice Vote**

Move that the Town raise and appropriate \$150,000 for the special stabilization fund toward the purchase of a fire truck.

**Article 27. Passed / Unanimous Voice Vote**

Move that the Town reserve from FY 2013 Community Preservation Fund 10% (\$2,300) for open space purposes; 10% (\$2,300) for historic preservation; 10% (\$2,300) for affordable housing; and \$15,000 to the FY 2013 Community Preservation Fund budgeted reserve.

**Article 28. Passed / Unanimous Voice Vote**

Move that the Town appropriate \$1,100 from FY 2013 Community Preservation Fund revenues for administrative and operating expenses, including legal expenses, of the Northfield Community Preservation Committee.

**Article 29. Passed / Unanimous Voice Vote**

Move that the Town appropriate for affordable housing purposes \$23,000 from the Community Preservation Fund balance for Affordable Housing for capital improvement costs for Squakheag Village, including replacement of roofing and removal of hazardous trees

**Article 30. Passed / Unanimous Voice Vote**

Move that the Town appropriate for historic preservation purposes \$1,500 from the Community Preservation Fund Balance reserved for Historical Preservation for the restoration of the World War I Memorial plaque outside the Town Hall.

**Article 31. Passed / Voice Vote**

Move that the Town raise and appropriate \$75,000 for an update to the Town's Master Plan

**Article 32. Passed / Declared Unanimous Voice Vote by Moderator 2/3<sup>rd</sup> Required**

Move that the Town amend the Zoning By-law as described in Article 32 of the 2012 Annual Town Meeting Warrant

**Article 32 as it appeared in the May 7, 2012 Annual Town Meeting Warrant;**

**11.08 Solar Generation Zoning Bylaw**

**11.08.01 Purpose and Applicability**

The purpose of this By-law is to promote the creation of new large-scale ground-mounted solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

The provisions set forth in this section shall apply to the construction, operation, modification, and/or repair of Large-Scale Ground-Mounted Solar Photovoltaic Installations with a total solar photovoltaic array area of more than 1,500 square feet proposed to be constructed after the effective date of this section. Smaller scale systems (not more than 1,500 square feet of solar photovoltaic array area) need not comply with this section, but shall require a building permit and must comply with all applicable local, state and federal requirements and other provisions of this By-law.

Large-Scale Ground-Mounted Solar Photovoltaic Installations that occupy no more than 5 acres of land on one or more adjacent parcels in common ownership (including those separated by a roadway) proposed to be constructed in the Solar Overlay District are allowed as-of-right but are subject to Site Plan Review as set forth in Section 10.01 and Section 11.08 of this By-law and the requirements of this Section. All other proposed Large-Scale Ground-Mounted Solar Photovoltaic Installations require a Special Permit and Site Plan Review in accordance with this By-law.

**11.08.02 Definitions**

**As-of-Right Siting:** As-of-Right Siting shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. Such development is subject to Site Plan Review. Projects conforming to this By-law, including this Section, cannot be prohibited, but can be reasonably regulated by the Building Commissioner.

**Appurtenant Structures:** All structures, the use of which is appurtenant to a Large-Scale Ground-Mounted Solar Photovoltaic Installation, including, but not limited to, equipment shelters, storage facilities, transformers, and substations.

**Building Commissioner:** The person designated by Section 2.01 of this By-law and charged with the enforcement of the By-law.

**Building Permit:** A construction permit issued by the Building Commissioner; the building permit evidences that the project is compliant with the state and federal building codes as well as this By-law.

**Designated Location:** The locations designated by the Solar Overlay District described in Section 4.04.02 of the Bylaw, where Large-Scale Ground-Mounted Solar Photovoltaic Installations may be sited as-of right. Said locations are shown on the Town's Official Zoning Map, which is on file in the Office of the Town Clerk.

**Large-Scale Ground-Mounted Solar Photovoltaic Installation:** A solar photovoltaic system that is structurally mounted on the ground and is not building-mounted, and has a total solar photovoltaic array area of more than 1,500 square feet.

**Site Plan Review:** Review by the Northfield Planning Board in accordance with Section 10.01 and Section 11.08.03.04 below.

**Solar Photovoltaic Array:** An arrangement of solar photovoltaic panels.

**11.08.03 General Requirements for all Large-Scale Ground-Mounted Solar Power Generation Installations**

The following requirements are common to all Large-Scale Ground-Mounted Solar Photovoltaic Installations to be sited in Designated Locations.

**11.08.03.01 Compliance with Laws, Ordinances and Regulations**

The construction and operation of all Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a solar photovoltaic installation shall be constructed in accordance with the Massachusetts State Building Code.

### **11.08.03.02 Building Permit**

No Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be constructed, installed or modified as provided in this section without first obtaining a building permit.

### **11.08.03.03 Fees**

The application for a building permit for a Large-Scale Ground-Mounted Solar Photovoltaic Installation must be accompanied by the application fees required for a building permit and Site Plan Review.

### **11.08.03.04 Site Plan Review**

Large-Scale Ground-Mounted Solar Photovoltaic Installations shall undergo Site Plan Review by the Planning Board in accordance with this Section and Section 10.01 of the By-law prior to construction, installation, or modification.

#### **(1) General**

All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in Massachusetts.

#### **(2) Required Documents**

Pursuant to the Site Plan Review process, the project proponent shall provide the following documents:

- (a)** A site plan showing:
  - i.** Property lines and physical features, including roads, for the project site;
  - ii.** Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures;
  - iii.** Locations of wetlands and Priority Habitat Areas defined by the Natural Heritage & Endangered Species Program (NHESP);
  - iv.** Locations of Floodplains or inundation areas for moderate or high hazard dams;
  - v.** Locations of Priority Heritage landscapes and local or National Historic districts;
  - vi.** A list of hazardous materials proposed to be located on the site in excess of household quantities and a plan to prevent their release to the environment as appropriate;
  - vii.** Blueprints or drawings of the solar photovoltaic installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures
  - viii.** One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
  - ix.** Documentation of the major system components to be used, including the photovoltaic panels, mounting system, and inverter;
  - x.** Name, address, and contact information for proposed system installer;
  - xi.** Name, address, phone number and signature of the project proponent, as well as all co-proponents or property owners, if any;
  - xii.** The name, contact information and signature of any agents representing the project proponent;
- (b) Site Control.** The project proponent shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation.
- (c) Operation & Maintenance Plan.** The project proponent shall submit a plan for the operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation, which shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation.
- (d) Utility Notification.** No Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be constructed until evidence has been given to the Planning Board that the utility company that operates the electrical grid where the installation is to be located has been informed of the solar photovoltaic installation owner or operator's intent to install an interconnected customer-owned generator. Off-grid systems shall be exempt from this requirement.
- (e) Zoning District Designation.** The project proponent shall submit a zoning district designation for the parcel(s) of land comprising the project site (submission of a copy of a zoning map with the parcel(s) identified is suitable for this purpose).

**(f) Proof of Liability Insurance.** The project proponent shall submit to the Planning Board proof of liability insurance for the project.

**(g) Financial Surety.** The project proponent shall submit a description of financial surety that satisfies Section 11.08.06.

The Planning Board may waive documentary requirements as it deems appropriate.

**(3) Setback and Height Requirements**

For Large-Scale Ground-Mounted Solar Photovoltaic Installations, including Appurtenant Structures and parking areas, setbacks shall be at least 100 feet from any property boundary; the minimum setback areas are not included in the calculation of the 5-acre maximum specified in this Solar Generation Zoning By-law. The height of a Large-Scale Ground-Mounted Solar Photovoltaic Installation or any Appurtenant Structure, shall not exceed 20 feet.

**(4) Appurtenant Structures**

All appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be shaded from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

**(5) Design and Performance Standards**

- (b) Lighting.** Lighting of solar photovoltaic installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.
- (c) Signage.** Signs on Large-Scale Ground-Mounted Solar Photovoltaic Installations shall comply with section 11.05 of the By-law. A sign consistent with the By-law shall be required to identify the owner and provide a 24-hour emergency contact phone number. Solar electric installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar electric installation.
- (d) Utility Connections.** Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.
- (e) Roads.** Access roads shall be constructed to minimize grading, removal of stone walls or street trees, and minimize impacts to environmental or historical resources.
- (f) Control of Vegetation.** Herbicides may not be used to control vegetation. Mowing or the use of pervious pavers or geotextile materials underneath the solar array are possible alternatives.
- (g) Hazardous Materials.** Hazardous materials stored, used, or generated on site shall not exceed the amount for a Very Small Quantity Generator of Hazardous Waste as defined by the DEP pursuant to MassDEP regulations 310 CMR 30.000 and shall meet all requirements of the DEP including storage of hazardous materials in a building with an impervious floor that is not adjacent to any floor drains to prevent discharge to the outside environment. If hazardous materials are utilized within the solar electric equipment then impervious containment areas capable of controlling any release to the environment and to prevent potential contamination of groundwater are required.
- (h) Noise.** Sound or noise levels may not exceed 50 dBA at the boundary of the property.

**(6) Safety and Environmental Standards**

**1.1(a) Emergency Services.** The Large-Scale Ground-Mounted Solar Photovoltaic Installation owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Northfield Fire Chief. Upon request the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the solar photovoltaic installation shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

**1.1(b) Land Clearing, Soil Erosion and Habitat Impacts.** Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Large-Scale Ground-

Mounted Solar Photovoltaic Installation or otherwise prescribed by applicable laws, regulations, and this By-law.

#### **11.08.04 Monitoring, Maintenance, and Reporting**

##### **11.08.04.01 Solar Photovoltaic Installation Conditions**

The Large-Scale Ground-Mounted Solar Photovoltaic Installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the solar electric installation and any access road(s), unless accepted as a public way.

##### **11.08.04.02 Modifications**

All material modifications to a Large-Scale Ground-Mounted Solar Photovoltaic Installation made after issuance of the required building permit shall require approval by the Planning Board.

##### **11.08.04.03 Annual Reporting**

The owner or operator of the installation shall submit an Annual Report which certifies compliance with the requirements of this By-law and the approved site plan, including control of vegetation, noise standards, and adequacy of road access. The annual report shall also provide information on the maintenance completed during the course of the year and the amount of electricity generated by the facility. The report shall be submitted to the Selectboard, Planning Board, Fire Chief, Emergency Management Director, Building Commissioner, Board of Health, and Conservation Commission (if a wetlands permit was issued) no later than 45 days after the end of the calendar year.

#### **11.08.05 Abandonment or Decommissioning**

##### **11.08.05.01 Removal Requirements**

Any Large-Scale Ground-Mounted Solar Photovoltaic Installation which has reached the end of its useful life or has been abandoned as set forth in Section 11.08.05.02 below shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

- (1) Physical removal of all Large-Scale Ground-Mounted Solar Photovoltaic Installation structures, equipment, security barriers and transmission lines from the site.
- (2) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
- (3) Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

##### **11.08.05.02 Abandonment**

Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, an installation shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board.

If the owner or operator of the Large-Scale Ground-Mounted Solar Photovoltaic Installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the Town retains the right, after the receipt of an appropriate court order or written consent of the owner, to enter and remove an abandoned, hazardous, or decommissioned Large-Scale Ground-Mounted Solar Photovoltaic Installation. As a condition of Site Plan approval, an applicant shall agree to allow entry to remove an abandoned or decommissioned installation. The costs for the removal will be charged to the property owner in accordance with the provisions of M.G.L. 139, Section 3A as a tax lien on the property.

#### **11.08.06 Financial Surety**

Applicants for Large-Scale Ground-Mounted Solar Photovoltaic Installations shall provide a form of surety, either through escrow account, bond, or other form of surety approved by the Planning Board, to cover the cost of removal in the event the town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project Applicant. Such surety will not be required for municipally- or state-owned facilities. The Applicant shall submit a fully

inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

New language to be added in Section 10.01, shown below in *italics*, and add a new Section 10.01.05:

Article X. Special Requirements for Specified Uses

10.01 Site Plan Review by the Planning Board is required for: all industrial and commercial uses involving structure(s) with 10,000 square feet or more of enclosed floor area; a lot containing 10 acres or more; *Large-Scale Ground-Mounted Solar Photovoltaic Installations with a total solar photovoltaic array area of more than 1,500 square feet (see Section 10.01.05)*; or as required by other sections of this By-law. In addition, the Zoning Board of Appeals may require Site Plan Review for any commercial or industrial use requiring a special permit.

( Sections 10.01.01, 10.01.02, 10.01.03, 10.01.04 remain unchanged. )

*10.01.05 Site Plan Review Requirements for Solar Facilities*

*Section 11.08 describes the provisions for Site Plan Review of Large-Scale Ground-Mounted Solar Photovoltaic Installations with a total solar photovoltaic array area of more than 1,500 square feet. Additional requirements for the Site Plan Review process in these cases is described in section 11.08.03.04.*

Add a new Section 4.04:

*4.04 Solar Overlay District*

*4.04.01 Purpose*

*The Solar Overlay District is hereby established as an overlay district and shall be superimposed on other existing districts. The purpose of the district is to identify those areas in Northfield for which As-of-Right Siting is available for certain Large-Scale Ground-Mounted Solar Photovoltaic Installations (see Section 11.08).*

*4.04.02 District Boundaries*

*The Solar Overlay District is defined as all those areas delineated as Solar Overlay Zone on the overlay map entitled "Northfield Solar Overlay Zone Map", dated 2011 and on file with the Town Clerk.*

*The district shall include the following zones:*

*Zone 1: The eastern end of town parcel 25-A-1, the western boundary being defined by the following three straight line segments: beginning at point (42° 42.332 N, 72° 29.069 W), then proceeding to point (42° 42.076 N, 72° 29.127 W), then proceeding to point (42° 42.030 N, 72° 29.301 W), and then proceeding to point (42° 41.933 N, 72° 29.285 W).*

*Zone 2: Entire town parcel 29-E-1, approximately 80 acres, bordered roughly by the Connecticut River on the east, the railroad on the north, and Bennett Brook Road on the west.*

**Article 33. Failed / Show of Hands**

**Declared Greater than 2/3<sup>rd</sup> by Moderator  
2/3<sup>rd</sup> Required**

Move that the Town amend the Zoning By-law as described in Article 33 of the 2012 Annual Town Meeting Warrant.

**Article 33 as it appeared in the May 7, 2012 Annual Town Meeting Warrant;**

Proposed additions are shown in *italics*. Proposed deletions are shown with a ~~strike through~~.

**NORTHFIELD ZONING BYLAW PROPOSED CHANGES FOR VILLAGE CENTER DISTRICTS AND PERFORMANCE STANDARDS**

Article II. Administration and Enforcement

2.01 Enforcement

This By-Law shall be enforced by the ~~Selectmen~~ Board or a Building Commissioner appointed by them. Any person violating any of the provisions of the By-Law may be fined ~~not more than twenty~~ *one hundred* dollars for

each offense. Each day after seven days that such violation continues shall constitute a separate offense. Prior to the imposition of any fines, written notice of the nature of the violation shall be given to the person or persons against whom the fine is to be imposed. Said notice shall state the first date upon which a fine shall be imposed for a violation of this By-law, which date shall not be less than seven days from the receipt of said notice. Said notice shall contain reference to the specific section of the By-law which is being violated together with a statement of the penalty for said violation.

### Article III. Definitions

#### 3.02 Definitions

##### Adult Oriented Business

*Any establishment as defined in M.G.L. Chapter 40A, Section 9A.*

##### Bed and Breakfast

*An accessory use to an owner-occupied dwelling unit consisting of overnight lodging with breakfast. No meals other than a breakfast shall be served.*

##### Composting Facility

*Any area, lot, or land used for the purpose of storage, collection, processing, purchase, sale or abandonment of organic wastes.*

##### Landfill

*Any area, lot, or land used for the purpose of storage, collection, processing, purchase, sale or abandonment of garbage; excluding scrap metal, machinery, vehicles, other junk, or the composting of organic wastes.*

##### Office, Business

*The workplace of computer software, insurance, or other business professionals which may include space for appropriate support staff (e.g. administrative assistants, etc.).*

##### Office, Professional

*The workplace of physicians, lawyers, engineers, or other licensed professionals which may include space for appropriate support staff (e.g. nurses, administrative assistants, etc.).*

##### Restaurant

*An establishment at which the principal activity is the preparation and sale of food for immediate consumption on the premises.*

### Article IV. Establishment of Districts

#### 4.01 Districts

For the purposes of this By-Law, the town of Northfield is hereby divided into ~~two~~ three districts:

Residential-Agricultural-Forested (RAF),  
Residential-Agricultural (RA),  
Main Street Village Center (MVC)

as shown on a map on file in the office of the Town Clerk entitled “*Official Zoning Map, Town of Northfield.*”. In addition, there shall be ~~two~~ three overlay districts: the Floodplain Overlay District, the Solar Overlay District, and the ~~Groundwater~~ Water Supply Protection District as defined *herein*. Zoning district boundary lines may only be changed by adoption of an amendment to this By-Law.

### Article VI. Use Regulations

#### 6.02 Use Regulations Schedule

No building or structure shall be constructed, and no building, structure, or land, or part thereof shall be used for any purpose or in any manner other than for one or more of the uses hereinafter set forth as permissible. Symbols employed in the following use regulations schedule shall have the following meaning:

Y – Yes, the use is permitted “by right” in that Zoning District

N – No, the use is not permitted in that Zoning District

SP – The use may be permitted if a Special Permit is granted by the Zoning Board of Appeals

SPP – The use may be permitted if a Special Permit is granted by the Planning Board

SPR – The use is permitted after Site Plan Review by the Planning Board

	<b>Residential – Agricul-tural (RA)</b>	<b>Residential – Agricultural – Forested (RAF)</b>	<b>Main Street Village Center (MVC)</b>
<b>Residential Uses</b>			
Single-Family Dwelling	Y	Y	Y
Two-Family Dwelling	Y	Y	Y
Converted Single-family Dwelling to Two to Four-Family dwelling	SP	SP	SP
Multi-Family (see Section 9.01)	SPP	SPP	SPP
Temporary Mobile Home (see Section 6.03.03)	SP	SP	SP
Mobile Home/ Mobile Home Park	N	N	N
<i>Bed and Breakfast, up to 6 bedrooms for lodging, complying with Section 10.02</i>	SP	SP	Y
<i>Bed and Breakfast, not complying with Section 10.02</i>	SP	SP	SP
Apartments or Tenement Houses	N	N	N
<i>Open Space Residential Design (see Section 11.07)</i>	SPR	SPR	SPR
<b>Cultural &amp; Recreational Uses</b>			
Agriculture or Forestry	Y	Y	Y
Golf Courses or Driving Ranges	SP	SP	SP
Commercial Outdoor Recreation	SP	SP	SP
Wildlife Preserve or Other Conservation Uses	Y	Y	Y
<b>Community Services</b>			
Public Utility Facility	SP	SP	SP
Wireless Communication Facilities ( <i>see Section 11.06, Telecommunications</i> )	SPP	SPP	SPP
Educational Uses exempted from zoning regulation by M.G.L. Ch. 40A, Section 3	Y	Y	Y
Other Educational Uses not exempted from zoning regulation by M.G.L. Ch. 40A, Section 3	SP	SP	SP
Church, other Religious Use	Y	Y	Y
Municipal Uses not covered elsewhere	SP	SP	SP
Day Care Facility for 6 or less children or adults	Y	Y	Y
Day Care Facility for more than six children or adults	SP	SP	SP
<b>Business or Commercial Uses</b>			
<i>Office, Business or Professional, with up to and including 2,000 square feet of enclosed floor area and complying with Section 10.02</i>	SP	SP	Y



	<b>Residential – Agricul-tural (RA)</b>	<b>Residential – Agricultural – Forested (RAF)</b>	<b>Main Street Village Center (MVC)</b>
<i>Office, Business or Professional, with 2,001-3,500 square feet of enclosed floor area and complying with Section 10.02</i>	<i>SP</i>	<i>SP</i>	<i>SPR</i>
<i>Office, Business or Professional Offices, other</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Banks</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Stand-alone ATM</i>	<i>N</i>	<i>N</i>	<i>N</i>
<i>Restaurant, drive in or thru</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Restaurant with no drive in or thru with up to and including 2,000 square feet enclosed floor area and complying with Section 10.02</i>	<i>SP</i>	<i>SP</i>	<i>Y</i>
<i>Restaurant with no drive in or thru, with 2,001-3,500 square feet of enclosed floor area and complying with Section 10.02</i>	<i>SP</i>	<i>SP</i>	<i>SPR</i>
<i>Restaurant, other</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<del><i>Gift Shops</i></del>	<del><i>SP</i></del>	<del><i>SP</i></del>	
<i>Motor Vehicle Sales</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Laundry, Laundromat</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Theaters</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Boarding or Lodging Housing</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Home Occupation</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>
<i>Retail Establishments with up to and including 2,000 square feet enclosed floor area and complying with Section 10.02, where all sales, display, and storage of merchandise is within building(s)</i>	<i>SP</i>	<i>SP</i>	<i>Y</i>
<i>Retail Establishments with 2,001-3,500 square feet enclosed floor area and complying with Section 10.02, where all sales, display, and storage of merchandise is within building(s)</i>	<i>SP</i>	<i>SP</i>	<i>SPR</i>
<i>Retail Establishments, other, or developments where all sales, display and storage of merchandise is within building(s)</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Retail Establishments with outdoor sales, display, and/or storage of merchandise</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Retail Establishments with drive-thru</i>	<i>SP</i>	<i>SP</i>	<i>SP</i>
<i>Adult Oriented Businesses</i>	<i>N</i>	<i>SP</i>	<i>N</i>
<i>Tattoo Parlors</i>	<i>N</i>	<i>SP</i>	<i>N</i>
<i>Conversion of an historic (50 years or older) Residential or Commercial structure with no more than 3,500 square feet of enclosed floor area, to a mix of Retail Stores, Business or Professional Offices, Restaurants, or Residential uses, complying with Section 10.02</i>	<i>SP</i>	<i>SP</i>	<i>SPR</i>
<b>Industrial Uses</b>			
<i>Conversion of existing structures for Industrial Use</i>	<i>SP</i>	<i>SP</i>	<i>N</i>

	<b>Residential – Agricul-tural (RA)</b>	<b>Residential – Agricultural – Forested (RAF)</b>	<b>Main Street Village Center (MVC)</b>
Junkyards and dumps	N	N	N
Landfills	N	N	N
Composting facility	SP	SP	N
Manufacturing, Processing & Laboratories	SP	SP	N
Freight or Transportation Facilities	SP	SP	N
Gasoline Station, Repair Garages	SP	SP	SP
Quarrying, Gravel Mining	SP	SP	N
Sawmill	SP	SP	N
Bulk Storage, Warehousing, <i>Self Storage</i>	SP	SP	N
<i>Large-Scale Ground-Mounted Solar Photovoltaic Installations (see section 11.08<sup>1</sup>)</i>	SP	SP	SP

**Article VII. Dimensional and Density Regulations**

7.01 Lot frontage, area, intensity, depth and width

7.02

	Minimum Lot Area (sq. ft.)	Minimum Frontage (feet)	Minimum Depth (feet)	Front, Rear, and Side Yards (feet) for Principal Buildings or Accessory Structures greater than 200 sq. ft.**	Front, Rear and Side Yards (feet) for Accessory Structures less than 200 sq. ft.	Maximum Height (feet)
<del>Residential – Agriculture – Forestry</del> Agricultural – Forested (RAF)	100,000	250	300	50	20	35
Residential – Agricultural (RA)						
--- Lots served by municipal sewer	35,000	150	200	25	10	35
--- <i>Lots not served by municipal sewer</i>	50,000	150	200	25	10	35
Main Street Village Center (MVC)						
--- <i>Lots served by municipal sewer</i>	25,000	75	100	25**	10	35
--- <i>Lots not served by municipal sewer</i>	50,000	100	150	25**	10	35

<sup>1</sup> Large-Scale Ground-Mounted Solar Photovoltaic Installations are allowed by right with Site Plan Review by the Planning Board in the Solar Photovoltaic Overlay District, as provided in Section 11.08.

\*\* In the MVC District, the size of the front yard may match the setbacks of existing structures on adjacent parcels even if those setbacks are less than the minimum front yard dimension required by this Bylaw.

Article X. Special Requirements for Specified Uses

10.02 *Performance Standards for Business or Commercial Uses and Bed & Breakfast Establishments*

*Retail Establishments; Restaurants; Offices, Business or Professional; and Bed & Breakfast Establishments, are allowed by right according to Section 6.02 provided that they comply with the requirements of this Section 10.02; otherwise they require a Special Permit. In order for the Building Commissioner to make this determination in consultation with the Planning Board, the following information is required:*

10.02.01 *Review and Submission Procedures*

*Plan Filing Requirements*

*The following plans and items shall be submitted to the Building Commissioner with an application form and three (3) copies of the drawings. Plans shall be prepared by a registered architect, landscape architect or professional engineer licensed in Massachusetts.*

- (a) *A locus map at a scale of 1"=1,000' inset within the plans noted below to identify the location of the proposed development.*
- (b) *A plan view at a scale not to exceed 1"= 100' showing location and dimensions of all existing and proposed buildings, parking areas and access roads on the site subject to this application. Clearly show the relationship between proposed and existing structures and adjacent lots within a radius of five hundred (500) feet.*
- (c) *Elevation views at a scale not to exceed 1"= 10' showing location and relationships of all existing and proposed buildings on the site as viewed from front, side and rear yards. Elevations shall illustrate proposed building materials, window treatments, and roof pitch.*
- (d) *A plan view at a scale not to exceed 1"= 40' showing the location and dimensions of all existing and proposed buildings, access points, parking areas, bicycle racks, roads, sidewalks, open spaces and utilities, including underground utility lines, water, sewer, electric power, telephone, gas, outdoor illumination and cable television.*
- (e) *A plan view of the site at a scale not to exceed 1"= 40' indicating location, species and dimensions of trees and other landscaped features, both existing and proposed.*
- (f) *A narrative identifying the type of business proposed and describing how the proposed use meets the Performance Standards outlined in Section 10.02.02(1).*

10.02.02 *Performance Standards*

*The following performance standards must be met:*

- (a) *Traffic generation shall not exceed two hundred (200) passenger vehicle trips per day as estimated using the average weekday trip rate for the proposed use from the Institute for Transportation Engineers Trip Generation Manual;*
- (b) *Uses must have frontage and access from Routes 63/10 (Main Street);*
- (c) *Sound or noise levels may not exceed 60 dBA, at the boundary of the property;*
- (d) *Vibration, odor, or flashing lighting that is perceptible without instruments may not occur beyond the parcel boundaries of the originating premises, except for warning devices for construction work;*
- (e) *Parking areas may not exceed ten (10) spaces and must be located to the side or rear of the buildings;*
- (f) *The hours of operation must be no earlier than 6 a.m. and no later than 9 p.m. The limitation on hours of operation shall not apply to Bed & Breakfasts.*

- (g) *A minimum five (5) foot wide buffer area shall surround the parking area and shall provide adequate screening of the parking area from abutting parcels. Such buffer area shall be planted with a combination of evergreen and deciduous shrubs that are at least five (5) feet in height.*
- (h) *At least one shade tree, with a minimum three (3) inch caliper and which is at least 15 feet in height, shall be planted in or adjacent to the parking area for every three parking spaces required or built;*
- (i) *Lighting shall be pedestrian in scale with fixtures not exceeding sixteen (16) feet in height and cut-off fixtures that direct light downward shall be used;*
- (j) *Lighting shall not produce illumination beyond the property boundaries and shall be in the white light spectrum;*
- (k) *Building materials shall be of wooden clapboards, cedar shingles, brick or stone. Alternative building materials may be used if they realistically simulate one or more of the above materials and if their use is approved by the Planning Board;*
- (l) *Roofs shall be gable or hip roofs with a pitch between 5:12 and 12:14.*
- (m) *Windows in the Main Street Village Center District must be double hung windows similar in style and pattern to existing historic buildings within the district.*
- (n) *Lighting fixtures in the Main Street Village Center District shall be consistent with the historic character of the district;*
- (o) *Signage shall be professionally constructed and shall not exceed twelve (12) square feet in size. One down-lit sign made of wood, stone, brick, or wrought iron shall be allowed, which can be either freestanding or attached to the building. The design of the sign should reflect the scale and character of the structure or site and its surroundings.*

10.02.03 *Failure to Comply with Performance Standards*

*If a use is required to meet the Performance Standards under Section 10.02.02 and is no longer in compliance with one or more of the Performance Standards, then the use shall either require a Special Permit or changes shall be made in order for the use to comply with all the Performance Standards under Section 10.02.02. If the use can no longer comply with the Performance Standards and cannot obtain a Special Permit, then the use must cease within 6 months from the date that the use was no longer in compliance with one or more of the Performance Standards under Section 10.02.02, or within 3 months of the date the Special Permit for the use was denied, whichever is first.*

10.02.04 *Square Footage Requirements for Performance Standards*

*The ability of a business to use the Performance Standards in order to be allowed by right according to Section 6.02 will be based on the cumulative square footage of all the businesses in a building.<sup>2</sup>*

And to amend the Town Zoning Map, and descriptions, as follows:

~~{This Northfield Protective Regulation By Law current as of September 2000}~~  
 TOWN OF NORTHFIELD  
 OFFICIAL ZONING MAP  
 20124987

Description:  
*Main Street Village Center (MVC) District*

---

<sup>2</sup> For example, if a 2,000 square foot retail store exists in a 3,500 square foot building in the Main Street Village Center district, then any additional businesses in the same building would require Site Plan Review. If the existing retail store is only 1,000 square feet in size, then another business up to 1,000 square feet in size could be added by right in the building provided that the additional business met all the performance standards.

The Main Street Village Center (MVC) District within the Town of Northfield is located along State Route 63/10 (Main Street). The district starts at the Route 63-Route 10 intersection near the Bennett Meadow Bridge, and runs northerly to the intersection of Route 63/10 and Moody Street. The district extends 300 feet parallel and perpendicular to the existing centerline of State Route 63/10 in both an easterly and westerly direction from the existing centerline of Route 63/10.

*Residential-Agricultural (RA) District*

The RA District consists of all the lands lying within the easterly and westerly boundaries described below, excepting those lands in the Main Street Village Center District as described above.

**Description:**

Easterly Boundary of the RA District:

Starting at the New Hampshire State line on Winchester Road

- (1) Southerly 1,600 feet to a point
- (2) Then southerly in a straight line to a point
- (3) On School Street, 750 feet easterly of the intersection of Stowbridge Road and School Street, then easterly on School Street to
- (4) The intersection of School Street and Warwick Road, then southerly on Warwick Road to a point on Warwick Road
- (5) Located 2,000 feet easterly of the intersection of St. Mary's Street, Stowbridge Road and Warwick Road; then southerly in a straight line to the intersection of Old Turnpike Road and Commonwealth Avenue,
- (6) Then southerly along Commonwealth Avenue to the intersection with Gulf Road
- (7) Then easterly on Gulf Road to the intersection of Alexander Hill Road and Gulf Road
- (8) Then southerly in a straight line to the intersection of Old Wendell Road and Lyman Road
- (9) Then southerly along Old Wendell Road 2,000 feet to a point
- (10) Then southerly in a straight line to a point on South Mountain Road 2,000 feet easterly of the intersection of Rte. 63 and South Mountain Road
- (11) Then 2,000 feet easterly on South Mountain Road to a point
- (12) Then southerly in a straight line to a point on Pine Meadow Brook 1,000 feet easterly of Rte. 63
- (13) Then westerly on Pine Meadow Brook 500 feet to a point easterly from Rte. 63
- (14) Then southerly parallel to and 500 feet easterly of Rte. 63 to the Erving Town line

**Description:**

Westerly Boundary of RA District:

Starting at the Vermont State line at a point 1,000 feet westerly of Rte. 142, southerly and parallel to Rte. 142 to the Bernardston Town line

*Residential-Agricultural-Forested (RAF) District*

The RAF district consists of all lands in the Town of Northfield excepting those lands in the Residential-Agricultural District (RA) and the Main Street Village Center District (MVC), as described above.

**Article 34. Passed / Voice Vote Declared Greater than 2/3<sup>rd</sup> by Moderator 2/3<sup>rd</sup> Required**

Move that the Town amend the Zoning By-law as described in Article 34 of the 2012 Annual Town Meeting Warrant.

**Article 34 as it appeared in May 7, 2012 Annual Town Meeting Warrant;**

New language to be added in Section 11.07 is shown in *italics*, and language to be deleted is shown with ~~strikethrough~~:

11.07 Open Space Residential Design

For the purpose of promoting the efficient use of land in harmony with its natural features, in accordance with the *Smart Growth* guidelines of the Commonwealth, *encouraging the preservation of open space and shared facilities, an alternative form of subdivision is described in this section. This form of subdivision, subject to Site Plan Review by the Planning Board, reduces required lot dimensions and provides incentives for an increased number of lots. a subdivision, as defined in section 2-10 In all other respects the definitions and terms of the Subdivision Regulations of Northfield apply and consistent with the terms of this section and the Subdivision Regulations, will be approved by right by the Planning Board.* Only one single- or two-family dwelling unit per lot shall be allowed in the Open Space Residential Design.

11.07.01 Open Space Requirement

At least fifty percent (50%) of the land area of the tract shall be permanently protected open space. The open space set aside may not include wetlands, water bodies, floodplains, slopes greater than twenty-five percent (25%), roadways, land devoted to common facilities such as wells, sanitation facilities, and solar energy

generation, or land prohibited from development by legally enforceable restrictions, easements or covenants, or other constraints dictated by the Northfield Protective By-Law, Title 5, the Inland Wetlands Protection Act, and any other relevant law. *For projects that cannot reasonably meet the 50% open space set-aside requirement, the Planning Board may in its discretion lower the required amount of open space (but in no case to less than 40% of the land area), only if it determines that the proposed project would otherwise meet the general purpose and intent of this bylaw and would comply with the Board's regulations under the Subdivision Control Law.*

#### 11.07.02 Number of Lots

The total number of lots shall not exceed that determined by a yield plan calculation, except that for each additional one percent (1%) of land which is set aside as open space in the tract, in excess of the fifty percent (50%) open space required, up to one percent (1%) more (rounded down) additional dwelling lots shall be allowed. A yield plan calculation is the number of lots that can be placed on potential streets in the subdivision, in conformance with the Northfield Subdivision Regulations and Section 7.01 of this bylaw, without the open space set aside but excluding wetlands, water bodies, floodplains, and slopes greater than twenty-five percent (25%).

#### 11.07.03 Lot Dimensions

No lot shall have less than 100 feet of frontage on its access road.

No lot shall have less than 150 feet of depth.

*No lot shall have less than 15,000 square feet.*

No building shall be located less than ten (10) feet from a lot line or less than 25 feet from a public way, *proposed or approved* subdivision road, or any other right-of-way.

#### 11.07.04 Sanitation Requirement

Each lot shall have suitable soils and site for a private septic system and water supply, or access to a municipal sewer system, or access to a common septic system approved by the Board of Health.

#### ~~11.07.05 Lot Access~~

~~A common drive, as approved by the Planning Board, may serve two or more lots that comply with the lot requirements of Section 11.07.03. In addition, the drive shall conform to Section 7.03.01 except that the subgrade and traveled surface width shall be not less than sixteen (16) feet on any portion of the common drive. Lots may have access not through frontage, so long as such access not through frontage provides adequate access for emergency vehicles and safe access for other vehicles entering and exiting the lot, and is in keeping with the considerations of Article IX.~~

#### 11.07.056 Solar Energy Option

A subdivision that provides, in the form of one or more shared facilities, a minimum of two kilowatts (2kW) of grid-connected photo-voltaic solar energy generation for each residential unit in the subdivision may have up to twenty percent (20%) more (rounded down) additional dwelling lots than provided under Section 11.07.02.

A solar energy facility proposal will be reviewed by the Northfield Energy Committee, which will provide its recommendations to the Planning Board. On the basis of this review the Planning Board may require changes/additions to the proposed facility to meet the terms of this section. After construction the Northfield Building Commissioner will be responsible for annually inspecting the condition of any such facility.

#### 11.07.067 Maintenance of Common Facilities

All common facilities of the subdivision, such as wells, sanitation facilities, and solar energy facilities, will be conveyed to a corporation or trust owned or to be owned by the property owners within the development; ownership thereof shall pass with property conveyance in perpetuity.

Maintenance of all common facilities shall be permanently assured through an incorporated non-profit homeowner's association, covenant, or other agreement through which each property owner in the development is automatically a member, each has an equal say in determining the affairs of the organization, and each is subject to an equal charge for a share of the maintenance expenses, or through a comparable arrangement satisfactory to the Planning Board. Such land agreement documents shall be submitted with the development plan and shall be subject to approval by the Planning Board and Town Counsel. This organization shall remain under the control of the developer until a majority of the properties are conveyed to a majority of the permanent owners.



All principal buildings and accessory buildings and structures shall be setback in accordance with section 7.01. *Any stand-alone (i.e., not on a building) alternative energy structure (e.g., wind generator, solar panel, outdoor wood boiler) shall be set back, at a minimum, a distance equal to the overall height of the structure.*

**Article 36. Passed / Declared Unanimous Voice Vote by Moderator 2/3<sup>rd</sup> Required**

Move that the Town amend the Zoning By-law as described in Article 36 of the 2012 Annual Town Meeting Warrant.

**Article 36 as it appeared in the May 7, 2012 Annual Town Meeting Warrant;**

change to Section 11.01 of the Zoning By-law

(new language shown in *italics*, and language to be deleted shown with ~~strike through~~):

**11.01 Removal of Natural Materials**

The removal of loam, earth, sand, mineral aggregate, stone or rock from a parcel of land ~~hereafter~~ shall require a special permit issued by the Zoning Board of Appeals in the manner described in Article VIII of the By-law, *with the following exception:—except* where such *removal* is incidental to the construction of an approved building, ~~routine farming operations~~, or construction of roads within an approved subdivision, *up to 50 cubic yards may be removed without a special permit. Any removal of such material from any parcel for any use in excess of 50 cubic yards shall require a special permit. Nothing in this bylaw shall restrict those activities exempted under Chapter 40A Section 3 of Massachusetts General Laws.*

All special permits issued under this Article shall expire at the end of three (3) years. They shall be renewed for an additional three (3) years after notice and hearing according to Article VIII of this By-law if the permit holders are found to be in conformance with the conditions of the original special permit. The Zoning Board of Appeals may refuse a renewal if they find substantive non-conformance with conditions required in the permit. Subsequent renewals shall be made in the same manner.

**Article 37. Failed / Voice Vote**

Move that the Town approve designs for a Town Flag and a Town Seal, to become effective July 1, 2012.

**Article 38.**

**Motion to Pass Over: Passed / Voice Vote**

To see if the Town will vote to raise and appropriate \$1,000 for the fabrication of Town Flags.

**Article 39. Passed/ Hand Count YES/83 NO/56**

**Motion: To Move the question Passed / Voice Vote**

Move that the Town vote to adopt the “Stretch Energy Code” set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA), as may be amended from time to time, and to adopt the by-law entitled “Stretch Energy Code” as set forth in Article 39 of the 2012 Annual Town Meeting Warrant, to be effective concurrent with the current code on January 1, 2013 and solely effective on July 1, 2013.

**Article 39 as it appeared in the May 7, 2012 Annual Town Meeting;**

Stretch Energy Code

1. Adoption. The Town of Northfield has adopted the provisions of 780 CMR 115.AA (i.e., Appendix 115.AA of the State Building Code or the “Stretch Energy Code”), as may be amended from time to time, in place of the provisions set forth under 780 CMR 13.00, 34.00, 61.00 and 93.00.
2. Purpose. The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code.

**Article 40. 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, with all money remaining in the fund at the end of each fiscal year, and to raise and appropriate \$300 therefor.

**Article 41. Passed / Declared Unanimous Voice Vote by Moderator 2/3<sup>rd</sup> Required**

Move that the Town raise and appropriate \$225,000 for the Stabilization Fund/Account.

**Article 42. Passed / Unanimous Voice Vote**

Move that the Town instruct the Assessors to transfer \$80,000 from the undesignated fund balance and \$310,000 from overlay surplus for the purpose of reducing the Tax Levy for Fiscal Year 2013.

There being no further business to come before the Town, the Moderator Nathan L'Etoile dissolved the meeting at 11:04 p.m.

Registered Voters --- 2093

Voters In Attendance -- 295

Voter Turnout --- 14%

Jane Abbott	Election Worker
Alice Fortier	Election Worker
Betty Gibson	Election Worker
Amy Hendricks	Election Worker
Elizabeth L'Etoile	Warden
Linda Leavis	Election Worker
Kay Snow	Election Worker
Jessie Wiggin	Election Worker

Attest:

Gail V. Zukowski CMMC Town Clerk

**Annual Town Election  
Northfield, Massachusetts  
Commonwealth of Massachusetts  
May 8, 2012**

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

**Board of Selectmen**

**Three year term**

**Vote for One**

Dianne E. Cornwell	150
John G. Spanbauer	254
Write – In Joseph Stacy	12
All Others	3
Blanks	1

**Board of Assessors**

**Three year term**

**Vote for One**

Thomas Shearer	362
Write – In	0
All Others	1
Blanks	57

**Board of Health**

**Three year term**

**Vote for Not more than Two**

David C. Balk	337
Robert H. MacEwen Jr.	336
Write – In	0
All Others	0

Blanks 167

**Board of Library Trustees**

**Three year term**

**Vote for Not more than Two**

Paulina Borrego	328
Nolan Briggs Kitfield	323
Write – In	2
All Others	187
Blanks	

**Board of Library Trustees**

**One year term**

**Vote for One**

Deborah A. Potee	361
Write – In	0
All Others	2
Blanks	57

**Moderator**

**Three year term**

**Vote for One**

Nathan W. L'Etoile	338
Write – In	1
All Others	0
Blanks	81

**Planning Board**

**Five year term**

**Vote for One**

Robert D. Hall Jr.	332
Write – In	0
All Others	0
Blanks	88

**Recreation Commission**

**Three year term**

**Vote for One**

Write – In Joseph Stacy	15
All Others	12
Blanks	393

**Recreation Commission**

**One year term**

**Vote for One**

Jeremy S. Underwood	361
Write – In	2
All Others	0
Blanks	57

**Board of Sewer Commissioners**

**Three year term**

**Vote for One**

Raymond J. Zukowski Jr.	371
Write – In	1
All Others	48
Blank	

**Town Clerk**

**Three year term**

**Vote for One**

Gail V. Zukowski	380
Write – In	0
All Others	0
Blank	40

**Treasurer**

**Three year term**  
**Vote for One**

Barbara J. Brassor	376
Write – In	0
All Others	0
Blank	44

**Board of Trustees of Veterans Memorials**

**Veteran**

**Three year term**  
**Vote for One**

Robert D. Hall Jr.	352
Write – In	0
All Others	0
Blanks	68

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

Registered Voter – 2093

Votes Cast – 420

Voter Turnout – 19%

Election Workers

Alice Fortier	Election Worker
Ruth Gallagher	Election Worker
Betty Gibson	Election Worker
Celine Chabot-Hall	Election Worker
Amy Hendricks	Election Worker
Linda Leavis	Election Worker
Kay Snow	Election Worker
Pamela Veith	Election Worker
Jessie Wiggin	Election Worker
Elizabeth L'Etoile	Warden

Attest:

Gail V. Zukowski  
Town Clerk

**THE COMMONWEALTH OF MASSACHUSETTS**  
**STATE PRIMARY ELECTION**  
**Thursday, September 6, 2012**

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

**Democratic:** Three hundred fifty ballots were cast:

**Senator in Congress**

Vote for One	
Elizabeth A. Warren	310
Blanks	35
All Others	5

**Representative In Congress**

Vote for One	
James P. McGovern	259
William Feegbeh	22
Blanks	69
All Others	0

**Councillor**

Vote for One	
Michael J. Albano	110
Gerry Roy	32
Kevin J. Sullivan	125
Blanks	83
All Others	0

**Senator in General Court**

Vote for One	
Stanley C. Rosenberg	326
Blanks	24
All Others	0

**Representative in General Court**

Vote for One	
Paul W. Mark	300
Blanks	50
All Others	0

**Clerk of Courts**

Vote for One	
Susan K. Emond	302
David R. Roulston	33
Blanks	15
All Others	0

**Register of Deeds**

Vote for One	
Joseph A. Gochinski	118
Scott A. Cote	221
Blanks	11
All Others	0

**Green-Rainbow:** One ballot was cast:

**Senator in Congress**

Vote for One		
	Write - in	0
Blanks		1
All Others		0

**Representative In Congress**

Vote for One	Write - in	0
Blanks		1
All Others		0

**Councillor**

Vote for One	Write - in	0
Blanks		1
All Others		0

**Senator in General Court**

Vote for One	Write - in	0
Blanks		1
All Others		0

**Representative in General Court**

Vote for One	Write - in	0
Blanks		1
All Others		0

**Clerk of Courts**

Vote for One	Write - in	0
Blanks		0
All Others		1

**Register of Deeds**

Vote for One	Write - in	0
Blanks		0
All Others		1

**Republican:** Fifty Six ballots were cast:

**Senator in Congress**

Vote for One		55
Scott P. Brown		1
Blanks		0
All Others		

**Representative in Congress**

Vote for One	Write - in	0
Blanks		54
All Others		2

**Councillor**

Vote for One		31
Michael F. Case		13
Michael Franco		12
Blanks		0
All Others		

**Senator in General Court**

Vote for One	Write - in	0
Blanks		56
All Others		0

**Representative in General Court**

Vote for One	Write - in	0
Blanks		55
All Others		1

**Clerk of Courts**

Vote for One	Write - in	0
Blanks		52
All Others		4

**Register of Deeds**

Vote for One	Write - in	0
Blanks		50
All Others		6

The polls were closed at 8:00 p.m.  
Registered Voters –2114  
Votes Cast – 407  
Voter Turnout – 19 %

**Election Workers**

Jane Abbott	Poll Worker
Barbara Brassor	Poll Worker
Amiee Brown	Poll Worker
Alice Fortier	Poll Worker
Betty Gibson	Poll Worker
Bridget Hammond	Poll Worker
Amy Hendricks	Warden
Carol Holden	Poll Worker
Bruce Kahn	Poll Worker
Linda Leavis	Poll Worker
Elizabeth L'Etoile	Poll Worker
Robert MacEwen	Poll Worker
Jessie Wiggin	Poll Worker

Attest:

Gail V. Zukowski CMMC  
Town Clerk

The Commonwealth of Massachusetts  
**STATE ELECTION**

**Northfield, Massachusetts  
November 6, 2012**

At the time and place set forth in the warrant, the polls were opened at 7:00 a.m. One thousand six hundred and thirty eight votes were cast with the following results:

**ELECTORS OF PRESIDENT AND VICE PRESIDENT**

*Vote for One*

Johnson and Gray	Libertarian	16
Obama and Biden	Democratic	1115
Romney and Ryan	Republican	474
Stein and Honkala	Green-Rainbow	23
Blank		8
Write-in		0
All Others		2

**SENATOR IN CONGRESS**

*Vote for One*

Scott P. Brown	Republican	611
Elizabeth A. Warren	Democratic	1014
Blank		12
Write-in		0
All Others		1

**REPRESENTATIVE IN CONGRESS**

Second District

*Vote for One*

James P. McGovern	Democratic	1302
Blank		331
Write-in		0
All Others		5

**COUNCILLOR**

Eighth District

*Vote for One*

Michael J. Albano	Democratic	997
Michael Franco	Republican	441
Blank		200
Write-in		0
All Others		0

**SENATOR IN GENERAL COURT**

Hampshire, Franklin and Worcester District

*Vote for One*

Stanley C. Rosenberg	Democratic	1375
Blank		262
Write-in		0
All Others		1

**REPRESENTATIVE IN GENERAL COURT**

Second Berkshire District

*Vote for One*

Paul W. Mark	Democratic	1310
Blank		326
Write-in		0
All Others		2

**CLERK OF COURTS**

Franklin County		
<u>Vote for One</u>		
Susan K. Emond	Democratic	1342
Blank		295
Write-in		0
All Others		1

**REGISTER OF DEEDS**

Franklin County		
<u>Vote for One</u>		
Scott A. Cote	Democratic	1345
Blank		291
Write-in		0
All Others		2

**COUNCIL OF GOVERNMENT EXECUTIVE  
COMMITTEE**

Franklin County		
<u>Vote for One</u>		
John P. Paciorek		1205
Blank		431
Write-in		0
All Others		2

**REGIONAL SCHOOL DISTRICT**

Bernardston		
<u>Vote for Not more than Two</u>	4 year	
Blank		3245
Write-in	Michael Sharry	5
Write-in	James Ruder	12
All Others		14

**REGIONAL SCHOOL DISTRICT**

Leyden		
<u>Vote for One</u>	4 year	
Blank		1623
Write-in	Sharon Fontaine	10
All Others		5

**REGIONAL SCHOOL DISTRICT**

Northfield		
<u>Vote for Not more than Two</u>	4 year	
Jed Proujansky		848
Patricia Shearer		1145
Blank		1280
Write-in		0
All Others		3

**REGIONAL SCHOOL DISTRICT**

Warwick		
<u>Vote for Not more than Two</u>	4 year	
Denyse Dar		1022
Blank		2247
Write-in	Mike Sharry	7
Write-in		0
All Others		

**REGIONAL SCHOOL DISTRICT**

Warwick		
<u>Vote for One</u>	2 year	



Martha Morse	1066
Blank	572
Write-in	0
All Others	0

**Question #1**

Yes	1156
No	200
Blank	282

**Question #2**

Yes	937
No	659
Blank	42

**Question #3**

Yes	1066
No	520
Blank	52

**Question #4**

Yes	1163
No	242
Blank	233

**Question #5**

Yes	995
No	427
Blank	216

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

Election Workers:

Jane Abbott	Poll Worker
Barbara Brassor	Warden
Dianne Cornwell	Poll Worker
Alice Fortier	Poll Worker
Betty Gibson	Poll Worker
Carolyn Holden	Poll Worker
Bruce Kahn	Poll Worker
Robert MacEwen Jr.	Poll Worker
Eric Meals	Poll Worker
Jo Ann Newton	Poll Worker
Nina Sibley	Poll Worker
Kay Snow	Poll Worker
Albert Stone	Poll Worker
Patricia Stone	Poll Worker
Pamela Veith	Poll Worker
Jessie Wiggin	Poll Worker

Registered Voters: 2155

Votes Cast: 1637

Voter Turnout: 76%

Attest: Gail V. Zukowski CMMC  
Town Clerk

**Vital Statistics for 2012**

Births	Deaths	Marriages
16	21	12

MGL 94C § 32L	<b><u>Civic Disposition Violations</u></b>	\$1,000.00
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**Dog Licenses**

Male /Female	68
Spayed / Neutered	586
Kennel (10 dogs)	3
Kennel (more than 10 dogs)	2
Late Fees	\$705.00
By Law Violations	\$100.00

## Conservation Commission

The Northfield Conservation Consists of members; Chairman William Llewelyn, Michael Barry, Charlie Blanker, Joan Deely, Hunter Swanson and administrative assistant, Sarah Monette. The Commission holds its monthly meetings at the Town Hall, every third Wednesday of the month and met twelve times in 2012. New member, Hunter Swanson, was welcomed to the commission in January and William Llewelyn was re-elected to the Chairmanship in June.

Our WPA Filings and Documents voted on consisted of:

2 Requests for Determinations	0 Cease & Desist Orders
0 Positive Findings	9 Site Visits
2 Negative Findings	0 Certificates of Compliance
1 Notice of Intent	3 Emergency Orders
1 Approved	0 Abbreviated Notice of Resource
0 Denied	Area Delineation
0 Withdrawn	

WPA Filings:

Water extraction from the CT River for Sage Hollow Nurseries, 97 East St. residential addition, culvert replacement on Warwick Rd and maintaining a boat dock in the CT River off Cross Rd.

Emergency Orders issued by the Commission:

- 2.0** June in order to facilitate the silt and debris clean up at the Pauchaug Boat ramp for CT River access to safety boats and vehicles
- 3.0** July to allow the removal of potentially hazardous trees and limbs following the tree falling incident at First Light Power campground.
- 4.0** July for the immediate repair of the collapsed culvert on Beers Plain Rd.

Conservation Restriction Properties:

The Commission worked with Americorps volunteers, Greater Northfield Watershed Association and Mt. Grace to develop an Outreach Plan and approved a Memorandum of Agreement for the management of the newly formed Town Forest and Richardson's Property. The Commission worked on several aspects of the Town Forest throughout the year including; the Bio-blitz species diversity count, design of an informational kiosk, creation and posting of signage, trail and boundary markers and collaborated on future activities to be held there. In May members reviewed the monitoring reports of both the Town Forest and Richardson's properties, completed by the GNWA. A new CR Property, of the Jaworski on Old Wendell Rd, was accepted by the Commission in November from Mt. Grace and who will also maintain the Monitoring.

The Commission worked on the conservation of the Mill Brook property, accepted the roll of reviewing vista pruning activities from First Light abutters, and collaborated with officials over possible locations of a new town safety complex. Mt. Grace representatives attended several meetings throughout the year in order to facilitate the creation and management of CR properties as well as seek approval from the Commission to transfer a piece of unmanageable property to NMH for CR creation.

Anyone who has questions about filing procedures or even whether or not they need to do so are encouraged to contact the Commission via email at [Northfield.CONSCOM@gmail.com](mailto:Northfield.CONSCOM@gmail.com) or by calling the Town Hall. Mass DEP Wetland Protection Act permit applications and instructions are available for download at [www.mass.gov/dep/water/approvals/wwforms.htm](http://www.mass.gov/dep/water/approvals/wwforms.htm) and online submission.

Submitted by,

William Llewelyn, Chair

## Northfield Council on Aging/Senior Center

**2012 saw an overall growth of over 6% from 2011.**

### Highlights

2012 was the first year of the Summer Concert Series under the pavilion in the new Senior Outdoor Recreation Area. Folks pulled up one of our beautiful park benches or brought lawn chairs of their own to enjoy the Home by Nine Jazz Band, Drew Paton's 1940's Hit Parade, and the Horse Mountain Jazz Band. Northfield Kiwanis set up a concession stand with burgers, hotdogs, strawberry shortcake and soft drinks.

Our annual Volunteer Appreciation was also held under the pavilion with "Garden Party" as its theme. In addition to a lovely buffet, fresh tomato salad made with tomatoes and basil grown in our own raised garden beds, volunteers sipped lemonade, and nibbled on chocolate covered strawberries for dessert. Some came dressed in old fashioned garden party attire wearing dresses and hats.

We enjoyed the annual senior picnic in the Recreation Area, with TRIAD, District Attorney David Sullivan, Registrar John Merrigan, and Franklin County Sheriff Chris Donelan as our guest chefs. A surprise visit from the newly trained Greenfield K-9, a German Shepard named Dracut entertained the crowd.

### Statistics and Trends

The Senior Center had 1% fewer special programs, yet a 9% increase in participation from last year suggesting there are more unduplicated seniors attending our programs for the seventh consecutive year.

Health programs and services:

Yoga and Osteo strength training classes saw an 18% decline in participation, versus our Blood pressure clinic increasing by 50%, leveling out the trend we saw last year that a greater number of active seniors were focusing on maintaining a healthy lifestyle as opposed to the 'managing' of chronic health conditions. The Council on Aging has made the recommendation to have a Town Nurse. COA and the Board of Health are currently researching the need and feasibility of having a Town Nurse to address the management of chronic conditions, run clinics, and offer education to Northfield residents.

Congregate Meal participation continued to decline, down 26% from last year, despite having tried adding Friday meals for most of 2012. As mentioned last year, we are seeing more and more 'regular' participants of years past, no longer driving, which is substantiated by the rising monthly van statistics. (The senior van, currently a shared contract with Bernardston Senior Center, runs only two days a week for Northfield.) Considering these consistently growing trends, the recommendation has been put forth by the Council on Aging for Northfield to pursue acquiring a demand/response senior van service on its own. Current negotiations are aiming for a July 2014 start- subject to further negotiations, and pending Select board, Finance Committee and Town vote.

**Conclusion:** The statistical trends we are seeing are indicative of two diverging subsets of participants: The elder- elders who are participating less in activities and require more outreach services and supports, and the boomers who have a completely different set of needs and interests. The challenge lies in sustaining current services and trying to increase outreach initiatives and transportation services for the elder-elders, while identifying the needs of boomers and designing programs of interest to engage them as they head into retirement.

The Senior Center is open Monday through Friday from 9am to 3pm.  
For information on our programs and services call the Senior Center at 498-2186.

Respectfully submitted,  
Suzanne Travisano, Director

## **Energy Committee**

As of March, 2013, 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.

In January of 2011 the Energy Committee along with FRCOG Planners and interested citizens held a meeting to begin the process of seeking designation as a “Green Community” by the Department of Energy Resources (DOER). On July 25, 2012 after some eighteen months of meetings, presentations, working with other boards and committees and, still more meetings, Northfield earned its designation and funding of \$143,750 to use on energy efficiency and renewable energy projects!!

To earn designation, Northfield had to comply with 5 criteria. These were: 1) Provide as-of-right siting in designated locations for renewable energy generation; 2) Adopt an expedited application and permitting process for criterion 1; 3) Establish a baseline for municipal energy use and develop a plan to reduce this by 20% within 5 years; 4) Purchase only fuel-efficient town vehicles unless they are exempt like police cruisers, fire trucks and heavy duty trucks; 5) Adopt the Board of Building Regulations and Standards “stretch code”. Criteria 1 and 5 were adopted at Town Meeting in May of 2012 and the other 3 were accomplished administratively and approved by the Select Board and DOER.

In order to spend the money, the Committee had to write grants for each project that showed the cost and energy reduction benefits that would lead to our goal of a 20% reduction in energy use and green house gas emissions over the next 5 years. Again, each project had to be approved by DOER and the Select Board. As of 12/6/2012, Northfield’s grant contracts became official and we could begin work.

Some of the projects we are working on are; insulation and air sealing for Town Hall and Dickinson Library, insulating and air sealing window treatments for those same building, a PV system for the Senior Center Pavilion and funding to do engineering studies on other project ideas. So far we have accounted for about two thirds of our overall funding.

Bob Pasteris – Chair

## Historical Commission

The Northfield Historical Commission began 2012 with snow cancellation! However our focus remained on the comprehensive survey of properties in East Northfield (including Rustic Ridge), undertaken with a Federal Survey and Planning Grant of \$10,000 (under the auspices of the Massachusetts Historical Commission), and the matching \$10,000 grant from Northfield's Community Preservation Act funds. A quote from the letter sent by the Massachusetts Historical Commission upon completion of our survey gives an excellent summary of our accomplishment:

*“The consultant, the Pioneer Valley Planning Commission, with the support of Northfield historian Fowler, has provided the Northfield Historical Commission with new information on 203 properties in the East Northfield area of the town....Special emphasis was placed on Rustic Ridge, and the area form for the district identified 68 “rustic” cottages that taken together document the profound influence of the Northfield Seminary Bible conferences on the development of East Northfield. The survey will assist the Town in its long-range preservation and growth management planning, giving the Historical Commission greater ability to evaluate the impact of new developments on historic properties.”*

At the town meeting in May the Commission made a statement relative to the discussion of the purchase and demolition of the historic “Beehive” at 91 Main St. we noted that we had not been consulted in this although the Commission, by State law is the official agent of our town government responsible for community-wide historic preservation planning.

This lack of communication with the Selectboard, Planning Board, Zoning Board and Conservation Commission led, in part, to the drafting of official by-laws for the Commission. The effort was led by our new member, Robert Hall, who comes to us with experience in the Needham MA historical commission. He formulated by-laws commensurate with Massachusetts General Laws, Chapter 40, Section 8D. We hope these by-laws will facilitate better communications, especially in light of the work of the Master Plan Committee.

The Commission, with the Historical Society, sponsored the annual Day of History in June. This was a celebration of Northfield's businesses from our earliest days to the present, illustrated by time periods, with maps and photographs.

It is sad to have to accept the fact that Mary Jane Porter has not renewed her membership on the Commission. For over 30 years she has been serving most faithfully, with a wealth of knowledge, commitment to our heritage, and always helpful insights. She will be greatly missed.

Submitted by

Marie Ferre', Chair

## Northfield Open Space Committee

The Northfield Town Forest saw lots of action in 2012, with members of the Open Space Committee (OSC) participating in most, such as: a bio-blitz in the spring, construction of a kiosk (at the parking lot at the top of Gulf Road) in the fall, and planning for a new pedestrian trail loop. These activities were organized mainly by Mike Barry of the Conservation Commission and Willa Caughey, an Americorp associate at Mount Grace. A number of additional Town Forest activities are planned for 2013.

The major OSC objective during the year was to complete the revision of the Northfield Open Space and Recreation Plan (OSRP). Without FRCOG or town funding for this revision, the OSC members did all the work, with help on mapping from Andrea Buglione, an Americorp associate with the North Quabbin Regional Landscape Partnership. The OSC also worked with the Recreation Commission on the recreation part of the draft OSRP. The 2012 draft revision was completed and sent to the Department of Conservation Services office of Energy and Environmental Affairs for official review.

As part of the work on the OSRP revision, the OSC held a town-wide public forum February 15, 2012 which was well attended. The forum yielded useful data which augmented the results of the 2011 town-wide Survey on Open Space and Recreation. Results of the survey and forum are available on the OSC page on the town website. Two highlights of this revised OSRP, based on the survey and forum results, are investigations toward establishing a Northfield Community Park and increased documentation and marking of trails. The OSC web page links to meeting minutes, the Open Space and Recreation Plan, maps and other materials that may be of interest.

During 2012 the OSC also:

- Asked the Selectboard to advocate for the conservation of the Mill brook property owned by the NMH school,

- At the Selectboard's request, coordinated two "town right-of-first-refusal" purchases of Agricultural Preservation restriction (APR) properties,

- Worked with John Lepore on the PVRs Resilient Land Management Plan project,

- Co-sponsored the Northfield Trails Association series of Sunday hikes in Northfield,

- Monitored the relicensing process for the Northfield Mountain pumped storage facility.

The OSRP specifies a number of ongoing responsibilities, including:

**5.0 Citizen Stewardship:** 2012 is the sixth year for the Citizen Stewardship Award; the 2012 awardee is Robert Pasteris for his work with the town on obtaining Green Community status for Northfield.

**6.0 Open Space Conservation:** The OSC continues to track and promote various opportunities to conserve open space in Northfield. In this connection the OSC continues its strong working relationships with the Mount Grace Land Conservation Trust and the North Quabbin Regional Landscape Partnership.

**7.0 Stream Monitoring:** The OSC continues to partner with a local non-profit group, Greater Northfield Watershed Association (GNWA), on issues of mutual interests.

**8.0 Trail Work:** The OSC continues to partner with the Northfield Trails Association on issues of trail maintenance, signage, documentation, etc.

The full OSRP, OSC membership, meeting times, and meeting minutes, as well as other documents, are on the OSC page of the town's website, [www.northfield.ma.us](http://www.northfield.ma.us). The OSC has representatives on five other Northfield committees: Agricultural Commission, Community Preservation Committee, Conservation Commission, Historical Commission, and the Planning Board.

Respectfully submitted by members of the Open Space Committee:

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

**Fred Wells Trustees**

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

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

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

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

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

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

Respectfully submitted,

Ted Penick  
Trustee (Northfield)



## **Zoning Board of Appeals**

The Zoning Board of Appeals is comprised of five regular members and three alternate members. They are appointed for 5-year alternating terms and are appointed by the Board of Selectmen. The Board meets on Monday evenings as needed for business meetings and public hearings. The ZBA acts in a quasi-judicial capacity on the issuance of certain special permit applications, petitions for variances from the Zoning Bylaws and appeals from the acts of the Building Inspector. The Board has the power to receive testimony under oath. Most decisions of the ZBA may be appealed by an aggrieved party to the District, Superior or Land Courts.

The ZBA acted on various requests as follows:

### Granted:

A. R. Sandri, Inc/Town of Northfield a.k.a Northfield Ambulance, 41 Main Street ~ Special Permit

### The withdrawal of the application without prejudice

Joel Browning, 6 Homer Road, Northfield, MA ~ Special Permit

**The Board wishes to express its appreciation to Marguerite Lentz and Raymond Clark for their many years of dedicated service to the Town of Northfield and the Zoning Board of Appeals. The Board was also excited to welcome 2 new members – Shawn Foster and Al Dietrich and is looking forward to filling more alternate positions.**

Respectfully submitted,

Edward Shearer, Chair

Marguerite Lentz, Clerk

William Forrest, Member

Erin Jaworski, Member

Jennifer Cox, Member

Raymond Clark, Associate Member

Shawn Foster, Member

Albert Dietrich, Alternate Member

Vivien Venskowski, Administrative Assistant

## Northfield Emergency Medical Services



It is a privilege to provide my eighth report to the town as your Emergency Medical Services Chief. 2012 proved to be another exciting year as the department continues to improve its service to the citizens and visitors of our community. For the 2012 calendar year, we answered 197 calls transporting 114 patients. We have seen an increased number of calls for our ambulance to respond mutual aid outside our town as other ambulance services struggle to meet the growing needs of EMS. In the near future, we may also need to review the possibility of dedicated staff to serve not only EMS functions but other roles not being fulfilled or had been cut from years past such as home visits and elder care. Unfortunately we continue to see a disturbing trend in the decrease of volunteers nationwide.

Our roster continues to mature with existing members increasing their levels of education and EMS certifications. For example we now have on staff 2 child passenger safety technicians certified by Safe Kids for proper car seat installation and education. We are also currently staffed with 20 EMT- Basics, 1 EMT Intermediates and 3 Paramedics. We are always actively attempting to recruit new members who wish to become EMT's. Any citizen who is interested in making a difference in the community or has questions about how to become an EMT, please contact me or leave a message at the town hall. We are always in need of help!!!

I am very proud to once again announce that for the third straight year Northfield EMS/Ambulance will **not** be requesting money from taxation to operate the ambulance and provide EMS services to 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.

At last year's town meeting, the plan for a consolidated public safety building was rejected. As a result, Northfield EMS investigated other alternatives and found that the revitalization of the 41 Main Street building was a workable solution to our immediate space needs. Solely through donations was the building renovated to a workable EMS headquarters. On December 1 2012, Northfield EMS started to renovate the building and by mid-January 2013 had moved completely into the building. As this building provides a temporary solution, it is not the final solution. We will continue to work with the public safety building committee to work toward a final solution to all public safety needs. Thank you to everyone that has shown support with donations of all types.

In our continued effort to provide the best possible patient care, we are working to upgrade our level of service to the highest level of Advanced Life Support also known as Paramedic. We currently have staff members trained at this level but cannot perform these lifesaving skills solely as a result of our services current licensing. As we work towards this goal, seeking out jointly beneficial partnerships with other communities may be discussed. Last year, a partnership with the Town of Erving was briefly discussed and dissolved before any real discussions could occur. I would like to remind everyone that there are non-financial benefits to having operating your own Paramedic ambulance.

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, family event or the loss of sleep followed by a long day at work after being awakened by the pager in the middle of the night. 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

## **Northfield Highway Department, Town Cemeteries Tree Warden & Building Maintenance**

I would like to take the time to thank the town's people for the new equipment purchased this year. Our two new trucks have been working hard to cut plowing and sanding times during snow storms and have been extremely useful moving more materials at once and working in multiple locations when necessary. It has also increased our productivity by not spending a great deal of time on old vehicle repairs.

Spring projects included, but were not limited to; winter clean up, grass seeding, street signs repaired, drains cleared of debris, ditches cleaned, streets swept, potholes filled and roadways patched. Several roads were shimmed in west Northfield in preparation for the laying of oil and stone, which occurred over the summer. Approximately six miles of roads were treated, during which time the Highway Crew discovered the collapsing of a major headwall on Captain Beers Plain Road. An emergency permit was immediately obtained and the headwall was replaced.

Approximately three to five thousand tons of gravel was added to various dirt roads. After grading was completed Highway began working with a new road spray to control dust and allow for better tractor compaction, which will save money on future grading maintenance. Several culverts around town were replaced after safety inspections were conducted, one of which was on Warwick Road where the Highway Department was forced to close the road for a day and reroute traffic. Culverts were also replaced on Orange Road and Old Wendell Road improving roadside drainage from mountain run off.

Northfield Highway also became part of the WEMCO Roadside Mower Program which allows the town the use of a brand new mower, costing only its yearly registration and insurance. The mower will also be leased, by Northfield, to four other towns and after five years WEMCO will sell the mower to Northfield for a dollar. This will replace Northfield's twenty year old aging piece of equipment and save the town the \$125,000 purchase price of a new mower.

Once regular summer maintenance requirements were under control, the Highway Department began a two month drainage improvement project on South Mountain Rd. Several hundred feet of piping and materials were installed, ditches cleaned and safety improvements completed. By fall a base coat of blacktop was finally installed, though more layers are scheduled to be put down in the spring, the road was made secure for winter use.

In the fall the Highway Department replaced the culvert between the Fire Pond and adjacent Tuffs Pond solving a reoccurring road erosion problem and securing the road to better hold the newly laid oil and stone, improving water access for fire safety. Several drainage upgrades were also made on Four Mile Brook Rd. Gomes Contractors received the project contract for the work and did an admirable and efficient job.

**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. This past year the Highway Crew was required to perform extensive clean up after the unseasonable October 2011 snow storm. Six lots were sold and several new stones were erected. Nearly a dozen sink holes were repaired to prevent injury to visitors and the Department is currently in the process of gridding out new lots.

**Trees:** Last winter saw the town still recovering from the October 2011 snow storm, which downed trees and limbs, caused power outages and created many unexpected concerns. The Highway Department had to remove several fallen trees and more still deemed to be a safety concern in various locations throughout town. The power company also took action to clear leaning trees and remove overhanging limbs which may cause power outages in future snow and wind storms. Several more trees were taken down along Warwick Road due to disease and rot and roadside brush was trimmed around street signs and at corners to improve visibility.

I would like to thank Fred Fuller and Matt Llewelyn for all their help this summer. I would also like to thank Kevin, Mike, Kris, Michael, and our new employee in charge of Highway Maintenance, Jeremy. He has been working hard to install the new wood boiler heating system in the Town Highway Garage will save the town a great deal in winter heating costs in the future.

## **Building Maintenance**

In less than a year, since Jeremy took on the responsibility of maintaining the six town buildings, he has unfortunately discovered a good deal of neglect and has addressed a number of issues in need of updating and repairs. The Town Hall outdated rear entrance and boiler room doors have been replaced. Various trim and doors throughout the building have been repainted. At the library a new roof structure was installed over the central air conditioning units to keep them from being damaged by snow accumulation. Ceiling lighting fixtures, which had become detached over time, were secured and an unsecure broken window was replaced. At the fire station, Jeremy obtained bids for the replacement of roof materials and labor, as well as oversee construction and ensure contract standards were achieved. The Highway Garage has also seen much needed improvement in efficiency with the installation of a new wood boiler. The old waste oil furnace was removed and a completely new hot water system was installed. With all the construction being completed in-house it saved the town well over a hundred hours of contractor labor. The new boiler is up and running and since February the Garage has not used a drop of heating oil. Jeremy is currently working with several contracting companies to make sure all the annual inspections are completed and reviewing contracts to ensure proper and expedient execution.

Thank you for a most productive year!

Submitted by,

Thomas Walker  
Highway Superintendent and Building Maintenance Supervisor

## Police Department

As the Chief of Police, it is with great pride that I submit my fourth and final 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. Aside from maintaining the progress already made on various initiatives, the department committed itself to improving certain areas.

First and foremost, we committed to the continuous improvement towards officer safety. This objective was accomplished by providing our officers with the tools necessary to safely perform their jobs and by providing officer safety training. In September, Staff Sergeant Leighton and Officer Kimball attended a week of "Officer Down Training. During this training, they learned tactical firearms techniques in conjunction with tactical medical aid for trauma wounds. The officers learned how to effectively rescue an officer or civilian who has suffered trauma wounds and how to treat these wounds in the field. These officers brought the techniques they learned back to the department and instructed the remainder of our officers and those in surrounding towns. We provided each officer with additional medical equipment needed for emergency treatment, which they can carry on their uniform during their tour of duty.

Second, we committed to improving our emergency response plans, making them compatible with other municipal departments. Our plans for emergency response to Northfield Elementary School and Pioneer Valley Regional School were updated over this past summer. Our officers, with the assistance with members of Massachusetts State Police, practiced this plan by responding to mock scenarios at the school. Upon critique and revision of our plans, we performed a second mock scenario drill at Pioneer Valley Regional School, with the combined participation of surrounding law enforcement agencies. We concluded our emergency planning through coordination with other Northfield public safety departments, where we discussed interoperability and expectations of each department.

Third, we committed to improving our department's communication and training. We arranged a department meeting and training each month of the year. We provided our officers with scenario based training during motor vehicle stops, provided CPR and First responder training, breathalyzer machine (new and provided at no cost by the Massachusetts Office of Alcohol Testing), firearms training and other computer based trainings. These trainings and meetings significantly improved our officer's knowledge and sense of teamwork.

Finally, our department committed to improving part time officer staffing levels and developing uniform training procedures. We were successful in recruiting and hiring quality reserve police officers who have proven their commitment to the Town of Northfield. In addition, we implemented a new training program which assures that new officers receive training and prove their knowledge and abilities in all aspects of law enforcement. As the new officer progresses through their training program, their field training officer signs off on each category. We are confident that this procedure will provide uniformity and effective training.

### Budget:

Our budget in fiscal year 2013 was a step in the right direction as it provided for sufficient shift coverage as well as additional to extra patrols for the purpose of providing support to our full time staff. With administrative, court and investigative burdens, our full time officers are often prevented from providing proactive patrols and traffic enforcement. With additional funding in this year's budget, our department was able strategically implement part time shifts to address these concerns. In addition to our budget, our department applied for and was awarded a Department of Homeland Security grant, which assisted us in upgrading our equipment such as our cruiser computers, lighting, radios, telephones, etc. Furthermore, our 2008 police cruiser was totaled in 2011 as a result of an alleged drunk driver. We received an insurance reimbursement for that crash this fiscal year and purchased a new 2013 fully marked Ford Interceptor Sedan. The following is a breakdown of our funding in relation to past years.

	<b>FY2011</b>	<b>FY2012</b>	<b>FY2013</b>
Town Appropriations	248,818	255,544	289,054
Highway Safety Grant	1,855	0	0
Volunteers in Police Service Grant	0	1,500	0
Capital Expenses (Police Cruiser)	30,000	0	0
Insurance Adjustment (Police Cruiser)	0	0	29,946
RRAP Homeland Security Grant	0	0	17,440
<i>Total</i>	<i>280,673</i>	<i>257,044</i>	<i>336,440</i>

### Personnel:

This past year, we maintained our normal staffing levels of three full time officers coupled with five reserve officers. Four months of the year, we were limited to two full time active duty officers due to injuries. To compensate for this loss, Officer William Kimball obtained a waiver from the Municipal Police Training Committee to work full time for the department.

**Calls for Service:**

This year we have experienced an 8% decrease of dispatched calls for service, as we recorded 1,122 calls for service through the Shelburne Control Regional Dispatch Center. Alternatively, our documented police activity increased significantly due to an increase in the request for non-emergency police services and the implementation of nightly business checks. In 2012, we recorded a total of 10,518 police services (5,335 of which involved officer generated business and house checks). The following is a general breakdown of the calls and activities that officers were dispatched to throughout the year.

	<b>2010</b>	<b>2011</b>	<b>2012</b>
Alarm	63	82	60
Animals Complaint	52	61	117
Assist Other Agency	128	221	293
Assist Person	151	207	210
General Service	957	1,247	2,376
House / Building Check	615	362	5,335
Medical Assist	77	118	108
Motor Vehicle Complaint	63	200	243
Other 911 Calls	92	71	142
Suspicious Activity	37	36	84
Disturbance	n/a	46	33
Investigations	n/a	368	464
Court Duties	n/a	133	189
Harassment	n/a	28	28
<i>Total Dispatched Calls for Service</i>	<i>1,076</i>	<i>1,213</i>	<i>1,122</i>
<i>Total Police Services</i>	<i>2,309</i>	<i>3,609</i>	<i>10,518</i>

**Investigations:**

Due to the hard work and dedication of our officers, 79 criminal cases were successfully closed and their offenders were prosecuted. This year we have seen an increase in property crimes (burglary / breaking and entering and vandalism), yet a slight decrease in crimes against persons (assault, sexual offenses and threats). The following information accurately reflects the number of investigations conducted in the past three years.

	<b>2010</b>	<b>2011</b>	<b>2012</b>
Armed Robbery	n/a	1	0
Assault	9	18	15
Breaking & Entering / Burglary	15	12	18
Disorderly Conduct	7	4	5
Disturbance	7	12	9
Drug Violations	14	4	5
Family Offenses	19	13	9
Fraud	7	6	8
Larceny	59	34	34
Liquor Law Violations	29	12	29
Sexual Offenses	6	5	1
Stolen Vehicle	1	5	1
Motor Vehicle Accidents	35	60	40
Motor Vehicle Offenses	101	72	80
Trespass	7	4	5
Vandalism	23	16	21
Intimation / Threats/ Harassment	12	26	11
Other Offenses	n/a	28	76
<i>Total</i>	<i>365</i>	<i>270</i>	<i>357</i>
<i>Total Arrests / Criminal Complaints</i>	<i>89</i>	<i>73</i>	<i>79</i>

**Traffic Enforcement**

Traffic concerns continue to be a high priority for Northfield residents and for the Northfield Police Department. During the spring and summer months, when traffic complaints are more common, our department increased traffic enforcement efforts. We assigned additional four hour patrol shifts to address these concerns, which proved to be successful. In addition, we continued to improve traffic control by strategically marking problem roadways with high visibility traffic control signage. The continued use of our speed measuring radar sign board also proved to be a successful technique to slow vehicle traffic.

	<b>2010</b>	<b>2011</b>	<b>2012</b>
Citation Arrests	38	18	21
Criminal Complaint Citation	60	39	40
Civil Citations	353	175	262
Citation Warnings	581	450	393
<i>Total Citations</i>	<i>1,032</i>	<i>686</i>	<i>742</i>
<i>Total Citation Fines</i>	<i>34,325</i>	<i>17,510</i>	<i>26,050</i>

**Goals for 2012**

The year 2012 proved to be a year in which we solidified our foundation for future success. Moving forward into 2013 The Northfield Police Department will be transitioning into new leadership. Staff Sergeant Robert Leighton, a twenty-four year veteran of the Northfield Police Department will be stepping into the role of Police Chief and Officer Scott Minckler, a five year veteran of the department will assume the Sergeant's position. Officer Kimball, who is currently working on a temporary waiver is eligible for continued employment until July 2013. At that time, the town must decide whether to send Officer Kimball to the Recruit Police Academy, hire another officer who has already certified or fill the void with additional reserve police officers. Due to the personnel and transitional difficulties facing the department this upcoming year, it is difficult to establish clear goals and objectives at this time. At minimum, the primary goal of the Northfield Police Department will continue to be 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.

Respectfully Submitted,  
 Chief Leonard Crossman

**OFFICE OF THE SUPERINTENDENT**

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

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**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 - 8:00 a.m. – 5:00 p.m.  
Vacation Days – 8:00 a.m. – 5:00 p.m.

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## **Pioneer Valley Regional School District Superintendent of Schools**

It is indeed a privilege to submit my fifth report as Superintendent of Schools for the Pioneer Valley Regional School District. In partnership with our families and other community members, our schools remain deeply committed to providing a safe, engaging, and inclusive teaching and learning environment that promotes respect, responsibility, and academic excellence.

The District Leadership Team welcomed two new members this year upon the retirement of Ellen Edson who, for the past six years, had filled two part time administrative roles in the culmination of her many years of outstanding service to the children and families of the PVRSD. Michele Regan-Ladd is the District's new Early Education Coordinator two days each week. For many years Michele has served in the same capacity in the Union 38 Schools three days per week. We are fortunate to tap her expertise and many years of varied experiences in early educational services. Elizabeth Musgrave was appointed part-time Warwick Community School principal on July 1, 2012. Elizabeth emerged as the "just right" match from an impressive pool. She started her administrative career in the District a number of years ago as the Elementary Curriculum Coordinator and we are so pleased to bring Elizabeth's many talents back to Warwick and the district.

In last year's report, I highlighted the considerable body of work ahead of us in implementing the new MA Educator Evaluation regulations. This year, I am happy to report that the district has made considerable progress in this regard. An Evaluation Steering Committee consisting of three administrators and three teachers was formed in the late winter of 2012 to shepherd the implementation: planning training in the new system, drafting contractual language, customizing procedures, designing necessary forms, and communicating regularly with participants to ensure both understanding by all participants and a feedback mechanism. In the 2012-2013 school year, all professional PVRSD educators are participating in an evaluation system consistent with the new regulations. Thus far, the implementation has been relatively smooth; more importantly, we believe it holds the potential to strengthen the effectiveness of our teaching and leadership practices. We are encouraged by the heightened level of professional dialog and self-reflection the new system requires.

Among the many areas of particular focus across our district schools, I would like to highlight two initiatives of particular importance this year, one at our elementary schools and one at the Pioneer Valley Regional School. Massachusetts' adoption of the internationally benchmarked national academic standards known as the Common Core and its dissemination of the Massachusetts Curriculum Frameworks for English Language Arts & Literacy and Mathematics has required that all our educators examine the district's curriculum to ensure it is well aligned. This tight alignment is critical so that PVRSD students are well prepared for success both on the high stakes state assessments and in their chosen educational and career paths. The elementary mathematics curriculum was identified as in particular need of attention. To that end, a Cross District Mathematics Curriculum Alignment Study Team has been meeting regularly last and this school year to draft a strategic action plan for mathematics instruction in the PVRSD. At present, the group is formulating their final recommendation for a program of instructional materials to be adopted in 2013-2014 in all district elementary schools. For the past three years, the PVRSD staff has been engaged in a process preparing the school for its New England Schools and Colleges accreditation visit, an event that occurs once every ten years. The process requires a school community to thoroughly and rigorously examine and document its practices relative to standards in seven areas (Core Values, Beliefs, and Learning Expectations; Curriculum; Instruction; Assessment; School Culture and Leadership; School Learning Resources; and Community Learning Resources.) During the accreditation visit, scheduled for March 3-7, 2013, a team of 16 professional educators will be on site gathering evidence to assess the school's performance relative to the seven standards. Following the visit, the NEAS&C will generate a report to include commendations and recommendations that will help determine Pioneer's direction for the next ten years.

PVRSD students in grades 3-10 participated in MCAS assessments in English Language Arts (ELA), Mathematics, and Science/Technology during the 2012 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 and PVRS achieved Level 1 while BES, NES, and WCS achieved Level 2. The results are extremely valuable in evaluating the success of our ongoing efforts to modify, enhance, and refine instruction so that every student has every chance to be successful.

Though there are hopeful signals that the economy is slowly improving, the expiration of ARRA and Federal Jobs Program funds actually resulted in a reduction in governmental funding available to the District in FY 2013 as compared to FY 2012. The FY 2013 operating budget of \$13,499,045, increased 1.50% over FY 12, resulted in an average increase to the towns' assessments of just over 2.81%. A number of deferred capital projects received the support required to move forward. Re-roofing a portion of Northfield Elementary and heating system work at PVRS was completed with the State covering 57% of the total cost through the Green Repair Grant Program. Preparing our students to be active and effective contributors to our ever changing world is a daunting task, one that requires the cooperation and contributions of an entire community. In the PVRSD, we benefit daily from the support of so many; in closing, let me extend deep gratitude to our students and their families, the PVRSD Committee, the PVRSD Leadership Team, the PVRSD educators, our town officials, and the citizens of our community.

Dayle Doiron, Superintendent of Schools

## Pioneer Valley Regional School Principal's Report 2012-2013

We were fortunate again last June to have graduation outdoors. Pioneer is such a beautiful setting when the weather cooperates. Social Studies teacher Aimee Brown delivered a warm commencement address with personal comments about each graduate. We are following the same school calendar this year as in previous years and school opened before labor day. We welcomed another large seventh grade class of 107 students. Overall enrollment declined slightly. We began school this year with 546 students. We had a large cohort of students elect to attend Franklin County Tech this year so we have fewer 9th grade students than we anticipated.

We welcomed five new faculty members this September to Pioneer. We had three retirements last June in addition to other changes. Susanne Burgess, Wendy Farley and Sandy Kinsman all retired. Chelsea Colbath who student taught with us last year is teaching seventh grade social studies. Peggy Fallon is our new Guidance Counselor. Erica Masson is our new Student Assistant Counselor and teaches Wellness to eighth graders. Mandy Boulay is teaching seventh grade English filling a position which opened up when Claire Brennan moved to Special Education. Inge Kuhlka is teaching middle school math after many years as a paraprofessional. She recently completed her licensure program and is now teaching. Each of these new faculty is a great addition to the Pioneer school community. We also have three teachers filling in for mid-year retirees or other gaps. Fred Range and Barb Carme both retired this January. We have been very fortunate to hire great mid-year replacements in the Library, Foods and Nutrition, and Spanish. These positions will be advertised and filled permanently for September, though I am hopeful that our temporary hires will all apply. They are all doing great work with students!

Our biggest project this year is to complete the New England Association of School and Colleges (NEASC) accreditation process. There are over 600 schools accredited by NEASC. We have completed a 113-page self-study report based on the seven standards and 42 indicators for accreditation. Every faculty member participated on a self-study committee and participated in collecting evidence and writing the report. At the conclusion of the report the faculty identified critical strengths and needs for Pioneer. The next step in the process is a site-visit by a committee of 16 educators from around the region. They will be here for four days from Sunday, March 3rd, to Wednesday, March 6th. They will review our self-study, interview students, parents, and staff, and conduct observations. They will then complete a report to the Commission on Secondary Education. When the Commission has reviewed and approved the report we will receive their findings including commendation and recommendations which will form the basis of planning for the next ten year cycle, and if all goes well we will receive accreditation for the next 10 years as well. The Pioneer faculty has done a tremendous amount of work above and beyond the day-to-day responsibility of teaching to complete this process.

The initiatives we began last year are in full swing this year. We have a revised daily schedule that includes advisory, flex time, longer blocks for instruction and increased collaboration time for faculty. A great deal of time and effort is going into adjusting instruction to make good use of longer blocks. This is a boon in many areas such as science that need longer blocks to complete lab activities. Other curriculum areas are finding the opportunities longer blocks allow for engaging and meaningful learning. We are developing the curriculum for advisory which is focused on building community and assisting student in understanding and achieving our expectations for student learning, for example, "Identify goals, set priorities and manage individual progress." Flex time has created a small window of 20 minutes three days a week for a variety of activities that otherwise are hard to schedule or take away from class time: class meetings, assemblies and even just a chance to meet with a student who needs extra help. Finally, collaboration time on a weekly basis is a great opportunity for faculty to improve instruction and to implement new ideas to continue to provide a great education and experience for students at Pioneer.

We have had some significant work done on the heating system at Pioneer this year. We have had a new boiler (one of two which heat the building), a new mixing valve and a new water heater installed. There is still work to be done on the computer controls to get the most out of the system. This was urgently needed work, and we were fortunate to qualify for the 57% reimbursement from the state through the Green Repair grant program. In addition we are thankful to the four towns for supporting the capital request which funded the balance of this project not paid for by the state.

The next big project at Pioneer is the installation of a fiber optic cable link which will allow us to double our broadband access to the internet. Again, this is part of a state project, the Massachusetts Broadband Institute (MBI), designed to bring broadband access to rural areas. This project is delivering the fiber cable to our school building. From there we have to update our infrastructure to make use of it. This increase in access will allow us more effective access on-line resources for education. These resources have been growing exponentially in recent years. You may recall that as a result of the electrical surges during the October snowstorm and power outage in 2011 our phone system was damaged. We went several weeks without an answering system or voicemail while we explored the extent of the damage and the options for repair. We now need to update our phone system and it is likely we can use this fiber optic access to switch over our phones to a voice-over-internet system which will give us greater functionality at no additional operating cost. Again, thanks to the capital improvement support from our four towns we have the resources to complete the installation of a new system this summer.

We have been working this year on completing the land management plan we began last year to help us make maximum use of the nearly 90 acres at Pioneer while at the same time managing the land sustainably so that it remains a rich and vibrant setting for years to come. John Lepore, who retired from Pioneer three years ago, has volunteered his time to lead the effort. The plan will provide an assessment of local and regional conditions and make recommendations for future land management practices. You can find information about the effort on our website. We hope to have a completed plan ready to bring to the School Committee this spring. 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

## **Northfield Elementary School Principal's Report**

I am pleased to submit my tenth annual report for Northfield Elementary School for the period of January 1, 2012 to December 31, 2012. The school year opened on August 29th with an enrollment of 226 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.

The School Building Utilization Committee is actively involved in maintaining the school building. Projects completed this year include a major replacement of roof shingles, added insulation and replacement of attic windows. We received a "Green Repair" grant from the state for this project which paid for 56.26% of the entire cost. Another project was the construction of two canopies above the exterior doors to the cafeteria and gym. We are able to keep up with regular maintenance like painting with donations from Kidder's. The walls in several classrooms and hallways are painted during vacations by the custodial staff. I would like to recognize the commitment of Chad Glover and Bill Roberts, two longtime members of the School Utilization Committee. Their expertise and guidance helps us keep the school in remarkable condition.

The installation of a front door security system was installed in September. Our safety protocols and procedures are regularly reviewed. We consult with our local safety officials about building concerns and conduct building reviews to make security recommendations for improvements. We continue to foster a climate of caring and mutual respect among all members of our educational community, and to be proactive in addressing any concerns that arise.

We introduced a new early release model for improving teaching and learning. All district elementary students are dismissed at 1:45 P.M., every Friday. The advantages in the plan are: similarity between the elementary and high school early release schedules, a predictable and consistent school week throughout the year, and consistent, timely, and regular opportunities for teachers to collaborate. Teachers require regular and frequent time to work together in order to improve learning opportunities for their students. This year teachers focused attention to; implementation of the Massachusetts' Curriculum Frameworks and the educator evaluation regulations; the adoption of Readers and Writers Work-shop, tiered instruction, and data analysis.

Student Assessment as linked to curriculum planning, instructional practices and school accountability continues to be at the forefront of our educational programs. At Northfield Elementary School we use several assessment programs to monitor students' progress and plan accordingly. The primary students in grades K-6 were assessed in early reading skills a minimum of three times per year using Dynamic Indicators of Basic Early Literacy Skills (DIBELS) and the Benchmark Assessment System (BAS). In addition, students in grades 5 and 6 were assessed in the fall, winter, and spring using Measures of Academic Progress (MAP) testing from Northwest Evaluation Association (NWEA). The students were tested individually through the use of computers in the areas of reading and math. In addition, our students in grades 3-6 participated in the Massachusetts Comprehensive Assessment System, MCAS.

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 playground project continues to move forward with the focus on imagination, nature, science, health, and safety. In addition to the school community garden and new basketball hoops, we now have a designated outdoor music area and a quarter mile path which meanders along the perimeter of the playground. The music area is dedicated to the memory of Ms. Lucille Dahlman, a long time Northfield resident and supporter of the arts. We would like to purchase more instruments and expand this area. If you wish to contribute please contact the school. Finally, thank you to the many parent and community volunteers at NES who contribute their time and talents to support learning throughout our school. 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. 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.

In closing, I thank the Northfield community, Superintendent Doiron, and the school committee for the support that enables the staff to lead the students towards our goal of educational excellence. Thank you for providing me with the opportunity to serve.

Respectfully submitted,

Thomas J. King  
Principal

## **SPED**

This is my sixth annual report as the Administrator of Special Education for the Pioneer Valley Regional School District. We are currently providing one hundred and sixty-seven (167) students between the ages of three (3) and twenty-two (22) 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. The students in the Pioneer Valley Regional School District are truly amazing. I would like to thank my co-workers, the District's students and parents, and the citizens of Bernardston, Leyden, Northfield, and Warwick for their support.

Respectfully Submitted,

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

### **Northfield Representatives to the School Committee**

**JED PROUJANSKY** Term Expires: 2016

129 Winchester Road  
Northfield, MA 01360  
(413) 626-7721 (cell)  
(413) 534-8611

[proujanskyj@pioneervalley.k12.ma.us](mailto:proujanskyj@pioneervalley.k12.ma.us)

**PATRICIA SHEARER** Term Expires: 2016

101 Cross Road  
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[shearerp@pioneervalley.k12.ma.us](mailto:shearerp@pioneervalley.k12.ma.us)

**WILLIAM WAHLSTROM** Term Expires: 2014

61 Cross Rd.  
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(413) 498-0063

[wahlstromw@pioneervalley.k12.ma.us](mailto:wahlstromw@pioneervalley.k12.ma.us)



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

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

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

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

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

Emergency Preparedness. Emergency Preparedness staff assisted several municipal public health and public safety groups in Franklin County including the Mohawk Area Public Health Coalition (MAPHCO), the Franklin County Regional Emergency Planning Committee (REPC), the Citizen Emergency Response Team (CERT), the Medical Reserve Corps (MRC) and the Disaster Animal Response Team (DART). For each of these groups, FRCOG staff organized workshops, trainings, and exercises, analyzed past response efforts, and worked to plan a coordinated emergency response before Franklin County's next regional, emergency event.

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

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

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

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

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

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

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

## **Recreation Commission**

In 2012 the Recreation Commission welcomed two new members Joseph Stacy and Jeremy Underwood. We would like to thank Cheri Wheeler for her support and many years of dedication to the Commission!

Some highlights of our youth sporting teams in 2012:

New dugouts were built, painted and in place for the beginning of baseball season. Thank you to all the people that donated their time and all the businesses that made monetary donations toward the project.

The Northfield Cougars softball team had undefeated season and won their Championship game. In boys youth baseball the Blue team was undefeated and won the Championship game against the Northfield Green team.

We introduced t-ball and soccer to children ages 3-5 years old, this was a huge hit with parents as well as the children.

The Summer Playground Program was a success again this year with a total of 97 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 come 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 have many activities for the adults in Northfield to participate in yearly. Among them are: Zumba, Yoga, PVRS weight room, and Volleyball.

The Commission offered discounted tickets to a 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. We ran a contest to acquire a flag for Northfield; six total flags were submitted for review. Three flags were chosen by the Commission for the May 2013 town meeting.

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, the Northfield parents and the help of Bridget Hammond our very wonderful secretary none of these programs would happen, THANK YOU ALL!

Respectfully Submitted,  
Melissa M. Gamache, chair  
Recreation Commission