

math is used in their careers. This helps children see the value and relevance of learning math skills early in life. Another way we build bridges is by having parents present an activity in every classroom that integrates science, technology, engineering, arts and math during our STEAM Ahead Week.

Stony Hill staff and students are committed to maintaining a positive school climate. Students learn that they are more successful, both academically and socially, when they cooperate, assert themselves, act responsibly, have empathy for others and demonstrate self-control. We believe that students' social-emotional learning is paramount to their academic success. As a Responsive Classroom school, we utilize Morning Meetings, Closing Circles, and Academic Choice to build community and self-efficacy among our classroom teams. Students enjoy frequent assemblies, presentations and celebrations that focus on character traits. Our mascot, Junior Falcon, is always present to promote enthusiasm and leadership. Our team approach of analyzing social-emotional data includes our School Psychologist, Adjustment Counselor and Responsive Classroom trainers. Together, we support teachers in their efforts to identify students' needs and provide targeted interventions that lead to a safe, nurturing and respectful learning environment.

The Stony Hill staff is dedicated to continually seeking ways to improve literacy and math teaching and learning. One way we are doing this is by implementing the Workshop Model that focuses on the development of critical thinking skills. Teachers utilize standards-aligned units of study, district-wide common assessments and the data cycle in a concentrated school-wide effort to ensure student success. Our highly qualified teachers implement a multi-tiered approach to literacy that develops students into independent, literate learners who are able to listen, speak, read, write and comprehend in order to think critically and use skills to communicate their ideas. They also focus math instruction on the Eight Standards of Mathematical Practice in a workshop culture that fosters discourse and promotes mathematical habits of mind, allowing students to grow in their ability to identify and carry out multiple approaches to solving problems. Enhanced technology has played an integral part in the implementation of 21st Century thinking and learning at Stony Hill. All students use Chromebooks to access Google Classroom and other programs, where teachers assign specific tasks and activities based on each child's needs. Evidence of our efforts to insure a high-quality education for our students is seen in their scores on nationally normed screenings and State testing.

SOULE ROAD ELEMENTARY SCHOOL (Grades 4 – 5)

Lisa O. Curtin, Principal

Soule Road Elementary School is a community where its 340 students demonstrate character, participate in challenging and engaging learning opportunities, develop problem-solving and critical-thinking skills and grow as individuals. Staff and students meet high standards in a safe, supportive, nurturing environment where all individuals are respected and appreciated. The entire Soule Road School staff works diligently to provide positive learning experiences while meeting the needs of the individual child.

To teach and foster positive social behavior, Soule Road School continues its commitment to Responsive Classroom practices, as well as Positive Behavioral Interventions & Supports (PBIS).

Teachers begin each day with Morning Meeting designed to teach and model positive social interactions and help students learn how to solve school-related problems. Throughout the day, teachers incorporate lessons based on the Five Social-Emotional Competencies to enhance students' ability to integrate skills and behaviors so they can effectively navigate social and academic settings.

In an effort to provide 21st century teaching and learning, Soule Road School students have their own Chromebook to use throughout the school day. Teachers are designing engaging lessons using the technology and providing students with a wide variety of targeted learning opportunities. In addition to providing rich, student-centered instruction across content areas, teachers focus considerable effort implementing Reading and Math Workshop. The workshop model provides teachers with the opportunity to differentiate their instruction to meet the needs of all learners. The goal is to provide students with rich and rigorous educational experiences that will result in proficient readers, writers and mathematicians with the interpersonal skills to successfully navigate their future.

An active home-school connection is an essential component to a successful school community. From fundraising and volunteering in the classroom to promoting the implementation of our School Improvement Plan, the Soule Road School Council and PTO provide endless support to the students and staff. The PTO volunteers are instrumental in the production of Souleto, a combination spring Open House and creative arts festival. This very popular annual school event celebrates the arts, student performances and the entire school community. The PTO gift basket fundraiser is always a huge success and proceeds fund educational programs and field trips to locations such as the Connecticut Science Center, Old Sturbridge Village and the Sons and Daughters of Liberty tour in Boston. Soule Road School is very grateful for all volunteers who give their time and talent to enrich the lives of our students.

THORNTON W. BURGESS MIDDLE SCHOOL (Grades 6 – 8)

Amy Bostian, Principal (through 6/2017)

Serenity Greenwood, Principal (through 6/2018)

Thornton W. Burgess Middle School enrolled 105 students in grades six through eight in its community of learners committed to educating productive and responsible world citizens within a safe, healthful environment. With the assistance of the School Council, school-wide goals were developed to guide our work and focus our efforts as we continue to strive to provide programming and supports that foster success for all who walk through the TWB doors.

Three core value traits provide the foundation at TWB: **Think first, Work hard and Be respectful.** During the daily Advisory period, all members of the TWB community are encouraged to build upon this foundation with consistent messages and explicit instructions as to what it takes to demonstrate these traits.

Chris Hagedorn, President of Culture Piece and educational consultant on positive schoolwide climate and culture offered targeted professional development for our teachers that strengthened our use of Advisory time to create and maintain strong connections with students.

The year was filled with school-wide community-building activities and competitions such as the badminton tournament and staff vs. student basketball game, which the students won for the first time in eleven years!

As a caring community, everyone worked together to collect Pennies for Patients and spread messages of awareness by taking part in Crazy Sock Day for World Down Syndrome Day and Light it up Blue for Autism Speaks.

Each and every day TWB students worked hard to increase their academic skills and participated in the computerized MCAS assessment for the first time in the spring.

During the 8th grade Stepping Up Ceremony in June 2018, fifty years after TWB first opened its doors, we welcomed special guest Tim Jalbert who was a member of the first class to graduate from TWB. It was his essay written with another TWB graduate that was the inspiration for the name Thornton W. Burgess Middle School.

WILBRAHAM MIDDLE SCHOOL (Grades 6 – 8)

Peter M. Dufresne, Principal (June 2018)

Thomas J. Mazza, Principal (August 2018)

Wilbraham Middle School (WMS) is a community where staff works collaboratively to provide a safe environment where our 614 students can reach their full potential academically, socially and emotionally. At WMS, we Work hard, Make good choices, and Stay positive. This is also the social contract for our campus.

The School Improvement Plan focused on four strategic goals in order to make progress and to narrow proficiency gaps. WMS is continuing the work on our Multi-Tiered System of Supports (MTSS) initiatives which include strengthening our Tier 1 behavior interventions; the launch of SWIS Suite, the web-based information system to collect, summarize and use student behavior data for decision making; and the expansion of the REACH ticket program (Relationships, Education, Accountability, Character and Hard Work). These social-emotional components to our school curriculum are designed to address our school climate and culture.

When creating these goals, the baseline data used was gained from staff surveys, professional development and team meetings. Current MCAS data is monitored and used to direct current instruction. Diagnostic data from FastBridge is assessed quarterly and data is used to assign specific students to all Tier 2 academic programs. Informal data (tests and homework), District Curriculum Accommodation Plan (DCAP) and Positive Behavioral Intervention & Supports (PBIS) are used to support the teaching and learning throughout the school year.

Goal 1: WMS will work through the Instructional Leadership Team to increase implementation of identified Tier I teaching strategies in all classes in all content areas. WMS will utilize research-based strategies and provide training and support on a consistent basis during the school year. Tier 1 strategies will include, but are not limited to close reading, increased student discourse and conferencing. With an academic strategic goal in place, we expect an increase in teaching

pedagogy and student achievement in order to support progress in narrowing proficiency gaps. This goal has been designed to increase student learning in all content areas.

Goal 2: WMS will continue to implement strategies to support the social and emotional well-being of all students at WMS. We work hard to support the social-emotional well-being of all students. Through the efforts of faculty and staff and the Safe Schools/Healthy Students Grant, we work to create an environment that is conducive to adult and student growth. Our baseline data was gained from Social, Academic, and Emotional Behavior Risk Screener (SAEBRS) Universal Testing.

Goal 3: WMS will work to increase family and community engagement throughout the school year. WMS will host several school-sponsored events to increase communication with all WMS stakeholders. Events include fall festival, parent open house, winter music performances, student postcard recognition program and student after-school programs.

Goal 4: As part of the district-wide initiative, an Instructional Leadership Team (ILT) team has been developed at WMS to support the faculty and students. The primary role of the ILT is to help lead the school's effort at supporting the improvement of teaching and learning. Our focus is to create targeted professional development for the staff at WMS by identifying, learning and using effective instructional practices. All WMS teachers were trained in the Close Reading Strategy and implemented it within classrooms.

In the fall of 2018, Wilbraham Middle School moved towards a true middle school model. As a result, students experience learning with a team of teachers consisting of English Language Arts, History, Math, Science, Reading, and Foreign Language. A true middle school model supports culture, staff/student relationships and parent communication. Appropriate time is allocated for reinforcing student expectations, transition time and staff professional learning communities.

Minnechaug Regional High School (Grades 9 – 12) **Stephen M. Hale, Principal**

Minnechaug Regional High School continues to excel in the academic, social and physical education of its 1,108 students. The faculty and administration remain firmly committed to the school's mission of "providing a safe and academically challenging environment that promotes the growth and well-being of all community members and assisting our students in becoming active world citizens who value integrity, citizenship and respect." The major goals of the School Improvement Plan developed by the School Council are: 1) Increase awareness, knowledge and implementation of a school climate team to expand upon and increase school safety measures for all students and staff; 2) Increase MCAS performance scores in Biology from Proficient to Advanced for all students in the 2021 class cohort by 10% in all subjects and to increase MCAS performance scores in Biology from Needs Improvement/Failing to Proficient for High Needs students in the 2021 class cohort by 10% in all subjects; 3) Create an active Instructional Leadership Team (ILT) for the purposes of examining current and best strategies of instruction utilized by MRHS teachers and developing a school-wide process for implementing the most successful strategies for all students in all classrooms.

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

Some highlights from the **English Department** include: ELA MCAS scores continue to hold strong at 98% scoring Advanced and Proficient; new course for freshman, Freshman Foundations, was developed and implemented; and *Emeralds 2017*, the literary and art magazine by Minnechaug students, received a rating in the "Recommended for Highest Reward" category from National Council of Teachers of English (NCTE) and from the Gold Award from the Columbia Scholastic Press Association (CSPA).

The **Fine Arts Department** collaborated on an art show, musical concert and awards ceremony at the, "Minnechaug Fine Arts Festival." The show included a fully displayed art show featuring work from every student in the art program, along with musical performances by band, choir and string students, after which awards were presented. The Minnechaug Marching Band performed well at the Holyoke St. Patrick's Day Parade and their drum major was awarded, "Best Major" among all high school bands. The string program added wind players, allowing them to now perform as a full orchestra. An outstanding five instrumental students received the highest scores at the Western District Music Festival and performed as principal chairs in the orchestra and jazz bands at the UMASS Western District Concert.

The **Foreign Language Department** continued its proficiency journey to implement proficiency-based activities and 21st century methods into the curriculum. Students were provided communicative opportunities and activities to interact with one another in their second language by increasing the use of technology and authentic resources. Making cultural connections with grammatical concepts through proficiency activities utilizing the three modes of communication (interpersonal, interpretive and presentational) teachers increased student engagement by executing creative activities such as scavenger hunts, Edpuzzle assessments using videos, gingerbread house project to demonstrate mastery of commands, Beauty Gallery Walk, pen pal exchanges and multi-media presentations. In addition to revising curriculum, teachers attended workshops focused on teaching towards proficiency (MAFLA Conference, WMFLA Collaborative monthly workshops, MAFLA Diversity Day, AP Spanish workshop). Always a popular event, Foreign Language Week was observed by the entire Minnechaug community participating in a variety of special activities to celebrate differences in people around the world and to promote understanding of other cultures.

The **History and Social Science Department** continued to challenge, educate and assist students to achieve their personal best through intellectual growth, respect and preparations towards participation in their local and global society. Educators continued to do this in a variety of ways from helping 18-year-old students register to vote, to bringing in guest speakers to highlight first-hand experiences with such events as the Holocaust and the effects of Khmer Rouge. Teachers also updated their core knowledge base and professional status by taking courses online and participating in various workshops. Other department highlights include: first year of Advanced Placement Government; Mock Law participated in MA Law Association Mock Law Competition; Model Congress competed in the AIC competition and successfully passed two bills; Model U.N. attended the Model UN conference at St. John's Preparatory School; two student leaders from Student Government Today went to the Ted Kennedy Institute to meet with lawmakers and debate education topics; Senior Seminar class completed the National History Day celebration of Conflict

and Compromise through documents and online sites; and Constitution Day was observed in each class.

In the **Special Education Department**, students in the ELT 1 and 2 classrooms partnered with occupational therapy students from American International College. With a grant providing transportation, the college students took MRHS students to off-campus job sites, which enabled the MRHS students to participate in internships that provided vocational experiences.

The **Athletics Department** program continued to be a huge part of the culture at Minnechaug Regional High School. This program has a storied past full of tradition and excellence and our student-athletes understand its importance to the school, their families and the towns of Hampden and Wilbraham. Our participation numbers average around 55%, with 1,045 students-athletes representing Minnechaug in 28 different girls' sports and levels and 27 boys' sports and levels. Through Community Preservation Act funds, both Hampden and Wilbraham are supporting the quest for an artificial turf field at Minnechaug that will be the staple of our campus and will provide the update needed to sustain more play at both the high school and youth levels. Athletically, Minnechaug had numerous league championships throughout the year, school records were broken, Western Mass Titles were won and numerous athletes were named to All-League teams. Our student-athletes also achieve inside the classroom by maintaining rigor in their classes while maintaining a healthy balance between school and sports. The staff fosters a sense of community in the students and the mission encourages the principles of Growth Mindset and Grit. When MRHS student-athletes graduate, they have a solid foundation to help them in every aspect of life after high school. Go Falcons!

Mathematics Department highlights include purchasing new Algebra 2 and Pre-Calculus textbooks, in order to more closely align courses to the Massachusetts State Frameworks; excellent AP scores, with 100% of AB and BC Calculus students passing the AP exams and 89% of AP Statistics students passing that AP exam; and the development of supplemental materials such as summer work packets and MCAS review packets to help students prepare for sequential courses and the MCAS exam.

At Minnechaug, the **Physical Education/Health Department** continued to promote student-learning expectations by implementing the skills necessary to maintain personal and community wellness.

Some **Science Department** highlights included Forensics and Anatomy & Physiology students participating in the Hot Jobs Program; AP Environmental Science students had an average score of 3.56, which was above the national average of 2.36; AP Biology students had an average score of 3.29, which was above the national average of 2.86; and AP Physics C students had an average score of 4.0, which was above the national average of 2.45.

Minnechaug's **Student Activities** built upon its foundation of more than 60 co-curricular student activity programs with participants gaining experience in fundraising, community service and academic competitions with state and national awards. Students raised over \$10,000 for local and national charities, provided over 5,000 hours of community service, held numerous food and clothing drives, offered over 250 hours of tutoring and awarded over \$2,000 in scholarships. New clubs are explored as students express interest.

The Student Council received the Massachusetts Association of Student Councils (MASC) Gold Council of Excellence Award, as well as the 5-Star Award and a Top Ten Project. For the past ten years, a Minnechaug student has won a position on the MASC State Board. Minnechaug also received the National Student Council Gold Council of Excellence Award. Student Council members and their presented workshops at state and national conferences, with the objective of sharing best practices and enhancing student leadership in other schools.

Other highlights in Student Activities include: Future Business Leaders of America (FBLA) received many awards including 1st place in the STCC Business Plan competition, the community service award, journalism award, organizational leadership award, job interview award, and the insurance and risk management award; students published the *Smoke Signal* newspaper and learned the elements of running a newspaper, getting experience in selling advertisements, taking photos, writing articles and laying out issues; Color Guard program continued to grow and performed in the Big E parade, homecoming half-time show, Holyoke St. Patrick's Day Parade, and the Hampden Memorial Day Parade; Teens Helping Teens program continued hosting events to benefit our entire community, including funding a scholarship in memory of Patricia Hogan, former Chair of the History and Social Sciences Department; Above the Influence Club continued its work in the community, raising awareness around healthy life decisions; Mathletes team finished their competition season in the top ten of area schools and Canine Club hosted its annual dog show for the community. The Minnechaug community is proud of all the co-curricular clubs and student involvement.

In the **Business, Computer Science and Technology Education Departments** the Management and Marketing class traveled to NBC Studios in NYC for a studio tour and marketing presentations. The Sports and Entertainment Marketing class toured Fenway Park and learned about sponsorships, sports marketing opportunities and how the park utilizes the stadium for entertainment purposes. The group organized a field trip to Disney World through the Disney Youth Education Series Program and 60 students attended a four-day excursion that included workshops on physics, oceanography, communication skills and artistic and creative abilities. The Management and Marketing class held the 4th Annual Minnechaug Car Show and raised \$7,000, much of which was donated to the junior and senior classes and Student Activities.

The **Guidance Department** continued offering a variety of programs to serve students and parents in a proactive manner. Some of the community outreach services included workshop on writing college essays, College Financial Aid Night, College Night for juniors and their parents, College Application Bootcamp, College Fair, orientation program for 8th grade students and parents and reception for transfer students. The SAT Reasoning and Subject tests, the ACT, PSAT, ASVAB and AP exams were all administered at Minnechaug. The Internship Program for seniors continued as one of the strongest in Massachusetts, with almost 90 Minnechaug students working at their job placement every day for an entire semester. The School-to-Career Specialist and School Counselors (Guidance) work with students on topics in Developmental Guidance classes such as transition to high school, career readiness, college readiness and financial planning. Each student uses the on-line platform Naviance throughout high school to help with the process of deciding future plans and college research. School Counselors and Adjustment Counselors meet individually with students to assist in developing course schedules, make career and college

choices and deal with personal problems. All Counselors are members of our Student/Teacher Assistance Team (S/TAT), which is an early academic intervention program. A Guidance Advisory Council consisting of students, teachers and parents meets each term to review Guidance Department services and provides input on how to better meet the needs of all students.

HEALTH, SAFETY AND STUDENT SUPPORT

STUDENT SERVICES

Gina M. Roy, Director of Student Services

Student Services is responsible for the coordination of special education and support services for the District. Our commitment is to provide a full range of interventions for students who demonstrate challenges in accessing the curriculum. In addition to Special Education Teachers and Educational Inclusion Paraprofessionals, Student Services utilizes School Psychologists, Speech/Language Pathologists, School Adjustment Counselors, Physical Therapists, Occupational Therapists, Behavior Specialists and several consultants specializing in various areas of educational programming.

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

As a District, we continue to develop and support special education programs within our schools to meet the unique needs of our learners. For all of our special education providers, we continue to investigate new research-based interventions that will provide further learning opportunities for our students, plus we conduct all required training prior to the implementation of new programs. With all interventions, we complete regular progress monitoring, assessments and data collection in order to discern how individual students are developing and to make recommendations to the teaching staff. Student progress is communicated through TEAM meetings and/or parent/guardian conference times. Our goal is to continue to seek and implement new and effective educational options for all students in the Hampden-Wilbraham Regional School District.

SAFE SCHOOLS/HEALTHY STUDENTS PROGRAM

Gina S. Kahn, Ed.D., Director - Safe Schools/Healthy Students Program

The **Office of Health and Safety**, located at Thornton W. Burgess Middle School, provides a connecting point for the wide range of programs, services and activities across the HWRSD

pertaining to students' physical, social and emotional well-being. The office is home base for the District Nurse Leader and several initiatives in support of school safety, school climate, substance misuse prevention and behavioral health.

The District Safety and Emergency Advisory Team (SEAT) works to identify health, safety and security concerns that impact the school environment and to generate resources and best-practice recommendations that will increase safety assets and reduce vulnerabilities. In partnership with our first responders and other community agencies, SEAT meets monthly to assist in the development of school emergency operations at both the District and building levels. Quarterly, the team incorporates a focus on the District's wellness agenda, further supporting policies, practices and strategies that promote the safety and well-being of the District's students and staff.

The School Climate Transformations Grant continued its mission to strengthen and expand the District-wide tiered model of social-emotional learning and positive behavioral supports that give students the tools for success in their school and life experiences. School Climate teams focused on helping staff use data to identify areas of concern and develop and monitor effective interventions. Related training and professional development included a convocation keynote presentation by Dr. George Sugai, co-director of the National Center on Positive Behavioral Interventions and Supports (PBIS), known internationally for his work to connect school climate, behavior and academic performance. The grant also supported practices such as Advisory, Responsive Classroom and Second Step to promote safe and supportive environments where empathy, respect, responsibility and caring relationships are fostered every day.

The Hampden-Wilbraham Partners for Youth Coalition is a network of community members and organizations working to promote physical health, mental health and safety for all Hampden-Wilbraham youth. With funding from the Federal Drug Free Communities (DFC) and the Sober Truth on Preventing Underage Drinking (STOP) Act grants, the Coalition focuses on a coordinated, comprehensive approach to substance misuse prevention among our youth. Using local data to understand current trends and risk-factors, the Coalition and its many partners have supported a wide array of prevention-related activities and events during the year including "Just Once: It's an Issue Here" in collaboration with the Hampden County District Attorney's Office; "Talking to Kids About Alcohol" with Dr. Rob Robinson; and "Things You Should Know Before You Go," an interactive panel discussion for graduating seniors and their parents. Recognizing the importance of behavioral health in the prevention equation, the Coalition also offers Youth Mental Health First Aid training to all interested adults who interact with youth. To date, over 330 participants have learned the warning signs of adolescent mental health concerns and how to help with a mental health or substance challenge.

The www.HWP4Y.org website provides information about the Coalition and its activities, how to become involved and in-depth prevention and intervention resources for adults and youth. The Coalition also maintains a stock of print materials, available upon request on topics such as communication tips, fact booklets about drugs and alcohol, understanding adolescence brain development and other key materials to help promote safe, healthy and drug-free youth development.

SCHOOL HEALTH SERVICES

Teri L. Brand, RN, BSN, NCSN, Nurse Leader

The HWRSD **School Health Services** and its school nurses play a vital role in supporting the District priority of improving student learning and achievement. The school nurses support this goal in their daily work as they assist in the efforts to keep all students safe, healthy and ready to learn. DESE licensed nurses administer comprehensive school health services to all students and promote health and safety, intervene with actual and potential health problems, provide case management services, dispense first aid and emergency care, manage students with complex health needs, monitor immunization compliance, oversee communicable disease surveillance, perform mandated health screenings and offer health counseling and education.

For the school year ending in June 2018, there were 47,835 student health encounters for nursing services. With a calculated return-to-class rate of 94.8%, nursing care interventions assist students to remain in school. School nurses carry out procedures for student assessment and treatment, such as blood glucose testing, carbohydrate/insulin calculation, auscultation of lungs, B/P measurement and scoliosis brace care. Universal Screening, Brief Intervention and Referral to Treatment (SBIRT) was implemented for 7th and 9th graders and 447 screenings were completed. New Automated External Defibrillators (AEDs) with the latest technology were installed in all HWRSD school buildings, with additional units allocated to the Athletic Department.

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

Health Services is grateful to members of the Wilbraham Women's Club who volunteered to administer mandated vision and hearing screenings. We also appreciate all the help from parents who assisted in administering the fluoride mouth rinse program for students in selected grades at Mile Tree, Stony Hill, Soule Road and Green Meadows.

HAMPDEN-WILBRAHAM REGIONAL SCHOOL COMMITTEE

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

Through June 2018

William Bontempi, Chair
Lena Buteau

As of September 2018

Patrick Kiernan, Chair
William Bontempi

Sherrill Caruana
Michelle Emirzian
Mary Ellen Glover
Sean Kennedy
Patrick Kiernan

Sherrill Caruana
Michelle Emirzian
Sean Kennedy
Rita Vail
Heather Zanetti

RETIREMENTS DURING THE SCHOOL YEAR

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

Sara Donaruma	Education Team Leader, Green Meadows & Mile Tree
Constance Jones	Food Service, Minnechaug Regional High School
Karl Kisner	Science Teacher, Minnechaug Regional High School
Sara Martin	English Teacher, Minnechaug Regional High School
Ann Ross	Special Education Teacher, Green Meadows Elementary
Cynthia Sagan	Paraprofessional, Minnechaug Regional High School
Juli Sansoucy	Music Teacher, Thornton W. Burgess Middle School
Paula Talmadge	School-to-Career Educator, Minnechaug Regional
Mary Trevallion	Paraprofessional, Mile Tree Elementary School
Cynthia Willcutt	Grade 5 Teacher, Soule Road Elementary School

SCHOOL COUNCILS

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

Green Meadows Elementary School	Soule Road Elementary School
Sharon Moberg, Principal	Lisa Curtin, Principal
Michal Boudreau	Christine Casagrande
Brett Castellano	Danielle Dugre
Cynthia Miller	Cathy Mahoney
Becky Orr	Jennifer Powell
Melanie Patterson	Nicole Steven
Abby Sullivan	Special Education Parent Advisory
Andy Villamaino	Sandra Balbino
Carol Winters	Kristina Guerin
Mile Tree Elementary School	Joyce Leckey
Joanne Wilson, Principal	Kristin Szpakowski
Michelle Croteau-Hall	Stony Hill Elementary School
Pam Pearson	Monique Dangleis, Principal

Lisa Person	Deb Gelinas
Lillian Tarantino	Dacia Hoskinson
Minnechaug Regional High School	Tama Lang
Stephen Hale, Principal	Wilbraham Middle School
Lauren Beaudin	Tom Mazza, Principal
Lena Buteau	Paul Cincotta
Heidi Drawec	Serenity Greenwood
Jaime Fisher	Karen Grycel
Stacy Garvey	Rosemary Oldread
Donna Gregory	Michelle Patrick
Jacob Hulseburg	Susan Spafford
Jennifer Kovarik	
Daniel MacGregor	
Tom Petzold	
Keith Poulin	
Nicole Smith	

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT DIRECTORY

Central Office

Albert G. Ganem, Jr., Superintendent of Schools
Howard G. Barber, Director of Finance, Operations & Human Resources
John G. Derosia, Director of Secondary Curriculum & Instruction
Julie B. Keefe, Director of Elementary Curriculum & Instruction
Gina M. Roy, Director, Student Services
621 Main Street, Wilbraham, MA 01095 – (413) 596-3884
Office Hours: 7:00 a.m. to 4:00 p.m.

Office for Health and Safety

Gina S. Kahn, Ed.D., Director, Safe Schools/Healthy Students Program
Teri L. Brand, RN, BSN, NCSN, Nurse Leader
85 Wilbraham Road, Hampden, MA 01036 - (413) 566-5060
Office Hours: 8:00 a.m. to 4:00 p.m.

Green Meadows Elementary School (Grades PreK – 8)

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

Mile Tree Elementary School (Grades Pre K – 1)

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

Minnechaug Regional High School (Grades 9 – 12)

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

Soule Road Elementary School (Grades 4 – 5)
Lisa O. Curtin, Principal
300 Soule Road, Wilbraham, MA 01095 – (413) 596-9311
School Hours: 8:30 a.m. to 2:45 p.m.

Stony Hill School (Grades 2 – 3)
Monique C. Dangleis, Principal
675 Stony Hill Road, Wilbraham, MA 01095 – (413) 599-1950
School Hours: 8:30 a.m. to 2:45 p.m.

Wilbraham Middle School (Grades 6 – 8)
Thomas J. Mazza, Principal
466 Stony Hill Road, Wilbraham, MA 01095 – (413) 596-9061
School Hours: 7:40 a.m. to 2:00 p.m.

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

Annual Report 2018

Hampden Free Public Library

In 2018, The Hampden Public Library continued its ongoing commitment to excellence by providing traditional library services as well as a host of programming options for patrons of every age. Along with the dedicated support from the Library Trustees, Friends of the Hampden Public Library, the Hampden Cultural Council, the residents of Hampden and the State of Massachusetts, the staff has spent the year working passionately to pursue our mission: "The mission of the Hampden Free Public Library is to provide information, entertainment, and education to all members of the Hampden community through a variety of formats including current technology, popular materials, enriching activities, and informative programs. We seek to create lifelong learners by fostering literacy for all ages and to develop and promote the library as a resource capable of meeting the challenges today and into the future."

This spirit of collaboration has been critical to our success throughout the year. Thank you to the many volunteers that contributed to the library in many ways throughout the year. They have given generously of their time, talent and resources. Gratitude is also extended to our many town residents who have been supportive throughout the year, with their steady usage, tax dollars and generous contributions to the Friends' fund-raising efforts. Our library would not be able to operate without them!

Programs and Resources for Everyone

This past year saw the library offering many new programs and some old favorites as well! For our adult patrons, the library hosted Adult Monthly Book Clubs, meet the Author events, Yoga, Walking Club, Cook Book-Book Club, Music Meditation, Summer Reading and celebration party. Our director continues monthly deliveries of library materials to the residents of Centennial Commons.

The Hampden Cultural Council was very generous with their support by sponsoring Kate Forest: Self Care & Stress Release for Busy People. HCC also provided grants for "Ed the Wizard", "Make It, Shake It, Take It", "Jack the Lego Maniac" who performed for a zealous audience during summer vacation.

We continue to provide *The Bookpage* – a monthly newspaper connecting patrons to great book reviews and author interviews. In an effort to make our library visible and accessible to everyone, we subscribe to *Wowbrary*, which enables our patrons to receive weekly e-mails highlighting our newly catalogued materials that are ready for circulation.

For our youngest patrons, the Library hosts weekly Preschool Lunch Bunch Story time and infant & toddler Play & Grow activity Group. Some examples of our awesome programs for children were: "Blades" The Bruins mascot visit, Berkshire Hills Music Academy, Jumping Clay, Bingo for Books, Summer Reading programs, 1,000 Books Before Kindergarten, Town Hall Trick-or-Treating & Holiday caroling, Holiday Crafts & Santa visit. The Children's events were very well attended with eager & enthusiastic participants.

We've enjoyed providing a quiet study area, homework assistance and opportunities for students to meet for projects & research.

Community Service projects for the year included: Food Drive-over 400 lbs.! Mitten Tree & PJ drive to benefit the Survival Center. It is heartwarming to see all of our community come together and generously give of their time, talents and resources to help others.

Our staff: Ellen Moriarty, Cindy Rowley, Kate Rumprik, Doria Porcello & Stephany Burzdak continue to bring great energy, enthusiasm and love of libraries to their positions. We are grateful for their continued hard work and dedication to our library.

Looking Ahead The Hampden Free Public Library will continue to operate as an essential resource for our residents. While providing information, entertainment and support for all patrons, the library serves as an important cornerstone institution for the cultural and educational needs in the town. Next year, we plan to continue focusing on our mission to provide the community with excellent services and relevant collections. We are looking forward to growing our patron usage and sharing all that your public library has to offer!

Fiscal Year 2018 Circulation Statistics

Total Circulation for FY 2018	28,256 (including e-books)
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Interlibrary Loan Circulation:

Received from other libraries	3,182
Provided to other libraries	4,861
Registered Borrowers	2,402

For Library information visit: www.hampden-library.org

Respectfully submitted by the Trustees of the Hampden Free Public Library:

Kathy Hutchison, Chair, Beth Burger & Kathleen Rochford

REPORT OF THE HIGHWAY DEPARTMENT

Several construction and maintenance projects were completed in 2018. These projects were possible due to funding from three different sources including, a portion of the 2-million dollar infrastructure bond passed in 2013, Hampden's annual Chapter 90 State-aid allotment, and finally, annually budgeted maintenance accounts within the Highway Department. A list of the projects completed, as well as other activities of the Highway Department are outlined below.

The following list of construction projects were undertaken and completed by the department, and in conjunction with outside contractors:

Wilbraham Road Drainage Replacement (From Allen Street to Raymond Drive)

Ludlow Construction completed the replacement of the storm drain system, including all piping, structures, and outfalls. Shoulder clean-up and loaming and seeding was completed by the Highway Department.

South Road – Drainage/ Reconstruction & Resurface

The Highway Department replaced and adjusted 46 existing catch basin tops from Chapin Road to the pipeline, and also from #249 to #382. Palmer Paving milled each section, applied tack coat and paved 2-inch top course of bituminous concrete. We then repaired driveways and lawns as needed.

Meadowbrook Road/ Cedar Oak Lane

All States Asphalt reclaimed and re-graded both roads, added calcium and compacted. Palmer Paving then paved the binder and top courses. The Highway Department adjusted/repared lawns and driveways as needed.

Scantic Road (From #263 to Stafford Road)

Palmer Paving milled 1.5 inches off entire roadway, then paved 1.5 inches. The Highway Department adjusted lawns and driveways as needed.

Colonial Village

The Highway Department checked and repaired catch basins and adjusted tops. Palmer Paving shimmed and paved a 1.5 inch overlay. We adjusted lawns and driveways as needed.

Each year, there are duties that are performed on a regular basis. The Public Grounds Account provides for lawns to be mowed and trimmed at the Town Hall, Fire Station, Academy Hall, Town Common, Gerrish Park, Main Street, Senior Center, Police Station and the Transfer Station. It also funds the roadside mowing of tall grass & light brush on all roads as needed.

We were also able to complete the necessary annual tasks which consists of painting all traffic markings, repairing and cleaning catch basins, replacing or fixing deteriorated culverts, patching and repairing the roads, sweeping the streets, and roadside mowing. All town owned signs, guardrails and bridges have been maintained as well.

Last winter ended with 24 storms, totaling 57.25 inches of snow. The members of the Highway Department are often required to work long hours, both day and night, as well as weekends and holidays, making the roads safe for the public. I would like to thank our full-time members, John Ouellette, Lauren Comstock, Matthew Frederick, and Kristopher Barnes, as well as all of our supplemental workers, Harold House, Jason Walbridge, Jeffery House, Albert Rosati, Stephen Powell and Jacob Rourke for their committed service, support and cooperation.

Sincerely,

Mark F. Langone
Highway Superintendent

REPORT OF THE HISTORICAL COMMISSION

The purpose of the Historical Commission is to plan and implement programs for identifying, evaluating and protecting our town's historic resources. We work with other Town boards and commissions to achieve our goals. We are responsible for commenting on environmental review issues at the local level and are mandated to alert state and federal agencies to local preservation issues.

This year we welcomed new member Mark Casey. Now we finally have a member from the west side of town.

We are currently working on cataloguing albums of photos of historic homes and barns of Hampden taken by our Commission in 2002. We are amazed at the number of buildings that have been demolished.

We also have a collection of other architectural photos both old and new along with newspaper articles, interviews etc. on Hampden houses. If you are interested in finding information on your house we may be able to help. Please contact any one of our members for assistance.

Connie Witt serves as our representative on the Community Preservation Committee.

Our concerns are not just old buildings and archaeological sites. We are also concerned with preserving what little remains of our rural heritage through preservation of farmlands, scenic roads, conservation and smart growth.

Respectfully submitted,

Connie Chapin Witt, Chairman
Mark Casey
Joyce Boisvert Dunklee
Betty Howarth
Mahlon Peterson

REPORT OF THE HAMPDEN HOUSING AUTHORITY

The Hampden Housing Authority meets on the third Thursday of every month at the Community Building at 26 Springmeadow Lane. Meetings are posted with the Town Clerk and are open to the public.

The Housing Authority Board consists of five members. Four are elected, and one is appointed by the Governor. The four elected members of the Board are as follows: Lucretia Hembdt, Deanna Vermette, Carol Collins and Sheryl Peterson. The Governor's Appointee is Raymond Crowley. The Hampden Housing Authority employs three staff members. Executive Director is Lisa DiFranco; Maintenance Manager, Michael Dupuis, and Maintenance Assistant is William Kern.

It is the mission and responsibility of the Hampden Housing Authority under Mass. General Law to provide decent, safe and sanitary housing at an affordable rent. Rentals are based on 30% of net income as determined by HUD guidelines. Maximum contract rents are adjusted by HUD annually and are currently set as follows: 1 bedroom-\$616; 2 bedrooms-\$708. All eligibility and occupancy standards are in keeping with the established guidelines and regulations set forth by HUD and the Department of Housing & Community Development. All procedures and records of the Hampden Housing Authority are subject to review by the Office of the State Auditor.

We again extend our sincerest thanks to the Town of Hampden's Highway, Police and Fire Departments for their continued cooperative efforts to ensure the safety of the residents of Centennial Commons.

Applications for our housing program are available at the Hampden Housing Authority office at Centennial Commons OR by calling 566-8157. Office hours are Tuesday and Wednesday from 8:00A-3:00P and Thursday mornings from 8:00A-12:00N. We are closed Mondays and Fridays.

Respectfully,

Lisa DiFranco, Executive Director/Secretary to the Board

PARKS AND RECREATION COMMISSION

This year we welcomed newly appointed commissioners Eric DeGray and Carrie Joseph. We also welcomed a new administrative assistant, Kristen Gumlaw.

Our Summer Recreation Program at Memorial Park was open for six weeks this year. 72 children attended, with more than a dozen youth from town working as counselors-in-training and counselors at the park under the guidance of returning program director Joey Varney.

This summer we hosted our 2nd annual Wiffle ball tournament which is open to all ages.

Over the winter our gyms were filled with our third through eighth grade teams practicing for weekend games that are held at TWB. Hosting these games allows the Parks and Recreation Commission to employ over a dozen in town youth working as scorekeepers and gym attendants.

The goal of Parks and Recreation is to offer a wide array of age and skill appropriate programs that will develop sportsmanship and skills in a positive, nurturing atmosphere. We thank our coaches and individual sports coordinators for the support and time they give to the youth of our town. Thanks to them, hundreds of Hampden children participated in our baseball, basketball, and soccer programs this year.

If you would like to get involved, please join us at our meetings, we welcome anyone with an interest in our youth sports programs and encourage volunteerism.

In closing, we are pleased with where we have been in 2018 and look ahead to an even more successful 2019.

Respectfully submitted:

Terry Ford, Chairman

Dave Paradis, Vice Chairman

Eric Jacobson

Eric DeGray

Carrie Joseph

Kristen Gumlaw, Administrative Assistant

PLANNING BOARD - 2018

During 2018, the Planning Board held (13) public hearings of which (4) were for large-scale solar facilities and (1) for the One Year Solar Moratorium on Solar Arrays. The Board continues administering two active subdivisions: Scantic Meadows which was approved in 2004; and Highland Road which was approved in 2018.

The Board also amended the Hampden Zoning Bylaw and accompanying Zoning Map to expand the Business zone on Somers Road.

The Board has a new member, Jason Barroso. Jason has over 17 years' experience in the environmental industry dealing with redevelopment projects and regulations in a variety of roles. He has served on the Board of Selectmen, Master Plan Committee, Conservation Commission and Sewer Enterprise Fund Committee in the town where he previously resided.

The Board adjusts their meeting schedule to align with the demands of the Town. As the demand goes up, the Board will adjust the schedule appropriately to meet the needs

The Ridgeline and Hillside Committee continues to be administered admirably by John Matthews. The PVPC representative and the CPC representative is Edward Loiko.

The Planning Board is looking for an Associate Member.

Respectfully submitted,

Judge Robert Howarth, Chair
Richard R. Green, Vice Chair
John Matthews
Edward Loiko
Jason Barroso

Joanne Fiore, Adm. Assistant



Report of the Police Department

We had a busy 2018 receiving 12,564 calls into dispatch. The attempt to negotiate a combined dispatch center in Hampden did not come to fruition as East Longmeadow chose to build their own dispatch center. We were able, however, this year to begin wireless direct calls. Now when a cell phone user dials 911 in Hampden the call will come directly to our dispatch center and not to the State Police in Northampton then transferred back to Hampden. We also began the text to 911 protocols this year. The updates in technology are a great move forward allowing our residents and visitors to our community quicker access to First Responders in an emergency. With the advancements in the 911 system the job of dispatching is becoming more complex and as a community we need to begin the process of staffing more than one dispatch on duty at peak call periods.

We are also working toward the replacement of our Police and Fire radio systems, the current systems are in excess of 20 years old and failing. Our vendor is having a difficult time obtaining repair parts and the manufacturers do not support the old technology any longer. The Fire Chief and I have developed a proposal for replacement to present this year to the town.

I encourage all home and business owners who have alarm systems to please log onto the Police Departments website, WWW.Hampdenpolice.com and download then complete an alarm sheet and send it back to the department, the most current information is needed in the event the we need to contact you for an issue. I would like to remind everyone that our by-law allows for up to three (3) false alarms each year and then a \$25 fine for each alarm received thereafter.

Remember to sign up for our emergency notification system, SMART 911. You may sign up at WWW.Hampdenpolice.com. You can enroll your home phone and/or cell phone to receive emergency notifications in the form of calls, texts and/or emails from the police department and other town agencies.

In closing, I would like to thank all the men and women of the Police department for their continued dedicated service to our residents. Also, a special thanks to the Hampden Volunteer Fire Department and the Hampden Highway Department for their continued support and assistance this past year.

Jeff W Farnsworth
Chief of Police

REPORT OF THE POLICE DEPARTMENT

I SUBMIT HEREWITH, the Annual Report for the police department for the year ending, December 31, 2018.

During the year, the Police Department received 12,582 calls for service. Most of the calls received by this department were for assistance, complaints and for reporting crimes or accidents. The following are some of the types of complaints received and investigated by this department.

Call Action Breakdown

Call Action	Total	Call Action	Total
Building Checks	1,441	Motor Vehicle Stops	763
General Services	463	Special Attention	5,543
Medical Assist	332	Suspicious Person/Auto	193
Animal Complaints	168	Alarm Calls	314
Assist Other Agencies	119	Vacation Checks	464
Assist Citizen/Motorist	578	Disturbance General/Domestic	31
Assist other PD	69	Suicide Attempt/Threat	10

During the year, we had 271 total offenses committed, with 95 total arrests and 4 juvenile arrests.

We had 63 motor vehicle accidents this year. There was a total of 699 citations issued during the year with fines totaling \$13,179.00. The town has received \$4,998.00 from the Registry of Motor Vehicles, which represents the town's share of fines on tickets written. Of the citations issued 12.6% were civil infractions, 61.4 % were warnings and 3.0% resulted in criminal charges. The average speed limit in Hampden is 35 MPH; the average speed of vehicles that were issued citations was 52 MPH or 17 MPH over the speed limit.

During the year \$33,172.15 was turned over to the Town Treasurer for firearms identification cards, pistol permits, alarm fees, administrative fees and various report fees.

REPORT OF THE RIDGELINE AND HILLSIDE COMMITTEE

2018

The Ridgeline & Hillside Committee is a subcommittee of the Planning Board. Its function is to act in an advisory role, perform site reviews for the applicant, and make recommendations to the Planning Board and Building Department. The Ridgeline & Hillside District includes steep slopes averaging 15% or greater for 200 feet, and any land at an elevation of 600 feet or more above sea level. Please see Section 6 of the Town of Hampden Zoning Bylaws for more details. The Zoning Bylaws can be found on the Town's website at www.hampdenma.gov.

If you have questions as to the applicability of the bylaw to your property, please see the Ridgeline and Hillside District overlay map located on the Town's website or in the Town Hall. If your project falls within the Ridgeline & Hillside District, you must file an application for review of the project. The application can also be found on the Town's website.

Respectfully submitted,

John Matthews, Chairman

BOARD OF WATER COMMISSIONERS

SCANTIC VALLEY WATER DISTRICT

During 2018, the Scantic Valley Water District (SVWD) pumped 321,490 gallons of water from two (2) wells on Massachusetts Audubon Society property, off Main Street in Hampden. There are currently nine (9) active water services in the SVWD, providing drinking water to eight (8) homes and one (1) Laughing Brook property. The SVWD is a registered community based Public Water System (PWS ID #1120023) in the Commonwealth and is regulated by the Massachusetts Department of Environmental Protection (DEP), Division of Water Supply.

The 2018 DEP water sampling schedule for the SVWD was accomplished with twelve (12) Coliform, one (1) Nitrate and one (1) Volatile Organic Compounds samples taken at various locations in the distribution system and at the source for Wells #1 and #2. Documents filed with the DEP by this PWS for 2018, include the monthly, quarterly and yearly water quality state forms, Annual Statistical Report and Consumer Confidence Report.

The following events occurred at the pump house: In October, a telemetry problem was repaired and a new master water meter was installed in November replacing the original meter that was in service since April, 1999. Other routine maintenance items accomplished included: the annual oil and filter change for the Ford motor that powers the standby emergency generator and the three thousand (3,000) gallon underground pneumatic water storage tank was flushed monthly. The master water reader was read monthly and eight (8) residential water service meters were read in June and nine (9) residential meters were read in December as one vacant home had the water turned back on in November.

Respectfully submitted,

George Bouchard
John Plaster

Michael Framarin, Water Operator

Tax Collector

As always, I like to remind taxpayers that if you're a resident homeowner, you may be missing out on an opportunity to reduce your tax obligation if you haven't looked into the tax exemptions offered. Some exemptions are available for qualifying residents who: are seniors 70 or older who meet limited income and asset guidelines; have been deemed legally blind; are Veterans with service a related disability. Applications for these and other exemptions are available from the Board of Assessors or online at "hampdenma.gov". The senior tax work-off program allows qualifying resident homeowners to work for a tax credit of up to \$1500.00 in lieu of monetary payment. The program benefits both the participants and the departments that take advantage of this opportunity. Information for the tax work-off program is available at the Senior Center.

Our Unipay Gold on-line bill payment service continues to increase in popularity with each passing year. Visit hampdenma.gov to take advantage of this secure website that offers you the opportunity to pay taxes at your convenience, at home or away. See how easy making a payment can be.

The tax rate for fiscal year 2019 was set at \$19.69 per thousand dollars of assessed value, representing a decrease of \$.31 from fiscal year 2018's tax rate of \$20.00. Once again, we have to thank our Selectmen, the Board of Assessors and their staff, our Town Accountant and our Treasurer for all they've done to keep the rate down. This decrease took a significant joint effort on their part.

Calendar year tax collections for 2018:

Motor Vehicle Excise Tax:	817,547.56
Personal Property Tax:	1,315,823.50
Real Estate Tax:	11,008,499.39
CPA:	69,143.77
Interest:	34,112.09
Fees:	17,950.00
Total	13,263,076.31

Town Administrator Report for FY 19

As you know, the Town hired its first Administrator in October, 2018. Since then a comprehensive review of Town operational systems was begun and continues to the present time. The review has and will continue to identify operational efficiencies and needs throughout Town Government and will offer recommendations to create new policies and procedures and/or improve existing practices to enhance the efficiency of day to day administration of Town Government.

The following items (in no particular order) have been addressed so far this year:

An Organizational Chart has been created and an inventory of Town property and equipment is underway for internal control purposes. A review of the status of Appointments to Town Board and Commission positions is included

A comprehensive review of the Town's financial policies has produced a draft document to memorialize procedures in an effort to establish consistent internal controls. Inter-departmental discussions with the Assessors and Accounting offices regarding tax levy capacity, new growth estimates; establishment of the tax rate and budget planning issues have begun in an effort to provide regular reporting to the Board of Selectmen regarding financial forecasting. A Capital Improvement Plan bylaw to codify procedures for preparation of a five-year financial forecast and project planning is ready for Town vote.

An overhaul of the Town's Personnel Policy Manual, including job description review and salary compensation study began in late fall and continues in an effort to incorporate updates in the law and to ensure that the job descriptions accurately describe the various duties undertaken by our employees. Succession planning for key positions is also an important unmet need. Pending the revision of our Policy Manual, a Social Media policy has issued as has a memorandum regarding requirements and process for approval of Human Relations Department functions. We have also authorized creation of a record keeping system for employee leave status through our payroll service; maintenance of formal personnel files for non-bargaining employees have been organized and daily assistance is available with various departmental issues matters

Installation of upgraded Information Technology equipment including a server and other upgrades to enhance the security of Town data were completed in January, 2019. The Town website was revised with the benefit of a Commonwealth of Massachusetts Community Compact grant. Discussion of a disaster recovery plan and records storage issues are being pursued.

Procurement policies in compliance with Mass. General Laws have been reviewed and training needs identified.

Demolition of former Police Dept. space in Town Hall was accomplished; allowing for creation of an in-house office for Town Accountant and plans have been drawn for bidding the build out of first floor restroom. These improvements were made with Community Preservation funds. This space has been furnished with acquisition of donated furniture from Mass Mutual Insurance Company surplus furniture program. Several offices have been painted and carpeted in an effort to update and improve the appearance of workspaces.

A schedule of regular meetings with Department Heads to improve communication has begun as have negotiation of employment contracts with Police, Dispatch and Highway personnel.

Daily management presence in Town Hall facilitates employee communication and identification of issues.

The Administrator's office has also had ongoing involvement in school litigation discussions as well as administrative duties (agenda, resident issues) to assist Board of Selectmen, and has cooperated in grant opportunities for the School District, Council on Aging and the Department of Revenue Community Compact Grant office.

Town Administrator Review Committee

The Board of Selectmen initiated a formal process to hire Hampden's first Town Administrator after the new position was approved at the May 14, 2018 Annual Town Meeting. The position had been discussed in a number of forums and committees over the past several years and was widely regarded as an important role given that the business of the town has gotten more complex. The Town Administrator, reporting to the Board of Selectmen, would be a centralized point of information, guidance, and communication and would help the Board to organize and implement the Town's policies, procedures, and projects.

A Town Administrator Review Committee was formed to finalize a job description and engage in a search process for the new position. The Board has asked Carol Fitzgerald, co-chair of the Advisory Committee and chairperson of the Personnel Committee, to lead that effort and help develop the formal job description and outline a search process. Other committee members included Norman Charest, Cliff Bombard, Richard Patullo, Becky Moriarty, Ellen Bump and Donald Collins.

The committee held an open forum to provide the community with an overview of the new position and the search process and then spent the summer of 2018 screening and interviewing candidates. After an extensive process, the committee made a recommendation to the Board of Selectmen to consider Mary McNally as the Town Administrator. The Board unanimously agreed and she began the role on October 1, 2019.

The Board would like to thank the committee for all of their efforts to help fill this critical role and support the ongoing management and leadership of the Town.

Town Clerk

Visit hampdenma.gov if you're looking for access to the Town's bylaws, property assessments, mapping, information on Parks and Recreation, Council on Aging or library activities, various forms and applications and more. Our website is a convenient and easy way to find information on a number of Town departments and functions. You can also review past Town Reports and meeting minutes or follow any one of a number of links to related sites. This user friendly site can be beneficial to Town residents or maybe someone considering a move to our community.

Money remitted to the Treasurer in 2018:

Dog Licenses	1020.00
Certified Copies	1650.00
Publications	20.00
Marriages	315.00
Trade Names	420.00
Miscellaneous	292.00
	3717.00 Total

* Because of changes made to the method of issuance, the Town Clerk's Office no longer offers Massachusetts hunting or fishing licenses.

Available in the Town Clerk's Office:

Dog licenses \$ <u>5.00</u> spay/neuter, <u>OR</u>	10.00
Marriage Licenses	15.00
Trade Name in Business (D/B/A)	20.00
Subdivision Control Law	10.00
Zoning By-Laws	10.00
Zoning Map	20.00
General By-laws	5.00
Certified Copies (vital records)	5.00
Street List	10.00
Voter's List	10.00
Voter's List on diskette	10.00
Voter Registration Card	5.00

Vital Statistics recorded in Hampden:

	2010	2011	2012	2013	2014	2015	2016	2017	2018
Births	30	21	20	22	29	23	30	21	30
Deaths	82	70	71	86	77	68	84	103	103
Marriages	18	13	13	14	14	13	25	21	22

MINUTES - SPECIAL TOWN MEETING, HAMPDEN, MA

March 28, 2018, 7:00 pm, Thornton W Burgess Middle School, Wilbraham
Road Robert Howarth called the meeting to order at 7:pm – Attendance -250

NOTE: Articles were discussed and voted on out of order in anticipation of a vote to take
no action on the Regional School Agreement proposals, based on questions regarding
their validity.

Article 4- The Town voted to take no action on the Proposed Amendment to HWRSD
Agreement

A majority vote was declared by the Moderator

Article 5- The Town voted to take no action on the Proposed Amendment to HWRSD
Agreement

A majority vote was declared by the Moderator

Article 6- The Town voted to take no action on the Proposed Amendment to HWRSD
Agreement

A majority vote was declared by the Moderator

Article 7- The Town voted to take no action on the Transfer of Funds for Law and Claims

A majority vote was declared by the Moderator

Article 1. General Bylaw to Prohibit Marijuana Establishments

The Town voted to amend the General Bylaws by adding a new Chapter XVI, Prohibition
on Marijuana Establishments as printed in the Warrant as Article 1. for this Special
Town Meeting.

A majority vote was declared by the Moderator

Article 3. Zoning Bylaw to Prohibit Marijuana Establishments

The Town voted to amend the Zoning Bylaws by adding a new Section 6.13 to prohibit
Marijuana Establishments within the Town of Hampden as printed in the
Warrant as Article 3 for this Special Town Meeting except that the Table of Uses printed
at the end of this warrant article shall not be included as part of this vote.

A 2/3 vote was declared by the Moderator

Article 2. The Town voted to take no action on a change to Zoning Bylaws for Temporary
Moratorium on Marijuana Establishments

A 2/3 vote was declared by the Moderator

The meeting was adjourned at 7:14pm

Minutes – Annual Town Meeting – May 14, 2018
Bethlehem Baptist Church, 123 Allen St., Hampden, MA
Moderator Robert L Howarth called the meeting to order at 7:03pm – Attendance 152

Article 1. TOWN REPORTS

The Town voted that the Annual Reports, as contained in the Annual Town Report for the year 2017, be accepted as printed.

A Majority Vote was declared by the Moderator.

Article 2. BUDGET

The Town voted that the sums of money shown in the column entitled "Fiscal 2019 Draft Recommendations" of the Supplementary Report and Recommendations of the Advisory Committee be raised and appropriated for the specific purposes designated and that the same be expended only for such purposes, each number being considered a separate appropriation and that the Town raise and appropriate such sums as may be required to defray said charges for the fiscal year ending June 30, 2019.

A Majority Vote was declared by the Moderator.

GENERAL GOVERNMENT		Fiscal 2019
1.0	Accountant	
	1.1 Salary	31,949
	1.2 Clerical	6,000
	1.3 Expenses	5,500
	1.4 Computer Upgrade	6,000
	Total Accountant	49,449
2.0	Advisory Committee	
	2.1 Clerical	4,882
	2.2 Expenses	200
	Total Advisory	5,082
3.0	Appeals, Board of	
	3.1 Clerical	4,742
	3.2 Expenses	250
	Total Appeals	4,992
4.0	Assessors, Board of	
	4.1 Salaries	16,025
	4.2 Assistant Assessor	0
	4.2.1 Principal Assessor	42,341
	4.2.2 Clerical	17,034
	4.3 Expenses	4,500 *
	4.4 Data Processing	0
	4.5 Software Support	7,390
	4.6 Mapping Maintenance	1,750
	4.7 Full List Measure	0
	4.8 Field Review	0
	Total Assessors	89,040
	<i>*due to revolving acct procedure change</i>	
5.0	Building Department Expenses	
	5.1 Code and General Enforcement	19,721
	5.2 Inspector and Expenses	47,342
	5.3 Clerical	10,154 *
	5.4 Inspectors Expense	2,600

	5.5 Office Expense	1,860	*
	Total Building Dept.	81,677	
	<i>*due to revolving acct procedure change</i>		
6.0	County Retirement	510,344	
7.0	Insurance		
	7.1 Property and Liability	104,900	
	7.2 Employee Benefits	267,800	
	7.3 Unemployment Compensation	2,000	
	7.4 Longevity	600	
	7.5 FICA	0	
	Total Insurance	375,300	
8.0	Law and Claims		
	8.1 General	60,000	
	Total Law	60,000	
9.0	Moderator		
	9.1 Salary	0	
	9.2 Expenses	100	
	Total Moderator	100	
10.0	Planning Board		
	10.2 Clerical*	17,176	**
	10.3 Expenses	1,100	
	10.4 Software support	0	
	Total Planning Board	18,276	
	<i>** includes special permits & hearings</i>		
11.0	Registrars, Board of (Voters)		
	11.1 Salaries	800	
	11.2 Election Expenses	11,000	
	11.3 Street Lists	2,500	
	Total Registrars	14,300	
12.0	Selectmen		
	12.1 Salaries	9,840	
	12.2 Administrative Asst.	45,145	
	12.3 Secretarial	0	
	12.4 Expenses	2,000	
	12.5 Legal Advertising	2,500	
	12.6 Mapping Maintenance	2,400	
	12.7 Temporary Help	2,500	
	Total Selectman	64,385	
13.0	Tax Collector		
	13.1 Salary	35,141	
	13.2 Clerical	19,090	
	13.3 Expenses	2,250	
	13.4 Computer Maintenance	3,750	
	13.5 Tax Title Work	2,500	
	13.6 Tax Title Admin.	0	
	Total Tax Collector	62,731	
14.0	Town Clerk		
	14.1 Salary	35,141	
	14.2 Clerical	17,090	
	Records Access Officer	6,922	
	14.3 Expenses	1,100	
	14.4 Town Publications	100	
	Total Town Clerk	60,353	

15.0	Town Report	3,000
16.0	Treasurer	
	16.1 Salary	39,936
	16.2 Clerical	8,047
	16.3 Expenses	1,100
	16.4 Certifying Notes	0
	16.5 Interest on Loans (short term)	0
	16.6 Tax Title Expense	11,500
	16.7 Payroll Service	7,500
	16.8 Bank Service Charges	0
	16.9 Tax Title Admin.	0
	16.10 Records Mgt	1,000
	Total Treasurer	69,083
17.0	Veterans' Benefits	20,000
18.0	Greater Springfield Senior Services	0
19.0	Town Administrator	90000
	TOTAL GENERAL GOVERNMENT	1,578,113
	GENERAL TOWN SERVICES	
20.0	Academy Hall Maintenance	3,000
21.0	Cemetery Commission	
	21.1 Clerical	11,780
	21.2 Expenses	600
	21.3 Maintenance	16,500
	21.4 Computer Maintenance	450
	Total Cemetery Commission	29,330
22.0	Conservation Commission	
	22.1 Clerical	12,937 **
	22.2 Expenses	500
	Total Conservation Commission	13,437
	**add'l hrs added & grade changed	
23.0	Transfer Station	
	23.1 Operation	0
	23.2 Monitoring/Testing	25,000
	Total Transfer Station	25,000
24.0	School Buildings Repairs	15,000
26.0	Library	
26.1	Salaries	
26.2	Expenses	
26.3	Library Materials	
	Total Library	130,926
27.0	Town Events	1,200
29.0	Office Equipment	
	29.1 Acquisition	2,500
	29.2 Maintenance	11,000
	29.3 Supplies	4,000
	29.4 Postage	17,000
	29.5 Information Technology	10,000
	Total Office Equipment	44,500
30.0	Parks and Recreation	
	30.1 Salaries	44,491
	30.2 Operating Expenses	5,000
	30.9 Spray park	10,000
	Total Parks and Recreation	59,491

32.0	Town House Maintenance	
	32.1 Custodial	19,000
	32.2 Maintenance and Repairs	11,000
	32.3 Heat and Utilities	45,000
	Total Town House Maintenance	75,000
34.0	Ambulance	0
35.0	Gasoline	
	35.1 Purchase	65,000
	36.1 Gasoline Expenses	10,000
	Total Gasoline	75,000
36.0	Street Lighting	23,000
37.0	Council on Aging	
	37.1 Director's Salary	51,399
	37.2 Clerical	17,583
	37.3 Expenses	7,000
	37.4 Temporary Help	0
	37.5 Outreach Coordinator	20,182
	37.6 Receptionist	15,369
	Total Council on Aging	111,533
38.0	Senior Center	
	38.1 Custodial	11,970
	38.2 Utilities	21,576
	38.3 Building Maintenance	15,375
	38.4 Grounds Maintenance	0
	Total Senior Center	48,921
39.0	Historical Commission	400
	Total General Town Services	655,738
	HIGHWAY DEPARTMENT	
40.0	Superintendent's Salary	81,424
41.0	Tree Warden	
	41.1 Expenses	14,820
	41.1.2 Salary	5,791
	41.2 Tree Planting	0
	41.3 Insect Pest Control	0
	Total Tree Warden	20,611
42.0	Public Grounds	43,923
43.0	Highway Maintenance	
	43.0 Expenses	162,772
	43.1 Paving	65,000
	Total Highway Maintenance	227,772
44.0	General Highway Expense	119,534
45.0	Snow and Ice Removal	100,000
46.0	Contract Services	
	46.0 Contract Services	0
	46.1 Street Sweeping	16,800
	46.2 Catch Basin Cleaning	40,900
	Total Contract Services	57,700
47.0	Other Highway Accounts	
	47.1 Road Machinery Maintenance	18,000
	47.2 Highway Engineering	0
	47.3 Equipment Acquisition	0
	Total Other Highway Accounts	18,000
48.0	Building Expenses	

48.1 Utilities

11,585

TOTAL HIGHWAY DEPARTMENT**680,549****PROTECTION OF PERSONS AND PROPERTY****50.0 Animal Inspection**

50.1 Salary 2,317

50.2 Expenses 240

50.3 Rabies Management 0

50.4 Wildlife Control 2,500

Total Animal Inspection 5,057**51.0 Emergency Management**

8,000

51.5 Traffic Control

17,000

52.0 Dog Officer

52.1 Animal Control Account 12,000

52.2 Dog Damage Fund 700

Total Dog Officer 12,700**53.0 Fire Department**

015530 Medical Director 3,000

53.1 Fire Chief Salary 0

53.2 Fire Chief Expenses 1,500

53.3 Operation 40,000

53.4 Equipment 16,500

53.5 Training Stipend 33,000

53.6 Radio Service Agreement 5,000

015537 Call reimbursement 65,000

015538 FD Salaries 138,723

015538.1 Clerical 4,000 *

015539 Uniforms 2,000

Total Fire Department 308,723

**approved at FY18 Annual Town Mtg

*due to revolving acct procedure change

54.0 Forest Fires 1,800**55.0 Forest Fire Warden 0****56.0 Health, Board of**

56.1 Salary 5,072

56.2 Clerk Salary 39,340

56.3 Expenses 1,000

Total Board of Health 45,411**56.5 Water District**

565.1 Operations 8,000

565.2 Testing 2,000

Total Water District 10,000**57.0 Police**

57.1 Chief's Salary 88,990

57.2 General Salaries 1,070,225

57.3 Maintenance of Cruisers 12,115

57.4 General Expenses 75,667

57.5 New Cruisers 39,000

57.6 Training 28,027

57.7 Equipment 8,700

57.8 Career Incentive Pay (Quinn Bill) 67,216

57.9 Building Maintenance & Exp 59,191

1,449,131

	*** ongoing contract negotiations	
58.0	Other Police Accounts	
	58.1 Election and Town Meetings	2,773
	58.2 Towing Clerk	100
	58.3 WMLEC	750
		<hr/>
		3,623
59.0	Parking Clerk	0
	Total Police	
	*** ongoing contract negotiations	1,452,754
	TOTAL PROTECTION	<hr/> 1,861,445
	SCHOOLS	
69.0	Regional School District	
	69.1 Assessment	7,437,341
	69.2 Teacher Deferral	0
	Total Regional School District	<hr/> 7,437,341
	SUB TOTAL	<hr/> 12,213,186
70.0	Local Government Debt	
	70.1 Principal: Airpacks	0
	70.2 Interest	0
	70.3 School Debt	0
	70.4 Green Meadow Bond	205,200
	70.5 Highway Truck	0
	70.6 Fire Truck	0
	70.7 Infrastructure Roads	400,000
	70.8 Minnechaug BAN/Bond	502,573
	70.8 Minnechaug BAN/Bond ****	69,859
	70.9 Police Dept	256,375
	Total Local Government Debt	<hr/> 1,434,007
	**** \$69,859 retroactive payment from prior years under assessment	
	GRAND TOTAL	<hr/> 13,647,193

Article 3. COMBINED DISPATCH

The Town voted to appropriate a sum of money for the establishment and operation of a Combined Dispatch Center for East Longmeadow and Hampden, by adding **\$232,763** to Police General Salaries 57.2, **\$69,800** to General Expenses 57.4 and **\$49,781** to Employee Benefits 7.2 in the 2019 Fiscal Budget.

A Majority Vote was declared by the Moderator.

Article 4. PREVIOUS BILLS

The Town voted take no action on Article 4.

A Majority Vote was declared by the Moderator.

Article 5. GENERAL BYLAW AMENDMENT TO ESTABLISH REVOLVING FUNDS

The Town voted to amend the General Bylaws by adding a new Chapter III, Section 7A Revolving Funds as printed in the Warrant as Article 5.

A Majority Vote was declared by the Moderator.

Article 6. FISCAL YEAR 2019 SPENDING LIMITS FOR REVOLVING FUNDS

the Town voted to authorize the following total expenditures for the following revolving funds, pursuant to GL c44, Section 53E ½ for the Fiscal Year 2019:

Board of Health Fund	\$20,000
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Building Department Fund	\$85,000
Library Fund	\$ 3,000
Council on Aging Fund	\$21,000
Cemetery Commission Fund	\$12,000
Planning Board Fund	\$ 2,600
Conservation Commission Fund	\$ 2,600

A Majority Vote was declared by the Moderator.

Article 7. ENTERPRISE FUND TRANSFER STATION

The Town voted to appropriate the following amounts for the Transfer Station Enterprise Fund:

\$25,000 for salaries
 \$75,000 for expenses
 \$100,000 Total

And that \$100,000 be raised as follows:

Department receipts: \$90,000

Tax Levy: **\$10,000**

A Majority Vote was declared by the Moderator.

Article 8. COMMUNITY PRESERVATION COMMITTEE

The Town voted to accept the recommendations of the Community Preservation Committee:

A Majority Vote was declared by the Moderator.

The Town voted to appropriate \$64,800.00 from the Community Preservation Fund as a Contribution to the Field Renovation Project located at Minnechaug Regional High School, such funds to only be payable upon presentation to the Board of Selectmen of the substantial completion of the project as described in the application.

A Majority Vote was declared by the Moderator.

The Town voted to appropriate \$10,000.00 from the Community Preservation Fund as requested by the Parks and Recreation Department for continuing improvements to the baseball field located at Memorial Park.

A Majority Vote was declared by the Moderator.

The Town voted to appropriate \$75,000.00 from the Community Preservation Fund for the demolition and renovation of the space in the Town House formerly occupied by the Police Department, such renovation to include two ADA compliant restrooms.

A Majority Vote was declared by the Moderator.

The Town voted to appropriate \$300.00 from the Community Preservation Fund to pay the annual dues of the Community Preservation Coalition.

A Majority Vote was declared by the Moderator.

Article 9. CONSERVATION FUND

The Town voted to raise and appropriate **\$1,000** for the Conservation fund, said fund to be used for the purpose of acquiring available land for the Town for conservation purposes, if said purchase is voted and approved at Annual or Special Town Meeting prior to such purchase.

A Majority Vote was declared by the Moderator.

Article 10. HIGHWAY STATE AID

The Town voted to accept \$257,102 from the Commonwealth of Massachusetts under the provision of local aid fund distribution, the General Laws Chapter 90, Section 34, and be allowed to borrow in anticipation of reimbursement.

A 2/3 Vote was declared by the Moderator.

Article 11. HIGHWAY TRUCK REPLACEMENT

The Town voted raise and appropriate **\$65,000** to replace the 2007 Ford F-350 1 ton dump truck with plow and dump body.

A Majority Vote was declared by the Moderator.

Article 12. HIGHWAY EQUIPMENT REPLACEMENT

The Town voted to raise and appropriate **\$10,607** to replace the current fuel system pump and software.

A Majority Vote was declared by the Moderator.

Article 13. LIBRARY ADDITIONAL STATE AID

The Town voted that, in Fiscal Year 2019 if State Aid is received for the Library, this money will be made available for Library Trustees to use at their discretion.

A Majority Vote was declared by the Moderator.

Article 14. BOARD OF ASSESSORS

The Town voted to raise and appropriate **\$24,000** for the Assessor's Stabilization Fund to provide for Department of Revenue mandated programs.

A Majority Vote was declared by the Moderator.

Article 15. BOARD OF ASSESSORS

The Town voted to transfer from the Assessor's Stabilization Fund **\$28,450** for all FY2019 Department of Revenue mandated programs.

A 2/3 Vote was declared by the Moderator.

Article 16. TOWN MEETING POSTING LOCATION

The Town voted to amend the General Bylaws, Chapter II, Section 1, by replacing,

The warrant containing all items of business for each Town Meeting shall be posted on the Bulletin boards in the Town House, Thornton Burgess School, Green Meadows School, on the building located at 43 Somers Road, presently occupied by the Village Food Mart, and at a location known as the Mini Mall located on Allen Street and East Longmeadow Road, at least seven days before any Town Meeting.

With,

The warrant containing all items of business for each Town Meeting shall be posted on the Bulletin boards in the Town House, on the building located at 43 Somers Road, presently occupied by the Village Food Mart, the Hampden Police Station, and online on the Town's website, at least seven days before any Town Meeting,

And remove the word "five" in Chapter III, Section 4

And with additional amendments as follows:

* A motion to amend the proposed text to direct that the postings be on the outside of the buildings passed by a declared majority vote.

*A second motion to include the Senior Center as a posting place passed by a declared majority vote.

Motion passed as further amended.

A Majority Vote was declared by the Moderator.

Article 17. TOWN ADMINISTRATOR

The Town voted to authorize and empower the selectmen pursuant to General Laws chapter 41, section 23A to appoint a town administrator who may be appointed by them for a term of one or three years and may be removed by them at their discretion.

A Majority Vote was declared by the Moderator.

Article 18. ZONING BYLAW AMENDMENT

The Town voted to rezone from Residential 4 to Business, a parcel of land described as printed in Article 18 of the Warrant.

A 2/3 Vote was declared by the Moderator.

Article 19. PURCHASE AND SALE AGREEMENT FOR 500 MAIN STREET

The Town defeated a motion to authorize the Board of Selectmen to negotiate and enter into a Purchase and Sale Agreement for the parcel of land known as 500 Main Street, Hampden MA.

Motion failed

Article 20. PROPOSED AMENDMENT TO HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT AGREEMENT

The Town voted to take no action on Article 20.

A Majority Vote was declared by the Moderator.

Article 21. PROPOSED AMENDMENT TO HAMPDEN WILBRAHAM REGIONAL SCHOOL DISTRICT AGREEMENT

The Town voted to take no action on Article 21.

A Majority Vote was declared by the Moderator.

Article 22. PROPOSED AMENDMENT TO HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT AGREEMENT

The Town voted to take no action on Article 22.

A Majority Vote was declared by the Moderator.

Article 23. TAX AGREEMENT

The Town voted to authorize the Board of Selectmen to negotiate and enter into a payment in lieu of personal property taxes agreement pursuant to the provisions of General Laws Chapter 59, Section 38H for a term of twenty years with the lessee/operator of the solar photovoltaic energy generating facility located at 220 Mill Road.

A Majority Vote was declared by the Moderator.

Article 24. SCHOOL RESOURCE OFFICER

The Town voted to raise and appropriate **\$11,202.00** to fund the School Resource Officer for FY2018 at Minnechaug Regional High School.

A Majority Vote was declared by the Moderator.

Article 25. RESERVE FUND

The Town voted to raise and appropriate **\$25,000.00** for the Reserve Fund.

A Majority Vote was declared by the Moderator.

Article 26. GENERALIZATION STABILIZATION FUND

The Town voted to take no action on Article 26.

A Majority Vote was declared by the Moderator.

Article 27. REDUCING THE TAX RATE

The Town voted to take no action on Article 27.

A 2/3 Vote was declared by the Moderator.

A motion to adjourn the meeting was passed by a majority vote at 9:44pm.

Article 1. **Computer Hardware/Software & Technical Upgrade**

the Town voted to transfer from unappropriated available funds, \$20,000 to purchase computer hardware, software and technical support to upgrade the Town's Information Technology.

A majority vote was declared by the Moderator

Article 2. **Outreach Program Funds for Senior Center**

the Town voted to transfer from unappropriated available funds, \$1,037 to replace funding previously provided by the State and to be used for the Senior Center Outreach Program at the Senior Center.

A majority vote was declared by the Moderator

Article 3. **Stormwater Reporting Funding**

The Town voted to transfer from unappropriated available funds, \$36,300 into the Stormwater Account to be used to satisfy State mandated Stormwater Reporting.

A majority vote was declared by the Moderator

Article 4. **Proposed Amendment to Hampden Wilbraham Regional School District**

The Town defeated a motion to amend Section III, Paragraph B of the Regional Agreement .

Motion failed

Article 5. **Police Dispatch**

The Town voted to amend and reduce the fiscal year 2019 budget by deducting \$232,763 from line item 57.2 Police General Salaries; deducting \$69,800 from line item 57.4 Police General Expense and deducting \$49,781 from line item 7.2 Employee Benefits as these amounts related to the Regional Dispatch discussion at the Annual Town Meeting on May 14, 2018

A majority vote was declared by the Moderator

Article 6. **Non Bargained Salary Adjustments**

The Town voted to transfer \$33,414.36 from unappropriated available funds and that a specified portion of that sum be transferred to each of the various non-bargained salary accounts for salary rate adjustments as detailed in the handout provided for this Special Town Meeting.

A majority vote was declared by the Moderator

Article 7. **Citizen's Petition**

The Town voted to direct the Hampden Selectmen to take all necessary steps to revive the lawsuit brought by the Town against the Hampden Wilbraham Regional School Committee that was the subject of the Settlement Agreement signed by the Hampden Selectmen Chair and the Hampden Wilbraham Regional School Committee Vice-Chair. These steps shall include but are not necessarily limited to the Selectmen's requesting immediately, but in no event more than 30 days from the date of the Hampden Town meeting (October, 2018), that the Superior Court vacate the judgment of dismissal in that case as described in the Settlement Agreement.

A majority vote was declared by the Moderator

Article 8. **Citizen's Petition**

The Town voted that prior to entering any future settlement agreements with the Hampden Wilbraham Regional School Committee relative to school issues, the Hampden Selectmen will hold a duly convened Town Meeting where a discussion and vote on the matter will be held.

A majority vote was declared by the Moderator

TREASURER'S REPORT

Again, I am pleased to report the Town is in great financial shape. This is the best it has been in the nine years I have been Treasurer. Cash flow is good, delinquent taxes are low.

The Town has no short-term debt. Other than the schools the only debt we have is the mortgage on the Police Station. This puts us in a good position with rising interest rates and we have increasingly been able to take advantage of rate increases during the current year. As a result, the town is earning more than a thousand dollars a month in interest income than last year.

The financial health of the Town is a team effort. I must give great thanks and praise to the Town Accountant, Tax Collector and Assessors office. The coordination and teamwork have been vital in our success.

Richard Patullo
Town Treasurer

Massachusetts Department of Revenue Division of Local Services
BUREAU OF ACCOUNTS - AUTOMATED TREASURER'S YEAR-END CASH REPORT

Town of Hampden, for the Year Ending Jun 30, 2018
(City, Town, County, District)

\$ _____ -

B. Non - Interest Bearing Checking Accounts

Collateral'd Y or N	Financial Institution	Purpose	Interest Rate	Balance	Sub - Total
Y	Peoples Bank	lock box	N/A	10,000.00	
			N/A		\$10,000.00

C. Interest Bearing Checking Accounts

Collateral'd Y or N	Financial Institution	Purpose	Interest Rate	Balance	Sub - Total
Y	Monson Saving	GF Checking	0.5	171,567.88	
Y	Monson Saving	Payroll Checking	0.5	63.45	
Y	Unibank	Holding account	0.5	60,843.95	
					\$232,475.28

D. Liquid Investments

Collateral'd Y or N	Financial Institution	Purpose	Interest Rate	Balance	Sub - Total
Y	Monson Savings	GF Savings	0.75	1,846,352.73	
					\$1,846,352.73

F. Trust Funds

Collateral'd Y or N	Financial Institution	Purpose	Interest Rate	Balance	Sub - Total
Y	Monson Saving	CPA	0.75	292,887.00	
Y	Monson Saving	Stabilization	0.75	1,082,243.04	
Y	Monson Saving	Library Trust fund	0.75	242,826.15	
Y	Monson Saving	Town Trust fund	0.75	163,563.49	
Y	Monson Saving	Assesors Stabila	0.75	6,247.81	
					\$1,787,767.49

\$ 3,876,595.50

I hereby certify that the bank statements have been reconciled through the date of this report, that the cash on hand and other items were verified by actual count, and that I have transmitted this form to the Accounting Officer for certification of Part II.

7/11/2018

Date

Richard Patullo

Treasurer

I hereby certify that the foregoing schedule, setting forth the total cash in the custody of the Treasurer, is in agreement with the general ledger controls in my department.

7/11/20

Date

Clifford Bombard

Accounting Officer