

ANNUAL REPORT OF THE
TOWN OF OTIS
MASSACHUSETTS

FOR THE YEAR ENDING DECEMBER 31, 2017

About the Cover

This year saw the installation of the town's second wind turbine. This turbine belongs to the town and not a private entity. Now that it is up, we thought we would feature it for this year's cover photo.

Last year we dedicated the Town Report to Ed Williams, owner of the first turbine in town. Without Ed's help throughout this process, the Town of Otis would never have been able to install the town's turbine. Ed, again, we thank you so much for all the assistance you gave the town through this process.

When the turbine parts arrived in town late spring, we all wondered how the enormous parts were going to be transported through town. The picture below shows they were successful. It did take a lot of expert steering and maneuvering on the part of the transport drivers.



Dedication

This year we would like to dedicate our Annual Town Report to our Otis Fire Department and our Otis Rescue Squad. We have two teams of very dedicated volunteers who are always there to respond to our community's needs.

The Otis Fire Department is currently served by approximately 20 personnel with both former Fire Chiefs serving in reserve capacity. In June of 2017, we said goodbye to Fire Chief Sandy Pinkham after nine years of service as Chief, and many more as a firefighter, as he turned over the responsibilities to Rich Phair our current Fire Chief. I know from personal experience, when you need them, this team of volunteers is there for you. Hats off to our member roster:

Rich Phair	Fire Chief, EMT, firefighter
Chris Bouchard	Assistant Chief, firefighter
Jeff Hammerle	Captain, firefighter
Dan Cawthron	Captain, EMT, firefighter
John Kennedy	Lieutenant, firefighter
Jordan Arnold	Lieutenant, firefighter
Bryan Arnold	Firefighter, EMT
Rich Beringer	Firefighter
Matt Rider	Firefighter
Shawn Murphy	Firefighter
Bill O'Brien Jr.	Firefighter
Rich O'Brien	Firefighter
Keith O'Neil	Firefighter
Kendra Cawthron	Firefighter, EMT, Training Officer
Brittany Phair	Firefighter
Corey Tribula	Firefighter
Ryen Nolau	Firefighter
John Wilson	Firefighter
Blaze Tavernia	Firefighter
Max Koivisto	Firefighter, EMT
Don Rider	Reserve Firefighter
Sandy Pinkham	Reserve Firefighter

In addition, we want to recognize our Otis Rescue Squad members, of whom five are also serving on the Fire Department:

Rich Phair	Firefighter, EMT
Bryan Arnold	Firefighter, EMT
Kendra Cawthron	Firefighter, EMT
Max Koivisto	Firefighter, EMT

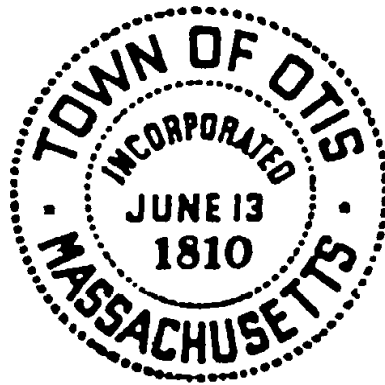
Dan Cawthron	Firefighter, EMT
Dan Kimberley	EMT
Jacob Crittenton	EMT
Dave Pickhardt	EMT
Elaine Arnold	EMT
Leo Robillard	EMT
Jim Ebitz	EMT
Ed Vivier	EMT
Emma Brennan	EMT
Corey Tribula	EMT

When next you meet any of our volunteers, please thank them for their service. Remember, in the blink of an eye, you could be their next call.

Anyone who would like to join either group is encouraged to contact them at (413) 269-4409 to get further information, or look them up in this booklet or on our website at www.townofotisma.com. They would both be listed under the Departments heading.

TOWN OF OTIS

MASSACHUSETTS



ANNUAL REPORT

OF THE

TOWN OFFICERS

For the year ending December 31, 2017

ANNUAL REPORT
OF THE
TOWN OF OTIS
MASSACHUSETTS



For the year ending December 31, 2017



TOWN OF OTIS

MASSACHUSETTS

OFFICIAL REPORT

Statistics for Fiscal Year
July 1, 2017 to June 30, 2018

Population – 2017 Census	1,395
Area (square miles)	37.9
Number of Registered Voters	1,132
Highway Maintained by Town (miles)	45.27
Total Appropriations	\$7,429,220.66
Tax Levy	\$5,050,082.00
Total Property Valuations	\$610,280,913.00
Tax Rate	\$8.28





TOWN OFFICERS
Fiscal Year 2017

SELECTMEN

Gary Thomas, 2020

William Hiller, 2018

Donald Hawley, 2019

TOWN ADMINISTRATOR

Christopher Morris, 2017

VETERANS AGENT

Laurie Hils, 2018

TOWN CLERK

Lyn Minery, 2016

TOWN TREASURER

Karen Fink, 2018

TOWN COLLECTOR

Destiny Duris, 2018

ASSESSORS

Kathleen Rider, 2020

Heather Venne, 2018

Russell Loring, 2019

FINANCE BOARD

Therese Gould, 2020

Walter Engels, 2018

Michael Ernst, 2019

SCHOOL COMMITTEE

Arlene Tolopko, 2020

Hillary Howard, 2019

Carol Lombardo, 2018

Jessica Drenga, 2018

LIBRARY TRUSTEES

Diane Dyer, 2018

Steve Graves, 2018

Walter Engels, 2019

CEMETERY COMMISSIONS

Roger Meyer, 2020

Kristen Brown, 2018

Sexton, Jim Crandall

Bruce Wall, 2019

CONSTABLES

Russell Loring, 2018

David Hamill, 2018

Jack Conboy, 2018

Ken Pettibone, 2018

Dan Hamill, 2018

Charles Whiting, 2018

TREE WARDEN

John Conboy, 2018

TOWN ACCOUNTANT

Margaret McClellan, 2018

FIRE CHIEF

Gordon Pinkham, 2018

ASSISTANT FIRE CHIEF

Richard Phair, 2018





POLICE CHIEF

Roberta J. Sarnacki, 2018

POLICE SERGEANT

Daniel Hamill, 2018

ELECTION WARDEN

Leonard Terranova, 2018

MODERATOR

Blake Middleton, 2018

DEPUTY WARDEN

Carol Lombardo, 2018

ELECTION CLERK

Carol Blakeslee, 2018

DEPUTY ELECTION CLERK

Lisa D’Orazio, 2018

BOARD OF REGISTRARS

Marjorie Middleton, 2019

Jill Moretz, 2020

Emily Piacquadio, 2018

BOARD of HEALTH AGENT

Jim Wilusz, 2018

ASSISTANT BOARD of HEALTH AGENT

Peter Kolodziej, 2018

CONSERVATION COMMISSION

Dominic Battista, 2019

Jeff Laramy, 2019

Roger Meyer, 2020

Bruce Wall, 2018

Rene Dubee Alternate, 2015

David Sarnacki, 2020

PLANNING BOARD

Teresa Cook-Visser, 2019

Michael Ernst, 2018

James Kauffman, 2020

Rona Knight, 2019

Alan Koivisto, 2019

Jennifer Daily, 2018

Harold Kobrin, 2022

BOARD OF APPEALS

Geoffrey Geane, 2020

Ed Partyka, 2019

James Kauffman, 2018

Michael Ernst, 2022

Therese Gould, 2019

BOARD OF APPEALS – ASSOCIATE MEMBER

Katherine Couch, 2018

RECREATION COMMISSION

Kathy Carroll, 2019

William Dyer, 2018

Mary Adams, 2020

Alternate Dana Pustinger, 2020

HISTORICAL COMMISSION

Hank Wingate, 2018

Sonia Morrison, 2019

Charles Rosenblum, 2019

Judith Mabee, 2019

Diane Provenz, 2018

Thom Garvey, 2018

COUNCIL ON AGING

Ralph Gleason, 2020

Richard Cicchillo, 2020

Angie LaRiviere, 2018

Carol Blakeslee, 2018

Alternate Jane Bernasconi, 2018

Dorothea D’Elia, 2019





CELEBRATION COMMITTEE

Stephanie McNair, 2018
Arlene Tolopko, 2018

Diane Provenz, 2018
Jeanne Randorf, 2018

Sonia Morrison, 2018
Andy Pyenson, 2018

CULTURAL COUNCIL

Shanon Albee, 2018
Robert Turnbough, 2018
Arlene Tolopko, 2019

Carol Lombardo, 2020
Deborah Fogel, 2019

MaryJo Engels, 2019
Ilisa Sulner, 2019

BUILDING INSPECTOR

Larry Gould, 2018

ASSISTANT BUILDING INSPECTOR

Gary Danko, 2018

WIRE INSPECTOR

Jay Reynolds, 2018

ASSISTANT WIRE INSPECTOR

Robert Kimberley, 2018

SANITATION INSPECTOR

John Conboy, 2018

ASSISTANT SANITATION INSPECTOR

Vacant, 2018

PLUMBING INSPECTOR

Brian Middleton, 2018

ASSISTANT PLUMBING INSPECTOR

Mark Levernoch, 2018

SCHOLARSHIP COMMITTEE

Diane Dyer, 2019

Lee Hawley, 2018

Laurie Nikituk, 2020

TECHNOLOGY COMMITTEE

Larry Gould, 2018
William Hiller, 2018

Frank Tolopko, 2018
Laurie Flower, 2018

George Mabee, 2018
Lisa D'Orazio, 2018

ENERGY COMMITTEE

Donald Hawley, 2018
Anthony Scapin, 2018
Mike Moretz, 2018

William Hiller, 2018
James Crandall, 2018
Sandy Pinkham, 2018
Ed Sepansky, 2018

Walter Engels, 2018
Larry Gould, 2018
Michael Ernst, 2018

INVESTMENT POLICY ADVISORY COMMITTEE

Karen Fink, 2018

Walter Engels, 2018

Michael Ernst, 2018





2017 ANNUAL REPORT OF THE OTIS BOARD OF SELECTMEN

During 2017 we continued with our long range goals and accomplished steps towards their achievement.

We continue to work with Westfield Gas & Electric, Eversource, and Verizon on Broadband services which has been made possible through a \$1,770,000 Department of Housing & Economic Development grant. We are still on track to start providing broadband access to residents in early 2018.

Building assessments are ongoing as we continue to look at space needs and the structural integrity of town properties. Repairs to the East Otis Fire House were undertaken. Efforts to install solar panels on the Main Fire House, East Otis Fire House, Waste Water Treatment Plant, Highway Garage, Transfer Station, and the Police Garage are underway. A preliminary inspection of St. Paul's Church performed by Precision Decisions LLC showed structural deficiencies and the future use of the building is yet to be determined and an analysis of Harmony Hall is ongoing.

A self-help visitor's kiosk has been proposed by the Southern Berkshire Chamber of Commerce. We expect this kiosk to be placed near the Town Hall to allow access to information about the area. New voting machines were purchased from LHS Associates and will be used in the 2018 election. We also declared a maintenance truck and a rescue truck surplus.

A time extension was requested to the Federal Emergency Management Agency for the Reservoir Road Culvert Project. This project is to replace two 5' x 60' twin culverts that were severely damaged by Tropical Storm Irene, and we are awaiting the results of the request. We extended the agreement with the Center for EcoTechnology for hazardous waste collection as part of the South Berkshire Regional Household Hazardous Waste Collaborative.

Despite experiencing multiple delays, the Wind Project saw substantial progress this year with the installation of the wind turbine resulting in a test phase of the turbine in late December. Pole hearings were held by Verizon throughout the year due to the increased load needed for the project.

You will see some new faces working for the Maintenance Department. We hired Mark Miller and Ronald Williamson, so if you have a chance, please be sure to welcome Mark and Ronald to their new positions.

After ten years of service, Town Administrator Chris Morris tendered his resignation. We wish Chris the best and thank him for his years of service to the town.





On behalf of the Board of Selectmen, I want to thank all the elected officials, town employees, and volunteers who give of their time to benefit the town. We are truly fortunate to have such a great workforce that is dedicated to serving the citizens of Otis.

I am very fortunate to have been selected as the new Town Administrator and sincerely look forward to meeting the people who make up this wonderful Berkshire community.

Respectfully,

Rebecca Stone, Town Administrator

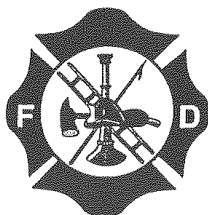
On behalf of:

William Hiller, Select Board Chair

Gary Thomas, Selectman

Donald Hawley, Selectman





Otis Fire Department

15 South Main Road
P.O. Box 157
Otis, Massachusetts 01253
Business Telephone • 413-269-4409
Emergency Telephone • 9-1-1
Fax • 413-269-4275

In 2017, the Otis Fire Department responded to 127 calls of service. Nearly half of which were medical in nature, as we continue to work closely with the Otis Rescue Squad Inc.

2017 was a big challenge for the Fire Department as we dealt with many different situations, but we have continued to provide the same commitment to the town we have always strived for. We couldn't do what we do without the town's peoples support. We also would like to thank the families of all fire department personnel for their continued love, support, and sacrifices.

The Otis Fire Department would like to extend a great deal of gratitude and thanks to other town departments including the Otis Police Department, the Otis Rescue Squad, Otis Highway Department, and the Select Board for all of your help the past year. We also would like to thank all the people, merchants, and the Izzak Walton League for making our 2017 Steak Roast a successful event.

We are looking forward to serving the town in 2018!

Thank you,
Richard Phair
Otis Fire Chief





Otis Rescue Squad 2017 Annual Report

The Otis Rescue Squad Inc. has had a successful year providing emergency care and transportation to the people of Otis and the surrounding area through mutual aid agreements. We continually work to improve our service through continuing education classes, training with Otis Fire Dept. and the purchasing of up to date equipment. We are especially proud of the Lucas 3 automatic chest compression device we recently purchased. These devices are proven to provide higher quality CPR chest compressions than a person, improving the patient's chances of surviving a heart attack.

Like many other volunteer agencies in the region, we are operating with fewer than optimal EMTs and encourage anyone interested in becoming an EMT to talk to us.

We would like to thank the People of Otis for their continuing support in helping us help you.

James Ebitz

President, Otis Rescue Squad





Otis Police Department Annual Report 2017

The Otis Police Department responded to 729 calls for service in 2017. This was down slightly from 898 calls in 2016. The chart and table below will indicate the types of calls that we responded to. It will also indicate whether this was an increase or decrease from 2015 and 2016.

With a total of 7 officers, we are able to provide a strong amount of police coverage each week. Otis continues to be covered by the Mass State Police, Lee barracks, when Otis officers are not scheduled.

In addition to responding to calls for service, Officers completed a great deal of training. All officers completed firearms training, as well as In-Service Training, including Legal Update, Defensive Tactics, Fair & Impartial Policing, Witness Identification, First Responder & C.P.R. In August, Chief Sarnacki also completed training in Crime Scene Investigation.

The Police Department provided traffic coverage for events such as the Memorial Day parade and Halloween. We also assisted at the Otis Library Fair, Otis Community Day, and various other town events. The Department was honored by the Hilltown Rodders and also by the Dalton American Legion Riders for our assistance at their events as well. We also assisted the Sandisfield Police Department and the Lee Police Department with traffic control with their events.

The C.E.R.T. (Community Emergency Response Team) members helped out at Memorial Day events, the Library Fair, The Hilltown Rodders Car Show, and at the Halloween events. CERT team members include Michael Ernst, Marilee and Jim Higgins, Jim Wall, Knut Finnevolden, Robert Tutnauer, and Diana Hofer.

We also held our 7th annual Kops 'N Kids Camp during the April vacation. The Kops 'N Kids program emphasizes teamwork, community, and character education. We help students to make good choices and we develop relationships with them. The highlight of the camp was when students took a trip to Fenway Park to see the Boston Red Sox take on the Tampa Bay Rays. Officers from the Becket Police Department and the Tolland Police Department assisted us with the camp program, and served as camp counselors. The Kops 'N Kids program was funded this year by the Town of Otis, the Otis and Sandisfield Cultural Councils, The Becket Police Association, Thomas Nadolny & Dana Mackenzie & the BRP Foundation. The Kops 'N Kids program also hosted the Otis Halloween events once again.

We had only one personnel change in the department in 2017. Officer Ken Pettibone left Otis to become a full time Becket Police Officer. In his place, we hired Officer Miguel Santana. Miguel had already been helping with our Kops N Kids program, so he is familiar to many in town. Chief Roberta Sarnacki, Sgt. Daniel Hamill, Officer Bryan Arnold, Officer David Hamill, Officer John Mullen and Officer Charles (Chip) Whiting are the other officers who serve our town. We look forward to continuing to do so in 2018!

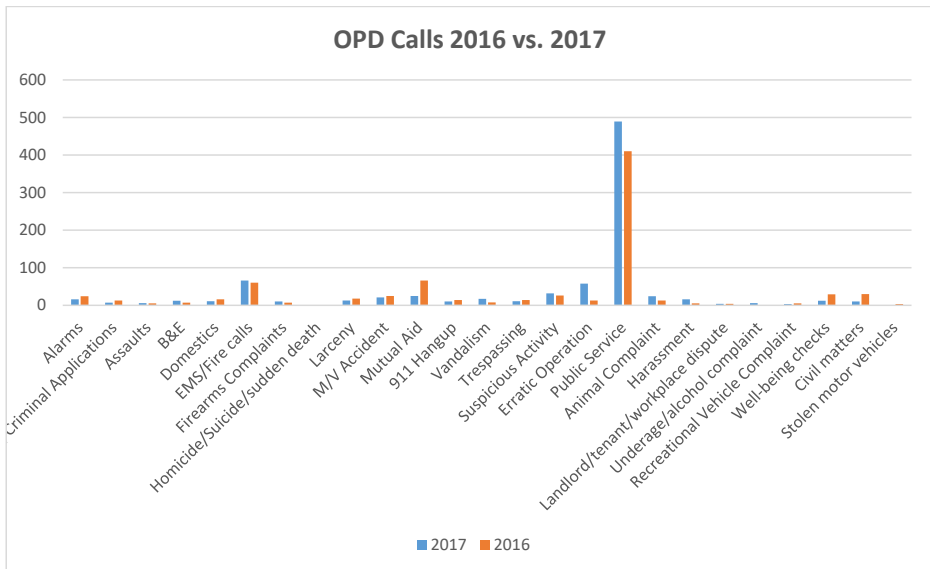




The Otis Police Department would like to thank the Otis Board of Selectmen, the Otis Fire Department and Rescue Squad, the Otis Maintenance Department, the Otis Highway Department & the Otis Finance Board for their continued support of our operations. Thank you to Heather Venne and Lisa D’Orazio for their valued assistance as well. In addition, we would like to thank our surrounding town police departments, as well as the Mass State Police, for their mutual aid. Lastly, thank you to the town residents and business owners for your continued support of the Otis Police Department. Please do not hesitate to call us if you need our assistance. The office number is 413-269-0100, ext. 6, but if the officer is out on the street, the number to call is Berkshire Sheriff’s Control. They will relay all messages to us if we are not in the office. They can be reached at 413-442-0512. Please continue to call 911 for all emergencies.

O.P.D. CALLS FOR SERVICE	2017	2016
Alarms	16	24
Arrests/Criminal Applications	7	13
Assaults	6	5
B&E	12	7
Domestics	11	16
EMS/Fire calls	66	60
Firearms Complaints	10	7
Homicide/Suicide/sudden death	1	1
Larceny	13	18
M/V Accident	21	25
Mutual Aid	25	66
911 Hangup	10	14
Vandalism	17	8
Trespassing	11	14
Suspicious Activity	32	26
Erratic Operation	58	13
Public Service	489	410
Animal Complaint	24	13
Harassment	16	5
Landlord/tenant/workplace dispute	4	4
Underage/alcohol complaint	6	1
Recreational Vehicle Complaint	3	5
Well-being checks	12	29
Civil matters	10	30
Stolen motor vehicles	0	3





Respectfully submitted,
 Chief Roberta J. Sarnacki





SBREPC FY17 REPORT

The Southern Berkshire Regional Emergency Planning Committee (SBREPC) would like to take this opportunity to thank the Town of Otis for its continued support. The SBREPC works with Massachusetts Emergency Management Agency (MEMA), the State Fire Marshal, the federal Environmental Protection Agency (EPA), the Federal Emergency Management Agency (FEMA), Berkshire Regional Planning Commission (BRPC) and the Western Massachusetts Homeland Regional Security Council (WMHRSC), along with state and local police, fire services, public health, emergency medical services, and other disciplines in the twelve towns of South Berkshire County.

SBREPC holds monthly meetings at Fairview Hospital in Great Barrington on the 3rd Tuesday of each month at 8:00am. While it is important to have representation from all the disciplines, Selectboard members are especially encouraged to attend since it is the Local Elected Officials that will have the authority to designate resources in the case of an emergency. Participation in the SBREPC fulfills your town's obligation to belong to a LEPC and REPC and assures you are meeting the goals and missions of SARA Title III.

During FY17 SBREPC has completed the following:

- Full-scale Hazardous Material Exercise;
- Tabletop and Full-scale Exercises simulating a mass-casualty event;
- Adoption of a Multi-Agency Coordination Center (MACC)
- Development of a Social Media Policy

We are geared up for a busy FY18. Already in FY18, we have adopted a Social Media Policy, have completed a Tabletop Exercise practicing our Multi-Agency Communication Center (MACC) plan, are working with BRPC to familiarize ourselves with the Southern Berkshire Regional Sheltering Plan and will be assisting Southern Berkshire Volunteer Ambulance Squad to develop an EMS Service Plan. As always, we will continue to work to expand resources available to our towns during all hazards, including: hurricanes, severe storms and snow events.





FARMINGTON RIVER REGIONAL SCHOOL DISTRICT

Annual Report for FY 2017-2018

A. Total Enrollment for In-District –Pre-K – Gr. 6: (see breakdown below) 126 Students

Enrollment by Town for Grade Pre-K through Grade 6 for FY 18

Otis	<u>59</u>
Sandisfield	<u>41</u>
From Other Towns (School Choice into FRRSD)	<u>26</u>

FRRSD Enrollment by Grade for Otis and Sandisfield Students:

Pre-School	<u>23</u>
Kindergarten	<u>13</u>
Grade One	<u>9</u>
Grade Two	<u>8</u>
Grade Three	<u>12</u>
Grade Four	<u>11</u>
Grade Five	<u>13</u>
Grade Six	<u>11</u>
Total	<u>100</u>

PLUS School Choice Students from other Towns (PK-6) 26

B. Total Enrollment for Out-of-District Enrollments: (see breakdown below) 43 students

Berkshire Hills Regional School District Enrollment by Town for FY 18:

Otis (School Choice)	<u>2</u>	
Otis – Tuition for Grades 7-12		<u>27</u>
Sandisfield – Tuition for Grades 7-12		<u>18</u>
Sandisfield (School Choice)	<u>2</u>	

Lee School District Enrollment by Town for FY 18

Otis (School Choice)	<u>4</u>
Otis – Tuition for Grades 7-12	<u>21</u>
Sandisfield – Tuition for Grades 7-12	<u>1</u>
Sandisfield (School Choice)	<u>0</u>

Lenox School District Enrollment by Town for FY 18

Otis (Regular Education Program)	<u>2</u>
Sandisfield (Special Education Program)	<u>0</u>

SBRSD Enrollment by Town for FY 18

Otis (Special Education Program)	<u>0</u>
Otis (School Choice)	<u>11</u>
Sandisfield (School Choice)	<u>17</u>

Gateway Regional School District FY 18

Otis	<u>2</u>
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Westfield – vocational program – FY 18

Otis	<u>2</u>
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Pittsfield – FY18

	<u>0</u>
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Southwick-Tolland Enrollment by Town for FY18

Sandisfield (School Choice)	<u>1</u>
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TOTAL DISTRICT ENROLLMENT Pre-K through Grade 12 – both towns - FY2018: 236

167 “in-district” students plus 69 “out-of district” students = 236 students in the entire FRRSD District
Preschool through Grade 12 in 2017-2018 fiscal year.

FRRSD School Committee for 2017-18:

FRRSD School Committee was comprised of seven members:

Otis – Jessica Drenga, Vice chair, Carol Lombardo, Hillary Howard, Arlene Tolopko
Sandisfield – Nick DellaGiustina, Chair, John Skrip, Jr., Billie Anderson-Pachulski

FRRSD School Administration for 2017-18:

Thomas Nadolny, Principal/Superintendent – Full time
Michael Saporito, Director of Student Services – full time
Jane Gleason/ Eric Jesner, District Business Manager – full time

FRRSD Clerical Staff for 2017-18:

Teresa DellaGiustina – full time Supt.’s Assistant
Lisa Crozier- full time Secretary to Principal
Paula Subklew – full time Business Office Assistant

FRRSD Teaching Staff for 2017-18:

Nanette Higgins – full day Pre-school
Rebecca Hamill – half-day Pre-school
Amy Maxton – Kindergarten
Judy Lander – Grade 1
Sarah Tracy – Grade 2
Meaghan Martin – Grade 3
Katherine Graham – Grade 4
Christopher Keller – Grade 5
Christine McArthur – Grade 6
Jonina Decker – Special Education
Mary Fleming – Special Education
Laura Catullo – Art – part time
Brandon Goulet – Music – part time
Jenna Daley – Health and Physical Education – part time
Laurie Flower – Instructional Technology and Engineering – full time
Terry Di Grigoli – Guidance Counselor – Fulltime
Thomas Bachman- Exploratory foreign language, Gr. 4-6 – ½ day per week

FRRSD Paraprofessionals for 2017-18: The District employed 9.5 Paraprofessionals in Grades Pre-K through 6 to address the needs of special education, disabled, and regular education students in all settings. The District also employs several Paraprofessionals in “out of district” public placements to meet IEP requirements.

FRRSD Speech Therapy, Occupational Therapy, Physical Therapy and Psychological Services for 2017-18: To address the therapeutic needs of students as defined through their Individualized Education Plans, 504 Accommodations agreements, or by other recommendations, the District engaged the services of therapists, as needed, on a consultant basis.

FRRSD School Nurse for 2017-18: Denise Zuidema – full time





FRRSD Cafeteria Staff for 2017-18:

Breakfast and lunch were served daily to students, in accordance with state and federal guidelines for healthy meals. The District also provided a low-cost, nutritious meal for Senior Citizens of both towns once a week.

Kendra Rybacki – Director

Candy Chaffee – cafeteria helper

Star O'Brien – cafeteria helper

FRRSD Maintenance Staff for 2017-18:

Jeff Gray – Head of Maintenance

– part time custodian - evenings

FRRSD Transportation Services for 2017-18:

The District has a multi-year bus contract with Dufour, Inc. to transport District students in Grades K-12 to the Farmington River Regional School, Berkshire Hills Regional School District and Lee Public Schools.

Additionally, to access students in outlying areas in both communities, the District employed its own drivers and two District vans to transport students in both towns.

School choice students are not transported.

FRRSD Tuition Agreements for Students in Grade 7 -12 for 2017-18:

In order to provide a free and appropriate public education for District students in Grades 7 – 12, the District maintains tuition agreements with Berkshire Hills Regional School District and the Lee Public Schools. These tuition agreements enable all parties to budget and plan ahead financially, based upon these agreements.

Parent and students can choose which of these two school districts they wish to attend after they leave Grade 6 at Farmington River Regional School.

FRRSD Parent Teacher Association – PTA – 2017-18:

The PTO became the PTA, with national membership and affiliations as a not for profit organization. very active in many aspects of the District. This organization sent representatives to all of the school committee meetings, as well as the two town meetings. The PTA provided information on school events and issues to all District parents. They arranged for Room Parents for all classrooms. The PTA held many creative fund-raising activities, such as the Cash Calendar, the Book Fair, and the Berkshire Coupon Book, to raise funds for school equipment and opportunities (smart boards, classroom materials, field trips and in-school programs, ski memberships, etc.). PTA members also helped with Field Day, the Holiday Shoppe and other family events. They contributed tens of thousands of dollars to the students' education, enrichment and recreation opportunities that could not be accommodated in the regular school budget.

FRRSD Volunteers and Collaborations for 2017-18:

The District students benefitted from many family and community volunteers who spent time in the classrooms and at the Otis Library working with children and doing projects with them. The Otis Cultural Council and the Sandisfield Cultural Council again donated hundreds of dollars to the school for in-school enrichment programs and field trips. These volunteers served to enhance student learning and enrichment.

COLLABORATION WITH DISTRICT POLICE AND FIRE DEPARTMENTS

Otis and Sandisfield Police and Fire Chiefs, along with staff members from their respective departments, worked closely with the School Administration to develop a lockdown procedure and to work with State Police in the training of all staff members and parents in lockdown and shelter-in-place procedures. Our lockdown drills continued to be successful because of this partnership.

The Otis Police Department provided a during the April vacation to give children the opportunity to interact with law enforcement officers in a proactive, positive manner while doing some very interesting and fun activities.





Use of District Facilities

The District continued to promote the use of our facilities to both Towns that comprise the District. Otis Recreation Department regularly provided a range of activities for the community, such as volleyball, dance classes and basketball. The Otis Cultural Council holds their Annual Craft Fair at the school in July. The District also continued to allow non-profit groups to use the school facilities after school hours.

Respectfully submitted by:
Thomas Nadolny, Superintendent





Town of Otis Celebrations Committee

After the successful Otis Bicentennial, the townspeople voted to continue an annual event to celebrate our community. The Otis Celebration Committee has co-sponsored, very successfully and well attended, an annual event with the Otis Cultural Council. This event affords an opportunity for all citizens to socialize with each other as neighbors in a relaxing atmosphere with great performances by local talent. Events such as this continue to foster a sense of community - "Sense of Community is a feeling that members have of belonging, a feeling that members matter to one another and to the group, and a shared faith that members' needs will be met through their commitment to be together."

Thank you,

Sonia Morrison, Chair

Otis Celebration Committee

The Town of Otis Scholarship Committee

We received six scholarship applications this year. After reviewing the applications, we decided to give each of the applicants a scholarship in the amount of \$1,000.

The awards will be announced at the senior awards ceremony and given upon proof the student has completed the first semester by passing all subjects and has enrolled for the second semester.

Requirements are letter from the student and a completed application requesting consideration for the scholarship. We encourage all graduating students from Otis to apply.

Complete information is available from the guidance office at Lee High, Monument Mountain High school and the town selectmen's office.

The Scholarship Committee would like to thank those who have donated to our account this year. These funds are used solely for the education of Otis students.

Diane Dyer

Laurie Nikituk

Lee Hawley





Town of Otis Highway Department

In 2017, we had a very productive year by widening a couple sections of Becket Road and also removing ledge and rock in roughly forty different spots along town roads. The Highway Dept. worked alongside a drilling & blasting company to remove rock/ledge and widen sections of Dimmock, Merritt, and West Center Roads. Removing these roadside obstacles have helped us tremendously during road grading and snow removal operations. New paving took place on Old Blandford Road and Ridge Avenue this past fall as well. We also assisted in the Broadband project at the East Otis Fire Station. The Highway Department removed trees, stumps, rocks, dug the foundation for the addition and trenches to run the conduit in the effort to reduce costs.

I would personally like to take the time to thank everyone that comes up to us and let us know how good of a job we are doing, it is very nice to hear we are appreciated for our efforts. Thank you to my crew Tim, Joe, and Kyle for their hard work and sometimes long hours and dedication to keep our roads safe for you the residents. We would like to thank the Otis Building Maintenance, Otis Fire Department & Otis Police Department for their assistance during the year. Also we would like to thank the Otis Board of Selectmen, Town Administrator, Finance Board, Town Hall Staff and the townspeople of Otis for your continued support.

The Highway Department office is open 7:00 am to 3:00pm Monday through Friday and will be happy to answer any questions and assist the townspeople, or if you prefer to call the number is 269-0106.

Respectfully Submitted,
Derek Poirier
Highway Superintendent

Waste Water Treatment Plant

The wastewater staffs' primary responsibility is to collect, pump, and treat raw sewage for those on the municipal sewer system. The plant ran well in 2017 producing quality effluent without any permit violations. A great deal of thanks goes to Jim Crandall and Matt Clark of the Maintenance Department for providing quality support at the plant throughout 2017.

In the event of a grinder pump failure please call 413-441-3474 and leave a message.

Respectfully Submitted,

Keith C. O'Neil
Chief Operator





Maintenance Department

The Maintenance Department is responsible for maintaining town buildings, five cemeteries, town beach and operating the transfer station. We also assist in the operation of the waste water plant.

Town hall received a new floor in the gym installed by the maintenance department, the exterior of the building was power washed and windows were cleaned and screens installed, yearly roof maintenance was completed, we assisted the technology committee with setting up the new network for computers in town hall.

Center fire house was power washed, wood soffit was stained and the fence in the park was painted. We assisted in the generator installation and solar installation.

East Otis firehouse: We assisted with solar installation, broadband building and generator installation.

Transfer station: Regular maintenance on compactors new micro switches installed on both compactors, rotten fascia boards replaced on attendant's building and sheds were stained. Rigid plastic recycling rules have changed so you can no longer recycle flower pots or children's battery operated cars. More than 8 tons of rigid plastic was recycled this year, 88 tons of mixed paper, 71 tons of bottles and cans, 3 tons of textiles and 6.5 tons of E wastes (TV's Computers, Other electronics).

Cemeteries: Flags are put out seasonally marking military graves. Mapping was completed in the Norton road cemetery, 25 stones were straightened in Norton road cemetery, and 7 lots were sold in Otis center cemetery, 2 foundations were installed for headstones and one foundation for a military marker and there were 8 burials.

Town Beach: The ark and picnic tables were stained, Goose droppings are picked up on a daily basis when the beach is open.

Library: Gutters were installed on the back side of the building.

Harmony Hall: Carpets were cleaned, front entrance stair case and handicap ramp were painted.

East Otis Schoolhouse: Brush was cut away from the school house in East Otis in preparation of work being done to the building. We are working on a foundation design and environmental study in preparation for going out to bid.

I would like to thank the maintenance department staff for their hard work throughout the year, as well as all other departments for their support.

Respectfully submitted,
James Crandall
Maintenance Supervisor





Southern Berkshire Regional Household Hazardous Waste

The Southern Berkshire (SB) Regional Household Hazardous Waste (HHW) Collection Program begins its seventeenth year of operation on July 1, 2018. The goal of the program is to increase the opportunities for residents in South County to properly dispose of household hazardous waste while minimizing the cost to each participating municipality. The program continues to accomplish that goal. Fifteen towns have participated in the program this year and together, you help make it a success.

Nine collection opportunities took place in 2017, seven at the mini site collection sites in Lenox and Great Barrington, where residents could bring unwanted oil-based paint, stains, thinners and motor oil. Two comprehensive HHW collections were held in Stockbridge and Great Barrington, where residents disposed of pesticides, cleaning products, mercury fever thermometers, automotive supplies, driveway sealants, solvents and many other common household products. About 392 households participated in at least one collection and more than 2,750 gallons and/or pounds of hazardous waste were collected and disposed of properly. In addition, about 1,301 gallons of paint and 379 gallons of motor oil were collected at the mini sites just this year.

The collaborative updated and distributed our "How To" booklet for the safe handling and disposal of household hazardous materials. This is handed out at all of our events and made available for distribution at all transfer stations in our member communities. Most participating towns also list this valuable booklet on their websites.

It is time to begin thinking about FY 2019. The success of this program speaks for itself and the Steering Committee is making preparations to continue the program in FY 2019 at the same level of service and hopefully the same cost! We hope you are as pleased as we are with the program. Please let us know if you have any suggestions for program improvements.

Sincerely,

Jamie Cahillane, CET

Sean VanDeusen (Great Barrington)	413-528-0867 ext.109
James Wilusz (Tri Town Health)	413-243-5540
Jill Hughes (Sheffield)	413-229-7000 ext. 157
William Gop (Lenox)	413-637-5525
Mark Webber (West Stockbridge)	413-232-0319





Otis Annual Town Report Energy Committee

On March 9, 2018 the Approval to Operate document from Eversource Energy was received and the Otis Wind Turbine was authorized to run and generate power to the grid. The construction of the project was filled with starts and stops due to weather, flooding in Canada, difficult delivery schedules and complications with electrical equipment and utility schedules. It took just about one year from contract award to final witness testing with the utility. Actual construction, access road and site work, construction of poles and lines from Algeria Road to the turbine location, foundation and installation took only a few months. The installation of the wind turbine took only two long days with crane setup and tear down taking more than twice as long. We now look forward to many years of successful operation for the benefit of the town.

The Energy Committee continues to review town buildings to determine their needs for a long term capitol plan. Department heads and members are included in a committee to study the needs of individual departments and the needs of the town for the future of our community.

The Energy Committee meets on the third Thursday of the month at 5:00 PM at the Town Hall and all are welcome to attend.

Energy Committee Members

Donald Hawley
Bill Hiller
Michael Ernst
Sandy Pinkham

Tony Scapin
Jim Crandall
Ed Sepanski

Michael Moretz
Walter Engels
Larry Gould





Otis Annual Town Report Building Department

Ninety-two building permits with a recorded value of \$3,697,880.00 were issued in 2017. The majority of these permits were for necessary alterations and renovations that include: re-roofing, siding and replacing windows and doors. There was one new single-family dwellings constructed on previously undeveloped parcels of land. There were six photovoltaic solar (PV) installations on residential dwellings and accessory structures this year.

Amending the Town of Otis Zoning By-law setback requirements for non-conforming situations has allowed projects to move forward without the need for a Zoning Special Permit. If your project meets the new requirements several months of process time can be saved.

The Building Department page on the town's website, townofotisma.com is a place to look for information about building permits and applications, the Town's Zoning By-law, office hours, links to the State Building Code and other forms and documents. If you don't see what you're looking for or have a suggestion click on my name, Larry Gould, and send me an email or leave a message on the office answering machine at 413-269-0100 x 110. I welcome your comments.

The office of the building inspector can provide information and direction before any project begins saving lost time and expense.

Respectfully Submitted
Larry K. Gould
Inspector of Buildings

Town of Otis Cemetery Commission 2018 Report

We had eight burials this year to date, with seven lot sales, one foundation for military marker, and two foundations for headstones.

Regarding the "virtual mapping" the Norton Road Cemetery was completed as well as 25 headstones straightened. We will work to bring the maps for the remaining Cemeteries to the site as well, throughout 2018.

The Commission would like to thank all of the Otis departments & committees, as well as Selectmen's Office, which worked with us throughout the year. We appreciate your continued support!

Best Regards,
Bruce A. Wall
Town of Otis
Cemetery Commission Chairman





Electrical Inspector

If you are doing electrical work in the Town of Otis, you are required to obtain an electrical permit and contact the Electrical Inspector for fees and permit approval. Permits issued to homeowners will be at the discretion of the Inspector.

For 2017, we performed 128 electrical inspections in Otis, 68 electrical permits were issued, and we collected \$6400.00 in electrical permit fees.

The Electrical Inspector can be contacted Monday through Friday at (860) 798-2578.

Checks should be made payable to the Town of Otis and mailed with the permit application to: Jay Reynolds, 109 North Main Street, Sandisfield, MA 01255.

As of October 1, 2007, the permit fees are \$50.00 per residential inspection and \$60.00 per commercial inspection.

Respectfully submitted,

Jay Reynolds
Electrical Inspector

Plumbing and Gas Inspector

In 2016, I performed 43 plumbing inspections and 50 gas inspections in Otis.

Permit fees still remain at \$50.00 per inspection. As always, all permit applications are mailed to the Town of Otis, P. O. Box 237, Otis, MA 01253.

Thank you to Mark Levernoch, the Assistant Plumbing and Gas Inspector, for covering in my absence.

Respectfully submitted,

Brian Middleton
Plumbing and Gas Inspector





2017 Otis Annual Report
PARKS & RECREATION COMMISSION
www.noticeotis.com

The Otis Recreation Commission is dedicated to develop and administer comprehensive community, cultural and recreational programs. Our mission is to serve all age groups with programs to enrich their lives.

Wellness noun well-ness \ 'wel-nəs \ *An active process of becoming aware of and making choices toward a healthy and fulfilling life. Wellness is more than being free from illness; it is a dynamic process of change and growth. "...a state of complete physical, mental, and social well-being, and not merely the absence of disease or infirmity."*

Drop-in Exercise Classes continue to be very well attended in addition to special Programs and Workshops throughout the year ranging from making jewelry to swim lessons. A couple new events this year were Fun in the Sun and the Youth Obstacle Course. The Easter Egg Hunt and the Gingerbread House continue to be a couple of the community's favorite events.

New exercise equipment, an Adaptive Motion Trainer unit, was purchased this year for the Cardio Room. The AMT unit has become the most popular equipment in the Cardio Room. Membership continues to grow...76 new members for 2017! The Rec Center continues to be well visited for Wi-Fi along with Movie Night for kids.

We continue to sponsor Membership/Passes to a variety of local attractions: Amelia Park, Berkshire Botanical Garden, Hancock Shaker Village, Magic Wings, Mass ParksPass & Six Flags. We appreciate Otis Ridge and Maple Corner Farm working with us in order to offer the pass program to the Residents/Taxpayers of Otis. All pass programs have been very successful.

The Commissioners would like to express their appreciation to Patricia Richard, Program Supervisor, for all of her hard work and efforts for the Rec Center. Sincere "thanks" go out to all the volunteers that help with our events.

Please be sure to take advantage of the "wellness" programs offered. Class schedules are posted each month on the website as well as flyers distributed at various locations in Town.

Our community is a very important aspect in making our Town everything that it is. Everyone helps in making Otis, uniquely Otis. We sincerely appreciate the support that we have received from our community.

Support + Harmony = Community.

Respectfully Submitted,
Kathy Carroll, Bill Dyer, Mary Adams, Dana Pustinger





COA Town Report for 2017

Council on Aging
269-0100 Ext 107

Members of the council:

Ralph E Gleason .. Chairperson
Dot D'EliaTreasurer
Carol Blakeslee.....Recording Secretary
Jane Bernasconi.... Member
Richard Cicchillo.....Member
Joseph Rock..... Associate Member

Our hours are Monday and Wednesday 10 AM till 2 PM

Some of the services we offer:

- We have a full lending library and welcome all visitors.
- First Thursday of each month the "Out to Lunch Bunch" meets at a local restaurant for good food and great conversation.
- Third Wednesday of each month is Pot Luck Lunch. Everyone brings a dish to share.
- Third Friday of the month is the State-run Brown Bag program.
- First Monday of each month (except for December – March) a registered nurse comes in for foot care. Call the center for an appointment.
- Second Wednesday of each month the visiting nurse comes in from the Lee VNA at 12:30 PM for Blood Pressure screening.
- Every five weeks on Mondays we schedule Men and Women's haircuts. A real bargain at \$10.00. Call the center for an appointment.
- We have initiated a "Share A Ride" program to take Otis Senior's to Doctor, Hospital appointments.
- We have a limited amount of geriatric equipment and supplies available.
- We maintain a mailing & email list in order to keep our seniors involved. Let us know if you would like your name added to our lists.
- All of our activities are updated weekly on our Town's website. Check us out at www.townofotisma.com under Council on Aging.
- We also have a column in "The Otis Observer" in which we list all activities and upcoming trips.

Respectfully submitted,

Otis COA
Ralph E Gleason, Chairperson





Annual Report of the Board of Assessors

The Board of Assessors, along with our assessing staff provided under contract by Regional Resource Group, continue to assure the fair taxation of all Otis properties.

This year the department reviewed 73 building permits, which included new dwellings, additions, renovations and decks. We recorded approximately 137 real estate transfers and approximately 5 new lot splits.

Assessing staff, including RRG staff, attended classes and programs sponsored by The Berkshire County Board of Assessors and the Massachusetts Association of Assessing Officers

During the past year, we reorganized and updated assessment records. Other efforts included inspecting property after building permits are processed and auditing property files for accuracy and completeness.

Our Board strives to build and maintain good public relations. We provide our residents with:

1. abutters lists required for property permits,
2. mailings to those eligible for special tax classification and exemptions,
3. assistance in completing forms for residents who are eligible for exemptions.
4. current property ownership information by processing registered deeds, name and address changes,
5. motor vehicle excise abatements,
6. information on a host of tax and property assessment issues.

As the town's principal revenue generator, the Assessors are constantly on the lookout for properties subject to taxation. We seek to enhance tax revenues by:

1. identifying second homeowners whose household furnishings are subject to taxation; along with businesses that have inventory or fixtures that may be taxable. We have added several parcels to the Personal Property tax records that had previously not been inventoried;
2. making sure that new construction is monitored and assessed, and that property given a certificate of occupancy is taxed at the fully assessed value;
3. reviewing prior years' deeds to assure verify current property values;
4. monitoring individual assessments to insure that abatements are kept to a minimum, and
5. assuring that all requests for abatements are reasonable and properly processed.

Other office activities included:

1. photographing structures and attaching those photos to computerized assessment records,
2. processing land divisions,
3. reviewing and processing abatement requests,
4. processing personal property forms and chapter land applications,





5. preparing various Department of Revenue reports.

Our office hours are Mondays and Wednesdays from 8:30AM-12:30PM. We and our Regional Assessor from RRG are also available by appointment. Residents can contact us by e-mail at leadassessor.otis@gmail.com or by phone at 413-269-0100 x102. Current property information can be accessed at our website: www.townofotisma.com.

Respectfully Submitted,

Russell Loring, Chairman
Kathleen Rider
Heather Venne





OTIS LIBRARY 2017 TOWN REPORT

The Otis Library is a busy community resource. It is the place to come and find new materials to enjoy, a place to connect electronically with the world outside, a place to appreciate the area with its flora and fauna and the cultural sites.

We serve the public in general and we welcome all to become Otis Library Patrons. Currently we serve over 1500 patrons with an attendance of 12,636 yearly and a circulation of over 15,191 items from this library. This year we have conducted over 10,861 transactions. We welcome all this activity. We love sharing with everyone. Now with our membership in CWMARS, as well as members of the Commonwealth Catalog, and the Massachusetts Library System we share over one million items with libraries throughout Massachusetts. In addition to hard copy items, over 150,048 eBooks and 7,300 audios are available electronically.

The Library is more than just materials. Five computers with Broadband High-Speed Internet are available to the public. We offer high speed Wi-Fi access for use with individual devices, such as IPADS, IPODS, Smart Phones, Tablets, and whatever is yet to come! Our signal and our connectivity is always available.

This year the library sponsored several special programs for adults including flower arranging by April Beckwith; water color painting and alcohol printing on tiles by Faith Weldon, and 4 computer workshops by technology consultant Jon Charow. We also had an eclipse viewing event, with special viewers and pictures compliments of Deb O'Brien of New Marlborough Library.

Under the direction of our Children's Librarian Kerry Bean we have offered over 12 programs for children. Our summer reading program included story telling with Madison, our visiting therapy dog, and a Builders Club for middle school inventors. Our LEGO club meets monthly to encourage children to be creative and inventive. Literary Bingo and Library Trivia encouraged cross age competition.

These materials, services and programs are expensive. The town provides approximately 79% of the total Library Budget. The remaining 21% of the budget must be provided through private donations, grants, and state aid. We have been fortunate to have supportive patrons. Our state certification has provided for some state aid and technology grants.

As we enter another challenging year, striving to meet the demands of society, working to maintain our technology services, and meeting the needs of our patrons, I thank those who have given us compliments and positive feedback. It has been great to have such appreciative and supportive patrons. I thank Lois Hall, Assistant Director who has worked diligently in my absence. I acknowledge the Trustees who have worked to study the library and assess the needs of the community. Have you noticed how well maintained our library is outside and inside? Special thanks to Jim Crandall and his maintenance crew for their hard work and perseverance. Also this year we pay special tribute to Hank Wingate who served this Library and the Museum for many years. We thank him for his many years of service and we invite him to visit us





anytime. Thank you to the Otis Historic Society who has taken on continuing interest in the Museum and the History of Otis.

As the winter comes and brings us a new picture of Otis and the Berkshires, I invite you to come and visit the library. Please see what we have. It is a pleasure to provide services to such a wonderful community.

Kathleen Bort, Director
Otis Library & Museum

Otis Zoning Board of Appeals

The Town of Otis Zoning Board of Appeals consists of five (5) members and two (2) associate members appointed by the Select board as provided in Section 12, Chapter 40A of the Massachusetts General Laws (MGL).

The Board of Appeals serves as the special permit granting authority. This board also hears and decides on appeals or petitions for variances.

Information and duties are outlined in the Town of Otis Bylaws Section 9.2.

In the year 2017, the board considered applications for signs for 4 different businesses in town and was part of the recent proposal to change and update the town sign by-laws. The board also heard and considered applications for special permits for new constructions and changes to existing structures that involved setback considerations.

The ZBA meets as needed when applications are received, on the first Monday of each month.

Respectfully Submitted,
Therese D. Gould
Chair

Members: Kathy Couch, clerk/alternate
Michael Ernst
Geoff Geane
Jim Kauffman
Ed Partyka





Finance Board

Members of the Finance Board are elected officials of the Town of Otis. They are responsible for reviewing the budgets of each town department and committee in consultation with the Select Board.

The Finance Board meets, in advance, with the Farmington River School Board and administration to review its budget before submission to the town.

The Town of Otis has been granted a AA municipal bond rating reflecting the sound finances of the town.

The Finance Board would like to thank the Town Administrator as well as department and committee heads for their continued cooperation in considering budget requests that work with the tax and grant funds available.

Walter Engels
Michael Ernst
Therese Gould





OTIS CONSERVATION COMMISSION

otisconcom@gmail.com

The primary role of the Otis Conservation Commission is to preserve and protect the integrity of the town's wetland systems, while striving to work with and serve the community. With nine designated great ponds, as well as the West Branch of the Farmington River, the Otis Conservation Commission is one the most active conservation commissions in the state. In 2017 the Commission conducted 87 site inspections, heard 17 Notice of Intents applications (NOIs), & 37 Request for Determinations of Applicability applications (RDAs), and issued/resolved 8 Enforcement Orders, 2 Emergency Certifications, and 9 certificates of compliance.

In an effort to better serve the community, the Commission purchased brochures on understanding conservation commission requirements that are available to the public free of charge. These brochures provide the basic information of what needs to come before the Commission and how (RDA vs NOI for example). The Commission meets at 6:00 PM, on the third Tuesday of each month. The office hours for the Commission are the first Wednesday of each month at 6:00 PM, and the deadline for submission of applications is on the same day as the office hours, for each respective month, by 6:00 PM, no exceptions!

The Commission would like to Thank Bob Mason, with MASS DCR (Department of Conservation and Recreation), who regularly works in conjunction with the Otis Conservation Commission, and attends each meeting as a representative of DCR. The Commission would also like to thank the community for striving to follow the guidelines as set forth by the regulations of the MA Wetlands Protection Act.

Respectfully Submitted,

Dave Sarnacki
Otis Conservation Commission
Chairman





Report of the Town Clerk

Vital Records Recorded in 2017

13 Births

9 Marriages

9 Deaths

Business Certificates issued in 2017 -New and Renewed

Stearns Construction	Patrick Stearns
The Clayground	Ronald Patenaude & David Roy
413 Concrete	Frederick Stevens
Tater Tots Daycare	Kelley Bessey
New England Piano	Mariana Canovas
Knox Trail Inn	KTI Restaurant Associates Inc.
JB II Construction	James Bilotta Jr.
Tele-Save International LTD	Bruce Wall
Soap & Suds Coin-op Laudramat of Otis	Nancy Wall
Berkshire Data Solutions	Ernest Lowell
Outdoor Services	Douglas Baker
Berkshire Mountain Sculpture	Kenneth Packie
Moose Mountain Maples	Alan Minery
Berkshire Fire Art	Paul Gage
Kir-Rocke Enterprises	Colin Kirby
Chaffee Construction	Donald Chaffee III
Master's Touch	Brent Chadwick
Berkshire Home Solutions	Thomas Quinn
Bartow's Mobile Home Park II	Kenneth & Diane Bartow
Rocke's Bait & Tackle	Kevin Rocke
Colors by Adam	Adam Seavey
Middleton Maples	Gordon, Gregory, & Blake Middleton
Blue Barn Antiques, Crafts, & Collectibles	Judith Mabee
A Truck to the Dump	George Mabee
Rockytop Farm	James & Susan Ebitz
Blaze Enterprises Car Detailing	Blaze Tavernia
GS Company	Gary Silkey
Real Living Realty Professionals	WMASS Realty Professionals LLC
Linda's on the Road Crafts	Linda Francoeur
Papa's Healthy Food & Fuel	Larry Southard
Southern Berkshire Realty	Southern Berkshire Realty Corp.
PF-Sales and Service	Glen Unsderfer





2017 Dog Licenses

Note: Dog License revenue was greater in 2016 despite more dog licenses being sold in 2017. In 2017 the same amount of kennel licenses was sold but those who had kennel licenses now own less dogs resulting in the cost of their kennel license being less.

361 Dog Licenses issued in 2017
6 Kennel Licenses issued in 2017
Dog licenses = \$1,724.50 Fees \$235.50

2017 Underground Fuel Storage Registrations

Camp Overflow
Katie's Country Store
Papa's Healthy Food & Fuel

Total Number of Tag Sale Permits Issued in 2017

20

Raffle Permits 2017

AM Vet Post 77 Inc.
Knox Trail Sno-Riders Club Inc.
Big Pond Association Inc.

Respectfully Submitted,
Lyn O'Brien, Town Clerk





Board of Elections

Otis currently has 1132 Registered Voters

Voter Registration Breakdown

713 No Party (unenrolled)

Political Parties

237 Democratic

175 Republican

3 Libertarian

Political Designations

1 Pirate

2 United Independent Party

1 American Independent Party

This year the Town of Otis held the Caucus, Annual Town Meeting, & Annual Town Election. You can find the 2017 results for all of the town meetings and elections in this town report.

The Town purchased a new voting machine in 2017 to replace our 2004 voting machine since replacement parts for this machine are no longer being produced. The new machine is very similar and voting will essentially be the same. The new machine will give the voter some additional options when casting their ballot. The poll workers will be trained on the new machine in April of 2018.

As members of the Board of Registrars we encourage you to get out and vote. Your polling location in the Town of Otis is at: 1 North Main Road, Otis Town Hall, Otis, MA 01253.

Remember your vote counts!

Respectfully Submitted

Town of Otis Board of Registrars

Lyn O'Brien
Marjorie Middleton
Jill Moretz
Emily Piacquadio





CAUCUS RESULTS

April 11, 2017- Caucus Results

<u>SELECTMEN</u>	<u>Votes</u>	<u>SELECTMEN WRITE IN</u>	<u>Votes</u>
MICHAEL ERNST	16		0
GARY THOMAS	39		
BLANKS	0	ALL OTHERS	0

55 55 0

<u>TREASURER</u>	<u>Votes</u>	<u>TREASURER WRITE IN</u>	<u>Votes</u>
KAREN FINK	42		
BLANKS	13		

55 55 0

<u>MODERATOR</u>	<u>Votes</u>	<u>MODERATOR WRITE-IN</u>	<u>Votes</u>
LARRY GOULD	15	ALL OTHERS	5
BLANKS	29	BLAKE MIDDLETON	6

55 44 11

<u>TREE WARDEN</u>	<u>Votes</u>	<u>TREE WARDEN WRITE-IN</u>	<u>Votes</u>
JOHN (JACK) CONBOY	40	ALL OTHERS	2
BLANKS	13		

55 53 2

<u>CONSTABLE</u>	<u>Votes</u>	<u>CONSTABLE WRITE-IN</u>	<u>Votes</u>
RUSSELL W. LORING	47	ALL OTHERS	
BLANKS	8		

55 55 0

<u>FINANCE BOARD</u>	<u>Votes</u>	<u>FINANCE WRITE IN</u>	<u>Votes</u>
THERESE GOULD	22	ALL OTHERS	0
SONIA MORRISON	32		
BLANKS	1		

55 55 0





CAUCUS RESULTS

<u>ASSESSOR</u>	<u>Votes</u>	<u>ASSESSOR WRITE IN</u>	<u>Votes</u>
KATHLEEN RIDER	43	ALL OTHERS	1
BLANKS	11		

55

54

1

<u>LIBRARY TRUSTEE</u>	<u>Votes</u>	<u>LIBRARY TRUSTEE WRITE-IN</u>	<u>Votes</u>
VACANT	0	ALL OTHERS	1
BLANKS	54		

55

54

1

<u>CEMETERY 3YR</u>	<u>Votes</u>	<u>CEMETERY 3 YR WRITE IN</u>	<u>Votes</u>
ROGER MEYER	47		
BLANKS	8		

55

55

0

<u>PLANNING BOARD</u>	<u>Votes</u>	<u>PLANNING BOARD WRITE IN</u>	<u>Votes</u>
HAROLD KOBRIN	44	ALL OTHERS	2
BLANKS	9		

55

53

2

<u>SCHOOL COMMITTEE</u>	<u>Votes</u>	<u>SCHOOL WRITE IN</u>	<u>Votes</u>
ARLENE TOLOPKO	41	ALL OTHERS	0
BLANKS	14		

55

55

0





**Town of Otis, Massachusetts
Annual Town Meeting Minutes
May 16, 2017**

Selectperson: Roberta Sarnacki Chair, William Hiller, Donald Hawley
Finance Board: Therese Gould Chair, Michael Ernst, Walter Engels
Moderator Elected by the Town Meeting Floor: Blake Middleton
Town Clerk: Lyn Minery
Town Counsel: Jeremia Pollard
Board of Registrars: Marjorie Middleton, Jill Moretz, Emily Piacquadio

Total Registered Voters: 1135

Total Registered Voters in Attendance: 133

Meeting called to order at 7:00 pm at the Otis Town Hall by the Town Clerk.

The Town Clerk confirmed there was a quorum of at least 15 registered voters.

The Town Clerk announced that Chris Morris, Town Manager, was not in attendance this evening due to a personal matter.

The Town Clerk requested that Board of Selectmen Chairperson, Roberta Sarnacki lead us into the Pledge of Allegiance.

The Town Clerk read the call of the meeting.

A motion was made to suspend with the reading of the warrant and proceed to elect a Moderator for this meeting.

The motion was seconded.

The motion passed.

The Town Clerk reminded voters to hold up their colored card when voting.

The Town Clerk explained due to the resignation of the Moderator the town meeting floor needed to elect a Moderator to run this town meeting.

The Town Clerk asked for nominations.

Those nominated were: Lyn O'Brien, Larry Gould, Blake Middleton, and George Mengel. All were seconded. Town Counsel asked if those nominated will be accepting their nomination or declining. Lyn O'Brien, Larry Gould, and George Mengel all respectfully declined their nomination.

A motion was made to close the nominations.

The motion was seconded.

The motion passed.

A motion was made to elect Blake Middleton as Moderator for this meeting.

The motion was seconded.





The motion was passed with Blake Middleton elected. Blake Middleton accepted and took the Oath of Office.

The Moderator asked everyone to shut off their cell phones. He also requested voters stand and use the microphone during discussion so everyone could hear each other.

ARTICLE 1: To receive the reports of the various Town Officers and act thereon.

A motion was made to accept Article 1.

The motion was seconded.

Article 1 passed unanimously.

ARTICLE 2: To raise and appropriate the sum of \$5,428,644.25 to defray the Town's expenses for this fiscal year. See appropriations list attached at end of Warrant.

A motion was made to accept Article 2.

The motion was seconded.

Article 2 passed unanimously.

ARTICLE 3: To see if the Town will vote to expend the sum of \$111,572.00 for the purpose of paying the principal and interest due in fiscal 2018 for the third of five annual payments for the 2016 KME fire truck purchased in FY16 and to take said sum from free cash.

A motion was made to accept Article 3.

The motion was seconded.

Discussion: What is the interest rate? The selectmen were unable to answer the question at this time, but they can find out.

Article 3 passed unanimously.

ARTICLE 4: To see if the Town will vote to expend \$81,086.77 for the purpose of paying the principal and interest due in fiscal 2018 for the second of three years of payments for the Western Star Truck purchased in FY15 and to take said sum from free cash.

A motion was made to accept Article 4.

The motion was seconded.

Discussion: What is the interest rate? Karen Fink, Town Treasurer, said interest on these loans are under 2%.

Article 4 passed unanimously.

ARTICLE 5: To see if the Town will Vote to expend the sum of \$24,443.85 for paying the interest due in FY18 on funds borrowed for the Otis Fiber Project and to take said sum from free cash.

A motion was made to accept Article 5.

The motion was seconded.

Article 5 passed.

ARTICLE 6: To see if the Town will vote to expend the sum of \$349,943.13 in FY18 in principal and interest for the wind project bond and to take said sum from wind project revenue. (\$88,378.30 of this amount is reimbursed by the federal government)

A motion was made to accept Article 6.

The motion was seconded.





The following discussion was not all pertinent to this article but allowed the residents of Otis to acquire information regarding the wind turbine. Because the wind turbine is such a complex matter with a lot of interest by the voters it has been included in these meeting minutes for information purposes.

Discussion: Since the turbine is not up and running and there is no project revenue, when is the bill due and will we have the revenue by then? Larry Gould, Energy Committee Chair explained how there is a second borrow besides the bond. The bond was for 6/3/22 and they couldn't roll all the money into the bond, so there is a second part, which is short term borrowed money. This short term money is where the proceeds will come from to pay the bond until the turbine is running. This is projected revenue and the money will go back into the coffers.

How much revenue are we projecting? It is projected that we will have revenue over ten million dollars over twenty years. The revenue is based on predictions from the manufacturer. Eversource is purchasing all of our electricity.

What are the maintenance costs? Vensys is the manufacturer that does all the maintenance to the wind turbine. Vensys offers a ten year long term service agreement. The service agreement is down from \$70,000 per year to \$20,000 per year. The long term service agreement means that the manufacturer takes care of any issues and problems with the machine moving forward. They stand behind their product 100%. On top of the service agreement they offer us a 95% production guarantee. Therefore if the machine is down for any reason and the wind is blowing, they will pay us the difference of what the actual generation is and what the predicted generation is. There is a service and maintenance crew in Rhode Island. After ten years we re-negotiate the maintenance contract.

Will there be coverage for lightening damage? MIA is our insurance company. There will be some lightning coverage for equipment. There is no lightning coverage for production.

What are the plans for the excess revenue? Any excess revenue beyond the operational costs will need to be voted on by the town's people to see how the voters want to spend it.

The turbine is coming in at 1 million dollars less than projected and the town is planning to put solar panels on municipal buildings. Why can't we take the million to pay towards paying off the bond? The bond is not structured to take any payments from the bond itself. It can't be done. It is a clean renewable energy bond. The funds can be used for any clean renewable energy. Since the money is in excess of what our actual costs will be, a way to generate more revenue and bring the cost down is to put solar on municipal buildings. Eversource is not going to pay down the cost for our electricity for municipal buildings. If we put solar panels on the municipal buildings, Eversource will credit us for the electricity from the solar projects, saving us the cost of the electricity, which is then generated income for the town.

Article 6 passed.

ARTICLE 7: To see if the Town will vote to accept \$179,437.00 as an Available Fund under the Chapter 90 State Aid to Highways Program.

A motion was made to accept Article 7.

The motion was seconded.

Article 7 passed unanimously.

ARTICLE 8: To see if the Town will vote to appropriate \$68,500.00 for the operation and maintenance of the municipal sewer system and to meet the appropriation, transfer funds from the sewer user fees.

A motion was made to accept Article 8.

The motion was seconded.





Article 8 passed unanimously.

ARTICLE 9: To see if the Town will vote to maintain separate Revolving Funds pursuant to MGL, Chapter 44, Section 53E ½ for the following fees. Fees received by Town Officials shall be credited to the respective revolving fund and expended for payment only by the authorization of the Town Treasurer. Respective expenditures from said Revolving Funds shall not exceed the amounts shown below for Fiscal Year 2018 without prior approval from the Board of Selectmen:

Plumbing & Gas Inspector	\$15,000.00
Wire Inspector	\$15,000.00
Fire Department Inspections	\$6,000.00
Sanitation Inspector	\$9,000.00
Recreation Commission	\$5,000.00
Demolition Debris Removal	\$25,000.00
Cemetery	\$2,000.00
Tax Title	\$10,000.00

A motion was made to accept Article 9.

The motion was seconded.

Article 9 passed unanimously.

ARTICLE 10: To see if the Town will vote to expend the sum of \$6,500.00 for the purchase of an Adaptive Motion Trainer for the Recreation Center and to take said sum from free cash.

A motion was made to accept Article 10.

The motion was seconded.

Discussion: Where does all this free cash come from? The Moderator explained this is left over money that was not spent from the previous fiscal year. This excess money goes into the general fund also known as free cash.

The cardio room doesn't have a lot of space will this replace another piece of equipment? Patricia Richard, Recreation Director, answered this will be replacing an older piece of equipment.

Is the machine new or used? It is new commercial equipment.

Article 10 passed.

ARTICLE 11: To see if the Town will vote to expend the sum of \$50,000.00 for the reclamation and resurfacing of the East Otis Fire Station Parking driveway and parking area and to take said sum from free cash.

A motion was made to accept Article 11.

The motion was seconded.

Article 11 passed.

ARTICLE 12: To see if the Town will vote to appropriate the sum of \$54,000.00 to purchase a 2017 Chevrolet Tahoe for the police department to replace the 2010 Expedition and to take said sum from free cash.

A motion was made to accept Article 12.

The motion was seconded.





Discussion: What is wrong with the old cruiser? Charles Whiting, Police Officer, said we need a new cruiser because the current one is rotting out. The existing cruiser needs new brake and fuel lines due to the vehicle being used in an environment with heavy salt.

Why is the town not purchasing another Ford? Roberta Sarnacki, Police Chief, stated the Ford Expedition is not making this specific police package anymore. The Tahoe's were priced with the equipment the police department would use.

Is one model better than the other when it comes to rotting? Daniel Hamill, Police Sergeant, said the Chevy has a better review from other police departments.

Article 12 passed.

ARTICLE 13: To see if the Town will vote to appropriate the sum of \$50,000.00 for the purchase of a 4W drive Sierra 3500 pick-up truck with sander to replace the Maintenance Department's 2009 pick-up and to take said sum from free cash.

A motion was made to accept Article 13.

The motion was seconded.

Article 13 passed unanimously.

ARTICLE 14: To see if the Town will vote to expend the sum of \$100,000.00 for repairs to the East Otis School House and to take said sum from free cash.

A motion was made to accept Article 14.

The motion was seconded.

A motion was made for a secret ballot on this Article.

The motion was seconded.

Discussion: Donald Hawley stated they do not know the exact figure on how much this project is going to cost. The selectmen felt the entire project should be done at once. Resident Bill Dyer attended the East Otis Schoolhouse and spoke of the buildings history. The building was built in the 1850's and is one of the few remaining one room schoolhouses in Southern Berkshire County. Has anyone looked into MA State Historical Funds being available? Bill Dyer said there are funds available but there can be a lot of strings attached. Otis has always been a town that goes about projects alone. Roberta Sarnacki explained that most grants are 50/50 matches. Grants won't match us unless the funds are up front first.

What are the plans with the building after it is restored? Bill Dyer is hoping to see it outfitted with school items from that time period and used as a museum to experience what a one room schoolhouse was like.

The motion for a secret ballot failed.

A motion was made to amend Article 14 to expend the sum of \$100,000.00 to a stabilization fund for historical buildings and to take said sum from free cash.

The motion was seconded.

Discussion: A resident pointed out the definition of a historical building can be broad. A building or home in town that is over 50 years old could potentially use these funds. This amendment should be more specific. Other residents voiced their opinion how they agreed this amendment adds a lot of gray area for how this money would be used.

A resident pointed out if we approve this amendment and establish a stabilization fund for historical buildings then we don't have any money available for this school. We will need to have another town meeting and another article to take money out of this stabilization fund and work on the school. There is a lot more paperwork and time involved if this amendment is approved.

A motion was made to end discussion and vote on the amendment.

The motion was seconded.





The motion passed to end discussion and vote on the amendment.

The amendment to Article 14 failed.

Discussion continued: A resident voiced support over this article based on the value of preserving this historical building and our Otis history.

A resident questioned why there wasn't a bid done for this project ahead of time. Town Counsel replied construction bids are different.

A resident stated if we don't spend the entire 100,000 the remaining money will go back into free cash.

Article 14 passed.

ARTICLE 15: To see if the Town will vote to transfer the sum of \$400,000.00 to the Stabilization Fund from free cash.

A motion was made to accept Article 15.

The motion was seconded.

Discussion: Why are we transferring the money? Roberta Sarnacki stated the goal for the town is to have one million dollars in the stabilization fund. Jeremia Pollard explained this is the towns reserved account. When you apply for bonds and loans this is what lenders look at. The stabilization fund needs 2/3rds vote to remove any money. Our current Stabilization fund has \$816,829.00, if we approve this, the stabilization fund will have \$1,216, 829.00.

Are these funds invested in an interest bearing account? Karen Fink, Treasurer, said this is a long term saving account. All monies of the town are invested.

Why are we doing this now? Walter Engels, Finance Board, read an e-mail from Chris Morris explaining the large amount of free cash is due to closing out several accounts to free cash. It has not been this high since FY2010. The Town bond rating is due to the large cash reserves.

Article 15 passed unanimously.

ARTICLE 16: To see if the Town will vote to accept a gift of the Farmington River Regional School District of an approximately 9.31 acre parcel of land located behind the Otis Highway Garage; being a portion of those premises transferred by the Inhabitants of Otis to the Farmington River Regional School and recorded in the Berkshire Middle District Registry of Deeds at Book 1497, Page 727, and to authorize the Board of Selectmen to execute any and all documents in connection with said transfer.

A motion was made to accept Article 16.

The motion was seconded.

Discussion: Does the town of Sandisfield have to pass this also? No

What is the purpose of this? Larry Gould explained when the property was turned over to the school the WWTP (Waste Water Treatment Plant) was part of that property. Presently the WWTP property is owned by the school. By subdividing this property we bring the WWTP back to the town.

Is this the only reason we are doing this? Larry Gould stated the Town is looking into future expansion of the highway department. A neighboring resident asked what is going to be put there? There has been discussion over the past several years about all the departments including the highway, fire, recreation center, and the library to figure out how to best use their spaces. In order to accommodate the future needs of the highway department we realized didn't have any property behind the highway department to use. When we saw the map and realized we needed to bring back the WWTP into ownership of the town and the line goes behind the highway department it made sense.





If this is going to be developed in the future how does this include the voters say? A town meeting would be called and voters would need to approve it.

The town garage was Tacy's Seal Test Milk in the 1960's. The building is basically the same. A bay was added approximately 30 years ago. The trucks cannot all be brought inside during the winter to thaw out. For the future use the idea is to help with expansion with the highway garage.

Article 16 passed.

ARTICLE 17: To see if the Town will vote to accept a gift of the St. Paul's Episcopal Church from the Episcopal Missions of Western Massachusetts, and accompanying land, recorded in the Berkshire Middle District Registry of Deeds at Book 4949, Page 78, and Book 5677, Page 345 with an accompanying agreement by the Episcopal Missions of Western Massachusetts to indemnify the Town for the cost and expense of defending any legal claim made by the legal successor of the Wardens of the Protestant Episcopal Society of Otis made within two years of the transfer, and to authorize the Board of Selectmen to execute any and all documents in connection with said transfer.

A motion was made to accept Article 17.

The motion was seconded.

A motion was made for a secret ballot.

The motion was seconded.

The motion for a secret ballot for Article 17 failed.

Discussion: Jeremia Pollard has been in touch with the attorney of The Episcopal Missions of Western MA and there is an issue with the title of this property. Whoever is the successor to the Wardens of the Protestant Episcopal Society of Otis would have standing to challenge any transfer. The Episcopal Missions of Western MA don't have the authority to transfer the title. Jeremia has asked Episcopal Missions to agree to pay for a Cy Pres Petition in probate court to resolve the title of this.

Geoff Pigman is the head of Association for Saint Paul's of Otis, which is a nonprofit group that was organized last year, with the objective to form a public private partnership with the town to restore and preserve Saint Paul's building for the Town for cultural events, historical events, etc. Mr. Pigman is also Chair of the Executive Committee of the Congregation of Saint Paul's Church the Society of Pat Constantinos. This group is the Successors of the Wardens of the Protestant Episcopal Society of Otis who were seven Otis residents in the 1920's who raised the funds to buy the property and build the church. Mr. Pigman continues as the executive committee of Saint Paul's they wish to donate the church to the Town of Otis. Town Counsel heard there are conditions regarding the return of historic artifacts. Town Counsel asked if they will execute a deed without conditions. Geoff Pigman said this is their intent.

A motion was made to take Article 18 out of order.

The motion was seconded.

A resident wanted the engineering report first to see exactly what the structural issues are before we took accepted the church.

The motion to take Article 18 out of order failed.

Discussion about accepting another structure when last year we spent \$40,000 to destroy another church. The resident felt we needed some exact figures.

Discussion regarding the cost to fix this building verses keeping this historical building to preserve our history. Three years ago the Episcopal Church had an estimate of \$45,000 to fix the structural issues.

How likely is it to get back the historical artifacts? Mr. Pigman explained the most valuable items were returned to the Old North Church in Boston. The Old North Church is storing the items. They





will be willing to return those items to back to Otis once they are assured they will be safe. The organ is the other item of value and they hope that can be returned.

Are we getting a quitclaim deed to the property and will we get a general release from the wardens to avoid any litigation down the road? Town Counsel said if he heard correctly Mr. Pigman said he would be willing to do this and the Article could be amended to accept those terms.

A motion was made to amend Article 17 to read:

To see if the Town will vote to accept a gift of the St. Paul's Episcopal Church from the Executive Committee of the Congregation of St. Paul and/or the Episcopal Missions of Western Massachusetts, provided that Town Counsel will certify marketable and insurable title, and accompanying land, said property recorded in the Berkshire Middle District Registry of Deeds at Book 4949, Page 78, and Book 5677, Page 345 with an accompanying agreement by the Executive Committee of Congregation of Saint Paul to release and indemnify the Town of Otis in connection with said transfer, as well as an agreement by the Episcopal Missions of Western Massachusetts to indemnify the Town for the cost and expense of defending any legal claim made by the legal successor of the Wardens of the Protestant Episcopal Society of Otis made within two years of the transfer, and to authorize the Board of Selectmen to execute any and all documents in connection with said transfer.

The motion was seconded.

The amendment passed.

Article 17 passed as amended.

ARTICLE 18: To see if the town will vote to expend the sum of \$10,000.00 for an engineering report for the St. Paul's Church and to take said sum from free cash.

A motion was made to accept Article 18.

The motion was seconded.

Discussion: Wasn't there already an engineering report done? Larry there are two surveys' that have been done, one by the Town's consultant engineer and one by the Diocese architect. What were the results for the first two surveys? The results were to confirm there are structural issues. This engineering report would determine what the actual structural conditions are and how we would move forward with the design and repairs.

Harvey Pisila the Architect hired by the Diocese was present and spoke about the initial report to identify the structural problems. Some issues he identified on this timber structure were broken members and open joints. A detailed report will tell how we stabilize the building so it doesn't deteriorate anymore. Someone will need to crawl around in the attic and put levels and tapes on everything to figure out exactly what is wrong.

Article 18 passed.

ARTICLE 19: To see if the Town will vote to accept conveyance of title to the property known as St. Paul's Episcopal Church and identified and described in a deed recorded in the Berkshire County Registry of Deeds at Book 4949, Page 78 and Book 5677, Page 345 from the Episcopal Missions of Western Massachusetts in consideration of one dollar (\$1.00). (petitioned article)

A motion was made to continue Article 19 indefinitely.

The motion was seconded.

The motion was passed to continue Article 19 indefinitely.

ARTICLE 20: To see if the Town will vote, pursuant to M.G.L. Ch.41, Section 81A, to reduce the number of Planning Board members from seven (7) to five (5) as follows; by rescinding





Article 28 of the May 20th 2008 annual town meeting that expanded the board membership from five (5) to seven (7) and eliminating the two positions that Article 28 created. (petitioned article)

A motion was made to accept Article 20.

The motion was seconded.

Discussion: Terry Cook member of the planning board stated this was not discussed with the planning board members and therefore the planning board is not supporting this article. Hal Kobrin the Planning Board Chairperson stated the original article in 2008 was proposed by the selectmen. Hal stated the reason for this article is due to the lack of meeting quorums. To go back would solve the quorum issues needing 3 members instead of 4. In 2014 the positions were on the ballot there was no one running. In 2008 we were looking for alternates but you can't have alternates on an elected board. If we pass this and go back to the 5 member boards one member would come up for re-election each year. The Town Clerk explained in 2009 it was vote for 3 on the ballot and it is not defined who the two new members would be. This is due to a resignation of the candidate for re-election. This article would need to define exactly who these two people would be. Bill Hiller read from March 11, 2014 Selectboard Meeting Minutes, *"Planning Board membership: Hal stated that the Planning Board had increased membership in 2008 from 5 members to 7 members to prevent lack of quorum issues. After five years, this solution has not worked. We also may have a situation this next fiscal year where we do not have a quorum voted in after Town Elections, so Hal asked Chris to check with Town Counsel about wording a warrant article to bring the Planning Board back to five members, and to see what happens if we do not have a quorum after the Town Election in May and whether the Rule of Necessity can apply in that situation."* Bill Hiller also read the All Boards Meeting Minutes April 28, 2014 *"The Community Preservation Act informational meeting is scheduled for May 8th at 6:30 pm at the Town Hall gymnasium. They also heard the Site Plan Review for Bruce's Hardware but need to discuss the letter of condition at the next meeting because they didn't have a quorum for the April public hearing. Select Board members and Planning Board members questioned the need for the article to reduce Planning Board members since we had a full slate for elections."* There was no action taken at that meeting. There was discussion and it appears that Planning members and Selectboard members decided not to put the article on the warrant. Hal responded the only other planning member at the all boards member was Michael Ernst so he doesn't consider that discussion with the planning board.

Roberta Sarnacki wanted to know what about planning board is not working now. It appears there are members that want to be on the board. The planning board chair petitioning an article about the planning board seems like a conflict.

A resident commented how there are seven members and the problem is people on the board aren't showing up to their meeting causing a lack of quorum but they still want to have their position on the board. She suggested for the planning board to come up with a real plan to address these redundancies.

Article 20 failed.

ARTICLE 21: To see if the Town will vote to accept Sections 3 to 7, inclusive, of Chapter 44B of the General Laws, otherwise known as the Massachusetts Community Preservation Act, by approving a surcharge on real property for the purposes permitted by said Act, including the acquisition, creation and preservation of open space, the acquisition, preservation, rehabilitation and restoration of historic resources, the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use, the acquisition, creation, preservation and support of community housing, and the rehabilitation and restoration of such open space and community housing that is acquired or created as provided under said





Act; that the amount of such surcharge on real property shall be 3% of the annual real estate tax levy against real property commencing in fiscal year 2020 and that the Town accept the exemptions from such surcharge permitted under Section 3(e) of said Act: property owned and occupied as a domicile by any person who qualifies for low income housing or low or moderate income senior housing in the Town, as defined in Section 2 of said Act, \$2A, \$100,000 of the value of each taxable parcel of residential real property and \$100,000 of the value of each taxable parcel of class three, commercial property, and class four, industrial property as defined in section 2A of said Chapter 59. (petitioned article)

A motion was made to accept Article 21.

The motion was seconded.

Discussion: Diane Provenz explained this is an article that would be voted on next year as a ballot question and nothing would happen by approving this tonight. The CPA was voted on three years ago but failed. All money must get divided into three sections open space and recreation, historical preservation, and community housing. If approved tonight and at next May's ballot this would go into effect in 2020. The average home assessment is \$317,000 and the first \$100,000 is exempt they would pay \$51.00 a year in additional tax. The town would raise approximately \$99,000 and how much we get from the State depends how much is left in their account.

Walter Engels said if this is approved there could be a lot of residents who could be exempt and pay little to nothing while the second homeowners would pay the tax.

A resident said how we have always funded projects on a case by case basis. The CPA comes from State tax and this could be cut. It is not guaranteed money from the State.

Another resident said how this is unfair for the second homeowners to pay this tax when they have no say.

Town Counsel clarified that if this is voted on tonight and approved this will go on the next year's municipal ballot for approval which will be May 2018.

A count was needed. Yes 30, No 73.

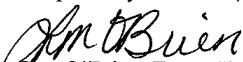
Article 21 failed.

A motion was made to adjourn the meeting.

The motion was seconded.

The meeting adjourned at 9:26 pm.

Respectfully submitted,


Lyn O'Brien, Town Clerk





GENERAL GOVERNMENT	FY18
ASSESSORS EXPENSES 015141.700	\$ 68,850.00
ASSESSORS CLERK 015141.115	\$ -
ASSESSORS PRINC ASSESS SALARY 015141.113	\$ -
ASSESSORS SALARIES 015141.114	\$ 10,100.00
AUDIT 015159.700	\$ 12,000.00
CONSERVATION COMM EXPENSES 015171.700	\$ 8,250.00
CONSERVATION COMM SALARY 015171.113	\$ 5,130.00
ELECTRICITY 015472.000	\$ 52,500.00
ERBE BUILDING 015192.405	\$ 3,700.00
FINANCE BOARD EXPENSES 015131.700	\$ 332.00
FINANCE BOARD SALARIES 015131.113	\$ 1,700.00
GIFTS AND FLOWERS 015162.000	\$ 750.00
HEATING/FURNACE 015192.404	\$ 63,500.00
LEGAL EXPENSES 015151.702	\$ 20,000.00
MAINTENANCE EXPENSES 015192.117	\$ 45,200.00
MAINTENANCE LABOR 015192.116	\$ 112,184.80
MAINTENANCE SUPER SALARY 015192.119	\$ 59,949.70
ASST MAINT SUPER SALARY 015192.120	\$ 12,241.02
OFFICE SUPPLIES 015136.000	\$ 9,500.00
PLANNING BOARD EXPENSES 015175.700	\$ 1,850.00
PLANNING BOARD CLERK 015175.113	\$ 3,000.00
SELECTMEN'S EXPENSES 015122.700	\$ 3,415.00
SELECTMEN'S SECRETARY 015122.114	\$ 24,360.00
SELECTMEN'S SALARIES 015122.113	\$ 11,000.00
TECHNOLOGY 015192.003	\$ 60,641.48
TOWN ACCOUNTANT EXPENSES 015135.400	\$ 1,600.00
TOWN ACCOUNTANT SALARY 015135.113	\$ 18,051.67
TOWN ADMINISTRATOR 015123.113	\$ 57,855.00
TOWN CLERK EXPENSES 015161.700	\$ 6,393.00
TOWN CLERK SALARY 015161.113	\$ 38,259.87
TOWN CLERK ELECT/REGISTRATION 015162.700	\$ 10,375.00
TOWN CLERK ELECTIONS SALARIES 015162.113	\$ 4,000.00
TOWN COLLECTOR EXPENSES 015146.700	\$ 19,900.00
TOWN COLLECTOR SALARY 015146.113	\$ 39,961.48
TOWN HALL 015192.400	\$ 14,300.00
TOWN HALL ADMIN ASSISTANT 015192.113	\$ 41,732.60
TOWN REPORT 015195.700	\$ 4,350.00
TOWN TREASURER EXPENSES 015145.700	\$ 6,710.00
TOWN TREASURER SALARY 015145.113	\$ 19,051.60
ZBA EXPENSES 015176.700	\$ 3,000.00
ZBA CLERICAL 015176.113	\$ 3,600.00
TOTAL GENERAL GOVERNMENT	\$ 879,294.22





Town of Otis, Massachusetts
2017 Annual Report

PROTECTION OF PERSONS AND PROPERTY	FY18
ANIMAL CONTROL OFFICER 015292.113	\$ 5,030.00
BUILDING INSPECTOR EXPENSES 015241.113	\$ 4,900.00
BUILDING INSPECTOR SALARY 015241.700	\$ 52,359.89
ASSTBUILDING INSPECTOR SALARY 015241.701	\$ 3,500.00
EMERGENCY MANAGEMENT 015291.700	\$ 17,250.00
FIRE DEPARTMENT EXPENSES 015220.700	\$ 41,540.00
FIRE CHIEF SALARY 015220.113	\$ 4,000.00
FIRST ASST. FIRE CHIEF 015220.114	\$ 2,500.00
INSPECTORS 015249.000	\$ 1,000.00
OTIS RESCUE SQUAD 015215.700	\$ 200,000.00
POLICE DEPARTMENT EXPENSES 015210.702	\$ 16,985.00
POLICE DEPARTMENT LABOR 015210.114	\$ 75,947.68
POLICE CHIEF SALARY 015210.113	\$ 16,819.60
TREE WARDEN 015294.113	\$ 500.00
TOTAL PROTECTION OF PERSONS AND PROPERTY	\$ 442,332.17

EDUCATION	FY18
SCHOLARSHIP COMMITTEE 015300.006	\$ 8,000.00
SCHOOL 015300.002	\$ 2,484,167.00
SCHOOL BOND 015300.001	\$ 59,730.00
SCHOOL COMMITTEE 015300.003	\$ 1,700.00
TOTAL EDUCATION	\$ 2,553,597.00

PUBLIC WORKS AND FACILITIES	FY18
CEMETERY 015491.115	\$ 10,700.00
GAS AND DIESEL 015471.000	\$ 52,700.00
HEALTH AGENT EXPENSES	\$ 3,300.00
HEALTH AGENT SALARY 015433.113	\$ 4,039.71
HEALTH BACKUP SALARY 015433.115	\$ 11,203.98
HEALTH AND SANITATION 015433.700	\$ 142,350.00
HEALTH WWTP CHIEF OPERATOR	\$ 56,270.64
HIGHWAY EXPENSES 015422.110	\$ 150,500.00
HIGHWAY GARAGE 015422.800	\$ 9,100.00
HIGHWAY LABOR 015422.114	\$ 86,244.30
HIGHWAY ROAD MACHINE MAINT 015422.700	\$ 51,500.00
HIGHWAY SNOW EXPENSES 015423.115	\$ 122,000.00
HIGHWAY SNOW REMOVAL LABOR 015423.113	\$ 78,052.26
HIGHWAY SUPER SALARY 015422.113	\$ 66,188.00
SANITATION INSPECTOR 015433.114	\$ 6,500.00
TOTAL PUBLIC WORKS AND FACILITIES	\$ 850,648.89

HUMAN SERVICES	FY18
ANIMAL INSPECTOR 015292.00	\$ 500.00
COMMUNITY HEALTH 015529.000	\$ 1,000.00
CONSTRUCT INC. 015599.204	\$ 200.00





HUMAN SERVICES	FY18
COUNCIL ON AGING 015541.700	\$ 13,110.00
MENTAL HEALTH 015599.200	\$ 584.62
SHINE 015541.701	\$ 500.00
VETERANS BENEFITS 015543.600	\$ 25,000.00
VETERANS DISTRICT ASSESSMENT 015543.700	\$ 7,494.27
VISITING NURSE ASSOCIATION 015522.700	\$ 3,969.00
TOTAL HUMAN SERVICES	\$ 52,357.89

CULTURE AND RECREATION	FY18
CELEBRATIONS 015692.000	\$ 10,000.00
CULTURAL COUNCIL 015699.000	\$ 5,000.00
HISTORICAL COMMISSION 015691.700	\$ 3,600.00
LIBRARY 015610.700	\$ 62,927.00
RECREATION EXPENSES 015630.000	\$ 31,581.00
RECREATION SALARIES 015630.113	\$ 32,074.24
SOUTH BERK LIT NET 015610.701	\$ 400.00
TOTAL CULTURE AND RECREATION	\$ 145,582.24

INTERGOVERNMENTAL EXPENSES	FY18
BERK CTY RETIREMENT 015911.170	\$ 160,060.00
BERK REG PLAN COMM 015840.664	\$ 1,222.51
TOTAL INTERGOVERNMENTAL EXPENSES	\$ 161,282.51

MISCELLANEOUS EXPENSES	FY18
HEALTH INSURANCE 015914.170	\$ 237,682.00
INSURANCE 015945.740	\$ 63,867.33

MISCELLANEOUS EXPENSES	FY18
MEDICARE 015914.171	\$ 16,000.00
RESERVE FUND 015940.700	\$ 13,000.00
UNEMPLOYMENT 015913.170	\$ 13,000.00
TOTAL MISCELLANEOUS EXPENSES	\$ 343,549.33

TOTAL BUDGET	FY18
TOTAL GENERAL GOVERNMENT	\$ 879,294.22
TOTAL PROTECTION OF PERSONS AND PROPERTY	\$ 442,332.17
TOTAL EDUCATION	\$ 2,553,597.00
TOTAL PUBLIC WORKS AND FACILITIES	\$ 850,648.89
TOTAL HUMAN SERVICES	\$ 52,357.89
TOTAL CULTURE AND RECREATION	\$ 145,582.24
TOTAL INTERGOVERNMENTAL EXPENSES	\$ 161,282.51
TOTAL MISCELLANEOUS EXPENSES	\$ 343,549.33
TOTAL BUDGET	\$ 5,428,644.25





May 23, 2017 Annual Town Election Results

Number of Registered Voters 1130

Total Number of Voters for Election 346

<u>SELECTMEN</u>	<u>Votes</u>	<u>SELECTMEN WRITE IN</u>	<u>Votes</u>
MICHAEL ERNST	168	ALL OTHERS	4
GARY THOMAS	171		
BLANKS	3		0
346	342		4

<u>TREASURER</u>	<u>Votes</u>	<u>TREASURER WRITE IN</u>	<u>Votes</u>
KAREN FINK	283	ALL OTHERS	2
BLANKS	61		
346	344		2

<u>MODERATOR</u>	<u>Votes</u>	<u>MODERATOR WRITE-IN</u>	<u>Votes</u>
BLAKE MIDDLETON	272	ALL OTHERS	4
BLANKS	70		
346	342		4

<u>TREE WARDEN</u>	<u>Votes</u>	<u>TREE WARDEN WRITE-IN</u>	<u>Votes</u>
JOHN (JACK) CONBOY	263	ALL OTHERS	4
BLANKS	79		
346	342		4

<u>CONSTABLE</u>	<u>Votes</u>	<u>CONSTABLE WRITE-IN</u>	<u>Votes</u>
RUSSELL W. LORING	268	ALL OTHERS	3
BLANKS	75		
346	343		3

<u>FINANCE BOARD</u>	<u>Votes</u>	<u>FINANCE WRITE IN</u>	<u>Votes</u>
THERESE GOULD	218	ALL OTHERS	1
SONIA MORRISON	118		
BLANKS	9		





346

345

1

<u>ASSESSOR</u>	<u>Votes</u>	<u>ASSESSOR WRITE IN</u>	<u>Votes</u>
KATHLEEN RIDER	258	ALL OTHERS	2
BLANKS	86		

346

344

2

<u>LIBRARY TRUSTEE</u>	<u>Votes</u>	<u>LIBRARY TRUSTEE WRITE-IN</u>	<u>Votes</u>
	0	JEFFREY HAMMERLE	6
BLANKS	319	ALL OTHERS	21

346

319

27

<u>CEMETERY 3YR</u>	<u>Votes</u>	<u>CEMETERY 3 YR WRITE IN</u>	<u>Votes</u>
ROGER MEYER	263	ALL OTHERS	5
BLANKS	78		

346

341

5

<u>PLANNING BOARD</u>	<u>Votes</u>	<u>PLANNING BOARD WRITE IN</u>	<u>Votes</u>
HAROLD KOBRIN	212	ALL OTHERS	24
BLANKS	110		

346

322

24

<u>SCHOOL COMMITTEE</u>	<u>Votes</u>	<u>SCHOOL WRITE IN</u>	<u>Votes</u>
ARLENE TOLOPKO	246	ALL OTHERS	5
BLANKS	95		

346

341

5





2017 Board of Health Agent Report

In fiscal year 2017, there has been a steady increase of Title 5 inspection reports being conducted in the town of Otis. A high percent of the upgrades that have been submitted have required innovation technology including pre-treatment due to constraints.

Recreational Camps for Children such as Bonnie Brae, Soccer Camp at Larkum Pond, Camp of Latter Day Saints at Bonnie Brae and Otis Ski Ridge camp met full compliance with relevant codes. All camps remain in good standing and meet compliance with regulations.

From a policy perspective, the Board of Health and Sanitarians worked closely together to revamp local septic and well policies and redefined training requirements for septic contractors. The town will offer in perpetuity free annual septic classes that will be credited toward septic contract's continuing education requirements to keep local installer permits valid. In fiscal year 2018, we will inform contractors on the training. This updated policy will also assist the community on a set of standards and guidelines to follow as a resource.

The 2017 beach testing season the past summer yielded a prominent level of compliance. Many thanks to the Board, Heather and Lisa, and employees for their valued assistance and dedication. We look forward to a healthy and safe 2018.

Respectfully submitted,

James J. Wilusz, R.S.

Registered Sanitarian/Health Agent





REPORT OF THE PLANNING BOARD TOWN OF OTIS

The Planning Board is responsible for preparing and maintaining a comprehensive master plan (MGL Chapter 41, Section 81D), propose, review, hold hearings and make recommendations on zoning bylaw/ordinance changes to the Town Protective By-Laws, review and act on subdivisions – preliminary & definitive plans (MGL c.41, section 81K-81GG), review and sign Approval Not Required (ANR) plans and is required to review, hold public hearings and make recommendations on proposals that will affect land use.

The Planning Board oversees Site Plan Reviews and hears requests from property owners or developers seeking to divide a tract of land, reaffirm boundary lines or create a new subdivision...who, must submit surveyed plot plans to the Board for appropriate action as governed by MGL, Chapter 41, Section 81.

The Town of Otis requires any new lots to be a minimum of one (1) acre, have 150 feet of road frontage and provide adequate access for emergency and vehicular traffic in the R-1 residential district. In the Village V-1 district, lot area shall not be less than 20,000 square feet and the frontage shall not be less than 60 feet.

The Planning Board acted on a number of Form-A plans to divide properties and/or secure newly surveyed boundary lines under the guidelines & requirements of the Subdivision Control Law.

The Planning Board continues to work with the Otis Historical Committee, the Otis Historical Society, Otis Conservation Committee, Otis Recreation, Berkshire Regional Planning Commission and other state agencies on projects such as Otis Sewer District, Community Development, Community Preservation, Community Center, Watershed projects, Historical Preservation and seeking and applying for grant opportunities.

The Planning Board meets on the second Monday of every month at 7:00 p.m. in the Town Hall. The Board welcomes property owners with questions concerning the required procedures to sub-divide their land under the laws.

Respectfully submitted,
Michael Ernst, Chairman
Rona Knight
Jennifer Daily
Alan Koivisto
Terry Cook-Visser
Jim Kauffman
Harold L. Kobrin





Town of Otis

Technology Committee 2017 Annual Report

Broadband is finally coming to the Town of Otis! Verizon has been completing make ready work in town and Eversource has then been updating their equipment. Sertex is the company that has been awarded the broadband construction bid. They are currently completing the pilot phase, Phase 1, construction work. We are hopeful that we will begin generating broadband revenues by March 2018 in the pilot phase.

We have a total of ten phases planned for broadband construction and pole applications have been submitted for most, if not all, of the Verizon poles in town. As Verizon works on each phase, then Eversource will complete their work as well. Our plan is to have all ten phases completed in eighteen months, but due to delays with Verizon completing their make ready work this could be pushed out. There is a map of what areas in town are covered by each phase. Please go to OtisFiber.com to check the map to see which phase you are in. We ask that you do put your applications in as soon as possible. We have received the full grant funding that was promised to the town for this project and Boston and Otis are working together to complete this project. In addition, Otis has spent the fall constructing a broadband hut at the East Otis Fire House to house the interconnections needed between the Otis Municipal Light Plant and Whip City Fiber. A second hut will be constructed next to the Main Fire House in the center of town once our broadband network expands from East Otis.

The Town Hall has undergone a complete IT infrastructure upgrade. We found we were not compliant with new MA law regulations and were awarded an IT grant to upgrade our computer security, servers, cabling, and connections. This grant also enabled us to solve our previous Wi-Fi problems so we can now offer public Wi-Fi to residents at the Town Hall.

We also upgraded the Town of Otis website. Our new website has an improved interface and it should now be able to display on any device without compromise. Please feel free to look us up at www.townofotisma.com on your smart phone, Kindle, iPad, or any other device.

All members of the Otis Technology Committee continue to look forward to working with and for you to bring modern technology to our rural town.

Respectfully Submitted,

Bill Hiller

Larry Gould

George Mabee

Frank Tolopko

Laurie Flower

Lisa D'Orazio





Otis Cultural Council 2017 Annual Town Report

In 2017, the members of the Otis Cultural Council approved 27 grant applications which provided funding for programs that fulfill our mission of promoting *“cultural access, education, and diversity in the arts, humanities, and interpretive sciences for Otis residents of all ages, and to promote communication and community-building”*.

There are three funding categories that we consider: programs for the young people of Otis, community-wide events, and donations to cultural programs in Otis and neighboring towns.

Youth Programs: This year we funded programs at schools attended by the children of Otis. These included field trips for all grades: in-school programs such as the drama club, after-school photography classes, a sculpture program at FRRES, drama programs at Lee High School and Monument Mountain High School, the Kops & Kids vacation week program in April, and a donation to the Otis 4-H club.

Community-wide events: This year’s Arts Festival, held on Labor Day weekend, was well-attended by local residents as well as out-of-towners. We once again sponsored a day-long workshop for the Otis Quilt Guild. And as usual we collaborated with the Celebrations Committee to present the annual Community Picnic and free concert by the Band “What Happens Now” (currently named The Monday Project) featuring local resident Thom Garvey.

Donations: As always, there are many worthwhile organizations applying for funding. We carefully choose those that fulfill our mission and benefit Otis residents.

In addition to the above, some of our members (and their good-hearted spouses!) work recycling deposit bottles and cans at the Otis Transfer Station. This project, which we share with the Amvets, brings the deposit money back to benefit the town. Thank you to all residents who help out by separating and contributing their deposit bottles and cans in the blue barrels!

We also continue to support the Beautify Otis project by organizing volunteers to set up and maintain flower barrels throughout the town. Thanks to all the local gardeners and to Jamie Carr at Otis Ridge for her generous support.

To know more about our activities, check our page at www.townofotis.com. If you’d like to join us or inquire about any of our programs, contact a committee member or email us at culturalco.otis@yahoo.com.





We are grateful to the Select Board for their support and encouragement throughout the year, to Jim Crandall, the Maintenance Dept. and the Highway Department for their regular assistance, to the Farmington River Elementary School for the use of their beautiful facility and to their staff for their cheerful assistance. Also we offer heartfelt thanks to Lyn O'Brien, Lisa D'Orazio, and Heather Venne at Town Hall. We welcome and look forward to working with our new Town Administrator, Rebecca Stone.

Lastly, we thank Otis residents and visitors for their donations of time and money, for their attendance at events, and their enthusiastic words of support.

Submitted by:

Ilsa Sulner, Chair
Shanon Albee, Treasurer
Mary Jo Engels, Secretary

Deb Fogel
Carol Lombardo
Arlene Tolopko
Robert Turnbough
Vicki Ernst, Ex Officio
Ilona Packie, Ex Officio
Jeanne Randorf, Ex Officio





REPORT OF THE SOUTHERN BERKSHIRE DISTRICT DEPARTMENT OF VETERANS' SERVICES

Thank you for allowing me to service the member towns, their veterans, and widows. We have made great strides in reaching out to our veterans in our local area, letting them know the various services available to them from Elderly Services, Community Actions and also the local senior centers. During FY 2017 we have seen a slight increase in all areas of operation and currently have 41 active Chapter 115 claims.

Chapter 115 Submissions and Return from the State:

Town	FY 2017 Submitted 7/01/16- 6/30/17	Pmt Due in FY 2018 -FY 2017 - 75%
Otis	\$17,108.14	\$12,831.03

Over the last year we have completed the following for our member town's veterans:

Applications for VA Health Care	38
ALS/Disability/A&A/Appeals/Life Insurance	67
DD 214s	58
Request for Grave Markers	62
Tax Abatements/SS help/other requests	48
Flags to funerals homes for veterans	70
Assisted with Dr. appointments	13
Home and Office Visits	575
Veterans Services Phone Calls	1510

For FY 2017 District budget was reduced by the reserve resulting in a smaller assessment for the member towns. During these trying financial times all veterans and widows are encouraged to contact this office or the US Department of Veterans Affairs and review current entitlements as many changes have taken place. Otis' apportionment towards the FY 2017 DVS budget was \$7,168.80 – this number was based on population percentage on the 2010 Census.

Respectfully Submitted,

Laurie J. Hils

Southern Berkshire District Director for Veteran Services





REPORT OF THE SOUTHERN BERKSHIRE DISTRICT DEPARTMENT OF VETERANS' SERVICES

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Respectfully Submitted,

Laurie J. Hils

Southern Berkshire District Director for Veteran Services





TOWN COLLECTORS 2017 ANNUAL TOWN REPORT

The following are due dates for fiscal year 2019:

RE & PP Tax Due Dates

August 1, 2018

November 1, 2018

February 1, 2019

May 1, 2019

Sewer Tax Due Dates

September 3, 2018

December 3, 2018

March 1, 2019

June 3, 2019

Receivables 1-1-2017 THRU 12-31-2017

<u>YEAR</u>	<u>MOTOR VEHICLE EXCISE</u>	<u>INTEREST</u>
2011	\$199.92	\$67.68
2012	\$310.73	\$118.49
2013	\$125.63	\$19.43
2014	\$301.74	\$50.73
2015	\$1,188.23	\$104.58
2016	\$17,548.30	\$991.19
2017	\$266,199.64	\$955.50

<u>FISCAL YEAR</u>	<u>PERSONAL PROPERTY</u>	<u>INTEREST</u>
2010	\$12.00	\$0.00
2013	\$32.34	\$7.71
2014	\$282.17	\$105.09
2015	\$262.81	\$50.65
2016	\$561.35	\$98.67
2017	\$90,364.46	\$210.02
2018	\$85,677.49	\$31.81





Town of Otis, Massachusetts
2017 Annual Report

<u>FISCAL YEAR</u>	<u>REAL ESTATE</u>	<u>INTEREST</u>
2013	\$3,718.25	\$1,186.99
2014	\$15,509.64	\$7,699.78
2015	\$17,665.97	\$3,716.32
2016	\$35,805.46	\$5,752.44
2017	\$2,468,038.17	\$13,478.82
2018	\$2,221,724.45	\$1,695.20

<u>FISCAL YEAR</u>	<u>SEWER</u>	<u>INTEREST</u>
2017	\$29,392.28	\$114.83
2018	\$31,936.77	\$190.69

2017 MISC. RECEIPTS

Municipal Liens	\$2,525.00
Bartow's Tri. Park	\$648.00
Bill Copies	\$232.00
Returned Checks	\$75.00

2017 was a great year! Glad to see more people utilizing our online payment systems for faster and more accurate processing! Everything ran smoothly and efficiently. Although I thought I was going to be able to take the certification test after being in office for three years, it actually takes five years of requirements to qualify. So, don't fret it's still in the works! Thank you everyone for the continuous support.

Respectfully submitted,
Destiny Duris
Town Collector



Town of Otis, Massachusetts
2017 Annual Report



TOWN OF OTIS
 CASH RECONCILIATION
 fy17 annual

TOWN OF OTIS										
Treasurer Cash Reconciliation										
July 2016 - June 2017 FY2017										
BANK	Beginning Balance	Receipts	Warrants	Debit Adj	Voids & Credit Adj	Transfers In	Transfers Out	Interest	Ending Balance	
TD Bank Investment *7298	25.82	-	-	-	-	-	-	0.04	25.86	
TD Bank Vendor *7305	(16,544.93)	-	-	-	-	-	-	-	(16,544.93)	
TD Bank - Auction	9,172.88	-	-	-	-	-	-	17.54	9,190.42	
Berkshire Bank Investment	63,703.81	139,741.26	-	-	-	-	-	128.82	203,573.89	
Berkshire DDA	499.37	-	-	-	-	-	-	0.42	499.79	
Unibank Sewer/General Fund	25,905.80	-	-	-	-	-	-	42.44	25,948.24	
TD Bank deposit #3846	189.47	-	(427.00)	-	855.36	293.70	-	-	911.53	
ESB Payables	(14,175.92)	3,900.00	(7,350,895.09)	(4,688.25)	166,964.52	7,808,175.71	(274,584.95)	1,645.42	336,361.44	
ESB RDC	79,001.28	5,179,333.47	-	(651.82)	-	274,584.95	(4,954,166.46)	849.35	578,950.77	
Esb MM	1,462,609.24	1,825,450.39	-	-	-	5,454,166.46	(7,942,535.57)	3,119.14	802,809.66	
Peoples UnitedBank MM	256,763.28	-	-	(1.00)	-	-	-	899.00	257,661.28	
Berkshire RDC	0.00	-	-	-	-	-	-	-	0.00	
Belmont Savings	404,286.12	-	-	-	-	-	-	2,632.78	406,918.90	
Unibank Money Market	174,765.14	2,572,195.00	(199,735.77)	(72,195.00)	-	-	(2,200,000.00)	1,470.43	276,499.80	
General Funds	2,446,201.36	-	-	-	-	2,200,000.00	-	7,715.91	2,207,715.91	
BINS	677.48	-	-	-	-	-	-	1.30	678.78	
Arts/Cultural Council	14,869.54	-	-	-	-	-	-	28.40	14,897.94	
Special Revenue	15,547.02	-	-	-	-	-	-	-	15,547.02	
BB Septic/Title V-dda *3623	23,252.66	-	-	-	-	-	-	-	23,252.66	
Berkshire Bank Sewer Capital	58,364.22	-	-	-	-	-	-	-	58,364.22	
Sewer	81,616.88	-	-	-	-	-	-	-	81,616.88	
Unifed Bank- CREB	4,389,174.74	-	(1,277,432.15)	(40.50)	80.00	-	(500,000.00)	28,839.39	2,640,621.48	
Garfield Barrister Escrow	10,500.96	-	-	-	-	-	-	20.07	10,521.03	
Belmont Stabl	50,463.83	-	-	-	-	134,066.16	-	402.68	184,932.67	
MMDT Stabl	310,916.28	-	-	-	-	-	-	2,835.02	313,751.30	
Unibank Stabilization	347,326.18	-	-	-	-	-	-	589.26	347,915.44	
Unibank Perpetual Care	16,398.15	-	-	-	-	1.68	(20.90)	23.06	16,401.99	
Unibank Cemetery General	37,231.60	-	-	-	-	20.90	(1.88)	64.82	37,315.64	
Lee Bank Cemetery CD	20,000.00	-	-	-	-	-	(205.11)	205.11	20,000.00	
Lee Bank Perp Care Int	1,004.49	-	-	-	-	205.11	-	1.13	1,210.73	
Scholarship	2,442.89	-	-	-	-	-	-	4.86	2,447.55	
Devenau/Erbe Escrow	555.04	-	-	-	-	-	-	1.06	556.10	
First National Fire Co. CD	29,172.17	-	-	-	-	-	-	52.69	29,224.86	
Trust	826,011.59	-	-	-	-	-	-	-	826,011.59	
Total All Accounts	7,758,551.59	9,720,620.12	(8,828,490.01)	(77,556.57)	167,899.88	15,871,514.67	(15,871,514.67)	51,628.25	8,792,653.26	
					90,343.31		0.00			





Town of Otis, Massachusetts
2017 Annual Report

Town of Otis

Balance Sheet General Accounts

From 07/01/2016 to 06/30/2017

ASSETS

CASH

General Cash	1,998,833.76	
Subtotal Cash		<u>1,998,833.76</u>

Personal Property Tax Receivable	13,357.06	
----------------------------------	-----------	--

Real Estate Tax Receivable	417,256.68	
----------------------------	------------	--

Allowance for Abatements	-157,226.67	
--------------------------	-------------	--

Tax Liens Receivable	385,348.04	
----------------------	------------	--

Demolition Liens	1,385.76	
------------------	----------	--

Tax Possession	173,859.45	
----------------	------------	--

Motor Vehicle ExciseTax Receivable	69,789.63	
------------------------------------	-----------	--

Subtotal Assets		<u>903,769.95</u>
------------------------	--	--------------------------

Total Assets

2,902,603.71

LIABILITIES

Tailings/Unclaimed Checks	-2,781.90	
---------------------------	-----------	--

Deferred Rev Prop Taxes	-273,387.07	
-------------------------	-------------	--

Deferred Rev Tax Titles	-559,207.49	
-------------------------	-------------	--

Def Rev -Demo Lien Rev.	-1,385.76	
-------------------------	-----------	--

Deferred MVX Revenue	-69,789.63	
----------------------	------------	--

Subtotal Liabilities		<u>-906,551.85</u>
-----------------------------	--	---------------------------

Total Liabilities / Fund Balance

906,551.85

FUND BALANCE

FB Reserved for Encumb	-269,787.16	
------------------------	-------------	--

FB Res for Expenditures	-887,602.62	
-------------------------	-------------	--

Undesignated Fund Balance	-1,085,567.04	
---------------------------	---------------	--

Appropriation Deficits	246,904.96	
------------------------	------------	--

Subtotal Fund Balance		<u>-1,996,051.86</u>
------------------------------	--	-----------------------------

Total Liabilities / Fund Balance

2,902,603.71



Town of Otis, Massachusetts
2017 Annual Report



Town of Otis
Balance Sheet Other Funds
From 07/01/2016 to 06/30/2017

FUND 23

ASSETS

Highway Pooled Cash

1.00

Subtotal Assets

1.00

Total Assets

1.00

FUND BALANCE

FB Chapter 90 Money (expend from)

-1.00

Subtotal Fund Balance

-1.00

Total Liabilities / Fund Balance

-1.00

FUND 24

ASSETS

State Grants/Cash

746,551.02

Subtotal Assets

746,551.02

Total Assets

746,551.02

FUND BALANCE

FB Elections -State

-4,283.50

Dept of Energy Resources - Town Hal

-10,500.00

FB BCSB Septic Prog.

-14,790.26

FB DEM Otis Res. W.S.

-7,563.77

Nature Trail Grant

-2,494.78

FB Council on Aging

-451.01

FB Cultural Council

-3,415.50

SMART GROWTH GRANT

-99.96

FB Municipal Map Program

-1,161.15

FB Sale of Cemetery Lots

-800.00

FB State&Local All Hazard

-900.00

Homeland Security Fund

-777.60

FB COPS Grant

-320.53

FY17 IT Grant

-98.69

FB Public Safe Gra-Fire

-1,993.75

BRPC - MINI GRANT

-3,000.00

Emergency Management

1,099.48

BROADBAND GRANT

-695,000.00

Subtotal Fund Balance

-746,551.02

Total Liabilities / Fund Balance

-746,551.02

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Town of Otis, Massachusetts
2017 Annual Report

Town of Otis

Balance Sheet Other Funds

From 07/01/2016 to 06/30/2017

FUND 25

ASSETS

Revolving Funds/Cash

97,759.29

Subtotal Assets

97,759.29

Total Assets

97,759.29

FUND BALANCE

Conservation Consultants

-1,144.34

FB Compost Bins

-1,158.78

FB Demo Debris

-14,361.35

FB Fire Inspections

-4,267.00

FB Electrical Inspections

-1,480.00

FB Plumbing Inspections

-11,547.00

FB Health Inspections

-930.00

FB Wetlands Protection

-41,125.50

FB Well/Septic Inspection

-512.50

Recreation Fund

-20,955.42

FB CEMETERY

-277.40

Subtotal Fund Balance

-97,759.29

Total Liabilities / Fund Balance

-97,759.29

FUND 26

ASSETS

Gifts/ Cash

25,943.40

Subtotal Assets

25,943.40

Total Assets

25,943.40

FUND BALANCE

Recreation Fund

-10,063.86

Bicentennial donations

-633.96

Otis Day - Donations

-1,935.23

Kops and Kids

-2,355.80

F/B Cultural Council

-10,954.55

Subtotal Fund Balance

-25,943.40

Total Liabilities / Fund Balance

-25,943.40



Town of Otis, Massachusetts
2017 Annual Report



Town of Otis
Balance Sheet Other Funds
From 07/01/2016 to 06/30/2017

FUND 27

ASSETS

Cash

15,164.56

Subtotal Assets

15,164.56

Total Assets

15,164.56

FUND BALANCE

Sale of lots

-2,366.08

Town owned prop-W.Ctr.Rd.

-9,925.00

Road Machinery Revenue

-2,673.48

Conservation Comm Project

-200.00

Subtotal Fund Balance

-15,164.56

Total Liabilities / Fund Balance

-15,164.56

FUND 30

ASSETS

Pooled Cash

-10,537.10

Subtotal Assets

-10,537.10

Total Assets

-10,537.10

FUND BALANCE

UNDESIGNATED FUND BALANCE

10,537.10

Subtotal Fund Balance

10,537.10

Total Liabilities / Fund Balance

10,537.10

FUND 31

ASSETS

CASH

25,632.00

Subtotal Assets

25,632.00

Total Assets

25,632.00

FUND BALANCE

UNDESIGNATED FUND BALANCE

-25,632.00

Subtotal Fund Balance

-25,632.00

Total Liabilities / Fund Balance

-25,632.00

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Town of Otis, Massachusetts
2017 Annual Report

Town of Otis
Balance Sheet Other Funds
From 07/01/2016 to 06/30/2017

FUND 32

ASSETS

CAPITAL CASH

2,427,019.56

Subtotal Assets

2,427,019.56

Total Assets

2,427,019.56

FUND BALANCE

Undesignated Fund Balance

-2,427,019.56

Subtotal Fund Balance

-2,427,019.56

Total Liabilities / Fund Balance

-2,427,019.56

FUND 33

ASSETS

CASH

18,981.00

Subtotal Assets

18,981.00

Total Assets

18,981.00

FUND BALANCE

UNDESIGNATED FUN BALANCE

-18,981.00

Subtotal Fund Balance

-18,981.00

Total Liabilities / Fund Balance

-18,981.00

FUND 34

ASSETS

WIND PROJECT - SERIAL CASH

111,479.73

Subtotal Assets

111,479.73

Total Assets

111,479.73

FUND BALANCE

Undesignated Fund Balance

-111,479.73

Subtotal Fund Balance

-111,479.73

Total Liabilities / Fund Balance

-111,479.73

FUND 35

ASSETS

BROADBAND

2,289,504.82

Subtotal Assets

2,289,504.82

Total Assets

2,289,504.82

FUND BALANCE

UNDESIGNATED FUND BALANCE

-2,289,504.82

Subtotal Fund Balance

-2,289,504.82

Total Liabilities / Fund Balance

-2,289,504.82

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Town of Otis, Massachusetts
2017 Annual Report



Town of Otis
Balance Sheet Other Funds
From 07/01/2016 to 06/30/2017

FUND 60

ASSETS

Sewer Cash	68,554.81
SEF 12 Receivable	-181.95
SEF13 Receivable	-0.19
SEF14 RECEIVABLE	-0.19
SEF16 Receivable	2,242.32
SEF17 RECEIVABLE	7,667.03
Sewer Liens	8,501.84
Committed Interest	1,570.98

Subtotal Assets 88,354.65

Total Assets

88,354.65

LIABILITIES

SEF Deferred Revenue	-9,727.02
Deferred Revenue Liens	-10,072.82

Subtotal Liabilities -19,799.84

FUND BALANCE

Sewer Unreserved FB	-68,554.81
---------------------	------------

Subtotal Fund Balance -68,554.81

Total Liabilities / Fund Balance

-88,354.65

FUND 81

ASSETS

Pooled Cash	36,175.00
-------------	-----------

Subtotal Assets 36,175.00

Total Assets

36,175.00

FUND BALANCE

FB Cemetery Perpetual Care	-36,175.00
----------------------------	------------

Subtotal Fund Balance -36,175.00

Total Liabilities / Fund Balance

-36,175.00





Town of Otis, Massachusetts
2017 Annual Report

Town of Otis
Balance Sheet Other Funds
From 07/01/2016 to 06/30/2017

FUND 82

ASSETS

Trust Fund/Cash	83,446.72	
	Subtotal Assets	83,446.72

Total Assets

83,446.72

LIABILITIES

Revenue	-3,325.00	
Erbe Rent-Deveneau	-555.10	
Pond Pasture Surety Bond	-20.07	
GARFIELD-BARRISTER	-10,500.96	
F/B Perpetual Care Int.	-39,820.72	
Fire Company Auto Insuran	-29,224.87	
	Subtotal Fund Balance	-83,446.72

Total Liabilities / Fund Balance

-83,446.72

FUND 83

ASSETS

Scholarship Cash	3,407.55	
	Subtotal Assets	3,407.55

Total Assets

3,407.55

FUND BALANCE

Scholarship Fund	-3,407.55	
	Subtotal Fund Balance	-3,407.55

Total Liabilities / Fund Balance

-3,407.55

FUND 84

ASSETS

Stabilization Cash	846,859.30	
	Subtotal Assets	846,859.30

Total Assets

846,859.30

FUND BALANCE

Stabilization Fund	-846,859.30	
	Subtotal Fund Balance	-846,859.30

Total Liabilities / Fund Balance

-846,859.30



Town of Otis, Massachusetts
2017 Annual Report



Town of Otis
Balance Sheet Other Funds
From 07/01/2016 to 06/30/2017

FUND 88

ASSETS

Agency/Cash

7,702.57

Subtotal Assets

7,702.57

Total Assets

7,702.57

LIABILITIES

Police Outside Detail

-7,105.50

Due to Comm - Hunt/Fish

40.00

Due to Comm - Gun Permits

915.00

Due to Deputy Collector

-675.00

Town Clerk Fees

-10.75

BC/BS - Health Insurance

-866.12

made up

-0.20

Subtotal Liabilities

-7,702.57

Total Liabilities / Fund Balance

-7,702.57

FUND 89

ASSETS

Agency/Cash

130.38

Subtotal Assets

130.38

Total Assets

130.38

LIABILITIES

State Withholding Tax

-20.00

Tax Sheltered Annuities

-12.00

Boston Mutual Direct

-0.39

Fort Dearborne Insurance

-97.99

Subtotal Liabilities

-130.38

Total Liabilities / Fund Balance

-130.38





Town of Otis, Massachusetts
2017 Annual Report

Town of Otis

Balance Sheet Other Funds
From 07/01/2016 to 06/30/2017

FUND 90

ASSETS

Amts to be Provided Bonds

9,215,102.26

Subtotal Assets

9,215,102.26

Total Assets

9,215,102.26

LIABILITIES

WIND

-6,075,000.00

WESTERNSTAR

-72,195.00

FIRE TRUCK

-427,907.26

WIND - SERIAL

-140,000.00

BROADBAND

-2,500,000.00

Subtotal Liabilities

-9,215,102.26

Total Liabilities / Fund Balance

-9,215,102.26



Town of Otis, Massachusetts
2017 Annual Report



Town of Otis
Expense Report - B&H

From 07/01/2016 to 06/30/2017

01 - Account	Description	Previous Year's Bal	Original Budget	Budget Revisions	Revised Budget	Actual Expended	Balance	% Exp
015122.113	Selectmens' Salary		11,000.00		11,000.00	11,000.00		100.00 %
015122.114	Selectmen's Secretary Salary	366.02	23,652.00		24,018.02	21,889.41	2,128.61	91.13 %
015122.700	Selectmens' Expenses		3,415.00		3,415.00	2,313.99	1,101.01	67.75 %
015123.113	Town Administrator Salary	1,044.33	56,170.55		57,214.88	56,134.53	1,080.35	98.11 %
015131.113	Finance Board Salaries		1,700.00		1,700.00	1,700.00		100.00 %
015131.700	Finance Committee Expense		332.00		332.00	129.00	203.00	38.85 %
015135.113	Town Accountant Salary	327.30	17,697.72		18,025.02	17,685.64	339.38	98.11 %
015135.400	Town Accountant Expenses		1,600.00		1,600.00	303.88	1,296.12	18.99 %
015136.000	Office Supplies		9,500.00		9,500.00	7,246.44	2,253.56	76.27 %
015141.114	Assessors Salaries		9,500.00		9,500.00	9,500.00		100.00 %
015141.700	Assessors Expenses		69,650.00	3,147.36	72,797.36	72,797.36		100.00 %
015145.113	Treasurer's Salary	327.30	18,697.69		19,024.99	18,685.64	339.35	98.21 %
015145.700	Treasurer's Expenses		7,450.00		7,450.00	3,836.39	3,613.61	51.49 %
015145.703	Treas. Tax Title Expense	43,975.00			43,975.00		43,975.00	0.00 %
015145.707	TAX TITLE PROCEEDINGS	10,000.00			10,000.00		10,000.00	0.00 %
015146.113	Tax Collector's Salary	685.44	38,811.76		39,497.20	37,213.50	2,283.70	94.21 %
015146.700	Tax Collector's Expense		19,750.00		19,750.00	14,886.83	4,863.17	75.37 %
015151.702	Legal Expenses		20,000.00		20,000.00	13,119.78	6,880.22	65.59 %
015158.700	Tax Title Expense	21,662.50			21,662.50	405.00	21,257.50	1.86 %
015159.700	Audit	34,300.00	12,000.00		46,300.00	24,000.00	22,300.00	51.83 %
015161.113	Town Clerk Salary	644.24	37,145.51		37,789.75	37,075.07	714.68	98.10 %
015161.700	Town Clerk Expenses		6,168.00		6,168.00	5,535.97	632.03	89.75 %
015162.000	Gifts and Flowers		750.00		750.00	721.67	28.33	96.22 %
015162.113	Election Salaries		5,040.00		5,040.00	4,333.25	706.75	85.97 %
015162.700	Election & Registration		12,125.00		12,125.00	4,724.09	7,400.91	38.96 %
015171.113	Conservation Commission Salary		5,037.00	241.82	5,278.82	5,278.82		100.00 %
015171.700	Conserv Comm Expenses		5,750.00		5,750.00	3,699.34	2,050.66	64.33 %
015175.113	Planning Board Clerk		3,000.00		3,000.00	1,314.63	1,685.37	43.82 %
015175.700	Planning Board Expenses		1,850.00		1,850.00	515.39	1,334.61	27.85 %
015176.113	Zoning Board of Appeals Clerical	2,388.15	3,600.00		5,988.15	2,388.15	3,600.00	39.88 %
015176.700	Board of Appeals Expenses		3,000.00		3,000.00	778.24	2,221.76	25.94 %
015192.003	GIS/Website/Technology	9,150.04	51,000.00		60,150.04	55,304.01	4,846.03	91.94 %
015192.113	Town Hall Clerical Suppor	376.00	34,070.40		34,446.40	34,276.32	170.08	99.50 %
015192.116	Maintenance Labor	1,530.92	111,320.13		112,851.05	104,680.23	8,170.82	92.75 %
015192.117	Gen. Laborer/Bldg Maint.		43,200.00		43,200.00	27,141.25	16,058.75	62.82 %
015192.119	Maintenance Super Salary	837.69	57,643.95		58,481.64	57,377.34	1,104.30	98.11 %
015192.120	Asst Maintenance Super Salary	177.69	12,001.00		12,178.69	11,948.57	230.12	98.11 %
015192.121	ROOFS - Fire Stations, Harmony Hall	14,299.00			14,299.00		14,299.00	0.00 %
015192.400	Town Hall		14,300.00		14,300.00	7,646.02	6,653.98	53.46 %
015192.401	Replace gym floor		15,000.00		15,000.00	11,298.79	3,701.21	75.32 %
015192.403	Demolition old meeting house FY17		15,000.00		15,000.00	8,462.88	6,537.12	56.41 %
015192.404	Heating/Furnace Service		63,500.00		63,500.00	27,260.74	36,239.26	42.93 %
015192.405	Erbe Prop. Maintenance		3,700.00		3,700.00	924.84	2,775.16	24.99 %
015192.406	Town Hall Building Upgrad	4,543.61			4,543.61		4,543.61	0.00 %
015192.413	WAST WATER TREATMENT PLANT	15,268.42			15,268.42	4,849.81	10,418.61	31.76 %
015192.415	Repairs to town buildings FY15	8,136.92			8,136.92	4,085.41	4,051.51	50.20 %
015195.700	Town Report		4,350.00		4,350.00	3,476.00	874.00	79.90 %





Town of Otis, Massachusetts
2017 Annual Report

Town of Otis
Expense Report - B&H

From 07/01/2016 to 06/30/2017

01 - Account	Description	Previous Year's Bal	Original Budget	Budget Revisions	Revised Budget	Actual Expended	Balance	% Exp
Total	General Government	170,040.57	829,477.71	3,389.18	1,002,907.46	737,944.22	264,963.24	
015210.113	Police Chief Salary		14,376.61		14,376.61	14,137.27	239.34	98.33 %
015210.114	Police Department Salary		71,090.70	1,595.75	72,686.45	72,686.45		100.00 %
015210.702	Police Dept. Expenses		17,185.00		17,185.00	15,357.78	1,827.22	89.36 %
015215.700	Otis Rescue Squad		163,310.92		163,310.92	163,310.92		100.00 %
015220.113	Fire Chief Salary		4,000.00		4,000.00	4,000.00		100.00 %
015220.114	First Asst. Fire Chief		2,500.00		2,500.00	2,500.00		100.00 %
015220.700	Fire Dept Expenses	6,100.00	41,240.00		47,340.00	43,251.61	4,088.39	91.36 %
015220.708	EECBG/Fire Station	30,684.78			30,684.78		30,684.78	0.00 %
015220.709								100.00 %
015220.710	INSURANCE RECOVERIES - FIRE TRUCK							100.00 %
015220.803	TURNOUT GEAR WASHING EQUIP		5,000.00		5,000.00	5,000.00		100.00 %
015241.113	Building Inspector Expense		4,900.00		4,900.00	3,564.20	1,335.80	72.73 %
015241.700	Building Inspector Salary	746.50	51,333.23		52,079.73	51,096.07	983.66	98.11 %
015241.701	Assistant Building Inspector		3,500.00		3,500.00		3,500.00	0.00 %
015249.000	Inspectors Expense		1,000.00		1,000.00	360.00	640.00	36.00 %
015291.700	Emergency Management		17,250.00		17,250.00	15,471.04	1,778.96	89.68 %
015292.000	Animal Inspector		500.00		500.00	500.00		100.00 %
015292.113	Animal Control Officer		5,030.00		5,030.00	5,030.00		100.00 %
015294.113	Tree Warden		500.00		500.00		500.00	0.00 %
Total	Protect, Persons, & Property	37,531.28	402,716.46	1,595.75	441,843.49	396,265.34	45,578.15	
015300.001	Schools-Capital Costs		71,333.00		71,333.00	71,333.13	-0.13	100.00 %
015300.002	Schools Operating Costs		2,426,967.00		2,426,967.00	2,426,967.00		100.00 %
015300.003	School Committee Expenses		1,700.00		1,700.00	1,650.00	50.00	97.05 %
015300.006	Scholarship Account		8,000.00		8,000.00		8,000.00	0.00 %
Total	Education		2,508,000.00		2,508,000.00	2,499,950.13	8,049.87	
015422.110	General Highways & Bridges	35,000.00	154,900.00		189,900.00	155,028.10	34,871.90	81.63 %
015422.113	Highway Super Salary	934.29	64,260.00		65,194.29	63,028.74	2,165.55	96.67 %
015422.114	General Highway Labor	1,810.88	87,494.10		89,304.98	55,781.17	33,523.81	62.46 %
015422.700	Road Machinery Maint.		50,300.00		50,300.00	48,214.37	2,085.63	95.85 %
015422.800	Town Garage		8,900.00		8,900.00	8,450.27	449.73	94.94 %
015423.113	Snow and Ice Labor		76,862.90		76,862.90	76,354.32	508.58	99.33 %
015423.115	Snow & Ice Removal		102,600.00		102,600.00	105,690.02	-3,090.02	103.01 %
015429.000	Highway - Pick-up truck		50,000.00		50,000.00	49,417.33	582.67	98.83 %
015429.001	FY17 F550		100,000.00		100,000.00	100,000.00		100.00 %
015429.002	WESTERNSTAR		86,077.00		86,077.00	88,163.77	-2,086.77	102.42 %
015433.112	HEALTH AGENT EXPENSES		2,800.00		2,800.00	2,401.66	398.34	85.77 %
015433.113	Health Agent Salary		3,965.06		3,965.06	3,965.06		100.00 %
015433.114	Sanitation Inspector		1,500.00		1,500.00	200.00	1,300.00	13.33 %
015433.115	Health Agent Back Up		10,984.29		10,984.29	10,984.29		100.00 %
015433.116	WWTP OPERATOR SALARY	817.57	55,167.00		55,984.57	54,927.27	1,057.30	98.11 %
015433.700	Health & Sanitation		141,350.00		141,350.00	95,032.59	46,317.41	67.23 %
015471.000	Gas/Diesel		52,700.00		52,700.00	33,673.63	19,026.37	63.89 %
015472.000	ELECTRICITY EXPENSE		52,500.00		52,500.00	42,774.24	9,725.76	81.47 %
015491.115	Cemetery Approp.		12,950.00		12,950.00	5,117.72	7,832.28	39.51 %
Total	Public Works and Facilities	38,562.74	1,115,310.35		1,153,873.09	999,204.55	154,668.54	

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Town of Otis
Expense Report - B&H

From 07/01/2016 to 06/30/2017

01 - Account	Description	Previous Year's Bal	Original Budget	Budget Revisions	Revised Budget	Actual Expended	Balance	% Exp
015522.700	Vising Nurse Association		3,969.00		3,969.00		3,969.00	0.00 %
015529.000	Children's Health Program		1,000.00		1,000.00	1,000.00		100.00 %
015541.700	Council of Aging - Town		13,110.00		13,110.00	12,850.88	259.12	98.02 %
015541.701	SHINE		500.00		500.00		500.00	0.00 %
015543.600	Veterans' Benefits		25,000.00		25,000.00	16,995.02	8,004.98	67.98 %
015543.700	Veterans Dist. Assessment		7,168.80		7,168.80	7,168.80		100.00 %
015599.200	Berkshire Mental Health		584.62		584.62		584.62	0.00 %
015599.204	Construct, Inc.		200.00		200.00		200.00	0.00 %
Total	Human Services		51,532.42		51,532.42	38,014.70	13,517.72	
015610.700	Library Expenses		62,407.00		62,407.00	62,407.00		100.00 %
015610.701	S. Berk. Literacy Network		400.00		400.00	400.00		100.00 %
015630.000	Recreation Commission	256.69	28,913.00		29,169.69	23,672.42	5,497.27	81.15 %
015630.113	Recreation Salaries	391.65	31,834.06		32,225.71	30,355.41	1,870.30	94.19 %
015650.000	Community Center Account	70,075.35			70,075.35		70,075.35	0.00 %
015691.700	Historical Comm. Expenses		3,600.00		3,600.00		3,600.00	0.00 %
015692.000	Celebrations		9,500.00		9,500.00	6,877.95	2,622.05	72.39 %
015699.000	Cultural (Arts) Council		5,000.00		5,000.00	5,000.00		100.00 %
Total	Culture and Recreation	70,723.69	141,654.06		212,377.75	128,712.78	83,664.97	
015710.914	2016 KME Fire Truck		111,572.00		111,572.00	111,572.00		100.00 %
015710.915	WIND - PRIN					150,000.00	-150,000.00	100.00 %
015710.917	WIND - SERIAL PRIN					35,000.00	-35,000.00	100.00 %
015751.915	INTEREST - WIND					52,703.17	-52,703.17	100.00 %
015751.917	WIND - SERIAL INT					4,025.00	-4,025.00	100.00 %
Total	Debt Services		111,572.00		111,572.00	353,300.17	-241,728.17	
015820.640	State - Air Pollution		995.00		995.00	995.00		100.00 %
015820.642	Mosquito Control		24,417.00		24,417.00	23,237.00	1,180.00	95.16 %
015820.643	STRAP Repayment		15,000.00		15,000.00	15,000.00		100.00 %
015820.650	RMV Non-renewal Surcharge		1,400.00		1,400.00	3,796.00	-2,396.00	271.14 %
015840.664	Regional Planning Auth		1,192.69		1,192.69	1,192.69		100.00 %
Total	Intergovernmental Expenses		43,004.69		43,004.69	44,220.69	-1,216.00	
015911.170	County Retirement System		151,874.00		151,874.00	151,874.00		100.00 %
015913.170	Unemployment Compensation		12,000.00		12,000.00	8,006.62	3,993.38	66.72 %
015914.170	Group Ins/FICA/Disability		247,680.00		247,680.00	233,158.68	14,521.32	94.13 %
015914.171	Medicare		16,000.00		16,000.00	12,516.52	3,483.48	78.22 %
015940.700	Reserve Fund		13,000.00	-4,984.93	8,015.07		8,015.07	0.00 %
015945.740	Insurance - General		67,868.10		67,868.10	59,843.33	8,024.77	88.17 %
Total	Misc Expenses		508,422.10	-4,984.93	503,437.17	465,399.15	38,038.02	
Total Fund 01		316,858.28	5,711,689.79		6,028,548.07	5,663,011.73	365,536.34	





Town of Otis, Massachusetts
2017 Annual Report

Town of Otis
Expense Report - B&H

From 07/01/2016 to 06/30/2017

30 - 30		Previous	Original	Budget	Revised	Actual		
Account	Description	Year's Bal	Budget	Revisions	Budget	Expended	Balance	% Exp
305491.891	RESERVOIR ROAD PROJECT					6,687.10	-6,687.10	100.00 %
Total Fund 30						6,687.10	-6,687.10	

32 - WIND		Previous	Original	Budget	Revised	Actual		
Account	Description	Year's Bal	Budget	Revisions	Budget	Expended	Balance	% Exp
325491.892	WIND		52,269.22			52,269.22	-52,269.22	100.00 %
325491.897	WIND - TURBINE COST					1,275,688.15	-1,275,688.15	100.00 %
325491.899	WIND - CONTINGENCY					45,730.16	-45,730.16	100.00 %
325491.900	WIND - ELECTRICAL					382,293.24	-382,293.24	100.00 %
325491.901	WIND - CIVIL CONSTRUCTION					332,717.10	-332,717.10	100.00 %
325491.902	WIND - MECHANICAL					23,186.00	-23,186.00	100.00 %
Total Fund 32						2,111,883.87	-2,111,883.87	

33 - 2015 Fire Truck		Previous	Original	Budget	Revised	Actual		
Account	Description	Year's Bal	Budget	Revisions	Budget	Expended	Balance	% Exp
335220.892	2015 Fire Truck							100.00 %
Total Fund 33								

34 - WIND PROJECT - SERIAL		Previous	Original	Budget	Revised	Actual		
Account	Description	Year's Bal	Budget	Revisions	Budget	Expended	Balance	% Exp
345491.892	WIND PROJECT - SERIAL EXP					199.90	-199.90	100.00 %
Total Fund 34						199.90	-199.90	

35 - BROADBAND		Previous	Original	Budget	Revised	Actual		
Account	Description	Year's Bal	Budget	Revisions	Budget	Expended	Balance	% Exp
355491.892	BROADBAND					210,495.18	-210,495.18	100.00 %
Total Fund 35						210,495.18	-210,495.18	

60 -		Previous	Original	Budget	Revised	Actual		
Account	Description	Year's Bal	Budget	Revisions	Budget	Expended	Balance	% Exp
605270.113	SEF Sewer payroll		8,250.00			8,250.00	1,124.34	86.37 %
605270.700	SEF Sewer - Expenses		54,950.00			54,950.00	100.47	99.81 %
Total Fund 60			63,200.00			63,200.00	1,224.81	

Grand Total 316,858.28 5,774,889.79 0.00 6,091,748.07 8,054,252.97 -1,962,504.90



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	Expended
015122.113 Selectmens' Salary	
HAWLEY DONALD	3,500.00
HILLER WILLIAM T	3,500.00
SARNACKI ROBERTA	4,000.00
	\$ 11,000.00
015122.114 Selectmen's Secretary Salary	
D'ORAZIO LISAMARIE	21,889.41
	\$ 21,889.41
015122.700 Selectmens' Expenses	
BERKSHIRE COUNTY SELECTMEN'S ASSOC	60.00
BERKSHIRE RECORD	150.68
COMMONWEALTH OF MA	50.00
MA MUNICIPAL ASSOCIATION	505.00
MA MUNICIPAL PERSONAL ASSOCIATION	100.00
STAM	30.00
JAMES CRANDALL	72.60
CSS VENTURES, INC	1,025.00
SOUTHERN BERKSHIRE CHAMBER OF COMMERCE	260.00
TURLEY PUBLICATIONS, INC.	60.71
	\$ 2,313.99
015123.113 Town Administrator Salary	
MORRIS CHRISTOPHER	56,134.53
	\$ 56,134.53
015131.113 Finance Board Salaries	
ENGELS WALTER	500.00
ERNST MICHAEL	500.00
GOULD THERESE	700.00
	\$ 1,700.00
015131.700 Finance Committee Expense	
ASSOC OF TOWN FINANCE COMMITTEES	129.00
	\$ 129.00
015135.113 Town Accountant Salary	
MC CLELLAN MARGARET	17,685.64
	\$ 17,685.64
015135.400 Town Accountant Expenses	
MARGARET MCCLELLAN	303.88
	\$ 303.88
015136.000 Office Supplies	
BERKSHIRE GRAPHICS, INC.	68.05
HOBBS & WARREN, INC.	430.00
STAPLES CREDIT PLAN	210.91
QUILL	6,163.94
W.B.MASON CO., INC	373.54
	\$ 7,246.44
015141.114 Assessors Salaries	
LORING RUSSELL W.	3,500.00
RIDER KATHLEEN I.	3,000.00
VENNE HEATHER	3,000.00
	\$ 9,500.00
015141.700 Assessors Expenses	
CAL-TECH	2,300.00
MARSHALL & SWIFT	349.95
USPS	49.00
MAAO	150.00
KOFILE INC	1,680.00
REGIONAL RESOURCE GROUP, INC	62,499.96
NEW ENGLAND NEWSPAPERS INC	51.65





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	Expended
015141.700 Assessors Expenses	
MARY STODDEN	6.80
VISION GOVERNMENT SOLUTIONS	5,710.00
	\$ 72,797.36
015145.113 Treasurer's Salary	
FINK KAREN D.	18,685.64
	\$ 18,685.64
015145.700 Treasurer's Expenses	
VENNE HEATHER	327.60
BERK CTY TREASURER/COLLECTOR ASSOC.	30.00
MA COLLECTORS & TREASURERS ASSOC	50.00
USPS	97.00
WHEELER & TAYLOR, INC.	304.00
HARRINGTON HEALTH	75.00
UNIBANK FISCAL ADVISORY SERVICES	1,500.00
GREATLAND CORPORATION	253.31
STAMP FULFILLMENT SERVICES	1,147.75
TIMOTHY S. O'NEIL	35.00
BANK NORTH	16.73
	\$ 3,836.39
015146.113 Tax Collector's Salary	
DURIS DESTINY A	37,213.50
	\$ 37,213.50
015146.700 Tax Collector's Expense	
MA COLLECTORS & TREASURER ASSOC	50.00
UNIVERSITY CONF SERVICES CS17050	95.00
USPS	70.00
KELLEY & RYAN ASSOCIATES, INC.	1,158.10
FORMS & SUPPLIES UNLIMITED, INC.	1,068.99
KOFILE INC	1,680.00
DESTINY DURIS	140.72
LIBERTY MUTUAL INSURANCE COMPANY	315.00
THE BOSTON GLOBE	9,834.38
RESORT & CONFERENCE CENTER OF HYANNIS	-855.36
CSS VENTURES, INC	1,025.00
STAMP FULFILLMENT SERVICES	305.00
	\$ 14,886.83
015151.702 Legal Expenses	
POLLARD JEREMIA	10,000.00
MATTHEW BENDER & CO., INC.	3,119.78
	\$ 13,119.78
015158.700 Tax Title Expense	
COMMWEALTH OF MA	375.00
DEBORAH SCHOLL	30.00
	\$ 405.00
015159.700 Audit	
SCANLON & ASSOCIATES THOMAS J.	24,000.00
	\$ 24,000.00
015161.113 Town Clerk Salary	
MINERY LYN	6,358.88
O'BRIEN LYN MINERY	30,716.19
	\$ 37,075.07
015161.700 Town Clerk Expenses	
D'ORAZIO LISAMARIE	250.00
MINERY LYN	250.00
O'BRIEN LYN MINERY	750.00
CNA SURETY	100.00
LHS ASSOCIATES INC.	158.89





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	Expended
015161.700 Town Clerk Expenses	
MASS TOWN CLERK ASSOCIATION	35.00
LYN O'BRIEN	60.48
MA TOWN CLERKS' ASSOCIATION, INC	168.00
NE ASSOC OF CITY & TOWN CLERK	25.00
USPS	204.90
WESTERN MA CITY & TOWN CLERKS ASSOC	10.00
BERKSHIRE BANK	65.00
INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	155.00
KOFILE INC	1,928.00
CSS VENTURES, INC	1,025.00
STARWOOD HOTELS & RESORTS	293.70
DIVERSIFIED BUSINESS SYSTEMS	57.00
	\$ 5,535.97
015162.000 Gifts and Flowers	
WILDFLOWERS	437.38
QUILL	24.29
PAPA'S HEALTHY FOOD & FUEL	50.00
FLOWERS BY WEBSTER	210.00
	\$ 721.67
015162.113 Election Salaries	
BLAKESLEE CAROL A	284.50
BROWN JOY	63.25
CONBOY JOHN P.	132.00
D'ELIA DOROTHEA	120.00
D'ORAZIO LISAMARIE	138.00
GEANE GEOFFREY A	57.50
GLEASON RALPH	55.00
HAGELIN ROBERT	63.25
HAMILL DANIEL	367.50
HAMILL DAVID P.	136.50
KUMMEL EVE	63.25
LOMBARDO CAROL	466.50
LORING MARGARET	50.00
LORING RUSSELL W.	410.00
MIDDLETON ANTHONY J	197.50
MIDDLETON BLAKE	100.00
MIDDLETON MARJORIE A	117.50
MORETZ JILL E	104.50
PERILLO MARTHA	57.50
PIACQUADIO EMILY	124.00
PYENSON D. ANN	175.00
RYAN PATRICIA	154.00
TERRANOVA LEONARD A	476.00
WHITING CHARLES	420.00
	\$ 4,333.25
015162.700 Election & Registration	
CORRECTION INDUSTRIES	69.02
LHS ASSOCIATES INC.	2,402.45
LYN O'BRIEN	350.46
USPS	734.00
ELECTIONS SYSTEMS & SOFTWARE, INC.	708.66
LYN O'BRIEN	101.50
MA BAY CONSTABLES ASSOC, INC	358.00
	\$ 4,724.09





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	Expended
015171.113 Conservation Commission Salary	
Brown Kristin	5,278.82
	\$ 5,278.82
015171.700 Conserv Comm Expenses	
BATTISTA DOMENIC V	300.00
LARAMY JEFFREY	300.00
MEYER ROGER	300.00
SARNACKI DAVID	300.00
WALL BRUCE	300.00
MACC	187.00
USPS	100.00
NEW ENGLAND NEWSPAPERS INC	1,741.83
BRUCE A WALL	170.51
	\$ 3,699.34
015175.113 Planning Board Clerk	
D'ORAZIO LISAMARIE	1,314.63
	\$ 1,314.63
015175.700 Planning Board Expenses	
BERKSHIRE RECORD	299.21
BERKSHIRE REGIONAL PLANNING COMM	60.00
LISA D'ORAZIO	122.23
TURLEY PUBLICATIONS, INC.	33.95
	\$ 515.39
015176.113 Zoning Board of Appeals Clerical	
COUCH KATHERINE	2,388.15
	\$ 2,388.15
015176.700 Board of Appeals Expenses	
NEW ENGLAND NEWSPAPERS INC	778.24
	\$ 778.24
015192.003 GIS/Website/Technology	
BERKSHIRE GRAPHICS, INC.	2,694.14
S & A SUPPLY	0.00
VIRTUAL TOWN HALL HOLDINGS, LLC	500.00
VERIZON COMMUNICATIONS	11,690.28
VERIZON BUSINESS	97.77
MAGNAS	5,613.80
BRUCE'S HARDWARE	0.00
ACCELA, INC	15,711.67
WILLIAM HILLER	1,288.60
CSS VENTURES, INC	11,023.00
RICOH USA, INC	6,684.75
MARK A LEVERNOCH PLUMBING & HEATING	0.00
	\$ 55,304.01
015192.113 Town Hall Clerical Support	
VENNE HEATHER	34,276.32
	\$ 34,276.32
015192.116 Maintenance Labor	
CLARK MATTHEW E	37,900.09
DEVENEAU PATRICIA A	21,316.80
MILLER MARK A	12,039.60
MORETZ DAVID	20,743.04
THERIAULT JOHN J	2,970.50
TOUSEY MARC	1,352.00
WILLIAMSON RONALD K	8,358.20
	\$ 104,680.23





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	Expended
015192.117 Gen. Laborer/Bldg Maint.	
BERKSHIRE RECORD	60.00
DRESSER-HULL CO.	50.14
HENRY'S ELECTRIC INC.	299.00
HOME DEPOT CREDIT SERVICES	1,960.05
J & J LOCK	125.00
L & M AUTO, INC.	936.18
LEE AUDIO'N SECURITY, INC.	394.79
LEE HARDWARE TRUE VALUE	1,148.96
MEYER WELL DRILL, CORP.	162.50
S & A SUPPLY	322.47
SO. BERKSHIRE SHOPPER'S GUIDE	225.00
T.J.BARK MULCH, INC	2,711.25
TYLER EQUIPMENT CORP.	260.32
WESTFIELD AUTO PARTS, INC.	213.95
BOLDUC'S APPAREL	562.94
FASTENAL	26.80
JAY REYNOLDS	100.00
TRACTOR SUPPLY COMPANY	48.98
CALIGARI'S HARDWARE	1,116.85
TONLINO & SONS CRUSHED STONE	351.19
QUILL	99.99
GREEN EVIRONMENTAL CONSULTING, LLC	2,220.00
H.D. REYNOLDS GEN. MDSE., INC	376.76
SETON IDENTIFICATION	102.13
TAPLIN YARD, PUMP & POWER	214.14
BRUCE'S HARDWARE	1,344.08
GHI SIGHN SERVICE, INC	585.00
Meadow Farm Market	10.69
PITTSFIELD FIRE & SAFETY CO., INC	848.85
R & S RENTALS & SALES	171.60
PLIMPTON & HILLS	171.10
DOCS SIGNS & TRUCK OUTFITTERS	239.00
ATLANTIC RECYCLING EQUIPMENT, IIC	625.00
BLUE RIBBON WELDING	3,400.00
MEADOW FARM EQUIPMENT	330.25
COMMONWEALTH OF MASSACHUSETTS	17.00
EZDRIVEMA PAYMENT PROCESSING CENTER	26.80
WAYNE PERRY	400.00
MARK A LEVERNOCH PLUMBING & HEATING	1,133.17
RELIABLE ELECTRIC MOTOR SOLUTIONS	89.99
THE GARLAND COMPANY, INC.	328.17
NEW BOSTON CRANE & SLED	53.94
PITTSFIELD GRANITE CITY ELECTRIC	2,543.87
TURLEY PUBLICATIONS, INC.	50.00
LOGSDON ELECTRIC	212.94
BERKSHIRE GMC	470.41
	\$ 27,141.25
015192.119 Maintenance Super Salary	
CRANDALL JAMES H	57,377.34
	\$ 57,377.34
015192.120 Asst Maintenance Super Salary	
GOULD LARRY	11,948.57
	\$ 11,948.57
015192.400 Town Hall	
BERK MOUNTAIN SPRING WATER	454.00
I.B.S.,INC.	1,278.60
TOWN OF OTIS	4,315.92
USPS	164.00
JAMES CRANDALL	30.00





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	Expended
015192.400 Town Hall	
CINTAS FIRST AID & SAFETY	103.50
VALLEY GREEN SHREDDING	1,300.00
	\$ 7,646.02
015192.401 Replace gym floor	
DRESSER-HULL CO.	11,222.74
BRUCE'S HARDWARE	76.05
	\$ 11,298.79
015192.403 Demolition old meeting house FY17	
THE MASTER GARBLOGIST, INC.	5,079.88
TONLINO & SONS CRUSHED STONE	3,200.00
Meadow Farm Market	183.00
	\$ 8,462.88
015192.404 Heating/Furnace Service	
LIPTON ENERGY	13,689.57
S & A SUPPLY	175.65
AMERIGAS	11,443.56
COMMONWEALTH OF MASSACHUSETTS	400.00
F.W. WEBB COMPANY	220.71
RON KEARIN HEATING	1,331.25
	\$ 27,260.74
015192.405 Erbe Prop. Maintenance	
TOWN OF OTIS	231.21
TOWN OF OTIS	693.63
	\$ 924.84
015192.413 WAST WATER TREATMENT PLANT UPGRADE	
RYAN ELECTRIC	3,349.81
S-K DESIGN GROUP, INC	1,500.00
	\$ 4,849.81
015192.415 Repairs to town buildings FY15	
PRECISION DECISIONS LLC	3,950.00
JAMES CRANDALL	135.41
	\$ 4,085.41
015195.700 Town Report	
LISA D'ORAZIO	30.28
SELECT PRINT SOLUTIONS	2,855.00
ZIP N SORT MAIL SERVICES	590.72
	\$ 3,476.00
015210.113 Police Chief Salary	
SARNACKI ROBERTA	14,137.27
	\$ 14,137.27
015210.114 Police Department Salary	
ARNOLD BRYAN E	8,676.64
HAMILL DANIEL	14,288.56
HAMILL DAVID P.	7,694.54
MULLEN JOHN	1,110.20
PETTIBONE KEN	6,219.78
SANTANA MIGUEL	785.68
SARNACKI ROBERTA	13,235.40
WHITING CHARLES	20,675.65
	\$ 72,686.45
015210.702 Police Dept.Expenses	
GALLS INCORPORATED	315.69
L & M AUTO, INC.	65.76
WESTERN MA CHIEFS OF POLICE ASSOC	190.00
MA CHIEFS OF POLICE ASSOC,INC.	614.00
MUNICIPAL POLICE INSTITUTE INC	225.00





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	Expended
SENTRY UNIFORM & EQUIPMENT	1,830.50
SEWARD'S TIRES, INC.	827.05
SO. BERKSHIRE SHOPPER'S GUIDE	49.50
STAPLES CREDIT PLAN	85.99
FAIRVIEW HOSPITAL- SBREPC	110.00
SARAT FORD	78.95
VERIZON WIRELESS	2,614.72
INTEGRATION PARTNERS CORP	730.00
AAA POLICE SUPPLY	924.60
NEW ENGLAND STATE POLICE INFORMATION NETWORK	100.00
MONTEREY T-SHIRTS	168.00
HOLIDAY INN	700.74
CHARLES WHITING	9.80
B.L.E.C.	100.00
GUARDIAN UNIFORM AND SUPPLY	49.99
FISHER AUTO PARTS, INC.	52.52
LIFESAVERS, INC	114.00
BERTERA DODGE CHRYSLER JEEP	359.78
TRITECH' SOFTWARE SYSTEMS	650.00
CSS VENTURES, INC	1,025.00
EZDRIVEMA PAYMENT PROCESSING CENTER	22.80
FORENSIC EDUCATION	349.00
TMDE CALIBRATION LABS, INC	225.00
NEW BOSTON CRANE & SLED	139.99
ROBERTA SARNACKI	2,629.40
	\$ 15,357.78
015215.700 Otis Rescue Squad	
OTIS RESCUE SQUAD	163,310.92
	\$ 163,310.92
015220.113 Fire Chief Salary	
PINKHAM GORDON S.	4,000.00
	\$ 4,000.00
015220.114 First Asst. Fire Chief	
PHAIR RICHARD	2,500.00
	\$ 2,500.00
015220.700 Fire Dept Expenses	
ARNOLD JORDAN	100.00
CAWTHRON DAN	100.00
CLARK ANTHONY C	100.00
FENNELLY ADAM	100.00
HALL JOHN E	100.00
HAMMERLE JEFFREY	100.00
HYLAND JUSTIN	100.00
KENNEDY JOHN	100.00
KOIVISTO MAX	100.00
MURPHY SHAWN P	100.00
PINKHAM MARY KAY	750.00
RIDER MATTHEW T	100.00
BERKSHIRE COMMUNICATORS	325.00
CARR HARDWARE	166.08
COURIER PRINTING INC	1,158.40
W.S.DARLEY & CO.	6,313.47
END2END, INC.	1,100.00
HOWARD P. FAIRFIELD, LLC	135.27
HEIMAN INC.	739.34
NEW ENGLAND SECURITY CENTER	252.00
NAT'L FIRE PROTECTION ASSOC.	175.00
PITTSFIELD COMMUNICATIONS	91.33
TOWN OF OTIS	1,233.12





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	Expended
015220.700 Fire Dept Expenses	
USPS	490.00
WESTFIELD AUTO PARTS, INC.	118.48
R.W.'S INC	882.50
IAFC MEMBERSHIP	214.00
VERIZON COMMUNICATIONS	356.21
1ST RESPONDER NEWSPAPER	80.00
TRACTOR SUPPLY COMPANY	107.96
FIRE ENGINEERING	60.00
INDUSTRIAL PROTECTION SERVICES, LLC	3,556.75
PROCOM SERVICES	5,333.67
NAPA	114.92
PATRIOT FREIGHTLINER (MA)	3,273.12
MES	1,930.46
SCOTT ROCKEFELLER TRAINING	211.71
BRUCE'S HARDWARE	236.79
EAST OTIS AUTOMOTIVE	235.98
XEROX BUSINESS SERVICES LLC	210.00
BERKSHIRE COUNTY FIRE CHIEFS ASSOC	200.00
MCVFA	460.00
WESTERN MASS FIRE CHIEFS ASSOC	115.00
CSS VENTURES, INC	1,025.00
AUTOMATIC LAUNDRY	5,000.00
MEADOW FARM EQUIPMENT	32.00
COMMONWEALTH OF MASSACHUSETTS	1.20
EZDRIVEMA PAYMENT PROCESSING CENTER	1.20
KME FIRE APPARATUS	5,252.88
CHRISTOPHER BOUCHARD	32.87
FIREHOUSE	59.90
BUSINESS RADIO LICENSING	120.00
	\$ 43,251.61
015220.710 INSURANCE RECOVERIES - FIRE TRUCK	
KME FIRE APPARATUS	21,684.70
	\$ 21,684.70
015220.803 TURNOUT GEAR WASHING EQUIP	
AUTOMATIC LAUNDRY	5,000.00
	\$ 5,000.00
015241.113 Building Inspector Expense	
PEOPLEGIS	3,500.00
LARRY GOULD	0.00
GARY DANKO	64.20
	\$ 3,564.20
015241.700 Building Inspector Salary	
GOULD LARRY	51,096.07
	\$ 51,096.07
015249.000 Inspectors Expense	
PINKHAM GORDON S.	360.00
	\$ 360.00
015291.700 Emergency Management	
BERKSHIRE COUNTY SHERIFF'S COMM CTR	11,330.61
PITTSFIELD COMMUNICATIONS	287.10
BLACKBOARD INC	2,864.00
SBRPC	500.00
THE READY STORE	267.18
PROPAC	222.15
	\$ 15,471.04



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	Expended
015292.000 Animal Inspector	
CARRINGTON TONIA	500.00
	\$ 500.00
015292.113 Animal Control Officer	
CARRINGTON TONIA	5,030.00
	\$ 5,030.00
015300.001 Schools-Capital Costs	
FARMINGTON RIVER REG.SCH.DIS	71,333.13
	\$ 71,333.13
015300.002 Schools Operating Costs	
FARMINGTON RIVER REG.SCH.DIS	1,698,876.90
FARMINGTON RIVER REGIONAL SCHOOL	728,090.10
	\$ 2,426,967.00
015300.003 School Committee Expenses	
DRENGA JESS	450.00
HOWARD HILARY	400.00
LOMBARDO CAROL	400.00
TOLOPKO ARLENE	400.00
	\$ 1,650.00
015422.110 General Highways & Bridges	
BERK CTY HIGHWAY SUPT.ASSOC.	30.00
BERKSHIRE RECORD	50.00
CORRECTION INDUSTRIES	21.95
DRESSER-HULL CO.	174.08
GARRITY ASPHALT RECLAIMING, INC.	8,525.00
THE LANE CONSTRUCTION CORP	1,340.11
MAINTENANCE MAN INC	3,850.00
PITTSFIELD LAWN & TRACTOR	5,020.00
EVERETT J. PRESCOTT, INC.	165.00
SO. BERKSHIRE SHOPPER'S GUIDE	405.00
TAYLOR RENTAL	544.50
THE REPUBLICAN	563.80
TYLER EQUIPMENT CORP.	62,025.00
USPS	47.00
WESTFIELD AUTO PARTS, INC.	289.90
ALL STATES ASPHALT, INC	219.65
CALIGART'S HARDWARE	202.95
TONLINO & SONS CRUSHED STONE	14,486.51
TOWN OF TYRINGHAM	1,000.00
VALLEY "ROLL OFF" DUMPSTER SERVICE	550.00
BRUCE'S HARDWARE	63.45
Meadow Farm Market	150.00
JEFF'S TREE SERVICE	1,000.00
ARROW CONCRETE PRODUCTS, INC	1,844.00
CSS VENTURES, INC	1,025.00
NEW ENGLAND NEWSPAPERS INC	727.00
TRI TOWN PAVING INC	27,605.00
MEADOW FARM EQUIPMENT	497.00
PERRY & SONS CONSTRUCTION INC	95.00
R.I.BAKER COMPANY	6,964.34
TURLEY PUBLICATIONS, INC.	240.00
WHITE WOLF TRUCKING & EXCAVATION	200.00
J.L RAYMAAKERS & SONS	6,825.00
MARKINGS INC	8,181.86
DEREK POIRIER	100.00
	\$ 155,028.10

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	Expended
015422.113 Highway Super Salary	
POIRIER DEREK	63,028.74
	\$ 63,028.74
015422.114 General Highway Labor	
COLLINS DANIEL B	1,224.00
DALEY JOSEPH D	20,051.99
O'NEIL TIMOTHY S	22,470.88
PETTIBONE KYLE	11,100.01
POIRIER DEREK	934.29
	\$ 55,781.17
015422.700 Road Machinery Maint.	
HOWARD P. FAIRFIELD, LLC	1,101.88
FREADMAN STEEL, INC.	150.00
GENALCO, INC.	1,776.19
JOHN B. HULL, INC.	913.00
L & M AUTO, INC.	73.21
MEMPHIS EQUIPMENT	1,945.53
NUTMEG INTERNATIONAL TRUCKS, INC.	8,243.81
PITTSFIELD COMMUNICATIONS	780.03
PITTSFIELD LAWN & TRACTOR	336.37
SCHMIDT EQUIPMENT INC.	2,773.70
SEWARD'S TIRES, INC.	43.43
SUPERIOR SPRING & MFG CO.INC	3,971.45
TOCE BROS.,INC.	3,110.37
WESTFIELD AUTO PARTS, INC.	3,165.43
R.W.'S INC	375.00
FASTENAL	75.00
CARBERRY AUTO PARTS	196.50
LIFTECH EQUIPMENT COMPANIES, INC	1,059.32
PATRIOT FREIGHTLINER (MA)	1,191.59
AIRGAS USA, LLC	1,099.38
C & C HYDRAULICS & LUBRICATION	1,309.09
JOHNSON DEALERSHIPS, INC	156.46
BRUCE'S HARDWARE	48.07
EAST OTIS AUTOMOTIVE	576.79
BART TRUCK EQUIPMENT LLC	404.92
KIMBALL MIDWEST	119.00
NORTHLAND INDUSTRIAL TRUCK CO. INC	1,483.06
METAL COMMAND MACHINE WORKS	200.00
ENTERPRISES TRUCK PARTS & ASSESSORIES	350.00
THOMAS R BELL LUMBER CO.	168.00
AVID IRONWORKS, INC	360.00
ABLE TOOL AND EQUIPMENT	150.00
EZDRIVEMA PAYMENT PROCESSING CENTER	1.80
H.O.P. SALES & SERVICE	93.01
R.LBAKER COMPANY	1,520.98
NEW BOSTON CRANE & SLED	339.95
BEN FUNK, INC.	3,462.34
WHITE WOLF TRUCKING & EXCAVATION	475.00
BERKSHIRE GMC	4,596.90
DEREK POIRIER	17.81
	\$ 48,214.37
015422.800 Town Garage	
BERK CTY HIGHWAY SUPT.ASSOC.	75.00
BERK CTY HIGHWAY SUPT.ASSOC.,INC	25.00
BERKSHIRE COMMUNICATORS	325.00
BERK MOUNTAIN SPRING WATER	167.30
DRESSER-HULL CO.	9.69
LEE AUDION SECURITY, INC.	56.00
MADSEN OVERHEAD DOORS, INC.	643.10





Town of Otis
2017 Expense Report
From 07/01/2016 to 06/30/2017

	Expended
015422.800 Town Garage	
MA HIGHWAY ASSOCIATION	80.00
PITTSFIELD LAWN & TRACTOR	77.34
EVERETT J. PRESCOTT, INC.	52.87
SCHMIDT EQUIPMENT INC.	37.76
TOWN OF OTIS	1,233.12
UNIVERSITY OF MA - AMHERST	235.00
USPS	9.85
WESTFIELD AUTO PARTS, INC.	1,442.46
BOLDUC'S APPAREL	687.57
BAYSTATE ROADS PROGRAM	35.00
CALIGARI'S HARDWARE	552.13
CARR HARDWARE & SUPPLY., INC	21.98
AIRGAS USA, LLC	238.30
BRUCE'S HARDWARE	313.70
CITY OF NORTH ADAMS	600.00
KIMBALL MIDWEST	981.18
CINTAS FIRST AID & SAFETY	75.79
EZDRIVEMA PAYMENT PROCESSING CENTER	20.90
R.L.BAKER COMPANY	168.53
NEW BOSTON CRANE & SLED	42.00
SOUTHERN BERK POWER EQUIPMENT	49.95
BIERMANN SERVICES INC	193.75
	\$ 8,450.27
015423.113 Snow and Ice Labor	
CLARK MATTHEW E	1,365.05
COLLINS DANIEL B	22,729.00
DALEY JOSEPH D	24,978.42
MILLER MARK A	71.10
MORETZ DAVID	320.32
O'NEIL TIMOTHY S	26,843.03
WILLIAMSON RONALD K	47.40
	\$ 76,354.32
015423.115 Snow & Ice Removal	
A.C.T. VEHICLE EQUIPMENT, INC	358.06
HOWARD P. FAIRFIELD, LLC	7,463.36
FLNMAR	48.25
JOHN S. LANE & SON, INC.	4,247.31
SUPERIOR INDUSTRIAL PRODUCTS	654.98
SUPERIOR SPRING & MFG CO. INC	23.07
WESTFIELD AUTO PARTS, INC.	186.25
J. DONOVAN & SON, INC.	7,949.76
ZWACK, INC	179.53
BRUCE'S HARDWARE	15.48
MORTON SALT, INC	72,937.00
DOCS SIGNS & TRUCK OUTFITTERS	445.00
HOUSATONIC WELDING CO	3,350.00
EZDRIVEMA PAYMENT PROCESSING CENTER	1.90
R.L.BAKER COMPANY	2,287.38
NEW BOSTON CRANE & SLED	87.50
MARK A COUCH	4,423.19
SOUTHERN BERK POWER EQUIPMENT	1,032.00
	\$ 105,690.02
015429.000 Highway - Pick-up truck	
LIBERTY CHEVROLET	48,203.00
WESTFIELD AUTO PARTS, INC.	298.85
DOCS SIGNS & TRUCK OUTFITTERS	915.48
	\$ 49,417.33





Town of Otis
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	Expended
015429.001 FY17 F550	
HOWARD P. FAIRFIELD, LLC	46,274.00
MHQ MUNICIPAL HEADQUARTERS/SUPPLY	53,726.00
	\$ 100,000.00
015429.002 WESTERNSTAR	
EASTHAMPTON SAVINGS BANK	88,163.77
	\$ 88,163.77
015433.112 HEALTH AGENT EXPENSES	
JAMES WILUSZ	1,781.80
PETER KOLODZIEJ	619.86
	\$ 2,401.66
015433.113 Health Agent Salary	
KOLODZIEJ PETER J.	3,965.06
	\$ 3,965.06
015433.114 Sanitation Inspector	
CONBOY JOHN P.	200.00
	\$ 200.00
015433.115 Health Agent Back Up	
WILUSZ JAMES J	10,984.29
	\$ 10,984.29
015433.116 WWTP OPERATOR SALARY	
O'NEIL KEITH C	54,927.27
	\$ 54,927.27
015433.700 Health & Sanitation	
CONBOY JOHN P.	840.00
CENTER FOR ECOLOGICAL TECHNOLOGY	1,367.00
INTERSTATE REFRIGERANT	784.00
KWIK PRINT	160.00
THE MASTER GARBOLOGIST, INC.	78,023.87
MA ASSOC OF HEALTH BOARDS, INC.	100.00
USPS	145.50
WHITE WOLF SEPTIC & PORTABLES	1,171.08
BAILEY'S	368.50
SAFETY-KLEEN	80.00
JACK CONBOY	46.44
COMPLETE RECYCLING SOLUTIONS	3,099.12
O'CONNELL OIL ASSOCIATES, INC	0.00
THE WESTERN MASSACHUSETTS PUBLIC HEALTH	100.00
MHOA	60.00
HATFIELD PRINTING & PUBLISHING	636.88
CSS VENTURES, INC	1,025.00
SOUTHERN BERKSHIRE SOLID WASTE MGMT DISTRICT	5,803.20
SUZANNE KRESIAK	50.00
MICROBAC LABORATORICS, INC	35.00
EUROFINS SPECTRUM ANALYTICAL INC	1,097.00
DEPT OF ENVIRONMENTAL PROTECTION	40.00
	\$ 95,032.59
015471.000 Gas/Diesel	
LIPTON ENERGY	24,916.98
PITTSFIELD LAWN & TRACTOR	279.96
O'CONNELL OIL ASSOCIATES, INC	8,476.69
	\$ 33,673.63
015472.000 ELECTRICITY EXPENSE	
EVERSOURCE	42,774.24
	\$ 42,774.24





Town of Otis
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	Expended
015491.115 Cemetery Approp.	
DRESSER-HULL CO.	9.98
A & A MEMORIALS, INC	3,200.00
BRUCE'S HARDWARE	29.08
GRANITE CITY TOOL CO. OF VT., INC	278.66
PERRY TREE	1,600.00
	\$ 5,117.72
015529.000 Children's Health Program	
COMMUNITY HEALTH PROGRAM	1,000.00
	\$ 1,000.00
015541.700 Council of Aging - Town	
HOWARD HOOD	90.00
PATRICIA RYAN	128.06
TAYLOR RENTAL	182.06
OTIS COUNCIL ON AGING	11,776.80
RALPH GLEASON	547.07
DORATHEA D'ELIA	126.89
	\$ 12,850.88
015543.600 Veterans' Benefits	
MICHAEL A CELETTI	4,327.00
HAZEL L CLARK	1,276.60
DORIS H WALKER	9,937.86
LESLIE R. GOODHUE	1,453.56
	\$ 16,995.02
015543.700 Veterans Dist. Assessment	
DIST DEPT OF VETERAN'S SER.	7,168.80
	\$ 7,168.80
015610.700 Library Expenses	
OTIS LIBRARY & MUSEUM	62,407.00
	\$ 62,407.00
015610.701 S. Berk. Literacy Network	
LITERACY NETWORK OF SOUTH BERKSHIRE	400.00
	\$ 400.00
015630.000 Recreation Commission	
ANGELO SAL	160.28
BADRAK CYNTHIA A	453.24
BEAUDRY BARBARA	82.40
BILOTTA HEATHER M	2,053.52
ERICKSON JULIA L	1,275.00
GRAY NICHOLAS S	630.00
POTTER CEDAR	135.00
RICHARD PATRICIA	0.00
SEAVEY VIKTORIA	200.00
BERK MOUNTAIN SPRING WATER	195.00
HANCOCK SHAKER VILLAGE, INC.	250.00
MAGIC WINGS BUTTERFLY CONSERVATORY	360.00
OTIS GAZETTE	1,309.00
OTIS SKI RIDGE	2,500.00
PATRICIA RICHARD	-23.82
TOWN OF OTIS	924.84
USPS	58.75
Olde Village monogramming, inc.	230.00
WILDFLOWERS	69.95
ALBERT & AMELIA FERST OPERATING FOUNDATION	280.00
NETWORK SOLUTIONS	37.99
CONNIE WILSON	5,665.08
QUILL	1,152.67
Berkshire Botanical Gardens	180.00





Town of Otis, Massachusetts
2017 Annual Report

Town of Otis
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	Expended
015630.000 Recreation Commission	
GOPHER	319.27
GREENER LEAVES GREENHOUSE	103.00
BARBARA FOLEY	304.26
Maple Corner Farm	400.00
BARBARA PENN	2,023.59
ALEXANDRA TINARI	499.53
AMERICAN CARNIVAL MART/PARTY LAND	97.95
BRUCE'S HARDWARE	325.00
OTIS OBSERVER	40.00
SANDSFIELD ARTS CENTER	75.00
PATRICIA L STRAUCH	140.00
WILLIAM HILLER	711.14
TOM SOULES	4.78
SOUTH BERKSHIRES CAL RIPKEN LEAGUE	100.00
WENDY G. JENSEN	350.00
MPLC	0.00
	\$ 23,672.42
015630.113 Recreation Salaries	
RICHARD PATRICIA	29,423.92
SOULES THOMAS M	539.84
PATRICIA RICHARD	391.65
	\$ 30,355.41
015692.000 Celebrations	
LEE HIGH SCHOOL BAND	550.00
MOUNT EVERETT SANITATION	360.00
OTIS RESERVOIR PROP OWNERS ASSOC IN	1,000.00
SENTRY UNIFORM & EQUIPMENT	619.85
DIANE PROVENZ	341.28
DUFOUR BUS CO	50.00
DALEY & SONS TRUCKING INC	100.00
JOE COATS	175.00
TEKOA	2,358.86
THOMAS GARVEY	900.00
IWLA/BERKSHIRE CHAPTER	300.00
JIM HIGGINS	122.96
	\$ 6,877.95
015699.000 Cultural (Arts) Council	
BERKSHIRE SOUTH REGIONAL COMM CTR	100.00
FARMINGTON RIVER REGIONAL SCHOOL	825.00
OTIS POLICE DEPT - KOPS & KIDS	1,000.00
MUSIC IN COMMON, INC	100.00
DEWEY MEMORIAL HALL	100.00
LEE PUBLIC SCHOOLS - DRAMA CLUB	500.00
KELSEY GREY	1,200.00
FARMINGTON RIVER PTA	1,000.00
BRUCE MANDEL	175.00
	\$ 5,000.00
015710.914 2016 KME Fire Truck	
EASTHAMPTON SAVINGS BANK	111,572.00
	\$ 111,572.00
015710.915 WIND - PRIN	
US BANK	150,000.00
	\$ 150,000.00





Town of Otis
2017 Expense Report
From 07/01/2016 to 06/30/2017

	Expended
015710.917 WIND - SERIAL PRIN EASTHAMPTON SAVINGS BANK	35,000.00 \$ 35,000.00
015751.915 INTEREST - WIND US BANK	299,562.61 \$ 299,562.61
015751.917 WIND - SERIAL INT EASTHAMPTON SAVINGS BANK	4,025.00 \$ 4,025.00
015840.664 Regional Planning Auth BERKSHIRE REGIONAL PLANNING COMM	1,192.69 \$ 1,192.69
015911.170 County Retirement System BERKSHIRE COUNTY RETIREMENT	151,874.00 \$ 151,874.00
015913.170 Unemployment Compensation MA DIVISION OF UNEMPLOYMENT ASSIST	8,006.62 \$ 8,006.62
015914.170 Group Ins/FICA/Disability BERKSHIRE COUNTY INS. GROUP UNITED STATES TREASURY	232,926.82 231.86 \$ 233,158.68
015914.171 Medicare UNITED STATES TREASURY	12,516.52 \$ 12,516.52
015945.740 Insurance - General MIIA PROPERTY & CASUALTY GROUP MIIA WORKER'S COMPENSATAION CHUBB & SON CABOT RISK STRATEGIES LLC	32,366.33 13,960.00 13,217.00 300.00 \$ 59,843.33
305491.891 RESERVOIR ROAD PROJECT THE REPUBLICAN MARTIN GEO ENVIRONMENTAL GIFFORD ENGINEERING	723.60 2,100.00 3,863.50 \$ 6,687.10
325491.892 WIND TONLINO & SONS CRUSHED STONE PRECISION DECISIONS LLC SUSTAINABLE ENGERY DEVELOPMENTS, INC. RICHARD PODOLSKY	1,460.00 2,550.00 46,809.22 1,450.00 \$ 52,269.22
325491.897 WIND - TURBINE COST VENSYS ENGERY INC	1,275,688.15 \$ 1,275,688.15
325491.899 WIND - CONTINGENCY MIIA PROPERTY & CASUALTY GROUP PRECISION DECISIONS LLC SUSTAINABLE ENGERY DEVELOPMENTS, INC. DANIEL BERGERON BERKSHIRE GEO-TECHNOLOGIES VERIZON NEW ENGLAND EUROSKYPARK LARRY GOULD	2,107.00 17,740.00 19,264.07 1,000.00 3,850.00 0.00 1,744.00 25.09 \$ 45,730.16

REPORT PREPARED BY:
TOWN OF OTIS





Town of Otis
2017 Expense Report
From 07/01/2016 to 06/30/2017

	Expended
325491.900 WIND - ELECTRICAL	
THE REPUBLICAN	403.70
EVERSOURCE	59,040.00
EVERSOURCE ENERGY	6,050.00
VERIZON NEW ENGLAND	400.00
VERIZON	23,833.54
ROBERT F. AUDET, INC	232,665.00
WESCO RECEIVABLES CORP	59,901.00
	\$ 382,293.24
325491.901 WIND - CIVIL CONSTRUCTION	
PRECISION DECISIONS LLC	3,862.50
EDWIN C. WILLIAMS	150,004.32
ZITER SALOOMEY	1,500.00
ROBERT F. AUDET, INC	176,450.28
VANZANDT PORTABLE RESTROOMS	900.00
	\$ 332,717.10
325491.902 WIND - MECHANICAL	
ROBERT F. AUDET, INC	23,186.00
	\$ 23,186.00
335220.892 2015 Fire Truck	
EASTHAMPTON SAVINGS BANK	0.00
	\$ 0.00
345491.892 WIND PROJECT - SERIAL EXP	
U.S. BANK	200.00
US BANK	-0.10
	\$ 199.90
355491.892 BROADBAND	
CABOT RISK STRATEGIES LLC	9,000.00
VERIZON	16,757.10
VERIZON - EPAY	11,178.08
EVERSOURCE	15,176.00
WHIP CITY FIBER	10,000.00
WESTFIELD GAS & ELECTRIC	148,384.00
	\$ 210,495.18
605270.113 SEF Sewer payroll	
CLARK MATTHEW E	4,883.42
MORETZ DAVID	2,242.24
	\$ 7,125.66
605270.700 SEF Sewer - Expenses	
ASTRO CHEMICALS, INC.	1,624.75
BAU/HOPKINS	99.20
FR MAHONY	14,168.27
LEE HARDWARE TRUE VALUE	432.76
MOUNT EVERETT SANITATION	5,460.00
USA BLUE BOOK	13,909.69
VERIZON WIRELESS	31.03
WESTFIELD AUTO PARTS, INC.	485.42
BOLDUC'S APPAREL	293.92
VERIZON WIRELESS	276.77
MATTHEW CLARK	320.00
JAMES CRANDALL	280.00
RURAL WATER ASSOC	250.00
THE BIS GROUP	347.82
KEITH O'NEIL	2,061.58
BRUCE'S HARDWARE	3,320.52
S-K DESIGN GROUP, INC	2,100.00
CONTROLLER SERVICE & SALES	1,259.45
EUROFINS SPECTRUM ANALYTICAL INC	6,723.00
F.W. WEBB COMPANY	1,405.35
	\$ 54,849.53





OTIS 2017

Crews from the Berkshire County Mosquito Control Project began surveillance on 5/4/17 of the known mosquito breeding sites in the town. The first larvae were detected and treated on 5/4/17 and by the end of the season 46 sites had been treated with larvicide. A total of 174 catch basins were treated in the month of July.

The following materials were used for larval control.

VECTOBAC G (BTI)	244.4 LBS.	28.1 ACRES
FOURSTAR 90 (CATCH BASIN)	174 BRIQUETS	

Larval Control:

BREEDING SITE INSPECTIONS	153	TREATMENTS	46
CATCH BASIN INSPECTIONS	226	TREATMENTS	174

DPH Arbovirus Surveillance:

POOLS SUBMITTED	22	WNV ISOLATIONS (3)
		8/17/17, 8/24/17, 9/21/17

The following materials were used for adult control between 6/21/17 and 9/22/17.

DUET	32.0 GAL.	5,723 ACRES
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Town of Otis, Massachusetts
2017 Annual Report



PORCHLIGHT®

VNA/HOME CARE Life As You Know It ®

The following is a report of the services performed in the Town of Otis during the 2017 calendar year
1/01/2017 – 12/31/2017:

HOME VISITS	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
	1/1/17- 3/31/17	4/1/17- 6/30/17	7/1/17- 9/30/17	10/1/17- 12/31/17	
Skilled Nursing	34	28	65	29	156
Physical Therapy	6	2	48	6	62
Occupational Therapy	1	5	5	8	19
Speech Therapy	0	0	0	0	0
Medical Social Work	0	1	3	0	4
Maternal Child Health	1	0	0	0	1
Nutrition Services	0	0	2	0	2
Home Health Aide	0	0	0	0	0
Totals	42	36	123	43	244
NON-BILLABLE	0	0	0	0	0

Nurse Practitioner Visits	0	0	0	0	0
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COMMUNICABLE DISEASE					
Confirmed	1	2	1	0	4
Probable	1	0	0	1	2
Suspected	1	1	1	1	4
Revoked	0	1	1	1	3

CLINICS	# of Clinics Held / Attendance				
Flu	0	0	0	1/35	1/35
Blood Pressure	3/17	3/15	3/21	3/26	12/79
Presentations					

Telehealth Monitoring	0	0	1	1	2
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PORCHLIGHT VNA

PORCHLIGHT HOME CARE

32 PARK STREET | LEE, MA 01238 | (413) 243-1212 | (800) 427-1208 | 21 HIGH STREET | LEE, MA 01238 | (413) 243-1122
CHICOPEE BRANCH OFFICE | 2024 WESTOVER ROAD | CHICOPEE, MA 01022 | (413) 437-9862

WWW.PORCHLIGHTHOMECARE.ORG





PORCHLIGHT®
VNA/HOME CARE Life As You Know It®

Porchlight VNA/Home Care offers a full continuum of care to the residents of Berkshire, Hampden and Hampshire Counties. We service to the Vermont, Connecticut and New York borders all the way to the outskirts of Worcester. We have offices in Lee, Pittsfield and Chicopee Massachusetts. We have agreements with all major insurance companies, Medicare, Mass Medicaid, Long Term Care Insurance companies, Veterans Administration, Elder Services and other federally funded grants. Porchlight offers community clinics including but not limited to Falls Prevention, influenza vaccinations, blood pressure and cholesterol and diabetes screenings. Porchlight Home Care has the only home visiting nurse practitioner program implemented by a home care agency in Massachusetts. Porchlight VNA is proud to be recognized by CMS as a 5 STAR agency and once again as "Home Care Elite 2015" Top 500 agencies in the nation. Porchlight Home Care is an accredited agency by the Home Care Alliance of Massachusetts.

Respectfully submitted,

Holly Ann Chaffee RNBSN MSN

Holly Ann Chaffee, RN, BSN, MSN
President, CEO

PORCHLIGHT VNA

32 PARK STREET | LEE, MA 01238 | (413) 243-1212 | (800) 427-1208 | 21 HIGH STREET | LEE, MA 01238 | (413) 243-1122
CHICOPEE BRANCH OFFICE | 2024 WESTOVER ROAD | CHICOPEE, MA 01022 | (413) 437-9862

PORCHLIGHT HOME CARE

WWW.PORCHLIGHTHOMECARE.ORG





MISSION STATEMENT

Berkshire Regional Planning Commission provides leadership and assistance to the County's municipalities, organizations and citizens in achieving County-wide inter-relationships, prosperity, opportunities, quality of life, strength and vibrancy.

BRPC'S VISION

Berkshire Regional Planning Commission, as an indispensable source of support and leadership to municipalities, organizations and citizens, effects positive change through its collaborative efforts to achieve Sustainable Berkshires principles and a high quality of life for County residents, including greater economic growth, sustainable resource management, environmental, social and economic equity, and effective governmental and educational services. BRPC is recognized as the primary:

- Source of trusted, reliable Berkshire County data and analysis
- Provider of technical assistance to Berkshire municipalities and organizations
- Convener of interests seeking to seize opportunities for and confront challenges to the Berkshires
- Advocate on behalf of the collective interests of Berkshire County

BRPC's VALUES

- Enhance the Berkshire's human, environmental and developed resources, including its sense of place and built heritage.
- Provide the highest quality information and analysis is the basis for our work.
- Actively seek, engage and respect varying voices to ensure all viewpoints are considered prior to reaching decisions or providing guidance.
- Engage diverse people, organizations and interests within and outside Berkshire County who can effect change in the region.
- Balance competing public interests.
- Nurture and rely upon partnerships and collaborations to provide optimal outcomes.
- Be responsive and open to change and innovation.
- Respect the contributions of staff, community members, and organizations.
- Act with integrity and the highest ethical standards.



**Berkshire
Regional
Planning
Commission**

Approved January 19, 2017





COMMUNITY HEALTH PROGRAMS, INC.

CHP Administration
444 Stockbridge Road
P.O. Box 30
Great Barrington, MA 01230
413-528-9311

CHP Adams Internists
19 Depot Street, Suite 1
Adams, MA 01220
413-743-1080

**CHP Barrington
OB/GYN**
780 Main Street
Great Barrington, MA 01230
413-528-1470

**CHP Berkshire
Pediatrics**
777 North St., Suite 305
Pittsfield, MA 01201
413-499-8500

CHP Dental Center
343 Main Street, Suite 1
Great Barrington, MA 01230
413-528-5565

CHP Family Services
442 Stockbridge Road
Great Barrington, MA 01230
413-528-0457

CHP Health Center
444 Stockbridge Road
Great Barrington, MA 01230
413-528-8580

CHP Lee Family Practice
11 Quarry Hill Road
Lee, MA 01238
413-243-0536

**CHP Neighborhood
Dental Center**
510 North Street, Suite 2
Pittsfield, MA 01201
413-447-2781

**CHP Neighborhood
Health Center**
510 North Street, Suite 1
Pittsfield, MA 01201
413-447-2351

**CHP North Adams
Family Medicine**
71 Hospital Avenue
3rd Floor, North Wing
North Adams, MA 01247
413-664-4088

**Community Health Programs:
Report on Services Rendered in the Last Year to
Residents of the Town of Otis**

February 2018

We are pleased to report on the following Community Health Programs (CHP) services that were provided to Otis residents during the past year to promote the health and well-being of children and families.

CHP's Women, Infants, Children (WIC) program provided essential nutrition education and WIC cards for healthy foods to town pregnant or postpartum women, newborns, toddlers, and children under the age of five who met the federal governments' eligibility requirements. CHP hosted farmer's markets, provided free and emergency food, hosted monthly healthy food distribution events, gave nutrition classes, and provided breastfeeding counseling and support.

CHP Family Services served residents of Otis through playgroups held on-site at Family Services offices in Great Barrington, and at playgroups in neighboring rural towns in South County. CHP also offered a clothing exchange, lending library, consignment sale, assisted with fuel and holiday relief funds, and distributed donated food and childcare necessities. Residents of Otis attended childcare and parenting workshops, received prenatal education and essential baby and newborn resources including Baby Boxes, had access to breastfeeding support, and utilized referral and support services.

CHP also provided primary and preventive care to Otis residents of all ages who were patients at one or more of CHP's medical or dental facilities, including CHP on Wheels. Residents had access to primary and preventive care, dental services, and comprehensive women's health care – regardless of their insurance or ability to pay.

Through medical and dental patient records, playgroup and family services program attendance sheets, and WIC participant data, we know that nearly 600 individuals – over 40% of Otis residents – were served by CHP this past year. Members of the town who were served by CHP ranged in age from 0 to 95, and included veterans, WIC participants, families living below the poverty level, students, lawyers, social workers, mechanics, nurses, artists and writers, and retired workers. We are grateful for the support that the town of Otis has provided that has helped make such a difference in so many lives of its residents.

If you need additional information, I can be reached at cbarth@chpberkshires.org or 413.528.9311 x1179. On behalf of Community Health Programs, I thank the Town of Otis for their generous support.

Carrie Barth
Grant Writer

www.communityhealthprograms.org





Town of Otis Historic Commission Annual Report

The newly reconstituted Otis Historical Commission has 6 new members who have hit the ground running to fulfill our mission. We plan to identify, evaluate, and protect the Town's historic and archeological resources of which there are many.

Since the Committee's first meeting in September, we have met with experts and consultants who have experience in church restoration and reutilization. We put forth an RFP for St Paul's Episcopal Church and subsequently the town hired the firm of Clark and Green. As of this writing, their RFP response should be in the hands of the Selectmen. It will outline what needs to be done to stabilize the Church and how much that will cost the town. The town voted to accept the transfer of this property to the Town and we are hopeful that that transfer can be finalized. This iconic building set in the Town Center is just the type of building that should be preserved.

The Committee also interviewed a highly qualified consultant who is an expert on filing for grants for historic spaces. We hope to engage that consultant to apply for funds for the church and other historic properties within the town limits. A prior group of Otis residents had already identified many properties that might be placed on the National Registry of Historic Places and we expect to continue and build upon that effort.

We plan to continue Otis Town Historic Records Management and to attend MA Historic Commission trainings and conference in the Boston area.

The Commission is in early planning to have a community workshop for citizens who may be interested in having their personal property on the MA Historic Register. Unlike a "Historic Landmark", the Historic Register designation does not put any restrictions on building renovations/repairs. Next year should be an exciting year for Otis and its residents!

Otis Historic Commission:

Diane Provenz co-chairman
Sonia Morrison co-chairman
Judith Mabee
Thom Garvy
Charles Rosenblum
Lauretta Harris (alternate)





TOWN OF OTIS

Municipal Telephone Numbers - Office Hours - Meetings
EMERGENCY*POLICE*FIRE*AMBULANCE- DIAL 911
NON-EMERGENCY: FIRE, AMBULANCE – 269-4409
POLICE – 269-0100 ext. 109
ANIMAL CONTROL OFFICER 413-207-4441
www.townofotisma.com

Selectmen's Office-269-0100 ext. 4

Meetings: Otis Town Hall-2nd and 4th Tuesdays 7:00pm
All Boards Meeting 4th Mondays 6:30pm

Animal Control Officer – 413-207-4441

Board of Health Office - 269-0100 ext. 104

Town Clerk's Office - 269-0100 ext. 5

Tax Collector's Office - 269-0100 ext. 2

Assessor's Office - 269-0100 ext. 3 - Meetings 1st Tuesday of the month

Building Inspector's Office – 269-0100 ext. 110

Council on Aging – 269-0100 ext. 107

Sanitation Inspector - 269-0100 ext. 206

Highway Department - 269-0106

Compactor Station - 269-0107

Hours: Monday & Saturday 7am – 3pm
Thursday 10am - 6pm
Sunday 9am – 4pm

Station is closed ALL HOLIDAYS

Maintenance Department – 269-4873

Farmington River School Office - 269-4466

Otis Library & Museum - 269-0109

Board of Appeals - 269-0100 ext. 207 – Meetings 1st Monday 7pm

Planning Board - 269-0100 ext. 209 - Meetings 2nd Monday 7pm

Conservation Commission 269-0100 ext. 208 – Meetings 3rd Monday 6:30pm

Parks & Recreation Commission – 269-4541 – Meetings 3rd Thursday 6:30pm





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