

guide. This will provide each teacher involved with computer instruction, a specific definition/explanation of each objective, an assortment of practical applications and a list of sources of additional information.

The work of the K-12 Computer Curriculum Committee insures that an articulated approach to computer instruction will prevail between Hampden, Wilbraham and the high school as involvement with computers expands. The Hampden School Committee commends the K-12 Curriculum Committee for their accomplishments in this area.

VOLUNTEERS IN SERVICE TO THE HAMPDEN PUBLIC SCHOOLS

Volunteers in Service to the Hampden Public Schools, an organization dedicated to providing enrichment in the educational program through the use of volunteers, had its beginning in 1984. This Committee has conducted an extensive survey of volunteer programs in schools. It has visited school systems, such as Springfield, that have exemplary programs. Based on thorough research and valuable field experiences, they are developing an organization that will both formalize and expand the use of area talent as volunteers in the schools. The Volunteers in Service to the Hampden Public Schools will have an office in the Thornton Burgess School and are looking forward to being operational early in 1985. The Hampden School Committee is pleased to welcome the Volunteers in Service into the school community and recognizes with sincere appreciation the efforts of the Volunteer Steering Committee for their interest and effort on behalf of the school system.

SPECIAL EDUCATION - CHAPTER 766

During the 1983/1984 school year the special needs of one-hundred and twenty-two students were provided for. Of this number, one-hundred and seventeen received educational services and/or educational programming in the in-house learning centers. Five pupils received educational services through out-of-district placements.

METCO PROGRAM

During the 1983/1984 school year there were thirty Metco students enrolled in the Hampden Public Schools

A total of \$59,913 was received from the State for this program. Distribution of this account includes \$27,713 to the Town as tuition payments, while \$32,200 was disbursed for transportation.

FLUORIDE MOUTH RINSE PROGRAM

The School Committee was pleased that it could offer a fluoride mouth rinse program as a public service to those parents that elect to participate. The materials are given by the State Board of Health at no cost and the program is administered and run totally by parent volunteers.

OUTLOOK

As 1984 ended there was much interest both pro and con relative to the Education Reform Bill that was being considered by the Massachusetts Legislature. Eventually,

a major reform package was voted by the House of Representatives. Before it could be acted upon by the Senate, the legislative calendar ran out. Thus the reform package never did materialize. Early in 1985 it is again to be introduced into the Legislature. This time it must be assumed that an educational reform package of some magnitude will be enacted and perhaps become effective during the 1987 fiscal year. The Hampden School Committee has followed this measure closely and will continue to do so. It is very apparent that it will have many ramifications for the system. Among items known to be under consideration are curriculum revision, minimum standards, state wide assessment of pupil progress and minimum salaries for teachers. Inherent in many of the proposals being discussed is the transfer of power over local education from the hands of local committees and vesting them in the State. In essence, local autonomy, or more properly stated, loss of local autonomy, is a major concern. The Committee is supportive of reforms that will enhance the educational process and increase the State's fiscal responsibility toward education. It decries efforts to remove education from local control.

IN APPRECIATION

The Hampden School Committee recognizes with sincere appreciation the support, understanding and good will that it was afforded by the community during the year.

It acknowledges with thanks the assistance, direction and understanding of the Board of Selectmen, the Advisory Committee, the several Town departments, and the many volunteers that contributed time and talents to the system.

Respectfully submitted,

HAMPDEN SCHOOL COMMITTEE

Donald Davenport, Chairman
Miriam Bryans
Elaine O'Donnell
Gerald Root
Judith Witkop

Superintendent of Schools
Dr. Maurice F. Heffernan

HAMPDEN PUBLIC SCHOOLS
Hampden, Massachusetts

COMPARISON OF PUPIL ENROLLMENT

<u>YEAR</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>TOTAL</u>
1981	43	63	49	65	68	102	102	99	90	681
1982	47	47	61	49	61	69	99	101	99	633
1983	58	58	54	62	50	61	75	96	102	616
1984	59	62	59	58	63	53	61	74	89	578

PROJECTION OF FUTURE SCHOOL ENROLLMENTS BASED ON STATIC
OCTOBER 1, 1984 ENROLLMENT FIGURES AND PRE-SCHOOL CENSUS FIGURES

1985	60	59	62	59	58	63	53	61	74	549
1986	60	60	59	62	59	58	63	53	61	535
1987	60	60	60	59	62	59	58	63	53	534

PROJECTION OF HAMPDEN STUDENTS ATTENDING MINNECHAUG
HIGH SCHOOL BASED ON OCTOBER 1, 1984 ENROLLMENT

<u>YEAR</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>TOTAL</u>
1984	84	81	75	86	326
1985	89	84	81	75	329
1986	74	89	84	81	328

THORNTON W. BURGESS INTERMEDIATE SCHOOL
HAMPDEN, MASSACHUSETTS

STAFF ROSTER

1984

BENEDETTO J. PALLOTTA - PRINCIPAL
JOHN L. FARRELL - ASSISTANT PRINCIPAL

ANITA D'AMOURS - BUILDING SECRETARY
CAROL DAVIS - CLERICAL AIDE

PROFESSIONAL STAFF

PATRICIA DOWNES - GRADE 6 - MATH & SCIENCE
RAYMOND DRURY - GRADES 5, 6, 7 - MUSIC & GRADE 7 HEALTH
ROGER FARRELL - GRADES 7, 8 SOCIAL
JOHANNA FREGEAU - GRADE 6 LANGUAGE ARTS, SOCIAL & TALENTED & GIFTED
CAROL GAUTHIER - GRADES 5, 6, 8 ART
JUDY GELINAS - GRADE 7 - SOCIAL, ENGLISH & READING
NANCY GERRARD - GRADES - 7, 8 - ENGLISH & SPANISH
JEAN GODEK - GRADES 7, 8 - READING
DONNA GOOD - GRADE 8 - ENGLISH
MORRISON GRAY - GRADES 7, 8 - SCIENCE & COMPUTER
SANDI JARVIS - GRADES 5, 6, 7, 8 - PHYSICAL EDUCATION & GRADE 8 - HEALTH
JUHAN LAURITS - GRADES 5, 6, 7, 8 - PHYSICAL EDUCATION & GRADE 8 - HEALTH
SAM LUCCI - GRADES 7, 8 - MATH
JOANN MINER - GRADES 6, 7, 8 HOME ECONOMICS - GRADE 6 - SCIENCE
CRAIG NAKASHIAN - GRADES 7, 8 MATH
CECELIA NICHOLAS - GRADE 5
KENNETH PETERSON - GRADES 7, 8 - SCIENCE
NORMAND PROULX - GRADES 6, 7, 8 - INDUSTRIAL ARTS, SPANISH
CAROL SIANO - GRADE 5
JEAN SMITH - GRADE 6 - LANGUAGE ARTS & SOCIAL

SPECIAL SERVICES

KATHRYN GROFFMAN - LEARNING CENTER
DOROTHY FRITTS - LEARNING CENTER AIDE
HONORA McDONOUGH - SPEECH THERAPIST
ANDREA NOONAN - CHAPTER I AIDE

LIBRARY

CHARLOTTE MILLER - LIBRARIAN

GUIDANCE - PUPIL SERVICES

BARBARA WALSH - GUIDANCE COUNSELOR
HELEN McGETTRICK - ADMINISTRATOR OF SPECIAL ED.
MAE SIMONSON - SCHOOL ADJUSTMENT COUNSELOR
SUE GREEN - EXECUTIVE SECRETARY

HEALTH

JANE McCARTHY - NURSE

CAFETERIA STAFF

ANN NIQUETTE - CAFETERIA DIRECTOR
ELEANOR HUDON
MARILYN JORDAN
CATHERINE MARINI
LINDA MARINI

CUSTODIAL STAFF

BILL NEVINS - MAINTENANCE SUPERVISOR
MARK WILLCUTT - LEAD CUSTODIAN
TIM THALASSINOS

GREEN MEADOWS SCHOOL STAFF 1984-85

Benedetto J. Pallotta - Principal
John L. Farrell, Assistant Principal

KINDERGARTEN TEACHERS

Room B - Mrs. Judith Moriarty
Room C - Mrs. Elizabeth Phillips

FIRST YEAR TEACHERS

Room E - Mrs. Helen Geary
K - Mrs. Kathryn Leary
L - Mrs. Doris Vierthaler

SECOND YEAR TEACHERS

Room F - Mrs. Irene Kielbasa
G - Mrs. Cynthia O'Sullivan
H - Mrs. Phyllis Walsh

SPECIAL AREAS

Mr. Warren Amerman - Music
Mrs. Carol Gauthier - Art
Miss Sandra Jarvis - Physical Education
Mr. Juhan Laurits - Physical Education
Mrs. Jane McCarthy - School Nurse
Mrs. Charlotte Miller - School Librarian

SCHOOL SECRETARY

Mrs. Ann Kane

TEACHERS' AIDES

Mrs. Virginia McKeon
Mrs. Barbara Moore

CAFETERIA AIDES

Mrs. Olive Freeman
Ms. Patricia Martin

TRANSITIONAL CLASS

Room J - Mrs. Norma Buchholz

THIRD YEAR TEACHERS

Room I - Mrs. Joyce Hess
P - Mrs. Virginia Mahaney
Q - Mrs. Helen Colling

FOURTH YEAR TEACHERS

Room N - Miss Janina Luczek
O - Mrs. Mary Beth Bittner
R - Mrs. Phyllis Hultstrom

PUPIL SERVICES STAFF

Mrs. Jean Godek - Learning Center Teacher
Mrs. Helen McGettrick - Administrator of
Special Education
Miss Mae Simonson - School Adjustment Counselor
Mrs. Johanna Fregeau - Program for Gifted and
Talented

KITCHEN STAFF

Mrs. Carol Schneider
Mrs. Patricia Dutton

JANITORS

Mr. Louis Ryder
Mr. Ralph Webber
Mr. David Kern

Financial Statement for the Year Ending June 30, 1984

	1983/84		1984/85	
	Appro.	Expend.	Closing Balance	Appro.
REGULAR EDUCATION				
1000 ADMINISTRATION				
1106 School Committee Exp.	2,700.00	2,455.13	244.87	3,200.00
1201 Superintendent's Salary	36,980.00	36,980.00	.00	39,199.00
1202 Secretary's Salary	14,040.00	14,175.00	(135.00)	15,026.00
1204 Contracted Services	1,600.00	422.18	1,177.82	1,600.00
1205 Supplies	750.00	960.59	(210.59)	750.00
1206 Other Expenses	.00	.00	.00	.00
2000 INSTRUCTION				
2102 Teacher Aide Salaries	13,005.00	13,582.02	(577.02)	13,941.00
2106 Supervision - Other Expenses	1,600.00	2,519.48	(919.48)	1,600.00
2201 Principals' Salaries	61,459.00	61,459.00	.00	65,146.00
2202 Secretarial Salaries	24,227.00	23,989.36	237.64	25,801.00
2205 Secretarial Supplies	1,000.00	1,085.45	(85.45)	1,000.00
2301 Instructional Salaries	715,227.00	722,128.47	(6,901.47)	766,489.00
2305 Instructional Supplies	13,370.00	23,429.59	(10,059.59)	13,100.00
2405 Textbooks	8,682.00	7,864.26	817.74	10,250.00
2501 Librarian's Salary	19,005.00	19,005.00	.00	20,811.00
2505 Library Ref. Mats. & Supps.	3,000.00	2,160.51	839.49	2,250.00
2605 A.V. Supplies	1,000.00	309.38	690.62	750.00
2701 Guidance Salary	23,309.00	23,309.00	.00	24,708.00
2801 School Psychologist	.00	.00	.00	.00
3000 OTHER SCHOOL SERVICES				
3101 School Adjust.Couns.Sal.	5,828.00	5,827.34	.66	6,177.00
3103 Attendance Officer Sal.	100.00	100.00	.00	100.00
3106 Attendance - Travel	200.00	72.16	127.84	200.00
3201 Health Salaries	12,581.00	12,341.04	239.96	13,336.00
3205 Health Supplies	200.00	245.02	(45.02)	200.00
3206 Health - Other	400.00	336.60	63.40	400.00
3334 Transportation - Voc. Ed.	.00	.00	.00	.00
3374 Transportation - K-8	80,000.00	77,640.27	2,359.73	86,000.00
3511 Athletic Sals.	6,000.00	4,805.93	1,194.07	4,500.00
3513 Athletic Referees	750.00	921.00	(171.00)	675.00
3514 Athletic Transportation	500.00	1,276.35	(776.35)	675.00
3515 Athletic Supplies	100.00	147.77	(47.77)	.00
4000 OPERATION & MAINTENANCE				
4103 Custodial Salaries	68,405.00	70,745.03	(2,340.03)	71,753.00
4115 Custodial Supplies	5,000.00	5,817.30	(817.30)	4,950.00
4125 Heating (Fuel Only)	50,000.00	43,430.75	6,569.25	45,000.00
4135 Utilities	37,000.00	37,867.01	(867.01)	36,100.00
4214 Maintenance of Grounds	1,000.00	677.75	322.25	1,000.00

	1983/84	1984/85
	<u>Expend.</u>	<u>Balance</u>
4223 Maintenance Salaries	10,937.80	(285.80)
4224 Maint. of Bldg.-Contr.Repairs	14,706.00	(831.00)
4225 Maintenance Supplies	2,870.50	(1,370.50)
4234 Maint.of Equip.-Contr.Repairs	6,261.27	(3,261.27)
4235 Equipment Supplies	1,772.97	(1,247.97)
4248 Replacement of Equipment	2,959.20	(2,959.20)

6000 COMMUNITY SERVICES		
6203 Community Programs - Sals.	.00	.00
6205 Community Programs - Supplies	.00	.00

7000 ACQUISITION OF FIXED ASSETS		
7308 Acquisition Classroom Equipment	4,442.90	(4,442.90)

9000 PROGRAMS WITH OTHER DISTRICTS		
9139 Voc.Senior High	.00	.00
9169 Adult Evening Programs	.00	.00
TOTAL REGULAR EDUCATION	<u>1,238,570.00</u>	<u>(23,460.88)</u>

SPECIAL EDUCATION

2000 INSTRUCTION		
2102 Teacher Aides Sals	7,794.87	(619.87)
2106 Supvn.-Other Exp.	246.84	(46.84)
2301 Instructional Salaries	79,351.70	6,282.30
2305 Instructional Supplies	452.19	(2.19)
2801 Admin./Psych./CET Salaries	41,317.66	.34
2802 Secretarial Salaries	13,936.00	(134.00)
2804 Evaluative Services	3,596.75	53.25
2805 Supplies	533.53	(33.53)
2806 Travel	359.92	140.08
2808 Equipment	.00	.00

3000 OTHER SCHOOL SERVICES		
3364 Transportation	20,841.97	6,158.03

9000 PROGRAMS WITH OTHER DISTRICTS		
9129 Tuition	30,165.98	11,834.02
TOTAL SPECIAL EDUCATION	<u>198,597.41</u>	<u>23,631.59</u>

TOTAL REGULAR EDUCATION	<u>1,238,570.00</u>	<u>(23,460.88)</u>
TOTAL SPECIAL EDUCATION	<u>222,229.00</u>	<u>23,631.59</u>
GRAND TOTAL	<u>1,460,799.00</u>	<u>170.71</u>

Negotiating Fees	328.25	3,000.00
Unemployment Compensation	2,272.34	3,000.00
Energy Conservation	2,353.63	2,500.00

HAMPDEN PUBLIC SCHOOLS
Hampden, Massachusetts

1984/85 SCHOOL CALENDAR

S M T W T F S

SEPTEMBER 18 Days

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

S M T W T F S

FEBRUARY 15 Days

						1	2
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28			

OCTOBER 21 Days

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MARCH 21 Days

						1	2
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

NOVEMBER 19 Days

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

APRIL 16 Days

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER 15 Days

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MAY 22 Days

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 21 Days

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE 17 Days

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sept. 4	Teacher's Orientation	Dec. 21	Schools close at end of day-return Jan. 2
Sept. 5	Opening Day of School	Jan. 15	Martin Luther King Day
Oct. 8	Columbus Day	Feb. 18-22	Winter Vacation
Oct. 19	Teacher's Convention	Apr. 5	Good Friday
Nov. 12	Veterans' Day	Apr. 15-19	Spring Vacation
Nov. 15 & 16	Half-Day: Parent Teach. Conf.	May 27	Memorial Day
Nov. 21	Half-day, Thanksgiving	June 25	Half-day - Schools Close
	Recess-Return Nov. 26		

Total Scheduled School Days - 185
(Schools will close after the 180th day)

NOTE: Adjustments, if necessary, will be made during the April vacation.

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT

In 1984, the debate regarding educational excellence shifted from the national to the state level. In Massachusetts, an educational reform bill was heatedly debated in the House of Representatives and eventually was passed on to the Senate. The legislative session ended before Senate debate began and "legislative educational reform" was dead for 1984. As of this writing, Governor Dukakis has submitted his own educational reform package to the general court. As debate progresses, all citizens of the regional district are encouraged to remain aware of what changes will be introduced at Minnechaug Regional High School by the various initiatives included in the legislative proposals.

In June of 1984, Mr. Francis P. Reddington retired as Superintendent of Schools after eighteen years of dedicated service to the students of Hampden and Wilbraham. Mr. J. Brian Halloran assumed the position of Superintendent of Schools upon Mr. Reddington's retirement. Mr. Halloran has extensive experience in the field of education and previously served as Superintendent of Schools in Westfield, Massachusetts. The regional committee wishes Frank a long and healthy retirement along with best wishes to Brian for success in his new position.

Minnechaug graduates continue to enjoy success in gaining entrance to our nation's most competitive colleges and universities. Seventy-seven percent of the graduating class of 1984 have entered some form of post-secondary education; forty-nine percent of the class to four-year public or private colleges; fourteen percent to two-year public and private colleges; and another fourteen percent to other post-secondary educational programs, such as business, technical, or secretarial schools.

In the area of standardized testing, Minnechaug students score above both the national and state averages on the S.A.T.'s. With sixty-seven percent of the senior class taking the S.A.T.'s, the average verbal score was 437 and 499 in mathematics.

Vocational and occupational needs of Minnechaug students continue to be met by membership in the Lower Pioneer Valley Educational Collaborative (LPVEC). Of special note this past year is the purchase of the Medeiros William's building on Main Street, in Wilbraham, by the LPVEC Corporation for the new autobody repair program. In the fall of 1985, it is hoped that an automotive repair program will be inaugurated by the Collaborative. This school year, thirty-three Minnechaug students are participating in the various programs offered by the Collaborative.

The regional school committee has recently begun to address the problem of declining enrollment at Minnechaug. During the latter part of the 1980's, a significant decline in enrollment will be seen, with enrollment dropping well below one thousand students in the early 1990's. A declining enrollment committee has been initiated and will be asking for input from all segments of the regional district. As this most important process begins, the committee hopes that all citizens will endeavor to take an active part in the decision process.

To increase communication between parents and the Superintendent of Schools, the School Committee has authorized the formation of the Superintendent's Parent Advisory Committee (PAC). The PAC will be comprised of interested parents and will discuss any item relating to the operation of the schools, with the exception of personnel. The PAC will meet at least monthly and its meetings are open to any interested citizen in the district. Individuals interested in attending a PAC meeting should contact the office of the Superintendent of Schools for the date, time, and place of meetings.

Due to Proposition 2 1/2, proper funding levels have not been maintained in the area of extra and cocurricular programs. Athletes and club members at Minnechaug continue to pay high participation fees. The committee is currently investigating the possibility of establishing a non-profit corporation to assist the financing of the extra and cocurricular programs. This non-profit corporation would, through donations and fund raising projects, enhance the funding of this important part of the school's program.

Also of concern to the committee is the continued delay in necessary maintenance projects due to lack of funding. The roof on the older sections of the building has shown considerable deterioration and some segments of the roof are in desperate need of replacement. Parking surfaces are deteriorating rapidly and, if repair is not accomplished within a reasonable time, the paved areas may need completely new surfaces.

The building and grounds of the regional school district continue to be used extensively for community recreation and education; for the first time this year, the Wilbraham Town Fair was held on the grounds. Also new this year, Springfield Technical Community College has used regional facilities to offer area citizens opportunities for educational advancement.

Asbestos has not been a problem in the Hampden-Wilbraham Regional School District, however, all friable asbestos in the high school has been encapsulated. The Massachusetts Division of Occupational Hygiene has certified our full compliance with the Environmental Protection Agency's (EPA) asbestos standards. Efforts are currently underway to bring the high school into compliance with the "Right to Know Law." The regional school committee will move as quickly as possible to inform staff of potentially hazardous substances in the work place and anticipates full compliance by June of 1985.

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT

Enrollment as of October 1, 1984

Grade	Hampden	Wilbraham	Total
9	84	211	296
10	82	210	292
11	75	225	300
12	87	257	344
<u>766</u>	<u>6</u>	<u>14</u>	<u>20</u>
TOTAL	334	917	1252

Members of the regional school committee wish to thank the staff, town officials, and citizens who gave of their time, effort, and expertise to work for the improvement of the regional school district.

Respectfully submitted,

Yorke P. Phillips, Chairman
 Alan K. Neelans, Vice-Chairman
 Martha W. Cain
 Virginia K. Freed
 John C. Howard
 William F. Keith
 Gerald F. Root

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT
Wilbraham, Massachusetts

FINANCIAL STATEMENT FY 84

June 30, 1984

ASSETS

General Cash	77,341.75
Bank of New England - Cash Manager Account	2,531.80
Mass. Municipal Depository Trust	365,253.04
Petty Cash Advance	<u>350.00</u>

TOTAL ASSETS

\$445,476.59

LIABILITIES AND RESERVES

Encumbered FY84 Funds	164,799.74
Excess and Defficiency	187,761.71
Petty CASH Reserve	350.00
Employee Deductions	21,032.54

Federal Grants

PL 94-142 FY84	4,989.69
Grant for Deaf	1,006.33
Block Grant - Library	179.61
Grant for Reading	3.03

Revolving Funds

Food Service	19,688.93
Athletic Account	6,602.27
Community Recreation	6,797.76
Driver Education Behind the Wheel	2,876.95
Driver Education - Classroom	147.35
Rental of Facilities	2,201.21
Replacement Account	13,160.30
Platts Oilgram	384.00
Adult Education	4,356.97
Summer School	6,093.72
Computers at Minnechaug	3,165.44
Special Education Transportation	<u>(120.96)</u>

TOTAL LIABILITIES AND RESERVES

\$445,476.59

CAPITAL EXPENDITURES

July 1, 1983 through June 30, 1984

Expended for Debt Reduction 1971 Addition Bond	\$250,000.00
Expended for Interest 1971 Addition (5%/\$5,000,000)	<u>105,250.00</u>
	<u>\$355,250.00</u>

REPORT VETERANS' SERVICES DEPT.

*Board of Selectmen
Hampden, MA 01036*

*In 1984 there were two families aided by
the Veterans' Services Department involving three people.*

*Total amount expended during the first six
months of the year was \$1,222.81 of which 50% is reimbursed
by the State, the Town's share being \$611.41. The total
amount expended the last six months of the year was
\$562.84. Beginning 1 July 1984 under the provisions of
Chapter 115 reimbursement is 75% by the State, the Town's
share being \$422.13.*

*Under the provisions of Chapter 115 of the
General Laws as amended veterans and their dependents were
granted financial assistance.*

Respectfully submitted,

*Bert B. Nietupski
Director of Veterans' Services*

SALARY SURVEY COMMITTEE

At the Special Town Meeting of July 11, 1983, the Town authorized the Moderator to appoint a Salary Survey Committee. Said Committee was to review and recommend salary ranges for most of the Appointed and Elected Officials of Hampden.

This Committee's prime concern was to be as equitable as possible, considering Hampden's ability to pay. Another concern was to consider only our Town's needs in the elected and appointed positions. Most of the people filling these positions are over qualified, and, give our town much more than just our "money's worth" through a sense of civic duty.

We found the most equitable method of completing our task through the utilization of the Automated Labor Relations Information Service (ALRIS) published by the Massachusetts Municipal Association. Computerized data sheets were obtained covering all 351 cities and towns in Massachusetts. The "ability to pay" report was obtained to select the criteria to be used in comparing Hampden to other towns. The three most valid criteria - and our reason for choosing them - were:

POPULATION -

An indicator of the quantity of service demand. Excludes summer residents.

PER CAPITA INCOME -

An indicator of quality and depth of service demand and future ability and willingness to pay. Also equalizes youth, employed, unemployed and retired segments of the population.

EQUALIZED VALUATION PER CAPITA -

An indicator of the tax base available per resident demanding service. Assuming a relatively equal distribution of population, an indicator of current ability to pay.

All towns received a composite rating based on the difference between Hampden and the "comparison town" in each of the three criteria. A list of sixty (60) towns most like Hampden was generated. Information was compiled using the salary data reported for each position surveyed from each of the sixty towns reporting.

A computer was used to graphically represent the range of salaries paid, both full time and part time for each position. Averages were calculated and used to set the mid scale recommended salaries. Ranges were set arbitrarily using 25% of the mean (mid scale) salary on each side of the mean.

All the data available was from FY 1982/1983; therefore, as a final step, all recommended salaries were adjusted upwards using the cost of living index to reflect FY 1985/1986 figures.

Salary Survey Committee P2

To better understand the positions being surveyed, the Salary Survey Committee decided to solicit input from designated elected and appointed officials. Letters were sent to each employee during the Spring of 1984, suggesting that anyone could call to meet personally with the committee, or, submit comments in writing. Interviews were conducted with individuals representing fifteen positions and one letter of explanation was received regarding another position.

Committee members were impressed with Hampden's very talented elected and appointed officials. They have frequently volunteered many hours and are willing to strive to improve their knowledge and themselves.

The Salary Survey Committee would like to thank all those who contributed their time and effort in helping this Committee to complete its charge. Many of our town's employees not only gave us their time; but, they also took the time to compile typewritten job descriptions in detail.

Special thanks are extended to the Moderator, Dalton Philpott, the Board of Selectmen, the Advisory Committee, the Town Accountant, Clifford Bombard, and our Chief of Police, George Stone. These individuals were readily available to answer numerous questions and guide the Committee through the sometimes complicated avenues of Town government.

Respectfully Submitted,

Salary Survey Committee:

Mr. Robert Patterson - Chairman
Mrs. Mary Kupec
Mr. Donald McClure
Mr. John Sands
Mrs. Dorothy Hill - Sec'y

Advisory Board Representative:

Mrs. Lucille McGuill Mulcahy

Date: February 4, 1985

Report Summary

POSITION	Type of PAY	Fiscal Year 85/86			HAMPDEN FY 84/85	COMMENTS
		Recommended		Range		
		Bottom	Mid	Top		
ASSESSOR	A	1286	1714	2143	1065	Each (3)
MODERATOR	A	72	96	120	40	
REGISTRAR	A	*	*	*	137	Each (3)
SELECTMAN	A	943	1257	1572	635	Each (3)
COLLECTOR OF TAXES	A	3861	5148	6436	7592	
TOWN CLERK	A	3866	5155	6443	7592	
TREASURER	A	4094	5458	6823	7592	
ACCOUNTANT	A	4616	6154	7693	4424	
CLERK to ACCOUNTANT	H	3.35	4.28	5.35	3.42	Each (2)
CLERK to ADVISORY COM.	A	3.35	4.28	5.35	1023	
CLERK to ASSESSORS	H	4.22	5.62	7.03	4.25	
OFFICE CLERK	H	3.35	4.28	5.35	3.61	Shared/3
BUILDING COMMISSIONER	F	--	3606	--	%	Of Fees
ELECTRICAL INSPECTOR	F	--	1280	--	%	Of Fees
PLUMBING INSPECTOR	F	--	959	--	%	Of Fees
TOWN COUNSEL	A	3820	5093	6366	--	Volume De- pendant
TOWN PROSECUTOR	A	*	*	*	3047	Retainer Fee
CLERK TO PLANNING BOARD	H	3.35	4.28	5.35	3.75	
SEC'Y TO SELECTMAN	A	4.22	5.62	7.03	5.95	\$12,367 Yrly
CLERK TO SELECTMEN	H	4.22	5.62	7.03	5.00	
DIRECTOR, COUNCIL ON AGING	H	3870	5160	6450	6500	\$125/wk-\$5/ Hr.
LIBRARIAN	H	3.35	4.40	5.50	4.40	Av/2 Posi.
HEAD LIBRARIAN	H	5.06	6.75	8.44	5.25	
CLERK/PARK COMMISSION	H	3.35	4.28	5.35	3.60	
TOWN HOUSE CUSTODIAN	A	*	*	*	6389	
SUPT. OF STREETS	A	15884	21179	26473	20043	
DOG OFFICER	H	1457	1942	2428	1739	
FIRE CHIEF/ FOREST FIRE WARDEN	A	*	*	*	585	
HEALTH OFFICER	A	2366	3154	3943	1370	
POLICE DEPT:						
SECRETARY/CLERK	W	*	*	*	180	(Part-time)
DISPATCHERS	W	*	*	*	243	(Avg. 3 Po)

* - No Mass. Municipal Report Figures Available

Key: A - Annual

H - Hourly

W - Weekly

F - Fees (Receives percentage of Fees collected)

SALARY SURVEY COMMITTEE PL
RECOMMENDATIONS

1. A Standing Committee to update compensation in a timely manner on a continuing basis.
2. Standard method of payroll disbursement in each category, i.e., hourly, weekly, annually.
3. The job of Clerk to Board of Assessors be examined for opportunities to reduce work load and increase productivity through better computerization.
4. That the bottom range of pay be used as the Entry Level, and the top range be reached after ten (10) years.

Respectfully submitted,

The Salary Survey Committee

February 4, 1985

REPORT OF THE COLLECTOR OF TAXES

OUTSTANDING PAST TAXES DUE AT JUNE 30, 1984

Real Estate		
1980		\$ 44.00
1981		3,681.03
1982		12,763.65
1983		39,870.88
Personal Property		
1980		311.43
1981		1,216.91
1982		1,310.48
1983		4,972.31
Motor Vehicle Excise		
1979		151.81
1980		1,765.18
1981		1,280.19
1982		5,130.91
1983		6,408.76

REPORT OF 1984 TAX COMMITMENTS

Real Estate Commitment	\$	2,025,447.95
Abatements, refunds	\$ 32,502.67	
Collected and paid Town Treasurer	<u>1,885,357.58</u>	<u>1,917,860.25</u>
Outstanding at June 30, 1984		107,587.70
Personal Property Commitment		87,700.68
Abatements, refunds	103.35	
Collected and paid Town Treasurer	<u>81,599.54</u>	<u>81,702.99</u>
Outstanding at June 30, 1984		5,997.79
Motor Vehicle Excise Commitment		101,117.94
Abatements, refunds	3,805.60	
Collected and paid Town Treasurer	<u>78,087.51</u>	<u>81,893.11</u>
Outstanding at June 30, 1984		19,224.83
Farm Animal Excise Commitment		524.00
Collected and paid Town Treasurer		524.00
Forest Products Tax Commitment		297.00
Outstanding at June 30, 1984		297.00
Items collected and paid Town Treasurer but not Committed:		
Fees on delinquent taxes		\$ 2,950.00
Interest on delinquent taxes		16,862.55

Respectfully submitted,

Janet M. Redin

TREASURER'S REPORT FISCAL 1984

July 1, 1983 - June 30, 1984

Cash balance as of 7/1/83 \$ 500,273.00

RECEIPTS:

Loans-----	\$ 1,350,000.00	
Interest on available funds -----	28,149.64	
Return of Cert. of deposit-----	9,819.95	
Revenue Sharing Funds-----	54,232.00	
Revenue Sharing Interest -----	9,577.12	
Remaining Receipts -----	4,043,915.08	
TOTAL RECEIPTS		5,495,693.79

DISBURSEMENTS:

Repayment on loans -----	1,409,651.34	
Interest paid on loans -----	28,771.63	
Principal paid on debt -----	85,000.00	
Interest paid on debt -----	12,495.00	
Revenue Sharing warrant -----	100,254.93	
Remaining disbursements -----	4,090,979.43	
TOTAL DISBURSEMENTS		5,602,766.47
BALANCE AS OF 6/30/84		393,200.32

Regional Communication System (WMLEC) Balance as of 6/30/84 5.675.75

INVESTMENT AND TRUST FUNDS FISCAL 1984

	Balance 7/1/83	Amount Deposit	Amount With.	Interest Gained	Balance 6/30/84
Library Book Newell	\$ 825.15	74.32		42.74	942.21
Day Library	838.27		187.00		806.74
Holt Library	1,246.01			48.33	1,294.34
Kindergarten Library	7,184.74			657.10	7,841.84
Charles Ballard Library	500.00			11.89	511.89
George Ballard Library	500.00			11.89	511.89
Cemetery Perp. Care	24,208.76		5500.00	1,915.74	20,624.50
Bumstead	5,773.38		1000.00	446.37	5,219.75
Conservation	6,302.00	1000.00		588.67	7,890.67
Council on Aging	2,356.77	929.00		153.54	3,439.31
Town Common	1,038.88		50.00	58.70	1,047.58
Stabilization	63,996.10		63,996.10		-----

Respectfully submitted,

Judith Mikkola
Town Treasurer

REPORT OF TOWN ACCOUNTANT

TOWN OF HAMPDEN
 COMBINED STATEMENT OF REVENUE, EXPENDITURES AND CHANGE IN FUND BALANCE
 BUDGET VS. ACTUAL
 GENERAL FUND - 1984

	<u>ESTIMATED</u>	<u>ACTUAL</u>	+ (-)
<u>REVENUES:</u>			
Real and Personal Property Taxes	2,025,188.15	2,113,558.29	
State Receipts	1,005,043.00	971,482.02	
Motor Vehicle Excise	103,053.00	125,034.91	
Licenses	11,153.00	11,609.75	
Fines	7,380.00	21,220.90	
General Government	5,123.00	5,181.65	
Interest	28,874.00	40,406.28	
Protection/Persons	212.00	1,144.00	
School and Library	716.00	680.22	
Cemeteries	5.00	177.00	
Recreation	1,488.00	2,695.00	
Other Excises		524.00	
All Other	29,600.00	27,599.49	
Total Revenue	3,217,835.15	3,321,313.51	103,478.36
<u>EXPENDITURES:</u>			
General Government	282,809.00	287,885.34	
General Town Services	129,103.00	130,213.81	
Highways	146,678.00	147,600.89	
Protection	251,976.00	258,976.53	
Schools	2,214,957.00	2,184,938.31	
Debt Service	163,588.68	163,588.68	
Special Articles	57,812.00	36,024.02	
Total Expenditures	3,246,923.68	3,209,227.58	37,696.10
Excess Revenue Over (Under) Expenditures:	(29,088.53)	112,085.93	141,174.46
<u>OTHER FINANCING SOURCES:</u>			
Revenue Sharing	100,255.00	100,254.93	(.07)
State Aid to Libraries	2,372.00	2,372.00	
<u>OTHER FINANCING USES:</u>			
State Assessment	132,827.30	131,352.89	1,474.41
Excess Other Financing Sources	(30,200.30)	(28,725.96)	1,474.34
Revenues and OFS Over (Under) Expenditures and OFU	(59,288.83)	83,359.97	142,648.80
Prior Year Expenditures		(1,753.12)	(1,753.12)
Total Revenues and OFS Over (Under) Expenditures and OFU and Prior Year Exp.	(59,288.83)	81,606.85	140,895.68
Fund Balance 7/1/83	213,371.81	213,371.81	
Fund Balance 6/30/84	154,082.98	294,978.66	140,895.68

COMBINED BALANCE SHEET
ALL FUNDS
1984

ASSETS	GENERAL FUND	TRUST/ AGENCY	CAPITAL PROJECTS	SPECIAL REVENUE	REVENUE SHARING	LONG TERM DEBT
<u>CASH:</u>						
Checking/Savings	378,364.33	2,455.47	21,935.51	38,054.70	56,645.15	
Investments						
<u>LIABILITIES:</u>						
Personal Property Taxes:						
1984	5,997.79					
1983	4,972.31					
1982	1,310.48					
1981	1,216.91					
1980	311.43					
Real Estate Taxes:	13,808.92					
1984	107,587.70					
1983	39,870.88					
1982	12,763.65					
1981	3,681.03					
1980	44.45					
Motor Vehicle Excise:	163,947.71					
1984	19,224.83					
1983	6,408.76					
1982	5,130.91					
1981	1,280.19					
1980	1,765.18					
1979	151.81					
Farm Animal Excise:	33,961.68					
Forest Products Excise	297.00					
Tax Liens Receivable:	297.41					
Due From Commonwealth:	2,376.16					
Due From Other Funds:	1,675.99		3,290.04	53,964.59		
Departmental:						
Amounts To Be Provided For Bond Payments:	594,727.20	2,455.77	25,225.55	91,999.29	56,645.15	255,000.00
						255,000.00

REPORT OF TOWN ACCOUNTANT

COMBINED BALANCE SHEET
ALL FUNDS
1984

	GENERAL FUND	TRUST / AGENCY	CAPITAL PROJECTS	SPECIAL REVENUE	REVENUE SHARING	LONG TERM DEBT
<u>LIABILITIES</u>						
<u>PAYABLES:</u>						
Warrants	80,512.69	114.98		6,858.76		
Withholdings	1,234.39					
Due to Other Funds	3,290.04					
	85,037.12					
<u>OPERATING RESERVE FOR ABATEMENT:</u>						
1984	48,313.01					
1983	5,355.30					
1982	18,091.55					
1981	12,799.74					
1980	355.86					
	84,915.46					
<u>REVENUES DEFERRED UNTIL COLLECTED:</u>						
Real and Personal Property Taxes	92,841.17					
Excises:						
Motor Vehicle	33,961.68					
Farm Animal	297.00					
Forest Products	297.41					
	127,397.26					
<u>TAILINGS:</u>						
<u>BONDS PAYABLE:</u>						255,000.00
<u>FUND BALANCES:</u>						
Reserved for Deficits	(25,016.03)					
Over Estimates State/County	206.41					
Overlay Surplus	104,798.98					
Reserved	11,573.51					
Unreserved	203,413.79					
	294,978.66	2,340.49	25,225.55	85,140.53	52,645.15	
	594,727.20	2,455.47	25,225.55	91,999.29	52,645.15	255,000.00

REPORT OF TOWN ACCOUNTANT

COMBINED STATEMENT OF
ACTUAL/ESTIMATED REVENUES
1984

STATE

	<u>Cherry Sheet Item</u>	<u>Estimated</u>	<u>Actual</u>	<u>Variance</u> <u>+ (-)</u>
A 6	Elderly Abatements	2,840.00		(2,840.00)
B 1	School Aid	506,546.00	506,546.00	
8	Transportation/Pupils	41,257.00	40,515.00	(742.00)
10	School Construction	43,733.00	43,732.81	(.19)
11	Transportation?Retarded	3,057.00	6,251.00	3,194.00
13	Tuition/State Wards	8,939.00	19,238.00	10,299.00
14	Tuition/Residential Students	44,014.00		(44,014.00)
23	Transportation/Mental Health		495.00	495.00
C 7	Veterans	1,538.00	2,981.21	1,443.21
8	Highway Construction	32,069.00	32,069.00	
10	Local Aid	210,136.00	210,094.00	(42.00)
11	Lottery	74,671.00	74,693.00	22.00
12	Highway Fund	34,867.00	34,867.00	
		<u>1,003,667.00</u>	<u>971,482.02</u>	<u>(32,184.98)</u>

REPORT OF TOWN ACCOUNTANT

LOCAL

<u>Assessors Recap Item</u>	<u>Estimated</u>	<u>Actual</u>	<u>Variance</u> <u>+ (-)</u>
1 Motor Vehicle Excises	103,053.00	125,034.91	21,981.91
2 Licenses/Permits	11,153.00	11,609.75	456.75
3 Fines	7,380.00	21,220.90	13,840.90
5 General Government	5,123.00	5,181.65	58.65
6 Protection-Persons/Property	212.00	1,144.00	932.00
9 Schools		251.52	251.52
10 Libraries	716.00	428.70	(287.30)
12 Cemeteries	5.00	177.00	172.00
13 Recreation	1,488.00	2,695.00	1,207.00
15 Farm Animal Excise		524.00	524.00
16 Interest	28,874.00	40,406.28	11,532.28
20 Miscellaneous:		4,605.38	4,605.38
Dog Officer	501.00	462.55	(38.45)
Council on Aging	1,068.00	1,121.00	53.00
METCO	27,000.00	20,784.75	(6,215.25)
Usage	1,011.00	564.63	(446.37)
Telephone	20.00	47.40	27.40
Sale of Town Property		14.00	14.00
	<u>187,604.00</u>	<u>236,273.42</u>	<u>48,669.42</u>
Total Local	187,604.00	236,273.42	48,669.42
State	<u>1,003,667.00</u>	<u>971,482.02</u>	<u>(32,184.98)</u>
	<u>1,191,271.00</u>	<u>1,207,755.44</u>	<u>16,484.44</u>

REPORT OF TOWN ACCOUNTANT

DETAIL OF CASH RECEIPTS

GENERAL FUND

1984

TAXES:

Real Estate:

1984	1,885,357.58	
1983	138,912.11	
1982	14,952.98	
1981	7,901.80	
		2,047,124.47

Personal Property:

1984	81,599.54	
1983	850.98	
		82,450.52

Excises:

Motor Vehicle:

1984	78,087.51	
1983	47,470.67	
1982	1,871.25	
1981	2.00	
		127,431.43

Farm Animals:

1984	524.00	
		524.00

ESTIMATED REVENUE:

State:

School Aid	506,546.00	
Transportation:		
Pupils	40,515.00	
Retarded	6,251.00	
Mental Health	495.00	
Tuitions-State Wards	19,238.00	
School Construction	43,732.81	
Veterans	2,981.21	
Highway Construction	32,069.00	
Highways/General Fund	34,867.00	
Local Aid	210,094.00	
Lottery	74,693.00	
		971,482.02

Local:

Licenses/Permits	11,609.75
Fines	21,220.90
General Government	5,181.65
Protection-Persons/Property	1,144.00
School	251.52
Library	428.70
Cemeteries	177.00
Recreation	2,695.00
Interest:	
Taxes and	
Investments....combined	40,406.28

REPORT OF TOWN ACCOUNTANT

Miscellaneous	4,605.16		
Aging/Council	1,121.00		
Dogs	462.55		
METCO	20,784.75		
Usage	564.63		
Telephone	47.40		
Sale/Town Property	14.00		
		110,714.29	
			3,339,726.73
<u>OTHER FINANCING SOURCES:</u>			
Revenue Sharing	100,254.93		
Library Aid	2,372.00		
		102,626.93	
<u>AGENCY ACCOUNTS:</u>			
Federal Tax Withholding	219,448.62		
State Tax Withholding	80,145.64		
County Retirement Withholding	31,031.81		
Blue Cross Withholding	56,234.21		
Life Insurance Withholding	955.28		
Charitable Deductions Withholding	53.00		
Union Dues	897.88		
Police Revolving	547.50		
		389,313.94	
<u>PRIOR YEAR RECEIVABLES:</u>			
State Tuitions/Residents	39,149.00		
			39,149.00
<u>ALL OTHER:</u>			
Tailings	2,406.73		
Temporary Loans	1,350,000.00		
Trust & Agency	3,290.04		
Refunds/Tractor	8,262.22		
		1,363,958.99	
TOTAL CASH RECEIPTS:			5,234,775.59
7/1/83 BALANCE			136,021.32
			<u>5,370,796.91</u>

REPORT OF TOWN ACCOUNTANT

DETAIL OF CASH DISBURSEMENTS
GENERAL FUND
1984

GENERAL TOWN GOVERNMENT:

Accountant:	
Salary	4,254.00
Clerical	1,419.00
Expenses	285.00
Advisory Board:	
Clerical	984.00
Expenses	125.00
Board of Appeals:	245.61
Assessors:	
Salaries	3,072.00
Clerical	6,199.73
Expenses	1,890.00
Data Processing	1,312.95
Building Department:	
Code Enforcement	500.00
Inspectors	5,115.22
Insurance:	
Retirement	37,390.50 ¹
Group Ins./Employees	52,065.69
Property & Casualty	39,289.58
Unemployment Comp.	1,005.49
Law:	
General Expenses	1,500.00
Town Counsel	9,038.45
Town Prosecutor	2,686.00
Planning Board:	
Clerical	1,387.00
Expenses	108.99
Registrars:	
Salaries	395.00
Election Expenses	1,759.03
Street Lists	1,171.55
Selectmen:	
Salaries	1,830.00
Secretarial	11,890.92
Clerical	4,089.45
Expenses	1,865.41
Legal Advertising	160.75
Tax Collector:	
Salary	7,300.00
Expenses	2,950.00

REPORT OF TOWN ACCOUNTANT

Town Clerk:	
Salary	6,500.00
Expenses	500.00
Town Report:	2,000.00
Treasurer:	
Salary	7,299.76
Expenses	1,414.65
Payroll Service	2,300.00
Certified Notes	115.00
Short Term Interest	22,416.07
Veterans' Benefits:	4,663.04

250,494.84

GENERAL TOWN SERVICES:

Academy Hall:	1,500.00
Conservation Commission:	423.78
Council on Aging:	
Director	5,512.00
Expenses	1,974.00
Sanitary Landfill Maint:	22,000.00
Dutch Elm Disease:	400.00
Insect Pest Control:	292.00
Library:	
Salaries	15,720.58
Expenses	1,420.71
Books & Periodicals	6,515.64
Memorial Day:	442.56
Energy Conservation:	105.10
Office Equipment:	
Maintenance	842.84
Supplies	2,226.45
Acquisitions	755.34
Park & Recreation:	
Salaries	6,546.00
Expenses	4,000.00
Summer Program	8,068.03
Capital Improvements	1,896.83