

**SPECIAL TOWN MEETING**  
**COMMONWEALTH OF MASSACHUSETTS**

**Tuesday, May 16, 2017**

**6:30 p.m.**

Special Town Meeting, Tuesday, May 16, 2017, 6:30 p.m. at the Southwick Regional School, 93 Feeding Hills Road, in the Auditorium.

**HAMPDEN SS.** To either of the Constables of the Town of Southwick in the County of Hampden:

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town qualified to vote in elections and town affairs to meet and assemble at the SOUTHWICK REGIONAL SCHOOL AUDITORIUM ON Tuesday, May 16, 2017 at 6:30 p.m. then and there for the Special Town Meeting and to act on the following articles:

**ARTICLE 1.** To see if the Town will vote to appropriate and transfer from available funds (General Salary Reserve, Water and Sewer Salary Reserve) the sum of \$61,747.00 for the following salary accounts:

Selectmen's Administrative Assistant-----	\$980.00	DPW Supervisor-----	\$373.00
Selectmen's Clerical-----	\$587.00	DPW Special Assistant Highway-----	\$365.00
Chief Administrative Officer-----	\$1,905.00	Solid Waste Overtime-----	\$6,000.00
Assistant Accountant-----	\$945.00	Sewer Implementation Clerical-----	\$100.00
Finance Committee-----	\$25.00	Cemetery Sexton-----	\$320.00
Town Clerk/Treasurer/Collector-----	\$3,015.00	Director of Health Service-----	\$885.00
Assistant Town Clerk/Treasurer/Collector--	\$917.00	Board of Health Clerical-----	\$25.00
Conservation Coordinator-----	\$621.00	Emergency Management Director-----	\$221.00
Planning Board Planner-----	\$510.00	Council on Aging Director-----	\$2,455.00
Planning Board Clerical-----	\$352.00	Council on Aging Clerical Staff-----	\$785.00
Board of Appeals Clerical-----	\$25.00	Assistant Library Director-----	\$955.00
Computer System Administrator-----	\$1,050.00	Park and Rec Clerical-----	\$500.00
Custodial-----	\$1,000.00	Total	\$60,000.00
Town Hall Part Time-----	\$9,119.00		
Town Hall Overtime-----	\$2,000.00	<u>Sewer</u>	
Police Chief-----	\$2,500.00	DPW Special Assistant Highway-----	\$365.00
Police Department Secretary-----	\$915.00	DPW Supervisor-----	\$373.00
Police Department Records Clerk-----	\$305.00	Part Time Clerical Sewer-----	\$100.00
Police Department Overtime-----	\$15,000.00	Total	\$838.00
Dispatch Part-Time-----	\$4,000.00	<u>Water</u>	
Fire Department Clerical-----	\$563.00	DPW Supervisor-----	\$373.00
EMS Clerical-----	\$282.00	DPW Special Assistant Highway-----	\$365.00
Animal Control-----	\$300.00	Part Time Clerical Water-----	\$171.00
Animal Control Part Time-----	\$100.00	Total	\$909.00

Or take any other actions relative thereto.

Requested by the Select Board, Sewer Commission  
and Water Commission

**ARTICLE 1 EXPLANATION:** This transfer from existing funds covers negotiated agreements for staff and cost of living adjustments for 36 non-union staff for the present fiscal year. These funds come from several Salary Reserve Accounts and available funds, set aside to cover these costs. Funds also cover backfill expenses for people out with on the job injuries and sickness.

**ARTICLE 2.** To see if the Town will vote to appropriate and transfer the sum of \$288,500.00 from available funds (Free Cash & Water Retained Earnings) for the following Operational Line items or take any other actions relative thereto

Snow/Ice Removal	\$ 270,600.00
SPD Cruiser Maintenance	\$ 4,000.00
Park/Recreation Mower Repair	\$ 3,200.00
Finance Committee Reserve Account	\$ 10,700.00

Requested by the DPW, Town Accountant, and Select Board

**ARTICLE 2 EXPLANATION:** The Town experienced snow and icing events beyond what was budgeted, some of which required overtime and the use of outside hired vendors. The cost of road salt to treat roads contributed heavily to these expenses. This will allow the Town to close out its books in balance without a snow/ice deficit as of June 30th. Otherwise the deficit would be added to next fall's tax bill.

- The Southwick Police Department experienced higher than anticipated repairs to cruiser vehicle fleet.
- Park n' Recreation needs funds to rehabilitate a large mower used for rail-trail mowing to ensure trail is regularly mowed for users.
- The DPW Water Division had an unexpected retirement in the last couple of months. Finance Committee Funds were used to cover expense temporarily and these funds reimburse the account.

**ARTICLE 3.** To see if the Town will vote to appropriate and transfer from available funds (Free Cash) the sum \$363,800.00 in connection with the following Capital Items or take any other action relative thereto.

Small Bridge/Culverts	\$ 300,000.00
Building Maintenance Dept Truck	\$ 35,000.00
Building Inspector Vehicle Tires	\$ 800.00
Conservation Commission Computer	\$ 2,500.00
Planning Board Vertical File Cabinet	\$ 2,000.00
SFD Truck Fleet Tires	\$ 23,500.00

Requested by the DPW, Select Board and Fire Dept.

**ARTICLE 3 EXPLANATION:** Funds are requested to replace failing bridges and culverts. These funds leverage a \$500,000.00 MassDOT Grant Award for replacement of a culvert at Shurtleff Brook on North Loomis Street. The project has been structured to leave one lane open at all times for emergency response purposes.

- Approval of funds will allow the Town to secure a new 4 wheel truck for Buildings/Grounds and transfer the older 2 wheel drive vehicle to Park and Recreation for summertime seasonal operations.
- The Conservation Commission requires a new updated computer work station specified to run its' Arc View Mapping Programs.
- Replacement tires are needed for the Building Inspector car and the Southwick Fire Department truck fleet due to both age and use.
- The Planning board needs a vertical file cabinet to keep increased number set of plans coming into office in a secured place. Current units at max capacity.

**ARTICLE 4.** To see if the Town will vote to appropriate and transfer from available funds (Free Cash) the sum of \$20,000.00 to the Other Post Employment Benefits Trust Fund (O.P.E.B.) established under the provisions of M.G.L Chapter 32B, Section 20 or take any other actions relative thereon.

Requested by Town Accountant

**ARTICLE 4 EXPLANATION:** This article allows us to make our annual deposit to the Other Post Employment Benefit (OPEB) Trust Fund established at a Town Meeting several years ago. The Town currently pays for post employment health care expenses on a pay as you go basis. This type of fund, which was authorized by State law, provides a tool for municipalities to recognize the liability and begin to cover future costs. Eventually this fund will hold several hundred thousand dollars to cover health costs. Annually contributing to it is recommended by our outside Auditors and is looked upon favorably by our Bond Rating Agencies.

Given under our hands at said Southwick this 28th day of April the year of the Lord Two Thousand and Seventeen.

SELECT BOARD

\_\_\_\_\_  
Russell S. Fox, Chairman

\_\_\_\_\_  
Doug Moglin, Vice-Chairman

\_\_\_\_\_  
Joseph J. Deedy, Clerk

HAMPDEN SS.,

Pursuant to the within warrant I have notified and warned the inhabitants of the Town of Southwick by posting up attested copies of the same three (3) public places in said Town at least fourteen (14) days before the date thereof, as within directed.

Constable of Southwick, MA

\_\_\_\_\_  
William Terry

A TRUE COPY

ATTEST:

TOWN CLERK, SOUTHWICK, MA

\_\_\_\_\_  
Michelle Hill, Town Clerk

POSTED: TOWN HALL, POST OFFICE, AND LIBRARY