

# Town of Southwick, Massachusetts

454 College Highway, Southwick, MA 01077

## STM May 19, 2015 Warrant Explanations

**\*\*\*NOTE: THIS DOCUMENT REPRESENTS THE ACTUAL WARRANT SIGNED BY THE BOARD OF SELECTMEN AND POSTED BY THE CONSTABLE AT SOUTHWICK TOWN HALL, SOUTHWICK POST OFFICE AND SOUTHWICK PUBLIC LIBRARY.\*\*\***

**SPECIAL TOWN MEETING with Explanations**  
**COMMONWEALTH OF MASSACHUSETTS**  
**Tuesday, May 19, 2015**  
**6:15 p.m.**

Special Town Meeting, Tuesday, May 19, 2015, 6:15 p.m. at the Southwick Tolland Regional High School, 93 Feedings 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-TOLLAND REGIONAL HIGH SCHOOL AUDITORIUM ON Tuesday, May 19, 2015 at 6:15 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 the sum of \$94,820.00 for the following salary accounts:

Selectmen's Administrative Assistant	\$1,145.00	Animal Control Part Time	\$300.00
Selectmen's Clerical	\$712.00	DPW Special Assistant Highway	\$295.00
Chief Administrative Officer	\$1,830.00	DPW Full time	\$4,600.00
Finance Committee	\$50.00	DPW Overtime	\$700.00
Accounting Clerical	\$800.00	Solid Waste Full Time	\$3,255.00
Director of Assessments	\$500.00	Sewer Implementation Clerical	\$35.00
Assessor Clerical	\$1,561.00	Director of Health Service	\$810.00
Town Clerk/Treasurer/Collector	\$1,383.00	Board of Health Clerical	\$35.00
Conservation Coordinator	\$670.00	Council on Aging Director	\$865.00
Planning Board Planner	\$100.00	Council on Aging Clerical Staff	\$1,890.00
Planning Board Clerical	\$560.00	Library Director	\$7,600.00
Board of Appeals Clerical	\$50.00	Assistant Library Director	\$1,308.00
Computer System Admin	\$835.00	Park and Rec Clerical	\$100.00
Secretary of Inspectional Services	\$1,250.00		
Building & Grounds Supervisor	\$1,290.00	<b>TOTAL</b>	<b>\$77,846.00</b>
Custodial	\$690.00		
Town Hall Part Time	\$8,000.00	Sewer Part time Clerical Sewer	\$100.00
Town Hall Overtime	\$500.00	Sewer Full time	\$3,500.00
Police Chief	\$1,850.00	DPW Special Assistant Highway	\$300.00
Police Department Secretary	\$1,067.00	DPW Supervisor	\$356.00
Police Department Records Clerk	\$50.00	Sewer Overtime	\$100.00

Full Time Police Officers	\$18,120.00		
Police Holiday Pay	\$1,000.00	<b>TOTAL</b>	<b>\$4,356.00</b>
Full Time Dispatch	\$5,265.00		
Dispatch Holiday Pay	\$150.00	Part Time Clerical Water	\$100.00
Dispatch Overtime	\$500.00	DPW Special Assistant Highway	\$300.00
Fire Chief	\$1,648.00	DPW Supervisor	\$356.00
Fire Department Secretary	\$784.00	Water Clerical	\$8,762.00
Emergency Management Director	\$246.00	Water Full Time	\$3, 000.00
Aux Stipend	\$100.00	Water Overtime	\$100.00
Building Inspector	\$3,000.00		
Animal Control	\$347.00	<b>TOTAL</b>	<b>\$12,618.00</b>

Or take any other action thereto.

Requested by the Board of Selectmen

#### **ARTICLE 1 EXPLANATION:**

**This transfer from existing funds covers negotiated agreements for 4 unions (39 employees) and cost of living adjustments for 32 non-union staff for the present fiscal year. Other units are already under agreement or still in negotiations.**

**ARTICLE 2.** To see if the Town will vote to appropriate and transfer the sum of \$408,500.00 from available funds (Free Cash) for the following Operational Line items or take any other action relative thereto

Road Patching/Paving	\$ 75,000.00
Snow/Ice Removal Expenses*	\$325,000.00
Ambulance Billing**	\$ 1,500.00
Veteran's Services Expenses***	\$ 7,000.00

Requested by Town Accountant  
and Board of Selectmen

#### **ARTICLE 2 EXPLANATION:**

**\*Snow/Ice Removal Expenses - The Town experienced more than average snow and icing events, 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. It also covers the cost of additional pot hole patching activities townwide.**

**\*\*To accommodate the increase in ambulance billing for outside vendor for the actual amount collected.**

**\*\*\*To cover increased claims for Veterans who are income eligible for these benefits that must be paid for locally. The funds are reimbursed to Town at a later date by the State.**

**ARTICLE 3.** To see if the Town will appropriate \$20,000.00 from Free Cash to pay costs and expenses for repairs to the Southwick Rail/Trail due to erosion problems, or to take any other action relative thereto.

Requested by the Park & Recreation Commission

#### **ARTICLE 3 EXPLANATION:**

**The \$20,000 is to Fix Rail Trail Erosion – Water from two existing storm drains, which carry water to an existing overflow pipe extending five feet out of a sloped embankment, as water comes out it is**

**causing serious soil erosion and encroaching toward the shoulder area of the rail trail. This is on the east side of trail going north toward Westfield.**

**ARTICLE 4.** To see if the Town will vote to appropriate and transfer from Free Cash the sum of \$350,000.00 in connection with the following Capital Items or take any other action relative thereto.

Library Sprinkler System Replacement*	\$ 90,000.00
DPW Roll Off Truck**	\$180,000.00
DPW One Ton Truck w/Plow Package***	\$ 80,000.00

Requested by the Finance Committee

**ARTICLE 4 EXPLANATION:**

**\*The Town Library Sprinkler System is experiencing many leaks due to pinholes developed in the original piping and must be changed to maintain the code required fire protection system for the building.**

**\*\*DPW requests to appropriate funds purchase a new roll-off truck for the transfer station. The existing roll-off truck is a 2004 Sterling LT95000 with 170,000 miles.**

**\*\*\*DPW requests to appropriate funds to purchase a new one ton pick-up truck with plow package and dump body for use by the Highway Department. This truck will replace a 2001 Ford F450 with 112,000 miles.**

**ARTICLE 5.** To see if the Town will vote to appropriate and transfer from Water (\$60,000.00) and Sewer (\$60,000.00) Retained Earnings the sum of \$120,000.00 in connection with the development and installation of a DPW SCADA System or take any other action relative thereto.

SCADA	\$120,000.00
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Requested by Water Commission,  
Sewer Commission and DPW

**ARTICLE 5 EXPLANATION:**

**DPW requests to appropriate funds to implement a Supervisory Control and Data Acquisition (SCADA) System at all Town water and sewer facilities. This system will allow Town personnel to remotely monitor and control these facilities, which will reduce the need for routine service visits, generate reports automatically, and provide immediate knowledge of system performance.**

**ARTICLE 6.** To see if the Town will vote to appropriate and transfer the sum of \$25,000.00 from Water Available Funds in order to complete a Powder Mill Road Water Design or take any other action relative thereto.

Requested by the Water Commission  
and DPW

**ARTICLE 6 EXPLANATION:**

**DPW and Water Commissioners request to appropriate funds to design a new water main in the Powder Mill Road area in conjunction with the sewer project. The existing water mains are old and undersized.**

**ARTICLE 7.** To see if the Town will vote to appropriate and transfer from Free Cash the sum of \$20,000.00 to the Other Post Employment Benefits Trust fund established under the provisions of M.G.L. Chapter 32B, Section 20 or take any other action relative thereon.

Requested by Town Accountant

**ARTICLE 7 EXPLANATION:**

This article allows us to make our fourth annual deposit to the Post Employment Benefit 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 in the last five years, provides a tool for municipalities to recognize the liability and begin to cover future costs. Eventually this fund will hold somewhere between \$100,000 and \$200,000 to cover health costs. Starting this fund and annually contributing to it is recommended by our outside Auditors and is looked upon favorably our Bond Rating Agencies.

**ARTICLE 8.** To see if the Town will vote to appropriate and transfer from the Water Division Retained Earnings the sum of \$ 67,000.00 for the purchase of Springfield Water or take any other action relative thereto.

Requested by the Water Commission  
and DPW**ARTICLE 8 EXPLANATION:**

DPW and Water Commissioners request to appropriate and transfer funds from the Retained Earnings Account to pay for the purchase of water from Springfield Water & Sewer Commission (SWSC). This request is necessary because the Town used more water than originally anticipated and the rates paid to SWSC increased.

**ARTICLE 9.** To see if the Town will vote to appropriate and transfer the sum of \$17,500.99 from the current FY15 Debt Service Line Item to pay design and incidental expenses related to the Above Ground Storage Tank project at the DPW yard, or take any other action relative thereto.

Requested by Board of Selectmen  
and Town Accountant**ARTICLE 9 EXPLANATION:**

This article allows us to pay off the small amount of debt that we had to borrow. Funds were expended for the preliminary design/permit of the new tanks but a question arose about accommodating the school bus fueling needs. We have postponed the Above Ground Storage Tank project at the DPW yard for now. We had budgeted for borrowing of these funds and we need to pay off this small amount of debt.

Given under our hands at said Southwick this 1st day of May the year of the Lord two thousand and fifteen.

BOARD OF SELECTMEN

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Russell S. Fox, Chairman

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Joseph J. Deedy, Vice-Chairman

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Tracy L. Cesan, Clerk  
(Tracy L. Cesan is signing for all Articles except Fire, EMS, Dispatch and Salary related Articles)

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 fourteen (14) days before the date thereof, as within directed.

Constable of Southwick, MA

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T. J. Welch

A TRUE COPY  
ATTEST:

TOWN CLERK, SOUTHWICK, MA

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Michelle L. Hill, Town Clerk

POSTED: TOWN HALL, POST OFFICE, AND LIBRARY