

**Special Town Meeting
May 4, 2015**

Moderator Sean J. Kealy called the meeting to order at 7:51PM in the auditorium of the Hanson Middle School with Jerome Thompson, Gerard A. Lozeau and Antonio Santalucia appointed and sworn in to serve as tellers.

Town Counsel was Jason Talerman from the firm of Blatman, Bobrowski & Mead.

A quorum was present with 216 voters in attendance.

ARTICLE 1: To see if the Town will vote to transfer a sum of money from free cash to pay unpaid bills from FY 2014 or take any other action in relation thereto.

Proposed by the Board of Selectmen

Explanation: These funds are needed to pay for bills received after the close of fiscal year 2014. Requires a 9/10 vote.

Finance Committee recommends.

Motion: Kenny Mitchell
Second: Bruce Young

VOTED Aye, voice declared 9/10 by moderator to transfer \$104.00 for free cash to pay unpaid bills from FY 2014.

ARTICLE 2: To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations previously voted at the Annual Town Meeting of May, 2014 for the Fiscal Year beginning July 1, 2014 for various Town Departments, or take any action in relation thereto.

Item #	Budget Line #	Department	Budget	Adjustment	Revised FY15 Budget	Funding Source
1	11	Dept. 145 – Treasurer/Collector Salaries	\$175,333	\$500	\$175,833	Line 60 - Dept. 340 – Norfolk Agricultural
2	31	Dept. 192 - Municipal Buildings, Salaries	\$49,245	\$500	\$49,745	Line 60 - Dept. 340 – Norfolk Agricultural
3	32	Dept. 192 - Municipal Buildings, Expense	\$13,350	\$5,000	\$18,350	Line 60 - Dept. 340 – Norfolk Agricultural
4	35	Dept. 210 Police Expense	\$147,430	\$30,000	\$177,430	Line 34 – Dept. 210 – Police Salaries
5	39	Dept. 220 – Fire Salaries	\$1,546,741	\$35,000	\$1,581,741	Free Cash
6	64	Dept. 420 – Highway, Snow & Ice	\$177,050	\$400,000	\$577,050	Free Cash
7	66	Dept. 424 – Town-wide Fuel	\$140,000	\$30,000	\$170,000	Free Cash
8	69	Dept. 511 - Health Salaries	\$91,877	\$1,000	\$92,877	Line 60 - Dept. 340 – Norfolk Agricultural
9	70	Dept. 511 - Health Expense	\$6,360	\$2,500	\$8,860	Line 60 - Dept. 340 – Norfolk Agricultural
10	87	Dept. 913 – Unemployment	\$25,000	\$6,000	\$31,000	Line 60 - Dept. 340 – Norfolk Agricultural

Proposed by the Board of Selectmen

Explanation: The purpose of this article is to supplement a number of line items in the current fiscal year's budget (FY15) in order to fund a number of additional expenses associated with the following: A detailed handout will be presented to the voters at Town meeting outlining in detail these expenses.

Finance Committee recommends items 1-7 Hold items 8-10

Motion: Bill Scott
Second: Bruce Young

VOTED Aye, voice to transfer the sum of \$510,500 to supplement appropriations previously voted at the Annual Town Meeting of May, 2014 for the Fiscal Year beginning July 1, 2014 for various Town Departments as printed in the warrant.

ARTICLE 3: To see if the town vote to transfer \$6,545.00 from the amounts appropriated in Item 5 of Article 8 of the May 2014 Annual Town Meeting and transfer \$8,952.75 from the amounts appropriated in Article 5, Line 60 Norfolk Agricultural, free cash or available funds for the reimbursement of repairs to Hanson Middle School or take any other action relative thereto.

Proposed by the Board of Selectmen

Explanation: The amounts approved at the May 2014 Annual Town Meeting Article 8 were estimated costs. The final costs were as follows:

Item 1 - Replace Tile & Hallway	Approved \$40,000	Actual \$54,622.00
Item 5 - Bathroom Partitions	Approved \$26,000	Actual \$19,455.00
Item 6 - Seal Driveway	Approved: \$29,000	Actual \$29,875.75

Finance Committee recommends.

Motion: Bruce Young
Second: Donald Howard

VOTED Aye, voice to transfer \$6,545.00 from the amounts appropriated in Item 5 of Article 8 of the May 2014 Annual Town Meeting and transfer \$8,952.75 from the amounts appropriated in Article 5, Line 60 Norfolk Agricultural for the reimbursement to the Whitman Hanson Regional School District for repairs to Hanson Middle School.

ARTICLE 4: To see if the Town will vote to transfer a sum of money from Free Cash to contribute to the clean up of West Monponsett Pond or take any other action in relation thereto.

Proposed by the Board of Selectmen

Explanation: The Town of Halifax, with the assistance of the Commonwealth of Massachusetts, has funded the cost of clean up of West Monponsett Pond over the last decade. The next phase of clean up using aluminum sulfate to reduce the phosphorous is anticipated to \$62,000. As a portion of West Monponsett Pond lies in Hanson, the Town of Halifax has requested assistance in paying the cost of clean. Estimated amount \$6,200.00

Finance Committee recommends.

Motion: Donald Howard
Second: James McGahan

VOTED Aye, voice to transfer \$6,200 from Free Cash to contribute to the cleanup of West Monponsett Pond.

ARTICLE 5: To see if the Town will vote to transfer a sum of money from Free Cash or available funds to fund a study relative to the potential clean up of Wampatuck Pond or take any other action in relation thereto.

Proposed by the Board of Selectmen

Explanation: These funds are requested to conduct a study of Wampatuck Pond to evaluate contaminants and clean up recommendations. Estimated amount \$10,000

Finance Committee not to recommend.

Motion: James McGahan
Second: Donald Howard

VOTED Aye, voice to Pass Over Article 5.

ARTICLE 6: To see if the Town will vote to raise and appropriate, transfer a sum of money from Free Cash, a sum of money for the grading of private ways under the direction of the Highway Surveyor or take any other action in relation thereto.

Proposed by the Highway Surveyor

Explanation: These funds are used to purchase materials and for contracting a Contractor with grader for private ways which the Town maintains, a sum of \$10,000.00.

Finance Committee recommends.

Motion: Bob Brown
Second: Donald Howard

VOTED Aye, voice to transfer from Free Cash the sum of \$10,000.00 for grading private ways under the direction of the Highway Surveyor.

ARTICLE 7: To see if the Town will vote to raise and appropriate, transfer from Free Cash, a sum of money for the purchase and installation of a secured exterior Drop Box for delivery of tax and bill payments or take any other action in relation thereto.

Proposed by the Treasurer/Collector

Explanation: These funds are used to purchase and install a permanent exterior drop box which will allow residents to deliver their payment from their vehicles during none business hours. Estimated cost \$3,000.00.

Finance Committee to recommend.

Motion: Kenny Mitchell
Second: Donald Howard

VOTED Aye, voice to Pass Over Article 7.

ARTICLE 8: To see if the Town will vote to raise and appropriate or transfer from Free Cash or available funds, the sum of \$5,000 for the restoration of a more natural drainage runoff on land under the care and custody of the Conservation Commission abutting property along Katy Did Lane or take any other action in relation thereto.

Proposed by the Conservation Commission

Explanation: To restore and protect the natural movement and flows of storm water by breeching an artificial berm, in a manner that is environmentally consistent with the USDA contract governing restoration of the former Edgewood Bogs.

Finance Committee recommends.

Motion: John Kemmett
Second: Donald Howard

VOTED Aye, voice to transfer from Free Cash the sum of \$5,000.00 for the restoration of a more natural drainage runoff on land under the care and custody of the Conservation Commission abutting property along Katy Did Lane.

ARTICLE 9: To see if the Town will vote to raise and appropriate or transfer from Free Cash or available funds, the sum of \$5,000 to replenish the Conservation Fund to conduct open space management activities and related conservation purposes or take any other action relative thereto.

Proposed by the Conservation Commission

Explanation: The purpose of the Conservation Fund is to improve public access to and enjoyment of parcels of land currently under the care and custody of the Conservation Commission, such as the creation of parking spaces at open space parcels; and provide passive recreation information by providing maps of public lands, installing kiosks at open space parcels, and providing signs for existing municipal open space.

Finance Committee recommends.

Motion: John Kemmett
Second: Donald Howard

VOTED Aye, voice to transfer from Free Cash the sum of \$5,000.00 to replenish the Conservation Fund for open space management and related conservation purposes.

ARTICLE 10: To see if the Town will vote to raise and appropriate or transfer from Free Cash or available funds the sum of \$5,000 to update and revise the Open Space & Recreation Plan or take any other action relative thereto.

Proposed by the Conservation Commission

Explanation: The task of *updating* the Open Space & Recreation plan is currently one of the more important responsibilities of the Conservation Commission. Some of the goals of the OSRP are to: acquire land or conservation restrictions to permanently protect open space; provide a linked system of open space, trails and greenways that are accessible to the public; improve public access, and provide passive recreation information of public lands, maintaining kiosks at open space parcels, and providing signage for existing municipal open space. Several of these important goals were accomplished in 2013 aided by the use of Conservation Funds. In addition, the OSRP will expire in 2015 and will need to be updated before that time, in order to remain eligible for several state grant programs.

Finance Committee recommends.

Motion: John Kemmett
Second: Donald Howard

VOTED Aye, voice to transfer from Free Cash the sum of \$5,000.00 to update and revise the Open Space and Recreation Plan.

ARTICLE 11: To see if the Town will vote to transfer \$9,000 from free cash or any available funding source to have the exterior chimney torn down and rebuilt at the Liberty Street Fire station or take any other action in relation thereto.

Proposed by the Fire Chief

Explanation: This transfer is requested to have the exterior chimney completely torn down and rebuilt to prevent water from leaking into the attic space and bunk room.

Finance Committee recommends.

Motion: Jerry Thompson
Second: Donald Howard

VOTED Aye, voice to transfer \$9,000.00 from Free Cash to have the exterior chimney torn down and rebuilt at the Liberty Street Fire Station.

ARTICLE 12: To see if the Town will vote to transfer \$17,000 from free cash or any available funding source for the construction to reconfigure the interior of the Liberty Street Fire station or take any other action in relation thereto.

Proposed by the Fire Chief

Explanation: This transfer is requested to have the front room at fire headquarters reconfigured to address operational needs.

Finance Committee to recommend.

Motion: Jerry Thompson
Second: Donald Howard

VOTED Aye, voice to Pass Over Article 12.

ARTICLE 13: To see if the Town will vote to transfer a sum of money from Free Cash to be added to Stabilization or take any other action in relation thereto.

Proposed by the Finance Committee

Explanation: This money will be used to increase the Stabilization Fund. A stabilization fund is a mechanism for setting aside money either for unforeseen needs or for capital projects. Such a fund is intended to equalize the effect of capital expenditures over time and to provide a “rainy day” fund. The dollar amount appropriated under this article will increase the Stabilization Fund to \$1,043,391.00 which represents 5% of the operating budget. The Town’s target has been to maintain close to 5% which is the industry standard minimum amount for Stabilization Funds as recommended by our auditors and will help to maintain a positive bond rating for future borrowing purposes. Estimated \$25,000. Requires a 2/3 vote.

Finance Committee recommends.

Motion: Barbara Arena
Second: Stephen McKinnon

VOTED Aye, voice declared 2/3 by moderator to transfer \$12,000.00 for free cash to be added to Stabilization.

ARTICLE 14: To see if the Town will vote to transfer a sum of money from Free Cash to be added to the Regional Schools Capital Stabilization fund as established by the October 2014 Special Town Meeting or take any other action in relation thereto.

Proposed by the Board of Selectmen

Explanation: This Stabilization Fund sets asides funds for the exclusive use of paying for capital improvements to the Hanson School Buildings and the Whitman Hanson Regional High School. Estimated \$10,000.00

Finance Committee recommends.

Motion: Bill Scott

Second: Donald Howard

VOTED Aye, voice to transfer \$10,000.00 from Free Cash to be added to the Regional Schools Capital Stabilization Fund as established by the October 2014 Special Town Meeting.

ARTICLE 15: To see if the Town will vote transfer from Free Cash or available funds to be added to Article 8 of the May 2012 Special Town Meeting firefighter retirements or take any other action in relation thereto.

Proposed by the Board of Selectmen

Explanation: These funds are needed to fund sick time and vacation buy back of retiring employees. Approx \$30,000

Finance Committee recommends.

Motion: Bruce Young

Second: Donald Howard

VOTED Aye, voice to transfer \$30,000.00 from Free Cash to be added to Article 8 of the May 2012 Special Town Meeting: Firefighter retirements.

ARTICLE 16: To see if the Town will vote to transfer from Water Surplus, \$60,000 to rehabilitate the wells at Crystal Spring Wellfield, or take any other action in relation thereto.

Proposed by the Water Commissioners

Explanation: The Water Department hired an engineering firm to conduct a capacity study on all four wells at the Crystal Spring Wellfield. This is the cost for rehabilitating the wells.

Finance Committee recommends.

Motion: Donald Howard
Second: James McGahan

VOTED Aye, voice to transfer from Surplus \$60,000.00 to rehabilitate the wells at the Crystal Spring Wellfield.

ARTICLE 17: To see if the Town will vote to accept the donation of land and buildings thereon located at 100 Hawks Avenue as depicted on a plan on file with the Town Clerk's Office. Said property to be used for general municipal purposes, or take any other action in relation thereto.

Proposed by the Board of Selectmen

Explanation: Consideration of acceptance of a gift of land and buildings from Hubbell, Inc. The land is a portion of the Former Lite Control Property.

Finance Committee does not recommend.

Motion: Bill Scott
Second: Donald Howard

There was a twenty minute PowerPoint presentation of Article 17 with a lengthy discussion by Town Meeting of the pros and cons to accepting this gift of land. Mr. O'Neil from the consulting firm GEI spoke and answered the voter's question on the land.

VOTED Aye, voice to accept the donation of land and buildings thereon located at 100 Hawks Avenue as depicted on a plan on file with the Town Clerk's Office, said property to be used for general municipal purpose.

ARTICLE 18: To see if the Town will vote to amend the Hanson General By-laws Article 2-11 Capital Improvement, Section 2, by deleting the amount "\$25,000" and in its place inserting the amount "\$35,000" or take any other action in relation thereto.

Proposed by the Town Administrator &
Capital Improvement Committee

Finance Committee recommends.

Motion: James McGahan
Second: Donald Howard

VOTED Aye, voice to amend Hanson General By-laws Article 2-11 Capital Improvement Committee, Section 2, by deleting the amount \$25,000.00 and in its place inserting the amount \$35,000.00.

ARTICLE 19: To see if the Town will vote to amend the Hanson General By-laws Article 2-11 Capital Improvement, Section 3, by deleting the last sentence and inserting in its place the following:

The Board of Selectmen shall submit its approved Capital Improvement Program to any Annual or Special Town Meeting for adoption by the Town.

or take any other action in relation thereto.

Proposed by the Town Administrator &
Capital Improvement Committee

Finance Committee recommends.

Motion: John Norton
Second: Donald Howard

VOTED Aye, voice to amend the Hanson General By-laws Article 2-11 Capital Improvement Committee, Section 3, by deleting the last sentence and inserting in its place the following: The Board of Selectmen shall submit its approved Capital Improvement Program to any Annual or Special Town Meeting for adoption by the Town.

ARTICLE 20: To see if the Town will vote to amend the Wage and Personnel By-Laws, Article 2-12, Classification and Compensation by inserting a new Section 10A as follows:

The Board of Selectmen may at its discretion secure contractual services for any employee position as outlined in the Wage and Personal By-laws. The contractual services utilized must be within classification salary ranges as described in the Wage and Personal By-law and within the Town's annual budget appropriation for the outlined position.

or take any other action in relation thereto.

Proposed by the Personnel Director and
Wage & Personnel Board

Explanation: The new section permits the Board of Selectmen to contract services of a Wage & Personnel positions.

Finance Committee recommends.

Motion: Bruce Young

Second: Donald Howard

This Article was put aside to wait for an amendment to be written up by Annmarie Bouzan that would have the Article to read as a “temporary” contractual service agreement. It was taken back up after Article 24 and amendment on the floor was defeated.

VOTED Aye 98, Nay 86 to amend the Wage and Personnel By-laws, Article 2-12, Classification and Compensation by inserting a new Section 10A. The Board of Selectmen may at its discretion secure contractual services for any employee position as outlined in the Wage and Personal By-laws. The contractual service utilized must be within the Town’s annual budget appropriation for the outlined position.

ARTICLE 21: To see if the Town will vote to amend the Wage and Personnel By-Laws, Article 2-12, Classification and Compensation by deleting Sections 11A through 11E in its entirety and inserting the new Sections 11A through 11E as printed below:

SECTION 11 A: PROFESSIONAL POSITIONS

	<u>7/1/14</u>	<u>7/1/15</u>
A. Director of Elder Affairs	35,000 to 55,000	35,000 to 55,000
B. Town Accountant <i>Town Accountant – Part-Time hourly rate</i>	45,000 to 75,000	45,000 to 75,000 <i>\$24.00 to \$41.00</i>
C. Treasurer/Collector	45,000 to 75,000	45,000 to 75,000
D. Inspector of Buildings –Full-time Salary Inspectorof Buildings – Part-time hourly rate	20,000 to 60,000 \$25.00 to \$35.00	20,000 to 60,000 <i>\$35.00 to \$45.00</i>
E. Health Agent	40,000 to 60,000	40,000 to 60,000
F. Assessor/Appraiser	45,000 to 70,000	45,000 to 70,000
G. Conservation Agent	35,000 to 70,000	35,000 to 70,000
H. Library Director	45,000 to 70,000	45,000 to 70,000
I. Town Planner	45,000 to 70,000	45,000 to 70,000
J. Town Planner/Conservation Agent	45,000 to 70,000	45,000 to 70,000
K. Highway Surveyor	45,000 to 70,000	45,000 to 70,000

SECTION 11 B: ADMINSTRATIVE AND/OR FULL TIME

	<u>7/1/14</u>	<u>7/1/15</u>
A. Executive Assistant	17.00 to 28.00	17.00 to 28.00
B. Assistant to Police Chief	17.00 to 28.00	17.00 to 28.00
C. Veterans Agent ~ Annual salary	7,000 to 18,000	7,000 to 18,000
D. Reference Librarian	17.00 to 28.00	17.00 to 28.00
E. Youth Service Librarian	17.00 to 28.00	17.00 to 28.00
F. Animal Control Officer ~ Annual Salary	17,000 to 28,000	17,000 to 28,000
G. Van Drivers/Aide*	8.00 to 17.00	8.00 to 17.00
H. Social Day Care Coordinator*	14.00 to 21.00	14.00 to 21.00
I. Camp Kiwanee Caretaker**	13.00 to 20.00	13.00 to 20.00

SECTION 11 C: PART TIME POSITIONS

	<u>7/1/14</u>	<u>7/1/15</u>
<i>A. Assistant Inspector of Building</i>	13.00 to 22.00	<i>22.00 to 30.00</i>
<i>B. Gas Inspector</i>	13.00 to 22.00	<i>22.00 to 30.00</i>
<i>C. Plumbing Inspector</i>	13.00 to 22.00	<i>22.00 to 30.00</i>
<i>D. Wiring Inspector</i>	13.00 to 22.00	<i>22.00 to 30.00</i>
E. Civil Defense Director ~ Annual Salary	900 to 1,300 yr	900 to 1,300 yr
F. Police Matron	8.00 to 13.00	11.00 to 22.00
G. Outreach/Seniors*	11.00 to 22.00	11.00 to 22.00
H. Assistant Coordinator*	8.00 to 17.00	8.00 to 17.00
I. Volunteer Services Intergenerational Coordinator*	10.00 to 19.00	10.00 to 19.00
J. Senior Center Support Staff *	8.00 to 17.00	8.00 to 17.00
K. Back-up Van Driver*	8.00 to 12.00	8.00 to 12.00
L. Animal Inspector	1,000 to 1,600	1,000 to 1,600
M. Election Clerk	8.00 to 15.00	8.00 to 15.00
N. Election Officer	8.00 to 15.00	8.00 to 15.00
O. Election Warden	8.00 to 15.00	8.00 to 15.00
P. Registrar of Voters	8.00 to 15.00	8.00 to 15.00
<i>Q. Assistant Caretaker**</i>	8.00 to 20.00	<i>8.00 to 25.00</i>
R. Sealer of Weights & Measurers ~ Annual Salary	2500 to 3500 yr	2500 to 3500 yr
S. Milk Inspector	150 to 300 yr	150 to 300 yr
T. Assistant Veterans Agent	10.00 to 15.00	10.00 to 15.00
U. Committee Clerical/Administrative Support Staff	9.00 to 15.00	9.00 to 15.00
V. Emergency Clerical Labor	9.00 to 15.00	9.00 to 15.00
W. Transfer Station Attendant	15.00 to 21.00	15.00 to 21.00
X. Camp Kiwanee Event Planner **	8.00 to 17.00	8.00 to 17.00
Y. Public Buildings custodian		18.00 to 24.00

SECTION 11D: SEASONAL POSITIONS **

	<u>7/1/14</u>	<u>7/1/15</u>
A. Beach Director	12.00 to 20.00	12.00 to 20.00
B. Water Safety Instructor	8.00 to 16.00	8.00 to 16.00
C. Lifeguards	8.00 to 16.00	8.00 to 16.00
D. Boat Coordinator	8.00 to 16.00	8.00 to 16.00
E. Boating Instructor	12.00 to 20.00	12.00 to 20.00
F. Concession Worker	8.00 to 16.00	8.00 to 16.00
G. Recreation Assistant	8.00 to 16.00	8.00 to 16.00
<i>H. Security/Gate Attendants</i>	<i>12.00 to 20.00</i>	<i>8.00 to 16.00</i>

*Positions are funded through the Multi-Service Senior Center's revolving account or grants

** Positions are funded through the Recreation Commission's Enterprise Fund.

SECTION 11E: CALL FIREFIGHTERS/OFFICERS

	<u>7/1/14</u>	<u>7/1/15</u>
Call Firefighters	16.00 to 18.00	16.00 to 18.00
Call Firefighters after Three Years	17.00 to 19.00	17.00 to 19.00
Call Lieutenants	17.00 to 20.00	17.00 to 20.00

\$500.00 stipend will be paid in June of each fiscal year to those call firefighters who successfully complete and maintain the certification of an EMT recognized by the State and approved by the Fire Chief. Paramedics will receive a \$1,000.00 stipend.

Explanation: The changes to the Compensation Plan are highlighted which include setting an hourly range for a Part-time Town Accountant, adjustment to ranges and re-titling the seasonal position from Security to Security/Gate Attendants.

Finance Committee recommends.

Motion: James McGahan

Second: Donald Howard

This Article was put aside to wait for an amendment to be written up by Thomas Dahlberg. The Article was taken back up after Article 20.

VOTED Aye, voice to amend the Wage and Personnel By-Laws, Article 2-12, Classification and Compensation by deleting Sections 11A through 11E in their entirety and inserting the new Sections 11A through 11E as printed in the warrant with an Amendment from the floor to Article 21 Section 11B Line C to read 7/1/15 \$17,000.00 to \$28,000.00. Motion: Thomas Dahlberg, Second: Richard Edgehille

ARTICLE 22: To see if the Town will vote to amend the Wage and Personnel By-Laws, Article 2-12, Classification and Compensation Section 12D Vacation Subsection “a 1” by inserting at the end the following:

Part time employees shall be paid weekly vacation according to their regularly scheduled hours.

or take any other action in relation thereto.

Proposed by the Personnel Director and
Wage & Personnel Board

Explanation: This revision clarifies the amount of vacation time afforded to part-time employees.

Finance Committee recommends.

Motion: Donald Howard
Second: James McGahn

VOTED Aye, voice to amend the Wage and Personnel By-laws, Article 2-12, Classification and Compensation Section 12D Vacation Subsection “a 1” by inserting at the end the following: Part time employees shall be paid weekly vacation according to their regularly scheduled hours.

ARTICLE 23: To see if the Town will vote to amend the Wage and Personnel By-Laws, Article 2-12, Classification and Compensation by deleting Section 12D Vacation Subsection “g” in its entirety and inserting the following:

Employees will be allowed to carry over not more than one week of unused vacation time.

or take any other action in relation thereto.

Proposed by the Personnel Director and
Wage & Personnel Board

Explanation: The previous version of the by-law prohibited carry over of vacation time. The new section permits employees to carry over not more the one week of vacation time. This provision is consistent with provisions afforded union employees.

Finance Committee recommends.

Motion: Kenny Mitchell

Second: Donald Howard

VOTED Aye, voice to amend the Wage and Personnel By-laws, Article 2-12, Classification and Compensation by deleting Section 12D Vacation Subsection “g” in its entirety and inserting the following: Employees will be allowed to carry over not more than one week of unused vacation time.

ARTICLE 24: To see if the Town will vote to amend the Wage and Personnel By-Laws, Article 2-12, Classification and Compensation by deleting Section 12G Bereavement Leave in its entirety and inserting the following:

Employees shall be granted five (5) consecutive working days off without loss of pay in the event of a death in the immediate family of the employee. Immediate family shall refer to a spouse, domestic partner, child, step-child, parent of either spouse, or step-parent of either spouse. Employees shall be granted three (3) consecutive working days off without loss of pay in the event of a death of a grandparent of either spouse, brother, step-brother, sister, step-sister or grandchild. Additional paid time off may be charged to personal time or vacation time, or additional time off without pay may be granted by the Town Administrator for justifiable reason. Such paid days off shall be on pro-rata basis in accordance with the regular schedule of daily hours worked by the employee.

In the event that the interment of, or memorial service for, any of the above-named relatives occurs at a time beyond the bereavement leave allowed, the employee may request to defer one (1) of the days to the later date. Such request shall be made at the time the employee notifies his/her supervisor of the need for bereavement leave and may be granted at the discretion of their supervisor.

In the event of a death which occurs during an employee's scheduled time off, the Town Administrator shall make adjustment for bereavement leave.

or take any other action in relation thereto.

Proposed by the Personnel Director and
Wage & Personnel Board

Explanation: The previous version of the by-law granted three bereavement days. This provision is consistent with provisions afforded union employees.

Finance Committee recommends.

Motion: Bill Scott

Second: Donald Howard

VOTED Aye, voice to amend the Wage and Personnel By-laws, Article 2-12, Classification by deleting Section 12G Bereavement Leave in its entirety and inserting the language as printed in the warrant.

The Moderator took up Article 20 and then Article 21.

Voted Aye, voice to dissolve the meeting at 9:28PM.

A true copy of the vote, Attest:

**Elizabeth Sloan, CMC, CMMC
Town Clerk**