

**Town Meeting Informational Warrant  
&  
Budget Recommendations**

*May 3, 2021 SPECIAL TOWN MEETING*

Whitman-Hanson High School – 7:30 p.m.



Prepared by the Town Administrator and Executive Assistant  
at the direction of the Board of Selectmen

April 21, 2021

To the Voters at the Hanson **May SPECIAL** Town Meeting:

The enclosed is an informational copy of the warrant for the May 3, 2021 **SPECIAL** Town Meeting for your convenience during the Town Meeting.

This informational warrant provides you with the most current information on each article, including explanations and recommendations. I hope that this will assist you during the meeting.

The legal warrant was posted on the 15<sup>th</sup> of April 2021, by the Constable of the Town of Hanson, in accordance with state law.

Cordially,

A handwritten signature in black ink, appearing to read "John Stanbrook". The signature is fluid and cursive, with a large initial "J" and "S".

John Stanbrook  
*Town Administrator*

# MAY 2021 SPECIAL TOWN MEETING

May 3, 2021

4/21/2021

Article	DEPT.	ITEM	AMOUNT	SOURCE	Free Cash	Other Sources	BOS Place on Warrant	BOS Recommend	Finance Recommend
1	Selectmen	Unpaid Bills	\$506.25	Free Cash	\$506		Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
2	Various Departments	FY21 Budget Transfers	\$230,419.00	Free Cash, Amb. RRA, Rec. Ret. Earnings.	\$41,200	\$189,219	Voted to Place 5-0	Voted to Recommend 5-0	Recommend 5-0
3	School Committee	Reimburse IH ES Rooftop Units	\$25,600.00	Article Turnbacks	\$25,600		Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
4	Police	TASERs Replacements	\$13,000.00	Article Turnbacks	\$13,000		Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
5	Police	12 Station Computers	\$15,655.00	Article Turnbacks	\$15,655		Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
6	Highway	Winter St. Culvert	\$180,000.00	Free Cash		\$180,000	Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
7	Highway	Gravel for Private Ways	\$14,000.00	Article Turnbacks	\$14,000		Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
8	Highway	72-inch Power Mower	\$14,500.00	Article Turnbacks	\$14,500		Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
9	Highway	Poor Meadow Guard Rails	\$16,600.00	Article Turnbacks	\$16,600		Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
10	Recreation	Repurpose Wiring Article	\$0.00	No Add'l Funding			Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
11	Planning	Repurpose Sidewalk Article	\$0.00	No Add'l Funding			Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
12	Treasurer/Collector	5 yr. Postage Meter Contract	\$0.00	Non-Financial			Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
13	Wage & Personnel	Classification Plan	\$0.00	Non-Financial			Voted to Place 5-0	Voted to Recommend 5-0	Recommend 6-0
		<b>Subtotal</b>	<b>\$510,280.25</b>		<b>\$141,061.25</b>	<b>\$369,219</b>			

SPECIAL SPECIAL SPECIAL SPECIAL SPECIAL SPECIAL

# TOWN MEETING

PLYMOUTH, SS.

To either of the Constables of the Town of Hanson, in the County of Plymouth:

GREETINGS,

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Hanson, qualified to vote in Town affairs, and elections, to meet at the Whitman-Hanson Regional High School on Franklin Street in said Hanson on **Monday the Third day of May, 2021** at 7:30 o'clock in the afternoon, to act on the following articles, to wit:

**ARTICLE 1:** To see if the Town will vote to transfer \$506.25 from Free Cash to pay unpaid bills from prior fiscal years; or take any other action in relation thereto.

Unpaid Bill No.	Department	Vendor	Amount	Funding Source
1	Risk Management	New Directions (Employee Assistance Program)	\$506.25	Free Cash

Proposed by the Board of Selectmen

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

**Recommendations:** *Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend*

**ARTICLE 2:** To see if the Town will vote to transfer \$41,200 from Free Cash, \$150,000 from Ambulance Receipts Reserved for Appropriation Fund, and \$39,219 from Recreation Enterprise Fund Retained Earnings, for a total to be transferred of \$230,419 to supplement appropriations previously voted in Article 6 and/or Article 7 of the July 29, 2020 Annual Town Meeting for the Fiscal Year beginning July 1, 2020 for various Town Departments as shown below; or take any other action in relation thereto.

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Proposed by the Board of Selectmen

No.	Budget Line Item	Funding Source	Amount	Purpose
1	Fire Salaries	Ambulance Receipts Reserved for Appropriation Fund	\$150,000.00	Increased Overtime Costs
2	Highway Snow & Ice	Free Cash	\$6,200.00	Snow & Ice Deficit
3	Fixed Costs Unemployment Compensation	Free Cash	\$35,000.00	Increased Unemployment Claims
4	Recreation Expenses	Recreation Enterprise Retained Earnings	\$39,219.00	Use of Retained Earnings to Bolster FY21 Revenue Budget
		<b>Totals</b>	<b>\$230,419.00</b>	

**Explanation:** The purpose of this article is to supplement a number of line items in the current fiscal year's budget (FY21) in order to fund various additional expenses incurred during the fiscal year.

**Recommendations:** *Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend*

**ARTICLE 3:** To see if the Town will vote to transfer \$25,600 from Free Cash to pay for a reimbursement to the Whitman-Hanson Regional School District for emergency repairs made to the Roof Top Unit at the Indian Head Elementary School; or take any other action in relation thereto.

Proposed by the Whitman-Hanson Regional School District

**Explanation:** The Roof Top Unit has been non-operable for four months, leaving the offices without heat or air conditioning. The emergency repairs were completed by the Regional School District in order to keep the heat and air conditioning working in the building. This article is to reimburse the Regional School District for that work in accordance with the Regional School Agreement.

**Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend**

**ARTICLE 4:** To see if the Town will vote to transfer \$13,000 from Free Cash for the purchase of ten (10) Electronic Control Weapons (also known as TASERS); or take any other action in relation thereto.

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Proposed by the Police Chief

**Explanation:** These funds will be used to replace ten Electronic Control Weapons (or ECWs). The current ECWs are over eight years old and have reached the end of their useful life.

***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

**ARTICLE 5:** To see if the Town will vote to transfer \$15,655 from Free Cash for the purchase and installation of twelve (12) desktop/laptop computers to be located at the Police Station; or take any other action in relation thereto.

Proposed by the Police Chief

**Explanation:** These funds will be used to replace twelve computers in the Police Station. The current computers are over six years old and have reached the end of their useful life.

***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

**ARTICLE 6:** To see if the Town will vote to transfer \$180,000 from the article previously voted in Article 3 Number 2 of the October 3, 2020 Special Town Meeting to repair and replace the culvert beneath Winter Street, including any and all incidental costs thereto; or take any other action in relation thereto.

Proposed by Interim Highway Director

**Explanation:** The culvert repair consists of two parallel corrugated metal culverts located between properties 428 and 458 Winter Street. The culverts direct water from a stream that is a tributary to the Indian Head Brook. These pipes have rotted and are in danger of failing. There is a metal plate covering the pipes on the west side of Winter Street. The roadway above the culvert is showing signs of pavement failure at the shoulders and the area has been known to flood during intense storms. This poses major safety concerns because the roadway supports heavy traffic with commercial trucks and school buses. The most advantageous timetable to perform this work would be during the dry summer months when the water table is low. Working on this repair during the summer would reduce water flow and mitigate any environmental impacts.

***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

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**ARTICLE 7:** To see if the Town will vote to transfer \$14,000 from Free Cash for improvements to private gravel roads in Town; or take any other action in relation thereto.

Proposed by the Interim Highway Director

**Explanation:** The Highway Department grades all private gravel roads in the Town of Hanson two times per year. These funds are required for this purpose as well as to compact the material appropriately and to fill potholes with suitable material between the grading cycles as necessary for public safety and emergency access.

***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

**ARTICLE 8:** To see if the Town will vote to transfer \$14,500 from Free Cash for the purchase of a 72-inch commercial lawnmower; or take any other action in relation thereto.

Proposed by the Interim Highway Director

**Explanation:** The Highway Department's mowers have smaller decks and are in deteriorating condition. The larger deck size will allow for a more efficient mowing operation. This mower will be used to mow Town fields, Town ballfields, and at other Town facilities.

***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

**ARTICLE 9:** To see if the Town will vote to transfer \$16,600 from Free Cash for the purpose of replacing the guardrails at Poor Meadow Brook on Route 27/Main Street; or take any other action in relation thereto.

Proposed by the Interim Highway Director

**Explanation:** According to a recent inspection from the Mass. Department of Transportation, the bridge carrying Route 27/Main Street over Poor Meadow Brook has a loose and missing cable guard system at all of the approaches. Also, the concrete posts were reported as deficient and leaning in multiple directions. The guardrails in this area do not meet safety specifications and need to be removed and replaced.

***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

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**ARTICLE 10:** To see if the Town will vote to change the voted purpose of Article 11 Number 5 of the July 29, 2020 Annual Town Meeting as follows:

**Original purpose as voted:** “Replace electrical wiring at Camp Kiwanee lodge.”

**Proposed new purpose:** “Replace and update any electrical wiring and fixtures at Camp Kiwanee Lodge to ensure that it is up to code including upgrades to the security camera system.”

; or take any other action in relation thereto.

Proposed by the Recreation Commission

**Explanation:** The original article specifically referred to the knob and tube wiring only. The Recreation Commission would like to upgrade the knob and tube wiring, but at the same time upgrade other types of wiring necessary, brighten light fixtures, and upgrade the existing security camera system. The amount in this account as of today is \$50,000.

***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

**ARTICLE 11:** To see if the Town will vote to change the voted purpose of Article 40 of the October 6, 2014 Special Town Meeting as follows:

**Original purpose as voted:** “...in order to update a plan entitled “Proposed Sidewalk Design North Side of Main Street from High Street to Indian Head Street, Hanson, MA.” This will include, but is not limited to, updating existing conditions survey originally performed in 2002, delineation and location of any wetland resource areas within 100’ of proposed construction and preparation of an existing conditions base plan for use in design of sidewalks.”

**Proposed new purpose:** “To hire an outside firm to draft a conceptual plan of the revitalization of Main Street Hanson.”

; or take any other action in relation thereto.

Proposed by the Planning Board

**Explanation:** The original article’s purpose was to update the plan for sidewalks on the north side of Main Street from High Street to Indian Head Street. The construction of those sidewalks would cost in excess of \$1 million. Since those sidewalks are cost prohibitive, this article would reallocate those funds to creating a conceptual plan for the revitalization of Main Street.



***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

**ARTICLE 12:** To see if the Town will vote to authorize the Town Administrator or Interim Town Administrator to enter in a postage meter contract for a period of five years as per Mass. General Laws Ch. 30B Section 12(b); or take any other action in relation thereto.

Proposed by the Board of Selectmen

**Explanation:** Mass. General Law Chapter 30B Section 12 (b) states (in part) the following:

“Unless authorized by majority vote, a procurement officer shall not award a contract for a term exceeding three years, including any renewal, extension, or option.”

The Town can get more advantageous, stable pricing and more up-to-date equipment with a five-year agreement. This article (if approved) will allow the Town Administrator or Interim Town Administrator to sign a five-year contract for the Town Hall postage meter.

***Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend***

**ARTICLE 13:** 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>7/1/20</u>	<u>7/1/21</u>
A. Director of Elder Affairs	35,000 to 65,000	35,000 to 65,000
B. Town Accountant	45,000 to 75,000	45,000 to 75,000
Town Accountant – Part-Time hourly rate	\$24.00 to \$41.00	\$24.00 to \$41.00
C. Inspector of Buildings –Full-time Salary	20,000 to 60,000	20,000 to 60,000
Inspector of Buildings – Part-time hourly rate	\$35.00 to \$45.00	\$35.00 to \$45.00
D. Health Agent	40,000 to 70,000	40,000 to 70,000
E. Conservation Agent	35,000 to 70,000	35,000 to 70,000
Conservation Agent -- Part-time hourly rate	28.00 to 45.00	28.00 to 45.00
F. Library Director	45,000 to 70,000	45,000 to 70,000
G. Town Planner	45,000 to 80,000	45,000 to 80,000
H. Town Planner/Conservation Agent	45,000 to 75,000	45,000 to 75,000

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I. Informational Technology Director	50,000 to 90,000	50,000 to 90,000
J. Recreation Director **	30,000 to 50,000	30,000 to 50,000

**SECTION 11 B: ADMINISTRATIVE AND/OR FULL TIME**

	<b>7/1/20</b>	<b>7/1/21</b>
A. Executive Assistant	17.00 to 32.00	17.00 to 32.00
B. Assistant to Police Chief	17.00 to 32.00	17.00 to 32.00
C. Veterans Agent ~ Annual salary	7,000 to 25,000	7,000 to 25,000
<b>D. Reference Librarian</b>	17.00 to 28.00	<b>22.00 to 31.00</b>
<b>E. Youth Services Librarian</b>	17.00 to 28.00	<b>22.00 to 31.00</b>
F. Animal Control Officer ~ Annual Salary	17,000 to 28,000	17,000 to 28,000
G. Van Drivers/Aide*	12.75 to 17.00	<b>13.50 to 17.00</b>
H. Social Day Care Coordinator*	14.00 to 21.00	14.00 to 21.00
I. Camp Kiwanee Caretaker**	13.00 to 20.00	<b>13.50 to 20.00</b>
<b>J. Youth Services Associate</b>	<b>17.00 to 28.00</b>	<b>18.00 to 24.00</b>

**SECTION 11 C: PART TIME POSITIONS**

	<b>7/1/20</b>	<b>7/1/21</b>
A. Assistant Inspector of Building	22.00 to 30.00	22.00 to 30.00
B. Gas Inspector	22.00 to 30.00	22.00 to 30.00
C. Plumbing Inspector	22.00 to 30.00	22.00 to 30.00
D. Wiring Inspector	22.00 to 30.00	22.00 to 30.00
E. Civil Defense Director ~ Annual Salary	900 to 1,300 yr	900 to 1,300 yr
F. Police Matron	12.75 to 22.00	<b>13.50 to 22.00</b>
G. Outreach/Seniors*	12.75 to 22.00	<b>13.50 to 22.00</b>
H. Assistant Coordinator*	12.75 to 17.00	<b>13.50 to 17.00</b>
I. Volunteer Services Intergenerational Coordinator*	12.75 to 19.00	<b>13.50 to 19.00</b>
J. Senior Center Support Staff *	12.75 to 17.00	<b>13.50 to 17.00</b>
K. Back-up Van Driver*	12.75 to 17.00	<b>13.50 to 15.00</b>
L. Animal Inspector	1,000 to 1,600	1,000 to 1,600
M. Election Clerk	12.75 to 16.75	<b>13.50 to 16.75</b>
N. Election Officer	12.75 to 16.75	<b>13.50 to 16.75</b>
O. Election Warden	12.75 to 16.75	<b>13.50 to 16.75</b>
P. Registrar of Voters	12.75 to 17.00	<b>13.50 to 17.00</b>
Q. Assistant Caretaker**	12.75 to 25.00	<b>13.50 to 25.00</b>
R. Sealer of Weights & Measurers ~ Annual Salary	2,500 to 3,500 yr	2,500 to 3,500 yr
S. Milk Inspector	150 to 300 yr	150 to 300 yr
T. Assistant Veterans Agent	12.75 to 15.00	<b>13.50 to 15.00</b>
U. Committee Clerical/Administrative Support Staff	12.75 to 15.00	<b>13.50 to 15.00</b>
V. Emergency Clerical Labor	12.75 to 15.00	<b>13.50 to 15.00</b>
W. Transfer Station Attendant	15.00 to 21.00	15.00 to 21.00

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X. Camp Kiwanee Event Planner **	12.75 to 17.00	<b>13.50 to 17.00</b>
Y. Facilities Manager	20,000 to 45,000	20,000 to 45,000
Z. Public Buildings Custodian	18.00 to 24.00	18.00 to 24.00
AA. Assistant Health Agent	13.00 to 22.00	<b>13.50 to 22.00</b>
BB. Student Police Officer	20.00 to 35.00	20.00 to 35.00
CC. Informational Technology Director	\$50,000 - \$90,000	\$50,000 - \$90,000
DD. Part-time Police Officers/Special Police Officers	\$25.00 to \$55.00	\$25.00 to \$55.00

**SECTION 11 D: SEASONAL POSITIONS \*\***

	<b><u>7/1/20</u></b>	<b><u>7/1/21</u></b>
A. Beach Director	12.75 to 20.00	<b>13.50 to 20.00</b>
B. Water Safety Instructor	12.75 to 16.00	<b>13.50 to 16.00</b>
C. Lifeguards	12.75 to 16.00	<b>13.50 to 16.00</b>
D. Boat Coordinator	12.75 to 16.00	<b>13.50 to 16.00</b>
E. Boating Instructor	12.75 to 20.00	<b>13.50 to 20.00</b>
F. Concession Worker	12.75 to 16.00	<b>13.50 to 16.00</b>
G. Recreation Assistant	12.75 to 16.00	<b>13.50 to 16.00</b>
H. Security/Gate Attendants	12.75 to 16.00	<b>13.50 to 16.00</b>

\*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 11 E: CALL FIREFIGHTERS/OFFICERS**

	<b><u>7/1/20</u></b>	<b><u>7/1/21</u></b>
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.

or take any other action in relation thereto.

Proposed by the Personnel Director and  
 Wage & Personnel Board

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**Explanation:** The changes to the Compensation Plan are in *bold italicized* text. The changes include adjusting the minimum range for all positions from \$12.75 to \$13.50 to reflect the increase in the minimum wage. The plan also contains changes to the Reference Librarian, Youth Services Librarian, and Youth Services Associate Librarian on the Compensation Plan.

*Board of Selectmen Voted 5-0 to Recommend  
Finance Committee Voted 6-0 to Recommend*

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And you are directed to serve this Warrant by posting attested copies thereof, at the Town Hall, the Fire Station, the public stores, and Post Offices, fifteen days at least, before the said meeting.

Hereof fail not, and make due return of this Warrant, with your doings thereon, to the Town Clerk at the time and place above-mentioned.

Given under our hands, this thirteenth day of April, in the year of our Lord two thousand twenty-one.

**Selectmen of Hanson**

\_\_\_\_\_  
Kenneth Mitchell, Chairman

\_\_\_\_\_  
Matthew Dyer, Vice-Chairman

\_\_\_\_\_  
Laura FitzGerald-Kemmett, Clerk

\_\_\_\_\_  
Wesley Blauss, Member

\_\_\_\_\_  
James Hickey, Member

**A true attest copy:**

\_\_\_\_\_  
**Town Clerk**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Constable**

\_\_\_\_\_  
**Date**