

**Special Town Meeting
May 2, 2016**

Moderator Sean J. Kealy called the meeting to order at 7:50PM in the auditorium of the Hanson Middle School with Jerome Thompson, Kathleen Marini and John Norton 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 287 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 2015 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 2015. Requires a 9/10 vote.

Finance Committee recommends.

Motion: Donald Howard
Second: Bruce Young

VOTED Aye, voice declared 9/10 by Moderator to transfer \$55.00 from free cash to pay unpaid bills from FY 2015.

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, 2015 for the Fiscal Year beginning July 1, 2015 for various Town Departments, or take any action in relation thereto.

Item #	Budget Line #	Department	Budget	Adjustment	Revised FY15 Budget	Funding Source
1	2	Dept. 122 – Selectmen, Expense	\$25,635	\$30,000	\$55,635	Free Cash
2	12	Dept. 145 – Treasurer, Expense	\$7,200	\$2,000	\$9,200	Free Cash
3	15	Dept. 155 – Informational Technology, Expense	\$120,000	\$17,800	\$137,800	Free Cash
4	16	Dept. 161 – Town Clerk, Salaries	\$105,860	\$1,500	\$107,360	Free Cash
5	35	Dept. 210 Police, Expense	\$164,210	\$48,000	\$212,210	Free Cash
6	63	Dept. 420 – Highway, Expense	\$142,982	\$10,000	\$152,982	Free Cash
7	66	Dept. 424 – Town-wide Fuel	\$135,000	\$25,000	\$160,000	Free Cash
8	76	Dept. 543 – Veterans, Expense	\$2,100	\$150.00	\$2,250	Free Cash
9	80	Dept. 610 – Library, Expense	\$123,863	\$3,000	\$126,863	Free Cash

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 (FY16) 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 does not recommend #1, Finance Committee recommends #2-9.

Motion: Jim McGahan
Second: Donald Howard

VOTED Aye, voice to transfer \$137,450 from Free Cash to supplement appropriations previously voted at the Annual Town Meeting of May, 2015 for the Fiscal Year beginning July 1, 2015 for various Town Departments as printed in the warrant.

ARTICLE 3: To see if the town will vote to transfer a sum of money from free cash or available funds for the repairs to Maquan Elementary and Hanson Middle School or take any other action relative thereto.

Proposed by the Board of Selectmen

<i>Explanation:</i> Maquan School – Replace Steam Coil valve	\$ 5,276
Maquan School – Study Gym & Cafeteria Roof	\$ 7,500
Middle School – Hot Water Circulator Pump	\$12,788

Finance Committee recommends.

Motion: Bill Scott
Second: Donald Howard

VOTED Aye, voice to transfer \$25,564 from Free Cash for the repairs to Maquan Elementary and Hanson Middle School.

ARTICLE 4: 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 Board of Selectmen

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 \$1,098,000.00 which represents approximately 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: Kenny Mitchell
Second: Donald Howard

VOTED Aye, voice declared 2/3 by Moderator to transfer \$25,000 from Free Cash to be added to Stabilization.

ARTICLE 5: 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: Bruce Young
Second: Donald Howard

VOTED Aye, voice to transfer \$10,000 from Free Cash to be added to the Regional Schools Capital Stabilization fund as established by the October 2014 Special Town Meeting.

ARTICLE 6: To see if the Town will vote to transfer a sum of money from Free Cash for the purpose of scanning Planning Board subdivision, approval not required plans, as-built plans, and easement descriptions into electronic format or take any other action in relation thereto.

Proposed by the Planning Board

Explanation: These funds will be used to cover the expense incurred for scanning plans and other municipal documents into electronic format. Estimated amount \$3,000.00

Finance Committee recommends.

Motion: Donald Ellis
Second: Jim McGahan

David Pell asked if this was for a scanner or just the labor to scan the documents. The Town Planner, Laurie Muncy explained that the Town Hall Copier was not big enough to scan the plans and documents that they need to have done. John Norton of the Capital Improvement Committee explained that the Town of Hanson owns a large enough scanner that it housed at the Library and could be used by the Planning Board to scan their documents.

VOTED Aye 84, Nay 172 (motion does not carry) to transfer \$3,000 from Free Cash for the purpose of scanning Planning Board subdivision, approval not required plans, as-built plans, and easement descriptions into electronic format.

ARTICLE 7: To see if the Town will vote to raise and appropriate, or 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 Board of Selectmen

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: David Hanlon
Second: Donald Howard

VOTED Aye, voice to transfer \$10,000 from Free Cash for the grading of private ways under the direction of the Highway Surveyor.

ARTICLE 8: To see if the Town will vote to transfer from Water Surplus, \$20,000 to be added to funds appropriated under Article #16 of the May 4, 2015 Special Town Meeting to continue rehabilitation work at the Crystal Spring Well site; or take any other action in relation thereto.

Proposed by the Board of Water Commissioners

Explanation: This money will be used to continue rehabbing the wells at Crystal Springs. Well#4 still needs to be cleaned with the possibility of purchasing a new pump. The Surge Control Valve in the pump house also needs to be replaced. It is critical we get this work completed before the water tank goes back on line.

Finance Committee recommends.

Motion: Donald Howard
Second: Jim McGahan

VOTED Aye, voice to transfer from Water Surplus, \$20,000 to be added to funds appropriated under Article #16 of the May 4, 2015 Special Town Meeting to continue rehabilitation work at the Crystal Spring Well site.

ARTICLE 9: To see if the Town will vote to transfer \$100,000 from Water Surplus to pay for water purchase from the City of Brockton or take any other action in relation thereto.

Explanation: This money will pay a portion of the bill owed to the City of Brockton for using their water for approximately two months while the water tank on High Street was being rehabilitated. The water department will need to put another article on town floor in October to pay the remainder. (We are being charged \$3.81 per 1000 gallons).

Finance Committee recommends.

Motion: Donald Howard
Second: Jim McGahan

VOTED Aye, voice to transfer \$100,000 from Water Surplus to pay for water purchase from the City of Brockton.

ARTICLE 10: To see if the Town will vote to accept the donation of land located on Hancock Street known as Assessors Map 2, Lot 764 for general municipal purposes, or take any other action in relation thereto.

Proposed by the Board of Selectmen

Explanation: Hanson resident Donald Ellis has offered to donate the lot which is contiguous to a town owned parcel. The parcels are in close proximity to the Hancock Street Ballfield now known as Sergeant James Francis "Red" Harrington Park.

Finance Committee refers to Town Meeting.

Motion: Kenny Mitchell
Second: Jim McGahan

VOTED Aye, voice to accept the donation of land located on Hancock Street known as Assessors Map 2, Lot 764 for general municipal purposes.

ARTICLE 11: 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>7/1/15</u>	<u>7/1/16</u>
A. Director of Elder Affairs	35,000 to 55,000	35,000 to 55,000
B. Town Accountant Town Accountant – Part-Time hourly rate	45,000 to 75,000 \$24.00 to \$41.00	45,000 to 75,000 \$24.00 to \$41.00
C. Treasurer/Collector	45,000 to 75,000	45,000 to 75,000
D. Inspector of Buildings –Full-time Salary Inspector of Buildings – Part-time hourly rate	20,000 to 60,000 \$35.00 to \$45.00	20,000 to 60,000 \$35.00 to \$45.00
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 75,000
K. Highway Surveyor	45,000 to 70,000	45,000 to 70,000
L. Recreation Director		30,000 to 50,000

SECTION 11 B: ADMINSTRATIVE AND/OR FULL TIME

	<u>7/1/15</u>	<u>7/1/16</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>7/1/15</u>	<u>7/1/16</u>
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	11.00 to 22.00	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
Q. Assistant Caretaker**	8.00 to 25.00	8.00 to 25.00
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. 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	13.00 to 22.00
BB. Student Police Officer		20.00 to 30.00

SECTION 11D: SEASONAL POSITIONS **

	<u>7/1/15</u>	<u>7/1/16</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
H. Security/Gate Attendants	8.00to 16.00	8.00 to 16.00

*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>7/1/15</u>	<u>7/1/16</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.

Proposed by the Personnel Director and
Wage & Personnel Board

Explanation: The changes to the Compensation Plan are highlighted which include adjusting the range for the Town Planner/Conservation Agent; adding new positions of Recreation Director and Student Police Officer.

Finance Committee recommends.

Motion: Jim McGahan
Second: Donald Howard

VOTED Aye, voice 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 in the warrant.

ARTICLE 12: To see if the Town will vote to amend the Wage and Personnel By-Laws, Article 2-12, Classification and Compensation Section 7A by deleting the second sentence and inserting in its place the following:

Annual increases are not automatic but based on evaluation of the employees ability and work performance. Employees in Section 11A and Section 11B shall be evaluated by the Town Administrator. Employees in Section 11C, 11D and 11E shall be evaluated by the relevant Department Head and reviewed by the Town Administrator.

or take any other action in relation thereto.

Proposed by the Personnel Director and
Wage & Personnel Board

Explanation: This revision clarifies the evaluation process for employees as it relates to salary increases.

Finance Committee refers to Town Meeting.

Motion: Bill Scott
Second: Donald Howard

VOTED Aye, voice to amend the Wage and Personnel By-Laws, Article 2-12, Classification and Compensation Section 7A by deleting the second sentence and inserting in its place the following:

Annual increases are not automatic but based on evaluation of the employees ability and work performance. Employees in Section 11A and Section 11B shall be evaluated by the Town Administrator. Employees in Section 11C, 11D and 11E shall be evaluated by the relevant Department Head and reviewed by the Town Administrator.

Voted Aye, voice to dissolve the meeting at 8:17PM.

A true copy of the vote, Attest:

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