

2015 SPECIAL TOWN MEETING – OCTOBER 26, 2015

The **Special Town Meeting** was called to order at 8:35 p.m. by Scott N. Blackburn, Moderator.

The Meeting said the Pledge of Allegiance.

The Town Clerk, Lisa M. Ferolito, read the notice of the posting of the warrant.

Registrars checking voters in were Jane E. Eshleman, Kathryn P. Pries, and Sharon T. Tetreault.

The Counter was Gregory J. Rice.

The Moderator announced that a quorum was present and announced the location of exits.

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss:

To either of the constables of the Town of Pepperell, in said county,

GREETINGS:

In the name of the Commonwealth aforesaid, you are hereby required to notify and warn the inhabitants of said Town qualified according to law to vote in state, county, district and town affairs to assemble at the NISSITISSIT MIDDLE SCHOOL, in said Town, on Monday, the 26th of October, A.D. 2015 at 7:30 PM to act on the following articles:

SPECIAL TOWN MEETING

October 26, 2015

PRELIMINARY MOTION:

Motion by: Stephen C. Themelis, Board of Selectmen

I move that the Moderator may allow non-voters or non-residents to speak on issues related to Special Town Meeting warrant articles where appropriate.

Motion required a majority vote and passed by unanimous voice vote.

Motion Carried

ARTICLE 1

COMPENSATION PLAN

To see if the Town will vote to amend its Compensation Plan established pursuant to Chapter 41, Section 108A, of the Massachusetts General Laws, and Pursuant to Chapter 31 of the Code of the Town of Pepperell, by deleting Appendices B, C and D of the Compensation Plan, and by inserting the text of said Appendices as follows, which reflects a Fiscal Year 2016 increase of 2.25% effective December 27, 2015:

APPENDIX B - HOURLY
 COMPENSATION PLAN
 FISCAL 2016 (EFFECTIVE DECEMBER 27, 2015)
 REGULAR FULL-TIME AND REGULAR PART-TIME HOURLY EMPLOYEES

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	14.35	14.92	15.52	16.14	16.78	17.45
2	15.20	15.81	16.45	17.10	17.79	18.50
3	16.74	17.41	18.10	18.83	19.58	20.36
4	18.39	19.13	19.90	20.69	21.52	22.38
5	20.26	21.07	21.91	22.78	23.70	24.64
6	22.28	23.17	24.10	25.06	26.06	27.11
7	24.50	25.48	26.50	27.56	28.66	29.81
8	26.96	28.04	29.16	30.33	31.54	32.81
9	29.65	30.84	32.07	33.36	34.69	36.08
10	32.61	33.91	35.27	36.68	38.15	39.67

APPENDIX C - SALARY
 COMPENSATION PLAN
 FISCAL 2016 (EFFECTIVE DECEMBER 27, 2015)
 REGULAR FULL-TIME AND REGULAR PART-TIME SALARIED EMPLOYEES

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	14.35	14.92	15.52	16.14	16.78	17.45
2	15.20	15.81	16.45	17.10	17.79	18.50
3	16.74	17.41	18.10	18.83	19.58	20.36
4	18.39	19.13	19.90	20.69	21.52	22.38
5	20.61	21.44	22.30	23.19	24.11	25.08
6	23.09	24.01	24.97	25.97	27.01	28.09
7	25.86	26.89	27.97	29.09	30.25	31.46
8	28.98	30.14	31.34	32.60	33.90	35.26
8a	30.73	31.96	33.23	34.56	35.95	37.38
9	32.42	33.72	35.07	36.47	37.93	39.45
9a	34.51	35.89	37.33	38.82	40.37	41.99
10	36.33	37.78	39.29	40.87	42.50	44.20

APPENDIX D
 COMPENSATION PLAN
 FISCAL 2016 (EFFECTIVE DECEMBER 27, 2015)
 SEASONAL, TEMPORARY & NON-REGULARLY SCHEDULED EMPLOYEES

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
0	9.51	9.89	10.29	10.70	11.12	11.57
1	14.35	14.92	15.52	16.14	16.78	17.45
2	15.21	15.82	16.46	17.11	17.80	18.51
3	16.74	17.41	18.10	18.83	19.58	20.36
4	18.41	0.00	0.00	0.00	0.00	22.40
4a	19.88	0.00	0.00	0.00	0.00	0.00
5	20.25	0.00	0.00	0.00	0.00	24.64
6	22.28	0.00	0.00	0.00	0.00	27.12
7	24.50	0.00	0.00	0.00	0.00	29.82
8	26.95	0.00	0.00	0.00	0.00	32.80

or take any other action relative thereto.

The Personnel Board met to discuss salary adjustments for non-union staff members. The Personnel Board unanimously approved this plan submitted by our Town Administrator on September 17, 2015. There was a need to adjust the salary of current staffing positions. This chart represents a 2.25% increase on December 27, 2015. Town Meeting must approve the Compensation Plan because it is part of the Personnel By-law. In essence, this plan represents an increase of 1.125% for FY 2016.

Motion by: Melissa M. Tzanoudakis, Personnel Board

I move that the Town vote to amend its Compensation Plan established pursuant to Chapter 41, Section 108A, of the Massachusetts General Laws, and Pursuant to Chapter 31 of the Code of the Town of Pepperell, by deleting Appendices B, C and D of the Compensation Plan, and by inserting the text of said Appendices as listed in Article 1 above, which reflects a Fiscal Year 2016 increase of 2.25% effective December 27, 2015.

Motion required a majority vote and passed by unanimous voice vote.

Motion Carried

ARTICLE 2

OVERLAY SURPLUS APPROPRIATION

To see if the Town will vote to appropriate a sum of money from Overlay Surplus funds released by the Board of Assessors, or take any other action relative thereto.

Overlay was already released to Overlay Surplus. This action is to cover the amounts needed in the years listed.

Motion by: Michelle R. Gallagher, Board of Selectmen

I move that the Town vote to appropriate from Overlay Surplus released by the Board of Assessors:

<u>Amount</u>	<u>To</u>	<u>Reason</u>
\$ 894.23	2009 Allowance for Abatements Property taxes	To cover uncollected Personal
\$ 433.89	2008 Allowance for Abatements Property taxes	To cover uncollected Personal
\$ 277.65	2007 Allowance for Abatements Property taxes	To cover uncollected Personal
\$ 65.00	2006 Allowance for Abatements Property taxes	To cover uncollected Personal
\$1,670.77 - TOTAL		

The balance of Overlay Surplus is \$64,981.24 less \$1,670.77 above = remaining balance of \$63,310.47.

Motion required a majority vote and passed by unanimous voice vote.

Motion Carried

ARTICLE 3

GENERAL FUND FREE CASH APPROPRIATIONS

To see if the Town will vote to appropriate sums of money from General Fund Free Cash certified as of 7/1/15, or take any other action relative thereto.

The Compensation Plan increase applies to 43 employees (plus seasonal and temporary employees) of which \$14,334.00 is for 35 General Fund Personnel Bylaw Employees. There are also 4 Council on Aging

Revolving Fund employees and 4 Enterprise Fund employees whose increases will be covered within each fund.

The DPW Union Contract increase applies to 19 employees of which \$4,733.00 is for 6 General Fund employees. There are also 6 Sewer Enterprise Fund employees, 5 Water Enterprise Fund employees and 2 Transfer Station Enterprise Fund employees whose increases will be covered within each fund.

Motion by: Stephen C. Themelis, Board of Selectmen

I move that the Town vote to appropriate from General Fund Free Cash certified as of 7/1/15:

<u>Amount</u>	<u>To</u>	<u>Reason</u>
\$4,506.00	FY16 GF - General Government	2.25% Compensation Plan Increase – Article 1
\$5,432.00	FY16 GF - Public Safety	2.25% Compensation Plan Increase – Article 1
\$2,489.00	FY16 GF - Public Works	2.25% Compensation Plan Increase – Article 1
\$1,585.00	FY16 GF – Human Services	2.25% Compensation Plan Increase – Article 1
\$ 322.00	FY16 GF – Culture & Recreation	2.25% Compensation Plan Increase – Article 1
\$14,334.00 – SUBTOTAL		
\$4,733.00	FY16 GF – Public Works	FY16 DPW Union Contract Negotiated Increase
\$19,067.00 – TOTAL APPROPRIATION		

The balance of General Fund Free Cash is \$1,298,390 less \$19,067 above = remaining balance of \$1,279,323.

Motion required a majority vote and passed by unanimous voice vote.

Motion Carried

ARTICLE 4

By: Board of Public Works

SUPPLEMENTAL APPROPRIATION – FY16 WATER BUDGET

To see if the Town will vote to appropriate from Retained Earnings the sum of \$600,000 for the purposes of replacing water meters, or take any other action relative thereto.

The current water meters in the system are comprised of stock that encompass numerous vendors, technologies and abilities. Approximately 80% of the meters in the system are 10 – 15 years old and it is recommended that meters be replaced at this time. New meters would allow for a uniform application of equipment sourced from a single vendor. This in turn will allow for increased efficiencies in remote meter reading. The program will include the purchase, installation and integration of approx. 3300 new meters. The estimated cost is not to exceed \$900,000 and will be apportioned to water (2/3) and sewer (1/3) retained earnings. The project is expected to go to bid in FY16 with installation scheduled to be completed in FY17.

Motion by: Gregory J. Rice, Board of Public Works

I move that the Town vote to appropriate \$600,000 from Water Enterprise Fund Retained earnings to FY 2016 Water Enterprise Fund Capital Outlay Budget for the purposes of replacing water meters.

The balance of Water Enterprise Fund Retained Earnings is \$1,039,620 less \$600,000 above = remaining balance of \$439,620.

Motion required a majority vote and passed by unanimous voice vote.

Motion Carried

ARTICLE 5

By: Board of Public Works

SUPPLEMENTAL APPROPRIATION – FY16 SEWER BUDGET

To see if the Town will vote to appropriate from Retained Earnings the sum of \$300,000 for the purposes of replacing water meters, or take any other action relative thereto.

The current water meters in the system are comprised of stock that encompass numerous vendors, technologies and abilities. Approximately 80% of the meters in the system are 10 – 15 years old and it is recommended that meters be replaced at this time. New meters would allow for a uniform application of equipment sourced from a single vendor. This in turn will allow for increased efficiencies in remote meter reading. The program will include the purchase, installation and integration of approx. 3,300 new meters. The estimated cost is not to exceed \$900,000 and will be apportioned to water (2/3) and sewer (1/3) retained earnings. The project is expected to go to bid in FY16 with installation scheduled to be completed in FY17.

Motion by: Gregory J. Rice, Board of Public Works

I move that the Town vote to appropriate \$300,000 from Sewer Enterprise Fund Retained Earnings to FY 2016 Sewer Enterprise Fund Capital Outlay Budget for the purposes of replacing water meters.

The balance of Sewer Enterprise Fund Retained Earnings is \$1,392,688 less \$300,000 above = remaining balance of \$1,092,688.

Motion required a majority vote and passed by unanimous voice vote.

Motion Carried

ARTICLE 6

By: Board of Public Works

SUPPLEMENTAL APPROPRIATION – FY16 SEWER BUDGET

To see if the Town will vote to appropriate from Retained Earnings the sum of \$350,000 for the purposes of purchasing a vacuum/jetter truck, or take any other action relative thereto.

The Sewer Department currently employs a vintage 1960's jetter truck for sewer blockages. It is well beyond its useful life and needs to be replaced. This vehicle is only capable of 'jetting' and cannot vacuum clean. Situations requiring a vacuum unit require the department to outsource these services to a 3rd party vendor, and we are subject to this vendor's schedule and availability. This is unacceptable in an emergency situation. The new vehicle would allow for efficient response to these situations and will also allow the sewer department to meet the mandated CMOM requirements. The vehicle is proposed to be funded from available retained earnings.

Motion by: William M. Kenison, Board of Public Works

I move that the Town vote to appropriate \$350,000 from Sewer Enterprise Fund Retained Earnings to FY 2016 Sewer Enterprise Fund Capital Outlay Budget for the purposes of purchasing a vacuum/jetter truck.

The balance of Sewer Enterprise Fund Retained Earnings is \$1,392,688 less \$300,000 in Article 5 and less \$350,000 above = remaining balance of \$742,688.

Motion required a majority vote and passed by a majority voice vote.

Motion Carried

ARTICLE 7

By: Board of Public Works

ACCEPTANCE OF EASEMENT 17-23 SHAWNEE ROAD

To see if the Town will vote to accept a permanent easement for the purposes of owning, operating and maintaining drain lines on the following property. Executed full copy of said easement being on file in the office of the DPW Director/Town Engineer:

Record Owner: **Southern End Realty, LLC**

Mailing Address: 1105 Lakeview Ave, Dracut MA

Title Reference: Book 61959, Page 389

Interests Taken: Utility Easement (Permanent Easement)

Area: 1,315 sq. ft.

or take any other action relative thereto.

In the late 1960's a drain line was installed across land owned by N/F Burley Herget. This drain line handles the flow from a large drainage area ("the Pines") and ultimately discharges to Reedy Meadow Brook. This easement traversed two separate lots (lots 3 & 5) on the original parcel, and the easement was inadvertently dropped from one of the deeds (lot 5) during a prior property transfer. The town needs to replace the aged drainage line in its entirety, and the current owner of the affected parcel (Southern End Realty, LLC) has agreed to grant the town easement to re-establish the new drain line and outfall. This drain line is a critical component of the town's drainage infrastructure and the easement is necessary to allow the system to function as intended.

Motion by: John F. Dee, III, Board of Public Works

I move that the Town vote to accept a permanent easement for the purposes of owning, operating and maintaining drain lines on 17-23 Shawnee Road. Executed full copy of said easement being on file in the office of the DPW Director/Town Engineer:

Record Owner: **Southern End Realty, LLC**

Mailing Address: 1105 Lakeview Ave, Dracut MA

Title Reference: Book 61959, Page 389

Interests Taken: Utility Easement (Permanent Easement)

Area: 1,315 sq. ft.

Motion required a majority vote and passed by unanimous voice vote.

Motion Carried

Motion to adjourn made and seconded and passed by unanimous voice vote.

The Meeting was adjourned at 9:02 p.m.

And you will serve this warrant by posting a true and attested copy of same, in said Town, fourteen days prior to the time of said meeting. Hereof fail not and make due return of your doings herein to the Town Clerk on or before the time appointed for said meeting. Given under our hands this 9th day of October, A.D. 2015.

Stephen C. Themelis, Chairman

Michelle R. Gallagher, Clerk

Melissa M. Tzanoudakis
PEPPERELL BOARD OF SELECTMEN

CONSTABLE OF PEPPERELL