

ANNUAL  
TOWN  
REPORT

2014

Southampton, MA



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## WELCOME

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Dear Resident,

Thank you for being a part of the Town of Southampton. The following materials have been compiled as the Town of Southampton's 2014 Annual Report. The materials are laid out first by reference and then alphabetically by department. The offices listed are current as of April 2015, and may not represent those elected to office in May. For the most up-to-date information, please refer to the Town's website at [www.townofsouthampton.org](http://www.townofsouthampton.org).

Town fees are not included in this document. For a list of complete fees, please reference the Town website or visit the department's office. A complete Town Permitting Guide will be published by mid-summer 2015, please see the website again for updates.

We would love to hear your feedback on our website and this revised version of the Annual Town Report. To contact us, please email us at [comments@townofsouthampton.org](mailto:comments@townofsouthampton.org).

Best Wishes in 2015,

Town of Southampton

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## APPRECIATION

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### MICHAEL PHELAN

Mike Phelan served on the Southampton Planning Board for 20 years and took several turns as its chairperson. During that time, the Town's population grew more rapidly than at any time in its history and as a result many residential subdivisions were built. As member and chairperson, Mike Phelan guided many subdivision proposals through the Planning Board. As a member, he asked penetrating questions of developers and listened patiently to citizens' comments about planned subdivisions. As chairperson, he ran meetings with fairness and firmness, keeping Board members on topic, making sure that subdivision regulations were scrupulously followed, and ensuring that all citizens had the opportunity to express their opinions. For 20 years, his work on the Planning Board was an outstanding demonstration of citizen participation in the New England tradition small town self-government.

Mike transitioned to the Selectboard in 2005 where he continued his commitment to serving the Town. As chair, Mike was known for his fairness and even handedness. The recession of '08 brought many financial shortcomings to the town's finances requiring tightening of budgets and developing new ways to balance the town's finances. "Mike's rule" was an effort to save free cash for emergencies and not to use free cash to balance the budget.

In contract negotiations, Mike could be tighter than two coats of paint, always fair but mindful of the bottom-line. In dealing with the public, Mike was always the gentleman using his judicial skills to resolve conflicts, including answering the age-old question of "how high is a six foot fence." Mike was there for: the birth of the Greenway; development of the Master Plan; hiring our first full-time Town Administrator; and renovation of the Larrabee school. Our town has become a better place in part by Mike Phelan's volunteerism for the past three decades.



### JOHN FURMAN

John Furman was elected to the Southampton Planning Board in 2007 and retired in 2014 as Chairman. John was instrumental in enacting the following regulations to our Zoning By-Laws to ensure that the character of our growing neighborhoods and farmlands are protected, as more and more land in our Town is developed: Erosion and Sediment Control, Storm Water Management, Smart Growth Overlay districts, Inclusionary Zoning for affordable housing, Solar Panels/Fields standards, updating our Subdivision Regulations just recently adopted in March 2015, Computerizing our many records and plans for ease of access.

"A one man Planning Department with a wealth of knowledge, engineering expertise and integrity most cities and towns yearn for." *Paul Diemand, Chairman*

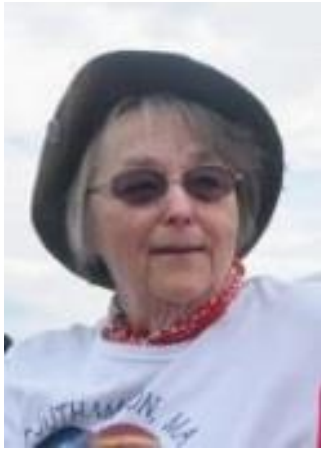
"John Furman brought with a level of professionalism and organizational skill unrivaled by all previous Planning Boards. His dedication resulted in a Board that excelled in efficiency, compliance with laws and statutes, equality and mutual respect to the Town and its residents. John's technique as Chairman will perhaps be best remembered by his insistence to engage all members of the Board so that everyone had an opportunity to express their opinion. The result was a best informed decision. He'll leave behind his legacy of dedication, proficiency, organization and professionalism. However, as no surprise to those who know John, he has left the Board and Town the tools and procedures to continue this high standard for Planning and Development." *Keith Locke, Vice-Chairman*

"It was clear to me from my very beginning on the Board that John treated his volunteer work in Southampton essentially as if it were his paid job. He took it very seriously and devoted himself to understanding the job and executing it with professionalism and integrity. He is an exceptional public servant and he was driven by his love of our Town." *Tiffany Labrie, Clerk*

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## YEARS OF SERVICES

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**RUTH BERNIER**  
Assistant Town Clerk  
Years of Service  
**2001-2014**



**EDWARD CAULEY**  
Highway Superintendent  
Years of Service  
**1985-2014**



**EILEEN COUTURE**  
Town Clerk  
Years of Service  
**1994-2014**



**RICH OLEKSAK**  
Building Commissioner  
Years of Service  
**2004-2014**

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## **OUTSTANDING VOLUNTEERISM**

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In the Town of Southampton, we have numerous individuals who serve in the capacity as volunteers. These passionate individuals serve us on Boards and Committees, assist us with various projects in the Town, and represent some of our fine Staff in the Town Offices. For the first time in recent history, we would like to utilize a page in the Town Report to recognize two individuals who have truly gone above and beyond in their “volunteer” capacity.

### **RICHARD “DICK” FRARY**

Mr. Frary continues to be an active member of the Lion’s Club, Community Preservation (10 years), Historical Commission (15 years), Veterans Grave Officer (14 years), and Cemetery Commission (18 years). Mr. Frary has written two books organizing cemetery lots in Center Cemetery and is a valuable historian in Town. His dedication and love for the Town is evident as he continues to help out in the Town Clerk’s office.

### **ARTHUR “ART” LAWRENCE**

Mr. Lawrence has spent a four years on the Conservation Commission and been an active member of the Personnel Policy Procedures Board for the past 2 years, prior to stepping up to help out in the Town Administrator’s Office during a change-over of staffing. Mr. Lawrence expanded his scope of volunteerism in the Town Hall by evolving into the Town’s Volunteer IT Manager, Clerical assistant in the Building Department, and returning once more to the Town Administrator’s Office in the administrative capacity. In Mr. Lawrence’s free time, he continues to volunteer through the Council on Aging’s program to assist senior citizens with tasks around their homes.

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## 2014 AT-A-GLANCE

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**103**

Residents who  
turned in  
Absentee Ballots  
in 2014

**25**

Baby Boys Born  
2014

**31**

Change in  
population since  
2013

**2656**

Registered  
Independent  
Voters

**584**

Number of  
Southampton  
residents over 70

**738**

Dog Licenses  
issued

**25**

Baby Girls Born  
2014

**45**

Number of  
Deaths

**20**

Average class  
size of 6<sup>th</sup> grade  
at Norris

**499**

Number of  
students  
enrolled in K-6

**22**

Number of  
Marriages

**James &  
Olivia**

Most popular  
name of  
Southampton  
babies in 2014

**103**

Age of Oldest  
Resident in Town

**50**

Number of  
Students in Ski  
Club @ Norris

**31**

Number of  
Students in Band  
@ Norris, grades  
4-6

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## SOUTHAMPTON FACTS

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Incorporated:	1753
Government:	Open Town Meeting Five-member Select Board with Town Administrator
Annual Town Meeting:	3 <sup>rd</sup> Tuesday in May
Annual Town Election:	1 <sup>st</sup> Monday in May
Town Census:	6118
Area:	29.08 square miles
Town Roads:	77.79 miles of road
Fiscal 2014 Tax Rate:	15.20
Tax Levy 2014:	\$9,867,284
Congressional District:	1
Senatorial District:	2 <sup>nd</sup> Hampden & Hampshire
Representative District:	1 <sup>st</sup> Hampshire
Town Hall Hours:	Monday-Thursday 8:30am-4:00pm Tuesday 6:00 pm-8:00pm <i>Every other week</i>
Schools:	
	Norris Elementary School (K-6)
	Hampshire Regional Middle/High School (7-12)
	Smith Vocational School (9-12)
Town Website:	<a href="http://www.townofsouthampton.org">www.townofsouthampton.org</a>



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## FEDERAL GOVERNMENT

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### United States Senators

**Edward Markey (D)**

218 Russell Senate Office Building  
Washington, D.C. 20510  
Telephone: (202) 224-2742  
Website: [markey.senate.gov](http://markey.senate.gov)

*Local Office:*

1550 Main Street, 4<sup>th</sup> Floor  
Springfield, MA 01101  
Telephone: (413) 785-4610

**Elizabeth Warren (D)**

317 Hart Senate Office Building  
Washington, D.C. 20510  
Telephone: (202) 224-4543  
Website: [warren.state.gov](http://warren.state.gov)

*Local Office:*

1550 Main Street, Suite 406  
Springfield, MA 01103  
Telephone: (413) 788-2690

### United States Representatives

**Richard Neal (D)**

341 Cannon House Office Building  
Washington, D.C. 20315  
Telephone: (202) 225-5601  
Website: [neal.house.gov/](http://neal.house.gov/)

*Local Office:*

300 State Street, Suite 200  
Springfield, MA 01105  
Telephone: (413) 785-0325

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Elected/Sworn into office as of January 1, 2015

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## STATE GOVERNMENT

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### **Governor**

**Honorable Charlie Baker (R)**  
Office of the Governor, Room 280  
Boston, MA 02133  
Telephone: (617) 725-4005  
Website: [mass.gov/governor](http://mass.gov/governor)

*Local Office:*  
State Office Building  
436 Dwight Street, Suite 300  
Springfield, MA 01103  
Telephone: (413) 784-1200

### **Attorney General**

**Maura Healey (D)**  
One Ashburton Place, 20<sup>th</sup> Floor  
Boston, MA 02108  
Telephone: (617) 727-2200  
Website: [mass.gov/ago](http://mass.gov/ago)

*Local Office:*  
1350 Main Street, 4<sup>th</sup> Floor  
Springfield, MA 01103  
Telephone: (413) 784-1240

### **Secretary of State**

**William Francis Galvin (D)**  
McCormack Building  
One Ashburton Place, Room 1611  
Boston, MA 02108  
Telephone: (617) 727-7030  
Website: [sec.state.ma.us/](http://sec.state.ma.us/)

*Local Office:*  
436 Dwight Street, Room 102  
Springfield, MA 01103  
Telephone: (413) 784-1376  
Email: [cathy.molta@sec.state.ma.us](mailto:cathy.molta@sec.state.ma.us)

### **State Senator**

**Donald Humason (R)**  
State House, Room 213A  
24 Beacon Street  
Boston, MA 02133  
Telephone: (617) 722-1415  
Website: [malegislature.gov/people/profile/DFH0](http://malegislature.gov/people/profile/DFH0)

*Local Office:*  
64 Noble Street  
Westfield, MA 01085  
Telephone: (413) 568-1366  
Email: [Doanld.Humason@masenate.gov](mailto:Doanld.Humason@masenate.gov)

### **State Representative**

**Peter Kocot (D)**  
State House, Room 22  
24 Beacon Street  
Boston, MA 02133  
Telephone: (617) 722-2140  
Website: [malegislature.gov/people/profile/pvk1](http://malegislature.gov/people/profile/pvk1)

Email: [peter.kocot@mahouse.gov](mailto:peter.kocot@mahouse.gov)

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Elected/Sworn into office as of January 1, 2015

## LOCAL GOVERNMENT: CONTACT INFORMATION

### EMERGENCY NUMBERS

<b>Ambulance-Fire-Police</b>	<b>911</b>
Emergency	
<b>Cooley-Dickinson Hospital</b>	582-2000
30 Locust St/Northampton	
<b>Baystate Medical Center</b>	791-0000
759 Chestnut St/Springfield	
<b>Holyoke Medical Center</b>	534-2500
575 Beech St/Holyoke	
<b>Poison Control</b>	(800) 682-9211
<b>Water Main Breaks</b>	527-3666

### LOCAL SCHOOLS

<b>Norris Elementary</b>	
34 Pomeroy Meadow Rd	527-0811
<b>Smith Vocational</b>	
80 Locust St/Northampton	587-1414
<b>Hampshire Regional</b>	
19 Stage Rd/Westhampton	527-7680

### TOWN OFFICES

<b>Accountant, Town</b>	
210 College Hwy	529-1000
<b>Administrator, Town</b>	
210 College Hwy	527-0106
<b>Assessors</b>	
210 College Hwy	529-1004
<b>Boards/Committees</b>	
210 College Hwy	527-0106
<b>Building/Inspections</b>	
210 College Hwy	529-1007
<b>Clerk, Town</b>	
210 College Hwy	527-8392
<b>Council on Aging</b>	
210 College Hwy	529-2105
<b>Fire Department</b>	
College Hwy	527-1700
<b>Health, Board of</b>	
210 College Hwy	529-1003
<b>Highway Department</b>	
8 Fomer Rd	527-3666
<b>Library</b>	
East St	527-9480
<b>Police Dispatch</b>	
8 East St	527-1120
<b>Select Board</b>	
210 College Hwy	527-0106
<b>Treasurer/Collector, Town</b>	
210 College Hwy	527-8392
<b>Transfer Station</b>	
Moosebrook	527-3666
<b>Water Department</b>	
8 Fomer Rd	527-3666

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## LOCAL GOVERNMENT: ELECTED OFFICIALS

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		<u>Position</u>	<u>Exp.</u>
ALMONERS	MaryAnn Bischoff		2018
	Kristine E.P. Canton		2014
	Elizabeth Couture		2017
	Karl M. Kuehner		2019
	Shannon Cutler	<i>BOS</i>	Rep
ASSESSORS, BOARD OF	Anne-Marie Darcy		2018
	Joanne Spath		2016
	Gary Swanson		2017
CEMETERY COMM.	Judith Miller Conlin	<b>CHAIR</b>	2017
	Christopher Bowen		2016
	Robert Floyd		2018
CLERK, TOWN	Janine Domina		2018
COMMUNITY PRES. COMM.	Virginia Ahart	<b>CHAIR</b>	2017
	Janet Brown	<b>Clerk</b>	2017
	Richard Frary	<i>HistCom</i>	Rep
	Amanda Kemp	<i>FinCom</i>	Rep
	Randall Kemp	<i>ParkCom</i>	Rep
	Tiffany Labrie	<i>Planning</i>	Rep
	Jenneke Reynolds	<i>Housing</i>	Rep
	Jacquie Sears	<i>BOS</i>	Rep
	Rick Thibault	<i>ConCom</i>	Rep
CONSTABLES	Michael Goyette		2018
	Vacancy		2018
	<i>(Appointed until 2016)</i>		
COUNTY COMMISSIONER HCOG	George Symborski		2015
FINANCE COMMITTEE	Amanda Kemp	<b>CHAIR</b>	2016
	Janet Cain		2016
	Michael Rosenberg		2018
	Francine Tishman		2017
	Shannon Cutler	<i>BOS</i>	Rep
	Vacancy		2017
	<i>(Appointed until 2016)</i>		

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<sup>3</sup> Officials are up-to-date as of May 7, 2015.

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## LOCAL GOVERNMENT: ELECTED OFFICIALS

## CONTINUED

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		<u>Position</u>	<u>Exp</u>
<b>HEALTH, BOARD OF</b>	Jeffrey Dugas		2018
	Lisa Marie Lauro		2016
	Shelley O'Connell		2017
<b>HOUSING AUTHORITY</b>	Lauren McCrann Bell		2018
	Vijay Dalal	<i>State</i>	Appt
	Robert Donahue		2017
	Jenneke Reynolds		2019
	Anne-Marie Darcy		2020
<b>LIBRARY TRUSTEES</b>	Beth Russell-Smith	<b>CHAIR</b>	2017
	Convy P. Stal	<b>Vice</b>	2018
	Debra Pinsky	<b>Clerk</b>	2016
	Teresa Barton		2016
	Donald Bernier		2017
	Maxine Brodeur		2018
	Kathy Dahler		2018
	Alison Frary		2016
	Faith Harrison		2018
	Candace McDougall		2017
	Linda Saltmarsh		2017
	Patrick Wright		2016
<b>MODERATOR</b>	Robert Floyd		2016
<b>PARK COMMISSION</b>	Mark Reed	<b>CHAIR</b>	2016
	Roger Ball, Jr.		2017
	Sunia C. Pallante		2017
	Jeff Swanson		2020
<b>PERSONNEL POLICES PROCEDURE BOARD</b>	Arthur Lawrence	<b>CHAIR</b>	2017
	James Palermo	<b>Clerk</b>	2016
	Joanne Alderman		2018
	Janet Cain	<i>Fin Com</i>	Rep
	Elizabeth Moulton	<i>BOS</i>	Rep
<b>PLANNING BOARD</b>	Paul Diemand	<b>CHAIR</b>	2019
	Paul Furgal		2017
	James Labrie		2020
	Tiffany Labrie		2018
	Keith Locke		2016

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## LOCAL GOVERNMENT: ELECTED OFFICIALS

## CONTINUED

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		<u>Position</u>	<u>Exp</u>
SCHOOL COMMITTEE, LOCAL	Jill Phelan	<b>CHAIR</b>	2017
	Erin Couture		2018
	John Fitzpatrick		2017
	Lorna Shirer		2018
	Christine Wright		2016
SCHOOL COMMITTEE, HRSD	Corey Braastad		2017
	William Curran		2016
	Margaret Larson		2018
	Jon Moro		2017
	Tammy Ann Walunas		2018
	Unknown	<i>LSC</i>	Rep
SELECTMEN, BOARD OF	Elizabeth Moulton	<b>CHAIR</b>	2016
	John Martin	<b>Vice</b>	2017
	Shannon Cutler		2018
	Charlie Kaniecki	<b>Clerk</b>	2018
	Jacquie Sears		2017
TREASURER/COLLECTOR	Donna Whiteley		2017
TREE WARDEN	Ron Laurin		2016
WATER COMMISSIONERS, BOARD OF	Thomas Neil	<b>CHAIR</b>	2016
	Matthew Christy		2018
	James Walunas		2017

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## LOCAL GOVERNMENT: APPOINTED OFFICIALS

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		<u>Position</u>	<u>Exp.</u>
<b>ACCOUNTANT, TOWN</b> <i>Personnel Contract</i>	Vicki Leigh Moro		2017
<b>ADMINISTRATOR, TOWN</b> <i>Personnel Contract</i>	Heather Budrewicz		2017
<b>AGRICULTURAL COMMISSION</b>	IN-ACTIVE		
<b>AMBULANCE COORDINATOR</b>	John Workman		2015
<b>ANIMAL INSPECTOR</b> <i>Appointed by State</i>	Cara Pease		2015
<b>CAPITAL IMPROVEMENT COMMITTEE</b>	Tim Huber	<b>CHAIR</b>	2016
	Bill Kaleta	<b>Vice</b>	2015
	Margaret Larson	<b>Clerk</b>	2017
	Charlie Kaniecki		2017
	Roger Ball, Jr.		2015
<b>CIVIL DEFENSE DEPUTY DIR.</b>	David Silvernail		2015
	John Workman		2015
<b>CONSERVATION COMMISSION</b>	Charlie McDonald	<b>CHAIR</b>	2017
	Matthew Christy	<b>Vice</b>	2017
	Marla Hanc	<b>Clerk</b>	2017
	Bob Barcomb		2015
	Courtney Haff	<i>Assoc</i>	-
	Randall Kemp		2017
	Art Lawrence		2016
	Gail Santoro	<i>Assoc</i>	-
	Rick Thibault		2017
<b>COUNCIL ON AGING</b>	Connie Baron	<b>CHAIR</b>	2015
	Nilda Cohen		2016
	Gladys Phillips		2015
	Dorothy Putnam		2016
	Arlene Seely		2016
	Theresa St.Martin		2016
	Kathy Winkler		2017

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## LOCAL GOVERNMENT: APPOINTED OFFICIALS

CONTINUED

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<b>CULTURAL COUNCIL</b>	Margaret Larson		<b>CHAIR</b>	
	Karen Blanchard			2017
	Linda Braastad			2017
	Pamela Dods			2017
	Nancy Dumont			2015
	Carl Faiella			2015
	Carol Goulet			2015
	Marjorie Nadeau			2017
	Sunia Pallante			2017
	Judy Taylor			2017
<b>EMERGENCY MANAGEMENT DIRECTOR</b>	Don Synder		<b>EMD</b>	
	John Workman		Asst	2015
				2015
<b>ENERGY COMMITTEE</b>	IN-ACTIVE			
<b>FIRE CHIEF</b>	John Workman	EMT-B		2016
	<i>Personnel Contract</i>			
<b>FIRE DEPARTMENT</b>				
	<i>Appointed by Fire Chief</i>			
	Richard Fasoli	EMT-B	<b>Deputy</b>	2015
	Kyle Miltimore	EMT-P	<b>Deputy</b>	2015
	James Garstka		<b>Captain</b>	2015
	Patrick Eline	EMT-P	<b>Lt.</b>	2015
	Benjamin Hogan	EMT-P	<b>Lt.</b>	2015
	Wayne Theroux	EMT-1	<b>Lt.</b>	2015
	Richard Blomstrom	EMT-P		2015
	Scott Bullock	EMT-P		2015
	Richard Craven	EMT-P		2015
	Keith Darnold			2015
	Cory Ducharme	EMT-P		2015
	John Ferraro	EMT-P		2015
	Brendan Heath	EMT-P		2015
	Daniel Hurley	EMT-P		2015
	Zachary Kaleta	EMT-B		2015
	Lee Kozikowski	EMT-P		2015
	William Mielke			2015
	David Murrett	EMT-P		2015
	Richard Paul			2015
	Meagan Pike	EMT-B		2015
	Jon-Randel Quarles	EMT-P		2015
	Dean Riel	EMT-B		2015
	Jeremey Rochelle			2015



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## LOCAL GOVERNMENT: APPOINTED OFFICIALS

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CONTINUED

### FIRE DEPARTMENT (CONTINUED)

*Appointed by Fire Chief*

Christopher Roy	EMT-B	2015
Katie Sobon		2015
Alan Torrey	EMT-B	2015
Joseph Veale	EMT-B	2015
		2015

### F.R.T.A. (DELEGATE)

Heather Budrewicz		2015
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### GREENWAY COMMITTEE

Michael Buehler	<b>CHAIR</b>	
Robert Barcomb		-
Doric Dods		-
Daniel Rukakowski		-
April West		-
		-

### GREENWAY NEGOTIATION COMMITTEE

Michael Buehler	<b>Vice</b>	
April West	<b>CHAIR</b>	-
Charlie McDonald	<b>Clerk</b>	-
John Martin	<i>BOS</i>	Rep

### HEALTH AGENT

Vacant		-
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### HIGHWAY SUPERINTENDENT

Randall Kemp		-
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### HISTORICAL COMM

Bob Kozub	<b>CHAIR</b>	2016
Ingrid Warren	<b>Clerk</b>	2017
Ellen Debruyn		2015
Doric Dods		2016
Richard Frary		2017
Kristina Madsen		2015
Don Warren		2016

### INSECT PEST CONTROL

Vacant

### INSPECTOR OF BUILDINGS

Tom Quinlan		2015
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### INSPECTOR OF ELECTRICAL

James Fischer		2015
Ronald Bednarz	Alternate	2015

### INSPECTOR OF PLUMBING & GAS

Tom Sears		2015
Glen Halket	Alternate	2015

## LOCAL GOVERNMENT: APPOINTED OFFICIALS

CONTINUED

MASTER PLAN IMPLEMENTATION COMM	Henry Barton	<b>CHAIR</b>	2015
	Bob Barcomb		-
	Vijay Dalal	<i>Housing</i>	Rep
	Paul Diemand	<i>Planning</i>	Rep
	Robert Kozub	<i>HistCom</i>	Rep
	John Martin	<i>BOS</i>	Rep
	Mark Reed	<i>ParkCom</i>	Rep
P.V.P.C. REPRESENTATIVE	Hank Barton		2015
POLICE CHIEF	David Silvernail		2015
POLICE DEPARTMENT	Michael Goyette	<b>Lt</b>	2015
	Ian Illingsworth	<b>Sgt</b>	2015
	Mark Groeber	<b>Sgt</b>	2015
	John Areche	<i>Auxiliary</i>	2015
	Kelly Banister	<i>part-time</i>	2015
	Zachary Bussiere	<i>part-time</i>	2015
	Martin Cook	<i>full-time</i>	2015
	Scott Gove	<i>full-time</i>	2015
	Ryan Holmes	<i>full-time</i>	2015
	Stephen Jeffers	<i>part-time</i>	2015
	Phillip Lanier	<i>part-time</i>	2015
	David Latour	<i>full-time</i>	2015
	Eric Loiko	<i>part-time</i>	2015
	David Neal	<i>full-time</i>	2015
	Kevin Nichols	<i>part-time</i>	2015
	Scott Schuster, Jr.	<i>part-time</i>	2015
	Jeffrey Silva	<i>full-time</i>	2015
	Robert St. Martin	<i>part-time</i>	2015
PUBLIC SAFETY COMPLEX	Charlie Kaniecki	<b>CHAIR</b>	
	William Barcomb	<b>Clerk</b>	-
	Joseph Bianca		-
	John Martin	<i>BOS</i>	Rep
	Ian Illingsworth	<i>Police</i>	Rep
	William Kaleta		
	Donald Snyder		
	George Symborski		
	John Workman	<i>Fire</i>	Rep

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## LOCAL GOVERNMENT: APPOINTED OFFICIALS

## CONTINUED

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REGISTRARS, BOARD OF	Kristine Canton		2017
	Janine Domina	<i>Clerk</i>	<i>Rep</i>
	Joyce Skypeck		2017
	William Waldren	<i>Temp</i>	2016
RECREATIONAL NEEDS COMM	IN-ACTIVE		
VETERAN'S GRAVE OFFICER	Richard Frary		2015
VETERAN'S SERVICE AGENT	Gerry Paquette		2015
ZONING BOARD OF APPEALS	Ryan Gheleher	<b>CHAIR</b>	2015
	Joe Bianca		2016
	Nilda Cohen		2018
	Tom Sears		2016
	Shanna Reed	<i>Alternate</i>	2017
	Geraldine Swanson		2017

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## ASSESSORS, BOARD OF

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The office of the Board of Assessors is responsible for assessing property taxes, which is the major source of revenue for Southampton, as well as excise taxes in lieu of personal property taxes, such as the motor vehicle and boat excises.

Office staff members are available during regular office hours to answer your questions and concerns or provide information. Your elected Board of Assessors is also available to serve you on alternate Tuesday evenings.

We encourage taxpayers to visit us on the town's web-site at [www.townofsouthampton.org](http://www.townofsouthampton.org), to view a listing of property values, as well as other pertinent information. Individual property cards and maps can be obtained at the assessor's office during office hours.

### CLASSIFICATION

FY 2014 Assessed Valuation \$642,881,801

FY 2015 Assessed Valuation \$654,497,236

	<u>FY 2015</u>	<u>FY 2014</u>
I. Residential	613,852,155	603,230,505
II. Open Space	0	0
III. Commercial	24,436,845	24,273,195
IV. Industrial	4,978,400	4,978,400
V. Personal Property	11,229,836	10,399,701
Total Taxes Levied	10,282,152	9,771,803
Real Estate	10,105,731	9,6013,728
Personal Property	176,421	158,075
Number of Parcels Assessed	2,941	2,900

Respectfully submitted,

### ELECTED BOARD OF ASSESSORS

Anna Pac, Chair

Joanne Spath, Assessor

Gary Swanson, Assessor

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## **BUILDING DEPARTMENT**

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The Southampton Building Department respectfully submits its annual report for calendar year 2014.

The Building Department is to provide for public safety through the administration and enforcement of the State Building, Electrical, Plumbing and Gas codes and the enforcement of the Zoning By-laws of the Town of Southampton.

The Building Department is made up 1 full-time Building Inspector, 2 part-time Electrical and Gas/Plumbing Inspectors and 1 volunteer office staff.

The Building Department issued 246 Building Permits representing New Homes, Solar, Wood Stoves, Insulation, Roof, Remodel/Repair, Sheet Metal, Windows and Additions. Electrical Inspections totaled 142 and the Gas/Plumbing Inspections totaled 178.

During 2014, Richard Olesak, Southampton Building Commissioner, retired.

Respectfully Submitted,

Thomas Quinlan Jr

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## CEMETERY COMMISSION

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The Cemetery Commission bade goodbye to departing member Glenn Leonard, with thanks for his service to the town and the cemetery. Judith Miller Conlin returned after a hiatus, joining Robert Floyd and Chris Bowen on the board.

A new carved wooden informational sign has been completed. The sign will be hung on custom made metal brackets near the southeast entrance of the Center Cemetery on Route 10 (next to the Civil War monument) in the spring of 2015.

Eight families purchased a total of twelve grave lots in 2014. Most of these were located in section 11, the newly opened area in the northwest corner of the Center Cemetery.

The Historic Commission, with matching funds from the Commonwealth and the CPA, arranged for some twenty Civil War gravestones to be cleaned, straightened, preserved and repaired. The project included work on the large Civil War monument, as well as individual and family stones of Southampton's Civil War veterans. Our thanks go out to Bob Kozub and Richard Frary for their work on acquiring and implementing those grants.

The West Part Cemetery also received attention in 2014. The stones of this old cemetery, located about four miles down Fomer Road, were straightened, cleaned, preserved and stabilized, using the remainder of an existing CPA grant for funding. In addition, the West Part received a much needed cleanup in June, courtesy of Kevin Curran of Easthampton Boy Scout Troop 205. As the capstone to his Eagle Scout project, Kevin organized a work group of ten or more scouts and adults to clear brush, mow grass, and weed in the cemetery. The group also worked on repairs to the stairs and the walkway which provide access up the steep slope from the road. The work was much appreciated, and the commission welcomes other scouting projects and community participation.

Respectfully submitted,  
Judith Miller Conlin, Chair

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## COMMUNITY PRESERVATION COMMISSION

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The year has been one of waiting for the Greenway negotiations to be completed. If successful, the Committee knows that it will be involved in funding some of the next steps. This does not mean we have not addressed other projects.

- 1) The Committee met with the Safety Complex Committee and had hoped that there would be ways to help them, but found that it was limited in what could be done.
- 2) The Housing Authority looked into land off of Laurie Drive that might be able to be used to provide affordable housing for up to four families. CPA funds allowed them to contract with the Conway School of Design who reviewed the town owned land. Unfortunately, that too was not possible. Issues of accessing the property made the use of this land prohibitive. Currently the Housing Authority is exploring alternative ways to meet this need in our community.
- 3) Plans for the Historical Commission to move the historic safe housed in the old Town Hall in the assessor's office are underway. It, along with an old set of weights and measures, will be moved to the new Town Hall. The safe will be used in the Town Clerk's Office and the weights and measures will be on display.
- 4) As CPA funds can now be used to renovate existing parks, the Committee met with representatives of Southampton's Park Commission. Some ideas were shared and the Committee awaits proposals from the Commission.
- 5) Several small projects were funded for properties under the control of the Conservation Commission, which mainly focused on trail maps, guides, etc.
- 6) This year the State Legislature voted to add \$25 million to Community Preservation, a Trust Fund to help sustain the Community Preservation Act. The funds which come from the transfer of deeds did not grow at a rate to keep up with the number of cities and towns now who are Community Preservation Communities. In addition, some of the cities and towns who had adopted a surcharge of less than 3% have raised theirs. This allowed for a distribution of \$155,204 or an 87.7% match for the Town of Southampton. Currently, legislation has been filed that would not only provide for the sum of \$25M to be added this year, but also re-examines the deed fee schedule with a possible change in it. Our State Legislators recognize the work done through the Community Preservation Act and want it to continue and want to encourage more municipalities to join.

The Community Preservation Committee invites Boards, Commissions, Committees, public groups and individuals to submit proposals.

Respectfully Submitted,

Community Preservation Committee  
Virginia Ahart, Chair

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## CONSERVATION COMMISSION

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### **Wetland Protection**

The Southampton Conservation Commission ensures compliance with the Commonwealth's Wetland Protection Act and River Protection Act. Anyone proposing to work in or near wetlands, including lakes, ponds, perennial or intermittent streams, isolated land subject to flooding or river front areas must file plans with the Commission. The plans may be in the form of a Notice of Intent (NOI) which outlines the alteration anticipated of a wetland or buffer zone or a Request for Determination of Applicability (RDA) where either the delineation of the wetland boundaries are described and/or a project is presented with reference to such boundaries. The Commission responds to applicants for either an NOI or RDA in an advertised public meeting and issues a determination. This may take the form of a permit to perform work in or near a wetland area termed an Order of Conditions which outlines the required procedures to ensure that the disturbance of a jurisdictional wetland area is minimized. To facilitate a timely response to applicants, the Commission often meets twice per month on Mondays in the Town Hall at 7:00 p.m.

In 2014, the SCC held 17 meetings. Fifteen RDA's and two NOI's were reviewed during the year. One Enforcement Order and one Certificate of Compliance were issued. In addition to the meetings, site visits were arranged with property owners and/or their representatives to view the properties.

As part of its responsibilities, the Commission works closely with the Building Inspector, Planning Board, and Select Board. A Commission member holds a seat on the Southampton Community Preservation Committee.

During 2014, the seven volunteer members on the SCC were: Charlie McDonald, Matthew Christy, Art Lawrence, Marla Hanc, Randall Kemp, Robert Barcomb, and Richard Thibault. A number of them participate in other committees in Southampton including the Greenway and Community Preservation Committees. Courtney Haff and Gail Santoro became associate members in January 2014. Mr. Haff volunteered to run the computer equipment to display documents, maps, pictures, etc. on the big screen during meetings. For training related to the SCC, Mr. Lawrence, and Ms. Hanc attended the Massachusetts Association of Conservation Commissions Annual Conference. Mr. McDonald, Mr. Haff, Ms. Hanc, and Ms. Santoro attended the Kestrel Land Trust Workshop for training monitors in March. Ms. Hanc attended the MACC Fall Conference. In October, Mr. McDonald and Mr. Haff attended the MA Trails Conference. In December, Mr. McDonald and Ms. Hanc attended a workshop on the changes to MassDEP's Wetlands, Waterways, and Water Quality Certification Regulations.

### **Conservation Lands - Stewardship Program**

The Conservation Commission is also responsible for managing over 600 acres of Open Space land belonging to the Town. Our efforts this year have been directed primarily toward new acquisitions of open space and development and maintenance of hiking trails.



In 2013, The Conservation Commission was successful in receiving a Local Acquisitions for Natural Diversity (LAND) grant from the MA Department of Conservation Services for the purchase of the 4.25 mile rail corridor that bisects the Town that would be transformed into a rail trail, the Southampton Greenway. To facilitate this land purchase, a four member work group was established to negotiate the acquisition with the Pioneer Valley Railroad (PVRR). It includes members from the Select Board, Greenway Committee and Conservation Commission. One of the early steps in these negotiations was the authorization by the Select Board to hire a real estate attorney to carry out a title search on the property. This work was completed in March of this year. The work group also contacted the Mass Secretary of Transportation to ask for support from the Massachusetts Department of Transportation (MDOT) to substitute the existing rails on the corridor for similar rails in the MDOT's inventory. This exchange was formalized with an agreement between MDOT and PVRR. The retention of ownership the existing rails on the Southampton Greenway property by the Town of Southampton will enable it to retain a reseller to clear and stabilize the rail corridor. Negotiations are currently focused on obtaining a Purchase & Sales Agreement from the PVRR.

Another major effort in 2014 was to expand and develop a long term plan for the Whittemore Conservation Area located at the end of Meadow Lane. Initially this area's trails were renovated in 2013 by the Easthampton's Boy Scout Troop 205, an Eagle Scout project. This development effort was expanded in 2014 with financial support from the Community Preservation Committee and from the Conservation Commission's memorial funds. In a competitive process, a proposal from Conservation Works LLC was accepted by the Commission. It included a plan to expand the trails, build a bridge over a ravine, and build a viewing platform overlooking a Vernal Pool. This work was completed in November 2014. The plan also included a design for trail expansion that included building a boardwalk to cross over a wetland area to the Manhan river, and building a bridge over the river, connecting the 35 acre Whittemore Conservation Area to a similarly sized parcel in Easthampton. The Easthampton trail is called the Pomeroy Meadow Trail and is owned by the Pascommuck Conservation Trust. Conservation Works LLC also developed a cost analysis and defined the necessary permits to complete this new project. These plans supported a joint application by Southampton and Easthampton for a Mass Department of Conservation & Recreation recreational trail grant. Support letters for this project were solicited from a range of government officials and land trusts. This grant application was filed in early 2015 for \$84,000. Awards will be announced near the end of 2015. If successful, the award would cover 80% of the cost of the project with the remaining 20% based on matching funds from Southampton and Easthampton. Implementation of the project would be 2016. Some survey work on the Whittemore site's property boundaries is anticipated to be done in the spring of 2015.

As in past years, the Conservation Commission has worked closely with the Pioneer Valley Planning Commission (PVPC) to develop maps of some of our conservation properties. In 2014, two hiking maps were developed with GPS data and printed. They covered the Szczypta Conservation Farm and the Wolf Hill Sanctuary. Both are available at the Town Hall and are to be introduced onto our website. PVPC has also been involved with more detailed mapping of the Greenway corridor.

In addition, PVPC applied for and received a District Local Technical Assistance Grant that analyzed the cost and responsibilities of a joint Conservation Agent for Southampton and Easthampton. These data developed from a number of joint meetings with the Easthampton administration included a comparative analysis of the Conservation Agent programs in a number of neighboring towns.

Also, a new license agreement was drawn up this year between Robert Fletcher and the Town to maintain the Szczypa Conservation Farm fields. Regular cutting of the field is required for maintaining the property as a farm area. Additional projects involving draining some of the pastures and signing the hiking trails are in progress.

For her Girl Scout Gold Award Project, Jillian Henrichon cleared the trail at the Wolf Hill Sanctuary, raised \$200 for a bench, and conducted a series of hikes for town residents.

Respectfully Submitted,

Conservation Commission  
Charlie McDonald, Chair

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## COUNCIL ON AGING

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The Council on Aging (COA) provides services and activities to the senior residents of Southampton. The Senior Center is open Monday through Thursday, from 8:30 a.m. to 3:00 p.m. Our part-time staff consists of: Director Jennifer Peloquin, Assistant Director Nancy Ogulewicz, Volunteer Coordinator Florence Collins, and Van Driver Richard Homan. Long-time Van Driver, Richard Hutchinson, retired in November. Volunteer SHINE Counselor Richard Bauman is available to provide information to seniors with questions about health insurance options.

In 2014, we provided a total of 5,384 services/activities to 394 unique seniors. Our weekly activities are Osteoporosis Exercise, Bingo, Yoga, and Computer Class. We have four computers and a Wii available for senior use during regular hours. A free Blood Pressure Clinic is held monthly and a Foot Clinic is held bimonthly. A luncheon is held every 2<sup>nd</sup> Friday of the month, September – December and March – May, and features a guest speaker or entertainer. Topics in 2014 included Author Donald Brown, Elder Law, Fire Safety, and Falls Prevention. We received a grant from the Southampton Cultural Council for artist Betty Stull Schaffer to conduct Watercolor Painting instruction.

The Friends of Southampton Council on Aging (FOSCOA) raise funds to the benefit the COA through luncheons and their annual tag sale in May. In 2014, they purchased two new computers, a photo/slide/negative scanner and a treadmill for the Senior Center. We are grateful for the support from President Carolyn Gero and her members.

We are thankful for our many volunteers and held a Volunteer Appreciation luncheon in June. We recognized Margaret Annis, Pat Bean, Carolyn Gero, Norma Gosselin, Lori Loiselle, Louise Roland, and Vicki Zabawa for the work they had done on the TRIAD/S.A.L.T. Council over the years. In December, former COA Board Treasurer Rosemarie Keller passed away. Mrs. Keller served on the Board and was a faithful volunteer at the Senior Center for many years. We miss her very much.

Along with the treadmill, we have a recumbent stepper available for use during regular hours. Registration forms must be completed prior to use. The membership fee is \$5.00 per month or \$50.00 per year.

Our Assistance Program provides referrals to seniors when they are in need of home services such as yard work, housekeeping, companions, and trash removal. All workers/volunteers are CORI checked prior to being referred. The program is made possible through the State Formula Grant.

A wheelchair lift van provided by the Franklin Regional Transit Authority is available to transport seniors Monday through Friday. An application must be submitted and approved before receiving service. The van is available for medical appointments, shopping, Senior Center activities, and important errands.

Respectfully Submitted,  
Jennifer Peloquin, Director

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## EDUCATION: REPORT OF SUPERINTENDENT

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Looking back at 2014, I am reminded that our schools must always be looking forward as we prepare our students to be “21<sup>st</sup> century learners” with the promise of making them “future ready” lifelong learners. Our teachers and school administrators are told that we’re preparing students for jobs and careers that don’t exist yet, in some cases, haven’t even been imagined. While it is our responsibility to meet this challenge and work through the ambiguities it presents, we continue to stay grounded in our understanding that our towns and schools work together as “Five Towns, One K-12 Community” to achieve our goal of providing all of our students with the safety and support they need to grow and succeed. We are indeed, thinking globally and acting locally in every one of our classrooms.

Last year our actions included:

- The complete renovation and reconstruction of the Anne T. Dunphy School in Williamsburg.
- A new roof on the William E. Norris School in Southampton.
- A new roof and entry at the Westhampton Elementary School.
- Hiring a new School Principal at William E. Norris. Welcome Principal Pluta.
- Hiring a new Principal at Hampshire Regional High School. Welcome Principal Smidy.
- Implementation of a new elementary math curriculum for grades K-6 in all school.
- Numerous improvements to special education services and programs.
- Implementation of ImPACT testing for student athletes to establish baseline neurocognitive data that can be used assess the effects of concussions.
- Provision of on-site flu shots and nutritional programming for school staff.

To be effective, we rely on highly skilled, qualified, and compassionate teachers and support staff. As a group, they ensure that our schools support our students and community. As individuals, they come to the District with varied backgrounds and training and everyone makes a unique contribution. Each year, the Grinspoon Foundation recognizes the contributions of individual teachers with the Pioneer Valley Excellence in Teaching Awards. For 2014, Mark Cavallon (HRHS business teacher), Karie Neal (New Hingham art teacher), and Michael O’Connell (New Hingham, Williamsburg and Westhampton gym/PE teacher). Ms. Karen Schweitzer was presented with a Local Hero award from the Ronald McDonald Charities for her work supporting children.

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## **EDUCATION: REPORT OF SUPERINTENDENT** **CONTINUED**

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The Hampshire Regional School District is made up of five districts: Hampshire and Chesterfield-Goshen Regional School Districts and the municipal schools of Williamsburg, Westhampton, and Southampton. Annual budget preparation is a complicated process due to the structure of the District and the budgeting requirements and expectations of individual towns, as well as the budgeting requirements set by state law for regional school districts. School budgets provide the backdrop for telling the story of a school. How a school appropriates and uses its available funding translates to and defines what is important to the administration, teachers, support staff and the community because it represents what these groups want and need to provide to their students. Percentage increases and decreases vary from one school to another but broadly speaking, most funding fits into five main categories: salaries, administrative support, materials, contracted services, and transportation. From one budget year to another, school administrators work with local officials and community members to ensure that each school budget is adequate, equitable, and predictable and developed with input from all stakeholders in a clear and transparent process. The support of our member communities is appreciated as much as it is essential to the future of our students and communities.

School safety and emergency preparedness planning require coordinated activity and connections with local police, fire, ambulance, and emergency managers. A team of educators attended a “Safe School Summit” and a two day workshop on “Multi-Hazard Emergency Planning for Schools.” In October, Dr. Ruth Potee, a Greenfield family practice physician and member of DA Sullivan's Opioid Task Force, provided a program for the district and community titled “Protecting the Developing Brain: The Impact of Drugs.” Additionally, the Massachusetts State Police provided safety training for all district administrative assistants. Revisions to our Medical Emergency Plans and Emergency Operations Procedures are ongoing. At individual schools and as a District, we continue to tighten daily procedures (including those that are in place to protect students on their way to and from school). We continue to refine our procedures and make changes where necessary. The entire school staff is very appreciative of the support and training we receive from State and local police, fire, and other emergency management personnel. Training, drills, and ongoing reassessment of our needs keeps this topic fresh in our minds and continually improves our responsiveness.

Our winter weather has been hard to predict and difficult to plan for. Each year the challenge of interpreting weather forecasts and deciding when to delay or cancel school impacts everyone in our school community. District administrators and school committees have engaged in substantive discussions related to the management of the school year calendar and how to meet the states 180 day minimum requirement. All districts have worked with teachers’ associations to facilitate flexibility in starting school prior to Labor Day each year and to promote coordinated calendar scheduling. That said, we are still faced with challenging decisions about school cancellations and delays.

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## **EDUCATION: REPORT OF SUPERINTENDENT** **CONTINUED**

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These decisions are not always understood by parents and community members and certainly do not please everyone. The decision to close or delay, however, is always based on careful consideration of the impact the weather will have on safe travel to and from school for our students and staff. Highway superintendents, bus company supervisors, other district administrators (our own, as well as those in neighboring districts) are all consulted. Some decisions are more easily made than others, some admittedly simply turn out to be wrong but every decision is informed by all available information and the need to ensure that our students and staff can safely travel to school and back home.

After its local elementary school was closed in 2010, a group of Worthington parents formed a committee for the purpose of reopening their school. Late last year, the Massachusetts Department of Elementary and Secondary Education approved Worthington's plan to create a new public school district and reopen the R.H. Conwell School. Hampshire Regional's agreement to provide administrative supports and services was an integral part of the plan. Going forward, Worthington will re-open and operate R.H. Conwell as a preschool to sixth grade public schools. Worthington's high school students can choose to tuition into HRHS, but Worthington will not become a member of the Hampshire Regional School District or of School Union 66, which is comprised of Southamptn, Williamsburg, and Westhampton. The R.H. Conwell School is scheduled to open in September 2015.

I am very proud of the work our teachers, support staff, and administrators have done to enhance learning opportunities and achievement outcomes for all students. Our work together in the schools and communities is complex, sometimes overwhelming, and yet unquestionably essential and rewarding. Together we make a positive difference in the lives of our students, their families, and the communities in which we work. We are increasingly coming together as a learning community and engage in expanding our shared commitment for improving the education we provide to our children. I encourage you to visit the individual school's or Superintendent's website ([www.hr-k12.org](http://www.hr-k12.org)) for current news and information about our students and District activities. This website will also provide you with links to individual school websites and to useful information from numerous resources. Whenever you have a question or wish to become involved in your community schools, please call me.

Respectfully Submitted,  
Craig Jurgensen, Superintendent of  
Schools

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## EDUCATION: HAMPSHIRE REGIONAL

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Because of the commitment, hard work, and collective vision of the Hampshire Regional High School community, students at Hampshire Regional are thriving in a safe and positive environment. We have continued to develop and add to the rigorous course and program offerings at Hampshire to ensure that our students are ready to meet the varied demands of college and career by the time they graduate from HRHS.

On June 6, the class of 2014 graduated 126 students. Valedictorian and class President Riley Glosick of Southampton, Salutatorian Jessica Kowal of Southampton, Jackson Seifert of Goshen, and Kevin Brasil of Williamsburg were among the student speakers at the graduation ceremony at John M. Greene Hall on June 6, 2014 in Northampton. The class of 2014 was an exceptionally collegial and dynamic group, which made graduation and life at Hampshire Regional in general, a fun and positive environment. The graduation rate was at an all-time high at 96.1%.

Even with the harmonious atmosphere, students took learning quite seriously in 2014. During the months of March, May, and June, seventh, eighth, and tenth grade students took MCAS exams; and seventh, eighth, ninth and tenth graders sat for pilot PARCC tests. The Massachusetts Department of Education ranks schools from level one (highest performing) to level five (lowest performing). Hampshire Regional High School was ranked as a level two school for high performance overall, but we did not narrow the achievement gaps between our regular education population and our high risk population of students to meet the demands of level one. Due to high MCAS scores, 87 students, or about 70% of the Class of 2015, were awarded the John and Abigail Adams Scholarship, or the Koplik award, for their performance on the exam. Students who earn this award have the opportunity for free tuition at a state university if they meet the MCAS test score requirement and additional criteria.

In May, eleventh and twelfth grade students took a total of 122 Advanced Placement exams in twelve different subjects including Calculus, Physics, Biology, English, Economics, and US History. Seventy percent of our students received a score of three or higher on their AP Exams, which affords them the opportunity to earn college credit at many higher education institutions. Their collective scores also earned Hampshire Regional High School the distinction of being named to the AP Honor Roll School by the National College Board for the second year in a row. The College Board bestows this award to districts for increasing AP access to courses while also maintaining or increasing the percentage of students earning a three or higher on AP Exams. Only 33 schools in Massachusetts and 477 schools in the US and Canada met the requirements for this prestigious award.

Aside from standardized test success, students were recognized for other academic accomplishments in the classroom. Greg Reynolds' French 4 College Placement and French 4 Honors classes were awarded third place for the New England "L'Acadie en Chansons" song contest organized by the Culture of Services of the Consulate General of France. The Hampshire Regional Clarke Program has grown to include more students with hearing loss, and it has received recognition from the Clarke Alumni Council for being an inclusive academic program. At the Underclassmen Awards Ceremony in June, students earned accolades for participation, improvement, and mastery of disparate course material. Outside the classroom, students were praised for their compassion and dedication to a number of causes. Clara Thatcher was honored for her work to raise awareness for Diabetes, collecting over 5000 dollars by hosting an awareness walk and involving Dunphy Elementary School in a poster contest. Bella Sacharczyk received national praise for her advocacy for the Juvenile Hydrocephalus Foundation.

The 2014 school year also provided many rich opportunities for students to gain a wider perspective beyond our classroom walls. 33 students from Japan visited Hampshire Regional and shadowed our students on their trip abroad to the United States. Students in the upper-level Spanish classes had the opportunity to travel to Spain during April vacation to see various places and to speak both colloquial and formal Spanish. Many students also participated in extracurricular activities such as the Robotics Club, All School Match Wits, Model UN, and Student Council. These activities allowed them the chance to travel into various parts of the state and beyond. *The Sound of Music*, Hampshire's 2014 spring musical, was a smashing success, starring senior Emma Cook from Williamsburg and junior Dan Sullivan from Southampton. News Channel ABC40 featured Hampshire Regional High School twice (February 7 and October 31) for its unique academic programs and extracurricular activities for students. GoLocalWorcester named HRHS in the top 20% of high schools in MA because of our MCAS and SAT scores and additional school data, including graduation and dropout rates and student to staff ratios.

Hampshire Regional itself also recognized outstanding staff members in 2014. Mark Cavallon received the Grinspoon Teacher of the Year Award for Hampshire Regional. He was nominated for this award because of his leadership in the Business Department, his commitment to the school community, and his Work Study Program, as well as his natural ability to collaborate with all stakeholders to ensure student engagement in, and out of school. Veteran French and Spanish Teacher, Michelle Higgins, Special Education Teacher, Ted Hale, and Kathie Downie, a long-time paraprofessional and job coach, all retired from Hampshire after many years of service.



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## EDUCATION: HAMPSHIRE REGIONAL

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At the start of the 2014-2015 school year, new faculty and staff members joined our Hampshire Regional learning community. Mike Furey joined the high school Guidance Department, and he also took on an assistant coaching position for the co-op football team. Alexandra Furman and Taidgh Buckley were hired in the Science Department. Sarah Buckley and Mariano de meers Alonso were welcomed in the Foreign Language Department. Elizabeth Dwyer and Tara Winters joined the Special Education teaching staff, and Jessica Callahan and Anthony Domingo were hired as paraprofessionals. Other hires included Jami Ricard as a middle school math teacher, Leslie Robillard as a long-term sub for Amy Scully (on maternity leave), Jen Reagan as the school counseling administrative assistant and Mohamed Nagooradumai as a night custodian.

In October, Jesse Porter-Henry, the Interim Assistant Principal, was offered an Assistant Principal position at Mohawk Trail Regional School District. His position was filled by Christine Murphy, a former special education teacher, Pupil Services Director, and Principal in Wethersfield, Connecticut.

The 2014-2015 school year welcomed 747 students to Hampshire Regional.

Grade	Number of Students
7 <sup>th</sup>	140
8 <sup>th</sup>	119
9 <sup>th</sup>	115
10 <sup>th</sup>	117
11 <sup>th</sup>	132
12 <sup>th</sup>	124
<b>TOTAL</b>	<b>747</b>

This school year, Hampshire Regional focused a great deal of Professional Development time with staff as well as advisory time with students to prepare for our accreditation visit scheduled for the spring of 2016 with the New England Association of Schools and Colleges (NEASC). Accreditation of Hampshire Regional by NEASC means that our students and staff are meeting the rigorous criteria set forth in seven standards of teaching and judged by an outside team of evaluators. Having an accredited high school is similar to gaining membership in a professional organization such as the American Bar Association for lawyers or the American Medical Association for doctors. NEASC accreditation requires a comprehensive analysis of all aspects of the school including core values and learning expectations, curriculum, instruction, assessment, school culture, and leadership, school resources, and community resources. The process includes a year-long study where the learning community analyzes its own programs.

Through the NEASC Self-Study process, the school community determined the following four core values and five school-wide learning expectations:

**Core Values:**

- Intellectual Curiosity and Academic Achievement
- Responsibility and Perseverance
- Collaboration and Engagement
- Respect and Compassion

**21st Century School-Wide Learning Expectations:**

- Constructively utilize and provide feedback to promote social and academic growth.
- Solve increasingly complex problems both collaboratively and individually.
- Demonstrate self-reliance, integrity, and tenacity in setting and completing goals.
- Ask relevant questions and contribute respectfully to classroom discussion.
- Apply subject knowledge and skills to produce consistently high-quality work.

In addition to the NEASC work, the HRHS School Council has determined five additional goals for the school to accomplish in its school improvement plan. These goals include preparing students to be college and career ready, sharing information about academic and extracurricular accomplishments with the five member towns, aligning curriculum, instruction, and assessment to the Common Core, using data to monitor, inform, plan, and adjust programs, and ensuring protocols and practice for student safety.

Even with these goals in mind, I am confident that our school community already fosters a stimulating learning environment for our students. Despite the increased demands to the teaching profession from local and federal policy, and from unfunded mandates, I am proud that Hampshire Regional teachers, counselors, nurses, paraprofessionals, administrators, service providers, staff, Central Office workers, and School Committee members consistently put our students' needs at the center of our collective efforts. The collegial and collaborative atmosphere is truly a benchmark of this school and the district.

Respectfully submitted,  
Kristen Smidy, Principal

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## EDUCATION: NORRIS ELEMENTARY SCHOOL

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As the principal of the W. E. Norris Elementary School it is my pleasure to submit this annual report.

In the spring of 2014, I was hired as permanent principal to begin work July 1, 2014. Prior to accepting the leadership position at W.E. Norris School, I was employed by the Holyoke Public Schools where I was the principal of the Morgan School.

Our elementary teachers at Norris have worked closely over the past year to strengthen instructional and assessment practices in the area of writing. This has been powerful and productive work, and has provided consistent experiences for students among the four elementary schools in the district. We also continue to work together to successfully implement the new Educator Evaluation System being employed by all public schools across the Commonwealth.

*A Title I desk audit was completed in the 2013-2014 school year. This served as a process to review all aspects of the Title I programs at Hampshire Regional Middle High School, William E. Norris Elementary School in Southampton, and Anne T. Dunphy Elementary School in Williamsburg. All three schools/districts receive Title I funding to support targeted assistance programs. At the two elementary schools the emphasis is literacy and at the Hampshire Middle School it is mathematics. All the programs are targeted assistance programs that provide tutoring and small group instruction to students at-risk of academic failure.*

The coordinated program review of the English Language Education (ELL) program was completed by the Massachusetts Department of Elementary and Secondary Education (DESE). Nine components with a total of 18 criteria were evaluated including assessment of students, parent involvement, ELE Program guidelines, and record keeping procedures. Out of the 18 criteria that were evaluated 13 were found to be fully implemented and 5 were partially implemented. A plan is in place to address the partially implemented criteria that includes: revising of parent notification letter; creating ESL curriculum documents that connect the ELL program to Massachusetts Curriculum Frameworks and the World-Class Instructional Design and Assessment (WIDA) English Language Development (ELD) Standards; reviewing the current hours of English as Second Language instruction to ensure program requirements are being met; and updating student records to include the all required documents.

In 2014, a math committee was formed throughout the HRSD and a new math program was adopted. Teachers are receiving ongoing professional development in order to refine their instructional skills and implement the program, “enVision MATH, Common Core”.

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## EDUCATION: NORRIS ELEMENTARY SCHOOL CONTINUED

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An Instructional Leadership Team – ILT – was created in October. The ILT is made up of seven teachers from kindergarten through sixth grade. This team meets bi-weekly. The ILT looks at student data, makes informed decisions about curriculum, instruction, and needs of students. Due to the number of preschool-aged students requiring support we increased our enrollment and services in our preschool program.

With the decrease in funding to the W. E. Norris Elementary School, the spring of 2014 found cuts in staffing and the implementation of a bus fee for students living within two miles of school. Two full-time teaching positions were eliminated, a part time custodial position, as well as several cuts in curriculum and materials were made. In June of 2014, Jay Conklin, a long time adjustment counselor retired.

As we look to the future, we will be continue to strengthen core instruction, develop and retain a substantially separate program to support students with social and emotional struggles, support students in reading based on benchmark assessment data with a Response to Intervention model, and continue to support teachers with the implementation of the new math “enVision MATH, Common Core” program.

Our year ending enrollment reflects the following:

<b>Grade</b>	<b>Total November 2014</b>	<b>Total January 2015</b>
PreK-1 <sup>st</sup>	13	14
PreK-2 <sup>nd</sup>	29	29
PreK- Full Day	5	5
Services Only	2	2
K	60	62
Grade 1	65	65
Grade 2	82	82
Grade 3	70	71
Grade 4	68	68
Grade 5	77	77
Grade 6	75	75
<b>TOTAL</b>	<b>546</b>	<b>550</b>

Respectfully submitted,  
Aliza M. Pluta, Principal  
W. E. Norris Elementary School

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## EDUCATION: SPECIAL EDUCATION REPORT

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Federal and state law requires that students from 3-22 years of age who are identified as having a disability are provided with individually designed instruction to meet their unique learning needs. The Hampshire Regional School District provides services to 384 students with disabilities on Individualized Education Programs (IEP). Students in each of the five schools receive special education services both in and out of the general education classroom. These services are provided by special education certified teachers and related service providers. Current related services include: occupational therapy, speech therapy, physical therapy, nursing/medical services, counseling, autism consultation clinical consultation, vision therapy, and teacher of the deaf services.

School	Total Enrollment	Special Education Students
Hampshire Regional	747	134
New Hingham	155	25
Norris	550	104
Out-of-District	17	17
Smith Vocational	37	37
Westhampton	149	37
Williamsburg	157	30
<b>TOTAL</b>	<b>1812</b>	<b>384</b>

During the 2013-2014 school year, the district completed a Coordinated Program Review for each district in the areas of: Special Education, Civil Rights and English Language Learner programs. The program review resulted in few findings requiring corrective action. School Principals and the Director of Pupil Services are working together to implement all required program improvements.

The Hampshire Regional Special Education Parent Advisory Council (HRSEPAC) meets monthly as a group and annually with principals. The activities of HRSEPAC include: advising the school committee on matters that pertain to the education and safety of students with disabilities; development, and evaluation of special education programs, and collaboration designee to improve. The HRSEPAC continues to recruit representatives from Chesterfield-Goshen and Westhampton districts.

Teachers in each building have started intensive training in the Orton Gillingham approach to reading. The teachers will complete their training in May 2015 and will be able to implement their training in the fall of 2015. The long-term goal is to have a teacher in the district trained to be an Orton-Gillingham trainer. Having a specialized reading program in each school will improve services to students with language-based learning disabilities.

On the elementary level, a program was created at the W.E. Norris School in Southampton to support children with Autism Spectrum Disorder and other social, emotional and behavioral needs. Also in Southampton, a specialized preschool program is designed to meet the needs of students with moderate to severe special needs.

At HRHS, the Life Skills program has undergone review and change. The middle school program is designed to teach and assess whether students will take an academic or life/skills/vocational track in high school. The Transition to Adulthood program for students who are 18-22 years old includes an option to participate in the Holyoke Community College's Inclusive Concurrent Enrollment Program. For students seeking a work experience, they are working with a job coach to secure competitive employment. A Peer Mentoring program was added to support students with disabilities as they develop relationships with typical students with whom they can interact throughout their school day.

The Clarke Mainstream program at HRHS added two freshmen to the cohort of four juniors. HRHS has implemented numerous changes and improvements to provide for greater information access of auditory information including video display monitors for announcements and information-sharing throughout the school. HRHS also added hired a high school language-based learning disabilities teacher to meet the needs of students transitioning to high school from the middle school.

Respectfully submitted,  
Irene Ryan, Director of Pupil Services

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## EMERGENCY MANAGEMENT DIRECTOR

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The Southampton Emergency Management Department maintains the Town's Comprehensive Emergency Management Plan (CEMP), which is a document required by the state that outlines the roles and responsibilities of various town departments during an emergency and provides a resource guide. The CEMP is required to be updated regularly with coordination through our Town's public safety providers (e.g. Fire, Police, EMS), Board of Health, Highway Department, Town Administrator, Board of Selectman, and other departments. We are coordinating our efforts and planning is underway with the Hampshire Medical Reserve Corps (MRC) and the Board of Health to update the Town's pandemic response plan and emergency sheltering plan in addition to our active involvement in the Hampshire Regional Emergency Planning Committee (REPC). To accomplish our goals we regularly participate in regional training events, exercises and drills.

This year the Town of Southampton implemented "CODE RED" as its mass emergency notification system; this system went into effect in January 2015 and was funded through a state grant. To sign-up with your contact information, please click on the "CODE RED" icon on our town website or complete the written form available at town hall. Additionally, we are trying to institute a community watch program to better help our neighbors during an emergency as well as taking steps to develop a 'warming' or 'cooling' center (during declared weather emergencies) as well as a town information center during such times that public information needs to be broadly shared.

In conclusion, our mission is to partner with our public safety officials and town administration to make our community safer and better able to handle both natural and man-made disasters through volunteer training, public education and planning. Some of the potential major disasters we may encounter are:

- Long term power outages, road closures, or other hazards due to natural disasters such as major weather events (e.g. snow and ice storms, tornadoes, hurricanes and floods, extended heat waves
- Exposure to chemical spills and/or hazardous materials release
- Major accidents or airplane crash (we are in close proximity to major air ports)
- Pandemic Flu or other public health threat; and
- Terrorist attack

All members of our public safety committee are expected to complete FEMA ICS 100 and NIMS 700 training, which is available free through the Massachusetts Emergency Management website.

Please consider the benefit of getting involved: For every medical volunteer, we need three or four non-medical – we are currently looking for both to join the local Medical Reserve Corps. Please contact Don Snyder for information on how you can be involved and to request an application form.

Respectfully Submitted,  
Donald Snyder, MA-CEM  
Southampton Emergency Manager

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## **FINANCE COMMITTEE**

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The Southampton Finance Committee respectfully submits its annual report for the calendar year 2014.

### **Duties of the Finance Committee**

The by-laws for the Town of Southampton require that the Finance Committee review all warrants issued for any Town Meeting, whether Annual or Special, which call for the expenditure and/or transfer of money. Therefore, the Finance Committee shall consider the same and make written recommendations it deems to be in the best interest of the Town. No appropriation and/or transfer is to be made by a committee or an individual until Finance Committee has had the opportunity to consider and report on said matters.

The Finance Committee also has control over the Town's Reserve Fund, which provides for "Extraordinary or Unforeseen Expenditures" (See M.G.L. Chapter 40 § 6).

It is also the duty of the Finance Committee "...to make an annual report in print of its doings, with the recommendations relative to financial matters." This report is in partial fulfillment of our obligation in that regard.

### **Budget Process Overview**

The budget process takes place throughout the year, beginning in the fall with the Board of Selectmen communicating the guidelines and responsibilities each party will have. The Finance Committee, working closely with the Board of Selectmen, Town Administrator, Town Accountant and Town Treasurer/Collector will supply guidance to the department heads, boards and committees in an effort to develop budget proposals for the next fiscal year.

During the months of January through April, the Finance Committee participates in public budget hearings with each department head, board, and committee for the upcoming fiscal year. Fiscal Year 2015 was no exception and the Finance Committee conducted such meetings with each department, board, and committee representative in 2014 to discuss the upcoming 2015 budget.

### **Budget Considerations**

The fiscal 2015 budget was difficult to finalize as a result of a constant escalation in the cost of doing business in the midst of fixed and/or uncertain revenue streams both locally and at the state level. The Finance Committee does not predict meaningful improvements in revenue over the next several years as both the Commonwealth and Federal government continue to weigh competing fiscal priorities.

A majority of the expenses needed to fund our Town's schools, library and municipal services come from local sources. For example, local taxes and fees make up the largest and most stable form of the Town's income.



The second largest source of revenue for the Town comes from state aid. Lastly, a much smaller amount comes from the federal government and other miscellaneous resources.

One fact that has continually been clear is that the Town's recurring revenues will not raise subsequently each year to pay for the Town's annual cost increases. This budget gap was a focal point for the Town's Finance Committee and Select Board during the Fiscal Year 2015 budget season and several joint public meetings were held to discuss this matter.

### **Proposition 2½ Impact**

Proposition 2½ places constraints on the amount of money that can be raised by the tax levy. The first constraint is that a cap is placed on the maximum amount of the tax levy. The second constraint is a cap is placed on the annual increase of the tax levy.

In the case of the first constraint, the Town cannot establish a tax of more than 2.5% of the total value of all the taxable property in the community. This equals a maximum tax rate of \$25.00 per \$1,000.00 of assessed value.

The second constraint limits how much the town's tax may grow from year to year. Our annual growth is based on several factors:

1. ***Annual Limitation*** – Each year the tax levy may increase, but cannot do so by more than 2.5% over the previous year's levy limit;
2. ***Growth Resulting from New Construction*** – A community is able to increase its tax levy each year to reflect new growth in the assessed value resulting from certain new construction and land subdivisions;
3. ***Overrides*** – A community can increase its levy by successfully voting an override which is a permanent increase in the levy limit which is carried forward from year to year and is subject to a 2.5% increase each subsequent year; and
4. ***Exclusions*** – One form of an exclusion is a debt exclusion which expires at the end of its stated purpose when a bond issue has been paid off. The value of the debt exclusion is offset by any revenue received associated with that particular project.

It was the joint recommendation of the Finance Committee and Board of Selectmen to seek an override in order to provide additional revenue to the Town's operating budget.

### **Year in Review**

In 2014, the Finance Committee was comprised of John Martin as Chair, (until his election to the Select Board in May, 2014); Linda Summers, Clerk; Francine Tishman, Amanda Kemp, and one vacancy.

As a result of the May elections Mr. Martin vacated the Finance Committee and Janet Cain became an active member. The following responsibilities were as follows: Amanda Kemp, Chair, Francine Tishman, Vice-Chair, Linda Summers, Clerk, Janet Cain, and one vacancy. In November Linda Summers resigned from the Finance Committee and Cheryn Powell Wojcik was placed in the old vacancy on an interim basis until May 2015. Ms. Powell Wojcik assumed Ms. Summer's duties as the Committee's Secretary.

In addition to participating in the budget process, the Finance Committee began work in June (2014) on a 3-year financial plan with the assistance of the Town Administrator, Town Accountant and Town Treasurer/Collector.

As of the date of this report, a draft has been completed by the Finance Committee and submitted to the other participating parties for financial data input.

In November 2014, the Finance Committee reviewed and voted to approve a new Free Cash Policy that would require the Town's certified Free Cash funds to fund its capital budget, stabilization fund, and OPEB account, rather than being used to balance the Town's operating budget.

### **Conclusion**

The Finance Committee concluded the Fiscal Year 2015 budget season with an increasing level of concern. The Commonwealth's property tax laws, ongoing state and federal budget reductions to local communities coupled with an ongoing increase in the Town's fixed operating expenses has left little to no room to meet financial obligations. The direction and vision for the Town of Southampton must be carefully considered and addressed now and throughout the upcoming year to allow the Finance Committee, as well as its administrative partners to immediately begin to prepare for the upcoming challenges the Town will likely face in Fiscal Year 2016 and beyond.

Respectfully submitted,  
Amanda Kemp, Finance Committee Chair

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## FIRE DEPARTMENT

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The Southampton Fire Department provides Fire, Rescue and Advanced level EMS services to the Town of Southampton through the commitment and dedication of its 27 members.

Of the 24 EMT's on the department, 12 are Paramedics. Paramedics have the training and ability to offer life-saving interventions far beyond the capabilities of a basic EMT. With our Paramedics and our Basic EMT's working together, Southampton Fire Department offers the highest level of pre-hospital care available.

What this means to you: If a family member suffers a heart attack or stroke, their quality of life is vastly improved with advanced level care. Without the advanced care, heart tissue dies, brain cells are lost, quality of life slips away. With Paramedic level care, offered quickly, quality of life is enormously improved.

This benefit to our community is unparalleled given the dollars spent. Most communities must pay fulltime wages with full union benefits. We accomplish cost savings through the dedication of one fulltime chief and 27 part time firefighter/EMT's! We **do not** pay our part-time firefighters vacation pay, sick time, holiday pay or overtime. We **do not** offer health insurance. We **DO** protect all of our firefighters with accident insurance to insure they and their families are covered in the event they themselves are hurt on the job.

Most of our firefighters are from Town or have strong ties to our community. Our Paramedics draw from some of the most experienced in the area. Many have over 20+ years in Emergency Medical Services (EMS) and work as fulltime firefighters in surrounding communities. The wealth of knowledge and experience they bring is not only an immediate benefit to your family, when the ambulance is at your door, but they also add to the fabric of our department training with cutting edge knowledge and first-hand experience.

Currently we have one 9-hour shift that is here in the station from 8AM until 5PM. Last year we received 51% of our calls during this 9-hour shift. We have a standby shift that gets paid a small stipend when they cover a twelve hour shift from 6pm to 6AM. All the times in between we depend on whoever on the department is available to pick up the call.

This system works pretty well but everyone's lives are getting busier. All of our members work another job or two. Many have gone to paramedic school to keep pace with the community. A twelve hour standby shift that keeps you in emergency response mode all night, takes away from family time. We are currently working with the town to put forward a 2 ½ override vote that would fund a second shift.

The second shift, if successful would be arranged with the first shift to have staffing **in the fire station** from 6AM until 10PM. Last year 81% of our calls came in at this time. With a second shift we do not have to wait for members to respond to the station to get the ambulance. 81% of the time an ambulance would be on the road immediately.

Whatever level the town votes to staff the ambulance we will respond with professionalism and dedication. The dedication our members bring to this community, our community, distinguishes us as a leader in Fire/EMS in our area. We take enormous pride in serving the town of Southampton. We are a family of firefighters whose calling is to help you and your family during and through your hardest times.

The State allows open burning starting January 15<sup>th</sup> through May 1<sup>st</sup> each year. Open burning is regulated by the DEP with a web link provided below.

Southampton opened up our services offering a season pass. You paid one time and renewed for free through the season. It was received well. The State DEP is continually changing its rules and we hope we will be able to offer this again next year!

The State only allows burning on certain days when the atmospheric conditions are suitable to reduce pollution. This determination is done by the State daily and Southampton FD will pass along that information each day as needed.

**Checks should be made out to the Town of Southampton** and permits issued on Saturday are good only for the weekend they are issued.

Open burning is regulated by the State of Massachusetts, click on the link below to learn more.  
[Massachusetts Open Burning Rules and Regulations](#)

Respectfully Submitted,  
Chief John Workman

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## HEALTH, BOARD OF

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In 2014, the Southampton Board of Health made several strides forward to help protect the health and wellness of the citizens in Southampton. Boards of Health in Massachusetts are required by state statutes and regulations to perform many important duties relative to the protection of public health, the control of disease, the promotion of sanitary living conditions, and the protection of the environment from damage and pollution. The primary responsibility of the Southampton Board of Health is to improve the quality of life of the residents in this community.

Adam Kinney resigned as Health Agent in May of 2014. Adam was replaced by Bri Eichstaedt in June. Bri is a graduate of Westfield State University with a degree in Environmental Science. Bianca Ryan Halket resigned as Administrative Clerk and Jean Risk replaced her one week before Adam left. Jean resigned as Administrative Clerk and moved to the Treasurer's Office in August. Bri works as the Health Agent and Administrative Clerk.

The Board of Health consists of a three member board. The current Board of Health is Lisa Brodeur-McGan (Chair), Ron Laurin, and Shelley O'Connell. The Board meets once a month on Tuesdays at 6:00 p.m. at the Board of Health Office (Suite 4) located at Town Hall, 210 College Highway. Meetings are posted on [www.mytowngovernment.org/01073](http://www.mytowngovernment.org/01073). The Board of Health office is open daily, Monday-Thursday from 8:00 a.m. to 3:30 p.m. Urgent calls are handled by calling the Board of Health Office at 529-1003 or through the Southampton Police Department at 527-1120.

The Board of Health responds to a number of health issues. Inspections of food establishments are conducted to determine compliance with state and local regulations. Nuisances, housing, and environmental complaints are continuously being addressed. The Board of Health works closely with the MA. Department of Public Health, MA. Department of Environmental Protection and with several health care agencies to monitor and address health concerns. Southampton is also part of the Tobacco Free Community Partnership, which conducts compliance checks to monitor the illegal sale of tobacco products to minors, and provides education on the health and economic effects of tobacco.

Southampton is a member of the Hampshire County Emergency Preparedness Coalition. As part of the Coalition, Southampton continues to work cooperatively with other local communities to prepare, respond and protect residents in the event of natural disasters, medical emergencies or bioterrorism. This grant-funded project provides a blueprint for layout and processes in the event that Town Hall is used as an emergency dispensing site. Site plans are also in place for the Norris School. As members of the Emergency Preparedness Coalition, the Health Agent attends coalition meetings, training sessions, and seminars to keep the Town's response plans current. Members of the Board of Health have also received training on Emergency Preparedness. Communication with the Massachusetts Department of Public Health, the Massachusetts Executive Office of Public Safety and the U.S. Office of Domestic Preparedness occur regularly to ensure that Southampton is prepared to respond to emergencies.

2014 Reports

Disposal Work Installer Permits – 16  
Drug Take Back Day – 1  
Food Permits – 40  
Food Service/Retail Inspections – 45  
Hazardous Waste Day - 1  
Perc Tests - 51  
Rabies Clinic - 1

Rabies Exposure/Quarantine – 21  
Reportable Diseases – 43  
Septic Designs – 49  
Septic Haulers Permits – 10  
Tobacco Permits – 7  
Well Permits – 5

Reportable Disease: Confirmed, Contact, Probable, Revoked, and Suspect

<b>Disease</b>	<b>Number of Cases</b>
Babesiosis	1
Ehrlichiosis	1
Group B streptococcus	4
Hepatitis A	2
Hepatitis C	5
Human Granulocytic Anaplasmosis	2
Influenza	6
Lyme Disease	13
Measles	1
Mumps	1
Pertussis	1
Salmonellosis	5
Varicella	1
<b>Total</b>	<b>43</b>

The Southampton Board of Health collects used needles through the Sharps Disposal Program. Any Southampton resident can drop off and dispose of an approved sharps container at the Board of Health Office, Monday-Thursday from 8:00 a.m. to 3:30 p.m. Southampton residents can also receive a free sharps disposal container, if needed.

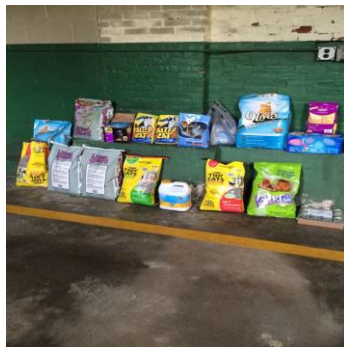
The Southampton Board of Health reminds residents that the threat of rabies still exists in Hampshire County. Rabies is a viral disease common to wild animals which can be transmitted to domestic animals and humans. The Southampton Board of Health had three animals tested for rabies by sending the potentially rabid animal to Boston for testing. Two of the animals were domestic cats and one was a raccoon. The raccoon tested positive for rabies as well as one of the cats. The raccoon was found and euthanized on Cook Rd. This year in Southampton, there were 25 animal quarantines/rabies exposure investigated by the Board. Residents are urged to enjoy wild animals from a distance, to vaccinate all dogs and cats, and to report any animal that behaves oddly to Board of Health or police.

### Projects and Services:

The Board of Health received a mini-grant from the Department of Public Health in the amount of \$500. The grant helped send Bri to the Massachusetts Health Officer's Association Conference in Hyannis, Massachusetts. The 2-day conference held several informational settings including septic systems, pests/rodents, food protection, emergency preparedness, mosquito control, etc.

This year, Southamptton participated in one "Drug Take Back Day". In cooperation with the Hampshire County Sheriff's office, prescription drugs were collected and disposed of through a secure, regional site. The Board of Health also hosted a "Rabies Clinic" where domestic animals could get their rabies vaccination for a lowered price.

The Board of Health also held a several week long fundraiser for the Westfield Homeless Cat Shelter and collected over 4 car loads of cat food, litter, and toys. The Westfield Homeless Cat Project housed 13 cats that were found in Southamptton after condemning a house. The cats were vaccinated, fixed, and bathed. 12 out of 13 of those cats were adopted and given homes. Unfortunately, one of the cats was euthanized after finding out she had leukemia. Two of the cats had a litter of kittens.



In October, The Board of Health and the Highway Department helped coordinate a Hazardous Waste Day with the Easthampton Highway Department. Southamptton serviced 55 cars from Southamptton alone. Residents were able to dispose of paints, oils, mercury, stains, etc.



The Board of Health and its staff are committed to protecting the health and safety of the residents of Southampton. We are also committed to safeguarding the health and beauty of our community. In order to be prepared to meet these complex challenges and to keep abreast of potentially harmful situations, the Board of Health and staff attend various workshops and seminars presented throughout the year by the Massachusetts Department of Public Health, Massachusetts Department of Environmental Protection, the Western Mass. Public Health Association, the Massachusetts Health Officers Association and the Massachusetts Association of Health Boards. The Board and staff acknowledge and appreciate the assistance and cooperation of all Town Boards, Departments, Commissions and Community Organizations.

Respectfully Submitted,

SOUTHAMPTON BOARD OF HEALTH

Lisa Brodeur-McGan, Chair

Ron Laurin, Member

Shelley O'Connell Member

Bri Eichstaedt, Health Agent & Administrative Clerk



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## HISTORICAL COMMISSION

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The Historical Commission is the agency responsible for identifying, recording and preserving historic town assets. It cooperates with other agencies to insure historic preservation in developmental planning. It serves as the liaison between local, state and federal agencies.

With great sadness we report that our longtime, key commissioner Richard Ahart passed away in 2014. He is missed. We voted to award Dick the 2014 Historical Preservation Award which he was deserving of on many occasions. His name has been placed on the plaque in Town Hall.

Restoration and priming of siding on the Conant Park Old Schoolhouse continued during the year. Final phases will be completed in 2015 if funds are available.

We applied for and received a State Civil War Grant and matching CPA funds to restore and repair 20 Civil War Veterans graves and monuments in the Center Cemetery. Our restorer, "Beyond the Gravestone of Storrs, CT" completed that restoration in the October. The result is far above expectation.

CPA funds were awarded to restore and move the circa 1891 Moore safe from the old to the new town hall. This project will continue as weather improves.

The State Inventory of Southampton Historic Properties and Local listing of Scenic Roads was reviewed and updated.

Commission members attended State and Local workshops to gather information for drafting a Demolition Delay Bylaw for Southampton. This task will continue during 2015 so that a bylaw can be developed.

The Commission met and continues to meet with the Safety Complex Building Committee regarding the future of the 1863 schoolhouse portion of the current fire station. The schoolhouse is a contributing structure in the Center National Historic District. Discussion to determine the feasibility of incorporation into a new complex is ongoing.

Thank You current Commissioners and other contributors for your time and interest.

Respectfully Submitted,

Historical Commission

Robert Kozub, chair  
Doric Dods  
Ingrid Warren  
Donald Warren

Richard Frary  
Ellen DeBruyn  
Kristina Madsen

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## HIGHWAY DEPARTMENT

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The Southampton Highway Department (SHD) respectfully submits its annual report for calendar year 2014.

In 2014, there were several changes in the SHD; first and foremost was the retirement of 29-year Highway Superintendent Edward Cauley in January. Ed not only served as Highway Superintendent, but as Emergency Management Director, on the Personnel Policies and Procedures Board, on the Board of Water Commissioners, as Parks Superintendent, Transfer Station Manager and is currently serving in his first-term on the Board of Selectmen. In addition, he served on numerous other committees. During his tenure as Highway Superintendent, Ed saw the population of the Town nearly double, and oversaw the creation of more than two dozen new roads as the Town has grown. He has been a big supporter of youth sports and was integral in the creation of Labrie Field; a premier multi-use (soccer and majors baseball) athletic field off Strong Road.

One of the largest projects Ed was involved with was the expansion of Southampton's municipal water system into the Hampton Ponds area of Town in response to the discovery of trichloroethylene in private drinking water wells in that area. Ed indicated that the portion of the project to install the water mains over to the Hampton Ponds took a year to complete and engaged a large amount of funds and manpower from both the Highway and Water Departments. Another project that stuck out in his mind as unusual was building the holding cells at the Police Department. Both of these projects are examples of how (by necessity) the Town has saved money by employing the Highway Department to do work that would have been much more expensive to perform had it been subordinated to outside contractors.

Since I was promoted in early January, Ed has made himself readily available for my questions and requests for advice, and has been an invaluable resource to me. I would like to thank Ed for his service to the Town of Southampton and for his support and guidance in my transition to the position of Highway Superintendent. I would also like to thank the SHD staff for all their work to ensure the continued smooth operation of the Department during this time.

The SHD employs eight full-time staff, a part-time administrative assistant and a full-time Superintendent. All full-time SHD employees are on-call to handle SHD and Southampton Water Department emergencies 24-hours a day, seven days a week, 365 days a year. In May of 2014, the SHD hired a Truck Driver/Equipment Operator to replace me after my promotion to Highway Superintendent. The SHD also lost an employee through attrition in 2014, but have been unable to fill this position due to cuts to the SHD 2015 fiscal budget (July 2014 through June 2015). Some of the areas for which the SHD is responsible include:

- Treat (sand and/or salt) and remove snow and ice from Town roads and municipal parking lots and walks.
- Repair pot holes, crack-seal, repave and rebuild Town asphalt streets and rebuild and re-grade dirt roads and associated drainage.
- Maintenance and replacement of traffic controls such as street and traffic signs and painted road markings.

- Vegetation control (mowing grass, brush and tree cutting) along Town streets and intersections to maintain and/or improve lines-of-sight.
- Remove fallen trees and other obstructions from roadways.
- Maintain bridges and guard rails on Town roads.
- Sweep streets, clean and maintain Town-owned Stormwater management systems (catch basins, culverts and run-offs) and other work necessary to remain in compliance with State and Federal Environmental Protection Agency *Stormwater Discharges from Municipal Separate Sewer Systems* (MS4) permit and other applicable regulations.
- Mow and maintain the grounds of Conant Park, Crossroads Park, Labrie Field (once completed), Center Cemetery, West Part Cemetery, William E. Norris School (including athletic fields), Town Hall, Fire Station, Police Station, Library, Highway Garage, Transfer Station, Church Hill, three Water Department stations and other Town properties.
- Operation and management of the diesel and gasoline underground storage and dispensing facility used by Town Departments (Police, Fire, Highway, School and Council on Aging) as well as all work necessary to ensure that the Town is in compliance with all applicable local and State regulations.
- Building maintenance and custodial duties at Town Hall, Old Town Hall/Police Station, Library, Highway Garage and the Transfer Station.
- Operation and management of the Moosebrook Road Transfer Station.
- Garbage pickup service and transport to the Transfer Station for: Conant Park, Crossroads Park, Labrie Field, Center Cemetery, William E. Norris School (including the athletic fields), Town Hall, Fire Station, Police Station, Library, Highway Garage and Pequot Road Water Station.
- Coordination with the Water Department Superintendent to provide staff and equipment to the Water Department whenever needed.
- Maintenance and repair of all SHD and Water Department vehicles and machines.
- Issuing of Trench permits, Permits To Open Public Ways, Curb Cut permits, and construction inspection (sub-division roadway and drainage, ball fields, etc).
- Administration of the *Richard C. Allen Memorial Scholarship Award*.

Approximately 3,400 Tons of sand and 2,300 Tons of salt were used to control snow and ice in 2014. Approximately 40 street or traffic signs were replaced or repaired as needed due to vandalism, theft or as a result of automobile collisions. Road projects in 2014 included:

- Paved level overlay on sections of East Street. Projections for the completion of the State-funded East Street reconstruction have been pushed back again. Design work is currently at the 25% design stage, and the project has been assigned a tentative construction date of “autumn 2020” on the Transportation Improvement Plan (TIP). In the meantime, the SHD will continue measures to maintain and/or improve roadway conditions on East Street until such time as the reconstruction commences.

- Paved level overlay on sections of Fomer Road and Russellville Road. In the spring of 2014, the SHD applied for and was granted \$48,763.00 in funds from Governor Patrick's Winter Rapid Recovery Road Program (WRRRP). These funds were used to supplement Town funding for the level overlay work on East Street, Fomer Road and Russellville Road.
- Approximately 1,730 Tons of hot and cold-patch asphalt were used to patch and repair potholes and deterioration of the road surface on these previously-mentioned projects and throughout Town.
- Dirt roads were graded as necessary.

In 2014, street sweeping of all paved Town roads was completed, and stormwater management structures were cleaned in accordance with the *Stormwater Management Plan for Southampton*. Catch basin cleaning and maintenance of drainage swales and other structures was performed throughout the year.

Design work continues for planned reconstruction of a portion of Glendale Road (from Route 10 to Pomeroy Meadow Road). This project is being funded by the Chapter 90 State Grant/TIP. The Glendale Road project is currently at the 75% stage, and though the project was previously listed on the 2015 TIP, it has been pushed off by the TIP committee and now "...is planned to be funded through the 2018 TIP".

The SHD issued 16 Curb Cut Permits, 19 Permits to Open A Public Way, and 18 Trench Permits in 2014.

Five Richard C. Allen Memorial Scholarship Awards were awarded to Seniors in the Class of 2014. Madison Boucher, Anna Dziok, Jessica Kowal, Jenessa Labrie, and Paige Richard received awards in the amount of \$500 to help further their education/training.

In the coming year SHD plans to perform as many of the following road repairs as funding and scheduling will allow:

- Milling and paving of a portion of Fomer Road (from Route 10 to Russellville Road).
- Paved level overlay of Helen Drive, Lynn Drive, Karen Lane, Cottage Avenue, Birchwood Drive, Wolcott Road, Rattle Hill Road, and portions of Gilbert Road (from Russellville Road to Brittney Lane and several areas from Brickyard Road to the Manhan Bridge).
- Crack sealing on a portion of Glendale Road (from Pomeroy Meadow Road to the Easthampton border) and County Road South.

Respectfully Submitted,

Randall Kemp,  
Highway Superintendent

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## LIBRARY

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The Edwards Public Library strives to provide resources that encourage lifelong learning in a friendly environment that also serves as a community meeting place for all ages. The Library offers free access to all our services and resources for all community residents and is open 6 days a week for a total of 38 hours. The Library hours are Mondays and Wednesdays from 10 AM to 4 PM, Tuesday and Thursdays from 10 AM to 8 PM, Fridays from 1-4 PM and Saturdays from 10 AM – 1 PM. To reach the library, call 413-527-9480. Also check our website [www.southamptonlibrary.org](http://www.southamptonlibrary.org) for information on programs, new additions to our collection, and to access our catalog, including the digital catalog, from home. Patrons can renew books and order items from other libraries, as well as download ebooks, audio books, and videos to Kindles, Nooks, and other devices from the above website with a library card.

The staff consists of a director, youth librarian, technical services and circulation desk staff, and substitutes for staff when on vacation or ill. There are 12 elected Trustees and an active Friends of the Edwards Public Library group. In 2014, volunteers worked over 2,400 hours helping at the library by shelving books, presenting programs, covering and repairing books, creating displays and scrapbooks, washing windows, and trimming bushes.

In 2014, our beloved youth librarian of many years, Berkeley McChesney, retired. Berkeley is much appreciated for all the work she did while she was here with the youth of Southampton and their parents, helping patrons find just the right books and always having time to answer their questions and to appreciate each and every person's gifts. In June of 2014, the Library hired Johanna Douglass to be the new youth librarian. Johanna's experience as the Program Director and Youth Services Librarian at the Emily Williston Memorial Library for 7 years, and Director of the Easthampton Elementary after-school Program before that, serves her well in her new role. She also has an extensive background in children's theater and was the Director/Actor for the Children's Theater of Maine.

Approximately 85% of the Library's operating budget comes from municipal appropriations. The rest of the budget is paid for through State Aid to Public Libraries, and generous gifts and donations from our community. One of these generous donations in 2014 was from Francine Tishman who donated 8 new computers for public use in memory of her parents, Jana and Stanley Tishman. These computers replaced the library computers with Windows XP, which is no longer supported. Art Lawrence donated the software for the new computers and installed them. Chris Clark of WCFP Computers helped with the selection and ordering of the equipment.

The Friends of the Edwards Public Library help by raising funds through the annual book sale, the book sale nook in our copier room, Wine with Friends, and Mini Golf events. Besides contributing money for books and materials, the Friends also pay for our wireless internet service, contribute funds for the youth summer reading program, and purchase two museum passes for patrons' use. Funds for other museum passes come from the Historical Society and Southampton Cultural Council. Southampton organizations, such as the Woman's Club, Mothers' Club, Lions Club, and SYAA, give generously to the library, as do area businesses.

The Library received a \$1,000 grant from the Easthampton Savings Bank for books and other materials for the youth department. In a year with budget cuts, these contributions were especially important to enable the Library to continue to serve the community. The Library also received a grant from Community Preservation for the preserving of historical documents and books. These are being scanned and saved onto flash drives by Lindsey Dahler to be used by community members in the Library. The Library plans to post some of this information online.

There continues to be an increase in the use of library services from year-to-year. Patrons check out free books, ebooks, DVDs, audio books, magazines, museum passes, and other materials, as well as use our free Wi-Fi internet and 8 public computers. Patrons also enjoy borrowing items from other libraries throughout the state through the Interlibrary Loan delivery service. There are almost 3,000 Southamptton residents who are registered borrowers. In FY14, 59,194 items circulated compared to 56,429 the year before. These residents borrowed 8,928 items from other libraries and the library sent 5,051 items to borrowers of other Massachusetts communities through Interlibrary Loan.

In addition, the library offered many programs for all ages. During the 1,876 hours the library was open in 2014, over 155 programs were held for residents with 1,882 people attending. These included a weekly pre-school story hour during the school year, a book group for adults, a writing group for adults, a lego club for children, a busy summer reading program for children and adults, as well as special events such as a Spelling Bee, an author talk by Suzanne Stremek Shea, Baby Yoga, and Chemistry Kit demonstrations by Mt. Holyoke students. In addition, many groups use our meeting room, including the Southamptton Historical Society, Southamptton Woman's Club, local Cub Scout groups, and SYAA.

The Library Trustees and staff would like to thank the community of Southamptton for its ongoing support of the Library and its services.

Respectfully submitted,  
Barbara Goldin, Director  
Beth Russell-Smith, Chair of Trustees

Staff

Johanna Douglass, Children's Librarian  
Carol Goulet, Technical Services  
Lisa Shea, Circulation  
Michael Dean, Substitute  
Gloria Golinski, Substitute  
Beth Russell-Smith Chair  
Cynthia Lussier, Substitute  
Barbara Thompson, Substitute

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## MODERATOR

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It has been a pleasure to facilitate the Town Meetings and everything else that comes with being Town Moderator. This year's Annual Town Meeting and the Special Town Meetings were all conducted in an open, fair and respectful forum where open discussions were allowed for ALL our Townspeople. Discretion was exercised to allow debates on each and every article to continue so anyone who wished to speak and present a different point of view was heard.

Some specific actions this year were:

- An announcement was made at our Annual Town Meeting in regards to allowing reconsideration of any articles or motions that were acted upon previously stating that M.G.L. Chapter 39 grants the Town Moderator sole power to run town meetings, and it allows for the correction of a flawed motion that has passed or consideration of compelling new information and is not intended as a method of changing the intent of the town meeting.
- agreed with the Town Clerk that in accordance with the laws and practices of the Commonwealth, any citizen has the right to submit an unsigned handout anonymously to the Town Clerk's office by Noon prior to the day of the Town Meeting. All handouts received in a timely manner will be presented on a table for the next day's Town Meeting.
- started the swearing-in process for newly elected officials, despite concerns that our Annual Town Election was not legal as the warrant announcing the election was never given to the town's constables to sign and post in public places, as is required by law for municipal elections. Acting on the written advice of the town attorney and staff members at the state's Elections Division, that the election results should be considered valid "unless a court deems otherwise and given the minor nature of the irregularity, there is no reason to assume a court would overturn it, swore in our Town Clerk, Ms. Janine Domina, who then swore in all the elected town officials.

We all need to carefully work together to ensure all sides of an issue are heard. We need also to avoid being too complacent as we have the responsibility to act being our Town's legislature branch of town government.

Thank you for all your continued support!

Respectfully submitted,

Robert Floyd  
Southampton Town Moderator

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## PERSONNEL POLICY PROCEDURE BOARD

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The Southampton Personnel Policies and Procedures Board (PPPB) respectfully submit its annual report for calendar year 2014.

The responsibilities of the Personnel Policies and Procedures Board shall be as follows:

- To maintain an effective personnel system, monitor the effectiveness of rules, regulations, procedures and practices, and prepare an annual report.
- To ensure that recruitment, selection, appointment, and removal of employees is consistent with the personnel bylaw and the rules and regulations adopted pursuant to the personnel bylaw.
- To ensure that the town acts affirmatively in providing maximum opportunities to all persons regardless of race, color, religion, sex, national origin, political affiliation, age, handicap, or other non-merit factors and with proper regard for privacy and constitutional rights for all positions and provide equal treatment in all aspects of personnel management.
- To formulate and review the classification plan and the compensation plan.
- To evaluate and classify positions and review requests for reclassification.
- To maintain a centralized personnel record keeping system.

The PPPB is comprised of 3 elected members and 1 member from the Select Board and 1 member from the Finance Committee. A total of 86 Personnel Change Forms and 16 Personnel Request Forms (new jobs) were reviewed and approved by the PPPB during the calendar year 2014.

The PPPB spent much of calendar year 2014 reviewing and re-writing the Personnel By-Law Rules and Regulations. Proposed changes to Town Employee benefits are currently in review for submission to the Select Board in calendar year 2015.

Goals for the PPPB in calendar year 2015 include getting the Personnel By-Law Rules and Regulations approved by the Select Board and distributed to the Town Employees.

Respectfully Submitted,

Janet Cain  
Arthur Lawrence  
Elizabeth Moulton  
James Palermo  
Joyce Skypeck



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## PLANNING BOARD

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The following report outlines the activities of the SPB during the year 2104. This report was compiled from approved Meeting Minutes. The PB held 22 public meetings during 2014. Two meetings were cancelled due to weather conditions or lack of a quorum.

### Address Changes:

The Board issued 2 address change requests.

### Approval Not Required Plans:

The Board acted and endorsed 11 ANR requests.

### Accessory Apartment Application:

The Board endorsed 1 application on Meadow Lane.

### Building Permit Applications:

The Board endorsed 30 Building Permit requests.

The SPB requires applicants to submit a site plan with the location of the house and septic system placement on the parcel to determine the area of disturbance. The threshold is 40,000. s.f.

### By-Law Additions:

The Board, in conjunction with PVPC, Housing Partnership and residents input at public hearings, adopted 2 By-Law additions that were accepted at Town Meeting in May 2014:  
**Inclusionary Zoning By-Law** (affordable housing units )  
**Solar Array By-Law** (alternate energy source )

### Pending, Agenda items for 2015:

Update of the Regulations for Subdivision of Land: Public Hearing March 4, 2015.  
Demolition Delay Ordinance, Medical Marijuana Facilities, Livestock/Chicken By-Law.

Respectfully Submitted by:  
Planning Board

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## POLICE DEPARTMENT

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Beginning in July 2014, the police department was forced to attempt to provide the same high quality service, with less money in the budget. Some budgets were level-funded, including the police department. Level-funding does not mean level services. Level-funded budgets are reduced budgets due to cost of living increases, mandated contractual obligations and the increased cost of goods and services. Simply put, this year's dollar will not buy what last year's dollar bought and this year's budget did not allow the police department to do what the previous year's budget allowed us to do.

As a result of this year's level-funded budget appropriation, patrols had to be drastically reduced to try to stay within the budget this year and maintain a minimum staffing level of two police officers per shift.

The police department's single most expensive purchase each year is fuel. Fuel means adequate police patrols. Police patrols and police visibility help to deter and detect crime in your neighborhoods and help make your streets safer. While the drop in fuel prices was a welcome surprise, it simply was not enough by itself to prevent the need to cut police patrols. On the flipside, more police patrols deter and detect more crime. Detecting more crime means higher costs in the department's budget. This leads to higher costs in overtime conducting investigations and appearing in court at trials and hearings in order to bring cases to a conclusion.

Wages are the police department's greatest expense. In order to keep costs down, police patrols had to be cut to reduce the cost of wages. As a result, certain services that we have always provided in the past were also cut, including conducting home vacation checks. While careful fiscal management and inventive practices helped us to avoid a layoff of officers this year, the proposed level-funding of the police department again next year will certainly make the laying-off of police officers very likely and unavoidable. Two years ago, we finally added a much needed full-time officer. This still leaves us two officers short and understaffed from our staffing levels of some twelve plus years ago and still leaves us understaffed with less full-time officers than that of our sister communities of Hadley and Granby which share similar populations and demographics with us.

Understaffing forces the police department to rely heavily on part-time officers to supplement the staffing of shifts and continue to maintain the safe practice of having two officers on per shift. The safety aspect of having two officers on duty at all times cannot be understated for obvious reasons. An adequate pool of available part-time officers is historically incredibly hard to maintain, making the reliance on part-time officers difficult and impractical. Part-time officers often have greater obligations to their full-time jobs elsewhere limiting their availability at the police department. We need to be thinking and finding ways of adding full-time officers, not the laying-off of full-time officers.

When prioritizing the needs of the Town's services in the budget, Public Safety has to be at the top of the list. The rest of the town's infrastructure is nothing, if the Town isn't a safe and enjoyable place to live.

We are known for having a great school system and we fund it well. How long can that last and what good will it be, if the school and streets aren't safe, if the streets are not maintained and plowed, and if medical and fire services are not adequately available to respond to the school or your neighborhood. Public safety must be a priority in order for any town to prosper.

Due to budget constraints, not much has really changed in the police department since last year. We have not replaced a cruiser since 2012. The department's main focus has been trying to stay within an underfunded and inadequate budget while trying to continue to provide the best police services to the Town that we possibly can.

During 2014, there were 321 total offenses committed that included thefts, domestic disputes, internet crime, assault and batteries, drugs and alcohol, including 119 felonies with 43 arrests, (down 51% from the previous year). This down-turn is attributed to the reduction of active police patrolling and not less crime being committed in the town. There were also 13 sex offenders registered.

There were 103 civil motor vehicle (fines) issued. (down 50% from the previous year) and 91 warnings issued. The average speed traveled by motorists, who were issued fines for speeding, was 50 miles per hour and the average speed that motorists were fined for was 17 miles per hour over the speed limit.

The reductions noted in arrests and motor vehicle offenses do not necessarily reflect a drop in crime or offenses in Southampton, it more likely reflects the direct result of cuts in patrolling, thereby providing officers less opportunity of detecting crime and the enforcement of laws. In closing, I would like to recognize the Officers and Dispatchers for their professionalism and dedication in providing police and emergency services around the clock, to the residents of Southampton. Thank you for all that you do, you are appreciated.

Respectfully Submitted,

David G. Silvernail  
Chief of Police

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## PUBLIC SAFETY COMPLEX COMMITTEE

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The Committee respectfully submits its annual report for calendar year 2014.

The Public Safety Complex Building Committee was formed by the Select Board in August 2011, with the expressed goals of:

- Evaluating the Town's *current* and *future* needs based on input from local departments, comparison with similar communities, and professional standards; and
- Evaluating the use of Town owned land as potential building site(s).

Approximately 63 Town owned land parcels were identified, most were not suitable for a Public Safety Complex. The Committee identified three parcels that warranted further investigation:

- Town Hall/Fire Station Parcel;
- Highway Garage Parcel; and
- Old Landfill/Transfer Station Parcel.

On October 17, 2012 the Public Safety Complex Committee submitted a comprehensive report to the Select Board. (*The full report is available for review by contacting the Town Administrator or Town Clerk's Office*). Based on the results of the report, the Select Board instructed the Public Safety Complex Building Committee to evaluate the suitability of the current Fire Station/Town Hall site for construction of a Public Safety Complex housing both departments.

During 2013, the Committee discovered there were some 12 deeds overlapping the parcel that contains the current town hall and fire station. Further, there was a county road running under the current town hall which was never legally abandon. These required the committee to focus on these issues before proceeding on a feasibility study for construction.

The following efforts were completed in 2013:

- The Town hired a Surveyor to establish the boundaries of the Town Hall parcel and to allow the county road to be legally removed from the records. Wetlands were also delineated for future use in locating a public safety complex on the parcel;
- A request was made to and approved by the Hampshire County Council of Government to abandon the old county road;
- Using DEP assets, soil testing was conducted on the parcel and it was determined that there was no area suitable to support an onsite septic system for this project; and

- Negotiation with an abutter began in order to conduct a soil test and it was determined that the abutter's property could support a septic system. The Town entered into a purchase and sales agreement with the abutter, pending approval of funding.

During 2014, the Committee pursued funding to purchase the land abutting the Town Hall parcel. The Town's Community Preservation Committee initially approved funding, but due to conflicts with MA general statutes, had to withdraw it. Funding for the purchase of the property was subsequently approved at a special town meeting held in December 2014. Funding for legal fees was also approved at the December town meeting.

Funding to conduct an Architectural and Engineering Feasibility Study for the preliminary design of a public safety complex was also approved by the Town's Preservation Committee. With the help of special Town Counsel, a request for proposal was developed and requests were issued pursuant to state law. Twelve proposals were received, reviewed and ranked by the Committee. Three firms were subsequently interviewed.

On October 8, 2014, the Town of Southampton awarded a \$37,000 contract to Caolo & Bieniek Associates, Inc. of Chicopee, MA to conduct the Feasibility Study and Preliminary Design. The Feasibility Study is presently underway and scheduled for completion in early 2015. The Historical Commission and the Conservation Commission are participating in progress meetings with the Public Safety Committee and Caolo & Bieniek Associates.

The Feasibility Study will be completed by the end of March 2015 and will include preliminary building and site design, as well as initial design and construction cost estimates for a Southampton Public Safety Complex. The Committee will continue to work with town officials to establish project funding for a construction start of summer 2015.

The plan is to have a project presentation to the Annual Town meeting in May 2015 for the engineering designs and construction cost of the complex.

Respectfully Submitted by:

Public Safety Complex Committee  
Charles Kaniecki, Chairman  
William Barcom, Secretary  
Don Snyder  
Joe Bianca  
William Kaleta  
George Symborski  
John Workman – Fire Chief  
Ian Illingworth – Police Dept.  
Jacquie Sears - Select Board Member

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## **SELECT BOARD**

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2014 can best be described as a year of changes and progress. Over the course of the year, the Town has: undergone numerous staffing changes, due to new hires and retirements; created new by-laws; and has adopted new financial policies and directions.

The Board of Selectmen (BOS) currently includes Elizabeth Moulton, Edward Cauley, David McDougall, Jacquie Sears, and John Martin; with Elizabeth Moulton serving as Chair, Edward Cauley serving as Vice Chair; and John Martin serving as Clerk. During the elections of 2014, former BOS Chair Michael Phelan retired from his position on the Board; Jacquie Sears was re-elected (2017); and John Martin (2017) was elected to his first-term.

Agendas and minutes of meetings of the Board are available at [mytowngovernment.org/01073](http://mytowngovernment.org/01073) under the Selectboard. Highlights of actions taken and issues addressed by the BOS in the calendar year 2014 include:

### **Fiscal Management**

In March of 2014, the Town worked with our Auditors to conduct an annual audit. Many of the requests of the Auditors from the previous years continued. Subsequent to the Audit for FY13, with the work and effort of our financial team, our Bond Rating was returned to A-1 status.

During the Fall of 2014, the Board voted to have the Department of Revenue's Division of Local Services (DLS) work with the Town with their DLS Technical Assistance Service. DLS worked with Town Officials and wrote a report regarding the Town's Budget process. The report included recommendations regarding financial management, the current budget process in place, and leadership positions in Town.

At the end of 2014, the Board voted to adopt a Free Cash policy that focused on savings and long-term needs. In the policy, the Board sought to place funds in the Operating Stabilization Fund, Capital Stabilization Fund, Other Post-Employment Benefits (OPEB) account, and utilize the remaining funds as needed for one-time expenses. Subsequent to the Free Cash Policy being adopted, the Town Certified just over \$500,000 in free cash.

### **Information Technology**

In the Fall of 2014, the Board voted to move forward with the Community Software Consortiums efforts, through grant funds, to utilize Carbonite off-site backup software for Town Hall. The grant covers a year of service for the software and allows the Town to comply with the Management Letter from the Auditors, calling for off-site storage of data.

**Licenses and Permits issued by Selectboard in 2014*****Weights & Measures***

In 2014, the Town of Southampton contracted for the first-time with the State to provide Weights & Measures services for town-wide businesses. In years past, the Town had worked with the City of Northampton to provide such services. By switching to the State-provided services and updating its fees, the Town made a profit of \$570 for the first-time.

<b><u>Business</u></b>	<b><u>Fee Paid for Services</u></b>
Big Y	\$900
Cumberland Farms	\$540
Pure Food Market	\$330
Stop & Save	\$300

***Food & Alcohol Licenses***

There are two major classes of Liquor Licenses issued by a municipality. The first is a §12 On-premise license, this includes restaurants, clubs, taverns, general-on-premise, etc. The second is a §15 Off-Premise license, which is package stores (liquor stores). Within each of these classes, there are all alcohol licenses and wine & malt only licenses. The current schedule of fees in 2014 charged \$1000 for all alcohol licenses and \$500 for all wine & malt licenses. In 2014, the Selectboard issued a total of 12 Annual Liquor Licenses, generating \$11,000 in revenue. There were 10 All Alcohol Licenses issued and 2 Wine & Malt only licenses issued. The breakdown is as follows:

<b><u>Business</u></b>		<b><u>Class of License</u></b>
Black Birch Vineyard, LLC	§19	Wine/Malt Farmer Winery
Camp Jahn Assn. Inc	§12	All Alcohol Club
JJH, Inc— <i>d/b/a County Liquor Store</i>	§15	All Alcohol Package Store
Laxios, Ltd- <i>d/b/a Opa Opa Steakhouse &amp; Brewery</i>	§12	All Alcohol General
Konstantine N. Sierros, <i>d/b/a Pasiano's Restaurant</i>	§12	All Alcohol Restaurant
Pizza 99 Co. Inc	§12	All Alcohol Restaurant
Pure Food Market, Inc.	§15	Wine/Malt Package Store
Maharaji, Inc.— <i>d/b/a Smitty's Package Store</i>	§15	All Alcohol Package Store
Shree Gurudev Corp.— <i>d/b/a Southampton Beer &amp; Wine</i>	§15	All Alcohol Package Store
Southampton Country Club	§12	All Alcohol Restaurant
L.M.K. Inc— <i>d/b/a The Tin Can Alley Lounge</i>	§12	All Alcohol Restaurant
Yanming, Inc.— <i>d/b/a West Lake Gourmet</i>	§12	All Alcohol Restaurant

In addition to Annual Liquor Licenses, the Selectboard also issues one-day permits for alcohol; the majority are bring-your-own alcohol for use at Conant Park. The Town collected approximately \$430 in revenue for one-day licenses in 2014. The breakdown is as follows:

<u>License</u>	<u>#</u>	<u>Fee per license</u>
One Day: All Alcohol	3	\$25
One Day: Wine & Malt	12	\$35

On the food service side, the Selectboard issues Common Victualler Licenses, which allow businesses to serve food, most of the time these businesses are also required to get related Board of Health permits for food establishments. In 2014, the Town issued 16 Common Victualler licenses at \$25 each, generating a total of \$400 in revenue for the Town.

**Business**

Big Y World Class Market  
Black Birch Vineyard, LLC  
Camp Jahn Assn. Inc  
Cumberland Farms  
JK Subways, LLC—*d/b/a Subway*  
Konstantine N. Sierros, *d/b/a Pasiano's Restaurant*  
L.M.K. Inc—*d/b/a The Tin Can Alley Lounge*  
Laxios, Ltd-*d/b/a Opa Opa Steakhouse & Brewery*  
Maxi Drug, Inc.—*d/b/a Rite Aid*  
Pizza 99 Co. Inc  
Pure Food Market, Inc.  
Sheldon's Ice Cream  
Southampton Country Club  
Stop N' Save Xtra Mart  
TCB Fruits, LLC—*d/b/a Bashista Orchards*  
Yanming, Inc.—*d/b/a West Lake Gourmet*



***Car Dealer Licenses***

In 2014, the Select Board issued renewals for five car dealer licenses, generating revenue of \$500, by granting a total of 5 licenses in various classes. There are Class I licenses which pertain to the sale of new motor vehicles, Class II Licenses which pertain to buy/sell used vehicles, and Class III which allows cars to be taken apart and sold. The breakdown is as follows:

<b><u>Business</u></b>	<b><u>Address</u></b>	<b><u>License</u></b>
The Beldan Corp.— <i>d/b/a Midtown Motors</i>	151 College Highway	Class II
The Beldan Corp.— <i>d/b/a Midtown Motors</i>	152 College Highway	Class III
David Sattler— <i>d/b/a Dave's Auto Sales</i>	75 Pequot Road	Class II
Hampton Recreational Inc— <i>d/b/a Harley Davidson of Southampton</i>	17 College Highway	Class I
Matthew Tarka-- <i>d/b/a Tarka Service Center</i>	431 College Highway	Class II

***Other Licenses***

In 2014, the Select Board issued Entertainment Licenses. In total, seven entertainment annual licenses were issued to town-wide businesses at the rate of \$100 each, generating a revenue of \$700. The breakdown is as follows:

**Business**  
Black Birch Vineyard, LLC  
Camp Jahn Assn. Inc  
Hampton Recreational Inc—  
*d/b/a Harley Davidson of Southampton*  
L.M.K. Inc—*d/b/a The Tin Can Alley Lounge*  
Laxios, Ltd-*d/b/a Opa Opa Steakhouse & Brewery*  
Pizza 99 Co. Inc  
Southampton Country Club

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**SELECT BOARD**

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**CONTINUED**

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In 2014, the Select Board issued various coin-operated and related licenses. In total, four different establishments received such licenses, generating total revenue of \$1,025. The breakdown is as follows:

<b><u>Business</u></b>	<b><u>License Type</u></b>	<b><u>Quantity</u></b>	<b><u>Fee</u></b>
Konstantine N. Sierros	Jukebox	1	\$75
<i>d/b/a Pasiano's Restaurant</i>	Video Games	2	\$75
	Pool Tables	2	\$100
L.M.K. Inc	Billiard Room	1	\$50
<i>d/b/a The Tin Can Alley Lounge</i>	Video Games	2	\$150
	Bowling Alley	1	\$100
Laxios, Ltd	Jukebox	1	\$75
<i>d/b/a Opa Opa Steakhouse &amp; Brewery</i>			
Pizza 99 Co. Inc	Jukebox	1	\$75

Respectfully Submitted by:  
Select Board

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## TOWN ACCOUNTANT

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The following is a listing of the general purpose financial statements of the Town of Southampton at June 30, 2014 and for the year then ended:

Combined Balance Sheet – All Funds and Account Groups

Combined Statement of Revenues, Expenditures and Changes in Fund Balances –  
All Governmental and Trust Funds

Statement of Special Revenue Fund Revenues, Expenditures and Changes in Fund  
Balances

Combined Statement of Enterprise Fund Revenues, Expenses and Changes in  
Retained Earnings

Statement of Trust Fund Revenues, Expenditures and Changes in Fund Balances

Statement of General Fund Revenues, Expenditures and Changes in Fund  
Balance – Budget and Actual

Detailed Statement of General Fund Expenditures

Respectfully submitted,

Vicki Leigh Moro  
Town Accountant

# TOWN ACCOUNTANT—BALANCE SHEET (JUNE 30, 2014)

				Governmental Funds				Enterprise Funds		Fiduciary Funds	Account Group	
				General	Special Revenue	Community Preservation	Capital Projects	Water	Transfer Station	Trust and Agency	Long Term Debt	Total
<b>Assets</b>												
<b>Cash</b>				\$ 918,273	\$ 1,152,603	\$ 1,190,657	\$ 160,360	\$ 400,690	\$ (7,097)	\$ 894,495		\$ 4,709,980
<b>Investments</b>				-			-		-	26,600.00	-	26,600
<b>Taxes Receivable:</b>												
	Real property			112,022								112,022
	Personal property			264								264
	Tax liens			185,360	-	763		1,847				187,970
	Tax possessions			32,431								32,431
				330,076	-	763	-	1,847	-	-	-	332,687
<b>Allowance for abatements &amp; exemptions</b>				12,970	-		-	-	-	-	-	12,970
				317,107	-	763	-	1,847	-	-	-	319,717
<b>Other Receivables:</b>												
	Motor vehicle and other excise			83,526								83,526
	Unapportioned betterments				58,603							58,603
	Septic betterments				-							-
	Ambulance fees				109,122							109,122
	CPA surcharges				-	1,637						1,637
	State and federal			-	-		-	-				-
	Due from other governments			-	-							-
	User charges							99,336				99,336
	Due to Comm											
	Departmental/Payroll Deductions											-
				83,526	167,724	1,637	-	99,336	-	-	-	352,223
<b>Amounts to be provided for retirement of long-term debt</b>				0	0		-	-	-	-	4,129,418	4,129,418
	Total Assets			\$ 1,318,906	\$ 1,320,327	\$ 1,193,057	\$ 160,360	\$ 501,872	\$ (7,097)	\$ 921,095	\$ 4,129,418	\$ 9,537,938

# TOWN ACCOUNTANT—BALANCE SHEET (JUNE 30, 2014)

CONTINUED

	Governmental Funds				Enterprise Funds		Fiduciary Funds	Account Group	
	General	Special Revenue	Community Preservation	Capital Projects	Water	Transfer Station	Trust and Agency	Long Term Debt	Total
<b>Liabilities and Fund Equity</b>									
Liabilities:									
Accounts payable	\$ 18,764	\$ 4,755	\$ 2,467	\$ 78,599	\$ 82	\$ 55	\$ 1,077	\$ -	\$ 105,798
Accrued payroll	297,981	31,719					-		329,700
Deferred revenue	400,633	167,724	2,400		101,183				671,940
Notes payable	-	110,600		623,358				158,700	892,658
Long-term debt								3,970,718	3,970,718
Total Liabilities	717,377	314,798	4,867	701,957	101,265	55	1,077	4,129,418	5,970,814
Fund Equity:									
Retained Earnings:					185,000	10,000			195,000
Reserved for expenditures					215,607	(17,151)			198,456
Unreserved									-
Fund Balances:									-
Reserved:									
Encumbrances	62,161	2,877		4,143					69,181
Continuing Appropriations	3,104								3,104
Expenditures	2,676				-				2,676
Debt service									-
Over-excluded FY12 debt exclusion				(545,741)					(545,741)
Capital expenditures							493,845		493,845
Endowments									
Unreserved:									
Designated		1,002,652	427,926				416,890		1,847,468
Undesignated	533,588		760,264				9,283		1,303,135
Total Fund Equity	601,528.25		1,188,190	(541,597)	400,607	(7,151)	920,018	-	3,567,124
Total Liabilities and Fund Equity	\$ 1,318,906	\$ 314,798	\$ 1,193,057	\$ 160,360	\$ 501,872	\$ (7,097)	\$ 921,095	\$ 4,129,418	\$ 9,537,938

# TOWN ACCOUNTANT—COMBINED STATEMENT OF REVENUES/EXPENDITURES

## Combined Statement of Revenue/Expenditures

	Governmental Funds			Fiduciary Funds		
	General	Special Revenue	Capital Projects	Expendable Trusts	Non-Expendable Trusts	Total
<b><u>Revenues</u></b>						
Taxes:						
<i>Real estate</i>	\$ 9,594,405	\$ 176,455				\$ 9,770,859
<i>Personal property</i>	157,754					157,754
<i>Sale of Tax Possessions</i>	30,415	-				30,415
<i>Motor vehicle and other excise</i>	832,972					832,972
<i>Penalties and interest</i>	52,540					52,540
<i>Payments in lieu of taxes</i>	65,636					65,636
<i>Meals Taxes</i>	43,819					43,819
Intergovernmental:						
<i>State</i>	3,170,879	1,139,295				4,310,174
<i>Federal</i>	39,941	48,072				88,013
Departmental revenues	202,986	26,824				229,810
Charges for services		435,156				435,156
Earnings on invested funds	5,968	6,659				12,627
Court fines	18,145					18,145
Endowments				1,396		1,396
Miscellaneous	17,267	76,315	576,642	5,545	4,400	680,169
<b>TOTAL REVENUES</b>	<b>14,232,727</b>	<b>1,908,775</b>	<b>576,642</b>	<b>6,941</b>	<b>4,400</b>	<b>16,729,485</b>
<b><u>Expenditures</u></b>						
General government	627,572	48,747		-		676,319
Protection of persons and property	1,552,735	122,559		-		1,675,294
Education	9,303,364	841,512				10,144,877
Public works and facilities	853,126	27,748				880,874
Human services	103,955	36,672				140,628
Culture and recreation	142,707	147,558		5,394		295,659
Debt service	430,064					430,064
Intergovernmental expenses	15,437					15,437
Miscellaneous	1,549,455					1,549,455
Capital outlay		228,836	1,240,428			1,469,265
<b>TOTAL EXPENDITURES</b>	<b>14,578,415</b>	<b>1,453,633</b>	<b>1,240,428</b>	<b>5,394</b>	<b>-</b>	<b>17,277,870</b>
Excess (Deficiency) of Revenues Over Expenditures	(345,688)	455,142	(663,786)	1,547	4,400	(548,385)
<b><u>Other Financing Sources (Uses)</u></b>						
<i>Bond/note proceeds</i>			-			-
<i>Transfers from other funds</i>	242,478	15,000	10,000	83,500	-	350,978
<i>Transfers to other funds</i>	(108,500)	(168,476)		-		(276,976)
<b>Total Other Financing Sources (Uses)</b>	<b>133,978</b>	<b>(153,476)</b>	<b>10,000</b>	<b>83,500</b>	<b>-</b>	<b>74,002</b>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and other Uses	(211,710)	301,666	(653,786)	85,047	4,400	(474,383)
Fund Balance - Beginning of Year	813,238	1,892,052	112,189	331,843	357,365	3,506,687
<b>Fund Balance - End of Year</b>	<b>\$ 601,528</b>	<b>\$ 2,193,718</b>	<b>\$ (541,597)</b>	<b>\$ 416,890</b>	<b>\$ 361,765</b>	<b>\$ 3,032,304</b>

# TOWN ACCOUNTANT—CHANGES IN FUND BALANCES

## Changes in Fund Balances

	Governmental Funds			Fiduciary Funds		
	General	Special Revenue	Capital Projects	Expendable Trusts	Non-Expendable Trusts	Total
Excess (Deficiency) of Revenues Over Expenditures	\$ (345,688)	\$ 455,142	\$ (663,786)	\$ 1,547	\$ 4,400	\$ (548,385)
Other Financing Sources (Uses)						
<i>Bond/Note proceeds</i>						
<i>Transfers from other funds</i>	242,478	15,000	10,000	83,500		350,978
<i>Transfers to other funds</i>	(108,500)	(168,476)				(276,976)
Total Other Financing Sources (Uses)	133,978	(153,476)	10,000	83,500	-	74,002
<i>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and other Uses</i>	(211,710)	301,666	(653,786)	85,047	4,400	(474,383)
Fund Balance--Beginning of Year	813,238	1,892,052	112,189	331,843	357,365	3,506,687
<b>Fund Balance-End of Year</b>	<b>601,528</b>	<b>2,193,718</b>	<b>(541,597)</b>	<b>416,890</b>	<b>361,765</b>	<b>3,032,304</b>

## TOWN ACCOUNTANT— SPECIAL REVENUE FUNDS

	<u>Fund Balance</u> <u>Beginning</u>	<u>Revenues</u>	<u>Total</u> <u>Available</u>	<u>Expenditures</u>	<u>Fund Balance</u> <u>Ending</u>
<b><u>School Funds</u></b>					
School Lunch	\$ (1,233)	\$ 144,077	142,844	\$ 146,547	\$ (3,703)
Pre-School Program	15,358	49,133	64,491	45,588	18,903
Quality Kindergarten	(357)	31,900	31,543	31,543	(0)
Title I	(2,416)	23,000	20,584	20,584	(0)
SPED Circuit Breaker	-	118,213	118,213	113,886	4,327
School REAP Grant	13,147	47,530	60,677	46,752	13,925
Early Literacy Grant	5,950	-	5,950	4,620	1,330
School Choice	489,713	396,231	885,944	396,899	489,045
Student Activities Fund	3,217	28,304	31,521	27,752	3,770
Norris Revolving Fund	1,601		1,601	86	1,515
Norris Gift Fund	7,320	6,861	14,181	5,573	8,608
Thinkfinity Award	(1,739)	-	(1,739)	(1,739)	(0)
School Building Use	1,582	2,958	4,539	1,881	2,658
ARRA Grants	(1,884)	-	(1,884)	(1,884)	(0)
Other	10,282	2,046	12,328	3,801	8,527
Total School Funds	540,541	850,253	1,390,794	841,889	548,904
				841,889	(0)
<b><u>Revolving Funds</u></b>					
Police Outside Detail	(3,963)	102,351	98,389	103,569	(5,181)
Inspections	10,135	23,638	33,773	27,151	6,622
Dog Control	939	4,483	5,421	5,421	0
Council on Aging Van	1,096	18,031	19,127	18,779	348
Fire Inspections	-	-	-		-
Highway Mowing	597	-	597	597	(0)
Planning Board	15,545	19,400	34,945	17,740	17,204
Conant Park Pavilion	1,594	4,200	5,794	2,367	3,427
Gun Permits Admin	(1)	-	(1)	-	(1)
Zoning Board of Appeals	1,278	2,165	3,443	1,663	1,780
Con Com -Consultant	520		520	-	520
<b>TOTAL REVOLVING FUNDS</b>	27,741	174,267	202,008	177,288	24,719



	<u>Fund Balance</u> <u>Beginning</u>	<u>Revenues</u>	<u>Total Available</u>	<u>Expenditures</u>	<u>Fund Balance</u> <u>Ending</u>
<b><u>Other Special Revenues</u></b>					
Road Construction	(30,990)	259,192	228,201	228,836	(635)
PEG Programming Grant	69,738	20,926	90,664	29,343	61,321
Ambulance Fees	139,329	153,172	292,501	148,075	144,426
Septic Betterments	5,555	-	5,555	-	5,555
WPAT Loan Repayment	212,931	13,357	226,289	20,401	205,888
Sale of Cemetery Lots	39,350	2,800	42,150	-	42,150
Police Grants	19,634	15,043	34,677	9,347	25,330
Sale of Real Estate	576	-	576	-	576
Council on Aging	1,453	14,714	16,166	14,068	2,098
Cultural Council	3,148	4,250	7,398	3,825	3,573
Library Grants	7,176	6,871	14,047	7,000	7,047
Wetlands Protection	2,671	2,464	5,135	4,961	174
Community Preservation Funds	939,110	359,351	1,298,461	110,271	1,188,190
Scholarship Fund	5,431	4,616	10,047	2,500	7,547
Gift Funds	21,385	14,926	36,311	18,569	17,742
Halloween Storm (FEMA)	(125,600)	15,000	(110,600)		(110,600)
Fire Safe Grant	3,864	6,904	10,768	5,369	5,399
Police Patrol Stimulus	1,120	-	1,120	-	1,120
Highway Emergency Preparedness	2,000	-	2,000	-	2,000
Other	5,889	5,670	11,559	3,242	8,318
<b>TOTAL OTHER SPECIAL REVENUE</b>	<b>1,323,770</b>	<b>899,255</b>	<b>2,223,025</b>	<b>605,808</b>	<b>1,617,217</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$ 1,892,052</b>	<b>\$ 1,923,775</b>	<b>\$ 3,815,827</b>	<b>\$ 1,624,986</b>	<b>\$ 2,190,841</b>

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## TOWN ACCOUNTANT— ENTERPRISE FUNDS

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					<u>Water</u>	<u>Transfer Station</u>	<u>Totals</u>
<b><u>Revenues</u></b>							
User charges					\$ 529,585	\$ 181,846	\$ 711,430
Hook-up fees					105,925	-	105,925
Recycling					-	28,601	28,601
Water Liens					6,691		
WPAT debt subsidies					65,692	9,067	74,759
Earnings on invested funds					1,738	2	1,740
Miscellaneous Revenue					1,707		1,707
<b>TOTAL REVENUES</b>					<b>711,338</b>	<b>219,516</b>	<b>924,163</b>
<b><u>Expenses</u></b>							
Payroll					116,985	44,339	161,324
Other operating expenses					146,980	150,975	297,955
Debt service					231,068	21,440	252,508
Capital outlay					78,963	-	78,963
<b>TOTAL EXPENSES</b>					<b>573,995</b>	<b>216,754</b>	<b>790,749</b>
Excess of Revenues Over Expenses					137,343	2,762	133,414
<b><u>Other Financing Uses</u></b>							
Transfers to other funds - indirect costs					49,612	22,465	72,077
Excess (Deficiency) of Revenues Over Expenses and Other Uses					87,731	(19,703)	61,337
Retained Earnings - Beginning of Year					127,876	2,552	130,428
Retained Earnings - End of Year					<u>\$ 215,607</u>	<u>\$ (17,151)</u>	<u>\$ 191,765</u>

# TOWN ACCOUNTANT—TRUST FUNDS

	<u>Fund Balance Beginning</u>	<u>Revenues</u>	<u>Transfers from Other Funds</u>	<u>Total Available</u>	<u>Expenditures</u>	<u>Transfers to Other Funds</u>	<u>Fund Balance Ending</u>
<b><u>Non-Expendable Trusts</u></b>							
Cemetery Perpetual Care	\$ 87,511	\$ 4,400	\$ -	\$ 91,911	\$ -	\$ -	\$ 91,911
Almoners	20,847			20,847	-		20,847
Library	28,093			28,093	-	-	28,093
Park	50,664			50,664	-		50,664
Wildlife	35,167			35,167	-		35,167
School	4,000			4,000	-		4,000
Julia Baraniuk - Library	131,083			131,083	-		131,083
Julia Baraniuk - Fireman Assoc	131,083			131,083	-		131,083
<b>NON-EXPENDABLE TRUSTS</b>	<b>488,448</b>	<b>4,400</b>	<b>-</b>	<b>492,848</b>	<b>-</b>	<b>-</b>	<b>492,848</b>
<b><u>Expendable Trusts</u></b>							
Stabilization Fund	113,333	269	12,500	126,101			126,101
Stabilization - All Purpose	63,945	137	71,000	135,082			135,082
Cemetery Perpetual Care	20,515	1,110		21,625	1,000	-	20,625
OBEF Trust	1,000	4		1,004			1,004
Almoners	6,101	241		6,342			6,342
Library	19,689	621		20,309	1,914		18,396
Park	23,769	1,418		25,187			25,187
Wildlife	55,049	1,359		56,408	2,480		53,928
School	7,092	116		7,207			7,207
Conservation	20,972	272		21,244			21,244
Julia Baraniuk - Library	379	1,396		1,775			1,775
Julia Baraniuk - Fireman Assoc	191	806		997	-		997
<b>TOTAL EXPENDABLE TRUSTS</b>	<b>332,033</b>	<b>7,747</b>	<b>83,500</b>	<b>423,281</b>	<b>5,394</b>	<b>-</b>	<b>417,887</b>
Payroll Decuctions/Withholdings	679			679	3,613		(2,934)
Due to Comm	(5,288)	(27,405)		(32,693)	(26,344)		(6,349)
Total Expendable Trusts	(4,609)	(27,405)	-	(32,014)	(22,731)	-	(9,283)
<b>TOTALS--ALL TRUSTS</b>	<b>\$ 815,872</b>	<b>\$ (15,258)</b>	<b>\$ 83,500</b>	<b>\$ 884,115</b>	<b>\$ (17,337)</b>	<b>\$ -</b>	<b>\$ 920,018</b>

# TOWN ACCOUNTANT—BUDGET VERSUS ACTUAL (GENERAL FUND)

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b><u>Revenues</u></b>			
Taxes:			
<i>Real estate</i>	\$ 9,634,728	\$ 9,594,405	\$ (40,323)
<i>Personal property</i>	158,075	157,754	(322)
<i>Sale of tax possessions</i>	-	30,415	30,415
<i>Motor vehicle and other excise</i>	747,500	832,972	85,472
<i>Penalties and interest</i>	50,000	52,540	2,540
<i>Payments in lieu of taxes</i>	62,000	65,636	3,636
<i>Meals tax</i>	43,000	43,819	819
State aid	3,171,801	3,170,879	(922)
Federal aid		39,941	39,941
Departmental revenues	172,500	202,986	30,486
Earnings on invested funds	7,100	5,968	(1,132)
Court fines	19,000	18,145	(855)
Miscellaneous	-	17,267	17,267
<b>TOTAL REVENUES</b>	<b>14,065,704</b>	<b>14,232,727</b>	<b>167,023</b>
<b><u>Expenditures</u></b>			
General government	638,059	627,572	10,487
Protection of persons and property	1,552,856	1,552,735	121
Education	9,381,086	9,303,364	77,722
Public works and facilities	853,431	853,126	305
Human services	104,377	103,955	421
Culture and recreation	146,221	142,707	3,514
Debt service	430,091	430,064	27
Intergovernmental expenses	15,749	15,437	312
Miscellaneous	1,669,323	1,549,455	119,868
<b>TOTAL EXPENDITURES</b>	<b>14,791,194</b>	<b>14,578,415</b>	<b>212,778</b>
Excess (Deficiency) of Revenues over Expenditures	(725,489)	(345,688)	379,801
<b><u>Other Financing Sources (Uses)</u></b>			
<i>Transfers from other funds</i>	242,478	242,478	-
<i>Transfers to other funds</i>	529,654	(108,500)	(638,154)
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>772,132</b>	<b>133,978</b>	<b>(638,154)</b>
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	<b>\$ 46,642</b>	<b>(211,710)</b>	<b>\$ (258,352)</b>
Fund Balance - Beginning of Year		813,238	
<b>Fund Balance - End of Year</b>		<b>\$ 601,528</b>	

# TOWN ACCOUNTANT—EXPENSE REPORT 2014

01 - General Fund Account	Description	Previous Year's Bal	Original Budget	Budget Revisions	Revised Budget	Actual Expended	Balance	% Exp
<b>General Government</b>								
015114.700	Moderator Expenses		270.00		270.00	150.00	120.00	55.55 %
015122.700	Selectmen Expenses		3,000.00	1,438.95	4,438.95	4,438.95		100.00 %
015122.703	Internet Service		1,980.00		1,980.00	1,731.34	248.66	87.44 %
015122.704	Webpage Maintenance		500.00		500.00	179.64	320.36	35.92 %
015125.113	Town Administrator Salary		62,000.00	-11,366.40	50,633.60	50,633.60		100.00 %
015129.113	Administrative Assistant Wages		27,669.22	-23,386.33	4,282.89	4,282.89		100.00 %
015129.700	Administration Expenses		1,500.00	899.98	2,399.98	2,344.79	55.19	97.70 %
015129.701	Photocopier Lease and Supplies		4,470.00		4,470.00	3,242.28	1,227.72	72.53 %
015129.702	Postage		14,000.00		14,000.00	13,978.06	21.94	99.84 %
015131.700	Finance Committee Expenses		250.00	-46.10	203.90	176.00	27.90	86.31 %
015135.113	Town Accountant Salary		37,279.61		37,279.61	37,279.61		100.00 %
015135.114	Assistant Accountant Wages		18,595.37	-313.39	18,281.98	18,281.98		100.00 %
015135.200	Independent Audit		5,000.00	16,000.00	21,000.00	21,000.00		100.00 %
015135.700	Town Accountant Expenses		1,070.00	14.58	1,084.58	1,084.58		100.00 %
015135.701	Accounting Software Support		2,340.00		2,340.00	2,340.00		100.00 %
015141.114	Assistant Assessors Wages		69,213.96	-3,691.18	65,522.78	65,522.78		100.00 %
015141.700	Assessors Expenses	855.00	5,805.00	-1,756.12	4,903.88	4,903.88		100.00 %
015141.701	Assessors Software Support		5,550.00	-500.00	5,050.00	5,050.00		100.00 %
015141.702	Assessors - Town Maps		1,500.00		1,500.00	1,500.00		100.00 %
015141.710	Triennial Revaluation	7,000.00	5,000.00		12,000.00	7,900.00	4,100.00	65.83 %
015145.113	Treasurer/Collect Salary		49,963.34		49,963.34	49,963.34		100.00 %
015145.115	Treasurer/Collector Wages		55,690.50	-941.32	54,749.18	54,749.18		100.00 %
015145.700	Treasurer/Collector Expenses		8,500.00	1,000.00	9,500.00	9,381.18	118.82	98.74 %
015145.701	Treasurer - Software Support		8,500.00		8,500.00	8,500.00		100.00 %
015151.300	Legal Expenses		25,000.00	53,818.11	78,818.11	78,818.11		100.00 %
015152.700	Personnel Board Expenses		400.00	-314.22	85.78	85.78		100.00 %
015158.700	Tax Title Expenses		8,000.00	-4,477.50	3,522.50	3,522.50		100.00 %
015161.113	Town Clerk Salary		35,782.68		35,782.68	35,782.68		100.00 %
015161.114	Town Clerk Assistant Wages		18,122.87	316.00	18,438.87	18,427.15	11.72	99.93 %
015161.700	Town Clerk Expenses		1,400.00		1,400.00	1,364.16	35.84	97.44 %
015163.113	Election/Registration Salaries		630.00	-30.00	600.00	600.00		100.00 %
015163.115	Election/Registration Wages		1,669.92	1,022.73	2,692.65	2,692.65		100.00 %
015163.700	Election/Registration Expenses		7,651.00	-436.01	7,214.99	7,214.99		100.00 %
015171.700	Conservation Commission Expenses		2,200.00	106.15	2,306.15	2,306.15		100.00 %
015175.700	Planning Board Expenses		650.00		650.00	650.00		100.00 %
015175.701	Pioneer Valley Planning Commission		810.00	58.80	868.80	868.80		100.00 %
015175.702	Barnes Aquifer Committee		1,900.00	100.00	2,000.00	2,000.00		100.00 %
015176.121	Zoning Board Clerical Wages		510.00		510.00	286.52	223.48	56.18 %
015192.400	Town Hall Custodial Expenses			2,700.00	2,700.00	1,777.43	922.57	65.83 %
015192.405	Telephone		8,500.00	-1,335.16	7,164.84	7,164.84		100.00 %
015192.410	Gas and Electric - Town Hall		10,000.00	7,802.82	17,802.82	17,728.00	74.82	99.57 %
015192.411	Gas and Electric - Larrabee		25,000.00	7,974.11	32,974.11	32,974.11		100.00 %
015192.700	Town Hall Bldg Expenses		2,600.00	4,959.82	7,559.82	7,271.98	287.84	96.19 %
015192.701	Larrabee Bldg Expenses		17,100.00	2,662.52	19,762.52	19,762.52		100.00 %
015195.700	Town Report		2,000.00		2,000.00	2,000.00		100.00 %
015196.700	Technology - Equipment		7,900.00	-24.15	7,875.85	7,685.43	190.42	97.58 %
015196.701	Technology - Services		4,950.00	3,024.15	7,974.15	7,974.15		100.00 %
015197.701	Emergency Management Expenses		2,500.00		2,500.00		2,500.00	0.00 %
<b>Total</b>	<b>General Government</b>	<b>27,855.00</b>	<b>608,923.47</b>	<b>1,280.84</b>	<b>638,059.31</b>	<b>627,572.03</b>	<b>10,487.28</b>	

# TOWN ACCOUNTANT—EXPENSE REPORT 2014 CONTINUED

01 - General Fund Account	Description	Previous Year's Bal	Original Budget	Budget Revisions	Revised Budget	Actual Expended	Balance	% Exp
<b>Protect, Persons, &amp; Property</b>								
015210.113	Police Chief's Salary		82,963.20		82,963.20	82,963.20		100.00 %
015210.115	Police Department Wages		653,527.45	1,313.75	654,841.20	654,841.20		100.00 %
015210.700	Police Dept Expenses	934.25	63,000.00	222.55	64,156.80	64,035.39	121.41	99.81 %
015210.701	Police Equipment Maintenance		23,500.00	-428.84	23,071.16	23,071.16		100.00 %
015210.702	Regional Lockup Assessment		5,374.00		5,374.00	5,374.00		100.00 %
015210.705	D.A.R.E. Program		3,000.00	149.09	3,149.09	3,149.09		100.00 %
015215.115	Communications Wages		189,555.14	18,614.01	188,169.15	188,169.15		100.00 %
015215.700	Communications Expenses		5,000.00	-1,537.61	3,462.39	3,462.39		100.00 %
015220.113	Fire Chief's Salary		74,100.24	-1,050.67	73,049.57	73,049.57		100.00 %
015220.115	Fire Department Wages		76,005.90	5,073.48	81,079.38	81,079.38		100.00 %
015220.700	Fire Department Expenses		37,200.00	3,748.43	40,948.43	40,948.43		100.00 %
015232.113	EMT Standby		35,100.00	-4,425.00	30,675.00	30,675.00		100.00 %
015232.114	EMT Wages		158,379.47	8,132.18	166,511.65	166,511.65		100.00 %
015236.698	Ambulance Billing		8,000.00	-1,038.18	6,961.82	6,961.82		100.00 %
015236.699	EMT Licensing and Certification		2,500.00	-1,606.00	894.00	894.00		100.00 %
015236.700	Ambulance/EMS Expenses		40,000.00	3,580.73	43,580.73	43,580.73		100.00 %
015241.113	Building Inspector Salary		51,089.71	5,814.06	56,903.77	56,903.77		100.00 %
015241.115	Building Inspector Clerical Wages		6,168.40	-289.44	5,878.96	5,878.96		100.00 %
015241.700	Building Inspection Expenses		4,000.00	17,185.96	21,185.96	21,185.96		100.00 %
<b>Total</b>	<b>Protect, Persons, &amp; Property</b>	<b>934.25</b>	<b>1,498,463.51</b>	<b>53,458.50</b>	<b>1,552,856.26</b>	<b>1,552,734.85</b>	<b>121.41</b>	
<b>Education</b>								
015300.700	Elementary School		3,859,175.00	59,000.00	3,918,175.00	3,916,113.71	2,061.29	99.94 %
015300.701	School Choice Tuition		38,400.00		38,400.00	38,400.00		100.00 %
015300.702	Local School Transportation		194,738.00		194,738.00	185,253.69	9,484.31	95.12 %
015300.703	School Textbooks		18,000.00		18,000.00	18,000.00		100.00 %
015310.700	Charter School Tuition		10,796.00		10,796.00	10,723.00	73.00	99.32 %
015320.690	Vocational Tuition		542,347.00	-20,932.22	521,414.78	519,485.56	1,929.22	99.63 %
015320.691	Vocational Transportation		50,000.00	-1,873.56	48,126.44	46,113.21	2,013.23	95.81 %
015330.690	Hampshire Regional Operating		4,311,134.00		4,311,134.00	4,311,134.00		100.00 %
015330.691	Hampshire Regional Debt		320,302.00		320,302.00	320,302.00		100.00 %
<b>Total</b>	<b>Education</b>		<b>9,344,892.00</b>	<b>36,194.22</b>	<b>9,381,086.22</b>	<b>9,365,525.17</b>	<b>15,561.05</b>	
<b>Public Works and Facilities</b>								
015422.113	Highway Superintendent's Salary		90,889.77	6,867.66	97,757.43	97,757.43		100.00 %
015422.115	General Highway Wages		214,633.54	-8,250.08	206,383.46	206,383.46		100.00 %
015422.700	General Highway Expenses		164,240.00	-19,106.50	145,133.50	145,133.50		100.00 %
015422.701	Road Machinery Expenses		74,000.00	-17,956.24	56,043.76	56,043.76		100.00 %
015423.115	Winter Roads Wages		126,911.62	5,097.66	132,009.28	132,009.28		100.00 %
015423.700	Winter Roads Expenses		120,980.00	60,195.12	181,175.12	181,175.12		100.00 %
015424.200	Street Lighting		21,000.00		21,000.00	20,843.02	156.98	99.25 %
015491.700	Cemetery Commission Expenses	428.69	3,500.00		3,928.69	3,780.25	148.44	96.22 %
015493.700	Tree Warden Expenses		10,000.00		10,000.00	10,000.00		100.00 %
<b>Total</b>	<b>Public Works and Facilities</b>	<b>428.69</b>	<b>826,154.93</b>	<b>26,847.62</b>	<b>853,431.24</b>	<b>853,125.82</b>	<b>305.42</b>	
<b>Human Services</b>								
015510.113	Health Agent Salary		26,659.18	-2,409.93	24,249.25	24,249.25		100.00 %
015511.113	Board of Health Clerical Wages		6,168.40	-227.06	5,941.34	5,941.34		100.00 %
015511.700	Board of Health Expenses		3,000.00	510.26	3,510.26	3,510.26		100.00 %
015519.115	Animal Inspector Salary		3,000.00		3,000.00	2,625.00	375.00	87.50 %
015541.121	Council on Aging Wages		22,239.49		22,239.49	22,237.87	1.62	99.99 %
015541.700	Council on Aging Expenses		1,860.00		1,860.00	1,860.00		100.00 %

# TOWN ACCOUNTANT—EXPENSE REPORT 2014 CONTINUED

01 - General Fund		Previous	Original	Budget	Revised	Actual		
Account	Description	Year's Bal	Budget	Revisions	Budget	Expended	Balance	% Exp
015543.115	Veterans' Agent Salary		7,604.04		7,604.04	7,581.72	22.32	99.70 %
015543.700	Veterans' Agent Expenses		372.00		372.00	349.50	22.50	93.95 %
015543.771	Veterans' Benefits		48,500.00	-12,899.50	35,600.50	35,600.50		100.00 %
<b>Total</b>	<b>Human Services</b>		<b>119,403.11</b>	<b>-15,026.23</b>	<b>104,376.88</b>	<b>103,955.44</b>	<b>421.44</b>	
<b>Culture and Recreation</b>								
015610.115	Library Wages		95,658.44	-2,921.11	92,737.33	92,737.33		100.00 %
015610.700	Library Expenses		32,522.00	2,882.35	35,404.35	35,404.35		100.00 %
015650.115	Park Commission Wages		7,000.00	-1,551.00	5,449.00	5,449.00		100.00 %
015650.700	Park Commission Expenses		3,900.00	178.51	4,078.51	4,078.51		100.00 %
015660.700	Historical Commission	3,211.78	1,720.00		4,931.78	1,828.16	3,103.62	37.06 %
015692.700	Celebrate Southampton		600.00		600.00	600.00		100.00 %
015693.700	Memorial Day		500.00		500.00	90.00	410.00	18.00 %
015695.700	Almoners		4,000.00	-1,480.15	2,519.85	2,519.85		100.00 %
<b>Total</b>	<b>Culture and Recreation</b>	<b>3,211.78</b>	<b>145,900.44</b>	<b>-2,891.40</b>	<b>146,220.82</b>	<b>142,707.20</b>	<b>3,513.62</b>	
<b>Debt Service</b>								
015710.909	Debt School Construction		125,000.00		125,000.00	125,000.00		100.00 %
015710.910	Debt Larrabee Renovation		110,000.00		110,000.00	110,000.00		100.00 %
015710.913	Debt Communications Radios/Equip		12,592.00		12,592.00	12,592.00		100.00 %
015710.914	Debt Pumper Tanker		26,450.00		26,450.00	26,450.00		100.00 %
015710.918	Debt Pequot Pond Sewer		15,000.00		15,000.00	15,000.00		100.00 %
015710.919	Debt WPAT Bonds		20,400.00		20,400.00	20,400.00		100.00 %
015751.914	Int School Construction		6,875.00		6,875.00	6,875.00		100.00 %
015751.915	Int Larrabee Renovation		77,894.00		77,894.00	77,893.76	0.24	99.99 %
015751.918	Int Communications Radios/Equip		503.68		503.68	477.09	26.59	94.72 %
015751.919	Int Pumper Tanker		7,869.00		7,869.00	7,868.88	0.12	99.99 %
015751.924	Int Pequot Pond Sewer		6,686.00		6,686.00	6,686.00		100.00 %
015752.925	Int Short-Term Debt		4,000.00	1,821.52	5,821.52	5,821.52		100.00 %
<b>Total</b>	<b>Debt Service</b>		<b>428,269.68</b>	<b>-13,178.48</b>	<b>415,091.20</b>	<b>415,064.25</b>	<b>26.95</b>	
<b>Intergovernmental Expenses</b>								
015820.620	Hamp Council of Gov'ts		4,600.00		4,600.00	4,527.76	72.24	98.42 %
015820.640	State - Air Pollution		1,652.00		1,652.00	1,652.00		100.00 %
015820.641	State - RMV Surcharge		2,880.00		2,880.00	2,640.00	240.00	91.66 %
015840.663	Regional Transit Charge		6,617.00		6,617.00	6,617.00		100.00 %
<b>Total</b>	<b>Intergovernmental Expenses</b>		<b>15,749.00</b>		<b>15,749.00</b>	<b>15,436.76</b>	<b>312.24</b>	
<b>Miscellaneous Expenses</b>								
015911.170	Retirement Contributory		505,069.00	-9,392.00	495,677.00	495,677.00		100.00 %
015912.170	Workers' Compensation		45,000.00	962.00	45,962.00	44,462.00	1,500.00	96.73 %
015913.170	Unemployment Compensation		20,000.00	-9,054.18	10,945.82	3,655.82	7,290.00	33.39 %
015914.170	Group Health Insurance		865,000.00	-17,755.38	847,244.62	846,759.95	484.67	99.94 %
015914.171	Medicare		75,000.00	4,734.19	79,734.19	79,640.81	93.38	99.88 %
015914.172	Group Life Insurance		4,100.00	-635.52	3,464.48	3,464.48		100.00 %
015945.740	Insurance - General		75,000.00	2,762.00	77,762.00	77,762.00		100.00 %
015950.900	Prior Year Expenses			5,032.54	5,032.54	5,032.54		100.00 %
015950.910	OPEB Actuarial Study	10,000.00			10,000.00	8,000.00	2,000.00	80.00 %
015992.962	Trans to Special Revenue		15,000.00		15,000.00	15,000.00		100.00 %
015993.963	Transfers to Capital Fund			10,000.00	10,000.00	10,000.00		100.00 %
015995.965	Trans to Stabilization			83,500.00	83,500.00	83,500.00		100.00 %
<b>Total</b>	<b>Miscellaneous Expenses</b>	<b>10,000.00</b>	<b>1,604,169.00</b>	<b>70,153.65</b>	<b>1,684,322.65</b>	<b>1,672,954.60</b>	<b>11,368.05</b>	

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## **TOWN ADMINISTRATOR**

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The Southampton Town Administrator respectfully submits an annual report for calendar year 2014.

This is my first report as Town Administrator, having been appointed by the Select Board in March of 2014. This report outlines some of the major issues confronting our Town this past fiscal year and the strategies we considered in addressing them.

### **Departmental Responsibilities**

The Town Administrator's Office has a wide array of responsibilities. Day-to-day oversight of the Select Board's Office is provided by the Town Administrator. The Town Administrator serves as the Chief Administrative Officer of the Town, the Chief Procurement Office, and the unofficial IT department. The Town Administrator's office: provides support to the Select Board; serves as liaison between the Select Board and other Town Boards, Committees, and Commissions; serves as liaison between the Select Board and other Department heads; responds to questions and correspondence from the public and maintains all records of Select Board meetings. The Town Administrator's office prepares the Warrant for the annual and all special town meetings and coordinates the preparation of the Annual Town Report. The Town Administrator's office organizes all legal matters, maintains insurance records, responds to constituents, and coordinates many other matters for the Town.

### **Financial**

Fiscal Year 2015 was a particularly financially-challenging year. Educational costs continued to increase. Predictions from the Smith Vocational school (Smith) had the largest freshmen class on record in recent years, and the annual tuition for Smith in itself, increased. In the end, six less students ended up attending Smith. The Hampshire Regional Budget continued to absorb a large amount of our educational funds due to Southampton maintaining the greatest share of students in the High School, out of all five member districts. Norris School took the largest hit in the educational piece, being the only educational budget that the Town had any control over. Unfortunately as a result, Norris underwent restructuring and had many staff changes in addition to an assessment to families to supplement the cost to local transportation.

Other departments also saw reductions in services as a result of the FY15 budget. The Highway department incurred furloughs in an effort to be proactive with spending and did not fill a position that became vacant. Four administrative positions were filled at Town Hall when they became vacant at less hours and/or a lower rate of pay than their predecessor. One position experienced continued monthly furloughs. A shared position that became vacant was not filled.

In July of 2014, the Town held an election to vote on Proposition 2 ½ override in the amount of one million dollars in order to help restore revenue streams and have a better chance of balancing the budget and maintaining revenues overtime. Although the override did not pass, the Town's departments presented an unified front and worked together over the weeks and days prior, in order to create informational videos and answer resident's questions through information sessions.



In the Fall of 2014, this office created and proposed a Free Cash policy to the Finance Committee. The policy was supported by the Finance Committee and ultimately was adopted by the Select Board in December 2014. Utilizing the policy, residents at the Special Town Meeting approved the transfer of funds from Free Cash to multiple Stabilization accounts.

### **Communication**

In 2014, this Office established monthly department head meetings in order to facilitate discussion amongst departments, share information from the Select Board, apply administrative changes, and keep an open communication stream. Attendance for these meetings is close to 100%. In late 2014, this office established monthly representative Board, Committee, and Commission meetings (BCC). These meetings allow one member of each BCC to rotate in attendance and team-up with other BCC members. Information is relayed from the Select Board, and from other Departments, and an opportunity to share the happenings of each BCC is provided. Attendance hover around six representatives that are ever changing.

Beginning with Budget FY16 preparations, which began in late 2014, this office has coordinated and steered bi-weekly Finance Team meetings, implementing the suggestions of DOR in their October 2014 report. Finance Team meetings consist of a representative from the Assessor's office, a finance committee member, the Accountant, the Treasurer, a representative from the School Business administrative office, and the Town Administrator.

### **Personnel Changes**

2014 was a year of many personnel changes. We said goodbye to many long-time employees who left for retirement, while some left to pursue other avenues, and we were blessed to welcome many new faces to the staff.

Randall Kemp was hired as the new Highway Superintendent in January of 2014. Randall replaced long-time superintendent Edward Cauley, who retired thereafter.

Kevin Towle was hired as the part-time Administrative Assistant to the Town Administrator in October of 2014.

Jean Risk was hired initially as the part-time administrative clerk for the BOH and the Building Inspector and was then hired in **October** of 2014 as the full-time clerical assistant to the Treasurer/Collector's Office.

Bri Echistadt was hired to replace the former Health Agent in mid-summer 2014. Since then, she has left us to pursue other avenues.

Tom Quinlan joined the staff as the new Building Inspector/Zoning Enforcement Officer in the Fall of 2014.

Shannon Cutler was hired as the administrative assistant in the Board of Assessors office late 2014.

Luci was hired as the Assistant Town Clerk in 2014.

Janine Domina was elected Town Clerk in May 2014. She had previously worked as the administrative assistant in the Assessor's Office.

**The Year Ahead**

In 2015, the Town Administrator's office will continue to work on IT services, updating current by-laws with the Clerk's office, and working on policies with the Select Board. In January 2015, this office launched an updated website, [townofsouthampton.org](http://townofsouthampton.org). Throughout 2015, this office will continue to keep the new website current, add information to the site for public review, and integrate new standardized emails throughout the Town.

Respectfully Submitted,  
Heather Budrweicz  
Town Administrator

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## TOWN CLERK

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The Town Clerk's office serves as the official Record Keeper of town records. It maintains the Town By-Laws and Zoning By-laws. It is the central information center for residents and citizens at large, and serves as the direct link between the residents and local government. The Town Clerk oversees the posting of all public meetings, administers the oath of office, records appointments and resignations of all Town Officials, and provides Conflict of Interest Summaries and Open Meeting Law material, as well as instructions for the online training requirement. Records kept in the Town Clerk's office include Birth Certificates, Death Certificates, Marriage Licenses, Zoning Decisions, Annual Town Reports, and minutes of all Town Meetings and Elections. State licenses and permits are issued through this office, such as marriage licenses, permits for raffles and bazaars, dog and kennel licenses, burial permits, and business certificates. Documents may be notarized in the Town Clerk's office during normal business hours as a public service at no charge.

### 2014 Vitals

Births	50
Deaths	45
Marriages	22
Dog Licenses	738

### **Elections and Town Meetings**

The Town Clerk serves as the Chief Election Official, and ensures that all town, state, and federal elections are conducted in a fair and impartial manner, and in accordance with Massachusetts General Laws and local by-laws. Voter registrations and absentee ballots are received and recorded into the State system. This office conducts the Annual Town Census and maintains the voter's list and street lists. Three hundred nineteen new voters were registered this year.

#### Date

March 27, 2014  
May 5, 2014  
May 20, 2014  
July 1, 2014  
September 9, 2014  
October 21, 2014  
November 4, 2014

#### Election/Town Meeting

Town Caucus  
Annual Town Election  
Annual Town Meeting  
Special Town Election  
State Primary  
Special Town Meeting  
State Election

**Office Update**

The Town Clerk's office underwent many changes during 2014, most notably the retirement of Town Clerk, Eileen Couture (20 years), and Assistant Town Clerk, Ruth Bernier (13 years). We are very grateful for their years of dedicated service to the town, as well as the support and guidance they have provided during this transition. Lucille Dalton was hired as our new Assistant Town Clerk. She has adapted quickly to the demands of the office and is a positive addition to Town Hall. I also wish to extend a special "thank you" to Mr. Frary for the many hours he has volunteered. His knowledge of the town's history is both entertaining and valuable.

On a personal note, this has been an exciting year for me, full of learning, researching, and much hard work. One of my main goals, as stated during my campaign last spring, was to make information, such as public notices and agendas of meetings more transparent and easily accessible to the public. At the suggestion of John Fitzpatrick, and then researching how other municipalities met the open meeting law requirements, we were able to transition to an electronic method of posting agendas and minutes called "mytowngovernment". Two new by-laws and an amendment to another were submitted and approved by the Attorney General's office. Town meetings and elections were successfully held with the assistance of several dedicated and experienced election workers.

As I look forward to 2015, one of my main goals is to continue exploring new ways to improve the services we offer.

I would like to extend a sincere "thank you" to the citizens of Southampton for the privilege to serve you as Town Clerk and look forward to continue in this role in the future.

Respectfully Submitted,

Janine Domina, Town Clerk

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## TOWN CLERK: TOWN CAUCUS MINUTES (MARCH 27, 2014)

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### Minutes of the Annual Town Caucus March 27, 2014

Town Clerk, Eileen Couture, called the meeting to order at the Town Hall at 210 College Highway @ 7:00 p.m. A quorum of 77 being present, the Clerk read the call to the meeting and the return of the warrant.

Under the first order of business the Clerk called for nominations for a chairman to serve the caucus. Michael Phelan, was nominated and seconded to chair the caucus. There being no other nominations the Clerk declared nominations closed. Mr. Phelan was elected by unanimous vote.

Chairman Phelan, then called for nominations for a clerk to serve the caucus. Debra Pinsky was nominated and seconded. There being no other nominations the Chair declared nominations closed. Ms. Pinsky was elected by unanimous vote.

The Chairman called for nomination as follows:

Moderator-for one year

Robert Floyd

**Vote 1**

No further nomination from the floor  
Nomination declared closed.

Selectman-for three years

Jacqueline Sears

John Martin

**Vote 2**

No further nomination from the floor  
Nomination declared closed.

Treas/Collector-for three years

Donna J Whiteley

Derek Geser

**Vote 1**

No further nomination from the floor  
Nomination declared closed

Assessor-for three years

Vacant

**Vote 1**

No further nominations from the floor  
Nominations declared closed

School Committee-for three years

John Fitzpatrick

Jill Phelan

**Vote 2**

No further nominations from the floor  
Nomination declared closed.

Hampshire Regional School-for three years

Vacant

Vacant

**Vote 2**

Board of Health-for three years

**Vote 1**

*Nomination made and seconded from the floor for  
Shelley O'Connell*

No further nomination from the floor  
Nomination declared closed.

Library Trustees-for three years

Linda Saltmarsh  
Beth Russell-Smith  
Candace McDougall  
Donald Bernier

**Vote 4**

*Nomination made and seconded from floor  
Donald Bernier*

No further nomination from the floor  
Nomination declared closed

Almoner-for four years

Mary Ann Bishoff

**Vote 1**

No further nomination from the floor Nomination  
declared closed.

Tree Warden-for one year

David Garstka

**Vote 1**

Nomination made and seconded from the floor  
No further nomination from the floor  
Nomination declared closed.

Cemetery Commission-for three years

Judith Miller Conlin

**Vote 1**

Nomination from the floor  
Nomination declared closed.

Park Commission-for five years

Paula Maak

**Vote 1**

Nomination made and seconded from the floor  
No further nominations from the floor  
Nomination declared closed.

Park Commission-for two years**Vote 1**

No nomination from the floor  
Nomination declared closed.

Finance Committee-for three years

Francine Tishman

**Vote 2**

No further nomination from the floor  
Nomination declared closed.

Finance Committee-for one year**Vote 1**

No further nomination from the floor

Water commissioner-for three years

Edward J Cauley

**Vote 1**

Nomination for James Walunas was made and  
seconded.  
No Further nominations from the floor  
Nomination declared closed.

Personnel Policy Proc. Board-for three years

Arthur Lawrence

**Vote 1**

No further nomination from the floor  
Nomination declared closed.

**Personnel Policy Proc. Board-for two years** **Vote 1**

James Palermo

No further nomination from the floor  
Nomination declared closed.**Planning Board-for five years** **Vote 1**

Paul Diemond

No further nomination from the floor  
Nomination declared closed.**Community Preservation-for Three Years** **Vote 2**

Virginia Ahart

No further nomination from the floor  
Nomination declared closed.

Janet Brown

The caucus was closed at 9:00p.m. and the results were announced at 9:45p.m., as follows:

**Moderator-for one years** **Vote 1**

Robert Floyd\*

60

Blanks

17

**Board of Selectman-for three years** **Vote 2**

Jacqueline Sears

52

John Martin

45

Blanks

57

**Treasurer/Collector-for three years** **Vote 1**

Donna Whiteley

32

Derek Geser

34

Blanks

11

**Town Clerk-for one yr** **Vote 1**

Joanne Alderman

10

Janine Domina

34

Joseph Puc

8

Robin Richard

18

Blanks

7

**Assessors-for three years** **Vote 1**

Thomas Monahan

1

Blanks

76

**Board of Health-for three yrs** **Vote 1**

Shelley O'/Connell

49

Blanks

28

<u>School Committee-for three years</u>	<b>Vote 2</b>
John Fitzpatrick*	50
Jill Phelan*	53
Blanks	51

<u>Hampshire Reg.School District</u>	<b>Vote 2</b>
Pat Monahan	3
Blanks	151

<u>Library Trustees-for three year</u>	<b>Vote 4</b>
Linda Saltmarsh*	53
Beth Russell-Smith*	52
Candace McDougall*	52
Donald Bernier	44
Blanks	97

<u>Almoner-for four years</u>	<b>Vote 1</b>
Maryann Bischoff	54
Blanks	23

<u>Tree Warden-for one year</u>	<b>Vote 1</b>
David Garstka*	60
Blanks	17

<u>Cemetery Commissioner-for three years</u>	<b>Vote 1</b>
Judith Miller Conlin	49
Blanks	28

<u>Community Preservation-for three years</u>	<b>Vote 2</b>
Virginia Ahart*	54
Janet Brown*	50
Blanks	50

<u>Finance Committee-for three yrs</u>	<b>Vote 2</b>
Francine Tishman	44
Pat Monahan	1
Michael Phelan	1
Blanks	31

<u>Finance Committee-for one yr</u>	<b>Vote 1</b>
Pat Monahan	1
Blanks	76



<u>Park Commissioner-for five yrs</u>	<b>Vote 1</b>
Paula Maak	52
Erick Slattery	1
Blanks	24

<u>Park Commissioner-for 2yrs</u>	
Eric Slattery	4
Blanks	73

<u>Housing Authority-for five yrs</u>	<b>Vote 2</b>
Jenneke Reynolds	46
Blanks	108

<u>Housing Authority-for three yrs</u>	<b>Vote 1</b>
Blanks	77

<u>Water Commissioner-for three yrs</u>	<b>Vote 1</b>
Edward J Cauley	25
James Walunas	40
Blanks	12

<u>P.P.P. Board-for thre years</u>	<b>Vote 1</b>
Arthur Lawrence	39
Blanks	38

<u>P.P.P. Board-for two years</u>	<b>Vote 1</b>
James Palermo	50
Blanks	27

<u>Planning Board-for five years</u>	<b>Vote 1</b>
Paul Diemand	50
Blanks	27

A true copy of the warrant, return of the warrant, and the minutes of the Caucus.

Attest:  
Eileen Couture, Clerk  
Town of Southampton

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## TOWN CLERK: ANNUAL TOWN ELECTION MINUTES (MAY 5, 2014)

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### Minutes of the Annual Town Election May 5, 2014

The Election was opened at 210 College Hwy, Senior Center at 12:00p.m. The Checkers were Ann Girouard, Teri Goral, Florence Collins, and Andrea Stevens. Ruth Bernier, and Virginia Huntley was the warden. There were 934 ballots cast and 24 of those were absentees. The Election Results were Read at 8:15 p.m. as follows:

<u>Moderator-1yr</u>	<b>Votes</b>	<u>Board of Health-3yrs</u>	<b>Votes</b>
Robert Floyd*	709	Shelley O'Connell*	671
Write-ins	10	Blanks	4
Blanks	215	Write-ins	259
 <u>Board of Selectman-3 yrs</u>		 <u>Hamp.Reg School Dist-3 yrs</u>	
Jacqueline Sears*	617	Jon Moro*	22
John Martin*	607	Corey Braastad*	23
Write-ins	6	Elizabeth Bennette	18
Blanks	634	Write-ins	63
		Blanks	1762
 <u>Town Clerk 1yr</u>		 <u>Library Trustees-3 yrs</u>	
Joanne Alderman	150	Candace Mcdougall*	617
Janine Domina*	388	Linda Saltmarsh *	616
Joseph Puc	199	Beth Russell-Smith*	601
Robin Richard	181	Donald Bernier*	601
Blanks	16	Write-ins	8
		Blanks	1293
 <u>Treas/Collector-3yrs</u>		 <u>Almoner-4yrs</u>	
Donna Whiteley*	573	Mary Ann Bischoff*	666
Derek Geser	330	Write-ins	4
Write-ins	3	Blanks	264
Blanks	28		
 <u>Assessors-3yrs</u>		 <u>Tree Warden-1 yr</u>	
Gary Swanson*	2	David Garstka*	692
Blanks	888	Blanks	235
Write-ins	44	Write-ins	7
 <u>School Committee-3yrs</u>		 <u>Community Preservation-3yrs</u>	
John Fitzpatrick*	624	Virginia Ahart*	679
Jill Phelan*	607	Janet Brown*	635
Elizabeth Bennette	5	Write-ins	9
Write-ins	17	Blanks	555
Blanks	615		

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## TOWN CLERK: ANNUAL TOWN ELECTION MINUTES (MAY 5, 2014) CONTINUED

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<u>Finance Committee 3 yrs</u>	<b>Votes</b>	<u>Housing Authority-3 yrs</u>	<b>Votes</b>
Francine Tishman*	621	Robert Donahue*	2
Linda Summers*	25	Blanks	902
Write-ins	60	Write-ins	30
Blanks	1182		
<u>Finance Committee 1 yr</u>		<u>Water Commissioner-3yrs</u>	
Janet Cain*	22	Edward Cauley	358
Blanks	841	James Walunas*	518
Write-in	71	Blanks	58
		Write-ins	0
<u>Cemetery Commissioner-3 yrs</u>		<u>P.P.P. Board-3 yrs</u>	
Judith Miller Conlin*	670	Arthur Lawrence*	614
Blanks	264	Blanks	315
		Write-ins	5
<u>Park Commissioner-3 yrs</u>		<u>P.P.P. Board-2yrs</u>	
Paula Maak*	684	James Palermo*	629
Write-ins	6	Blanks	302
Blanks	244	Write-ins	3
<u>Park Commissioner-2yrs</u>		<u>Planning Board-5yrs</u>	
Roger Ball*	4	Paul Diemand*	644
Write-ins	42	Blanks	285
Blanks	888	Write-ins	5
<u>Housing Authority-5 yrs</u>			
Jenneke Reynolds*	612		
Blanks	1251		
Write-Ins	5		

\*The election warrant was not posted, so we had to call Peter Kocot, to get a special legislation to make it valid.

Attest:

Eileen Couture,  
Town Clerk  
Town of Southampton.

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## **TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014)**

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**Annual Town Meeting  
May 20, 2014  
William E. Norris School**

The Moderator, Robert Floyd, opened the meeting at 7:25 p.m. with a quorum of registered voters present. The workers were Kristine Canton, Ruth Bernier, Ann Girourd, and Debra Pinsky. The pledge of allegiance was said, and then Mr. Floyd, read the warrant, and the return of the warrant, then called for Article 1.

**Under Article 1** it was made and seconded that the Town vote to hear presentations of the Richard C Allen Educational Awards sponsored by the Southampton Highway Department and Transfer Station. It was unanimous. The awards were given by Randall Kemp, Superintendent of Highway, as follows:

Madison Boucher	\$500.00
Anna Dziok	\$500.00
Jessica Kowal	\$500.00
Jenessa Labrie	\$500.00
Paige Richard	\$500.00

CONGRATULATIONS TO ALL!!!!

**Under Article 2** it was made and seconded that the Town will vote to fix salaries of all elected officials for the fiscal year 2015 for the period of July 1, 2014 - June 30, 2015, and further, to raise and appropriate monies as identified in the Town's omnibus budget, as follows. The Moderator divided the question to vote on each section separately, as is his custom.

***GENERAL GOVERNMENT***

Moderators Expenses	\$150
Selectmen Expenses	\$2,000
Annual Internet Service	\$1,980
Webpage Maintenance	\$500
Town Administrator Salary	\$56,000
Administrative Assistant Wages	\$16,000
Administration Expenses	\$2,000
Photocopier Lease and Supplies	\$3,000
Postage	\$15,000
Legal Expenses	\$22,500
Finance Committee Expenses	\$250
Reserve Fund	\$10,000
Town Accountant Salary	\$37,280
Asst. Accountant Wages	\$17,479
Independent Audit	\$17,000

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## TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED

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Town Accountant Expenses	\$676
Accounting Software Support	\$2,630
Asst. Assessor Wages	\$67,214
Assessor Expenses	\$2,168
Assessors Software Support	\$5,200
Treasurer/Collector Salary	\$49,963
Treasurer/Collector Wages	\$47,000
Treasurer/Collector Expenses	\$12,300
Treasurer software Support	\$9,505
Tax Title Expenses	\$3,000
PPPB Expenses	\$100
Town Clerk Salary	\$35,783
Town Clerk Asst Wages	\$16,695
Town Clerk Expenses	\$500
Election-Registration Salaries	\$600
Election-Registration Wages	\$3,548
Election-Registration Expenses	\$4,874
Conservation Commission Expenses	\$750
Planning Board Expenses	\$650
Pioneer Valley Planning Commission	\$869
Barnes Aquifer Committee	\$2,000
Zoning Board Clerical Wages	\$200
Town Hall Custodial Expenses	\$1,800
Telephone	\$8,500
Town Hall-Gas & Electric	\$16,500
Larrabee-Gas & Electric	\$20,000
Town Hall Bldg Expenses	\$2,444
Larrabee Bldg Expenses	\$11,280
Town Report	\$1,000
Technology-Equipment	\$7,426
Technology-Services	\$6,000
<b>GENERAL GOVERNMENT TOTAL</b> (PASSED BY MAJORITY VOTE)	<b>\$542,314</b>

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## TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED

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<b><i>Protection of Persons and Property</i></b>	
Emergency Management Expenses	\$1,000
Police Chief Salary	\$82,963
Police Chief Educ. Incentive Pay	\$20,741
Police Department Wages	\$558,670
Police Edu. Incentive	\$43,230
Police Dept. Expenses	\$50,349
Police Equipment Maintenance Contract	\$23,030
Communication Wages	\$172,946
Communication Expenses	\$4,900
Regional Lockup Assessment	\$5,374
Fire Chief's Salary	\$72,000
EMT/Fire Dept. Wages	\$76,849
Fire Department Expenses	\$35,000
EMT Standby	\$35,100
EMT Wages	\$180,232
Ambulance Billing	\$7,000
EMT Licensing & Certifications	\$2,500
Ambulance/EMS Expenses	\$40,000
Building Inspectors Salary	\$50,000
Building Inspector Clerical	\$6,168
Building Inspection Expenses	\$4,000
<b>PROTECTION OF PERSONS &amp; PROPERTY TOTAL (PASSED UNANIMOUSLY)</b>	<b>\$1,472,052</b>

<b><i>Southampton Education</i></b>	
Elementary School (Norris)	\$3,609,422
School Choice Tuition	\$30,000
Local School Transportation	\$194,738
Charter School Tuition	\$11,000
Vocational School Tuition	\$833,210
Vocational Transportation	\$50,000
Hampshire Regional Operating	\$4,412,702
Hampshire Regional Debt	\$313,810
<b>EDUCATION TOTAL (PASSED UNANIMOUSLY)</b>	<b>\$9,454,882</b>

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## TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED

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<b><i>Public Works and Facilities</i></b>	
Highway Superintendent Salary	\$68,500
General Highway Wages	\$196,329
General Highway Expenses	\$164,240
Road Machinery Expenses	\$74,000
Winter Roads Wages	\$113,379
Winter Roads Expenses	\$115,605
Street Lighting	\$21,000
Cemetery Commission Expenses	\$2,500
Tree Warden Expenses	\$8,000
<b>PUBLIC WORKS AND FACILITIES TOTAL</b> (PASSED UNANIMOUSLY)	<b>\$763,553</b>

<b><i>Human Services</i></b>	
Health Agent Salary	\$26,659
Board of Health Clerical Wages	\$6,168
Board of Health Expenses	\$2,999
Animal Inspector Salary	\$3,000
Council on Aging Wages	\$22,239
Council on Aging Expenses	\$414
Veterans' Agent Salary	\$7,604
Veterans' Agent Expenses	\$200
Veterans' Benefits	\$40,000
<b>HUMAN SERVICES TOTAL</b> (PASSED BY MAJORITY VOTE)	<b>\$109,284</b>

<b><i>Culture and Recreation</i></b>	
Library Wages	\$93,878
Library Expenses	\$30,143
Park Commission Wages	\$3,500
Park Commission Expenses	\$3,900
Historical Commission	\$1,720
Memorial Day	\$300
<b>CULTURE AND RECREATION TOTAL</b> (PASSED UNANIMOUSLY)	<b>\$133,441</b>

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## TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED

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<b><i>Debt Service</i></b>	
Debt Norris Roof	\$125,000
Debt Larrabee Renovation	\$110,000
Debt Pumper Tanker	\$26,450
Halloween Oct 2011 Storm Debt	\$15,000
Debt Pequot Pond Sewer	\$15,000
Debt WPAT Bond	\$20,400
Int Norris Roof	\$6,000
Int Larrabee Renovation	\$75,419
Int Halloween Storm	\$650
Int Pumper Tanker	\$6,745
Int Pequot Pond Sewer	\$5,607
Int Short-Term Debt	\$4,000
<b>DEBT SERVICE TOTAL (PASSED UNANIMOUSLY)</b>	<b>\$410,271</b>

<b><i>Miscellaneous Expenses</i></b>	
Hampshire Council of Governments	\$4,600
State – Air Pollution	\$1,660
State – RMV Surcharge	\$2,640
Regional Transit Charge	\$7,158
Retirement Contributory	\$572,670
Workers Compensation	\$45,000
Unemployment Compensation	\$8,000
Group Health Insurance	\$700,000
Group Health Insurance – Retiree	\$165,000
Medicare	\$77,000
Group Life Insurance	\$2,900
Group Life Insurance – Retiree	\$1,200
Insurance General	\$75,000
<b>MISCELLANEOUS TOTAL EXPENSES (PASSED UNANIMOUSLY)</b>	<b>\$1,662,828</b>

<b>ARTICLE 2 - GRAND TOTAL (ALL SECTIONS HAVE BEEN ACTED ON – NO FURTHER VOTE ON THE GRAND TOTAL IS NECESSARY)</b>	<b>\$14,548,625</b>
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## **TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED**

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**Under Article 3** it was made and seconded that the Town vote to raise and appropriate or transfer from available funds a sum of money to supplement the Town's Omnibus budget for Fiscal Year 2015, contingent upon the passage of a Proposition 2 ½ override, pursuant to a Massachusetts General Laws, Chapter 59, Section 21C, referendum question.

Motion was made to have paper ballots; seconded; motion failed

Motion was made for a 2 ½ override as presented to proceed to an election

### **Article 3 Passed by majority vote**

**Under Article 4** it was made and seconded that the Town vote to allow the Hampshire Regional School District Administration to enter into a five year contract consisting of a three-year base contract with the option to renew for two additional years to provide bus transportation to Hampshire Regional High School, Chesterfield Goshen Regional School, Southampton Public Schools, Westhampton Public Schools, Williamsburg Public Schools, and vocational transportation.

### **Article 4 Passed unanimously**

**Under Article 5** it was made and seconded that the Town, consistent with Massachusetts General Laws, Chapter 41, Section 1B, vote to have the elected position of Treasurer/Collector become an appointed Treasurer/Collector of the Town; provided however, that this vote is contingent upon successful passage of a ballot question pertaining thereto on a Town Ballot. If approved and the office becomes appointed, any incumbent serving at the time of voter acceptance continues to serve until the remainder of his or her term expires. Such appointment shall be made by the Board of Selectmen for a term not to exceed 3 years, unless such mode of appointment or term is otherwise provided by law.

Amendment made and seconded; failed by majority vote

Motion to table the original article; seconded; Ayes 81, Nays 35 (Majority reached)

### **Vote on Article 5 to table the article was successful**

**Under Article 6** it was made and seconded that the Town consistent with Massachusetts General Laws, Chapter 41, Section 1B, vote to have the elected position of Town Clerk become an appointed Town Clerk of the Town; provided however, that this vote is contingent upon successful passage of a ballot question pertaining thereto on a Town Ballot. If approved and the office becomes appointed, any incumbent serving at the time of voter acceptance continues to serve until the remainder of his or her term expires. Such appointment shall be made by the Board of Selectmen for a term not to exceed 3 years, unless such mode of appointment or term is otherwise provided by law.

Motion to table the article; seconded; Ayes 79, Nays 37 (Majority reached)

### **Vote on article 6 to table the article was successful**

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## **TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED**

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**Under Article 7** it was made and seconded that the Town vote to amend the By-Laws for the Town of Southampton, Article VI, General Government, by deleting the text of Sec. 3 and inserting in its place the following: "The Town shall, each fiscal year, fund through taxation and hire an independent third party accounting firm to perform an annual audit of the financial records of the Town and to report its findings to the Town; such report to be made public within thirty (30) days of its completion."

**Article 7 passed by majority vote**

**Under Article 8** it was made and seconded that the Town vote to amend the Zoning By-Laws for the Town of Southampton by adding Section XVI, "Solar Electric Generating Facilities," (as written in attachment).

Amendment was made; seconded; passed by majority vote

Motion was made and seconded to table the article; 43 Ayes, 57 Nays; did not meet 2/3 requirement; Motion failed

Motion was made and seconded to accept the article as written; 85 Ayes, 14 Nays

**Article 8 passed by majority vote and met 2/3 requirement**

**Under Article 9** it was made and seconded that the Town vote to amend the Zoning By-Laws for the Town of Southampton by adding Section XVII, "Inclusionary Zoning," (as written in attachment);

71 Ayes, 14 Nays

**Article 9 passed by majority vote and met 2/3 requirement**

Mr. Moderator addressed the issue of whether to continue the meeting beyond 10:00 p.m. or reconvene the following evening per Town By-Laws.

A motion was made and seconded to continue the meeting beyond 10:00 p.m.; Vote was taken and motion failed

A motion was then made and seconded to continue the meeting to tomorrow evening, May 21, 2014, 7:00 p.m.; Passed by majority vote

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**Annual Town Meeting [Continued]**

**May 21, 2014**

**William E. Norris School**

The Moderator, Robert Floyd, opened the meeting at 7:00 p.m. with a quorum of registered voters present. The workers were Kristine Canton, Ruth Bernier, and Ann Girourd.

Mr. Floyd, Town Moderator, made an announcement in regards to allowing reconsideration of any articles or motions that were acted upon the previously. He stated that M.G.L. Chapter 39 grants the Town Moderator sole power to run town meetings, and it allows for the correction of a flawed motion that has passed or consideration of compelling new information and is not intended as a method of changing the intent of the town meeting.

Mr. Moderator announced that the meeting was being televised.

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## **TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED**

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**Under Article 10** it was made and seconded that the Town hear and act, pursuant to Massachusetts General Laws Chapter 44B, on the report of the Community Preservation Committee for the Fiscal Year 2015 Community Preservation Budget and to appropriate or reserve from the Community Preservation Fund a sum of money in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects, and other necessary and proper expenses in fiscal year beginning July 11, 2014, including debt service for any approved Community Preservation projects, with each item to be considered a separate appropriation:

**Reserves:**

From FY 2015 estimated revenues for Historic Resources Reserve \$35,861.34

From FY 2015 estimated revenues for Open Space Reserve \$35,861.34

From FY 2015 estimated revenues for Undesignated Reserve \$251,029.98

From FY 2015 estimated revenues for Community Housing Reserve \$35,861.34

**Motion passed unanimously**

**a. Transfer of Funds/Community Preservation Historical (FY15)**

It was made and seconded that the Town vote to transfer the amount of \$10,000 to the Edwards Public Library to fund document preservation and prepare documents for the public, said sums shall be taken from the Community Preservation Surcharges-Historical Preservation Account.

**Motion passed unanimously**

**b. Transfer of Funds/Community Preservation Historical (FY15)**

It was made and seconded that the Town vote to transfer the amount of \$1,500 to the Veterans Grave Officer to be used to fund the restoration of Revolutionary War and Civil War veterans' monuments, said sums shall be taken from the Community Preservation Surcharges- Historical Preservation Account. **Motion carried unanimously**

**c. Transfer of Funds/Community Preservation Historical (FY15)**

It was made and seconded that the Town vote to transfer the amount of \$5,000 to the Veterans Grave Officer to be used to fund the purchase of ten flat markers for veterans' graves, said sums shall be taken from the Community Preservation Surcharges-Historical Preservation Account.

**Motion carried unanimously**

**d. Transfer of Funds/Community Preservation Open Space/Recreation (FY15)**

It was made and seconded that the Town vote to transfer the amount of \$12,700 to the Southampton Youth Athletic Association to fund renovations to the baseball field at Conant Park, said sums shall be taken from the Community Preservation Surcharges- Open Space/Recreation Account.

**Motion carried unanimously**

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## **TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED**

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### **e. Transfer of Funds/Community Preservation Open Space/Recreation (FY15)**

It was made and seconded that the Town vote to transfer the amount of \$5,000 to the Conservation Commission for improvements to trail improvement at the Whittemore Conservation area, said sums shall be taken from the Community Preservation Surcharges-Open Space/Recreation Account.

**Motion carried by majority vote**

### **f. Transfer of Funds/Community Preservation Open Space/Recreation (FY15)**

It was made and seconded that the Town vote to transfer the amount of \$2,500 to the Conservation Commission for the completion of the hiking map for the Wolf Hill and Sczyypta Conservation areas and to provide trail signs for the Wolf Hill Conservation area, said sums shall be taken from Community Preservation Surcharges-Open Space/Recreation Account.

**Motion carried unanimously**

### **g. Transfer of Funds/Community Preservation Undesignated (FY15)**

It was made and seconded that the Town vote to transfer the amount of \$10,000 to fund the operating expenses of the Community Preservation Committee, said sums shall be taken from the Community Preservation Surcharges-Undesignated Account.

**Motion carried unanimously**

### **h. Transfer/Community Preservation Historical Preservation (FY15)**

It was made and seconded that the Town vote to transfer the amount of \$40,000 to the Public Safety Complex account to fund the Public Safety Building Complex feasibility study that a building that fits the historical character of Southampton, including consideration of the old fire house, said sum shall be taken from the community Preservation Surcharges-Historical Preservation.

**Motion passed unanimously**

**Under Article 11** it was made and seconded that the Town vote to transfer the sum of \$20,401 to fund the Amortization of WPAT Bonds, said sum shall be taken from the WPAT Loan Repayment Account. **Motion carried unanimously**

**Under Article 12** it was made and seconded that the Town vote to transfer the sum of \$50,000 to fund the EMS/Ambulance Related Expenses, said sum shall be taken from the Ambulance Fees Account.

**Motion carried unanimously**

**Under Article 13** it was made and seconded that the Town vote to transfer the sum of \$10,000 to fund the Police Department Wages for EMS/Ambulance related expenses; said sum shall be taken from the Ambulance Fees Account.

**Motion carried unanimously**

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## **TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED**

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**Under Article 14** it was made and seconded that the Town vote to create an Ambulance Stabilization fund in accordance with the provisions of Massachusetts General Laws, Chapter 40, Section 5B, and to transfer the sum of \$25,000 from the Ambulance Fees Account to the Ambulance Stabilization Fund; the purpose of the Ambulance Stabilization Fund is to purchase future ambulance vehicles; or take any action related thereto.

**Motion passed unanimously and satisfied 2/3 vote requirement**

**Under Article 15** it was made and seconded that the Town vote to appropriate the sum of \$254,761 for the Transfer Station Enterprise Fund; or take any action related thereto; to be funded from the following sources:

Permits	\$78,500
Charges (Tipping)	\$63,919
Bag Fees	\$85,000
Recycling	\$17,000
Investment Income	\$500
WPAT Subsidiaries	\$9,842
<b>TOTAL</b>	<b>\$254,761</b>

To be expended as follows:

Salary & Wages	\$55,135
Operating Expenses	\$159,063
Debt Service/P&I	\$21,440
Indirect Costs	\$19,123
<b>TOTAL</b>	<b>\$254,761</b>

**Article 15 Passed unanimously**

**Under Article 16** it was made and seconded that the Town vote to appropriate the sum of \$687,248 for the Water Enterprise Fund; or take any action related thereto; to be funded from the following sources:

Water Charges	\$533,433
Hook-up Charges	\$46,250
Investment Income	\$2,000
Retained Earnings	\$40,000
WPAT Subsidiaries	\$65,565
<b>TOTAL</b>	<b>\$687,248</b>

To be expended as follows:

Salary & Wages	\$190,500
Operating Expenses	\$125,000
Capital Outlay	\$86,208
Debt Service/P&I	\$231,068
Indirect Costs	\$47,472
<b>TOTAL</b>	<b>\$687,248</b>

**Article 16 passed unanimously**

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## **TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED**

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**Under Article 17** it was made and seconded that the Town, pursuant to the provisions of Section 53E ½ of Chapter 44 of Massachusetts General Laws, vote to authorize the operation of revolving funds for certain town departments for the fiscal year beginning July 1, 2014 with specific receipts credited to each fund the purposes for which each fund may be spent and the maximum that may be spent from each fund for the fiscal year as follows.

<b>Revolving Fund Title</b>	<b>Authorized to Spend Fund</b>	<b>Revenue Source</b>	<b>Use of Fund</b>	<b>FY15 Spending Limit</b>
Plumbing Inspections	Plumbing Inspector	Plumbing Inspection Receipts	Payment for Plumbing Inspection Services	\$15,000
Electrical Inspections	Electrical Inspector	Electrical Inspection Receipts	Payment for Electrical Inspection Services	\$15,000
Planning board	Planning Board	Filing Fees	Administrative Expense	\$15,000
Zoning Board of Appeals	Zoning Board of Appeals	Receipts from Fees	ZBA Expenditures	\$3,000
Council on Aging Van	Council on Aging Director	Receipts from Operation of Van	Payment for Operation of COA Van	\$20,000
Dog Licensing and Control	Town Clerk and Dog Officer	Dog License Fees and Other Related Charges	Expenses Related to Admin. Of Licenses & Dog Control	\$8,000

**Article 17 passed unanimously**

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### **FISCAL YEAR FY-15 OPERATING APPROPRIATIONS**

**Under Article 18** it was made and seconded that the Town vote to transfer the sum of \$9,000 to the Fire Department for Structural firefighting turnout gear and related equipment, said sum shall be taken from the Operating Stabilization Fund.

**Article 18 passed unanimously and met 2/3 requirement**

**Under Article 19** it was made and seconded that the Town vote to transfer the sum of \$33,000 to the Police Department Wages, said sum shall be taken from the Operating Stabilization Fund.

**Article 19 passed unanimously and met 2/3 requirement**

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## **TOWN CLERK: ANNUAL TOWN MEETING MINUTES (MAY 20-21, 2014) CONTINUED**

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### **FISCAL YEAR FY-15 CAPITAL APPROPRIATIONS**

**Under Article 20** it was made and seconded to take no action and indefinitely postpone.

**Motion passed unanimously**

**Under Article 21** it was made and seconded that the Town vote to transfer the sum of \$3,000 to the Police Department for police vests, said sum shall be taken from the Capital Stabilization Fund.

**Article 21 passed unanimously and met 2/3 requirement**

**Under Article 22** it was made and seconded that the Town vote to transfer the sum of \$10,000 to the Police Department for emergency equipment related to active shooter response, said sum shall be taken from the Capital Stabilization Fund.

**Article 22 passed unanimously and met 2/3 requirement**

**Under Article 23** it was made and seconded that the Town vote to transfer the sum of \$38,000 to the Ambulance/EMS expense account for a cardiac monitor and related equipment, said sum shall be taken from the Capital Stabilization Fund.

**Article 23 passed unanimously and met 2/3 requirement**

A motion was made and seconded to dissolve the Annual Town Meeting at 8:00 p.m.

Motion was unanimous

A true copy of the warrant, return of the warrant, and the minutes of the meeting.

Attest:

Janine Domina, Clerk  
Town of Southampton

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## **TOWN CLERK: SPECIAL TOWN ELECTION MINUTES (JULY 1, 2014)**

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Minutes of the Special Town Election  
July 1, 2014

The Town Clerk opened the polls at 12:00 p.m. in the Senior Center, 210 College Highway. The Checkers were Ann Girouard, Teri Goral, and Florence Collins. Ruth Bernier was the Clerk, and Virginia Huntley was the Warden. Polls were closed at 8:00 p.m. There were a total of 1,871 ballots cast, which included 116 absentee ballots. The Election results are as follows:

<b>Yes</b>	677
<b>No</b>	1194

Attest:

Janine Domina,  
Town Clerk  
Town of Southampton



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## TOWN CLERK: STATE PRIMARY MINUTES (SEPTEMBER 9, 2014)

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### MINUTES SEPTEMBER 9, 2014

The Town Clerk, Janine Domina, opened the Election at 7:00 a.m. The warrant and return of the warrant were read. The pole workers were Monica Labrie, Virginia Ahart, Alice Brewer, Debra Pinsky, Ann Girouard, Teri Goral, Eileen Couture, and Florence Collins. The Clerk was Janine Domina, and the Warden Virginia Huntley. The poles closed at 8:00 p.m. and the results are as follows:

DEMOCRAT PARTY			
<u>Senator in Congress</u>	<u>Votes</u>	<u>Auditor</u>	<u>Votes</u>
Edward J. Markey	332	Suzanne M. Bump	304
All others	0	All others	2
Blanks	99	Blanks	125
 <u>Governor</u>		 <u>Representative in Congress</u>	
Donald M. Berwick	130	Richard E. Neal	332
Martha Coakley	151	All others	3
Steven Grossman	144	Blanks	96
All others	0		
Blanks	6	<u>Councilor</u>	
		Michael J. Albano	272
<u>Lieutenant Governor</u>		All others	6
Leland Cheung	90	Blanks	153
Stephen J Kerrigan	180		
Michael E. Lake	67	<u>Senator in General Court</u>	
All others	0	Christopher J. Hopewell	130
Blanks	94	Patrick T. Leahy	253
		All others	0
<u>Attorney General</u>		Blanks	48
Maura Healey	320		
Warren E. Tolman	100	<u>Representative in General Court</u>	
All others	0	Peter V. Kocot	331
Blanks	11	All others	2
		Blanks	98
<u>Secretary of State</u>			
William Francis Galvin	326	<u>District Attorney</u>	
All others	3	David E. Sullivan	333
Blanks	102	All others	4
		Blanks	94
<u>Treasurer</u>			
Thomas P. Conroy	103	<u>Register of Probate</u>	
Barry R. Finegold	77	Michael J. Carey	324
Deborah B. Goldberg	175	All others	3
All others	0	Blanks	104
Blanks	76		

**REPUBLICAN PARTY**

<u>Senator in Congress</u>	<b>Votes</b>	<u>Representative in Congress</u>	<b>Votes</b>
Brian J. Herr	153	No nomination	
All others	1	All others	17
Blanks	40	Blanks	177
 <u>Governor</u>		 <u>Councilor</u>	
Charles D. Baker	93	No nomination	
Mark R. Fisher	97	All others	12
All others	0	Blanks	182
Blanks	4		
 <u>Lieutenant Governor</u>		 <u>Senator in General Court</u>	
Karyn E. Polito	159	Donald F. Humason, Jr.	180
All others	0	All others	0
Blanks	35	Blanks	14
 <u>Attorney General</u>		 <u>Representative in General Court</u>	
John B. Miller	156	No nomination	
All others	0	All others	11
Blanks	38	Blanks	183
 <u>Secretary of State</u>		 <u>District Attorney</u>	
David D'Arcangelo	154	No nomination	
All others	0	All others	10
Blanks	40	Blanks	184
 <u>Treasurer</u>		 <u>Register of Probate</u>	
Michael James Heffern	150	No nomination	
All others	0	All others	9
Blanks	44	Blanks	185
 <u>Auditor</u>			
Patricia S. Saint Aubin	147		
All others	0		
Blanks	47		

Number of persons who voted in the Democrat State Primary was 431.

Number of persons who voted in the Republican State Primary was 194.

Total ballots cast were 625.

A true copy of the minutes, warrant, and return of the warrant.

Attest: Janine Domina, Clerk, Town of Southampton

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## **TOWN CLERK: SPECIAL TOWN MEETING MINUTES (OCTOBER 21, 2014)**

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### **Special Town Meeting Minutes October 21, 2014**

The Moderator, Robert Floyd, opened the meeting at the William E. Norris School at 7:00 p.m. A quorum of 61 voters were present. The pledge of allegiance was said. Checkers were Eileen Couture, Ruth Bernier, Lucille Dalton, and Kristine Canton. The Moderator stated that any citizen is allowed to display material pertaining to the articles on the back table at a town meeting, and that Massachusetts law states it can be done anonymously. The Moderator will now require approval of the material at least 30 hours in advance. The first order of business was as follows:

Senate Citations were presented by Jackie Sears, Selectboard member, to Eileen Couture, Ruth Bernier, and Judith Snyder for their many years of dedicated service to the Town.

**Under Article 1**, it was moved and seconded that the Town vote to raise and appropriate the sum of \$25,000 for the FY15 budget to the local school transportation line item; or take any action related thereto.

**Motion passed by majority vote.**

**Under Article 2**, it was moved and seconded that the Town vote to transfer the sum of \$3500 to replenish the Larrabee Building Expenses account; said sums shall be taken from the Administrative Assistant Wage Line; or take any action related thereto.

**Motion passed by majority vote.**

**Under Article 3**, it was moved and seconded that the Town vote to transfer the sum of \$1000 to the Webpage Maintenance account to establish a new website; said sums shall be taken from the Administrative Assistant Wage Line; or take any action related thereto.

**Motion passed unanimously.**

**Under Article 4a**, it was moved and seconded that the Town pass over this article, which read “to transfer the sum of \$30,000 from the Community Preservation Surcharges- Open Space/Recreation Account to the Public Safety Feasibility Account to fund the purchase of 6/10<sup>th</sup> acre of land which abuts the area currently owned by the Town and occupied by the Town Hall (Larrabee Building) and the Fire Station.”

**Passed over – took no action - unanimous.**

**Under Article 4b**, it was moved and seconded that the Town pass over this article, since it is directly related to Article 4a. This article read “to transfer the sum of \$4,000 from the Community Preservation Surcharges-Open Space/Recreation Account, to the Public Safety Feasibility Account to pay for the legal fees incurred with the purchase of 6/10ths acre of land.”

**Passed over – took no action - unanimous.**

**Under Article 4c**, an amendment was made and seconded to read as follows: that the Town transfer the sum of \$2,000 from the Community Preservation Historical Preservation Surcharges account to the Historical Commission for the removal of historical artifacts from the Old Town Hall (8 East Street)—removal of the circa 1891 safe and installation of the safe at the New Town Hall (210 College Highway); and the removal of two cases of early weights and measures and relocation of the cases to the Old School House at Conant Park.

**Amendment passed unanimously.**

**Motion as amended passed unanimously.**

**Under Article 5**, it was moved and seconded that the Town vote pursuant to M.G.L. Chapter 44, Section 53E ½ to authorize the operation of a revolving fund for Weights & Measures for the fiscal year beginning July 1, 2014 with specific receipts to be credited to the fund for the purposes of operating the weights and measures functions of the Town, with the maximum amount that may be spent being \$2500.

**Motion passed unanimously.**

**Under Article 6**, it was moved and seconded that the Town vote to transfer the sum of \$28.85 to pay prior year bills from FY13 to WB Mason; said sums shall be taken from the Operating Stabilization.

**Motion passed unanimously and met 9/10ths requirement.**

**Under Article 7**, it was moved and seconded that the Town vote to transfer the sum of \$15.46 to pay prior year bills from FY12 to Fastenal; said sums shall be taken from the Operating Stabilization.

**Motion passed unanimously and met 9/10ths requirement.**

**Under Article 8**, it was moved and seconded that the Town vote to transfer the sum of \$36.49 to pay prior year bills from FY14 to Guardian Uniform and Supply; said sums shall be taken from the Operating Stabilization.

**Motion passed unanimously and met 9/10ths requirement.**

**Under Article 9**, an amendment was made and seconded to read as follows: that the Town vote to transfer the sum of \$3500 to replenish the Larrabee Building Expense Account; said sums shall be taken from the Operating Stabilization.

**Amendment passed unanimously.**

**Motion as amended passed unanimously and met 2/3rds requirement.**

**Under Article 10**, it was moved and seconded that the Town vote to transfer the sum of \$7000 to the Board of Health expense account to demolish and clean the property known as 59 Gunn Road; said sums shall be taken from the Operating Stabilization.

**Motion passed by majority vote (52 yes; 3 no) satisfying 2/3rds requirement.**

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## **TOWN CLERK: SPECIAL TOWN MEETING MINUTES (OCTOBER 21, 2014)** CONTINUED

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**Under Article 11**, it was moved and seconded to pass over and take no action to transfer the sum of \$3,038.00 to pay prior year bills from FY14 to Gary Swanson, P.E.; said sums shall be taken from the Water Enterprise Retained Earnings.

**Passed over – took no action - unanimous.**

**Under Article 12**, it was moved and seconded that the Town vote to appropriate the sum of \$7,000 for Water Enterprise Funds; to expend as follows:

Operating Expenses: \$5,000

Capital Outlay: \$2,000

**Motion passed unanimously.**

**Under Article 13**, an amendment was made and seconded to read as follows: that the Town vote to amend Article XV of the Town Bylaws, entitled “Dogs” by adding the following paragraph at the beginning of Sec. 5: “The fee for dog licenses shall be (\$10) for neutered males and spayed females and (\$15) for unneutered males and unspayed females.”

[Note: The by-law currently reads: “Sec. 5. Any Owner of a dog who fails to pay the required licensing fees as set forth in the Massachusetts General Laws, Chapter 140, on or before June 1 of any year, shall, prior to the issuance of any license, pay a penalty fee of fifteen (\$15.00) dollars or a fee established by the Board of Selectmen, in addition to all other licensing fees due. This penalty shall not apply to any person who during the licensing period became the owner or keeper of a dog that becomes three (3) months old or older, or the owner or keeper of a dog that becomes three (3) months old during the licensing period, provided the licensing fee is paid within thirty (30) days of such event.”

**Amendment passed unanimously.**

**Motion as amended passed by majority vote.**

**Under Article 14**, a motion was made and seconded that the Town vote to accept the provisions of M.G.L. c. 40, §22F.

[Note: Section 22F. Any municipal board or officer empowered to issue a license, permit, certificate, or to render a service or perform work for a person or class of persons, may, from time to time, fix reasonable fees for all such licenses, permits, or certificates issued pursuant to statutes or regulations wherein the entire proceeds of the fee remain with such issuing city or town, and may fix reasonable charges to be paid for any services rendered or work performed by the city or town or any department thereof, for any person or class of persons; provided, however, that in the case of a board or officer appointed by an elected board, the fixing of such fee shall be subject to the review and approval of such elected board.

A fee or charge imposed pursuant to this section shall supersede fees or charges already in effect, or any limitations on amounts placed thereon for the same service, work, license, permit or certificate; provided, however, that this section shall not supersede the provisions of sections 31 to 77, inclusive, of chapter 6A, chapter 80, chapter 83, chapter 138, sections 121 to 131N, inclusive, of chapter 140 or section 10A of chapter 148. The provisions of this section shall not apply to any certificate, service or work required by chapters fifty to fifty-six, inclusive, or by chapter sixty-six. The fee or charge being collected immediately prior to acceptance of this section for any license, permit, certificate service or work will be utilized until a new fee or charge is fixed under this section.

The provisions of this section may be accepted in a city by a vote of the city council, with the approval of the mayor if so required by law, and in a town by vote of the town meeting, or by vote of the town council in towns with no town meeting.]

**Motion passed by majority vote.**

A motion was made and seconded to dissolve the meeting at 8:00 p.m.

A true copy of the warrant, return of warrant, and the minutes of the meeting.

Attest:

Janine Domina, Clerk  
Town of Southampton

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## TOWN CLERK: STATE ELECTION MINUTES (NOVEMBER 4, 2014)

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### STATE ELECTION MINUTES

The Election was opened at 7:00 A.M. The Clerk read the Warrant and the Return of the Warrant. The Poll Workers were Virginia Ahart, Monica Labrie, Ginger Brewer, Debra Pinsky, Eileen Couture, Ann Girouard, Teri Goral, Debra Pinsky. Luci Dalton was Clerk, and Virginia Huntley was Warden. There were 2706 voters that casts votes, of those were 102 absentees. The results was read at 8:10 P.M. as follows:

<u>Senator in Congress</u>	<b>Vote</b>	<u>Auditor</u>	<b>Vote</b>
Edward J. Markey	1381	Suzanne M. Bump	1304
Brian J. Herr	1201	Patricia Saint Aubin	1070
Write-Ins	6	Merelice	119
Blanks	118	Write-Ins	1
		Blanks	212
<u>Governor &amp; Lieutenant Governor</u>			
Baker & Polito	1487	<u>Representative in Congress</u>	
Coakley & Kerrigan	936	Richard E. Neal	1834
Falchuk & Jennings	185	Write-Ins	48
Lively & Saunders	38	Blanks	824
McCormick & Post	20		
Write-Ins	2	<u>Councillor</u>	
Blanks	38	Michael J. Albano	1684
		Write-Ins	43
		Blanks	979
<u>Attorney General</u>			
Maura Healey	1393	<u>Senator in General Court</u>	
John B. Miller	1192	Donald F. Humason, Jr.	1555
Write-Ins	1	Patrick T. Leahy	1045
Blanks	120	Write-Ins	6
		Blanks	100
<u>Secretary of State</u>			
William F. Galvin	1523	<u>Representative in General Court</u>	
David D'Arcangelo	944	Peter V. Kocot	1833
Daniel L. Factor	113	Write-Ins	31
Write-Ins	1	Blanks	842
Blanks	125		
<u>Treasurer</u>	<b>Vote</b>	<u>District Attorney</u>	
Deborah B. Goldberg	1205	David E. Sullivan	1869
Michael J. Heffernan	1198	Write-Ins	22
Ian T. Jackson	124	Blanks	815
Write-Ins	1		
Blanks	178	<u>Register of Probate</u>	
		Michael J. Carey	1831
		Write-Ins	26
		Blanks	849

Question 1: To eliminate the requirement that the state's gasoline tax be adjusted annually based on the Consumer Price Index.

Yes	1445
No	1199
Blanks	62

Question 2: To expand the state's beverage container deposit law to require deposits on containers for all non-alcoholic, non-carbonated drinks with certain exceptions, increase the associated handling fees, and make other changes to the law.

Yes	670
No	2012
Blanks	24

Question 3: To prohibit casinos, any gaming establishment with slot machines, and wagering on simulcast greyhound races.

Yes	1128
No	1556
Blanks	22

Question 4: To entitle employees in Massachusetts to earn and use sick time according to certain conditions.

Yes	1477
No	1188
Blanks	41

A true copy of the warrant, return of the warrant, and the minutes of the State Election.

Attest:  
Janine Domina, Clerk  
Town of Southampton



## TRANSFER STATION

The Southampton Transfer Station respectfully submits its annual report for calendar year 2014. The Transfer Station is located on Moosebrook Road, on the site of the former Town landfill which closed in 1997. The Transfer Station accepts residential trash, recyclable materials and bulky items from Southampton residents provided the following: –residents must purchase a yearly permit in order to use the Transfer Station. They must also purchase and use Town-approved trash bags for residential trash, and additional tipping fees are required for disposal of bulky items such as televisions, mattresses and construction debris. Also, **all recyclable items must be recycled under current Massachusetts regulations.** This means that residents must comply with these regulations as certified by the *Waste Ban Plan for Southampton*, and the materials listed below cannot be disposed with rubbish.

**Table 1: Restricted Waste Listed Under CMR 19.017**

<b>Restricted Material</b>	<b>Effective Date of Restriction for Transfer Stations</b>	<b>Restriction</b>	<b>Does the Southampton Transfer Station accept this material?</b>
Lead Batteries	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, ask Attendant where to place.
Leaves	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, there is a dedicated composting area.
Tires	4/1/2000	Ban on disposal or incineration or transfer for disposal of whole tires only at landfills. Tires must be shredded prior to disposal at a solid waste disposal facility.	Yes, there is a dedicated tire bin. Tires must be removed from rims (rims go into the metal dumpster).
White Goods (appliances)	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, there is a dedicated metal dumpster.
Other Yard Waste (organics)	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, except no branches/wood larger than 1" diameter will be accepted.
Aluminum Containers	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, there in a bin dedicated to cans, bottles and recyclable plastic.
Metal or Glass Containers	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, there in a bin dedicated to cans, bottles and recyclable plastic.

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**TRANSFER STATION**

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**CONTINUED**

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<b>Restricted Material</b>	<b>Effective Date of Restriction for Transfer Stations</b>	<b>Restriction</b>	<b>Does the Southampton Transfer Station accept this material?</b>
Single Polymer Plastics	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, there in a bin dedicated to cans, bottles and recyclable plastic.
Recyclable Paper	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, there is a dedicated paper compactor.
Cathode Ray Tubes	4/1/2000	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, ask Attendant where to place.
Asphalt Pavement, Brick and Concrete	7/1/2006	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	No.
Metal	7/1/2006	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, place in metal dumpster.
Wood	7/1/2006	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, if demolition debris.
Clean Gypsum Wallboard	7/1/2011	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	Yes, if demolition debris.
Commercial Organic Waste	10/1/2014	Ban on disposal or incineration or transfer for disposal at a solid waste disposal facility.	No.

The Transfer Station also segregates several other materials so as to keep them out of the waste stream. These include: Alkaline/Lithium batteries, Electronic waste (computers, televisions, printers, etc.), Mercury-containing devices (such as fluorescent and compact fluorescent bulbs, thermometers and thermostats) and mattresses. Some of these items require a tipping fee for disposal. Please see the Attendant if you have any question about whether or not an item is accepted or the proper place to dispose of it. The Transfer Station continues to modify operating policies and procedures to comply with changing regulatory requirements, public safety and best management practices.

In 2014, approximately 286 tons of paper, 147 tons of mixed container stream, 33 tons of white goods/metal, 5 tons of tires, 1,400 gallons of waste oil, as well as tons of clothing, mattresses, electronic waste and mercury-containing materials were recycled. 703 tons of rubbish and 203 tons of bulky/construction debris were trucked out for disposal. Approximately 1,177 Transfer Station permits were sold.

The Southampton Highway Department and Board of Health personnel teamed up with the City of Easthampton Department of Public Works personnel for a Household Hazardous Waste Day on October 18<sup>th</sup> at Whitebrook Middle School in Easthampton. The event was open to Easthampton and Southampton residents, and during the event 55 vehicles from the two communities dropped off various quantities of household hazardous waste.

Southampton was awarded \$1,800.00 in Sustainable Materials Recovery Program Grant (SMRP) funds which was spent on upgrading the waste oil collection program at the Transfer Station. Latching, locking funnels for the 55-Gallon oil filter drain and collection drums, proper signage and spill-containment pallets for the two drums to sit on were purchased. Another SMRP grant to purchase a wood chipper and soil screener to allow residents to dispose of branches and wood greater than one-inch diameter and to expand the current composting program to produce finished compost was applied for but not awarded.

In the coming year, the grant to expand the current composting program will be applied for again, as well as any other opportunities to expand or enhance current initiatives. A household hazardous waste event will be planned likely in the fall.

Respectfully Submitted,

Randall Kemp  
Transfer Station Manager

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## **TREASURER/COLLECTOR**

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The Treasurer/Collector's office is a part of the Finance Department. It is staffed by two full-time employees in addition to the Treasurer /Collector. The office is responsible for tax, general billings and collections, the issuing of transfer station decals, and cash management. Tax related duties and responsibilities focus on billing and collecting of real estate, personal property, motor vehicle excise, and water usage fees.

More than 24,000 tax bills were mailed out resulting in over \$11 million in revenue. The Community Preservation Fund generated over \$176,275 in revenue from local taxes. The Town received state matching grant revenue of \$176,238 for fiscal year 2014. Other tax-related responsibilities include the processing of over 200 municipal lien certificates, tax refunds, and the collection of delinquent taxes through tax takings and deputy collector services.

In addition to its tax-related duties and responsibilities, the office is also responsible for receiving moneys from the Town's departments, processing of payment checks for the Town expenditures, maintaining and reconciling a number of bank and investment accounts, investing Town funds, borrowing short and long term funds, and distributing payroll checks and related taxes and benefits for more than 225 Town and School employees. Please see the table below for a detail of gross revenues processed in the Treasurer's Office in fiscal year 2014.

Respectfully Submitted,

Donna Whiteley  
Treasurer/Collector

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## TREASURER/COLLECTOR: TREASURER REPORT CONTINUED

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### All Funds Balance

**June 30, 2014**

Beginning Balance 7/1/2013	\$ 5,225,291.73
Receipts	\$ 21,777,833.46
Warrants, Transfers & Assessments	\$ (21,907,523.72)
Cash Balance - 6/30/2014	\$ 5,095,601.47
Stock Value	\$ 26,600.00

<b>Balance as of June 30, 2014</b>	<b>\$ 5,122,201.47</b>
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General Fund Balance	\$ 2,842,893.62
Stabilization - Capital	\$ 126,101.11
Stabilization - Operating	\$ 135,081.52
CPA	\$ 1,368,572.66
Trust Funds	\$ 649,552.56

<b>Balance as of June 30, 2014</b>	<b>\$ 5,122,201.47</b>
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### Trust Fund Balance Detail

**June 30, 2014**

Cemetery Trust Funds	\$ 112,536.37
Conservation Trust Funds	\$ 186,188.73
Library Trust Funds	\$ 179,345.97
Miscellaneous Trust Funds	\$ 27,190.50
School/Scholarship Trust Funds	\$ 11,207.12
Fire Association	\$ 132,079.68
OPEB	\$ 1,004.19
<b>Total of all Trust Funds</b>	<b>\$ 649,552.56</b>

# TREASURER/COLLECTOR: COLLECTOR REPORT CONTINUED

	<u>Outstanding as of 07/01/13.</u>	<u>Committed</u>	<u>Collected</u>	<u>Abatements</u>	<u>Exempt.</u>	<u>Refunds</u>	<u>Sub. Taxes Tax Title</u>	<u>Water Lien or adjusts</u>	<u>Outstanding 6/30/2014</u>
<b><u>Real Estate Taxes</u></b>									
Fiscal Year 2014	-	9,613,727.92	9,447,083.55	55,484.54	4,705.00	16,062.96	24,015.50	1,366.25	99,868.54
Fiscal Year 2013	95,117.68		83,735.95						11,381.73
Fiscal Year 2012	2,111.56	-	1,878.35					-	233.21
<b><u>Supplemental Real Estate</u></b>									
Fiscal Year 2014	-	32,150.28	29,998.07	-	-	14.36	-	-	2,166.57
Fiscal Year 2013	544.68		544.68	-	-	-	-	-	-
<b><u>Septic Betterments</u></b>									
Fiscal Year 2014	-	12,343.74	12,343.74	-	-	-	-	-	-
<b><u>Personal Property</u></b>									
Fiscal Year 2014	-	158,075.45	158,268.74	231.18	-	688.73	-	-	264.26
Fiscal Year 2013	173.74	-	173.74		-	-	-	-	-
<b><u>Water Liens</u></b>									
Fiscal Year 2014		5,496.06	4,129.81						1,366.25
Fiscal Year 2013	2,561.60		2,561.60						-
Fiscal Year 2011	419.00			-	-	-	419.00	-	-
<b><u>CPA Account</u></b>									
Fiscal Year 2014		177,721.75	175,014.46	1,654.90		679.36	300.39		1,431.36
Fiscal Year 2013	1,364.58		1,223.90						140.68
Fiscal Year 2012	36.97		36.97		-			-	-
<b><u>Supplemental CPA</u></b>									
Fiscal Year 2014	-	907.36	842.35	-	-		-	-	65.01
Fiscal Year 2013	16.36		16.36						-
<b><u>Holvoke Gas &amp; Electric Liens</u></b>									
Fiscal Year 2014		1,061.72	1,061.72						-
<b><u>Tax Title Account</u></b>									
Tax Titles	180,849.12	26,270.99	20,516.57		-	-	<b>Adj.</b>	<b>Foreclosure</b>	186,603.54
<b><u>Motor Vehicle Excise</u></b>									
	<u>Outstanding as of 07/01/13.</u>	<u>Committed</u>	<u>Collected</u>	<u>Refunds</u>	<u>Adj.</u>	<u>Abatements</u>	<u>Refunds Due</u>	<u>Outstanding 6/30/2014</u>	
2014		778,757.10	702,111.06	4,887.35	53.12	12,196.80	1,289.37	70,572.84	
2013		64,885.41	76,921.21	135,241.74	5,856.45	6,776.60	146.25	5,790.98	
2012		4,986.26	71.67	3,268.13	202.29	202.29		1,789.80	
2011		1,441.89		245.62				1,196.27	
2010		1,900.53		402.82				1,497.71	
2009		2,063.86		108.75				1,955.11	
2008		1,812.16		52.50				1,759.66	
<b><u>Boat Excise</u></b>									
	<u>Outstanding as of 07/01/13.</u>	<u>Committed</u>	<u>Collected</u>	<u>Refunds</u>	<u>adj.</u>	<u>Abatements</u>		<u>Outstanding 6/30/2014</u>	
2013		2,726.00	2,436.32			216.68	20.00	93.00	
2012		30.00						30.00	
2011		48.00						48.00	
2010		48.00						48.00	
2009		30.00			-			30.00	

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## VETERANS' SERVICE OFFICER

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Every city and town in the Commonwealth has a Veterans' Service Officer (VSO), who is there to find military veterans, advise them of their rights and benefits, and then to assist veterans as they apply for and receive state and federal benefits. Some of the MA state benefits include annuities, financial assistance, fuel and medical assistance, relocation assistance, as well as help with education and job search. Many of the services provided are not only for the veterans themselves, but for dependents of the veterans such as: children, widows, and widowers who are in need.

The VSO carries out these functions and provides direct benefits based on certain qualifications and eligibility requirements under Massachusetts General Law Chapter 115, Code of MA Regulations 108. The VSO will also assist with claims and various situations that fall under programs within Veterans Affairs (VA). The Veterans' Services Officer for the town of Southampton is Jerry Paquette.

We currently have five active cases for people who receive formal benefits on a monthly basis, 2014 Highlights follow. \$33,007 in Chapter 115 benefits was provided to Southampton residents. Some of the additional duties throughout this past year included: helping organize the Memorial Day parade, purchasing flags for the veterans' graves at the cemetery; met with the Senior Center; helped create a short video recording that is broadcasted on the Town website and local TV; attended various events with local town Veteran Services Officers; helped organize and attain funding for the Veteran's Day celebration event at the Norris school. Additionally, the Veterans' Officer responds and consults the people of Southampton through email and telephone conversations and provides assistance on a continuous basis.

Anyone in need or who knows someone in need who are veterans should contact the Veterans' Services office at the town hall by calling 413-527-1715 or the VSO's cell phone number at 413-887-1622. If the situation is after hours and more urgent in nature, please call the Veterans Crisis Line at 1-800-273-TALK (8255).

Please reference the MA state Veteran's Services website as well: [www.mass.gov/veterans](http://www.mass.gov/veterans)

It is an honor to serve! Thank you,  
***Jerry Paquette***  
Veterans' Services Agent  
Southampton, MA

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## WATER DEPARTMENT

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Our public water is pumped from the nationally acclaimed Barnes Aquifer groundwater at the Glendale Well, we must be very careful to preserve it for future generations. We are the stewards of this unique resource. The Aquifer's quality is very fragile and even a small quantity of waste motor oil or antifreeze dumped into catch basins or into the soil can eventually pollute the groundwater and degrade our public water supply. We must be very careful to dispose of all of these potentially harmful substances at the Town Transfer Station on Moose Brook Road. Soil has marvelous cleansing ability, but there are limits that cannot be exceeded.

In 2014, we began a capital planning process to identify the long term improvements and modifications needed to ensure superior water quality for future generations. Some of the items which were, and continue to be evaluated are the following: additional water storage tank(s); additional sources of water; long-term mutual aid agreements with neighboring communities; and looping dead-end segments to improve water quality. Part of the long term planning process will also include reviewing and adjusting, if necessary, water rates. Although not accomplished in 2014, the Board expects to review water rates in 2015.

The Department, along with our fellow departments around the region, was met with several new administrative challenges mandated by the Massachusetts Department of Environmental Protection (DEP). The Department sought grant opportunities to assist in financing these new challenges. The Department anxiously awaits the award announcements in early 2015.

Another major milestone reached in 2014 was identifying the successor to long-time superintendent, Joe Slattery. The year-long search process identified nine qualified candidates for the position, both within and outside the Department. After several rounds of interviews, the Department identified Tom Gaughan of Easthampton. Gaughan has spent nearly 20 years in the City of Westfield Water Resources Division and brings an exceptional work ethic and industry knowledge to Southamptton. Tom Gaughan officially started his new post in January 2015.

The Department connected 19 new customers to the Town's water system in 2014, which is a 20% increase from 2013. The total water consumption for the year was 120 million gallons, with an average daily usage of 329,000 gallons; which is a decrease of roughly 4% from 2013 consumption rates. Despite the improvements over 2013 numbers, state regulations continue to demand the Town decrease its per capita consumption rate, which will be a priority in 2015. 2014 saw continued improvements to the water system and identified efficiencies which will enable the Department to transition to new leadership in 2015. Given continued Town support, we will be able to maintain and provide the best possible quality water in the future.

Respectfully submitted,  
Southampton Board of Water Commissioners



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## WHERE DO I GO FOR...?

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<b>Absentee Ballots</b>	<i>Town Clerk's Office</i>
<b>Bags for Transfer Station</b>	<i>Transfer Station/Treasurer's Office</i>
<b>Birth Certificates</b>	<i>Town Clerk's Office</i>
<b>Building Permits</b>	<i>Building Department</i>
<b>Burning Permits</b>	<i>Fire Department</i>
<b>Business Certificate</b>	<i>Town Clerk's Office</i>
<b>Death Certificates</b>	<i>Town Clerk's Office</i>
<b>Dog Licenses</b>	<i>Town Clerk's Office</i>
<b>Electrical Permit</b>	<i>Building Department</i>
<b>Fire Arms License</b>	<i>Police Station</i>
<b>Gas &amp; Plumbing Permits</b>	<i>Building Department</i>
<b>Marriage License/Certificate</b>	<i>Town Clerk's Office</i>
<b>Municipal Lien Certificates</b>	<i>Treasurer's Office</i>
<b>Occupancy Certificate</b>	<i>Building Department</i>
<b>One-Day Liquor License</b>	<i>Select Board Office</i>
<b>Pay Excise Tax</b>	<i>Treasurer's Office</i>
<b>Pay Property Taxes</b>	<i>Treasurer's Office</i>
<b>Pay Water Bill</b>	<i>Treasurer's Office</i>
<b>Permit/License Fees (General)</b>	<i>Town Website/Specific Department</i>
<b>Raffle/Bazaar Permits</b>	<i>Town Clerk's Office</i>
<b>Register to Vote</b>	<i>Town Clerk's Office</i>
<b>Senior Tax Incentive</b>	<i>Building Department</i>
<b>Septic System</b>	<i>Board of Health</i>
<b>Tax Abatement Filing</b>	<i>Assessor's Office</i>
<b>Transfer Station Sticker</b>	<i>Transfer Station</i>