



**TOWN OF WALPOLE**  
COMMONWEALTH OF MASSACHUSETTS

Walpole Town Hall  
135 School Street  
Walpole, MA 02081  
Phone (508) 660-7289  
Fax (508) 660-7303  
Email: JJohnson@walpole-ma.gov

April 14, 2017

Dear Representative Town Meeting Member,

Enclosed you will find materials to help you prepare for the 2017 Annual Spring Town Meeting that is set to begin on Monday May 1, 2017 at the Johnson Middle School. This Warrant will address a wide range of Town Matters. Some Articles of note that I would like to bring to your attention include:

Article 2 – This article relates to the salary schedule for Town non-union personnel. Included in this packet you will find the recommendations of the Personnel Board for your review and consideration. The general wage increase that is being recommended is 2%. This figure was agreed upon after reviewing the Consumer Price Index, Employment Cost Index, a Survey of other Communities in the State and reviewing the historical increases granted to all other employees groups here in Walpole. The Personnel Board and this office has taken into consideration some of the feedback that we have received over the past few years regarding the non- union salary schedule and we will provide a detailed presentation to Town Meeting that will outline the process that was used to determine the adjustment.

Article 3 – This article relates to the current Fiscal Year budget. At this time there are no adjustments that need to be made. It is expected that this article will be a No Action vote.

Article 4 – This article relates to the Town’s Fiscal Year 2018 operating budget. If you have any specific questions regarding the budget after you have had a chance to look through the materials please feel free to call or email me. For further details and narrative regarding the budget and I encourage Town Meeting members to review my budget message that I provided at the beginning of the budget process in February. The budget message can be found on the Town website at: <http://www.walpole-ma.gov/>

Walpole’s Stabilization account has a balance of approximately \$2,234,837. Below you will find the current and historical account information for the OPEB Account and Free Cash over the last few years:


<u>OPEB</u> Balance and Contributions		<u>Free Cash</u>	
Town Meeting Amount			
FATM 15	\$50,000	2014	\$7,326,016
SATM 16	\$300,000	2015	\$4,168,847
FATM 16	\$50,000	2016	\$7,495,511
OPEB Balance	\$2,125,115		

Article 12 – This article will likely need No Action. The Town does not anticipate any prior year bills that need to be paid at this time

Article 13 – This article will likely need No Action. Currently, the Town does not have a snow and ice deficit.

Article 23 – This article will likely need No Action. The Town does not anticipate the need for approval for any grants.

Thank you for the time that you devote to this process. Please feel free to contact this office or any other Town Official to address any questions or concerns you may have once you have completed your review of these documents.

Sincerely,  
  
James A. Johnson  
Town Administrator

# **PERSONNEL BOARD**

Albert DeNapoli, Chair

Phil Hinds,

Beth Pelick

Ann Ragosta

Michael Teeley

## **Spring Annual Town Meeting**

### **Article 2**

**Proposed changes to the Salary Schedule**

### **Article 22**

**Proposed changes to the Personnel By-laws**

**May 1, 2017**

## **Article 3 – Changes to the Salary Schedule:**

### **Salary Schedule 1 – Steps**

- **Employees hired prior to July 1, 2017**
- **2% General Increase**
- **Reclassify Engineer Inspector from P-11 to H-2**
- **Reclassify Engineer Aide from P12 – H-3**
- **Recreation Schedule – added two new positions**
  - **RP-3 – Counselor**
  - **RP-4 - Junior Counselor**

### **Salary Schedule 2 – Min – Mid - Max**

- **Employees hired on or after July 1, 2017**

## **Article 22 – Changes to the Personnel By-laws :**

- **Article 1 – Title & Authorization**
- **Article 2 – Application**
- **Article 6 – Duties of the Personnel Board**
- **Article 9 - Increases**

# **SALARY SCHEDULE for employees hired prior to July 1, 2017**

- ❖ Page 1 - Professional – Steps
- ❖ Page 2 - Hourly/ Administrative Professional – Steps
- ❖ Page 3 - Election, Fire, Safety, Inspection, Grant
- ❖ Page 4 - Recreation

TOWN OF WALPOLE

Professional Salary Schedule - FY 2018 (7/1/17)

PROFESSIONAL COMPENSATION & CLASSIFICATION PLAN

For Employees hired prior to July 1, 2017

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
<b>P-1 Town Administrator</b>															
	123,433	125,902	128,420	130,988	133,608	136,280	139,006	141,786	144,622	147,514	150,464	153,474	156,543	159,674	162,868
<b>P-2 DPW Director - Fire Chief - Police Chief</b>															
	100,756	102,771	104,826	106,923	109,061	111,242	113,467	115,737	118,051	120,412	122,821	125,277	127,782	130,338	132,945
<b>P-3 Asst Town Administrator - Finance Director</b>															
	93,292	95,158	97,061	99,002	100,983	103,002	105,062	107,163	109,307	111,493	113,723	115,997	118,317	120,683	123,097
<b>P-4 Deputy Fire Chief - Deputy Police Chief</b>															
	86,381	88,108	89,871	91,668	93,501	95,371	97,279	99,224	101,209	103,233	105,298	107,404	109,552	111,743	113,978
<b>P-5 Accountant - Appraiser - Building Inspector/Commissioner - Community Development Director - Town Engineer - Health Director - IT Director - Library Director - Police Lieutenant - Supt of Buildings - Supt of Highway &amp; Parks - Supt of Sewer &amp; Water</b>															
	79,997	81,596	83,228	84,893	86,591	88,323	90,089	91,891	93,729	95,603	97,515	99,466	101,455	103,484	105,554
<b>P-6</b>															
	74,066	75,548	77,059	78,600	80,172	81,775	83,411	85,079	86,780	88,516	90,286	92,092	93,934	95,813	97,729
<b>P-7 Asst. Engineer - Asst.Supt of Hwy &amp; Parks - Asst.Supt of S &amp; W - Comm &amp; Econ Devel Dir - Recreation Director - Supt of Vehicle Maint - Town Clerk - Town Planner</b>															
	68,579	69,950	71,349	72,776	74,232	75,716	77,231	78,775	80,351	81,958	83,597	85,269	86,974	88,714	90,488
<b>P-8 Adult Service Librarian/Asst. Director - Conservation Agent - Council on Aging Director - Deputy Health Agent - Human Resource Administrator - Purchasing Agent</b>															
	63,499	64,769	66,064	67,386	68,733	70,108	71,510	72,940	74,399	75,887	77,405	78,953	80,532	82,143	83,786
<b>P-9 Asst Recreation Director/Business Manager - Asst.Treasurer/Collector - Executive Assistant</b>															
	58,840	60,017	61,217	62,441	63,690	64,964	66,263	67,588	68,940	70,319	71,725	73,160	74,623	76,115	77,638
<b>P-10 Administrative Assistant - Asst. Town Accountant - Children's Librarian - PC Support Technician - Reference Services Librarian - Tech Services Libr</b>															
	54,439	55,528	56,639	57,772	58,927	60,106	61,308	62,534	63,784	65,060	66,361	67,689	69,042	70,423	71,832
<b>P-11 Animal Control Officer - Plan Review/Central Permit Adm - Recreation Coord - Veteran's Agent Engineer Inspector - reclassify to Grade H-2</b>															
	47,354	48,301	49,267	50,252	51,257	52,282	53,328	54,394	55,482	56,592	57,724	58,878	60,056	61,257	62,482
<b>P-12 Engineering Aide - reclassify to Grade H-3</b>															
	42,370	43,217	44,082	44,963	45,862	46,780	47,715	48,670	49,643	50,636	51,649	52,681	53,735	54,810	55,906



**TOWN OF WALPOLE**  
**ELECTION, FIRE, SAFETY, INSPECTION & GRANT HOURLY SCHEDULE**  
 Effective July 1, 2017

GRADE	POSITION	Hourly rate		
		Min	Max	Max
<b>ELECTION</b>				
E-1	Election Officer			9.98
E-2	Election Deputy Warden, Clerks, Deputy Clerks			12.31
E-3	Election Registrar, Election Warden			14.78
<b>FIRE</b>				
F-1	Call Firefighter - Private	17.25		21.07
F-2	Call Firefighter - Lieutenant	19.07		23.28
<b>SAFETY</b>				
S-1	School Traffic Officer			17.38
S-2	Police Matron	14.21		16.82
	Interpreter	"		"
S-3	Special Police (town paid)			24.38
S-4	Special Police (non-town paid)			48.76
<b>INSPECTION</b>				
I-0	Deputy Local Inspector			Max
I-1	Supt. Insect/Pest Control (stipend)	25.34		26.22
I-2	Tree Warden (stipend)			400/yr
I-3	Animal Inspector (stipend)			700/yr
I-4	Deputy Tree Warden (stipend)			5,000/yr
<b>GRANT</b>				
G-1	Elder Service Advocate			500/yr
		\$16.13		Max
				\$21.33

**TOWN OF WALPOLE  
RECREATION SCHEDULE**

**Effective July 1, 2017**

Grade	Position	Hourly Rate	
		Min	Max
<b>PROGRAMS</b>			
RP-1	Program Director	\$14.00	\$19.00
RP-2	Program Supervisor	\$12.00	\$14.00
RP-3	Program Instructor	\$11.00	\$13.00
"	Program Counselor	"	"
PR-4	Jr. Program Counselor	\$9.00	
<b>AQUATIC'S PROGRAM</b>			
RA-1	Aquatics Director	\$16.00	\$25.00
RA-2	Assistant Aquatics Director	\$14.00	\$18.00
RA-3	Head Lifeguard	\$13.00	\$16.00
RA-4	Water Safety Instructor	\$12.50	\$15.00
RA-5	Lifeguard	\$12.00	\$13.50
RA-6	Gate Attendant	\$9.00	
<b>SPECIALIZED PROGRAMS</b>			
RS-1	Day Camp Director	\$25.00	\$40.00
RS-2	Athletic Clinic Director	\$25.00	\$35.00
RS-3	Athletic Clinic Assistant Director	\$20.00	\$25.00
RS-4	Athletic Clinic Supervisor	\$17.50	\$20.00
RS-5	Athletic Clinic Instructor	\$15.00	\$17.50
RS-6	Specialized Instructor	\$11.00	\$40.00
RS-7	Nurse	\$15.00	\$35.00



**SALARY SCHEDULE for Employees hired on or after July 1, 2017**

- ❖ Page 1 - Professional – Min – Mid - Max
- ❖ Page 2 - Hourly/ Administrative Professional – Min – Mid - Max
- ❖ Page 3 - Election, Fire, Safety, Inspection, Grant
- ❖ Page 4 - Recreation

**TOWN OF WALPOLE**  
**PROFESSIONAL SALARY SCHEDULE**  
For Employees hired on or after July 1, 2017

PROFESSIONAL COMPENSATION & CLASSIFICATION PLAN		Effective 7/1/2017		
Grade	Position	Min	Mid	Max
P-1	Town Administrator	123,433	143,151	162,868
P-2	DPW Director	100,756	116,851	132,945
	Fire Chief	"	"	"
	Police Chief	"	"	"
P-3	Asst. Town Administrator	93,292	108,195	123,097
	Finance Director	"	"	"
P-4	Deputy Fire Chief	86,381	100,180	113,978
	Deputy Police Chief	"	"	"
P-5	Appraiser	79,997	92,776	105,554
	Building Commissioner	"	"	"
	Community Development Director	"	"	"
	Town Engineer	"	"	"
	Health Director	"	"	"
	IT Director	"	"	"
	Library Director	"	"	"
	Police Lieutenant	"	"	"
	Superintendent of Buildings	"	"	"
	Superintendent of Highway & Parks	"	"	"
	Superintendent of Sewer & Water	"	"	"
Town Accountant	"	"	"	
P-6		74,066	85,898	97,729
P-7	Assistant Town Engineer	68,579	79,534	90,488
	Assistant Supt of Highway & Parks	"	"	"
	Assistant Supt of Sewer & Water	"	"	"
	Community & Economic Development Director	"	"	"
	Recreation Director	"	"	"
	Superintendent of Vehicle Maintenance	"	"	"
	Town Clerk	"	"	"
Town Planner	"	"	"	
P-8	Adult Services Librarian/Assistant Director	63,499	73,643	83,786
	Conservation Agent	"	"	"
	Council on Aging Director	"	"	"
	Deputy Health Agent	"	"	"
	Human Resource Administrator	"	"	"
Purchasing Agent	"	"	"	
P-9	Assistant Recreation Director/Business Manager	58,840	68,239	77,638
	Assistant Treasurer/Collector	"	"	"
	Executive Assistant	"	"	"
P-10	Administrative Assistant	54,439	63,136	71,832
	Assistant Town Accountant	"	"	"
	Children's Librarian	"	"	"
	PC Support Technician	"	"	"
	Reference Services Librarian	"	"	"
Technical Services Librarian	"	"	"	
P-11	Animal Control Officer	47,354	54,918	62,482
	Recreation Coordinator	"	"	"
	Veteran's Agent	"	"	"

**TOWN OF WALPOLE**  
**Proposed Hourly & Administrative/Professional Schedule**  
**For Employees hired on or after July 1, 2017**

PROFESSIONAL COMPENSATION & CLASSIFICATION PLAN					Effective 7/1/17
Grade	Position	Min	Mid	Max	
H-1	Deputy Building Inspector	27.61	32.02	36.43	
H-2	Engineering Inspector	25.34	29.39	33.43	
	Local Inspector	"	"	"	
	Board of Health Technician	"	"	"	
H-3	Administrative Board Secretary	23.23	26.94	30.65	
	Assistant Children's Librarian	"	"	"	
	Engineering Aide	"	"	"	
	Outreach Worker	"	"	"	
H-4	Board Secretary	21.52	24.96	28.40	
	Principal Clerk	"	"	"	
	Program Coordinator	"	"	"	
H-5	Senior Clerk	18.43	21.38	24.32	
	Van Driver	"	"	"	
H-6	Senior Library Page	13.58	15.75	17.91	
H-7	Seasonal Laborer	12.59	14.60	16.61	
H-8	Library Page	10.40	11.80	13.19	
	Office Assistant	"	"	"	
ADMINISTRATIVE/PROFESSIONAL SALARY SCHEDULE					
Grade	Position	Min	Mid	Max	
A-1	Local Emergency Management Administrator	8,163	9,467	10,771	
A-2	Hearing Officer - Stipend \$44.35 per month				

**TOWN OF WALPOLE**  
**ELECTION, FIRE, SAFETY, INSPECTION & GRANT HOURLY SCHEDULE**  
**Effective July 1, 2017**

GRADE	POSITION	Hourly rate	
		Min	Max
<b>ELECTION</b>			
E-1	Election Officer		9.98
E-2	Election Deputy Warden, Clerks, Deputy Clerks		12.31
E-3	Election Registrar, Election Warden		14.78
<b>FIRE</b>			
F-1	Call Firefighter - Private	17.25	21.07
F-2	Call Firefighter - Lieutenant	19.07	23.28
<b>SAFETY</b>			
S-1	School Traffic Officer		17.38
S-2	Police Matron	14.21	16.82
	Interpreter	"	"
S-3	Special Police (town paid)		24.38
S-4	Special Police (non-town paid)		48.76
<b>INSPECTION</b>			
I-0	Deputy Local Inspector	25.34	26.22
I-1	Supt. Insect/Pest Control (stipend)		400/yr
I-2	Tree Warden (stipend)		700/yr
I-3	Animal Inspector (stipend)	3850/yr	5,000/yr
I-4	Deputy Tree Warden (stipend)		500/yr
<b>GRANT</b>			
G-1	Elder Service Advocate	\$16.13	\$21.33

**TOWN OF WALPOLE  
RECREATION SCHEDULE**

**Effective July 1, 2017**

Grade	Position	Hourly Rate	
		Min	Max
<b>PROGRAMS</b>			
RP-1	Program Director	\$14.00	\$19.00
RP-2	Program Supervisor	\$12.00	\$14.00
RP-3	Program Instructor	\$11.00	\$13.00
"	Program Counselor	"	"
PR-4	Jr. Program Counselor	\$9.00	
<b>AQUATIC'S PROGRAM</b>			
RA-1	Aquatics Director	\$16.00	\$25.00
RA-2	Assistant Aquatics Director	\$14.00	\$18.00
RA-3	Head Lifeguard	\$13.00	\$16.00
RA-4	Water Safety Instructor	\$12.50	\$15.00
RA-5	Lifeguard	\$12.00	\$13.50
RA-6	Gate Attendant	\$9.00	
<b>SPECIALIZED PROGRAMS</b>			
RS-1	Day Camp Director	\$25.00	\$40.00
RS-2	Athletic Clinic Director	\$25.00	\$35.00
RS-3	Athletic Clinic Assistant Director	\$20.00	\$25.00
RS-4	Athletic Clinic Supervisor	\$17.50	\$20.00
RS-5	Athletic Clinic Instructor	\$15.00	\$17.50
RS-6	Specialized Instructor	\$11.00	\$40.00
RS-7	Nurse	\$15.00	\$35.00

**TOWN OF WALPOLE**

**PERSONNEL BY-LAWS  
&  
~~SALARY SCHEDULE~~  
CLASSIFICATION &  
COMPENSATION SCHEDULE**

**JULY 20167**

**Current:**

**ARTICLE 1 – TITLE:**

The classifications of positions and the pay schedule appended hereto and the provisions of the By-Law shall be the classification and wage and salary plan (hereto after referred to as the PLAN), for the payment of salaries and wages to the employees of the Town of Walpole except such positions as are exempt.

**Proposed:**

**ARTICLE 1 – TITLE & AUTHORIZATION:**

Pursuant to the authority contained in Sections 108A and 108C of Chapter 41 of the General Laws, this By-law

- a. Incorporates and includes the Position Classification and Compensation Schedule (herein referred to as the “PLAN”) for the payment of salaries and wages to the employees of the Town of Walpole covered by the PLAN;
- b. Specifies certain working conditions such as hours of employment and certain fringe benefits applicable to employees who occupy positions subject to the PLAN and who are not covered by a collective bargaining agreement with the Town in accordance with Chapter 150E of the General Laws; and
- c. Provides for the administration of this Personnel By-law.

**ARTICLE 2 - APPLICATION:**

**Current:**

The PLAN shall apply to all officers and employees in the services of the Town (whether Full Time, Part-Time, Seasonal, Casual, Special, Civil Service or other), other than those positions filled by popular election and those under the direction and control of the School Committee. Nothing herein, however, shall bar using the PLAN or its provisions or facilities provided by the Personnel Board as a guide to authorized officials or committees in determining the compensation of such.

**Proposed:**

The PLAN shall apply to all officers and employees in the services of the Town (whether Full Time, Part-Time, Seasonal, Casual, Special, Civil Service or other), other than those positions covered by a separate contract or collective bargaining agreement and under the direction and control of the School Committee. Nothing herein, however, shall bar using the PLAN or its provisions or facilities provided by the Personnel Board as a guide to authorized officials or committees in determining the compensation of such.

**Current:**

**ARTICLE 6 - DUTIES OF THE PERSONNEL BOARD:**

- a. The Personnel Board shall enforce and administer the ~~Plan~~ and establish such policies, procedures, and regulations as it deems necessary and consistent with the **PLAN**.
- b. The Personnel Board shall maintain written descriptions of the jobs or positions in the PLAN describing the essential characteristics, requirements, and general duties. The descriptions shall not be interpreted as complete or limiting definitions and employees shall continue to perform any duties assigned by their superiors.
- c. ~~The Personnel Board shall maintain personnel records of all employees including therein, such information as it deems advisable. Department Heads shall furnish such information as shall be requested for this purpose.~~
- d. The Personnel Board shall review all positions subject to the PLAN at intervals of not more than three years. The Personnel Board may add a new position to the PLAN or reclassify an existing position to a different schedule or grade, subject to the subsequent ratification of its actions by a formal amendment of the PLAN at the next ANNUAL Town Meeting. All reclassifications of the schedule including Grade, Pay Ranges, Pay Rates shall be effective on the dates recommended by the Personnel Board.
- e. The Personnel Board shall from time to time review the ~~Wage and Salary Schedules~~. It shall keep informed as to pay rates and policies outside the services of the Town and shall recommend to the Town any action deemed desirable to maintain a fair and equitable pay level.
- f. The Personnel Board shall compile and maintain up-to-date charts of the organizational structure of the Town.

**Proposed:**

**ARTICLE 6 - DUTIES OF THE PERSONNEL BOARD:**

- a. The Personnel Board shall enforce and administer the **Personnel By-law** and establish such policies, procedures, and regulations as it deems necessary and consistent with the **Personnel By-law**.
- b. The Personnel Board shall maintain written descriptions of the jobs or positions in the PLAN describing the essential characteristics, requirements, and general duties. The descriptions shall not be interpreted as complete or limiting definitions and employees shall continue to perform any duties assigned by their superiors.
- c. **Personnel records of all Town Employees, including such information as may be deemed desirable, shall be maintained by the Human Resource's Office for the use of the Personnel Board**
- d. The Personnel Board shall review all positions subject to the PLAN at intervals of not more than three years. The Personnel Board may add a new position to the PLAN or reclassify an existing position to a different schedule or grade, subject to the subsequent ratification of its actions by a formal amendment of the PLAN at the next ANNUAL Town Meeting. All reclassifications of the schedule including Grade, Pay Ranges, Pay Rates shall be effective on the dates recommended by the Personnel Board.
- e. The Personnel Board shall from time to time review the **Classification & Compensation Schedule**. It shall keep informed as to pay rates and policies outside the services of the Town and shall recommend to the Town any action deemed desirable to maintain a fair and equitable pay level.
- f. The Personnel Board shall compile and maintain up-to-date charts of the organizational structure of the Town.



**ARTICLE 9 - INCREASES:**

**Current:**

Progression through the ~~rate ranges~~ is NOT automatic and shall be on the basis of ~~step increases~~ of merit on recommendation of the Department Head and the Personnel Board. ~~If employees who leave the service of the Town after the first day of the year and an increase in pay is approved at the Annual Town Meeting, these employees will be paid for the time worked during the year.~~

**NEW HIRES:** Employees hired on or after ~~January 1, 2005~~ – at the end of the one-year probationary period, the department head will complete a performance evaluation to determine the status of probationary to permanent. If the employee is recommended for permanent status, ~~then he/she will advance a step~~ if a rating of “Meets Expectations” or better is received. Thereafter, eligibility for step increases will be on the anniversary date.

**Proposed:**

Progression through the PLAN is NOT automatic and shall be on the basis of merit on recommendation of the Department Head and the Personnel Board.

As to employees hired prior to July 1, 2017, eligibility for step increase will be on the anniversary date or promotion date. If an evaluation rating of “Meets Expectations” or better is received at the annual review, the employee will advance a step on the Plan.

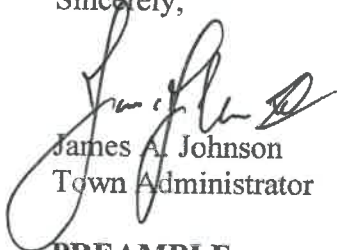
**NEW HIRES:** As to employees hired on or after July 1, 2017, the department head will complete a performance evaluation at the end of the one year probationary period to determine the status of probationary to permanent. If the employee is recommended for permanent status, the employee will receive a merit increase if a rating of “Meets Expectations” or better is received. Eligibility for merit increase will be on the anniversary date or promotion date.

# Article 7 – Police Contract

Town Meeting Members

I am pleased to report to Town Meeting Members that the Town and Massachusetts Coalition of Police IUPA (AFL-CIO) Local 115 have reached an agreement on a three year contract for the period covering July 1, 2017 through June 30, 2020. At Town Meeting, you will be asked to vote on the funding component of the new contract. Per the Town of Walpole Charter, the changes to the contract as negotiated and agreed to by the parties are summarized below. The Language that is being added is shown in bold and highlighted, while the language that is being removed is shown with the strikethrough style. Further, if you wish to view the entire contract you may do so at the office of the Walpole Town Clerk, or on the Walpole website at [www.walpole-ma.gov](http://www.walpole-ma.gov). Should you have any questions prior to Town Meeting, please do not hesitate to contact me.

Sincerely,



James A. Johnson  
Town Administrator

## PREAMBLE

Insert the following Paragraph at the end of the section

**The Chief will work with Local 115 to develop a policy that is mutually agreeable to both parties that outlines the expectations of new employees who resign from the Walpole Police Department with less than three years of service to the Walpole Police Department. The purpose of the policy will be to allow the Town to be reimbursed for expenses related to hiring, equipment and training.**

## ARTICLE XXI - WAGES

**FY 2018 1%**

**FY 2019 1.5%**

**FY 2020 1% on July 1, 2019 and 1% on January 1, 2020**

**Starting on July 1, 2018 the Town will agree to modify the schedule to allow for a Step 7. Step 7 will be 2% higher than Step 6.**

### Stipends:

Detective/Patrolman	\$1225	<b>\$1,500</b>	Dare Officer – FT	\$825
Detective/Sergeant	\$1325	<b>\$1,800</b>	<del>Dare Officer – PT</del>	<del>\$575</del>
Crime Prevention Officer	\$825		Youth Officer	\$825
Information Systems Officer	\$825		Safety Officer	\$825
Motorcycle Officer	\$825		NIBRS Officer	\$825
Intoxilyzer Technician	\$825		Vehicle Maintenance	
Domestic Violence Officer	\$825		Officer	\$825
<b>Armorer</b>	<b>\$825</b>		<b>Medical Control Officer</b>	<b>\$825</b>

## ARTICLE XXXVIII - DURATION

This Agreement and each of its provisions shall be in effect as of July 1, 2017 and shall continue in full force and effect until June 30, 2020, except as otherwise herein provided.

**Implementation cost to be appropriated under Article 7 – Total - \$40,000 to the Police salary line**



# ARTICLE 5

## SUMMARY OF PROPOSED FY 2018 WATER DEPARTMENT BUDGET

**(165 Miles of Main, 8089 Connections, 1360 Hydrants, 1505 Valves, 18 Wells, 4 Booster Pump Stations, 6 Water Storage Tanks, 2 Water Treatment Facilities)**

### Salaries:

This section of the budget includes salaries of the 10 Public Works and 2 Clerical employees that are assigned to the Water Department. Also included are the salaries of the Assistant Superintendent, as well as one half of the salaries for the Board of Sewer and Water Commissioner's secretary and Department Superintendent.

**Total Salaries Requested \$949,286**

### Operational Expenses:

The expense portion of this years requested budget is proposed to increase by approximately \$12,620 or .8% over the FY 2017 budgeted amount of \$1,602,690. Nominal increases to some of the expense lines have been requested while others have been significantly adjusted to better reflect the prioritized needs of the operation. These include a \$15,000 reduction in water conservation (521901) and a \$29,950 increase in Water Treatment Chemicals (522601) (Other Expenses)

**Total Expenses Requested \$1,615,310**

### Capital Projects: (Included in budget to be funded through retained earnings)

- Water Storage Mixing Systems \$295,000
- Water System Improvements, Including Pipe Cleaning \$375,000
- Public Works Vehicle Maintenance Garage (Share) \$200,000

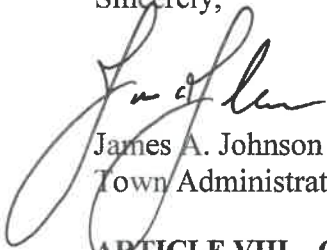
**TOTAL CAPITAL REQUESTED \$870,000**

# Article 9 – Clerical Contract

Town Meeting Members

I am pleased to report to Town Meeting Members that the Town and AFSCME Local 1957 Clerical Union have reached an agreement on a three year contract for the period covering July 1, 2017 through June 30, 2020. At Town Meeting, you will be asked to vote on the funding component of the new contract. Per the Town of Walpole Charter, the changes to the contract as negotiated and agreed to by the parties are summarized below. The Language that is being added is shown in bold and highlighted, while the language that is being removed is shown with the strikethrough style. Further, if you wish to view the entire contract you may do so at the office of the Walpole Town Clerk, or on the Walpole website at [www.walpole-ma.gov](http://www.walpole-ma.gov). Should you have any questions prior to Town Meeting, please do not hesitate to contact me.

Sincerely,



James A. Johnson  
Town Administrator

## **ARTICLE VIII – COMPENSATION & CLASSIFICATION AND WAGE PLAN:**

**A. In Fiscal Year 2018 the pay scale will be adjusted to reflect a one and a half percent (1.5%) cost of living adjustment. In addition, in Fiscal Years 2019 and 2020, the cost of living adjustment will be two and one quarter percent (2.25%).**

~~A. In Fiscal Year 2015 the pay scale will be adjusted to reflect a two percent (2%) cost of living adjustment. In addition, in Fiscal Years 2016 and 2017, the cost of living adjustment will be two and three quarters percent (2.75%) on July 1<sup>st</sup> of 2015 and two percent and three quarters percent (2.75%) on July 1, 2016. Salary and wage adjustments for Fiscal Year 2015 shall commence on December 1, 2014 with retroactive pay between July 1, 2014 and December 1, 2014.~~

**B. Commencing in Fiscal Year 2018 (July 2017), the wage scale (SCHEDULE A) for the Town Hall Clerical Union reflects the following cost of living adjustments:**

- FY'2018: 1.5%**
- FY'2019: 2.25%**
- FY'2020: 2.25%**

~~Commencing in Fiscal Year 2015 (July 2014), the wage scale (SCHEDULE A) for the Town Hall Clerical Union reflects the following cost of living adjustments:~~

- ~~• FY'2015: 2%~~
- ~~• FY'2016: 2.75%~~
- ~~• FY'2017: 2.75%~~

- C. Employees hired prior to May 1, 2005 will only advance within each pay grade on July 1 of each fiscal year commencing in Fiscal Year 2007 (July 1, 2006) with the approval of the Department Head and the Town Administrator. All new employees hired after that date will only advance within each pay grade on the employee's anniversary date or anniversary date of the employee's most recent promotion with the approval of the Department Head and the Town Administrator. If advancement within the pay grade is denied, said denial is subject to grievance and arbitration.
- D. Whenever a bargaining unit position is vacated for any reason, the Department Head or the Town Administrator may make a temporary written assignment of a lower-classified employee to perform the duties of the position. From the first day performing the duties of the position, the employee shall be compensated at the higher scale so as to provide an increment of at least \$10.00 per week. **Under no circumstances shall training for another position entitle the employee to out-of-classification pay.**
- E. When possible new employees shall be hired at the minimum rate of the appropriate pay grade. All newly hired employees shall be employed on a probationary basis for one (1) year. During said period the employee may be terminated without cause. At the end of said probationary period the Employer will decide whether to appoint the employee permanently or to terminate the employee's service, based upon the performance of the employee and the recommendation of the employee's supervisor.
- F. Employees will be required to document all hours worked through the use of a detailed time card at the discretion of Management for the calculation of all hours worked including overtime on a weekly basis.
- G. If an employee is temporarily assigned to a job of a higher classification by the Supervisor, the employee will be entitled to the same step of a higher class while performing in said classification. **Employees training for another position shall not be eligible for out-of-classification pay.**
- H. Employees who are required to use their own vehicle for work related duties shall be reimbursed at the IRS mileage rate. Employees shall submit and be paid for their mileage use on a monthly basis. In the event that a Town vehicle is available, this reimbursement shall not apply.
- I. All employees covered by this agreement shall be required as of November 1, 2014 to enroll in a Direct Deposit program for all payroll compensation. All employees shall have access to electronic payroll information, printed payroll information and payroll checks, with the exception of annual W-2 forms, shall be discontinued effective November 1, 2014.

**ARTICLE XII – NON-OCCUPATIONAL SICK LEAVE:**

The payment of compensation to employees who are absent from work because of non-occupational illness or injury or exposure to contagious disease or severe emotional shock shall be subject to the following provisions:

- A. Employees who have been in the employ of the Employer for more than ninety (90) days, shall accrue sick leave at the rate of 8.75 hours for each month of service to a maximum of 105 hours (15 days) per year. Sick leave not used in the year in which it accrues, together with any accumulate sick leave standing to the employee's credit and not used in the current year, may be accumulated up to:

1,575 Hours = 225 Days

- B. A new employee shall not be entitled to paid non-occupational sick leave until the employee has been employed for ninety (90) calendar days. At that time, the employee will be credited with sick leave retroactive to the first day of employment and shall become entitled to receive paid non-occupational sick leave.
- C. The employee shall give to the Department Head notification of absence on the first day of absence. If such notification is not made, the Department Head shall credit the absence as unauthorized and without pay. Department Heads shall investigate and ascertain the validity of any request for sick leave. If it is determined that the request is valid, the Department Head shall approve the sick leave request. A physician's certificate shall be required by the Department Head for absences for five (5) consecutive working days or after any sick leave use if the supervisor has reason to suspect abuse of sick leave and a meeting has been held with the Department Head and the employee to discuss the reasons of excess absenteeism.
- D. If an employee is injured while working for another employer, he/she shall not be entitled to use of sick leave.
- E. Sick Leave Buy Back - Upon the death or retirement of an employee who has attained 10 or more years of service, any sick leave accrued in excess of 100 days will be paid to the employee or his/her designated beneficiary at the employee's current rate of pay, provided however, that said payment shall not **exceed three four thousand five hundred (\$3,500 \$4,500) dollars**. Any payment under this provision shall not be included in or considered to be base pay for retirement or pension purposes.

**ARTICLE XVI – LONGEVITY PAY PLAN:**

**Longevity pay will be made to employees for continuous full time employment in accordance with the following schedule:**

<del>After five (5) years of service</del>	<del>\$350</del>
<del>After ten (10) years of service</del>	<del>\$450</del>
<del>After fifteen (15) years of service</del>	<del>\$550</del>
<del>After twenty (20) years of service</del>	<del>\$650</del>
<del>After twenty-five (25) years of service</del>	<del>\$750</del>
<b>After five (5) years of service</b>	<b>\$400</b>
<b>After ten (10) years of service</b>	<b>\$500</b>
<b>After fifteen (15) years of service</b>	<b>\$625</b>
<b>After twenty (20) years of service</b>	<b>\$750</b>
<b>After twenty-five (25) years of service</b>	<b>\$850</b>
<b>After thirty (30) years of service</b>	<b>\$1,000</b>

**All personnel hired on or after June 30, 2020 shall not be eligible to receive longevity.**

**ARTICLE XVIII – JOB POSTING AND BIDDING:**

When a vacancy caused by promotion, death, retirement, resignation, transfer, termination or availability of a new position occurs and the position vacant is covered by this Agreement and the Employer determines that the vacant position is to be filled, the Employer will post said vacancy. The notice of vacancy will be posted in a conspicuous place listing the pay, duties and qualifications required. The notice of vacancy will remain posted for seven (7) working days. Employees who are interested in the position shall apply in writing to the Department Head within seven (7) working days period. The

Employer may simultaneously advertise the position through external sources. If the qualifications of the applicants are equal, then seniority shall govern.

**When the position of Assistant Town Clerk is vacant the Town and Union agree that the position will be simultaneously posted to clerical union personnel and externally. The Town Administrator shall have the sole discretion to choose who shall serve as the Assistant Town Clerk. The Town Administrator's decision to fill this position is final and no grievance may be filed in this decision only**

**ARTICLE XX – PERSONAL LEAVE:**

Each employee shall be entitled to receive ~~sixty~~ **eighty** percent (~~60%~~ **80%**) of weekly-authorized hours of personal leave per contract year. New employees will be entitled to said personal leave upon completion of ninety (90) days of employment, however, the amount of personal leave in the first year of employment shall be pro-rated to the amount of time employed during the first year, inclusive of the ninety (90) day period. Employees must notify the Department Head or his/her designee of an absence the morning in which he or she uses a personal day.

An employee who has been employed with the Employer in a position covered by this collective bargaining agreement for the entire fiscal year and has used no sick leave during that fiscal year, shall be entitled to an additional twenty percent (20%) of the weekly authorized hours for personal leave. ~~i.e.–a total of sixty percent (60%) of the weekly authorized hours for personal leave in one fiscal year if no sick leave has been used in the previous fiscal year.~~

**ARTICLE XXX – DURATION OF AGREEMENT**

This Agreement and each of its provisions shall be in effect as of July 1, **2017** and shall continue in full force and effect until June 30, **2020**.

**Implementation cost in year one is \$14,500. Some members of this unit are Sewer and Water Employees. We have included these raises as part of the Sewer and Water rates that was included under Articles 5 and 6.**

**The amount to be appropriated under Article 9 is \$12,181 to the following salary line items: Building Commissioner, Board of Health, DPW Administration, Board of Assessors, Treasurer/Tax Collector, Board of Registrars, Purchasing and Town Clerk.**

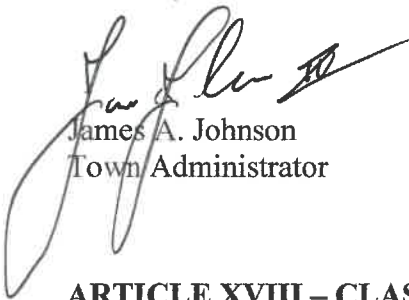


# Article 11 – Library Contract

Town Meeting Members

I am pleased to report to Town Meeting Members that the Town and AFSCME Local 1957 Library Union have reached an agreement on a three year contract for the period covering July 1, 2017 through June 30, 2020. At Town Meeting, you will be asked to vote on the funding component of the new contract. Per the Town of Walpole Charter, the changes to the contract as negotiated and agreed to by the parties are summarized below. The Language that is being added is shown in bold and highlighted, while the language that is being removed is shown with the strikethrough style. Further, if you wish to view the entire contract you may do so at the office of the Walpole Town Clerk, or on the Walpole website at [www.walpole-ma.gov](http://www.walpole-ma.gov). Should you have any questions prior to Town Meeting, please do not hesitate to contact me.

Sincerely,



James A. Johnson  
Town Administrator

## ARTICLE XVIII – CLASSIFICATION AND WAGE PLAN:

- A. The Classification and Wage Plan, as shown in the Wage Scale in “Attachment A” reflect the increases” as set forth below:

~~In Fiscal Year 2015 the pay scale will be adjusted to reflect a two percent (2%) cost of living adjustment. In addition, in Fiscal Years 2016 and 2017, the cost of living adjustment will be two percent and one half percent (2.5%) on July 1<sup>st</sup> of 2015 and two and three quarters percent (2.75%) on July 1, 2016. Salary and wage adjustments for Fiscal Year 2015 shall commence on December 1, 2014 with retroactive pay between July 1, 2014 and December 1, 2014.~~

**In Fiscal Year 2018 the pay scale will be adjusted to reflect a one and one quarter percent (1.25%) cost of living adjustment. In addition, in Fiscal Years 2019 and 2020, the cost of living adjustment will be two percent (2%) on July 1<sup>st</sup> of 2018 and two percent (2%) on July 1, 2019.**

## ARTICLE XII – HOLIDAYS:

**Add the following paragraph at the end of the section:**

For the intent of the employees covered by this contract the Library shall be considered closed on July 3<sup>rd</sup> of each year **so long as the Town of Walpole holds an annual fireworks display on that day.**

**ARTICLE XIII – SICK LEAVE:** (paragraph 6)

Employees shall give the Library Director **or designee** notification of absence at least one hour prior to the start of the shift in which sick leave is intended.

**ARTICLE XXVII – MISCELLANEOUS PROVISIONS:**

Add the following paragraph at the end of the section:

**7. The town reserves the right to increase library hours when the population of Walpole reaches 25,000 pending funding availability. Employees will be given at least a 90 day notice when this change takes effect.**

**ARTICLE XIX – DIFFERENTIAL:**

Employees working between 5:00 P.M. and closing, shall receive ~~one dollar (1)~~ **one dollar and fifty cents (1.50)** per hour in addition to their regular pay.

Employees working on Saturday will receive ~~one dollar and twenty-five cents (\$1.25)~~ **one dollar and seventy-five cents (\$1.75)** per hour in addition to their regular pay.

**ARTICLE XX – LONGEVITY PAY PLAN:**

Longevity pay will be made to employees as follows:

<del>Five (5) years of service</del>	<del>Two hundred fifty dollars (\$250)</del>
<del>Ten (10) years of service</del>	<del>Three hundred fifty dollars (\$350)</del>
<del>Fifteen (15) years of service</del>	<del>Four hundred fifty dollars (\$450)</del>
<del>Twenty (20) years of service</del>	<del>Five hundred fifty dollars (\$550)</del>
<b>Five (5) years of service</b>	<b>\$350</b>
<b>Ten (10) years of service</b>	<b>\$450</b>
<b>Fifteen (15) years of service</b>	<b>\$550</b>
<b>Twenty (20) years of service</b>	<b>\$650</b>

**All personnel hired on or after June 30, 2020 shall not be eligible to ever receive longevity.**

Longevity payments will be payable on an employee’s anniversary date of employment.

**ARTICLE XXIV – VACATIONS:**

Part-time employees shall be eligible for vacation using the definitions of “part-time week” and “part-time day” as stipulated in Article XI. For the duration of this Agreement, any regular employee who has been in the employment of the Employer for:

- one (1) year of continuous employment shall be entitled to two (2) times weekly authorized hour’s vacation time with pay.
- five (5) year of continuous employment shall be entitled to three (3) times weekly authorized hour’s vacation time with pay.
- ten (10) year of continuous employment shall be entitled to four (4) times weekly authorized hour’s vacation time with pay.
- **At year sixteen (16): One (1) additional day (21 total)**
- **At year seventeen (17): Two (2) additional days (22 total)**
- **At year eighteen (18): Three (3) additional days (23 total)**

- **At year nineteen (19): Four (4) additional days (24 total)**
- twenty (20) year of continuous employment shall be entitled to five (5) times weekly authorized hour's vacation time with pay.

#### **ARTICLE XXX – DURATION OF AGREEMENT**

This Agreement and each of its provisions shall be in effect as of July 1, **2017** and shall continue in full force and effect until June 30, **2020**.

**Implementation cost to be appropriated under Article 11– Total - \$4,500 to the Library salary line.**

# ARTICLE 14

## WATER STORAGE TANK REHABILITATION

This article if favorably acted upon will allow for the repair, rehabilitation and recoating of the .5 mg steel water storage tank located on Old Post Road.

Constructed and placed into service in 1971, this tank has never been recoated.

---

### Old Post Road Tank 500,000 Gallon Standpipe Condition Assessment Report

---

Walpole Water and Sewer Department, Walpole, MA

---

#### SUMMARY

The coatings along the interior surfaces of the subject tank are no longer providing an affective corrosion barrier and the resulting corrosive activity has become pervasive and aggressive with a substantial number of medium to large rust tubercle formations evident throughout the shell surfaces. This type of corrosion is usually indicative of metal loss in the form of pitting. Therefore, in order to prevent any significant furtherance in metal loss of already exposed steel substrate surfaces and preserve the integrity of the shell, it is recommended that the interior surfaces of the subject be scheduled for complete rehabilitation in 2017 or at least as soon as feasible to do so. Due to the extent of degradation of the coatings along the exterior surfaces, as well as the anticipated damage to these coatings cause by potential interior welding repairs, it is also recommended that the exterior surfaces be completely rehabilitated at the same time.

• Specification, bid process, construction administration	\$ 12,500
• Construction	\$625,000
• Contingency	\$ 62,500
• Inspection	\$ 60,000
• Communications Antenna Protection/Relocation	\$130,000
<b>TOTAL REQUEST</b>	<b>\$890,000</b>

# ARTICLE 15

## CAST IRON PIPELINE REPLACEMENT

This article if favorably acted upon will allow for the contract replacement of +/-4,500 LF of old unlined 6" cast iron water main on Thornell Ave., Cascade Terr., Barstow Rd., and Shufelt Rd.

These improvements are part of a multi component system optimization approach to address water quality and hydraulic issues in the noted areas.

• <b>Construction Contract +/- 4,500 LF</b>	<b>\$1,012,500</b>
• <b>Police Details</b>	<b>\$ 42,500</b>
• <b>Construction Administration</b>	<b>\$ 12,000</b>
• <b>Construction Monitoring</b>	<b>\$ 45,000</b>
• <b>Post Construction Services</b>	<b>\$ 8,000</b>
 <b>TOTAL REQUEST</b>	 <b>\$1,120,000</b>

# ARTICLE 16

## 1,4 DIOXANE REMOVAL

This article if favorably acted upon will allow for the procurement of professional services to perform a demonstration pilot study that would identify the best available technology to remove the compound 1,4 Dioxane from the water that is pumped from the Town's largest producing well (Washington #6). It will also allow for the legal services that would be associated with potential litigation and/or the attempted recovery of costs from responsible parties. Recent detected levels = .16ppb - .20 ppb MA DEP Guideline .3 ppb



### MassDEP Fact Sheet

#### **1,4-Dioxane in Drinking Water: Questions and Answers**

##### ***What is 1,4-dioxane?***

1,4-Dioxane is a clear liquid used as a solvent in the manufacture of chemicals. It has historically been used as a stabilizer in chlorinated solvents. It can be found in paint, adhesives, pesticides and some consumer products such as household cleaners, detergents, shampoos, deodorants and cosmetics. Its main industrial use is in degreasing solvents where it is present in combination with other chemicals.

##### ***What is Massachusetts' health-based guideline for 1,4-dioxane in drinking water supplies?***

The MassDEP's Office of Research and Standards (ORS) drinking water guideline for 1,4-dioxane is 0.3 µg/L (micrograms per liter, sometimes described as parts per billion, or ppb). This type of guideline, known as an ORSG, is set to protect against cancer and non-cancer health effects after long-term exposures. USEPA has derived a similar value, using the same data, of 0.35 µg/L. The ORSG and USEPA values are not identical due to difference in mathematical rounding.

##### ***What is the basis of the drinking water guideline for 1,4-dioxane?***

MassDEP's ORSG for 1,4-dioxane was set using the most current USEPA toxicity information for 1,4-dioxane (please see reference at end of document). The ORSG value of 0.3 µg/L, like that developed by USEPA, is set at a level that protects against possible cancer risks from consuming the drinking water for a lifetime. These values are set at a concentration in drinking water that would increase a person's chance of getting cancer by one-in-a-million if they drank the water daily for a lifetime. USEPA 2012 Edition of the Drinking Water Standards and Health Advisories. EPA 822-S-12-001. Office of Water. Washington, DC). Available at:  
<http://water.epa.gov/drink/standards/hascience.cfm#dw-standards>.

**TOTAL REQUEST \$500,000**



# Technical Fact Sheet - 1,4-Dioxane

January 2014



## TECHNICAL FACT SHEET - 1,4-DIOXANE

### At a Glance

- ❖ Flammable liquid and a fire hazard. Potentially explosive if exposed to light or air.
- ❖ Found at many federal facilities because of its widespread use as a stabilizer in certain chlorinated solvents, paint strippers, greases and waxes.
- ❖ Short-lived in the atmosphere, may leach readily from soil to groundwater, migrates rapidly in groundwater and is relatively resistant to biodegradation in the subsurface.
- ❖ Classified by the EPA as "likely to be carcinogenic to humans" by all routes of exposure.
- ❖ Short-term exposure may cause eye, nose and throat irritation; long-term exposure may cause kidney and liver damage.
- ❖ No federal maximum contaminant level (MCL) has been established for 1,4-dioxane in drinking water.
- ❖ Federal screening levels, state health-based drinking water guidance values and federal occupational exposure limits have been established.
- ❖ Modifications to existing sample preparation procedures may be required to achieve the increased sensitivity needed for detection of 1,4-dioxane.
- ❖ Common treatment technologies include advanced oxidation processes and bioremediation.

### Introduction

This fact sheet, developed by the U.S. Environmental Protection Agency (EPA) Federal Facilities Restoration and Reuse Office (FFRRO), provides a summary of the contaminant 1,4-dioxane, including physical and chemical properties; environmental and health impacts; existing federal and state guidelines; detection and treatment methods; and additional sources of information. This fact sheet is intended for use by site managers who may address 1,4-dioxane at cleanup sites or in drinking water supplies and for those in a position to consider whether 1,4-dioxane should be added to the analytical suite for site investigations.

1,4-Dioxane is a likely human carcinogen and has been found in groundwater at sites throughout the United States. The physical and chemical properties and behavior of 1,4-dioxane create challenges for its characterization and treatment. It is highly mobile and has not been shown to readily biodegrade in the environment.

### What is 1,4-dioxane?

- ❖ 1,4-Dioxane is a synthetic industrial chemical that is completely miscible in water (EPA 2006).
- ❖ Synonyms include dioxane, dioxan, p-dioxane, diethylene dioxide, diethylene oxide, diethylene ether and glycol ethylene ether (EPA 2006; Mohr 2001).
- ❖ 1,4-Dioxane is unstable at elevated temperatures and pressures and may form explosive mixtures with prolonged exposure to light or air (DHHS 2011; HSDB 2011).
- ❖ 1,4-Dioxane is a likely contaminant at many sites contaminated with certain chlorinated solvents (particularly 1,1,1-trichloroethane [TCA]) because of its widespread use as a stabilizer for chlorinated solvents (EPA 2013a; Mohr 2001)
- ❖ It is used as: a stabilizer for chlorinated solvents such as TCA; a solvent for impregnating cellulose acetate membrane filters; a wetting and dispersing agent in textile processes; and a laboratory cryoscopic solvent for molecular mass determinations (ATSDR 2012; DHHS 2011; EPA 2006).
- ❖ It is used in many products, including paint strippers, dyes, greases, varnishes and waxes. 1,4-Dioxane is also found as an impurity in antifreeze and aircraft deicing fluids and in some consumer products (deodorants, shampoos and cosmetics) (ATSDR 2012; EPA 2006; Mohr 2001).

**Disclaimer:** The U.S. EPA prepared this fact sheet from publically-available sources; additional information can be obtained from the source documents. This fact sheet is not intended to be used as a primary source of information and is not intended, nor can it be relied upon, to create any rights enforceable by any party in litigation with the United States. Mention of trade names or commercial products does not constitute endorsement or recommendation for use.

# ARTICLE 16

## Unregulated Contaminant Monitoring Rule

EPA uses the Unregulated Contaminant Monitoring Rule (UCMR) Program to collect data for contaminants suspected to be present in drinking water, but that do not have health-based standards set under the Safe Drinking Water Act (SDWA). The third rule (UCMR3) conducted under EPA oversight was published in the Federal Register on May 2, 2012. UCMR3 required all PWS serving more than 10,000 persons to monitor for 21 chemical contaminants. Early in 2016, EPA made the results of this testing available to the public. In early 2016 MassDEP also posted the results on their webpage (see link at the end of this section). Unlike the first and second UCMR cycles, UCMR3 required laboratories to analyze and report all results exceeding EPA's minimum reporting levels for each contaminant. UCMR3 required monitoring for 30 unregulated contaminants, including 28 chemicals and 2 viruses.

EPA is responsible for the development, review and distribution of all UCMR3 sample results, as well as the analysis of samples from PWS serving 10,000 people or less. Because this round of testing required the reporting of all chemicals detected, PWS reported more results during this round to their customers; even though these detects could be well below any published health advisory or guideline. Published health advisory or guidelines are available on MassDEP's webpage 'Standards & Guidelines for Contaminants in Massachusetts Drinking Water,' <http://www.mass.gov/eea/agencies/massdep/water/drinking/standards/standards-and-guidelines-for-drinking-water-contaminants.html>.

*Summary of Massachusetts UCMR3 Detections over a Health Reference Level (HRL) or other guidelines*

<i>Contaminant</i>	<i># PWS with detections</i>	<i># PWS above HRL or Benchmark</i>	<i>Max Concentration (ug/l)</i>	<i>HRL or Guideline Concentration (ug/l)</i>
<i>1,4-dioxane</i>	49	5	1.1	0.3 <sup>1</sup>
<i>Chlorate</i>	151	78	11,000	(1) 700 <sup>2</sup> (2) 210
<i>chromium-6</i>	152	1	20	10.0 <sup>3</sup>
<i>perfluorooctane sulfonic acid (PFOS), perfluorooctanoic acid (PFOA)</i>	4	2	0.43	0.070 <sup>4</sup>

EPA recently began UCMR4 preparations. The UCMR 4 was published in the Federal Register on December 20, 2016. UCMR4 requires monitoring for 30 chemical contaminants between 2018 and 2020 using analytical methods developed by EPA and consensus organizations. This monitoring provides a basis for future regulatory actions to protect public health. Information on UCMR4 is available on the MassDEP link listed at the end of this section, and on EPA's website at: <https://www.epa.gov/dwucmr/fourth-unregulated-contaminant-monitoring-rule>.

PWSs participating in UCMR are required to fulfill the following consumer notification requirements:

- **Public Notification (PN):** In addition to requiring notification of violations, the PN rule requires PWS to provide special notices for certain situations, including the availability of unregulated contaminant monitoring data. Public notices of unregulated contaminant monitoring data are different from other public notices because they do not have to contain all the elements required of other types of public notices. Instead, PWS need only report that the results are available and provide a phone number or contact where the results can be obtained. All PWS must issue special

1 MassDEP Office Of Research and Standards Guideline (ORSG)

2 (1) WHO provisional guidance value, (2) CCL3 Contaminant Information Sheets

3 CA MCL (CA Public Health Goal = 0.02 ug/L)

4 New EPA Health Advisory located at:

[https://www.epa.gov/sites/production/files/2016-05/documents/drinkingwaterhealthadvisories\\_pfoa\\_pfos\\_5\\_19\\_16.final\\_1.pdf](https://www.epa.gov/sites/production/files/2016-05/documents/drinkingwaterhealthadvisories_pfoa_pfos_5_19_16.final_1.pdf)



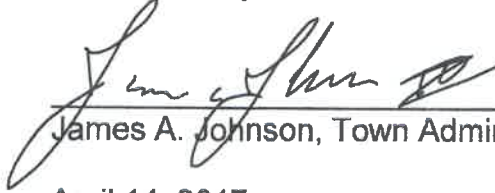


**TOWN OF WALPOLE**  
COMMONWEALTH OF MASSACHUSETTS

Walpole Town Hall  
135 School Street  
Walpole, MA 02081  
Phone (508) 660-7289  
Fax (508) 660-7303

To: Town Meeting Members

From:

  
James A. Johnson, Town Administrator

Date: April 14, 2017

Re: Article 21 Overview

---

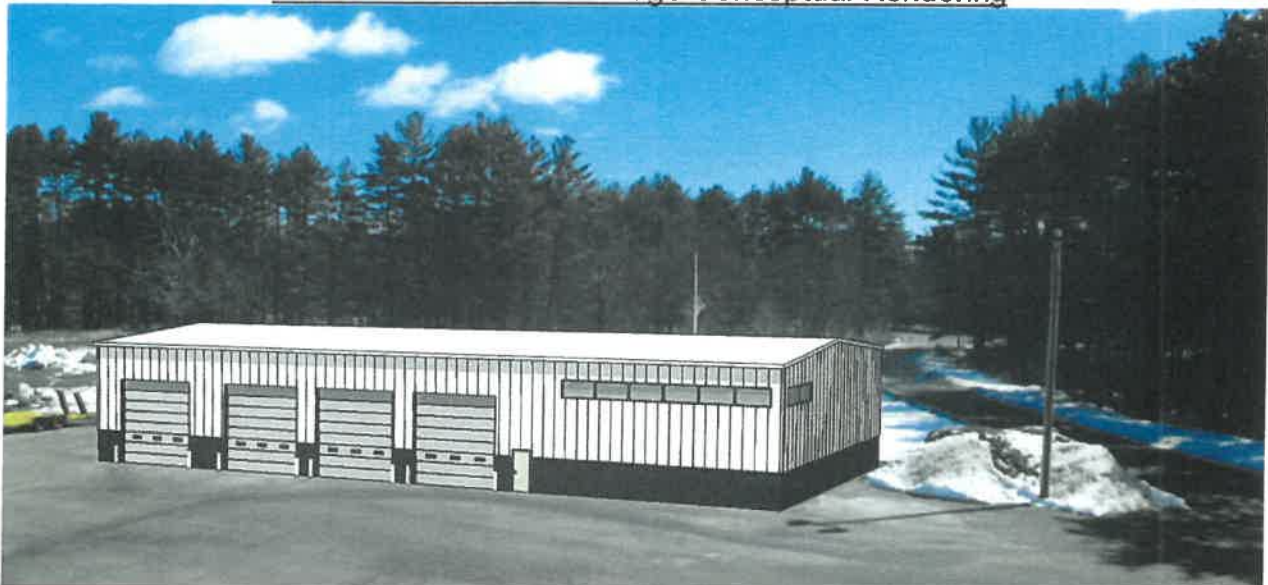
Article 21 requests that Town Meeting vote to appropriate \$1,975,000 for the purposes of designing and constructing a vehicle maintenance garage at the DPW facility. The original DPW Vehicle Maintenance facility was constructed in 1966. It has far outlasted its expected useful life and needs to be replaced with a building that will provide much needed space to adequately service and maintain the Town's fleet of vehicles and equipment.

Funding for this project will come from the following sources:

- \$840,000– Free Cash
- \$635,000 – FY 2017 Debt Budget
- \$200,000 – Water Retained earnings
- \$300,000 – Sewer Retained Earnings

Thank you for your consideration and please feel free to contact me personally if you have any questions regarding this article prior to Town Meeting.

Vehicle Maintenance Garage Conceptual Rendering





**TOWN OF WALPOLE**  
**COMMONWEALTH OF MASSACHUSETTS**

Walpole Town Hall  
135 School Street  
Walpole, MA 02081  
Phone (508) 660-7289  
Fax (508) 660-7303

To: Town Meeting Members

From:

James A. Johnson, Town Administrator

Date: April 14, 2017

Re: Article 24 – Revolving Account Balances

---

Article 24 requests that Town Meeting Members vote to authorize the use of the revolving funds pursuant to Massachusetts general laws Chapter 44, section 53E½. The current expenses, balances and spending limits in each these accounts are:

Fund	Current Expenses	Spending Limit
Council on Aging Programs	\$10,180	\$100,000.00
Library Services	\$5,324	\$35,000.00
Senior Citizen Health Service	\$0.00	\$20,000.00
Compost Bins	\$0.00	\$10,000.00
Recreation	\$386,543	\$700,000.00
Fire Alarm Maintenance	\$3,434	\$20,000.00
Engineering Services	\$0.00	\$100,000.00
Turco field Mtc & Replacement	\$0.00	\$508,584.00
Turner Pond	\$2,356	\$45,000.00

**Board of Health**


William Morris, Chairman  
Carol Johnson, Clerk  
Richard Bringham, MD  
Richard Beauregard  
Mona Bissany, RPH



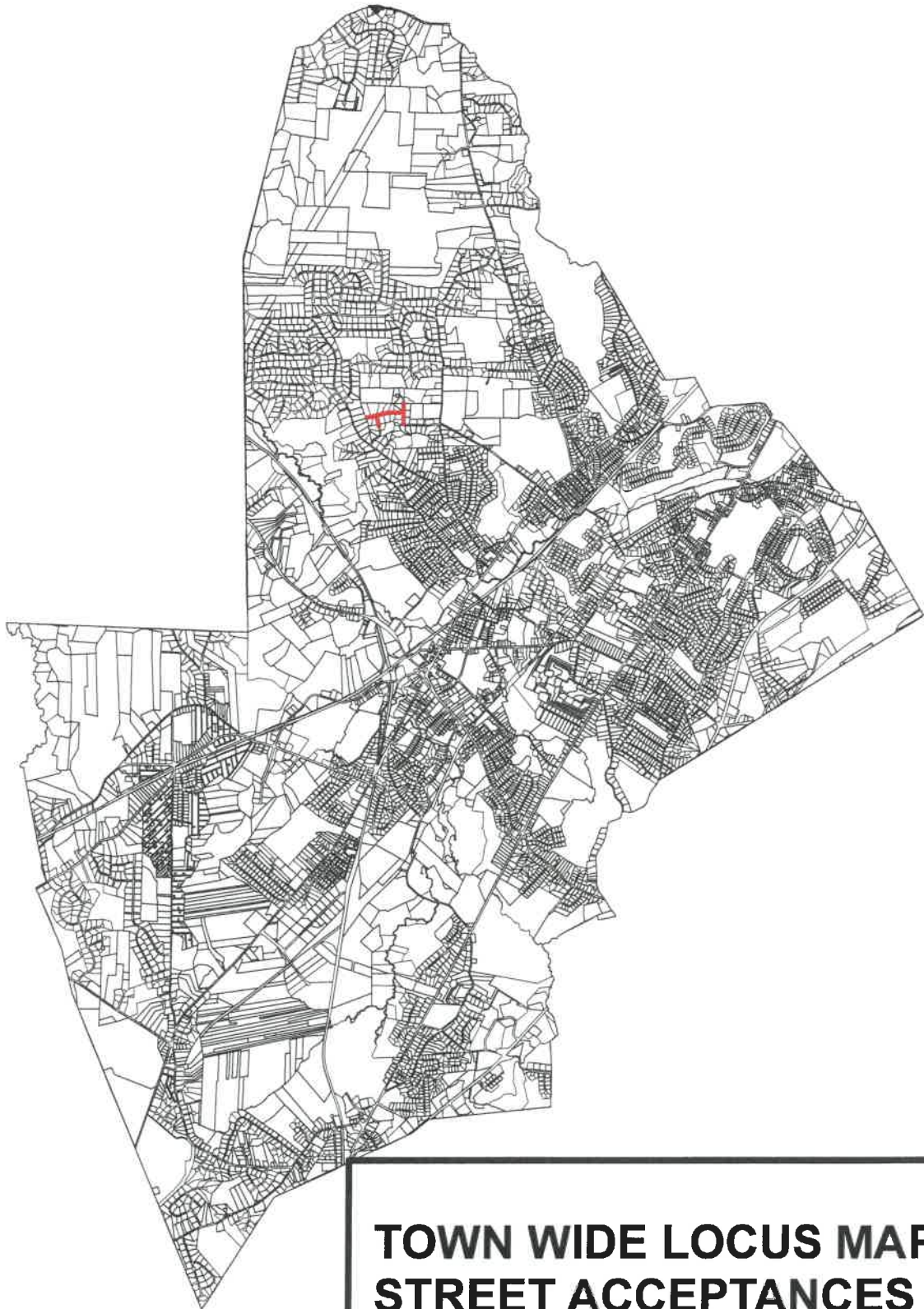
Town Hall  
135 School Street  
Walpole, Ma. 02081  
Phone (508) 660-7321  
Fax (508) 660-6345

*Town of Walpole  
Commonwealth of Massachusetts*

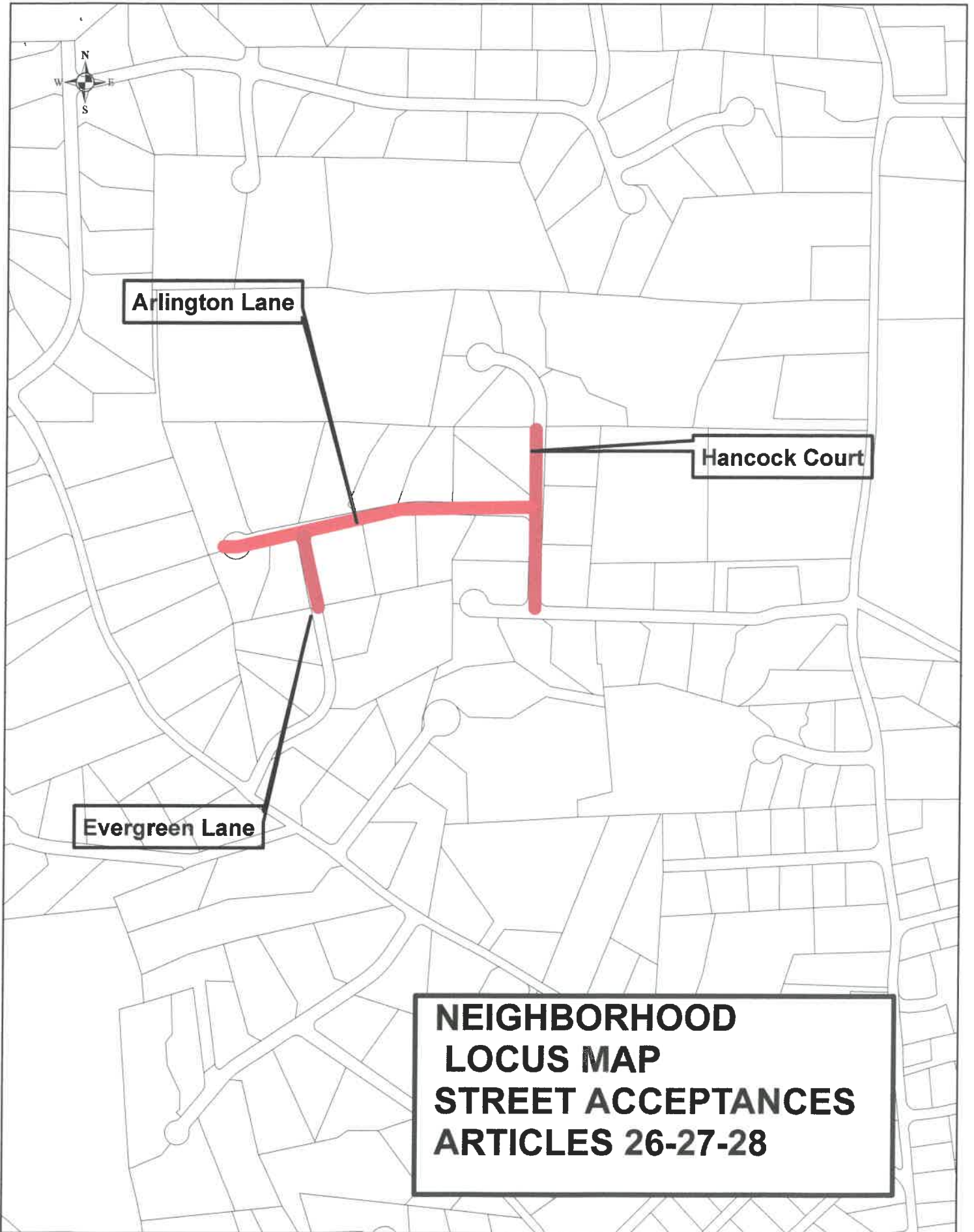
**ARTICLE 24**

TO: Board of Selectmen / Town Meeting Members  
FROM: Robin Chapell, Health Director   
RE: Report Revolving Fund for Compost Bins  
DATE: April 10, 2017

This revolving fund was set up so the Town could receive start up compost bins from the Department of Environmental Protection, sell them at a very reduced cost to homeowners to encourage composting, use the proceeds collected from the sales to buy more bins and keep selling them until all funds have been expended. We have sold 1081 compost bins since the start of the program to Walpole residents. Since my last report we sold 18 more bins at \$25/bin. We purchased 21 more bins at a cost of \$1,155.00. Presently we have \$1357.26 remaining in the revolving fund.

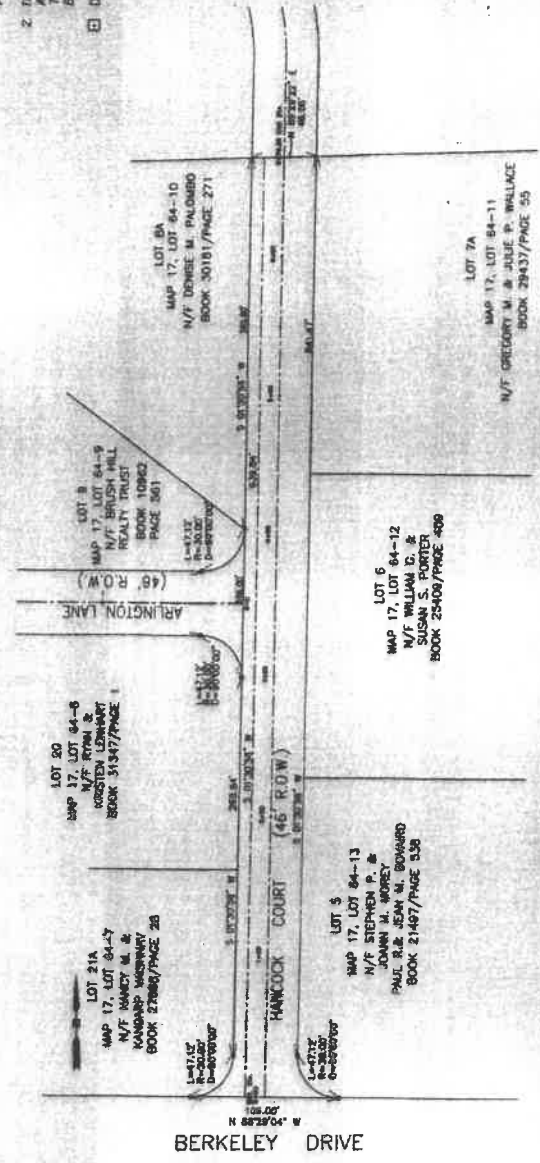


**TOWN WIDE LOCUS MAP  
STREET ACCEPTANCES  
ARTICLES 26-27-28**



**STREET ACCEPTANCE NOTES:**

1. HAWKCOCK COURT IS TO BE ACCEPTED FROM STATION 0+0 TO 6+70.66.
  2. TOTAL AREA OF HAWKCOCK COURT IS TO BE ACCEPTED FROM BRUSH HILL. AREA TO BE TAKEN FROM BRUSH HILL REALTY TRUST, BOOK 10962, PAGE 361.
- ☐ DENOTES STONE BOUND WITH DRILL HOLE.



**PLAN REFERENCE:**

BRUSH HILL ESTATES  
DEFINITIVE SUBDIVISION PLANS  
BY GLOSSA ENGINEERING, INC.  
DATED DECEMBER 21, 1995  
AND RECORDED IN PLAN BOOK 488  
AS PLAN NO. 17 OF THIS

I HEREBY CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE BOARD OF REGISTERED PROFESSIONAL ENGINEERS

*John C. [Signature]*  
REGISTERED PROFESSIONAL ENGINEER - 17-6



HAWKCOCK COURT  
(STA. 0+0 TO 6+70.66)  
STREET ACCEPTANCE PLAN  
BY  
WALPOLE, MA  
SCALE: 1"=40'  
GLOSSA ENGINEERING, INC.  
44 EAST WILLOW STREET  
EAST WILPOLE, MA 02033  
(508) 868-4401



FOR REGISTRY USE

DATE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TOWN OF WALPOLE ROAD COMMISSIONERS

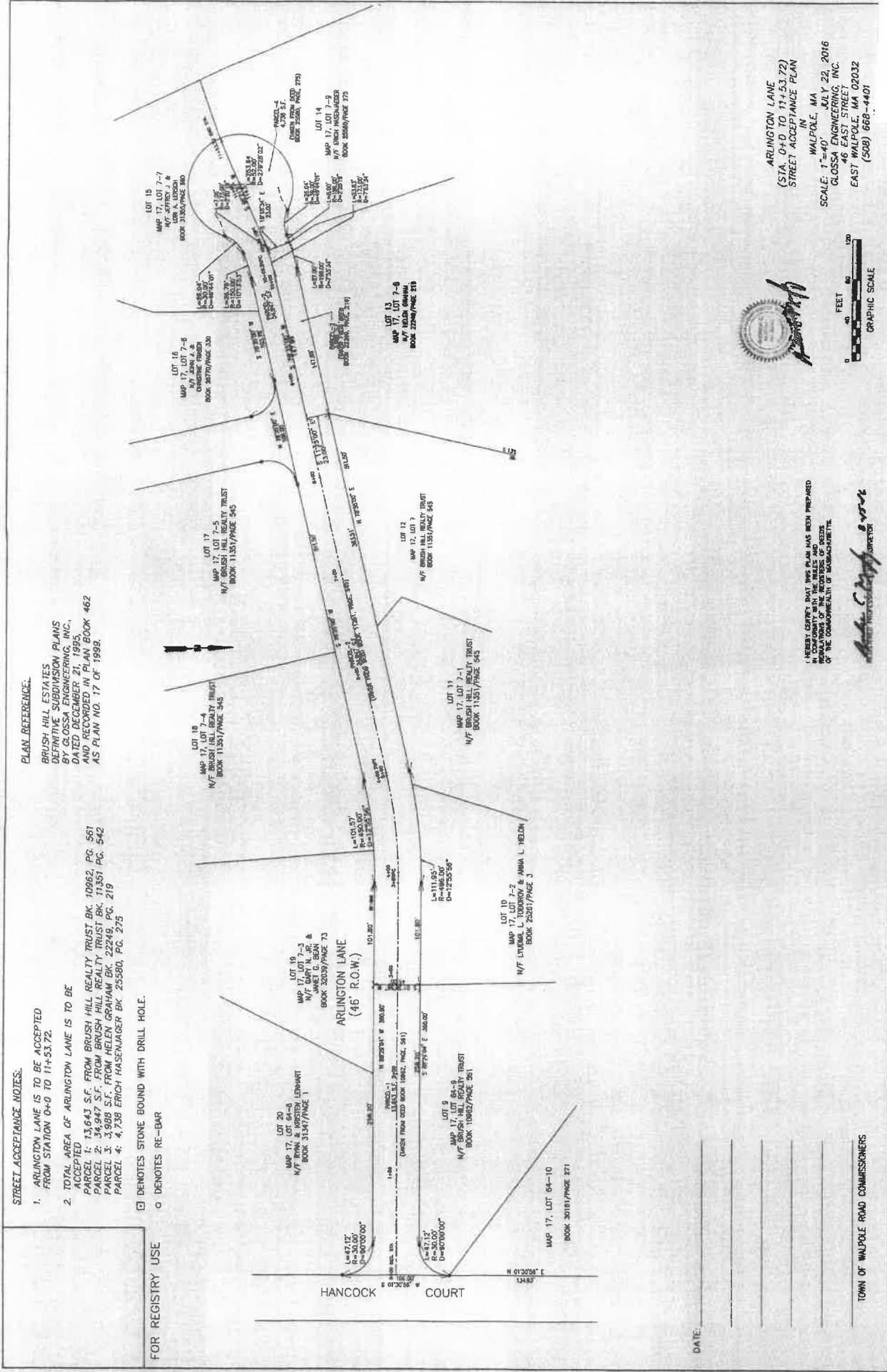
**STREET ACCEPTANCE NOTES.**

1. ARLINGTON LANE IS TO BE ACCEPTED FROM STATION 0+0 TO 11+53.72.
2. TOTAL AREA OF ARLINGTON LANE IS TO BE ACCEPTED
  - PARCEL 1: 13,643 S.F. FROM BRUSH HILL REALTY TRUST BK. 10962, PG. 561
  - PARCEL 2: 34,947 S.F. FROM BRUSH HILL REALTY TRUST BK. 11351 PG. 542
  - PARCEL 3: 3,958 S.F. FROM HELEN GRAHAM BK. 22249, PG. 219
  - PARCEL 4: 4,738 ERICH HASENBERGER BK. 23580, PG. 275

☐ DENOTES STONE BOUND WITH DRILL HOLE.  
 ○ DENOTES RE-BAR

**PLAN REFERENCE.**

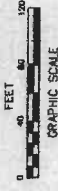
BRUSH HILL ESTATES DEFINITIVE SUBDIVISION PLANS BY GLOSSA ENGINEERING, INC. DATED DECEMBER 21, 1995, AND RECORDED IN PLAN BOOK 462 AS PLAN NO. 17 OF 1999.



DATE: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 TOWN OF WALPOLE ROAD COMMISSIONERS



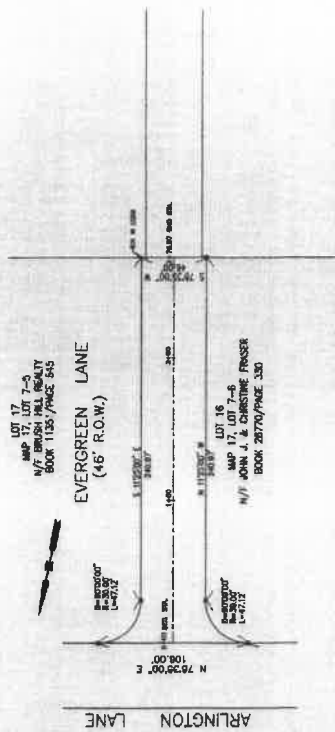
ARLINGTON LANE  
 (STA. 0+0 TO 11+53.72)  
 STREET ACCEPTANCE PLAN  
 WALPOLE, MA  
 SCALE: 1"=40'  
 GLOSSA ENGINEERING, INC.  
 46 EAST STREET  
 EAST WALPOLE, MA 02032  
 (508) 668-4401



FOR REGISTRY USE

**STREET ACCEPTANCE NOTES:**

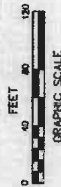
1. EVERGREEN LANE IS TO BE ACCEPTED FROM STATION 0+0 TO 2+70.97.
  2. TOTAL AREA OF EVERGREEN LANE IS TO BE ACCEPTED - 12,851 S.F. IS TO BE TAKEN FROM BRUSH HILL REALTY TRUST, BOOK 11351, PAGE 545.
- ☐ DENOTES STONE BOUND WITH DRILL HOLE.  
 • DENOTES DRILL HOLE IN LEDGE



**PLAN REFERENCE:**  
 BRUSH HILL ESTATES  
 DEFINITIVE SUBDIVISION PLANS  
 BY GLOSSA ENGINEERING, INC.,  
 DATED DECEMBER 21, 1995,  
 AND RECORDED IN PLAN BOOK 462  
 AS PLAN NO. 17 OF 1999.

I HEREBY CERTIFY THAT THIS PLAN HAS BEEN PREPARED  
 IN ACCORDANCE WITH THE REQUIREMENTS AND  
 REGULATIONS OF THE REGISTERED PROFESSIONAL ENGINEERS  
 OF THE COMMONWEALTH OF MASSACHUSETTS.

*Robert E. Glosa*  
 REGISTERED PROFESSIONAL ENGINEER

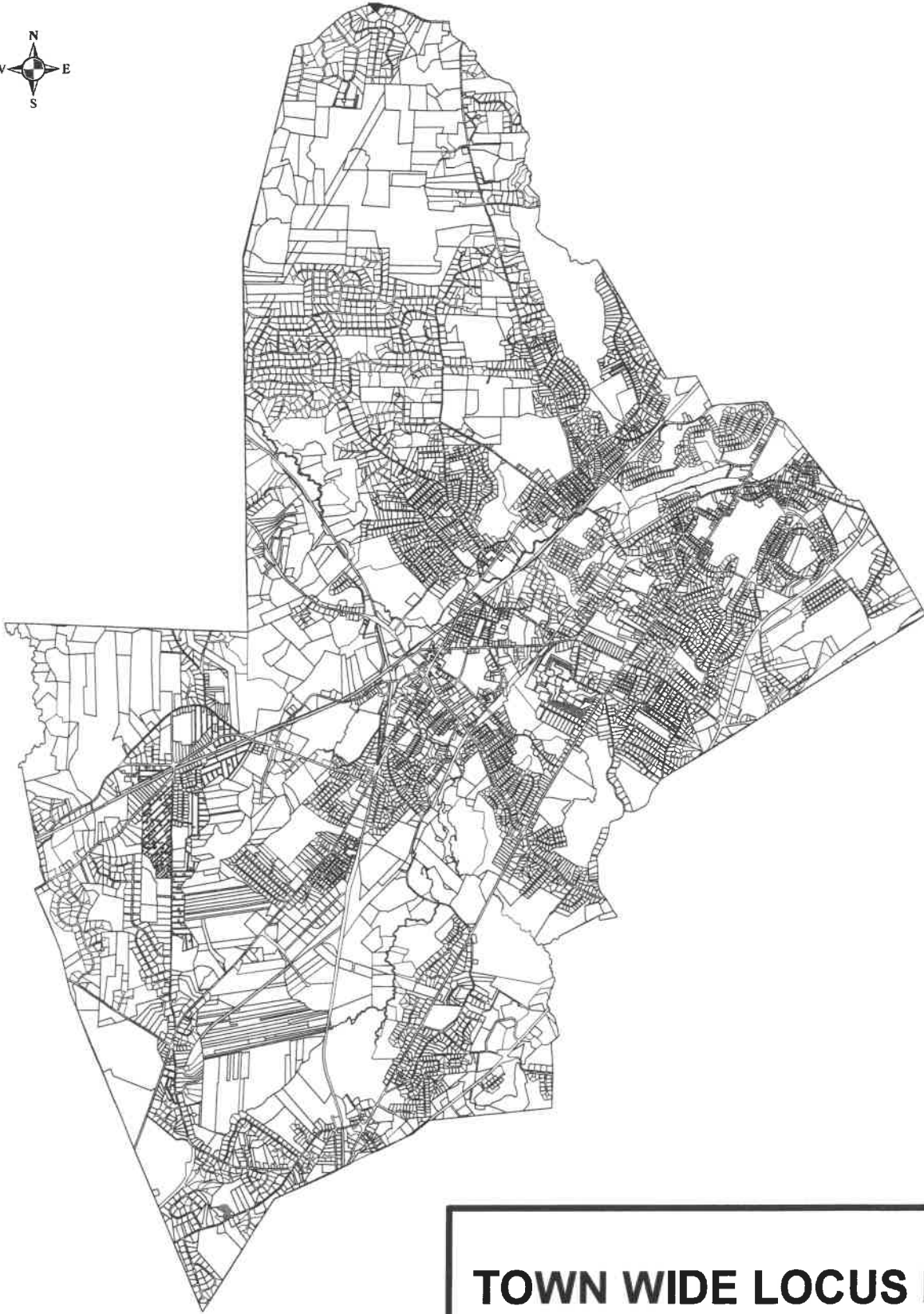


EVERGREEN LANE  
 (STA. 0+0 TO 2+70.97)  
 STREET ACCEPTANCE PLAN  
 IN  
 WALPOLE, MA  
 SCALE: 1"=40'  
 GLOSSA ENGINEERING, INC.  
 46 EAST STREET  
 EAST WALPOLE, MA 02032  
 (508) 668-4401

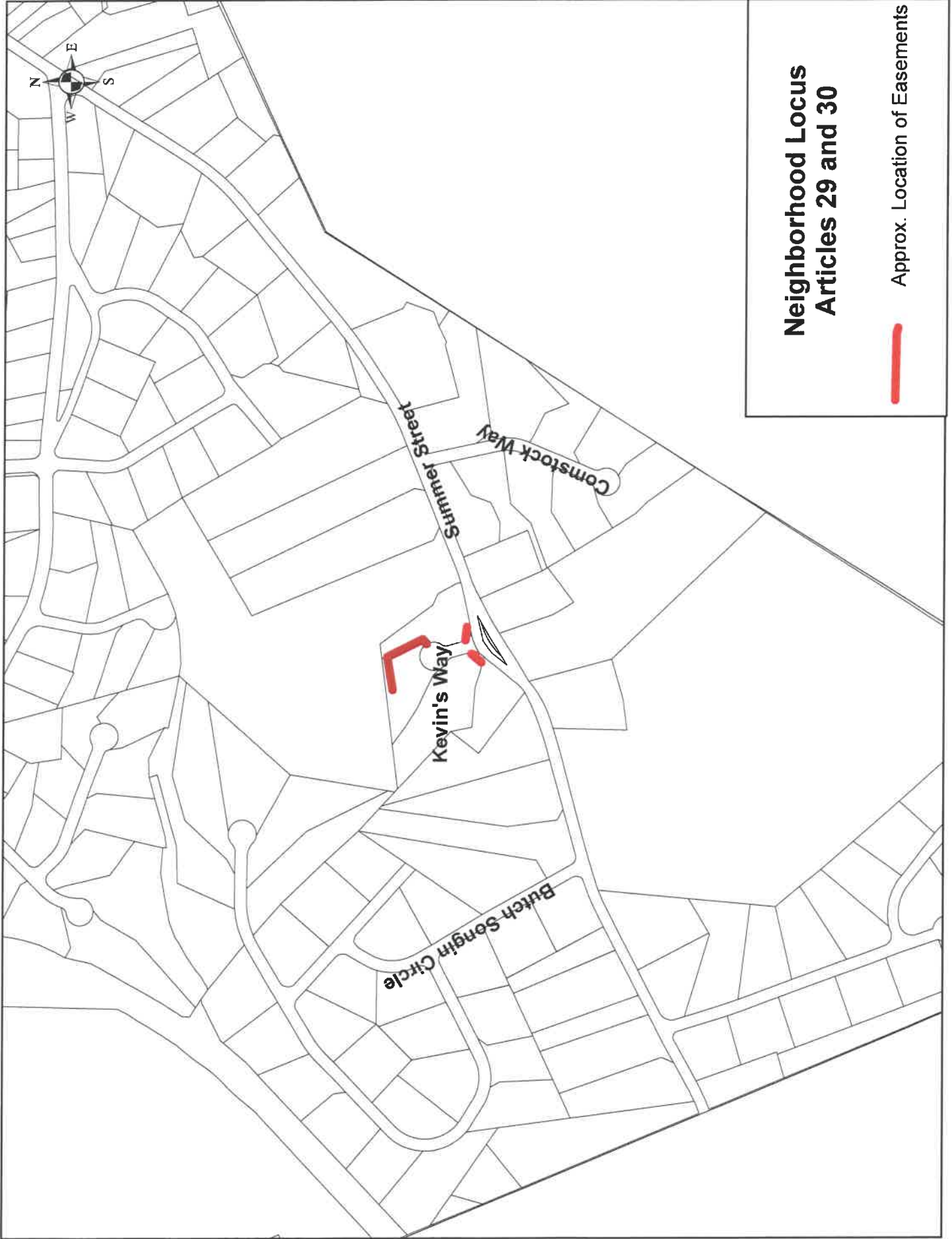


DATE: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 TOWN OF WALPOLE ROAD COMMISSIONERS





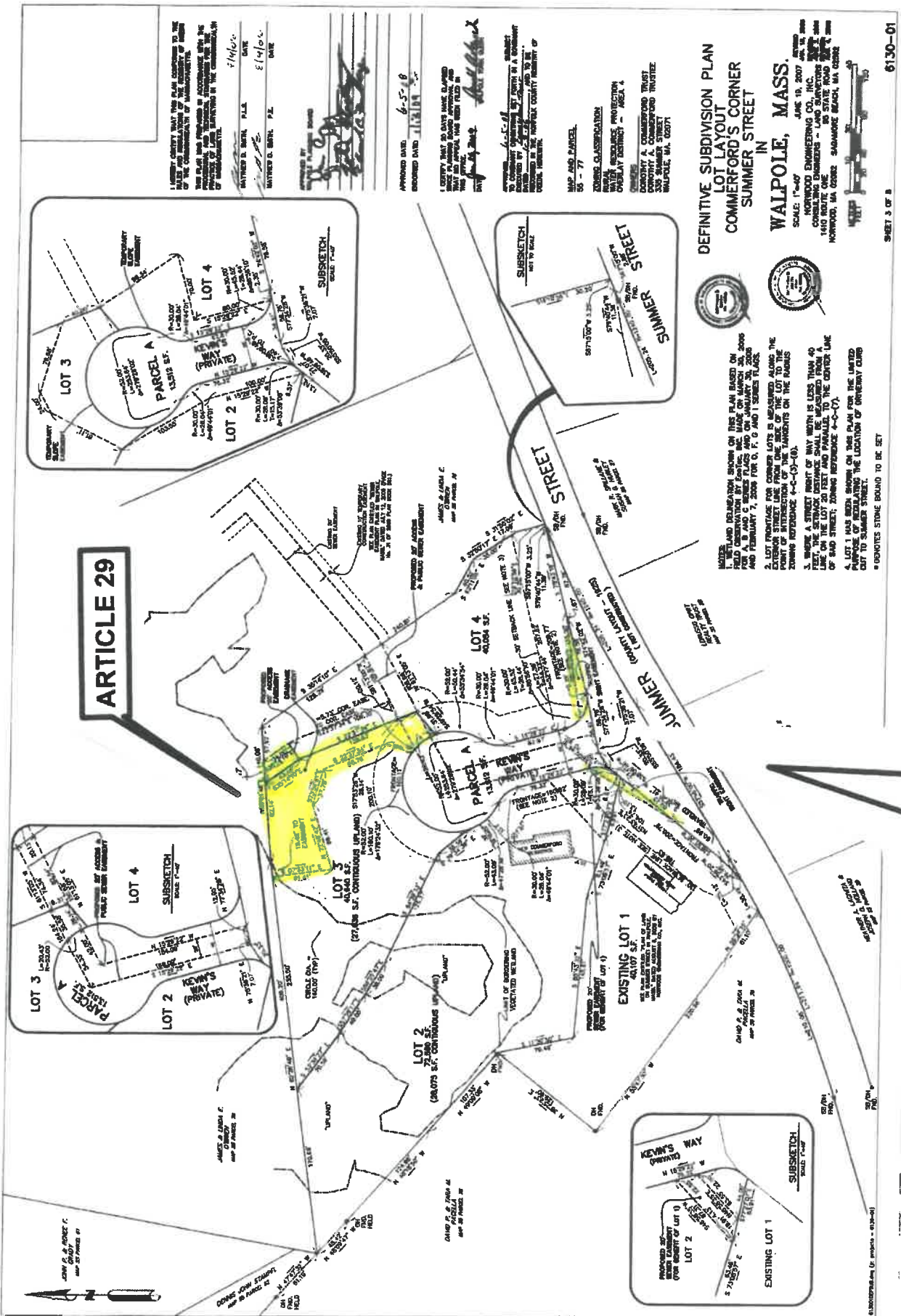
**TOWN WIDE LOCUS MAP**  
**ARTICLES 29 AND 30**



## Neighborhood Locus Articles 29 and 30

Approx. Location of Easements





I HEREBY CERTIFY THAT THIS PLAN CONFORMS TO THE REQUIREMENTS OF THE SUBDIVISION ACT AND THE ZONING REGULATIONS OF THE TOWN OF WALPOLE, MASSACHUSETTS. THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION ACT AND THE ZONING REGULATIONS OF THE TOWN OF WALPOLE, MASSACHUSETTS.

DATE: 6/5/08

APPROVED DATE: 6/5/08

ENGINEER: [Signature]

MAP AND PARCEL: 55 - 77

ZONING CLASSIFICATION: WATER RESOURCES PROTECTION

OPRELAY DISTRICT: - AREA 1

OWNER: COMMUNITY A COMPANY TRUST  
300 SUMMER STREET  
WALPOLE, MA 02071

**DEFINITIVE SUBDIVISION PLAN  
LOT LAYOUT  
COMMERFORD'S CORNER  
SUMMER STREET  
IN  
WALPOLE, MASS.**

SCALE: 1"=40'  
JUNE 19, 2007

NORWOOD ENGINEERING CO., INC.  
COMMERCIAL ENGINEERS - IN STATE ROAD 1  
1410 ROUTE ONE  
NORWOOD, MA 02062

- NOTES:
1. REWARD DEVIATION SHOWN ON THIS PLAN BASED ON FIELD SURVEY DATA BY PARCEL MAP MADE ON MARCH 20, 2006 AND FEBRUARY 7, 2008 FOR 6, 7, 8 AND 11 SERIES TRAKS.
  2. LOT FRONTAGE FOR CORNER LOTS IS MEASURED ALONG THE EXTENSION STREET LINE FROM THE CORNER OF THE LOT TO THE POINT OF INTERSECTION OF THE LOT LINE TO THE CENTER LINE OF SAID STREET. ZONING REFERENCE 4-3-10.
  3. WHERE A STREET FRONT OF ANY WIDTH IS LESS THAN 40 FEET, THE FRONT OF SAID LOT SHALL BE MEASURED FROM A LINE ON THE LOT 20 FEET AND PARALLEL TO THE CENTER LINE OF SAID STREET. ZONING REFERENCE 4-3-10.
  4. LOT 1 HAS BEEN SHOWN ON THIS PLAN FOR THE LIMITED PURPOSE OF REGULATING THE LOCATION OF DRIVEWAY CURB CUT TO SUMMER STREET.
  5. 0 DENOTES STONE BOUND TO BE SET

**ARTICLES 29 AND 30**

**ARTICLE 30**

**Town of Walpole  
Commonwealth of Massachusetts**

**Planning Board**

John Conroy, Chairman  
Elizabeth Gaffey, Vice Chairman  
John Murtagh, Clerk  
Joseph Moraski  
Marc Romeo



**Town Hall  
Room 212**  
135 School Street  
Walpole, MA 02081  
Phone (508) 660-7251  
Fax (508) 668-2071

**ARTICLE 31**

**ARTICLE 31:** To see if the Town will vote to amend Zoning Bylaw, Section 6-C. Special Conditions 4. Number of Buildings per Lot A. Residential, by deleting the strikethrough text and adding the bold text as follows:

Except where specifically provided elsewhere, in all residential zoning districts not more than one (1) principal building constructed as a dwelling or so used shall be located on each lot. However, in **the** General Residence Districts, the Board of Appeals may by Special Permit allow more than one (1) principal building on a lot where the applicant has also shown that the design and placement of the buildings will be in harmony with the general character of the neighborhood streetscape, driveways, building placement, setbacks, volume and spacing.

**Each dwelling shall conform to the minimum dimensional requirements for the General Residence District noted in Table 6-B.1. Table of Dimensional Regulations and shall be connected to public sewer.**

Applications for this Special Permit shall provide the information specified in Section 2 of the Zoning Bylaw and if applicable, all information required for Site Plan Review as specified in Section 13 of the Zoning Bylaw and said projects shall be subject to all other applicable provisions of the Zoning Bylaw, as determined by the Zoning Enforcement Officer. Or to act or do anything in relation thereto. (Petition of the Planning Board).

**Section 6-C.4.A.**

- The purpose of this Article is to clarify that each proposed dwelling shall conform to the Dimensional Requirements for the General Residence District contained within the Zoning Bylaw. This will help to ensure that in instances when multiple dwellings are being proposed for one lot within the General Residence District, that adequate space will be provided and that said proposed projects will not result in an unsustainable increase in density and have an adverse effect on the neighborhood.

**At a regular meeting of the Planning Board held on April 6, 2017, it was voted 3-2-0 to recommend Favorable Action on Article 31.**