



AGENDA

Monday, June 2, 2025 - 6:15 PM

Finance Committee Meeting
Agawam Senior Center
954 Main Street
Agawam, MA 01001

Minutes dated **May 5, 2025**

TR-2025-41 - A Resolution appropriating Wastewater Fund Certified Retained Earnings to the Wastewater Stabilization Fund (Sponsored by Mayor Johnson)

TR-2025-42 - A Resolution appropriating Water Fund Certified Retained Earnings to the Water Stabilization Fund (Sponsored by Mayor Johnson)

TR-2025-43 - A Resolution appropriating Municipal Golf Fund Certified Retained Earnings to the Municipal Golf Stabilization Fund (Sponsored by Mayor Johnson)

TR-2025-44 - A Resolution appropriating overlay surplus funds to the Capital Stabilization Fund (Sponsored by Mayor Johnson)

TR-2025-45 - A Resolution appropriating Certified Free Cash to the Stabilization Fund (Sponsored by Mayor Johnson)

TR-2025-46 - A Resolution appropriating Certified Free Cash to the Capital Stabilization Fund (Sponsored by Mayor Johnson)

TO-2025-5 - Budgetary Transfer (**\$48,147.39**) from Line Items – Reserve Fund (#16605-57300) to Highway & Grounds Snow & Ice Overtime (#14201-51031)

TO-2025-6 - Budgetary Transfer (**\$666,000.00**) from various Water Dept Line Items to Water Stabilization Fund (#74310-49700)

**A RESOLUTION APPROPRIATING WASTEWATER FUND
CERTIFIED RETAINED EARNINGS TO THE
WASTEWATER STABILIZATION FUND**

(Sponsored by Christopher C. Johnson, Mayor)

WHEREAS, the Council established the Wastewater Stabilization Fund to fund operations and capital projects for the Wastewater Department; and

WHEREAS, the Commonwealth of Massachusetts has certified retained earnings in the amount of Three Million Two Hundred Fifty-Nine Thousand Nineteen (\$3,259,019) Dollars for the Wastewater Fund; and

WHEREAS, certified retained earnings are only available for appropriation by the city from the time of certification until the end of the fiscal year in which they are certified; and

WHEREAS, appropriating the retained earnings into the stabilization fund would allow the city to have access to those funds at any time to support the operation and capital needs of the Wastewater Department; and

WHEREAS, it is in the best interests of the Town of Agawam to appropriate the certified retained earnings for the Wastewater Fund into the Wastewater Stabilization Fund; and

NOW THEREFORE, the Agawam City Council hereby resolves pursuant to Massachusetts General Laws Chapter 40, Section 5B to appropriate the Wastewater Fund certified retained earnings in the amount of Three Million Two Hundred Fifty-Nine Thousand Nineteen (\$3,259,019) Dollars into the Wastewater Stabilization Fund.

DATED THIS ____ DAY OF _____, 2025.

PER ORDER OF THE AGAWAM CITY COUNCIL

Rosemary Sandlin, President

APPROVED AS TO FORM AND LEGALITY



Christopher S. Cappucci, Solicitor

**A RESOLUTION APPROPRIATING WATER FUND
CERTIFIED RETAINED EARNINGS TO THE
WATER STABILIZATION FUND**

(Sponsored by Christopher C. Johnson, Mayor)

WHEREAS, the Council established the Water Stabilization Fund to fund operations and capital projects for the Water Department; and

WHEREAS, the Commonwealth of Massachusetts has certified retained earnings in the amount of One Million Six Hundred Seventy-Eight Thousand One Hundred Twenty-Five (\$1,678,125) Dollars for the Water Fund; and

WHEREAS, certified retained earnings are only available for appropriation by the city from the time of certification until the end of the fiscal year in which they are certified; and

WHEREAS, appropriating the retained earnings into the stabilization fund would allow the city to have access to those funds at any time to support the operation and capital needs of the Water Department; and

WHEREAS, it is in the best interests of the Town of Agawam to appropriate the certified retained earnings for the Water Fund into the Water Stabilization Fund; and

NOW THEREFORE, the Agawam City Council hereby resolves pursuant to Massachusetts General Laws Chapter 40, Section 5B to appropriate the Water Fund certified retained earnings in the amount of One Million Six Hundred Seventy-Eight Thousand One Hundred Twenty-Five (\$1,678,125) Dollars into the Water Stabilization Fund.

DATED THIS ____ DAY OF _____, 2025.

PER ORDER OF THE AGAWAM CITY COUNCIL

Rosemary Sandlin, President

APPROVED AS TO FORM AND LEGALITY



Christopher S. Cappucci, Solicitor

**A RESOLUTION APPROPRIATING MUNICIPAL GOLF FUND
CERTIFIED RETAINED EARNINGS TO THE
MUNICIPAL GOLF STABILIZATION FUND**

(Sponsored by Christopher C. Johnson, Mayor)

WHEREAS, the Council established the Municipal Golf Stabilization Fund to fund operations and capital projects for the Municipal Golf course; and

WHEREAS, the Commonwealth of Massachusetts has certified retained earnings in the amount of Four Hundred Fifty-Six Thousand Four Hundred Seventy-Two (\$456,472) Dollars for the Municipal Golf Fund; and

WHEREAS, certified retained earnings are only available for appropriation by the city from the time of certification until the end of the fiscal year in which they are certified; and

WHEREAS, appropriating the retained earnings into the stabilization fund would allow the city to have access to those funds at any time to support the operation and capital needs of the Municipal Golf course; and

WHEREAS, the Council has already appropriated Ninety-Eight Thousand (\$98,000) Dollars (see TR-2025-29) from the certified retained earnings for the Municipal Golf Fund; and

WHEREAS, it is in the best interests of the Town of Agawam to appropriate the balance of certified retained earnings for the Municipal Golf Fund into the Municipal Golf Stabilization Fund; and

NOW THEREFORE, the Agawam City Council hereby resolves pursuant to Massachusetts General Laws Chapter 40, Section 5B to appropriate the Municipal Golf Fund certified retained earnings in the amount of Three Hundred Fifty-Eight Thousand Four Hundred Seventy-Two (\$358,472) Dollars into the Municipal Golf Stabilization Fund.

DATED THIS ____ DAY OF _____, 2025.

PER ORDER OF THE AGAWAM CITY COUNCIL

Rosemary Sandlin, President

APPROVED AS TO FORM AND LEGALITY



Christopher S. Cappucci, Solicitor

**A RESOLUTION APPROPRIATING OVERLAY SURPLUS FUNDS
TO THE CAPITAL STABILIZATION FUND**

(Sponsored by Christopher C. Johnson, Mayor)

WHEREAS, the Council established the Capital Stabilization Fund in 2023 to fund capital projects for the City of Agawam; and

WHEREAS, there is currently Three Million Two Hundred Forty-One Thousand Three Hundred Seventy-Five (\$3,241,375) Dollars in the Capital Stabilization Fund; and

WHEREAS, the Assessor has certified that One Million Eighty-Nine Thousand Nine Hundred Seventy-Four (\$1,089,974) Dollars is now available Overlay Surplus; and

WHEREAS, appropriating the available Overlay Surplus funds into the Capital Stabilization Fund would allow the city to have access to those funds at the time when the permanent bonding payments are required for the Agawam High School Project; and

WHEREAS, it is in the best interests of the Town of Agawam to appropriate the available Overlay Surplus funds into the Capital Stabilization Fund; and

NOW THEREFORE, the Agawam City Council hereby resolves pursuant to Massachusetts General Laws Chapter 40, Section 5B to appropriate the available Overlay Surplus funds in the amount of One Million Eighty-Nine Thousand Nine Hundred Seventy-Four (\$1,089,974) Dollars into the Capital Stabilization Fund.

DATED THIS ____ DAY OF _____, 2025.

PER ORDER OF THE AGAWAM CITY COUNCIL

Rosemary Sandlin, President

APPROVED AS TO FORM AND LEGALITY



Christopher S. Cappucci, Solicitor




Town of Agawam

Assessor's Office

36 Main St, Agawam, Massachusetts 01001-1837
Tel. 413-786-0400 ext. 8700 and 8704 Fax 413-726-2828
Email: assessor@agawam.ma.us

TO: Christopher C. Johnson, Mayor
Mackenzie Gamache, Treasurer/Collector

FROM: Carolyn Reed, MAA/Board of Assessors 

DATE: May 12, 2025

RE: Overlay Surplus

I have certified the following amount to overlay surplus.

Fiscal Year 2016 \$552,024
Fiscal Year 2017 \$407,705
Fiscal Year 2018 \$130,245

The total surplus available is \$1,089,974.

Thank you.

C: Cheryl St. John, Auditor

**A RESOLUTION APPROPRIATING CERTIFIED
FREE CASH TO THE STABILIZATION FUND**

(Sponsored by Christopher C. Johnson, Mayor)

WHEREAS, the City of Agawam has a Stabilization Fund which currently has a balance of Eight Million Nine Hundred Thousand and Twenty-Two (\$8,900,022) Dollars; and

WHEREAS, the Commonwealth of Massachusetts has certified Free Cash in the amount of Fourteen Million Three Hundred Nine Thousand Three Hundred Thirty-Nine (\$14,309,339) Dollars for Fiscal Year 2025; and

WHEREAS, certified Free Cash is only available for appropriation by the city from the time of certification until the end of the fiscal year in which it is certified; and

WHEREAS, appropriating a portion of the Free Cash into the Stabilization Fund would allow the city to have access to those funds at any time to support the operation and capital needs of the city; and

WHEREAS, it is in the best interests of the Town of Agawam to appropriate a portion of the certified Free Cash into the Stabilization Fund; and


NOW THEREFORE, the Agawam City Council hereby resolves pursuant to Massachusetts General Laws Chapter 40, Section 5B to appropriate the amount of One Million One Hundred Thousand (\$1,100,000) Dollars from Free Cash into the Stabilization Fund.

DATED THIS ____ DAY OF _____, 2025.

PER ORDER OF THE AGAWAM CITY COUNCIL

Rosemary Sandlin, President

APPROVED AS TO FORM AND LEGALITY



Christopher S. Cappucci, Solicitor

**A RESOLUTION APPROPRIATING CERTIFIED
FREE CASH TO THE CAPITAL STABILIZATION FUND**

(Sponsored by Christopher C. Johnson, Mayor)

WHEREAS, the Council established the Capital Stabilization Fund in 2023 to fund capital projects for the City of Agawam; and

WHEREAS, there is currently Three Million Two Hundred Forty-One Thousand Three Hundred Seventy-Five (\$3,241,375) Dollars in the Capital Stabilization Fund; and

WHEREAS, the Commonwealth of Massachusetts has certified Free Cash in the amount of Fourteen Million Three Hundred Nine Thousand Three Hundred Thirty-Nine (\$14,309,339) Dollars for Fiscal Year 2025; and

WHEREAS, certified Free Cash is only available for appropriation by the city from the time of certification until the end of the fiscal year in which it is certified; and

WHEREAS, appropriating a portion of the Free Cash into the Capital Stabilization Fund would allow the city to have access to those funds at the time when the permanent bonding payments are required for the Agawam High School Project; and

WHEREAS, it is in the best interests of the Town of Agawam to appropriate a portion of the certified Free Cash into the Capital Stabilization Fund; and

NOW THEREFORE, the Agawam City Council hereby resolves pursuant to Massachusetts General Laws Chapter 40, Section 5B to appropriate the amount of One Million Eight Hundred Thousand (\$1,800,000) Dollars from Free Cash into the Capital Stabilization Fund.

DATED THIS ____ DAY OF _____, 2025.

PER ORDER OF THE AGAWAM CITY COUNCIL

Rosemary Sandlin, President

APPROVED AS TO FORM AND LEGALITY



Christopher S. Cappucci, Solicitor

BUDGETARY TRANSFER FORM

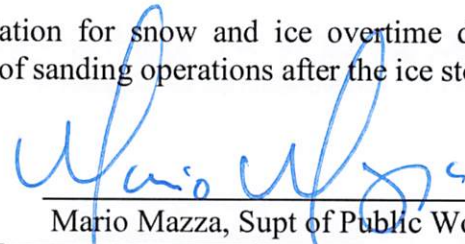
Department: Highway and Grounds

Amount: \$ 48,147.39 Date: May 15, 2025

From Line Items – Reserve Fund 16605 57300
Title of Account Account Number

To Highway & Grounds Snow & Ice Overtime 14201 51031
Title of Account Account Number

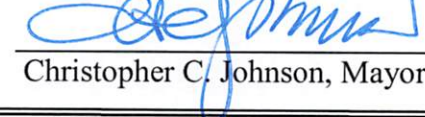
Reason for Transfer: Exceeded annual appropriation for snow and ice overtime due to shortage of hired plows coupled with a high volume of sanding operations after the ice storm.


Mario Mazza, Supt of Public Works

I hereby certify that funds are available to make the above-stated transfer.

Date: 5/12/25 
Cheryl St. John, Auditor

I hereby approve placement of the above-stated transfer on the Council agenda.

Date: May 15, 2025 
Christopher C. Johnson, Mayor

Approved as to form and legality.

Date: May 15, 2025 
Christopher S. Cappucci, Solicitor

PER ORDER OF THE AGAWAM TOWN COUNCIL – APPROVED ON _____, 20__

Date: _____
Rosemary Sandlin, President

APPROVAL OF LEGISLATION: Pursuant to Section 3-6 of the Agawam Home Rule Charter, I hereby approve the Council passage of the above-stated transfer.

Date: _____
Christopher C. Johnson, Mayor

DISAPPROVAL OF LEGISLATION: Pursuant to Section 3-6 of the Agawam Home Rule Charter, I hereby disapprove the Council passage of the above-stated transfer.

Date: _____
Christopher C. Johnson, Mayor

BUDGETARY TRANSFER FORM

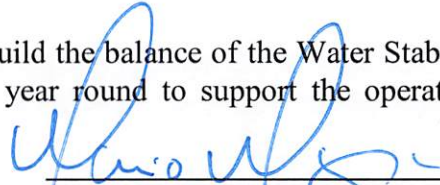
Department: Water Department

Amount: \$ 666,000.00 Date: May 15, 2025

From Water Dept Line Items – see attached list see attached list
Titles of Account Account Numbers

To Water Stabilization Fund 74310-49700
Title of Account Account Number

Reason for Transfer: This transfer is an effort to build the balance of the Water Stabilization Fund. The Water Stabilization Fund is available year round to support the operating and capital needs of the Water Department.


Mario Mazza, Supt of Public Works

I hereby certify that funds are available to make the above-stated transfer.

Date: 5/15/25 
Cheryl St. John, Auditor

I hereby approve placement of the above-stated transfer on the Council agenda.

Date: May 15, 2025 
Christopher C. Johnson, Mayor

Approved as to form and legality.

Date: May 15, 2025 
Christopher S. Cappucci, Solicitor

PER ORDER OF THE AGAWAM TOWN COUNCIL – APPROVED ON _____, 20__

Date: _____
Rosemary Sandlin, President

APPROVAL OF LEGISLATION: Pursuant to Section 3-6 of the Agawam Home Rule Charter, I hereby approve the Council passage of the above-stated transfer.

Date: _____
Christopher C. Johnson, Mayor

DISAPPROVAL OF LEGISLATION: Pursuant to Section 3-6 of the Agawam Home Rule Charter, I hereby disapprove the Council passage of the above-stated transfer.

Date: _____
Christopher C. Johnson, Mayor

**Water Department Transfer to
Water Stabilization Fund**

Line Item Description	Org Code	Object Code	Amount
Regular Permanent	60141	51010	\$80,000
Overtime	60141	51030	\$10,000
Motor Vehicle Maintenance & Repair	60142	52060	\$5,000
Equipment Rentals	60142	52070	\$2,000
Professional Services	60142	52190	\$10,000
Postage & Courier	60142	52250	\$2,000
Printing & Copying	60142	52280	\$10,000
Water Purchase	60142	56670	\$500,000
Fuel & Oil	60143	52130	\$5,000
Motor Vehicle Parts & Accessories	60143	52430	\$7,000
Road Materials	60143	52460	\$30,000
Water Dept Vehicles & Equipment	60144	58500	\$5,000
TOTAL			\$666,000