



TOWN OF ADAMS

FINANCE COMMITTEE

FINANCE COMMITTEE

TOWN HALL BUILDING
8 PARK STREET

On *Thursday, May 19, 2016* the **Finance Committee** held a meeting at the **Adams Town Hall** at **6:30 p.m.** **Chairman Timothy Burdick** presided the Finance Committee Meeting. Present were **Vice Chairman Leon Parrott** and **Members Paul Demastrie, Joan Smigel, John Cowie, Sandy Kleiner, Charles Foster Mark Chittenden, Craig Corrigan, Matthew Pitoniak, Rachel Tomkowicz, Amy Giroux and Jeff Lefebvre.** *Member Brian Johnson was absent.* Also in attendance was **Town Administrator, Tony Mazzucco.**

The Finance Committee Meeting was called to order at 6:00 p.m.

APPROVAL OF MINUTES

Meeting Minutes for **March 21, 2016, March 22, 2016, March 23, 2016 and March 24, 2016** were presented.

Motion made by Member Parrott to approve the March 21, 2016, March 22, 2016, March 23, 2016 and March 24, 2016 minutes

Second by Member Cowie

Unanimous vote

Motion passed

Approval of Town Meeting Warrant

Chairman Burdick advised that he would go through the budget and will hold those articles requested for discussion.

The Finance Committee held the following Articles for discussion:

Article 5, Article 20, Article 21, Article 23, Article 25, Article 26

Motion made to approve all other articles by Member Cowie

Second by Member Lefebvre

Unanimous vote

Motion passed

Held articles were discussed before voting. Discussion ensued as follows:

Article 5

To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum or sums of money as may be necessary to defray the ordinary expenses of the Town for the fiscal period beginning July 1, 2016 through June 30, 2017, or take any other action in relation thereto.

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Town Administrator Mazzucco advised that he moved \$1,500 from the Department of Public Works to the Town Administrator's Office for an Intern.

Member Cowie inquired about Building Commissioner salary because the amount was different from the original budget amount. The Building Commissioner grade and reclassification changed in March and the amount now represents what the salary had been adjusted to. He does not have a contract but the Board made the reclassification change. The original budget was a snapshot in time, and the Finance Committee will be updated of future changes.

Motion made by Member Lefebvre to approve Article 5

Second by Member Cowie

Unanimous vote

Motion passed

Article 20

To appropriate from available funds, free cash, the sum of \$130,000 to repair or replace the boiler section of the roof on C.T. Plunkett School, and/or other capital expenses for the C. T. Plunkett School building to be expended by the Town, or take any action in relation thereto.

Committee Members inquired why Adams was taking 100% Capital responsibility though this is a regional school district. There are no Cheshire kids at *C.T. Plunkett School* but the school is owned by the Town of Adams. The *Cheshire Elementary School* is owned by the Town of Cheshire and leased by the school district. *Hoosac Valley High School* is in Cheshire, is owned by the District, and Adams is bound by the debt. The money won't be given to the School District. The Town staff will have it engineered and manage the project. Any unused money will go back to *Free Cash*. It was noted that hundreds of thousands of dollars were put into the school budget for building maintenance that has not been done. It was pointed out that the schools are not maintaining their buildings and the Town must step in to take over. The damage took ten years of leaking that has been let go, and the stairs also need repair. The School District is not being held accountable and clarification was given regarding Town liability by doing the repairs since the School District was given money specifically for building maintenance that was not used for that purpose. A recommendation was made to have Finance Committee Members on a sub-committee to see what has been done. The Town has not been putting money in the Capital Budget for town buildings and is now trying to preempt a \$500,000 future cost.

Motion made by Vice Chairman Parrott to approve Article 20

Second by Member Cowie

Abstention by Member Lefebvre

Voted in favor were Vice Chairman Parrott and Members Demastrie, Smigel, Cowie, Kleiner, Foster, Chittenden, Corrigan, Pitoniak, Tomkowicz and Giroux

Motion passed

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Article 21

To appropriate from available funds, free cash, the sum of \$38,000 to pay the remaining principal payment on the five (5) year note borrowing for Tropical Storm Irene or take any action in relation thereto.

If the Town pays this note down early, Fiscal Year 2018 may be the last payment. The Town will save interest so the Flood Chute Bond can be paid down. The worst case scenario is that the Town is freeing up some money for next year. The *Jordan Street Culvert* needs to be done and the engineering estimate is \$60,000. This could be a large, expensive project of more than \$500,000. It may be possible to get five or more years before it has to be done.

Additional information was provided about other Town debt and whether this was the best move financially, or if the funds could be put on debt with a larger interest balance. The only other debt would be the Police Department debt service, but the others are low priority. The Flood Chute bond is still open for borrowing if needed. If no borrowing is needed, the Town will be out of debt four years earlier than expected and the Town will have more financial flexibility and wiggle room.

Motion made by Member Lefebvre to approve Article 21

Second by Member Cowie

Unanimous vote

Motion passed

Article 23

To see if the Town will vote to accept Massachusetts General Law Chapter 138, §33B authorizing the Local Licensing Authority to issue licenses to sell alcoholic beverages between 10:00 a.m. and Noon on Sundays, the last Monday in May, and on Christmas day or on the day following when said day occurs on Sunday or take any other action relative thereto.

Committee Members discussed the language wording of “between 10:00 a.m. and Noon on Sundays” and clarified the license type this applies to.

Motion made by Member Lefebvre to approve Article 23

Second by Member Cowie

Unanimous vote

Motion passed

Article 25

To see if the Town will amend the Bylaws of the Town of Adams by adding the following:

Chapter 102: Plastic Bag Reduction

§102-1 Purpose and intent.

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A. *The production and use of thin-film single-use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to the potential death of marine animals through ingestion and entanglement; contributing to pollution of the land environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture.*

B. *The purpose of this chapter is to eliminate the usage of thin-film single-use plastic bags by all retail establishments in the Town of Adams.*

§ 102-2 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ASTM STANDARD - A testing standard developed by the American Society for Testing and Materials.

BIODEGRADABLE BAG - bag that: 1) Contains no polymers derived from fossil fuels; and 2) Is intended for single use and will decompose in a natural setting at a rate comparable to other biodegradable materials such as paper, leaves, and food waste.

REUSABLE BAG - A bag, with handles, that is specifically designed for multiple uses and is made of thick plastic, cloth, fabric or other durable materials.

THIN-FILM SINGLE-USE PLASTIC BAGS - Typically with plastic handles, are bags with a thickness of 2.5 mils or less and are intended for single-use transport of purchased products.

§ 102-3 Use regulations.

A. *Thin-film single-use plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail establishment within the Town of Adams.*

B. *Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail establishments may provide reusable or recyclable thick plastic, paper, fabric or other types of bags at no charge, or charge a fee for paper or other bags, as they so desire. Retail establishments are strongly encouraged to make reusable bags available for sale to customers at a reasonable price.*

C. *Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are still permissible.*

§ 102-4 Administration and enforcement.

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A. *The Board of Selectmen shall establish an application process and make determinations as to the classification of new single-use bag products, as they come on the market, to determine if they are compostable or biodegradable and meet, or exceed, ASTM D6400 for compostable plastic.*

B. *The Inspection Services Department will be responsible to enforce this chapter through the issuance of a violation notice. A violation notice may be reissued for each day that the activity persists until the violation is corrected.*

C. *For each day the violation is in effect, the following penalties shall apply:*

- (1) Fifty dollars per day for each day the violation persists;*
- (2) One hundred dollars per day for each day that a new violation occurs after the first violation;*
- (3) Two hundred dollars per day for each day of any future violations that occur after the second violation.*

§ 102-5 Effective date.

This chapter shall go into effect as of March 30, 2017 or such later date upon which it is approved by the Attorney General. This article was tabled at Town Meeting. It was clarified that *Building and Housing Services* would be providing inspections, and fining businesses. The three largest users of plastic bags are *Big Y, Dollar General* and *CVS*. This creates some environmental progress and no real cost for the businesses involved. Discussion ensued regarding the real intent of tabling this item at Town Meeting last year, the feasibility of enforcement and its effect on the small family-owned businesses. This Article is a middle compromise between extremes. Zoning officers will not go into every store looking for bags and it will reduce the pollution of bags. Paper bag samples were shown to be a very good option for people who walk to the store.

6:42 p.m. Member Sandy Kleiner departed the meeting.

Motion made by Vice Chairman Parrott to approve Article 25

Second by Member Giroux

Voted in Favor were Vice Chairman Parrott and Members Pitoniak, Giroux, Demastrie, Foster, Lefebvre, and Smigel

Voted in Opposition were Members Tomkowicz, Corrigan, Cowie and Chittenden

Motion passed

CITIZENS PETITION

Article 26

The Adams Agricultural Fair would like to be considered for the Town Warrant Article again this year. The Executive Committee is asking the town to make an expenditure of \$5,000.00 for much needed upgrades to Bowe Field. We are in need of electrical upgrades;

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more lighting on the field, behind the bleachers, and at the main gate. There is a problem with the line in the parking lot. We are also in need of a new deck for the tractor mower, or a new tractor. The entry gates are also in need of repairs. We greatly appreciate your consideration for funding for these necessary upgrades and repairs to Bowe Field.

Discussion took place regarding the consistent amount of \$5,000 requested every year while there are other cuts taking place in different Town departments. Clarification was provided about the *Agricultural Fair* by Joseph Nowak regarding who is responsible for property maintenance at Bowe Field and where the funds go. A suggestion was made to put Bowe Field into the annual budget under *Community Development*. Questions were asked regarding who owns an item that the Town provides money for, like a tractor. Additional discourse included whether parameters were needed to specify what the funds should be used for and whether invoices should be requested for review. It was noted that some of the same maintenance issues come in every year, and there is no way to determine whether they are being resolved. It was noted that there are a lot of in-kind services done to improve the property.

It has been the practice of the Finance Committee to make no recommendation on Citizens Petitions.

Members noted that they would prefer the lump sum requested in the future be split out into specific line items. The Agricultural Fair has insurance for the field, not just for the Fair, and people rent it out. The Town is additionally named on the insurance. The Agricultural Fair has a lease for the field, and the Town has helped by putting a fence around the entire field and by investing money into it.

Motion made by Vice Chairman Parrott to make No Recommendation

Second by Member Cowie

Voted in opposition were Members Pitoniak and Chittenden

*Voted in favor were **Vice Chairman Parrott and Members Demastrie, Smigel, Cowie, Foster, Corrigan, Tomkowicz, Giroux and Lefebvre.***

Motion passed

General discussion included questions about the meals tax, project updates, the status of the Bike Trail and Scenic Rail.

ADJOURNMENT

Adjournment by Finance Committee

Motion made by Member Giroux to adjourn the Finance Committee meeting

Second by Member Cowie

Unanimous vote

Motion passed

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Finance Committee meeting adjourned at 7:06 p.m.

Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary

Timothy Burdick, Chairman

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Respectfully submitted by
Deborah J. Dunlap, Recording Secretary

Timothy Burdick, Chairman