

MINUTES OF THE SELECTMEN'S MEETING FINAL

May 1, 2009 3:00 pm

Sanford Hall, Medway Town Hall

Present: Chairman Glenn Trindade, Selectmen John Foresto, Andy Espinosa, Rich Dunne and Dennis Crowley, Town Administrator, Suzanne Kennedy and Board Secretary, Wendy Harrington was present.

Treasurer/Collector Melanie Phillips was also present.

Absent:

The meeting was called to order at 3:07pm

Public Comment: None

Items to cover for this evening:

1. Forecast
2. Wish List
3. Approve Warrant
4. Miscellaneous items

The approval of the Warrant will take place on Monday, May 7, 2009 and transmit to the Finance Committee on Tuesday.

Review of Budget Projections, FY10, FY11, FY12 Version 2-Updated Health Care, Salary Reserves, State Aid & School Budget that illustrate the changes from 3/31/09 to 4/19/09 and will present to FinCom tomorrow.

Review of Budget Projections, FY10, FY11, FY12 Version 2-Updated Health Care, Salary Reserves, State Aid & School Budget/Forecast

Assumptions that everything is incremented by 2.5 %, Tri-County increased 5%, State Aid, reduced by 5%

\$499,301 Modified Level Funded with general fund surplus

Reviewed the Forecast FY10 line by line. Melanie took notes as to what line items will change.

Revised School Budget line

\$235,172(non recurring reading program) and \$88,884 (IT Director salary) were removed.

Selectman Crowley suggested a footnote on this line item to show exactly what transpired because the residents need to understand the reduction in line items as well as the stimulus money helping the schools budget. Frank Faist is going to put in a table to

show this information. Selectman Crowley would like a footnote on this page as well as the table.

Administrator Kennedy explained the salary increases are being paid for by the stimulus and they are not in this budget.

Selectman Espinosa would like the budget to show the salary expenses. Administrator Kennedy explained that this budget only shows town appropriations and can not legally show in this line item the actual school salaries. You can on an appendix, but actual vote at TM needs to be only on the town's appropriation. Mr. Faist will work with Administrator Kennedy to ensure that the expenses are crystal clear in the book.

Government, Health Insurance changes and salary reserve changes were discussed.

A reduction of \$57,090 from the State Aid-Police Career incentive on page 1 was discussed.

Administrator Kennedy explained that there is not adequate funding to pay the obligation to the Quinn Bill. \$81,000 needs to be funded, legally by the Town. \$81,000 was the original appropriation in '09 and was reduced to \$57,000 through the Governor's budget.

Reviewed FY2011 on Forecast increased tax levy by 2 ½% and reduced state aid by 5%.

Administrator Kennedy and Frank Faist agree that we should prepare for the worse. Selectman Crowley believes a vote to level fund should take place and proceed.

Mr. Myers, a Medway resident clarified non-recurring costs as it pertains to books and curriculum within the school department. His definition of non-recurring costs differs from the Town's definition. His belief is that books are a necessity for curriculum.

Dave Tobin presentation-Mr. Tobin, who was affiliated with the Tri-County Partnership, which no longer exists, passed out handouts that explained School Finance Ch70, net school spending information and Sales Tax Debate information.

Mr. Tobin explained the standards for school finance and the formula below.

A = B+C

A=Is the foundation budget (Local contribution + State Ch70 = Foundation Budget)-each student brings an amount of money that was determined and shows how much it costs to educate a student. This number was established in the 1990's and hasn't changed since. This number is a guaranteed.

B=local contribution-The state has gone through a history on how to calculate the local contribution. In the past if town revenues go up by a %, you are required to increase the local contribution by the same %. In 2007 there was a correction to significantly increase Ch70 aid. This correction measured our wealth compared to all other school districts.

C=This is the difference in what the town has to contribute and the foundation budget.

Mr. Tobin offered that Medway is in really good shape. There are a few more years left in this formula. It will most likely carry through 2012.

4:40pm Selectman Dunne arrived

Mr. Tobin believes that it's not necessarily fact that the same amount of stimulus money will be received this year and next. The formula will change in the foundation budget.

Mr. Tobin presented a very in-depth presentation.

Selectman Dunne offered that net school spending is a fallacy because it's impossible to educate the students for the net school-spending amount. Mr. Tobin explained net school spending is really a minimum that you have to spend.

Mr. Tobin explained that the stimulus funds will be available in 2011, and is a different amount than in 2010. No idea what 2012 will be, because he can't anticipate what the future will bring?

5:10pm Resume Budget Discussion

A discussion took place regarding the \$81,000 for the Quinn Bill. All but approximately \$6,000 is built into the police budget for the Quinn Bill payment.

School Appropriation will be \$21,735,938

Selectman Dunne asked about salary freezes. The Town has approached the Municipal unions. They have said they would be happy to agree to a one-year freeze, if all unions in Town will agree to a one-year freeze. Administrator Kennedy proposed \$125,000 be put into salary reserve, for the protection of the Town. This would ensure that core services and people would remain.

Administrator Kennedy explained that any school increases would be supplied through stimulus money funding.

Library-

The Library Board of Trustees has authorized Interim Library Director, Wendy Rowe to go forward in the way she feels best. The Trustees have agreed to share a Library Director for two days a week with Franklin for a total of 16 hours. Ms. Rowe has asked about custodial services and Administrator Kennedy has said they could be paid for.

Administrator Kennedy and Selectman Dunne believe that the money to regionalize should be kept in the budget as a carrot to regionalize.

Chairman Trindade and Selectman Crowley would like to see a written commitment from the Library Board of Trustees to regionalize. Selectman Dunne will contact Ms. Rowe as will Administrator Kennedy.

Selectman Crowley moved that the Board approve the \$39,000 for Library Staffing and Overhead and an additional \$8,600 for building maintenance with the contingency that we receive a letter from the Board of Library Trustees that they will do due diligence to regionalize with the Town of Franklin; Chairman Trindade seconded; no discussion; all ayes 4-1 (Selectman Dunne was opposed).

Reviewed FY2010 Level Service Items by Department

Tier I requests were reviewed

John Foresto-When Munis was purchased Barbara Durand, former Town Accountant made recommendations on what to purchase. Ms. Durand has been through Munis conversions in other towns. Medway only purchased what Ms. Durand suggested. Another \$15,500 will cover anything else we need.

Selectman Dunne moved that the Board support Tier I requests in their entirety including the recurring of \$2,040.00 for subsequent years; Selectman Crowley seconded; no discussion; all ayes 5-0.

Tier II requests were reviewed

A discussion took place regarding the request for Munis consulting services. The Finance Committee recommended budgeting for unforeseen issues. Ms. Durand's expertise left with her. To help Ms. Pratt with the full conversion it is necessary to fund a consultant.

IT Director Rich Boucher has requested a Network Technician. Currently the Town is using a consultant (John Walker) more than anticipated. Administrator Kennedy believes that it is not necessary to add a recurring expense of \$40K and benefits for this position. Selectman Crowley suggested bumping this item down to a Tier IV request.

Additional Outreach-all agreed this is necessary

Vehicle Repair Costs-All would prefer to have the director ask for money when he needs it

Drainage-all were in favor of this expense

Seasonal labor-all were in favor of this expense

Bldgs and grounds-all were in favor of this expense

Library-it was suggested to move all to Tier IV (Bldg Maintenance already gave in the revised budget)

Police-all in favor of this expense

File storage-Ms. Phillips, Treasurer/Collector explained the thoughts and plans behind this expense. This expense request was increased to \$30K

Night Board Secretary-Administrator Kennedy asked that a Planning Board Secretary be added at an expense of approximately \$5,000.00.

Selectman Dunne moved that the Board accept Tier II as amended; Selectman Espinosa seconded; no discussion; all ayes 5-0.

Tier III requests were reviewed

GIS-Selectman Foresto offered some concerns on staff and if our staff has the skill sets required.

Pictometry-

Police-Court time and matrons \$1600 + crossing guards \$1614=\$3214

Overtime Police-no one agreed this should be paid funded

Police Education \$5148

All of these items listed about were moved to tier IV

Chairman Trindade moved that the Board approve the Town Hall and Senior Center Phone System for \$25,000; Selectman Dunne seconded; no discussion; all ayes 5-0.

Free Cash Ideas were reviewed

Free cash 1,743,848

+ 187,260 surplus from FY10 Budget

1,931,108

-327,972 snow and ice

balance of free cash \$1,603,136

Selectman Dunne suggested put ½ of the \$1,603,136 to the Stabilization account.

Selectman Dunne is looking out to FY 2012, as there will be no stimulus money.

A discussion took place on putting money into stabilization v. capital improvements.

Route 109 Engineering-Dave D'Amico suggests that the engineering process should be started but no real need to put a lot of money aside at this point.

Chairman Trindade left the meeting at 6:30pm.

A discussion continued on depositing money into the stabilization fund and the procedures of how to get the money out, once in stabilization.

Administrator Kennedy suggested spending the rest of the funds on a grant writer and a town hall feasibility study, which would zero out the balance of the budget.

Administrator Kennedy also suggested hiring a conservation agent.

Selectman Foresto asked if there are any items that could be prepaid in advance with the left over monies.

Selectman Crowley took his calculator and left the meeting at 6:45pm.

The \$22,000 for the conservation agent would be paired with an inter-municipal agreement with the Town of Holliston to share a conservation agent.

The balance of \$3,260 will go to the Selectmen's expense account, which will help cover any unforeseen expenses going forward.

Selectman Foresto moved to approve to fund the \$75,000 feasibility study, \$75,000 grant writer, \$22,000 for a conservation agent, \$12,000 Vadar maintenance and \$3,260 to the Selectmen's expense account; Selectman Dunne seconded; no discussion; all in favor 3-0 (Chairman Trindade and Selectman Crowley had already left the meeting).

There being no further business to discuss at 6:50pm, Selectman Dunne moved that the meeting adjourn; Selectman Foresto seconded; no discussion; all in favor 3-0 (Chairman Trindade and Selectman Crowley had already left the meeting).

Respectfully submitted,
Wendy Harrington
Executive Assistant
*Approved 7/13/09