

MEDWAY BOARD OF SELECTMEN

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*Andrew Espinosa, Chairman
Richard Dunne, Vice Chairman
Dennis Crowley, Clerk
John Foresto, Member
Glenn Trindade, Member*

Board of Selectmen's Meeting-Final

April 6, 2010, 6:00 PM

Sanford Hall, Town Hall, 155 Village Street

Agenda

PRESENT: Chairman Andrew Espinosa, Selectmen Richard Dunne, Dennis Crowley, John Foresto, Glenn Trindade, Town Administrator Suzanne Kennedy, Board Secretary Wendy Harrington

Called to order 6:04 PM

Call to order; Recitation of the Pledge of Allegiance

Public Comment: None

Administrator Kennedy reviewed the FY10 and FY11 Unemployment Compensation Document as presented. She also reviewed the Finance Committee Reserve Budget balance and possible future Emergency Transfers.

Selectman Dunne moved that the board rescind the ETR approval from last meeting (4/5/10) and change the ETR from \$60,000 to \$54,000, the purpose of which is to fund the unemployment compensation; Selectman Foresto second; Discussion: Selectman Foresto verified the amount on the ETR form is \$54,000; All ayes 5-0.

TOWN CLERK BUDGET

Town Clerk-Maryjane White came before the board to discuss her budget in more detail than the last time she came before the board. Her main goal is to increase her assistant from 19 hours to 30 hours per week. Ms. White would like to ensure that the office is covered for all hours that town hall is open to the public.

Selectman Trindade suggested all forms be put on the website to help improve service, there appears to be none on the website at present. Chairman Espinosa suggested Ms. White contact the IT department because none of the forms are on the website.

The process of Town Clerk document storage was discussed; Administrator Kennedy will investigate another community that may have such a program which can be purchased for Medway.

Ms. White explained she would like a 2% increase as based on what union talks were earlier in the budget season.

Selectman Foresto moved to approve the Town Clerk's budget with 11 hours for additional staff coverage and move her requested 2% salary increase to salary

reserve until a point in which the municipal contract is signed and the Selectmen intend to provide the Town Clerk with a zero zero raise equal to the municipal contract. Selectman Dunne second; Discussion: Carol Pratt believes the Salary Reserve budget is large enough to handle this increase; 4-1 (Selectman Dunne opposed).

Article 21- John Emidy was present to discuss article 21 which would be a ticketing bylaw for abandoned/vacant property. It was suggested that a public forum/meeting take place before Town Meeting and possibly held in conjunction with the Planning Board.

This article will be held until revisions discussed are applied. Specifically “Foreclosing” replacing “Foreclosed”.

Article 15

Selectman Trindade moved to approve Article 15; Selectman Dunne second; Discussion: Selectman Crowley questioned GATRA and Selectman Trindade asked for a breakdown of the parks budget; All ayes 5-0.

The Library Board of Trustees arrived at 7pm

This meeting is to get some input from the Trustees pertaining to the budget and the part that was aimed at regionalizing and input on regionalizing, if the money was well spent, is that part of this budget moving forward and what is the future of Medway Public Library.

Selectman Dunne explained the money in question is in a monetary article not part of the budget.

Each Trustee gave some opinions on the regionalization process.

Bill Roberts-planning is underway and going well. Mr. Roberts still believes it would have been a better decision to contract Felicia for planning services rather than for Director and planning services.

Ed Duggan would like to ensure that the regionalization objectives of the Board of Selectmen are the same as the objectives of the Board of Trustees. Mr. Duggan believes that the sharing of services works very well. The building services are working out well but the working hours that Felicia works should be more in Medway, she currently works 4 hours a week in Medway. The Trustees have seen pieces of the regionalization plan, but not a complete draft plan and they had thought they would be further along than they are. His vision is that Felicia take more direction from Medway Library Board of Trustee and more hours working in Medway.

Mary Ann Cabibbo- Asked the Selectmen what their goals in regionalization are. Chairman Espinosa explained we are looking to regionalize to help maintain a stand alone library and Selectman Dunne explained the cost of \$500k a year is what we are looking at in order to fund a stand alone library...

Carol Brown-Believes this has been an awkward transition and there is a need to better define the objectives. Her task is the long range plan and we need to have her there more. Carol is in favor of regionalization. There is no framework, we need some better vision.

Wendy Rowe-Styles of different trustees in Franklin/Medway was difficult but things have eased. The sharing of books went flawlessly, cleaning services has been working. Having a director only 14 hours has been really difficult. It doesn't work to have a PT Director and PT Assistant Director, a full time Director or a full time Assist Director would make more sense. Felicia has told Wendy she will receive the final draft long range plan by the end of the fiscal year.

Selectman Crowley asked the Trustees if key points (hours and working with Medway more) were worked out with Franklin would the Library Trustees be willing to go forward for another year. Wendy, Carol, Ed and Bill all agreed.

Administrator Kennedy explained that regionalization of other types of services in some other communities have taken 2 years before the ball started moving forward. Mr. Nutting expressed an interest in having a consultant come in and discuss governance, which is a big issue in the process. The trustee's needs and visions should be made clear.

The main purpose of this meeting was to get an understanding of the situation.

Wendy Rowe requested that talks be arranged with the Town Administrator's to clarify the points mentioned and these points should be included in the next municipal agreement.

Selectman Crowley thinks it would be beneficial to have bullet points of the items the Trustee's would like to accomplish and set some goals and include how to achieve and when the goals are achieved.

Sue Ellis, HR Director was present to talk about her feelings as they relate to the Library Regionalization project.

BUDGET DISCUSSION

Budget document dated 4/6/10 on the bottom of the page. Last revisions were made at the 4/1/10 meeting.

Administrator Kennedy offered a document listing additional items for the Selectmen to review. Melanie Phillips handed out a document with FY2011 Health Insurance Cost estimates.

Carol Pratt was assigned the task of keeping track of any/all changes to budgets discussed.

LEGAL all set

INFORMATIONAL SERVICES all set

TOWN CLERK all set
CONSERVATION all set
PLANNING BOARD all set
ZONING BOARD all set
ENERGY COMMITTEE all set
CAPITAL IMPROVEMENT all set
ANNUAL TOWN REPORT all set
DEBT SERVICE all set
DEFICIT BOND DEBT all set
UNCLASSIFIED all set
SNOW AND ICE all set
CEMETARY all set
FIRE all set
POLICE all set
POLICE FIRE COMMUNICATIONS all set
ANIMAL CONTROL all set
BUILDING INSPECTOR all set
BOARD OF HEALTH all set
COUNCIL ON AGING all set
VETERAN'S SERVICES all set
PARKS DEPARTMENT all set
LIBRARY all set
CAMP SUNSHINE all set
DISABILITY COMMISSION all set
MEMORIAL COMMISSION all set
HISTORICAL COMMISSION all set
EXPENDITURES NOT REQUIRING APPROPRIATIONS all set

A review of the document titled Additional Budget Items For BOS Consideration took place.

SCHOOL BUDGET

The school budget was discussed at great length.

It was suggested that Administrator Kennedy come up with a number subtracting the following from \$23,492,000:

Contractual reserve FY10 and FY11

Energy Savings (part 1 principal and interest and part two is anticipated savings)

It was stated that \$295K and \$148K are not part of the base going forward.

A letter will be sent to the School Committee Chair and the Superintendent tomorrow morning, after it is sent to the Selectmen to review.

Selectman Foresto moved that the Board adjourn at 10:40pm; Selectman Dunne second; No discussion; All ayes 5-0.

Respectfully submitted,

Wendy Harrington

Board Secretary

**approved 4/22/10