



Town of Medway
FINANCE COMMITTEE
155 Village Street
Medway MA 02053

Tel: (508) 533-3200

Fax: (508) 533-3201

Approved:

Meeting Minutes: April 28, 2010
Medway Town Hall, Sanford Hall

Call to Order: With a quorum being met Chairman Ellsworth called this meeting to order at: 7:10pm.

Members Present: Chairman Larry Ellsworth, Vice Chairman Eric Arbeene, Clerk Mark Brown, Member Rondi Chapman, Member Martin Dietrich, Member Paul Marble, Member Jeff O'Neill, Member Anthony Pacholec and Administrative Assistant Shirley Bliss.

Guest Present: Board of Selectman Members: Andy Espinosa and Dennis Crowley and Glenn Trindade. School Committee Members: Deb Trindade and Carole Bernstein, as well as Dr. Evans, School Superintendent, and David Verdolino, School Business Manager

School Budget:

Summer Program

Dr. Evans explained the SPED summer program as follows:

The program will run 5 weeks with grades 1-4 attending from 8:30 – 11:30am with students attending from grades 5-8 focusing on English and Language Arts. The tuition for this program is \$150.00 per week and it is anticipated that not all students will attend all 5 weeks. The school anticipates that approximately 50-75 students will attend. The additional funds of \$70,00 are being used for the Para professionals, transportation and supplies. This program is more costly than Camp Sunshine because it more comprehensive.

Steps/Lanes: Salary Budget

David Verdolino explained this item as staff is paid on a scale which matches their level of education. Currently ½ of staff are at their max pay for current earned degree. ½ will go up a step due to contracts. These numbers have been built into current budget figures for FY11. Average step increase is 1% of salary. Mr. Verdolino stated that although he has no way of knowing who is working on a degree and who will complete in coming fiscal year he figures in .5% payroll increase for this. All known retirement replacements have been factored into current figures.

MUNIS: Mr. Verdolino stated that the School Department will transfer and begin using MUNIS once it has been proven that "Real" data use is up and running.

School Budget (continued):

School Choice:

Currently this District has 35-40 school choice students. The School Committee agreed to take in 90 if the grade level can handle the added students. Most school choice students are in the lower grades and stay with us until graduation. Currently there is a waiting list for kindergarten. The Town receives \$5000 per student. This fee goes into a revolving account with School Committee having control over its spending.

ESCO: currently in line with plan.

Currently the revolving fund has \$249,671 balance which is the expected savings in the first year.

Health Insurance: currently there are 850 enrollees, 80 for the Town and the remainder the school. Currently it is anticipated that the budget will increase 12% or approximately \$36,738. The Consultant is due in Thursday and a report will follow.

Debt: Melanie Phillips:

ESCO: The short term borrowing for this project will mature in 2011. FY11 offers an opportunity to set savings money aside for future payments. School budget will be debited the debt service amount. Both parties are working on the best way to show both the savings and the payments. The Finance Reserve account will hold \$49,000 for the Schools should the savings NOT be realized. Being the first year, the savings are unknown.

Finance Committee Reserve:

A discussion was held as to whether this account should be increased. Currently with 2 months left in the fiscal year, the balance is \$1700. The discussion determined that the costs increases that happened this year have been anticipated in the next fiscal year and therefore the same budget should be appropriate.

Police:

There was concern over the increase in the budget. It was discussed and the change is due to 2 Sergeant's retiring and another one retiring in October, 2010. The Chief would like to replace one of the Sergeants and add a new Detective. Currently the Chief is having trouble hiring anyone, as many new officers do not want to take the Sergeants Exam. Any costs from the Quinn Bill are being covered by the Town under "Ed Course Reimbursements" FY11 budget has funds to cover the cost of one new vehicle.

Fire:

The increase in the Chiefs salary was determined thru a consultant who found that Medway's Fire Chief was the lowest paid around.

IT:

This Committee questioned the adding of a full-time employee?

With the additional computers that are anticipated (750 Town wide) – a person is needed to assist in the installation of them. It was determined that this was more cost effective than using a consultant. The .5 is increased hours for current part time employee.

Town Clerk:

Increase is due to an increase in hours for the current part time employee, as well as an increase for the Town Clerk. Due to past history, the Town Clerk has agreed to follow the raise of the Municipal Employee contract.

Assessor's Office:

Supplies were well over budget? This is a onetime occurrence, due to reorganization of Assessor's Office.

Unemployment:

FY10 budget was \$140,000, FY11 budget is \$268,000. Number is constantly changing as more people are unemployed and the State is going back several years of employers and collecting from them as well. Number may also change to due staffing changes in the school system.

Library:

Board of Selectman budget provides enough so that the T [redacted] Fund does not have to be touched.

Revenue:

Currently the Town has a 98% real estate tax collection rate. MUNIS system is up and running for bills with Business Licenses and General billing being created at this time. These modules have not maintenance costs.

Animal Control:

Additional funds are required for Town's half of new vehicle purchase by the Town of Millis.

Annual Town book:

Budget decreased due to the fact that only 100 books will be published, residents will be able to download book for free. History shows most books are thrown out.

Unfunded Pension Liability:

This is a cost that is billed to the Town by the Norfolk County Retirement Board, and the Town has no control over the amount. The majority of the monies go towards health insurance premiums.

MUNIS:

Quarterly reports will be available and show budget to actual.

Water Department:

Additional funds are payroll for shift differential.

Next Meeting: May 5, Mr. Tom Holder, DPS Director will be in attendance to discuss his budget.

Adjournment: With no further business before this Committee, a motion was made and seconded to adjourn this meeting at: 10:25pm

Motion: Paul Marble Seconded: Rondi Chapman Vote: 8-0-0