



Town of Medway
FINANCE COMMITTEE

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Approved: June 28, 2011

Meeting Minutes: May 4, 2011
Medway High School – Library

Call to Order: With a quorum being met this meeting was called to order at: 7:05pm.

Members Present: Vice Chairman Martin Dietrich, Clerk, Chris Lagan, Members: Rondi Chapman, Kevin Dickie, Jeffrey O'Neill, Anthony Pacholec, Frank Rossi, Jim Sheehan and Administrative Assistant Shirley Bliss.

Guests Present:

Board of Selectman Members, Glenn Trindade and John Forresto; School Committee Chairman, Deb Trindade and Town Administrator Suzanne Kennedy.

Discussions:

ETR: Library \$20,900 Heating System Repairs

This item was carried forward, due to the fact that little information was known about this request to fix the heating system. Recent discussions between the BOS and the Library had not yielded any mention of this item. Ms. Kennedy will investigate, the BOS will discuss and then request will come before this Committee again.

ETR: Town Clerk \$8000 Town Election Costs

These funds are being requested by the Town Clerk's office to have funds available for the upcoming May Election. Election budget is low, due to the unexpected and unbudgeted town vote in January for the Middle School Repair Project.

A motion to approve this ETR was made and seconded and unanimously passed.

Motion: Tony Pacholec Seconded: Frank Rossi Vote: 8-0-0

ETR: Veterans \$3000 Additional Case Load

These funds are needed to have funds available to assist families in need, in town. These monies are necessary due to an increase case load, since previous request.

A motion to approve this ETR was made and seconded and unanimously passed.

Motion: Tony Pacholec Seconded: Chris Lagan Vote: 8-0-0

Budget Discussions:

Budget Number changes:

There is a possibility of changes to the following accounts:

Stabilization

Enterprise - due to insurance costs changes

Police and Fire - due to contract negotiations

Enterprise funds:

EMS: Money deposited into this account are made thru ambulance runs. Currently this account runs close to covering its costs. A new system is being put in place, with hopes of bringing in more money.

Water and Sewer:

Department is currently working on collecting unpaid accounts, some are having liens placed on them. The new system being put in place will keep more accurate usage usages, bringing in more revenue. It has been discovered that many of the currently used water meters were not working correctly, not registering water used correctly, the town is looking into the right to go back 7 years and re-bill homes where the meters were working improperly. Water rates are what they are due to the high fees paid to Charles River.

Water and Sewer: Salary Account:

Salaries are not up, they are reallocated. Time is now being charged to accounts where personnel's time has been spent, instead of a straight across allocation.

Board of Health:

A questions was raised as to why the change in budget numbers. Suzanne Kennedy explained that a position has been eliminated. Ms, Kennedy also explained that current processes are being re-examined. Also raised was the consensus of the BOS that this position should be appointed not elected. Updates will follow as information is gathered.

Camp Sunshine:

25% increase is due to the number of children attending camp each year increases and therefore increasing the transportation costs. The is camp runs 6 weeks and is for handicapped children of Medway and if room, surrounding towns. Fees paid cover the majority of costs incurred, the Town and School Department only supplements the budget.

Building Inspector:

Increase in salary line is due to the fact that the building inspector started the year as part time and as of January 1, 2011 became full time. The other employee is a part time secretary and an "on-call" inspector who receives no benefits. All proceeds of permits go into the General fund.

Vehicle Replacements:

Possible FY12 replacements are:
Council On Aging Van - current one ready to go
Truck - condition unknown
Hoping to deploy the ambulance as a DPS utility truck

Allocations:**Medway 300:**

\$10,000 each year to assist with this year long event.

COA:

Monies for upkeep/maintenance
A complete facilities report is being drafted on each and every property.

School Committee Budget:

Currently the School Committee is working on adding back into the budget
1 - 5th grade team
1 - 3rd grade team
Funds for other items currently in the budget would come from the School Choice account, with funds for salaries coming from current budget; allowing current budget number to remain the same.

Special Town Meeting Articles Discussion:

- #1 Number not currently available, FC requests final number prior to acting on this article.
- #2 Article may change due to union negotiations with Police and Fire.
- #3 Salary Reserve stays in article until needed.
- #7 Assessor's would like money to assist in re-evaluations that will be done in house now. Constant funds are need as evaluations are done on a yearly basis - half each year.

Annual Town Meeting Articles: Discussion

- #2 Transfer amount to be approximately \$224,000
- #3 Town Clerk - standard omnibus budget.
- #4 New amount is \$679,000 as additional funds have been added to the roads allocation.
- #5 These items will be funded thru debt, would prefer not to lease. Currently leasing one (1) vehicle does not make sense.
- #6 This is a place holder, as this vote is necessary to be able to apply for grants for this project. This number at this time is a solid figure.
- #7 Place holder for future project. This is part of the DEP requirements for the town. requirement are not published yet, they will be in fall of 2012. At this time the BOS

has voted against this article being place on the warrant, as it seems too far out f from project starting, as the DEP may take up to one (1) year to publish requirements and it is unreasonable to borrow this far ahead. It was also stated that this project is going to cause Medway's water rates to increase substantially in 2013.

#8 Town Administrator Suzanne Kennedy has suggested that this Article be removed, as more information is needed before asking the Town for money.

#9

#10 All these Articles are going to chance due to current insurance negotiations.

#11

#12

#13 TBA vote by the BOS because some numbers were missing.

#14 TBA vote from BOS, because they are waiting for a more detailed budget from the Affordable Housing Trust.

#18 Necessary yearly renewal vote for revolving accounts.

#20 West Street sewer project litigation settlement. Residents along West Street sued town based upon figure paid for easement. No financial expense to town, unexpended funds from project are being used. Total: \$91,500. There are two (2) cases yet to be settled.

#21 This is an attempt to increase the town's bonding rating. The setting up of this account shows the bonding company that the town is making an attempt to improve rating. This only sets up the account, no funding is involved.

#22 Library Personnel: this article is aimed at having any town employee that receives a check from the town reports to the Town Administrator. This article changes the reporting structure of all library employees, they no longer will report to the Library Director.

When questioned the BOS replied that they are concerned about the current system in place; specially the hiring process.

Finance Committee Comments:

Concerned over the timing of this article, as well as the fact that the Library seems to have not been notified of pending changes. The Finance Committee also agreed that it appears that the Library was forced into the regionalization of the library and that possible is the reason it did not work. This committee also feels that once again the BOS is forcing their way upon the Library.

#23 John Emidy will present this Article to the Finance Committee next month, please note this Article will have financial impact on the budget.

#24 Granite Estates land gift: This article was on the Warrant last year and was taken off when a problem with the land was discovered. That issues has been cleared up, so a vote can now be taken.

#26

#27 Planning Board Articles - Planning Board Chairman Andy Rodenhiser w
#28 will present at the next meeting - May 9, 2011
#29

Other Business:

Vice Chairman Martin Dietrich reminded all Finance Committee members that all information for the TM Book was due to Eric by Sunday, May 8th.

Adjournment:

With no further business before this Committee a motion was made and unanimously passed to adjourn at: 9:45pm.

Motion: Rondi Chapman

Seconded: Chris Lagan

Vote: 8-0-0