



Town of Medway
FINANCE COMMITTEE

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Meeting Minutes -- October 24, 2012
Sanford Hall – 7:15 PM
155 Village Street

Present: Chairman Jeff O’Neill; Kevin Dickie, Vice Chair; Chris Lagan, Clerk; Members: Meghan Bernardo, Christine Devine, Neil Kennedy, Frank Rossi, Barry Schroeder, Jim Sheehan.

Also Present to answer questions: Jeffery Lynch, Fire Chief; William Boultenhouse, Police Department; Tom Holder, Director, Department of Public Services; Carol Pratt, Town Accountant; Deb Trindade, School Committee; Melanie Phillips, Finance Director; Selectman John Foresto; Selectman Dennis Crowley; Suzanne Kennedy, Town Administrator.

At 7:15 PM, following the conclusion of the Public Hearing for 2012 Fall Town Meeting Warrant, Chairman O’Neill called to order a regular meeting of the Medway Finance Committee.

2012 Fall Town Meeting Warrant – Final Discussion and Votes:

At this time, the Finance Committee did a final review of the warrant articles, engaging in applicable discussion, and voting a Finance Committee recommendation for each article.

Article 1 – Amendment Annual Authorization: Council on Aging Revolving Account – Mr. Neil Kennedy moved that the Finance Committee recommend Article 1; Mr. Barry Schroeder seconded. No discussion. VOTE: 9-0-0.

Article 2 – Appropriation: Ambulance Enterprise Debt Service – Mr. Kevin Dickie moved that the Finance Committee recommend Article 2; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.

Article 3 – Appropriation: Sewer Enterprise Fund Debt Service – Mr. Jim Sheehan moved that the Finance Committee recommend Article 3; Mr. Barry Schroeder seconded. No discussion. VOTE: 9-0-0.

Article 4 – Appropriation: General Fund Debt Service – Mr. Barry Schroeder moved that the Finance Committee recommend Article 4; Mr. Neil Kennedy seconded. No discussion. VOTE: 9-0-0.

Article 5 – Free Cash: Fire Turnout Gear – There was brief discussion on the fire department budget going forward as the fire chief is new to Medway. Chief Lynch indicated he will try to save in some areas in order to fund things like vehicle repairs, for example. **Mr. Jim Sheehan moved that the Finance Committee recommend Article 5; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.**

Article 6 – Free Cash: Fire Training – Chief Lynch pointed out that firefighters are paid a flat rate for the time spent in training, adding that he hopes to build these kinds of costs into the departmental budget over time. **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 6; Mr. Kevin Dickie seconded. No discussion. VOTE: 9-0-0.**

Article 7 – Free Cash: PAMET Software – Chief Lynch briefly described the integration of software to combine data in order to generate reports, noting that it will work with current software. The cost includes installation and training, and next year there will be a maintenance fee of \$4,500. **Mr. Kevin Dickie moved that the Finance Committee recommend Article 7; Mr. Jim Sheehan seconded. No discussion. VOTE: 9-0-0.**

Article 8 – Borrowing: Board of Health Water Pollution Abatement Projects – Ms. Melanie Phillips, Finance Director, explained the program that will assist residents with failed septic systems to either repair or tie into the sewer system. The costs are paid back to the Town in the form of betterment on their property taxes. **Ms. Christine Devine moved that the Finance Committee recommend Article 8; Mr. Neil Kennedy seconded. No discussion. VOTE: 9-0-0.**

Article 9 – Revise: Town Clerk Salary – **Mr. Neil Kennedy moved that the Finance Committee recommend Article 9; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.**

Article 10 – Salary Reserve Transfer: Collective Bargaining Agreement – It was noted that the Fire Department contract has been ratified, and these dollar amounts are final. **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 10; Mr. Jim Sheehan seconded. No discussion. VOTE: 9-0-0.**

Article 11 – Retained Earnings Transfer: Solid Waste Enterprise Fund – **Mr. Jim Sheehan moved that the Finance Committee recommend Article 11; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.**

Article 12 – Retained Earnings Transfer: Sewer Enterprise Fund – **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 12; Mr. Kevin Dickie seconded. No discussion. VOTE: 9-0-0.**

Article 13 – Retained Earnings Transfer: Water Enterprise Fund – **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 13; Ms. Christine Devine seconded. No discussion. VOTE: 9-0-0.**

Article 14 – Retained Earnings Transfer: EMS Fund – Ms. Carol Pratt, Town Accountant, explained that this article refers to ranks of Fireman 1 and Fireman 2, a step increase, the new salary structure due to municipal agreement, and promotion to Lieutenant 1 for six months. **Mr. Barry Schroeder moved that the Finance Committee recommend Article 14; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.**

Article 15 – Transfer: Main Street Water Main Replacement Project – There was brief discussion on other articles with unexpended balances; a list is being researched and prepared. **Ms. Christine Devine moved that the Finance Committee note its position on Article 15 as TBD with the understanding the matter will be reviewed at a meeting immediately prior to Fall Town Meeting; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.**

Article 16 – Transfer Unexpended Balances: HVAC Upgrades Fire Station and Town Hall – **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 16; Mr. Jim Sheehan seconded. No discussion. VOTE: 9-0-0.**

Article 17 – Free Cash Transfer: War Memorials – **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 17; Mr. Barry Schroeder seconded. No discussion. VOTE: 9-0-0.**

Article 18 – Appropriation: Athletic Field Maintenance -- It was noted that the schools and the Department of Public Services have reached an agreement regarding the scope of work, and a meeting will take place next week. Brief discussion followed. **Ms. Meghan Bernardo moved that the Finance Committee note its position on Article 18 as TBD with the understanding the matter will be reviewed at a meeting immediately prior to Fall Town Meeting; Ms. Christine Devine seconded. No discussion. VOTE: 9-0-0.**

Article 19 – Free Cash Transfer: Trane Debt Service – **Mr. Kevin Dickie moved that the Finance Committee recommend Article 19; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.**

Article 20 – Transfer: Medway High School Baseball Field Drainage Repairs – It was noted that there had been litigation surrounding this project which prevented the Town from accessing the unexpended funds until now. **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 20; Mr. Jim Sheehan seconded. No discussion. VOTE: 9-0-0.**

Article 21 – Borrowing: Thayer Property Renovation – Mr. Frank Rossi reported that the Community Preservation Committee would be meeting during the first week of November; its recommendation and vote will take place at that time. Selectman John Foresto briefly described the project, and a formal presentation will be made at Town Meeting. After discussion on financing, interest rates, and revenue stream, **Ms. Meghan Bernardo moved that the Finance Committee note its position on Article 21 as TBD with the understanding the matter will be reviewed at a meeting immediately prior to Fall Town Meeting; Mr. Neil Kennedy seconded. No discussion. VOTE: 9-0-0.**

Article 22 – Free Cash Transfer: Parks and Recreation Study – There was brief discussion on the bidding process, noting this matter is subject to Massachusetts bidding laws, and not awarding a contract to the lowest bidder. If it is \$30K or less, the article will be dismissed. If it is more, the dollar figure will be available the night of Town Meeting. **Mr. Neil Kennedy moved that the Finance Committee note its position on Article 22 as TBD with the understanding the matter will be reviewed at a meeting immediately prior to Fall Town Meeting; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.**

Article 23 – Amendment: Interest Rate on Deferred Property Taxes – **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 23; Ms. Christine Devine seconded. No discussion. VOTE: 9-0-0.**

Article 24 –Adjustment: Community Preservation Fund Statutory Set-Aside – **Mr. Jim Sheehan moved that the Finance Committee recommend Article 24; Ms. Christine Devine seconded. No discussion. VOTE: 9-0-0.**

Article 25 – Free Cash Transfer: Massachusetts Appeals Court Ruling – Ms. Melanie Phillips explained the litigation relative to this article, noting that the interest on the settlement amount cannot be taken from the overlay account. **Ms. Meghan Bernardo moved that the Finance Committee recommend Article 25; Ms. Christine Devine seconded. No discussion. VOTE: 9-0-0.**

Article 26 – Amend General By-Laws: Settlements – Ms. Christine Devine moved that the Finance Committee recommend Article 26; Ms. Meghan Bernardo seconded. No discussion. VOTE: 9-0-0.

Article 27 – Approve: Police Department Mutual Aid Agreement – Ms. Meghan Bernardo moved that the Finance Committee recommend Article 27; Mr. Frank Rossi seconded. No discussion. VOTE: 9-0-0.

Discussion -- Joint Meeting with School Committee and Board of Selectmen:

Deb Trindade, School Committee representative, reported that a joint meeting of the School Committee, Finance Committee and the Board of Selectmen has been scheduled for December 4.

Reports:

There was no report from the Chairman or the Clerk.

Liaison reports were presented relative to the following groups: Community Preservation Committee; Update on the Open Meeting Law; Board of Selectmen; School Committee; and Capital Improvements Planning Committee.

Approval of Minutes:

The committee reviewed draft minutes from September 12, 2012, and October 17, 2012.

Mr. Kevin Dickie moved to approve the minutes of September 12, 2012, as drafted; Ms. Meghan Bernardo seconded. No discussion. VOTE: 8-0-1 -- Rossi abstain.

Ms. Meghan Bernardo moved to approve the minutes of October 17, 2012, as amended; Mr. Jim Sheehan seconded. No discussion. VOTE: 6-0-3 – Dickie, Kennedy and Lagan abstain.

Upcoming Meetings:

The next meetings of the Finance Committee are as follows:

- Tuesday, November 13 -- Pre-Town Meeting – High School Room 113-A
- It was noted that there will **not** be a meeting on Wednesday, November 14, the regular meeting night.
- Wednesday, December 12, 2012 – Sanford Hall

At 8:27 PM Ms. Meghan Bernardo moved to adjourn; Mr. Kevin Dickie seconded. No discussion. VOTE: 9-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary