



Town of Medway
FINANCE COMMITTEE
155 Village Street
Medway MA 02053

Tel: (508) 533-3200
Fax: (508) 533-3201

October 16, 2014 – 7:30 PM
Guidance Area, Medway High School
88 Summer Street

Present: Frank Rossi, Chair; Chris Lagan, Vice-Chair; Barry Schroeder, Clerk; Rohith Ashok (7:37 PM), Ellen Hillery, Meghan Hoffman.

Absent: Todd Alessandri; Jeff O'Neill; Jim Sullivan.

Also Present: Michael Boynton, Town Administrator; Jeffrey Lynch, Fire Chief; Allen Tingley, Police Chief; David D'Amico, Deputy Director, Department of Public Services.

There being a quorum present, Chairman Rossi called the meeting to order at 7:30 PM.

Review -- 2014 Fall Town Meeting Warrant:

The Committee reviewed a draft 2014 Fall Town Meeting Warrant.

Article 1 – Police Chief Tingley explained that the \$58,000 is to cover costs for various types of training, i.e., emergency procedures, firearms, etc. for all full-time officers. He clarified that the training costs were submitted as part of his departmental budget request last spring, but it was not approved for inclusion in the FY15 budget. Firearms training is broken down by type of firearm and scenarios where that type of firearm would likely be used, i.e., shotgun, pistol, patrol rifle. All types of firearms require individual certifications. Brief discussion followed.

Chief Tingley spoke about his budgetary needs, funds cut from the FY15 budget that could eventually reduce the ability to purchase two cruisers each year if the funds are not infused back in. Staff has been out sick or with injury which has directly affected overtime costs for officers filling those open shifts. Discussion followed.

Responding to a question from Mr. Ashok, Mr. Boynton briefly explained the budget process as it relates to tax levy, financing of items not included in the annual budget, and related matters.

Fire Chief Jeffrey Lynch explained that he also has similar training requirements so that each firefighter is training to attain the Firefighter I and Firefighter II certifications. Much of the training is for the on-call staff. On-call staff is a fluidic component as that training disappears if that person gets a better paying job

or leaves for some other circumstance. Discussion followed on hiring more full-time personnel, shift structure, retention of an on-call staff, availability of EMTs, etc.

David D'Amico, Deputy Director, Department of Public Services, briefly reviewed the request for \$114,443, starting with the Gale Associates study on recreational services in town. According to the study, there should be additional staff to accomplish the items requested in the survey. Since that time, at the request of the schools, the DPS is now in charge of maintenance of school athletic fields. Cumulatively, this equates to the need for a staff person to participate in Parks and Recreation activities of scheduling fields, meetings, etc. as well as support for other related DPS tasks. Additional positions would be for two heavy equipment operators who will work with Parks and Recreation during the warm weather months and other matters in the cold months such as snow plowing, clearing sidewalks, etc. This position would require a CDL as well as specific equipment certifications. Discussion followed.

Mr. D'Amico stated that field maintenance in the past was minimal and did not include treatments for grubs, fertilizers, etc. so a larger budget is necessary than in past years. It cannot simply be shifted from the schools to the Town side of the budget. He theorized that the administrative assistant would be invaluable in collecting the fees, scheduling, and marketing the fields as well as working closely with the Parks and Recreation Commission.

Mr. Boynton suggested that additional effort needs to be made on municipal buildings and schools from an appearance perspective as well as maintaining sidewalks and parking lots.

Mr. Boynton stated that the \$12,500 for Inspectional Services represented the shortfall in funds relative to a long-time employee retiring. The position was advertised, and the salary was increased in order to attract good candidates. The successful candidate took a pay cut to come to Medway, but it is \$10,000 higher than it was. These funds also included the payout (vacation, etc.) for Mr. Emidy on his retirement.

The \$25,000 for the Medway Public Library will allow it to add additional hours of operation and be open from 10 AM to 8 PM. Two staff members are required at all times, with one manning the circulation desk. It is also a safety factor that an employee is not alone in the building.

Discussion on Free Cash:

The Committee reviewed a document entitled "Fiscal Year 2015 Free Cash Projections".

Design Guidelines Review – This is intended to make the process more business- and user-friendly.

Choate Park Building Repairs – This is to upgrade the bathroom (basically gut the insides and start over) plus allowance for security cameras outside. Original estimates for the work were too low, and the cost of security was not included. Being so close to Thayer and tennis courts, it makes sense to be able to view the door and see who goes in, if there should be vandalism. Discussion followed.

Oak Grove Urban Renewal Plan – This may seem like a big outlay of cash but there is potential for return if the property can be sold for development.

LED Streetlight Grant Match – This is the cost the Town must put out in order to apply for the grant.

Article 25 – Revise Commercial I Zoning:

The Committee reviewed the following information: (1) Proposed language revision; and (2) Sketches.

Brief discussion followed on the proposed revision to the Medway Zoning Bylaw by deleting a section relative to Commercial I and replacing it with a new section on Commercial I. It was noted that any applicant seeking to place an appropriate structure in an overlay district further requires a permit by either the Planning Board or the Zoning Board of Appeals.

General Discussion:

General discussion followed on the warrant articles and the overall budget process. Concern was expressed that Fall Town Meeting is typically not well attended, and presence of a quorum could be a problem.

Chairman Rossi took a straw poll on Article 1, specifically, whether to bundle together or separate out as line items. Most members indicated they would like to separate some of the entries. Concern was expressed that mandatory training for the Fire Department or Police Department is not considered as part of those departmental budgets. The chiefs find a way to make it happen but then lose out on something else. The article would have a better chance of success if there was language that indicated funds could be transferred from another line item which would not represent a tax increase.

School Department – Budget Realignment Meeting:

Chairman Rossi explained that several dates were suggested for this meeting which will be a joint meeting of the Finance Committee, Board of Selectmen and the School Committee. Because the two other dates were not good for the Selectmen, November 25 was suggested. He asked for members' availability, noting that this is the Tuesday before Thanksgiving. A majority of the members present indicated they were available. Chairman Rossi will respond to Allison Potter in the Town Administrator's office.

Reports:

Reports from the Chairman and Clerk as well as liaison reports were postponed.

Other Business:

Review of September 10 minutes as well as discussion notes from October 8 was postponed.

Upcoming Meeting:

The Finance Committee's public hearing relative to the 2014 Fall Town Meeting will take place at 7:00 PM on Wednesday, October 22, 2014, followed by a meeting during which the Finance Committee will take positions on the Warrant articles. The Notice of Public Hearing was published in the Milford Daily News on October 8, 2014 and duly posted with the Town Clerk. Both the hearing and meeting will be held in Sanford Hall.

The next regular monthly meeting of the Finance Committee is scheduled for Wednesday, November 12. If the meeting will not be held, a cancellation notice will be posted on the Town website.

At 9:31 PM Ms. Meghan Hoffman moved to adjourn; Mr. Chris Lagan seconded. No discussion.

VOTE: 6-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary