

FINANCE COMMITTEE
Minutes

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MILLBURY, MASS.

Date: April 11, 2016

Time: 7:00 p.m.

Present: Kupcinkas, Noonan, Hebert, O'Connell, Kennedy, Cofske

Absent: Khalife

Meeting called to order at 7:00 p.m.

Motioned by Kupcinkas, seconded by Hebert to accept the minutes of March 21, 2016 as written.
Unanimous.

Motioned by Kupcinkas, seconded by Hebert to accept the minutes of March 28, 2016 as written.
Unanimous.

Bob Spain, Town Manager, was in at 7:00 p.m.

Warrant Article Recommendations

Article 12-Ramshorn Pond Dam

Jennifer O'Connell: I e-mailed Bob on this. There is no money listed in this article. I believe we need to indefinitely postpone this article and someone from the audience would make a motion on it.

Bob Spain: You should be making the recommendation. The amount is \$600,000. You can defer it to me if you want and I will make the motion.

Jennifer O'Connell: I spoke to John about this and told him that we need to have someone make a motion on this.

Motioned by Hebert, seconded by Noonan to defer Article 12 to the Town Manager for the recommendation. Unanimous.

Article 14-Aerial Fire Apparatus

Motioned by Hebert, seconded by Noonan to recommend that Article 14 be accepted as written.
Unanimous.

Article 31-Change Selectmen to Selectperson

Bob Spain: This change has to done through the Charter. It cannot be done in a Warrant Article.

Article 11-Transfer Between Departments

Motioned by Hebert, seconded by Kupcinkas to recommend that the amounts for the specific accounts listed in the Transfer From lines be transferred for the purposes of Article 11. Unanimous.

Budget Recommendations

Town Moderator

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$200 for a total of \$200 for the purposes of funding this budget. Unanimous.

Board of Selectmen

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$16,800, General Expenses \$1,750 for a total of \$18,550 for the purposes of funding this budget. Unanimous.

Finance Committee

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$900, General Expenses \$300 for a total of \$1,200 for the purposes of funding this budget. Unanimous.

Reserve Fund

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Reserve Fund \$75,000 for a total of \$75,000 for the purposes of funding this budget. Unanimous.

Finance Director/Town Accountant

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$129,232, General Expenses \$12,785 for a total of \$142,017 for the purposes of funding this budget. Unanimous.

Town Audit

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for General Expenses \$30,000 for a total of \$30,000 for the purposes of funding this budget. Unanimous.

Board of Assessors

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$116,154, General Expenses \$15,047 for a total of \$131,201 for the purposes of funding this budget. Unanimous.

Treasurer/Collector

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$165,518, General Expenses \$57,855 for a total of \$223,373 for the purposes of funding this budget. Unanimous.

Town Counsel

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for General Expenses \$150,000 for a total of \$150,000 for the purposes of funding this budget. Unanimous.

Town Hall Computer Operations

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$117,640, Capital Outlay \$26,000 for a total of \$143,640 for the purposes of funding this budget. Unanimous.

Town Clerk

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$129,738, General Expenses \$44,896 for a total of \$174,634 for the purposes of funding this budget. Unanimous.

Elections and Registrars

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$15,691, General Expenses \$23,006 for a total of \$38,697 for the purposes of funding this budget. Unanimous.

Planning and Development

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$168,199, General Expenses \$8,575 for a total of \$176,774 for the purposes of funding this budget. Unanimous.

Town Hall

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$47,987, General Expenses \$74,900 for a total of \$122,887 for the purposes of funding this budget. Unanimous.

Town Report

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$2,700 for a total of \$2,700 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for General Government of \$1,696,023. Unanimous.

Police Department

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$2,267,735, General Expenses \$91,818, Capital Outlay \$83,347 for a total of \$2,442,900 for the purposes of funding this budget. Unanimous.

Fire Department

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$354,500, General Expenses \$122,550, Capital Outlay \$30,700, Fire Hydrant Services \$189,000 for a total of \$696,750 for the purposes of funding this budget. Unanimous.

Ambulance Services

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for General Expenses \$60,000 for a total of \$60,000 for the purposes of funding this budget. Unanimous.

Building Commissioner

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$101,800, General Expenses \$4,000 for a total of \$105,800 for the purposes of funding this budget. Unanimous.

Emergency Management

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$3,167, General Expenses \$14,500 for a total of \$17,667 for the purposes of funding this budget. Unanimous.

Animal Control Officer

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for General Expenses \$32,500 for a total of \$32,500 for the purposes of funding this budget. Unanimous.

Tree Warden

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Salaries and Wages (All) \$5,500, General Expenses \$28,400 for a total of \$33,900 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinskaskas to recommend a total for Public Safety of \$3,389,517. Unanimous.

Millbury School Department

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate a total of \$20,549,714 for the purposes of funding this budget. Unanimous.

Blackstone Valley Regional Vocational HS

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate for Annual Operating Assessment \$677,122, Debt Excluded Capital Expenses \$40,620, Salaries (Elected) \$1,928, General Expenses \$500, Agriculture School \$27,000 for a total of \$747,170 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinskaskas to recommend a total for Public Education of \$21,296,884. Unanimous.

Public Works Administration

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$112,319, General Expenses \$16,850 for a total of \$129,169 for the purposes of funding this budget. Unanimous.

Public Works Maintenance and Operations

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$652,798, General Expenses \$39,516 for a total of \$692,314 for the purposes of funding this budget. Unanimous.

Highway

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$220,000, Capital Outlay \$126,000 for a total of \$346,000 for the purposes of funding this budget. Unanimous.

Snow and Ice Removal

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$65,000, General Expenses \$110,000 for a total of \$175,000 for the purposes of funding this budget. Unanimous.

Street Lighting

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$92,000 for a total of \$92,000 for the purposes of funding this budget. Unanimous.

Solid Waste Management

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$103,500 for a total of \$103,500 for the purposes of funding this budget. Unanimous.

Parks and Fields Maintenance

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$19,980, General Expenses \$45,000, Capital Outlay \$5,000 for a total of \$69,980 for the purposes of funding this budget. Unanimous.

Cemeteries

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$14,400, General Expenses \$19,600 for a total of \$34,000 for the purposes of funding this budget. Unanimous.

Municipal Gasoline and Diesel Fuel

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$137,000 for a total of \$137,000 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for Public Works of \$1,778,963. Unanimous.

Board of Health

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$44,146, General Expenses \$67,200 for a total of \$111,346 for the purposes of funding this budget. Unanimous.

Council-on-Aging

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$128,656, General Expenses \$31,250 for a total of \$159,906 for the purposes of funding this budget. Unanimous.

Veterans' Services

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$16,505, General Expenses \$162,535 for a total of \$179,040 for the purposes of funding this budget. Unanimous.

Disability Commission

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$500 for a total of \$500 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for Public Health and Human Services of \$450,792. Unanimous.

Public Library

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$246,162, General Expenses \$100,835, Capital Outlay \$61,000 for a total of \$407,997 for the purposes of funding this budget. Unanimous.

Park Commission

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$1,000, General Expenses \$700 for a total of \$1,700 for the purposes of funding this budget. Unanimous.

Asa Waters Mansion

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$47,197 for a total of \$47,197 for the purposes of funding this budget. Hebert and Noonan opposed, rest for.

Christopher Kennedy: Why are you voting against it?

Steve Hebert: They stated that they would be a self-sustaining unit within a couple of years and this did not happen. I just don't want it to pass unanimously.

Jennifer O'Connell: This is just one position. I don't want to micromanage the budget. If Bob feels it could be run by a part time person, he would change this.

Christopher Kennedy: Is this person getting a 1-1/2% raise?

Jennifer O'Connell: It looks like that.

Steve Hebert: There was a time that an oil spill cleanup charge was billed to the Town. We felt that it should come out of their revolving fund. We lost that battle at Town Meeting.

Steve Noonan: We need something to move them along.

David Cofske: At some point, we need to stop the pay raises.

Historical Commission

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$250 for a total of \$250 for the purposes of funding this budget. Unanimous.

Memorial Day & Veterans Day Observances

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$1,000 for a total of \$1,000 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for Cultural and Recreation of \$458,144. Unanimous.

Debt Service

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Long Term Debt Principal \$2,010,414, Long Term Debt Interest \$478,317, Short Term Debt Interest \$20,000 for a total of \$2,508,731 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for Debt Service of \$2,508,731. Unanimous.

Employee Benefits

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Worcester Regional Retirement System Assessment \$1,513,867, Workers' Compensation Insurance Expenses \$305,000, Unemployment Insurance Compensation Expenses \$40,000, Group Health and HMO Plan Administration Expenses \$10,000, Health Insurance and HMO Expenses-Town \$1,109,029, Health Insurance and HMO Expenses-School \$3,732,572, Group Life Insurance Insurance Expenses-Town \$1,800, Group Life Insurance Insurance Expenses-School \$3,800, Medicare Expenses \$285,000, Inpatient Trust Fund \$25,000 for a total of \$7,026,068 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for Employee Benefits of \$7,026,068. Unanimous.

General and Liability Insurance Expenses

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for General and Liability Insurance Expenses \$415,000 for a total of \$415,000 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for General Insurances of \$415,000. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for General Fund of \$39,020,122. Unanimous.

Enterprise Fund

Sewer Systems Operations and Maintenance

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (All) \$260,712, General Expenses \$339,189, UBWPAD Assessment \$932,143, Sewer Expansion Project Debt Service Assessment \$50,000, Capital Outlay \$305,000 for a total of \$1,887,044 for the purposes of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total for General and Enterprise Funds of \$40,907,166. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to:

Move that the Town will vote to raise the sum of Forty Million Nine Hundred Seven Thousand One Hundred Sixty-Six Dollars (\$40,907,166) necessary to defray the expenses and charges of the Town of Millbury in Fiscal Year 2017, the period of July 1, 2016 through June 30, 2017, including the salaries of Town Officers, costs of public education, debt and interest payments, and providing municipal services; and to authorize the Board of Sewer Commissioners to appropriate the sum of Three Million One Hundred Sixty-Nine Thousand Two Hundred One Dollars (\$3,169,201) from the Fiscal Year 2017 Millbury Sewer Enterprise Fund User Revenue, and to authorize the Board of Sewer Commissioners to raise said Three Million One Hundred Sixty-Nine Thousand Two Hundred One Dollars (\$3,169,201) for the expenses of the Sewer Department, including indirect and debt services costs, and further to meet said appropriation as follows:

- A. Raise and appropriate the sum of Thirty-Seven Million Seven Hundred Six Thousand Three Hundred Eighty-Four Dollars (\$37,706,384);
- B. Transfer the sum of One Million Eight Hundred Eighty-Seven Thousand Forty-Four Dollars (\$1,887,044) from the Fiscal Year 2017 Millbury Sewer Enterprise Fund User Revenue Account for the Sewer Department's operating expenses and charges;
- C. Transfer the sum of Three Hundred Thirty Thousand Two Hundred Forty-Four Dollars (\$330,244) from the Fiscal Year 2017 Millbury Sewer Enterprise Fund User Revenue Account for the indirect costs of the Sewer Department;

- D. Transfer the sum of One Hundred Twenty-Two Thousand Seven Hundred Thirty-Eight Dollars (\$122,738) from the Fiscal Year 2017 Millbury Sewer Enterprise Fund User Revenue Account for debt service costs in the General Fund;
- E. Transfer the sum of Zero Dollars (\$0) from the Millbury Enterprise Retained Earnings Account for Operating expenses and charges;
- F. Transfer the sum of Eight Hundred Twenty Nine Thousand One Hundred Seventy-Five Dollars (\$829,175) from the Fiscal Year 2016 Millbury Sewer Enterprise Fund User Revenue Account for debt service costs in the General Fund;
- G. Transfer the sum of Thirty-One Thousand Five Hundred Eighty-One Dollars (\$31,581) from the Debt Service Accounts to the Budget Line #45, Debt Service Account.

Unanimous.

Jennifer O'Connell: Now that we have voted on everything, we need to appoint someone to the Town Manager Screening Committee. I checked with Jayne and the commitment is about two times a month.

Albert Kupcinkas: Is Tony still interested in being on it?

Jennifer O'Connell: He did say that he could take this on.

Motioned by Kupcinkas, seconded by Cofske to appoint Antony Khalife to the Town Manager Screening Committee. O'Connell abstained, rest for.

Jennifer O'Connell: I will adjust the Warrant with what was voted on tonight and e-mail it to everyone.

Motioned by Kupcinkas, seconded by Hebert to adjourn at 8:20 p.m. Unanimous.

Jennifer O'Connell

Albert P. Kupcinkas

Don Jones

[Signature]

Stephen Moran

Antony Khalife

D Hebert