

FINANCE COMMITTEE  
Minutes

Date: April 2, 2018

Time: 7:00 p.m.

Present: Noonan, O'Connell, Cofske, Kupcinkas, Kuphal

Absent: Kennedy, Khalife

Meeting called to order at 7:25 p.m.

Motioned by Kupcinkas, seconded by Noonan to accept the minutes of March 26, 2018 as written. Unanimous.

Jen O'Connell: Jayne is currently making copies of the Warrant so that we can discuss it.

Motioned by Kupcinkas, seconded by Noonan to open the Public Hearing at 7:26 p.m. Roll Call Vote: Noonan, yes, Cofske, yes, Kupcinkas, yes, Kuphal, yes and O'Connell, yes.

Jen O'Connell: We haven't voted on the Warrant yet. We have started voting the budget but held on to voting the schools and a couple of other budgets because we needed more information.

Motioned by Kupcinkas, seconded by Noonan to close the Public Hearing at 7:28 p.m. Roll Call: Noonan, yes, Cofske, yes, Kupcinkas, yes, Kuphal, yes, and O'Connell, yes.

Jayne Davolio handed out the Annual Town Meeting Warrant to the Committee

Jayne Davolio: There is more information in the Warrant this year. There are a few wording changes that need to be made. Article 6 needs to have the percentages put into the article. Article 7 needs a wording change. Article 20 will be amended on the Town Meeting Floor. You can recommend deferring this article. There are By-law changes and Citizen's petitions. There is a section that was added to include the rules for Town Meeting.

Jen O'Connell: We can either start voting the Warrant or go back and finish the budget.

Dave Marciello: I just want to give an update on what I found concerning the Asa Waters Mansion oil spill. I have officially heard back from the DEP and they confirmed that the ASA Waters Oil Spill is not a closed file. To the contrary, the DEP informed me that the case is "still an open file which is currently categorized as in stage 5". (I cannot explain what "stage 5" means, but that is where we are). I asked the DEP what the next steps are and what we are obligated to do. They explained to me that we are current on all filings to date and likewise for all invoice payments to date as well. However, we are

scheduled to be invoiced over the summer and we will be further required to file more documentation through our environmental company of record: Parker Environmental. I was informed that the invoice for the next round of filings over the summer will be approximately \$1,000. However, the \$1,000 was simply the cost payable to the DEP; it does not include any costs associated with Parker Environmental's work-product associated with this next filing. Now, this is where the scenario comes full circle: Last summer Parker Environmental approached me and informed me that this summer (FY19) we were scheduled to do more filings with the DEP and that I should budget in FY19 for said requirements. I was informed at that time to budget \$25,000 for this undertaking. During this budget cycle I was told by various persons / committees / boards etc. That the oil spill file was closed and that we had documentation to that effect. To do my due diligence, I researched / reviewed all documentation that is in every department – including the BOS, Planning, ConsCom, Asa Waters, BOH . What I found was that there was no indication at all that the case is closed. Moreover, I have spoken to the DEP and they indicate to the contrary that it is very much an open file and we are required to complete more filing through our environmental firm of record: Parker Environmental. As previously noted, last year Parker Environmental gave me notice that they anticipated to do more filing this summer (FY19) at a budget of \$25,000 – which I put in this year's operating budget.

Jen O'Connell: Where is the \$25,000 now?

Dave Marciello: I moved it to the ASA Waters budget.

**Public Works Maintenance and Operations:**

Motioned by Kupcinkas, seconded by Noonan to reconsider the previous vote on this budget.

Unanimous. Motioned by O'Connell, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (all) \$666,912, General Expenses \$27,500 for a total of \$694,412 for the purpose of funding this budget. Unanimous.

Motioned by O'Connell, seconded by Kupcinkas to recommend a total for Public Works of \$1,754,147. Unanimous.

**ASA Waters Mansion:**

Motioned by O'Connell, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (all) \$51,300, General Expenses \$25,000, Capital Outlay \$7,840 for a total of \$84,140 for the purpose of funding this budget. Unanimous.

Jen O'Connell: We will hold voting on the Library until next week. Some members, that could not be here tonight, had questions on this budget.

**Animal Control:**

Motioned by O'Connell, seconded by Kupcinkas to recommend to raise and appropriate for General Expenses \$30,000 for a total of \$30,000 for the purpose of funding this budget. Unanimous.

**Treasurer/Collector:**

Steve Noonan: I do not feel that the increase in salaries is justified.

Jen O'Connell: The \$1,500 raise does not seem high.

Steve Noonan: She received a large increase last year.

Andrew Vanni: We had to add hours to the clerk to allow for the weekly payroll. We had decreased the hours because we had gone to a bi-weekly payroll. Some unions were against this and we had to go back to the weekly payroll on those.

Dave Marciello: The position was originally a 35 hour position. It went to 18 and we would like to increase it to 28.

Steve Noonan: How many people do you process payroll for?

Dave Marciello: This affects about 50 people.

Andrew Vanni: The sewer bills will be going out quarterly soon. This will increase the workload.

Jen O'Connell: Who does the sewer bills now?

Dave Marciello: The Treasurer/Collector's office processes the payments. With quarterly billing it will be easier to collect the money.

Dave Cofske: Is there a charge to pay this on-line?

Dave Marciello: Only if you use a credit card.

Jen O'Connell: The additional hours are for payroll? There was a large increase last year. Why is there 60 hours of overtime?

Dave Marciello: This is during the peak season. She breaks down her numbers by what she had historically used. We also have some arbitration going on.

Motioned by Cofske, seconded by Kupcinkas to recommend to raise and appropriate for Salaries and Wages (all) \$192,124, General Expenses \$63,835 for a total of \$255,959 for the purpose of funding this budget. Noonan opposed, rest for.

Dave Marciello: If you have questions on any of the other budgets, I can try to get the answers for you.

Jen O'Connell: We will go over the Warrant tonight to see if we have any questions. We will be voting on it next week.

Dave Marciello: I want to give as much public accolade to the Town Clerk for all her hard work in putting the Warrant together for us.

Jen O'Connell went over the Warrant.

#### Article 3: \$1.1 Million BAN

Dave Marciello: This is a BAN within the levy limit. It is in the Capital Plan for paving. It will include the parking lot at the Senior Center. It will be paid within 10 years. I am hoping to pay it off early.

#### Article 4: Capital Improvement Projects

Jen O'Connell: We historically vote this individually. Do we vote this as one amount?

Jayne Davolio: Yes, you would vote it as the one dollar amount from the chart.

Jen O'Connell: Are we getting any money from the Mall towards the TIP project?

Dave Marciello: I haven't had a chance to speak to them.

Jen O'Connell: I thought we were going to use some of the Revolving Fund money from the Transfer Station to pay for the roll-off trailer.

Dave Marciello: The money, at this time, can only be used to dispose of CRT's, construction materials or furniture. We will be changing the wording on the Revolving Fund at this meeting, but it will not go into effect until next year.

Jen O'Connell: You are asking for an override in this Warrant.

Dave Marciello: We need to change our bottom line. With this override, we in essence change our bottom line, so we can cover our budgets in future years.

Kevin Kuphal: How long before you ask for another override. People are not going to look at the dollar amount, just the fact that you are asking for an override.

Steve Noonan: We will be looking at a new school in a couple of years.

Jen O'Connell: That would be a debt exclusion. We also need to understand that we have a rising senior population that we need to take care of.

Kaye Peltier: Twenty- Eight percent of Millbury's population is 60 or over.

Jen O'Connell went over the rest of the Warrant.

Jen O'Connell: We also need the wording at the end of the budget. We need to vote on that.

Dave Marciello: If you send us a copy of what you are looking for, we will work on it.

Jen O'Connell: Our next meeting is Monday, April 9, 2018 at 7:00 p.m. We will complete our voting of the budget and the Warrant. We do need to schedule another meeting next week. The Board of Selectmen are approving the Special Town Meeting Warrant on Tuesday night.

Additional meeting scheduled for Wednesday, April 11, 2018 at 6:30 p.m.

Dave Marciello: The Special Town Meeting Warrant will be for prior year bills and current year issues. These should not be included in the regular Town Meeting Warrant. We are doing it the correct way this year.

Motioned by Kupcinkas, seconded by Noonan to adjourn at 8:50 p.m. Unanimous.

*Jen O'Connell*  
*Albert P. Kupcinkas*

*Stephen Noonan*  
*Dave Marciello*

*[Signature]*