

## FINANCE COMMITTEE

## Minutes

Date: April 25, 2011

Time: 7:00 p.m.

Present: O'Connor, Kupcinkas, Bartosiewicz, Girard, Gauthier, Hebert

Absent: None

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

Motioned by Kupcinkas, seconded by Gauthier to accept the minutes of April 19, 2011 as written.  
Unanimous.

Michael O'Connor: I handed out a draft of the Finance Committee letter and a draft of the Warrant with our recommendations.

**Michael O'Connor went over the draft letter for the Finance Committee**

Michael O'Connor: The Town Manager made a few adjustments to his original budget. The budget in total with the Enterprise Fund is \$35,004,949.50. Brian furnished us with the wording at the end of Article 4.

**BUDGET RECOMMENDATIONS**

Town Moderator:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$200.00 for Salaries and Wages All for a total of \$200.00 for the purpose of funding this budget. Unanimous.

Board of Selectmen:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$16,800.00 for Salaries and Wages All, \$1,250.00 for General Expenses for a total of \$18,050.00 for the purpose of funding this budget. Unanimous.

Town Manager:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$172,707.00 for Salaries and Wages All, \$14,800.00 for General Expenses for a total of \$187,507.00 for the purpose of funding this budget. Unanimous.

Finance Committee:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$1,100.00 for Salaries and Wages All, \$400.00 for General Expenses for a total of \$1500.00 for the purpose of funding this budget. Unanimous.

Reserve Fund:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$75,000.00 for Reserve Fund for a total of \$75,000.00 for the purpose of funding this budget. Unanimous.

Finance Director/Town Accountant:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$123,500.00 for Salaries and Wages All, \$4,295.00 for General Expenses for a total of \$127,795.00 for the purpose of funding this budget. Unanimous.

Town Audit:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$27,500.00 for General Expenses for a total of \$27,500.00 for the purpose of funding this budget.

Donald Gauthier: Is this the last year of the contract?

Michael O'Connor: This is the second year. It was just negotiated last year.

Vote on the motion: Unanimous.

Board of Assessors:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$119,827.00 for Salaries and Wages All, \$8,777.00 for General Expenses for a total of \$128,604.00 for the purpose of funding this budget. Unanimous.

Treasurer/Collector:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$153,778.00 for Salaries and Wages All, \$60,003 for General Expenses for a total of \$213,781.00 for the purpose of funding this budget. Unanimous.

Town Counsel:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$110,000.00 for General Expenses for a total of \$110,000.00 for the purpose of funding this budget. Unanimous.

Town Hall Computer Operations:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$113,660.00 for General Expenses, \$39,000.00 for Capital Outlay for a total of \$152,660.00 for the purpose of funding this budget. Unanimous.

**Town Clerk:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$108,973.00 for Salaries and Wages All, \$34,534.00 for General Expenses for a total of \$143,507.00 for the purpose of funding this budget. Unanimous.

**Elections and Registrars:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$9,195.00 for Salaries and Wages All, \$12,232.00 for General expenses for a total of \$21,427.00 for the purpose of funding this budget. Unanimous.

**Conservation Commission:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$27,528.00 for Salaries and Wages All, \$1,775.00 for General Expenses for a total of \$29,303.00 for the purpose of funding this budget. Unanimous.

**Planning Board:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$36,206.00 for Salaries and Wages All, \$2,250.00 for General Expenses for a total of \$38,456.00 for the purpose of funding this budget. Unanimous.

**Board of Appeals:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$1.00 for General Expenses for a total of \$1.00 for the purpose of funding this budget. Unanimous.

**Town Planner:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$60,319.00 for Salaries and Wages All, \$1,800.00 for General Expenses for a total of \$62,119.00 for the purpose of funding this budget. Unanimous.

**Redevelopment Authority:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$1.00 for Capital Outlay for a total of \$1.00 for the purpose of funding this budget. Unanimous.

**Town Hall:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$43,491.00 for Salaries and Wages All, \$97,750.00 for General Expenses for a total of \$141,241.00 for the purpose of funding this budget. Unanimous.

**Town Report:**

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$2,800.00 for General Expenses for a total of \$2,800.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend a total of \$1,481,452.00 for Total General Government. Unanimous.

Police Department:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$1,775,371.44 for Salaries and Wages All, \$74,844.00 for General Expenses, \$66,500.00 for Capital Outlay for a total of \$1,916,715.44 for the purpose of funding this budget. Gauthier opposed, rest for.

Fire Department:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$328,162.00 for Salaries and Wages All, \$98,190.00 for General Expenses, \$10,000.00 for Capital Outlay, \$173,000.00 for Fire Hydrant Expenses for a total of \$609,352.00 for the purpose of funding this budget. Unanimous.

Ambulance Services:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$78,000.00 for General Expenses for a total of \$78,000.00 for the purpose of funding this budget. Unanimous.

Building Inspector:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$66,500.00 for Salaries and Wages All, \$2,500.00 for General Expenses for a total of \$69,000.00 for the purpose of funding this budget. Unanimous.

Plumbing/Gas Inspector:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$18,334.00 for Salaries and Wages All, \$500.00 for General Expenses for a total of \$18,834.00 for the purpose of funding this budget. Unanimous.

Sealer of Weights and Measures:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$1.00 for General Expenses for a total of \$1.00 for the purpose of funding this budget. Unanimous.

Electrical Inspector:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$15,600.00 for Salaries and Wages All, \$900.00 for General Expenses for a total of \$16,500.00 for the purpose of funding this budget. Unanimous.

Emergency Management:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$4,000.00 for General Expenses for a total of \$4,000.00 for the purpose of funding this budget. Unanimous.

Animal Control Officer:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$27,000.00 for General Expenses for a total of \$27,000.00 for the purpose of funding this budget. Unanimous.

Tree Warden:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$5,000.00 for Salaries and Wages All, \$23,500.00 for General Expenses for a total of \$28,500.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend \$2,767,902.44 for total Public Safety. Gauthier opposed, rest for.

Millbury School Department:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate a total of \$17,395,504.00 for the purpose of funding this budget. Unanimous.

Blackstone Valley Regional Vocational HS:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$640,474.00 for Annual Operating Assessment, \$51,152.00 for Debt Excluded Capital Expenses, \$1,928.00 for Salaries Elected, \$500.00 for General Expenses, for a total of \$694,054.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend \$18,089,558.00 for Total Public Education. Unanimous.

Public Works Administration:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$131,856.00 for Salaries and Wages All, \$5,830.00 for General Expenses for a total of \$137,686.00 for the purpose of funding this budget. Unanimous.

Public Works Maintenance and Operations:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$570,769.00 for Salaries and Wages All, \$9,900.00 for General Expenses, \$1,000.00 for Capital Outlay for a total of \$581,669.00 for the purpose of funding this budget. Unanimous.

Highway:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$197,700.00 for General Expenses, \$164,000.00 for Capital Outlay for a total of \$361,700.00 for the purpose of funding this budget. Unanimous.

Snow and Ice Removal:

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate \$55,000.00 for Salaries and Wages All, \$105,000.00 for General Expenses for a total of \$160,000.00 for the purpose of funding this budget. Unanimous.

Street Lighting:

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate \$92,000.00 for General Expenses for a total of \$92,000.00 for the purpose of funding this budget. Unanimous.

Solid Waste Management:

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate \$77,100.00 for General Expenses, \$2,000.00 for Capital Outlay for a total of \$79,100.00 for the purpose of funding this budget. Unanimous.

Highway, Cemeteries, Parks & Fields Maintenance:

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate \$19,980.00 for Salaries and Wages All, \$40,200.00 for General Expenses, \$14,500.00 for Capital Outlay for a total of \$74,680.00 for the purpose of funding this budget. Unanimous.

Cemeteries:

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate \$17,620.00 for Salaries and Wages All, \$11,900.00 for General Expenses, \$6,500.00 for Capital Outlay for a total of \$36,020.00 for the purpose of funding this budget. Unanimous.

Municipal Gasoline and Diesel Fuel:

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate \$155,000.00 for General Expenses for a total of \$155,000.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinskaskas to recommend \$1,677,855.00 for Total Public Works. Unanimous.

Board of Health:

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate \$43,855.00 for Salaries and Wages All, \$67,500.00 for General Expenses for a total of \$111,355.00 for the purpose of funding this budget. Unanimous.

Human Services:

Motioned by Hebert, seconded by Kupcinskaskas to recommend to raise and appropriate a total of -0- for the purpose of funding this budget. Unanimous.

Council-on-Aging:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$112,666.00 for Salaries and Wages All, \$32,450.00 for General Expenses for a total of \$145,116.00 for the purpose of funding this budget. Unanimous.

Veterans' Services:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$15,369.00 for Salaries and Wages All, \$62.00 for General Expenses, \$130,000.00 for Veterans' Benefits for a total of \$145,431.00 for the purpose of funding this budget. Unanimous.

Disability Commission:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$500.00 for General Expenses for a total of \$500.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend \$402,402.00 for Total Public Health and Human Services. Unanimous.

Public Library:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$202,165.00 for Salaries and Wages All, \$96,481.00 for General Expenses, \$61,000.00 for Capital Outlay for a total of \$359,646.00 for the purpose of funding this budget. Unanimous.

Park Commission:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$2,000.00 for Salaries and Wages All, \$700.00 for General Expenses for a total of \$2,700.00 for the purpose of funding this budget. Unanimous.

Asa Waters Mansion:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$44,029.00 for Salaries and Wages All for a total of \$44,029.00 for the purpose of funding this budget.

Donald Gauthier: I think the salary should be cut in half.

Michael O'Connor: That is up to the Town Manager.

Vote on the motion: Gauthier and Girard opposed, rest for. Motion carries.

Historical Commission:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$400.00 for General Expenses for a total of \$400.00 for the purpose of funding this budget. Unanimous.

Memorial Day and Veterans Day Observances:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$1,000.00 for General Expenses for a total of \$1,000.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend \$407,775.00 for Total Cultural and Recreation. Gauthier and Girard opposed, rest for. Motion carries.

Debt Service:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$1,699,958.33 for Long-Term Debt-Principal, \$791,376.73 for Long-Term Debt-Interest, \$20,000.00 for Short-Term Debt Interest for a total of \$2,511,335.06 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend \$2,511,335.06 for Total Debt Service. Unanimous.

Employee Benefits:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$960,336.00 for Worcester Regional Retirement System Assessment, \$131,000.00 for Workers' Compensation Insurance Expenses, \$65,000.00 for Unemployment Insurance Compensation Expenses, \$10,000.00 for Group Health and HMO Plan Administration Expenses, \$1,089,442.00 for Health Insurance and HMO Expenses-Town, \$3,425,318.00 for Health Insurance and HMO Expenses-School, \$1,760.00 for Group Life Insurance Insurance Expenses-Town, \$3,600.00 for Group Life Insurance Insurance Expenses-School, \$30,000.00 for Inpatient Trust Fund, \$250,000.00 for Medicare Expenses for a total of \$5,966,456.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend \$5,966,456.00 for Total Employee Benefits. Unanimous.

General and Liability Insurance Expenses:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$335,000.00 for General and Liability Insurance Expenses for a total of \$335,000.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend \$335,000.00 for Total General Insurances. Unanimous

Motioned by Hebert, seconded by Kupcinkas to recommend \$33,639,735.50 for Total General Fund. Gauthier, Girard opposed, rest for.

Sewer Systems Operations & Maintenance:

Motioned by Hebert, seconded by Kupcinkas to recommend to raise and appropriate \$244,850.00 for Salaries and Wages All, \$323,116.00 for General Expenses, \$670,986.00 for UBWPAD Assessment,

\$50,000.00 for Sewer Expansion Project Debt Service Assessment, \$75,355.00 for Capital Outlay for a total of \$1,364,307.00 for the purpose of funding this budget. Unanimous.

Motioned by Hebert, seconded by Kupcinkas to recommend \$35,004,042.50 for Total General & Enterprise Funds.

Brian Turbitt: You should really vote with whole dollars for a total.

Hebert rescinds his motion. Kupcinkas rescinds his second.

Motioned by Hebert, seconded by Kupcinkas to recommend \$35,004,043.00 for Total General & Enterprise Funds. Gauthier, Girard opposed, rest for.

Motioned by Hebert, seconded by Kupcinkas to:

Move that the Town will vote to raise the sum of Thirty Five Million Four Thousand Forty Three Dollars (\$35,004,043.00) necessary to defray the expenses and charges of the Town of Millbury in Fiscal Year 2012, the period of July 1, 2011 through June 30, 2012, 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 Two Million Five Hundred Eighty Three Thousand Seven Hundred Eighty One Dollars (\$2,583,781.00) from the Fiscal Year 2012 Millbury Sewer Enterprise Fund User Revenue, and to authorize the Board of Sewer Commissioners to raise said Two Million Five Hundred Eighty Three Thousand Seven Hundred Eighty One Dollars (\$2,583,781.00) 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 Three Million Four Hundred Eight Thousand Six Hundred Seventy Two Dollars (\$33,408,672.00);
- B. Transfer the sum of One Million Three Hundred Sixty Four Thousand Three Hundred Eight Dollars (\$1,364,308.00) from the Fiscal Year 2012 Millbury Sewer Enterprise Fund User Revenue Account for the Sewer Department's operating expenses and charges;
- C. Transfer the sum of Two Hundred Sixty Eight Thousand One Hundred Seventy Nine Dollars (\$268,179.00) from the Fiscal Year 2012 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 Seventy Eight Dollars (\$122,078.00) from the Fiscal Year 2012 Millbury Sewer Enterprise Fund User Revenue Account for debt services costs in the General Fund;
- E. Transfer the sum of Three Hundred Thousand Dollars (\$300,000.00) from the Millbury Sewer Stabilization for Sewer Debt Service Account for debt service costs in the General Fund;
- F. Transfer the sum of Five Hundred Twenty Nine Thousand Two Hundred Sixteen Dollars (\$529,216.00) from the Fiscal Year 2012 Millbury Sewer Enterprise Fund User Revenue Account for debt service costs in the General Fund;

G. Transfer the sum of Seventy Five Thousand Eight Hundred Ninety Eight Dollars (\$75,898.00) from the Reserve for Debt Service Account to the Budget Line #52, Debt Service Account.

Vote on the motion: Unanimous.

Article 18-Brierly Pond Dam

Michael O'Connor: I suggested that the Town Manager and the DPW Director get together with the Ponds & Lakes Commission concerning this. I was told that Mr. McGarry went through the whole permitting process on this. When I approached Mr. Spain on this, he would not give me a figure on this.

Motioned by Gauthier, seconded by Girard to recommend that Article 18 be indefinitely postponed. Unanimous.

**Discussion was held on the ASA Waters Oil Contamination article from the Worcester Telegram**

Donald Gauthier: We have been asking for this information from the Town Manager.

Steven Hebert: I remember asking about this for several years.

Donald Gauthier: I could not believe how much detailed information was in the paper.

Michael O'Connor: We only have one article left to vote and that depends on what happens with the election tomorrow night. Our next meeting will be held on Monday, May 16, 2011.

Motioned by Gauthier, seconded by Girard to adjourn at 8:10 p.m. Unanimous.