

Finance Committee Meeting

April 13, 2011 7:30 PM
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Chris Smith, Chairman
Craig Schultze, Vice Chairman
Jennifer Soule, Clerk
Rick Manburg
Richard Molloy
Jim Smith
Susan Vecchi
Charles Aspinwall, Town Administrator
Charles Vecchi, Board of Selectmen
Jeff Butensky, Community Preservation Committee
Trisha Perry, Library Director
Beverly Temple, Library Trustee

Chris Smith called the meeting to order at 7:33 PM

Community Preservation Committee: CPC Budget & Braun Land:

Jeff Butensky:

Approximately \$160,000.00 has been expended so far this year; approximately \$370,000.00 CPA funds are remaining. The estimated revenues in FY12 are \$106,455.00. Article #37 Environment Assessment of the Braun Land: This would test for contamination before the land would be purchased. The bid has been awarded to CEI for \$4,600.00, this article would allow CEI to proceed with the environmental work. The property will be strictly used for recreation use such as a walkway along the river bank, canoe launches, etc. There would be limited change to the natural environment. It is approximately 6.7 acres. The estimated property value is \$160,000.00. Article #53 Oak Grove Farmhouse Restoration: \$6,000.00 will allow the project to be complete.

Craig Schultz made a motion to recommend funding of Article #36 CPC Budget as follows:

Administrative Expenses:	\$ 6,653.00
Historic Resources Reserve:	\$13,307.00
Community Housing Reserve:	\$13,307.00
Open Space Reserve:	\$13,307.00
Budgeted Reserves:	\$80,000.00

Susan Vecchi seconded. Vote: 7/0, motion carries.

Craig Schultze made a motion to recommend funding Article #37 Environment Assessment – Braun Land in the amount of \$6,860.00; Susan Vecchi seconded. Vote: 7/0, motion carries.

Craig Schultze made a motion to recommend funding Article #53 Oak Grove Farmhouse Restoration in the amount of \$6,000.00; Susan Vecchi seconded. Vote: 7/0, motion carries.

FY12 Base Operating Budget Review/Recommendation:

Charles Aspinwall:

The Operating Budget presented includes the deficit reductions. The total amount of the Operating Budget is \$23,637,465.60. With the numbers the State has reported there will be an additional deficit of approximately \$4,600.00; this deficit should be absorbed in the FY12 receipts. The following is what departments have requested and the Town Administrator's recommendations:

General Government:	Request: \$ 5,202,571.50	Recommendation: \$ 5,004,800.75
Public Safety:	Request: \$ 2,687,335.71	Recommendation: \$ 2,658,796.55
Millis Schools:	Request: \$12,190,492.00	Recommendation: \$11,731,343.00
Tri-County School:	Request: \$ 424,062.00	Recommendation: \$ 424,062.00
Public Works – General:	Request: \$ 845,252.68	Recommendation: \$ 832,252.68
Public Works – Sewer:	Request: \$ 934,346.44	Recommendation: \$ 934,346.44
Public Works – Water:	Request: \$ 871,376.65	Recommendation: \$ 871,376.65
Health and Human Services:	Request: \$ 184,078.68	Recommendation: \$ 177,939.68
Culture and Recreation:	Request: \$ 365,686.00	Recommendation: \$ 342,576.70
Debt Services:	Request: \$ 659,971.15	Recommendation: \$ 659,971.15

Richard Molloy made a motion to recommend funding Line #1 General Budget in the amount of \$5,004,800.75; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding Line #2 Public Safety in the amount of \$2,658,796.55; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding Line #3 Millis Schools in the amount of \$11,731,343.00; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding Line #4 Tri-County School in the amount of \$424,062.00; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding Line #5 Public Works - General in the amount of \$832,252.68; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding Line #6 Public Works - Sewer in the amount of \$934,346.44; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding Line #7 Public Works - Water in the amount of \$871,376.65; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding Line #8 Health and Human Services in the amount of \$177,939.68; Jennifer Soule seconded. Vote: 7/0, motion carries.

The Library is requesting eight additional hours for staff if the override passes and five additional hours for the Director. The Committee reiterated: If the override passes the numbers will only change for the departments affected by the deficit cuts. The override does not include additional staff or hours. The Board of Selectmen/Town Administrator's FY09 Budget was \$266,233.72 the recommended FY12 Budget is \$226,291.17; there have been significant cuts in this department. The Library's FY09 Budget was 293,645.86 the recommended FY12 Budget is \$314,262.70; the Library's Budget has grown where other department's have not. The Library's Budget was not impacted by the deficit cuts and will not be

impacted by the passing of the override. The Library is mandated to be open twenty six hours a week and it is open over forty hours a week

Richard Molloy made a motion to recommend funding Line #9 Culture and Recreation in the amount of \$342,576.70; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding Line #10 Debt Services in the amount of \$659,971.15; Jennifer Soule seconded. Vote: 7/0, motion carries.

Richard Molloy made a motion to recommend funding total Operating Budget in the amount of \$23,637,465.60; Jennifer Soule seconded. Vote: 7/0, motion carries.

Warrant Article Review/Recommendations:

Article #3 FY11 Additional Expenses: \$218,030.00

This Article will be funded through the Stabilization Fund.

Craig Schultze made a motion to recommend funding of Article #3 in the amount \$218,030.00; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #5 Personnel Plan Amendments:

Town Counsel has reviewed and the amendments will abide by FLSA rules. Salaried employees pay must be presented as a salary not hourly. The Public Health Nurse has been changed from salary to hourly. A vendor is conducting a salary and stipend survey of surrounding towns; the results will not be finalized for the May Town Meeting.

Craig Schultze made a motion to recommend Article #5 Personnel Plan Amendments as written; Richard Molloy seconded. Vote: 7/0, motion carries.

Article #6 Non Union Employee Wage Increases (2%): \$ 33,000.00

Craig Schultze made a motion to recommend funding of Article #6 in the amount \$33,000.00; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #8 Unemployment: \$ 42,000.00

In order to cover the Fire Department's delay in the collection of bills due to the software problems with billing the funds will not be in before Town Meeting. Funds will be set aside to cover unemployment expenses at the November Town Meeting.

Craig Schultze made a motion to recommend funding of Article #8 in the amount \$42,000.00; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #12 VMB Façade Improvements: \$ 50,000.00

Craig Schultze made a motion to recommend funding of Article #12 in the amount \$50,000.00; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #13 Fire Department Equipment (Chief's Vehicle): \$ 39,000.00

Craig Schultze made a motion to dismiss Article #13; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #15 Chapter 90 Road Funds Amendment:

Craig Schultze made a motion to reconsider Article #15; Susan Vecchi seconded. Vote: 7/0 motion carries.

Craig Schultze made a motion to recommend approval of Article #15 in the amount \$280,913.00; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #21 Stormwater Management: \$ 65,000.00

The notice of intent has been filed with the EPA; the plan will be filed after ninety days.

Craig Schultze made a motion to recommend funding of Article #21 in the amount \$65,000.00; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #22 Tree Nursery Phase II: \$ 25,000.00

This article would be used to clear more land for street sweepings and catch basin cleaning debris. Soil and wood chips are distributed in the cleared area and a tree farm is grown rather than disposing the street sweepings and catch basin cleaning debris in a landfill.

Craig Schultze made a motion to dismiss Article #22; Jim Smith seconded. Vote: 7/0, motion carries.

Article #23 Fund Deficits

Craig Schultze made a motion to dismiss Article #23; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #38 Board of Health Appointing Authority:

Craig Schultze made a motion of approve Article #38 authorizing the Board of Health to appoint any of its members to another town office or position for which it has appointing authority; Jenn Soule seconded. Vote: 7/0, motion carries.

Article #40 Zoning Map Change:

Craig Schultze made a motion of approve Article #40 changing the zoning district classification of parcel of land as shown on Assessor's map number 24 parcel 22 by including the parcel in the Millis Center Economic Opportunity Overlay district East zone; Susan Vecchi seconded. Vote: 7/0, motion carries.

The Planning Board has recommended adopting this change to the Zoning By Laws.

Article #41 V-B District Zoning Changes:

Craig Schultze made a motion of approve Article #41 as written; Susan Vecchi seconded. Vote: 7/0 motion carries.

The Planning Board has recommended adopting this change to the Zoning By Laws.

Article #42 Repurchase Cemetery Lots:

Craig Schultze made a motion to dismiss Article #42; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #43 Land Classification Dyer Street Triangle:

The intent was to expand the cemetery using the five acre triangle near Dyer Street and name it after Mr. Himmelfarb – the plans are not quite ready to do so.

Craig Schultze made a motion to dismiss Article #43; Susan Vecchi seconded. Vote: 7/0, motion carries.

Article #44 Purchase of Dewey Land: \$300,000.00

This article would purchase the 5.3 acre piece of land at the corner of Exchange Street. The Town would sell two Town owned lots and use the funds to purchase the Dewey Land. The rest would be borrowed or paid for by the CPA.

A vote was postponed.

Article #45 Keogh Land Gift in Lieu of Taxes: (\$ 1,170.00)

At the corner of Acorn Street and Farm Street there is a small piece of land that has been offered to the Town in lieu of one year's taxes that are due. This area could be used as a collection point for stormwater regulations in the future.

Craig Schultze made a motion of accept Article #45; Susan Vecchi seconded. Vote: 7/0 motion carries.

Articles #46 Senior Citizen Low Income Tax Deferral & #47 Senior Citizen Property Tax Abatement:

Recommendations of these articles will be made at Pre-Town Meeting on May 4, 2011 depending on the outcome of the override vote.

Article #48 Fund Firefighter Contract Settlement:

The contract has not been settled.

Article #49 Fund Police Contract Settlement:

The contract has not been settled.

Article #50 Fund Dispatch Contract Settlement:

The contract has not been settled.

Article #51 Fund DPW AFSCME Contract Settlement:

The contract has not been settled but may be settled by Town Meeting.

Warrant Article Assignments:

Chris Smith:	Article #3 – 8
Jim Smith:	Article #9 – 14
Rick Manburg:	Article #15 – 20
Susan Vecchi:	Article #21 – 27
Jennifer Soule:	Article #28 – 35
Craig Schultze:	Article #36 – 41
Richard Molloy:	Article #42 – 47
Peter Jurmain:	Article #48 – 50
John Burns:	Article #51 – 53

Old Business/New Business:

Charles Aspinwall:

The estimated FY12 Local Aid Estimates are as follows:

Governor's Budget:	\$5,442,472.00
House Ways & Means Budget:	\$5,449,533.00

The estimated FY12 Charter Tuition Reimbursements are as follows:

Governor's Budget:	\$ 1,952.00
House Ways & Means Budget:	\$ 13,044.00

The estimated FY12 Police Career Incentives are as follows:

Governor's Budget:	\$ 4,031.00
House Ways & Means Budget:	\$ 0.00

The FY12 Local Aid Assessments are as follows:

Governor's Budget:	\$ 329,439.00
House Ways & Means Budget:	\$ 340,367.00

The new website will go live on June 1, 2011. The Finance Committee Meeting Minutes will be posted on the new website. Next week's meeting has been cancelled.

Upcoming Meeting Schedule

April 27, 2011 7:30 PM
Veterans Memorial Building, Room 229

May 4, 2011 7:30 PM – Public Hearing
Veterans Memorial Building, Room 229

May 9, 2011 6:30 PM – Pre-Town Meeting
Millis High School Teacher's Cafeteria

May 9, 2011 7:30 PM – Town Meeting
Millis High School Auditorium

Minutes Approval:

Susan Vecchi made a motion to accept the April 6, 2011 meeting minutes as written; Jennifer Soule seconded. Vote: 7/0 motion carries.

Adjourn:

Craig Schultze made a motion to adjourn the meeting at 9:23 PM; Jim Smith seconded. Vote 7/0 motion carries

Respectfully submitted,
Deirdre Gilmore