

Finance Committee Meeting

May 4, 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
John Burns
Rick Manburg
Richard Molloy
Jim Smith
Susan Vecchi
Charles Aspinwall, Town Administrator
Charles Vecchi, Board of Selectmen
Nancy Gustafson, School Superintendent
David Baker, School Committee

Chris Smith called the meeting to order at 7:32 PM

Invoice Payment Approval:

Chris Smith:

Approve invoice for Annual Town Warrant printing:

Craig Schultze made a motion to approve the invoice for Our Town Publishing in the amount of \$2,900.00; Susan Vecchi seconded. Vote: 8/0, motion carries

Warrant Article Recommendations and Funding:

Article #17 Crestview Drive and Klifford Circle Improvements: \$ 385,978.00

The entire project cost, including a 10% contingency, is \$412,978.00. The Town has already appropriated \$27,000.00. There is sufficient funding in the cell tower account to pay for the associated borrowing.

Rick Manburg made a motion to recommend funding Article #17 through Borrowing in the amount of \$385,978.00; Jim smith seconded. Vote: 8/0, motion carries.

Article #4 Unpaid Bills: \$ 788.00

Craig Schultze made a motion to recommend funding Article #4 with Free Cash in the amount of \$788.00; John Burns seconded. Vote: 8/0, motion carries.

Article #16 Road Resurfacing, Reconstruction and Drainage Improvements: \$ 100,000.00
Rick Manburg made a motion to dismiss Article #16; Susan Vecchi seconded. Vote: 8/0, motion carries.

Article #46 Senior Citizens Property Tax Deferral:
Rich Molloy made a motion to dismiss Article #46; Jim Smith seconded. Vote: 8/0, motion carries.

Article #47 Senior Citizens Property Tax Exemption:
Susan Vecchi made a motion to dismiss Article #47; Jennifer Soule seconded. Vote: 8/0, motion carries.

Article #52 Stabilization Fund
Susan Vecchi made a motion to dismiss Article #52; John Burns seconded. Vote: 8/0, motion carries.

Article #35 Special Education Vehicle Replacement: \$ 48,000.00
Craig Schultze made a motion to dismiss Article #35, Susan Vecchi seconded. Vote: 8/0, motion carries.

Article #33 New Pick-up Truck: \$ 27,000.00
Craig Schultze made a motion to dismiss Article #33, Rich Molloy seconded. Vote: 8/0, motion carries.

Article #32 Middle/High School Kitchen Equipment: \$ 17,000.00
Craig Schultze made a motion to dismiss Article #32, Susan Vecchi seconded. Vote: 8/0, motion carries.

Article #30 Wireless Network Infrastructure: \$ 35,000.00
Craig Schultze made a motion to dismiss Article #30, Susan Vecchi seconded. Vote: 8/0, motion carries.

Article #29 Clyde Brown Library Carpet Replacement and Painting: \$ 60,000.00
Craig Schultze made a motion to dismiss Article #29, Susan Vecchi seconded. Vote: 8/0, motion carries.
Nancy Gustafson: The project will now be managed in-house by David Byrne rather than an architect firm. Funds appropriated for the study will be reallocated.

Article #28 Upgrade High School Library/Media Center Collection: \$ 13,500.00
Craig Schultze made a motion to dismiss Article #28, Susan Vecchi seconded. Vote: 8/0, motion carries.

Article #27 English Language Arts Curriculum Materials: \$ 55,000.00
Nancy Gustafson: This is the school's highest priority and would provide materials for grades K-12. Recommendation postponed pending Firefighter Contract Settlement.

Article #48 Firefighters Association Contract Settlement \$ 102,000.00
Recommendation postponed until Town Meeting.

Article #51 Contract AFSCME Settlement: \$ 12,000.00
This is for FY12 – no retroactive pay.
Craig Schultze made a motion to recommend funding of Article #51 through Taxation; John Burns seconded. Vote: 8/0, motion carries.

Public Hearing: Pre-Town Meeting:

Chris Smith:

Article #3 FY11 Additional Expenses: \$ 218,000.00
This Article would be funded through the use of Stabilization Funds bringing the Stabilization Fund under \$1,000,000.00. This Article is being used to offset the Snow & Ice deficit.

Article #4 Unpaid Bills: \$ 788.00
This Article will be funded with the use of Free Cash to pay Patricia Sjogren – Town Clerk’s Office back pay.

Article #5 Amendments to the Personnel Plan:
A handout at Town Meeting will outline the changes to the plan.

Article #6 Non Union Wage Increases: \$ 33,000.00
This Article will cover a 2% cost of living increase for non union Town employees. Non union Town employees have not received a cost of living increase the past two years.

Article #7 FY12 Budget: \$23,688,073.00
This Article will fund the Town’s FY12 Operational Budget.

Article #8 Unemployment Compensation: \$ 42,000.00
This Article will supplement the existing account and will bring us through to the November Town Meeting where additional funding may be required.

Jim Smith:

Article #9 Audit: \$ 34,000.00
This is an Annual Warrant Article

Article #10 Post Employment Benefit Liability: \$ 15,000.00
This Article will ensure retirees receive benefits due to them.

Article #11 Property Valuation: \$ 15,000.00
This is for revaluation on properties and is an annual expenditure.

Article #12 Town Building Improvements: \$ 50,000.00
This Article will repair the outside of the Veterans Memorial Building – actual cost came in higher than initial estimates.

Article #13 Fire Department Equipment: \$ 39,000.00

This Article would have replaced the Fire Chief's vehicle.

Article #14 DPW Multi-use Tractor: \$ 101,000.00

This Article is necessary to replace an eleven year old multi-use piece of equipment at the DPW. This equipment is primarily used to plow sidewalks. A \$20,000.00 trade in will be received from the older model.

Rick Manburg:

Article #15 Chapter 90 Funds: \$ 280,913.00

This Article authorizes the use of funds for highway projects.

Article #16 Road Resurfacing, Reconstruction and Drainage Improvements: \$ 100,000.00

This Article has been dismissed due to the failed override.

Article #17 Crestview Drive and Klifford Circle Improvements: \$ 385,978.00

These roads were accepted by the Town last year and this Article authorizes the borrowing of funds to make necessary repairs. Revenue from the cell phone tower will be used to pay the principal and interest on the loan. Once this loan is paid off, the revenue from the cell phone tower will be put in the General Fund.

Article #18 Flood Control Structure: \$ 121,000.00

This Article is part of the Hazard Mitigation Plan and will be refunded 75% by FEMA.

Article #19 Flood Proofing the Dover Road Pump Station: \$ 65,000.00

This Article is part of the Hazard Mitigation Plan and will be refunded 75% by FEMA.

Article #20 Water Improvements: \$ 26,000.00

This Article will clean Well #3 which will enhance pumping capacity and the inspection of both the Farm and Walnut Street tanks. This Article will be funded through Water Surplus.

Susan Vecchi:

Article #21 Stormwater Management: \$ 65,000.00

EPA mandates require this Article – it will complete Phase II of the project.

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

This Article was dismissed due to lack of adequate funds.

Article #23 Fund Deficits in Specific Funds:

This Article was dismissed.

Article #24 School Bus Leases: \$ 77,000.00

This Article covers the 4th year of a 5 year lease of school buses.

Article #25 Medicaid Billing Contract: This Article covers the cost for Medicaid billing service.	\$ 2,100.00
Article #26 School Computer Lease: This Article covers the lease of computer equipment.	\$ 60,000.00
Article #27 English Language Arts Curriculum Materials: This Article will be recommended at Town Meeting.	\$ 55,000.00
Charles Aspinwall:	
Article #48 Firefighters Association Contract Settlement The contract is not settled there are issues regarding language. This money is being set aside to cover retroactive pay. Allocating a portion of these funds to another item could cost the Town. The contract has been in negotiation for two years. Stabilization Funds cannot be used to fund labor contracts; Free Cash could be.	\$ 102,000.00
Jennifer Soule:	
Article #28 Upgrade High School Library/Media Center Collection: This Article has been dismissed due to insufficient funds.	\$ 13,500.00
Article #29 Clyde Brown Library Carpet Replacement and Painting: This Article has been dismissed due to insufficient funds.	\$ 60,000.00
Article #30 Wireless Network Infrastructure: This Article has been dismissed due to insufficient funds.	\$ 35,000.00
Article #31 Middle/High School Hot Water Storage Tank Repair: This Article was recommended for funding; it is an emergency need.	\$ 17,000.00
Article #32 Middle/High School Kitchen Equipment: This Article has been dismissed due to insufficient funds.	\$ 17,000.00
Article #33 New Pick-up Truck: This Article has been dismissed due to insufficient funds.	\$ 27,000.00
Article #34 Clyde Brown School Leak Repair: This Article was recommended for funding; it is an emergency need.	\$ 5,000.00
Article #35 Special Education Vehicle Replacement: This Article has been dismissed due to insufficient funds.	\$ 48,000.00
Craig Schultze:	
Article # 36 Community Preservation Fund: This Article is recommended for funding.	\$ 6,860.00
Article #37 Environmental Assessment – Dean Street and Turner Street This Article has been dismissed.	\$ 4,600.00

Article #38 BOH Appointment Authority:
This Article gives the Board of Health authority to appoint.

Article #39 Reauthorize Revolving Funds:
This Article authorizes revolving funds (funds come in and go out) as follows:

Oak Grove Farm:	\$15,000.00
Animal Control Shelter:	\$ 3,000.00
School Department Transportation:	\$90,000.00
Fire Alarm:	\$10,000.00
Historical Commission:	\$12,000.00
Ambulance Department:	\$20,000.00
Youth Commission:	\$ 5,000.00
COA Transportation:	\$ 5,000.00
Veterans Memorial Building:	\$ 6,000.00
BOH Food Service Inspections:	\$ 4,500.00
Stormwater Management:	\$10,000.00
BOH Vaccinations & Medical Services:	\$ 3,000.00
Continuing Education:	\$50,000.00

Article #40 Zoning District Classification – Overlay District:
This Article will add a small parcel of land to the overlay district which was missed initially – it is a small piece of the GAF property.

Article #41 Zoning By-Law Change:
There were some inconsistency in the Village Business District by-laws regarding agriculture, community facility use and child care facilities. This Article will clarify the language in the bylaw and comply with State Law.

Rich Molloy:

Article #42 Repurchase Cemetery Lots:
This Article has been dismissed.

Article #43 Change Land Classification for Future Cemetery – Dyer Street
This Article has been dismissed.

Article #44 Purchase Land – Dewey Property \$ 300,000.00
This Article has been recommended for approval. It will entail the Town purchasing two parcels of land to preserve the open space plan. The Town will offset the borrowing for the purchase by selling two Town owned parcels and possible with CPC funds. If CPC funds are used, there will be restrictions on the land use. The appraised value of the two parcels to be sold is approximately \$146,000.00 each. Both parcels have access to Town sewer.

Article #45 Keogh Land – Gift in Lieu of Taxes: (\$ 1,170.00)
This Article has been recommended for approval.

Article #46 Senior Citizens Property Tax Deferral:
This Article has been dismissed due to the failed override.

Article #47 Senior Citizens Property Tax Exemption:
This Article has been dismissed due to the failed override.

Chris Smith:
Article #49 Police Association Contract Settlement: \$ 23,000.00
This Article funds the contract effective July 1, 2010.

Article #50 Police Dispatch Association Contract Settlement:
This Article funds the contract effective July 1, 2010. \$ 5,000.00

John Burns:
Article #51 Contract AFSCME Settlement: \$ 12,000.00
This Article funds the second year of the contract.

Article #52 Stabilization Fund:
This Article has been dismissed.

Article #53 Oak Grove Farmhouse Restoration: \$ 6,000.00
This Article will fund the completion of the restoration.

Chris Smith:
The Public Hearing has been concluded.

Old Business/New Business:

Charles Aspinwall:

There has been a revision to the appropriation schedule, changes have been made to the taxation and water/sewer surplus line items.

Craig Schultze made a motion to reconsider Article #7 of the appropriation schedule; Jim Smith seconded. Vote: 8/0, motion carries.

Craig Schultze made a motion to fund Article #7 as follows:

Taxation:	\$21,603,545.09
Water Enterprise:	\$ 871,377.48
Sewer Enterprise:	\$ 647,146.42
Ambulance Fund:	\$ 155,000.00
Perpetual Care Interest:	\$ 1,200.00
Cemetery Lots:	\$ 10,400.00
Sewer Betterments:	\$ 317,807.50
Septic Betterments:	\$ 30,000.00
MTBE Funds:	\$ 2,378.94

Bond Premium: \$ 29,217.98

Total: \$23,668,073.41

Susan Vecchi seconded. Vote: 8/0, motion carries.

Upcoming Meeting Schedule

May 9, 2011 6:00 PM – Pre-Town Meeting

Millis High School Classroom #104

May 9, 2011 7:30 PM – Town Meeting

Millis High School Auditorium

Minutes Approval:

Craig Schultze made a motion to accept the April 27, 2011 meeting minutes as written; Jennifer Soule seconded. Vote: 8/0 motion carries.

Adjourn:

Richard Molloy made a motion to adjourn the meeting at 9:22 PM; Susan Vecchi seconded. Vote 8/0 motion carries

Respectfully submitted,

Deirdre Gilmore