

## Finance Committee Meeting

September 1, 2010 7:30 PM  
Veterans Memorial Building, Room 229  
900 Main Street  
Millis, MA 02054

### In Attendance:

Chris Smith, Chairman  
Craig Schultze, Vice Chairman  
John Burns  
Peter Jurmain  
Rick Manburg  
Rich Molloy  
Jim Smith  
Charles Aspinwall, Town Administrator  
David Baker, School Committee

Chris Smith called the meeting to order at 7:30 PM

### Encumbrances from FY2010:

Printing of the warrant \$2,900.00 and annual subscription to the ATFC (Association of Town Finance Committees) \$173.00. Peter Jurmain made a motion to approve the encumbrances, Rich Molloy seconded. Vote: 7/0, motion carries.

### Payroll Approval Form:

Peter Jurmain made a motion: the Chairman and Vice Chairman will approve payroll, Rich Molloy seconded. Vote: 7/0, motion carries.

### Budget/Warrant Update:

Charles Aspinwall:

Turn backs are money in operating budgets that is not spent and are turned back to the general fund. The average turn back is \$450,000.00 - \$550,000.00. The highest turn back year was 2009 due to the stimulus money.

The FY10 turn backs:

General Government: \$219,719.34  
Public Safety (Fire & Police): \$130,149.11  
Millis Schools: \$18,140.53  
Tri-County: \$2,670.00  
DPW (Highway Division): \$61,304.29  
Sewer Enterprise: \$4,688.62 (Returned to the sewer fund)

Water Enterprise: \$60,701.23 (Returned to the water fund)  
Health & Human Service: \$4,509.82  
Culture & Recreation: \$24,141.06  
Debt Service: \$24,329.36

Turn back total: \$550,353.36 (General fund: \$484,963.51, Sewer Enterprise: \$4,688.62 & Water Enterprise: \$60,701.23)

FY10 Encumbrances: Expenses and contracts which the town is obligated to fund in FY10 but have not been billed before June 30, 2010.

FY10 Articles: Carried over year after year. Examples are valve replacement, building repairs, etc.

Total FY10 Encumbrances & Articles: \$758,361.70 (General Fund: \$476,020.27, Sewer Enterprise: \$129,797.74 & Water Enterprise: \$152,543.69)

Sewer Enterprise Revenue: Growth from 2005 \$520,944.67 to 2010 \$734,736.69. There has been an increase in fixed costs for the Charles River Pollution Control District.

Water Enterprise Revenue: Growth from 2005 \$1,046,721.02 to 2010 \$1,051,231.45. The highest revenue was in 2007 – it was a very dry summer.

FY10 receipts were \$579,455.90 less than FY09. This was due to the MBTE settlement of approximately \$500,000.00 which was a onetime occurrence.

Local receipts for the following were more than originally estimated:

Motor Vehicle Excise: by \$52,538.98  
Penalties & Interest: by \$32,411.74  
Other Departmental Revenue: by \$22,470.94  
Licenses & Permits: by \$42,252.30.

Charges for Services for Water were more than estimated by \$129,001.45 due to the weather this summer. The new water ban implemented by the DEP “No watering between 9:00 AM and 5:00 PM” has increased water usage.

There was a water shortage in early to mid July. Wells #5 & 6 were shut down due to the river levels. Well #1 had a mechanical malfunction so we were running on three wells (Wells #2, 3 & 4). Well #2 then malfunctioned and we were running on two wells (Wells # 3 & 4) Well #3 does not have a generator so there was a possibility of running on one well. The DEP granted us permission to run Wells #5 or #6 for a couple of weeks. The SCADA system was beneficial during the shortage with instantaneous information of water tank levels, malfunctions, etc.

The warrant closes September 23, 2010 currently sixteen articles.

Articles #1 – 4 are street acceptances. Pinehouse and Applerock are ready to be accepted. Crestview and Klifford Circle were never accepted, the developer has never requested acceptance. Reserve revenue from the cell tower located at the Transfer Station to improve both roads requires special legislation. The Planning Board will meet on September 13, 2010 and give their opinion on the road

acceptances. The Board of Selectmen can over ride the Planning Boards opinion/recommendation. Crestview and Klifford Circle were built to the plan approved in the seventies. The drainage system will be assessed before the meeting with the Planning Board.

Article #5 – Water main replacement on Daniels, Irving and a small section of Curve Street \$1,000,000.00. Would replace old water mains and the roads would be repaved as well as provide new water services and hydrants.

Article #6 – Generator for Well #3 \$110,000.00, funded by turn backs and surplus.

Article #7 – Personnel Plan – amend overtime policy

Article #8 – Personnel Plan – add conduct policy

Article #9 – Budget – amend budget funding schedule and amend any budgets – no requests have been made for budget amendments.

Article #10 – Add to stabilization fund

Article #11 – Two police cruisers \$64,110.00

Article #12 – Police/Fire dispatch console \$20,670.00

Article #13 - Zoning District – change zoning bylaws

Article #14 - General Bylaw – oversize road moves. The Board of Selectmen require a permit to move large generators through Millis. The permit fee is \$2,500.00.

Article #15 – Unpaid Bills - \$2,014.30

David Baker:

Article #15 Ellice School transfer from School Department to Historical Commission: No cost warrant article. Transfer requested in order to restore the school.

Additional Articles: English Language Arts materials denied at the June Town Meeting as well as a lot of articles for the Clyde Brown School including building repairs (carpet/painting) and space needs. A space needs study is scheduled for 2014. There will be a few no cost articles.

Millis was approved for \$257,445.00 in federal stimulus money which will be used for hiring and rehiring. Four people were laid off and there is no new head count.

The race to the top program is for underperforming schools, Millis does not fit the criteria and are not eligible.

Chris Smith:

#### Upcoming Meeting Schedule

September 8, 2010, 7:30 PM

Veteran's Memorial Building, Room 229

September 15, 2010, 7:30 PM

Veteran's Memorial Building, Room 229

September 22, 2010, 7:30 PM

Veteran's Memorial Building, Room 229

September 29, 2010, 7:30 PM

Veteran's Memorial Building, Room 229

October 6, 2010, 7:30 PM  
Veteran's Memorial Building, Room 229

October 13, 2010, 7:30 PM  
Veteran's Memorial Building, Room 229

October 20, 2010, 7:30 PM  
Veteran's Memorial Building, Room 229

October 27, 2010, 7:30 PM Public Hearing  
Veteran's Memorial Building, Room 229

November 1, 2010 6:30 PM Pre-Town Meeting  
Location: TBD

November 1, 2010 7:30 PM – Town Meeting  
Middle/High School  
245 Plain Street

Old/New Business:

Open Meeting Laws: Meeting agendas must be provided to the Town Clerk's office and posted 48 hours in advance of the meeting. The Finance Committee will endeavor to provide the agenda by Friday afternoon at noon.

Craig Schultze made a motion to adjourn at 8:25 PM, Peter Jurmain seconded, Vote: 7/0, motion carries.

Respectfully submitted,  
Deirdre Gilmore