

Finance Committee Meeting

September 29, 2010 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
Peter Jurmain
Rick Manburg
Richard Molloy
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 7:31 PM

Warrant Item Review:

David Baker & Nancy Gustafson:

English Language Arts: \$45,000.00

This is the Administrator's #1 priority. Requested due to the lack of up to date materials and to provide consistent curriculum materials at the elementary level to ensure more students are able to read at grade level and beyond. This will provide a balanced literacy program ensuring more consistency across grade levels. MCAS scores in Grades 3 and 4 have not improved recently and new hires need instructional materials that address all the skills of reading, writing, spelling and language in an integrated manner. In Grades 3 – 5 English Language Arts MCAS scores indicate that approximately 30% are below proficient. If this item is approved it will be implemented during this school year. The school's operating budget could not absorb the cost of this article without additional funding. There are 1,470 students in the school district and 29 students out of district. The district is retaining more students in the High School; the district cannot accept any more choice students at the High School level. The next curriculum request would be for Social Studies and Spanish. Typically, K-5 curriculum upgrades run about \$60,000.00; \$45,000.00 is on the low end.

Space Need/Renovation Study: \$15,000.00

The Clyde Brown School is an aging facility and in need of renovation. The district is extremely tight on space due to higher enrollments than projected by previous studies.

Replacement Wheel Chair Van:

\$35,000.00

The current van is over ten years old and past its useful life. The air conditioning is not working properly and is required for IEP students. The van is used year round. Stimulus money could not be used to pay for vehicles. In the event the van broke down there is no backup vehicle and the school would have to contract out the service.

Replace Carpet in the Clyde Brown Library and Interior Painting: \$50,000.00

The carpet in the library is worn out in many places and is 15 years old and the ceiling in the library is peeling. There are asbestos tiles under the carpet; it is not getting chewed up and turning into dust so it is not harmful. Deferring this item until the space needs study is done would prolong the repairs for a few years. If the item was placed on the Spring Town Meeting the repairs could be completed during the summer.

Charles Aspinwall:

Personnel Plan Changes:

- (1) A change to schedule A (classification plan/salary chart). A reclassification study of Assistant DPW Directors resulted in the Board of Selectmen reclassifying this position from a grade 14 to a grade 15. The incumbent was at the top step at \$37.39 per hour and the change will be to \$39.64 per hour. This will not have any effect on the operating budget.
- (2) Change to the way overtime is paid. Eliminating the reference to divisions (A, B & C in the current personnel plan) replacing with the following:
“Employees in grade 8/8A and below shall be paid overtime (one and one half times base pay) for all hours in excess of forty hours per week” Under the current by laws administrative staff is paid overtime after thirty five hours. There will be no change in the comp time policy.
- (3) Addition of a Conduct Policy to the plan.

Finance Committee Recommendations:

Peter Jurmain made a motion to accept changes as proposed for Article #20, John Burns seconded, Vote: 8/0, motion carries unanimously.

Water Main Project – Article #9 – Reconsideration:

Charles Aspinwall:

There is conflicting information if some water mains were relined when they were cleaned in the 1970's. Flow tests will be conducted to determine if the water mains were relined, if so, there would be no need to replace.

Finance Committee Recommendations:

Craig Schultze made a motion to reconsider Article #9, Peter Jurmain seconded. Vote: 8/0, motion carries unanimously.

Craig Schultze made a motion to table Article #9, Susan Vecchi seconded. Voted: 8/0, motion carries unanimously.

Unpaid Bills:

<u>Department:</u>	<u>Vendor:</u>	<u>Amount:</u>	<u>Comment:</u>
Assessors	Norfolk County Registry of Deeds	\$ 29.30	May & June 2010 Deeds
Selectmen	TALX Corporation	\$1,260.00	Annual Unemployment Services
Building	Tim Costello	\$ 75.00	June meeting reimbursement
Selectmen	Nicolas General Contracting	\$ 650.00	Work completed 6/27/10
Fire	Clinical I Home Medical	\$ 100.50	June 2010 deliveries
Total:		\$2,114.80	

Warrant Updates:

Charles Aspinwall:

Article #1: Operational budget

Only change would be to adjust the School Department's budget if the \$108,000.00 is put back in the Stabilization Fund.

Article # 4 – 8 are in front of the Planning Board and the Board of Selectmen.

Old Business/New Business:

Charles Aspinwall:

Veteran's Memorial Building Repairs:

There could possibly be additional costs exceeding the amount approved at the spring Town Meeting to complete the repairs.

Craig Schultze made a motion to pay \$679.19 to the Millis Postmaster for postage for the Town Meeting Warrant mailing, Rich Molloy seconded, Vote: 8/0, motion carries unanimously.

Upcoming Meeting Schedule

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 Pre-Town Meeting – Public Hearing
Veteran's Memorial Building, Room 229

November 1, 2010 6:30 PM
Location: TBD

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

Minutes Review and Approval:

Craig Schultze made a motion to approve the September 22, 2010 minutes as written, Peter Jurmain seconded, Vote: 7/0, motion carries unanimously.

Peter Jurmain made a motion to adjourn at 8:45 PM, Susan Vecchi seconded, Vote: 8/0, motion carries unanimously.

Respectfully submitted,
Deirdre Gilmore