

Finance Committee Meeting

May 8, 2013 7:30 PM
Veterans Memorial Building, Room 130
900 Main Street
Millis, MA 02054

In Attendance:

Craig Schultze, Chairman
Peter Jurmain, Vice Chairman
Rich Molloy, Clerk
Bud Drummey
Rick Manburg
Jim Smith
Susan Vecchi
Charles Aspinwall, Town Administrator
Christopher Smith, Board of Selectmen
Charles Vecchi, Board of Selectmen
Chief Edison, Police
Lisa Hardin, Town Clerk

Craig Schultze called the meeting to order at 7:33 PM.

Charles Aspinwall:

The SEIU and Fire Department contracts should be signed within a few weeks.

The School Department's Extended Day would like to pay an additional \$30,000.00 towards the principle on the modular. This will change the debt budget to \$1,136,070.84 in FY14.

Craig Schultze called the Pre-Town Meeting/Public Hearing to order at 7:36 PM.

Article #3 Additional Expenses:

Craig Schultze: This article will fund \$50,000.00 for Police Overtime, and \$150,000.00 for Snow & Ice Wages and Expenses. This article is recommended for approval.

Article #4 Unpaid Bills:

Craig Schultze: I move that the Town do vote to appropriate and raise by transfer from Free Cash the sum of \$2,060.46 for unpaid bills incurred by Town departments from previous fiscal years as follows and has been recommended for approval:

Police Department:	Staples	\$129.99
Finance Office:	Sentinel Benefits Group	\$700.49

Selectmen's Office:	Paul Merritt	\$579.00
Treasurer/Collector:	Gail Grivois	\$650.98

Article #5 Charges and Expenses to the Town including Debt and Interest:

Craig Schultze: The article funds the town's expenses and has been recommended for approval.

Article #6 Water Enterprise Fund:

Craig Schultze: This article covers the town's expenses in the Water Enterprise Fund including salaries/wages, expenses and debt. The funds are raised by Water Department Receipts and has been recommended for approval.

Article #7 Sewer Enterprise Fund:

Craig Schultze: This article covers the town's expenses in the Sewer Enterprise Fund including salaries/wages, expenses and debt. The funds are raised by Sewer Department Receipts and Sewer Betterments. This article is recommended for approval.

Article #8 Firefighter Contract:

Richard Molloy: This article funds the contract between the Town of Millis and Millis Professional Firefighters Association Local #4704 effective July 1, 2013. The amount is \$12,512.00.

Article #9 SEIU Contract:

Richard Molloy: This article funds the contract between the Town of Millis and the Service Employees International Union Local #888 effective July 1, 2012. The amount is \$40,182.00 pending a contract.

Article #10 Police Contract:

Richard Molloy: This article funds the contract between the Town of Millis and the Massachusetts Coalition of Police Local #171 effective July 1, 2013. The amount is \$22,719.00 pending a contract.

Article #11 Dispatch Contract:

Richard Molloy: This article funds the contract between the Town of Millis and Millis Police Association Dispatchers effective July 1, 2013. The amount is \$3,131.00 pending a contract.

Article #12 Traffic Officers Contract:

Richard Molloy: This article funds the contract between the Town of Millis and the Millis School Traffic Supervisors Association effective July 1, 2013. The amount is \$649.00 pending a contract.

Article #13 DPW Contract:

Richard Molloy: This article funds the contract between the Town of Millis and AFSCME effective July 1, 2013. The amount is \$9,611.00 pending a contract.

Article #14 Amendments to Personnel Plan:

Jim Smith: This article amends Schedule A Classification Plan, Schedule B Salary Plan, Schedule C Employee Benefits and Schedule D Policies and Procedures of the town's Personnel Plan and has been recommended for approval.

Article #15 Wage Increases:

Jim Smith: This article funds wage increases for non-union employees. The amount is \$31,790.00 effective July 1, 2013 and is recommended for approval.

Article #16 Unemployment Compensation:

Jim Smith: This article funds unemployment compensation and is recommended for dismissal. Sufficient funds are available to fund unemployment.

Article #17 Audit:

James Drummey: This article funds an independent audit of all accounts of the Town, GASB 34 fixed asset maintenance and an audit of school departments accounts as required. This article has been recommended for approval.

Article #18 OPEB Valuation:

James Drummey: This article is an actuarial update of the town's unfunded post-employment benefit liability. The amount is \$9,500.00 and is recommended for approval.

Article #19 Revaluing Properties and Data Collection:

James Drummey: This article is \$43,000.00 to cover the cost in compliance with the requirements of MGL Chapter 40, Section 56 and has been recommended for approval.

Article #20 Town Building Improvements:

Peter Jurmain: This article is recommended for dismissal due to insufficient funds.

Article #21 Data Processing Improvements:

Peter Jurmain: This article is recommended for dismissal and will be funded by other sources.

Article #22 Police Department Equipment and Vehicles:

Peter Jurmain: This article is recommended for dismissal due to insufficient funds.

Article #23 New Police Station and Fire Station Renovations:

Craig Schultze: This article will fund the construction of a new Police Station and renovations to the existing Fire Station. The amount is \$9,961,088.00 which includes design, construction, environmental remediation, equipping and furnishings. This will be a ballot question on the June 25th election. The Finance Committee does not advocate for such projects, they make their recommendation and the approval of an article is ultimately made by the residents of Millis at Town Meeting. Information and the cost of the project were on the town's website under Meeting Materials for the Finance Committee. This article has been recommended for approval.

Article #24 Fire Department Equipment and Vehicles:

Peter Jurmain: This article funds a new ladder-pumper truck known as a "Quint". The cost is \$850,000.00 as well as turnout gear in the amount of \$13,800.00 and the replacement of pagers and radios in the amount of \$14,311.80. This article has been recommended for approval.

The first year costs to the average household:

Police & Fire Station Project (20 yr.):	\$253.44
Quint (15 yr.):	\$ 26.43
Library (20 yr.):	\$127.76

Article #25 DPW Equipment and Vehicles:

Peter Jurmain: This article will fund a new DPW dump truck in the amount of \$35,311.00 and a new vibratory roller in the amount of \$15,038.00. This article has been recommended for approval.

Article #26 Chapter 90 Funds:

Craig Schultze: The article is in the amount of \$413,945.00 for road resurfacing, reconstruction, drainage improvements and road maintenance. This article has been recommended for approval.

Article #27 Town Funded Road Repairs:

Craig Schultze: This article has been recommended for dismissal due to the large amount received in Chapter 90 Funds.

Article #28 Sewer System Improvements:

Craig Schultze: This article has been recommended for dismissal.

Article #29 Water System Improvements:

Craig Schultze: This article will fund water main loops for improved disinfection. The cost is \$500,000.00 and has been recommended for approval.

Article #30 Stormwater Management Improvements:

Craig Schultze: This article has been dismissed.

Article #31 School Bus Lease:

Susan Vecchi: This article will fund the lease of school busses in the amount of \$65,589.00 and has been recommended for approval.

Article #32 School Computers:

Susan Vecchi: This article will fund the computer lease for the school in the amount of \$53,813.00 and has been recommended for approval.

Article #33 Clyde Brown HVAC Improvements:

Susan Vecchi: This article will fund HVAC improvements at the Clyde Brown School in the amount of \$18,800.00 and has been recommended for approval.

Article #34 Middle/High School Walk-in Freezer:

Susan Vecchi: This article will fund a new walk-in freezer at the Middle/High School in the amount of \$8,000.00 and has been recommended for approval.

Article #35 Curriculum and Instructional Materials and Resources:

Susan Vecchi: This article has been dismissed due to lack of funds.

Article #36 Middle/High School Window Treatments:

Susan Vecchi: This article has been dismissed due to lack of funds.

Article #37 Small School Bus:

Susan Vecchi: This article has been dismissed; the bus is included in Article #31.

Article #38 Middle/High School Media Center Collection Upgrade:

Susan Vecchi: This article has been dismissed due to lack of funds.

Article #39 Furniture Replacement:

Rick Manburg: This article has been dismissed due to lack of funds.

Article #40 New SPED Van:

Rick Manburg: This article has been dismissed due to lack of funds.

Article #41 School Building Repairs:

Rick Manburg: This article will fund necessary repairs to the school in the amount of \$17,300.00 and has been recommended for approval.

Article #42 Exhaust Fans and Air Handlers at the Middle/High School:

Rick Manburg: This article has been dismissed due to lack of funds.

Article #43 Ball Field Irrigation Well:

Rick Manburg: This article has been dismissed due to lack of funds.

Article #44 Community Preservation Fund:

Rick Manburg: This article will fund the following and has been recommended for approval:

Appropriations:

From 2014 estimated revenues for Committee Administrative Expenses	\$ 7,129.00
From Undesignated Fund Balance for Short Term Debt & Interest	\$62,760.00

Reserves:

From FY 2014 estimated revenues from Historic Resources Reserve	\$14,257.00
From FY 2014 estimated revenues for Community Housing Reserve	\$14,257.00
From FY 2014 estimated revenues for Open Space Reserve	\$14,257.00
From FY 2014 estimated revenues for Budgeted Reserve	\$80,000.00

Article #45 Millis Bandstand Renovations Project:

Rick Manburg: This article will fund renovations to the town's bandstand in the amount of \$4,000.00 by transfer from the Community Preservation Historic Resources Reserve and has been recommended for approval.

Article #46 Board of Health Appointing Authority:

Craig Schultze: This article is recommended for approval and will authorize the Board of Health to appoint any of its members to another town office or position for which it has appointing authority.

Article #47 Revolving Funds:

Susan Vecchi: This article authorizes a number of revolving funds pursuant to MGL Chapter 44 Section 53E 1/2 and has been recommended for approval.

Article #48 Stabilization Fund:

Peter Jurmain: This article appropriates funding of the Stabilization Fund in the amount of \$65,374.00 and has been recommended for approval.

Article #49 OPEB Trust Fund:

Peter Jurmain: This article will recommend the town to vote to accept the provisions of M.G.L. Chapter 32B, Section 20 authorizing the establishment of an Other Post-Employment Benefits Liability Trust Fund ("OPEB Trust Fund"); to designate the Treasurer as custodian of the Fund; to transfer the balance in the OPEB Stabilization Fund to the OPEB Trust Fund; and to authorize the Treasurer, with the approval of the Board of Selectmen, to invest OPEB Trust Fund monies in the State Retiree Benefits Trust Fund and, towards this end, to authorize the Treasurer, with the approval of the Board of Selectmen, to execute and deliver an Investment Agreement with the Health Care Security Trust Board of Trustees.

Article #50 Temporary Moratorium on Medical Marijuana Treatment Centers:

Craig Schultze: This article amends the town's Zoning Bylaw for one year and has been recommended for approval.

Article #51 Refuse Facility Bylaw:

Jim Smith: This article amends the town's Refuse Facility Bylaw and has been recommended for approval.

Article Funding Sources:

Craig Schultze made a motion to recommend funding Article #3 in the amount of \$200,000.00 from Free Cash; Rich Molloy seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to recommend funding Article #4, Unpaid Bills, in the amount of \$2,060.46 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Craig Schultze made a motion to reconsider Line #8 in Article #5; Susan Vecchi seconded. Vote: 7/0 motion carries.

Peter Jurmain made a motion to recommend Line #8, Debt Budget, in the amount of \$1,136,070.84; Susan Vecchi seconded. Vote: 7/0 motion carries unanimously.

Peter Jurmain made a motion to recommend the Operating Budget in the amount of \$24,338,539.54 of which \$23,651,235.60 from Taxation, \$132,647.70 from Water Transfer, \$103,719.63 from Sewer Transfer, \$38,610.66 from Cell Tower revenue, \$20,000.00 from Voting Machine, \$250,000.00 from Ambulance Fund, \$1,000.00 Perpetual Care Interest, \$10,000.00 from Cemetery Lot Sales, \$129,315.00 from FEMA Reimbursements, and \$2,010.95 from Bond Premium; Susan Vecchi seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #6 Water Enterprise Budget in the amount of \$900,644.39 from the Water Enterprise; Rich Molloy seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #7, Sewer Enterprise Budget, in the amount of \$1,026,680.12 from Sewer Enterprise; Peter Jurmain seconded. Vote: 7/0 motion carries unanimously.

Peter Jurmain made a motion to fund Article #8 Fire Firefighter Contract, in the amount of \$12,512.00 from Taxation; Susan Vecchi seconded. Vote: 7/0 motion carries unanimously.

Rich Molloy made a motion to fund Article #9, SEIU Contract, in the amount of \$19,692.00, \$18,538.00 from Free Cash, \$557.00 from Water Enterprise and \$597.00 from Sewer Enterprise for FY13 and \$20,490.00, \$19,314.00 from Taxation, \$608.00 from Water Enterprise and \$568.00 from Sewer Enterprise for FY14; Peter Jurmain seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to reconsider Article #8 & #9; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to recommend approval of Article #8 & #9; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to dismiss Article #10, Police Contract; Rich Molloy seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to dismiss Article #11, Dispatch Contract; Rich Molloy seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to dismiss Article #12, School Traffic Contract; Rich Molloy seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to dismiss Article #13, DPW Contract; Rich Molloy seconded. Vote: 7/0 motion carries unanimously.

Peter Jurmain made a motion to fund Article #15, Non Union Employee Wage Increase, in the amount of \$31,790.00 of which \$29,530.00 through Taxation and \$1,006.00 from Water Enterprise Fund and \$1,254.00 from Sewer Enterprise Fund; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to dismiss Article #16, Unemployment; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #17, Audit, in the amount of \$34,500.00 of which \$29,063.26 through Taxation and .74 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

James Drummey made a motion to fund Article #18, OPEB Valuation, in the amount of \$9,500.00 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #19, Property Revaluation, in the amount of \$43,000.00 of which \$4,516.00 through Taxation and \$38,484.00 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Rich Molloy made a motion to fund Article #23, New Police Station and Fire Station Renovations, in the amount of \$9,961,088.00 through Borrowing; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #24, Quint, in the amount of \$850,000.00 through Borrowing, Turnout Gear in the amount of \$13,800.00 from Free Cash and Radios and Pagers

in the amount of \$14,311.80 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Peter Jurmain made a motion to fund Article #25, DPW Vehicle, in the amount of \$35,311.00 of which \$7,437.00 through Taxation, \$13,937.00 from Water Enterprise Fund and \$13,937.00 from Sewer Enterprise Fund and a Roller in the amount of \$15,038.00 of which \$7,519.00 through Taxation and \$7,519.00 from the Water Enterprise Fund; Susan Vecchi seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #26, Chapter 90 Funds, in the amount of \$413,945.00 with a transfer from Chapter 90 Funds.

Rich Molloy made a motion to fund Article #29, Water System Improvements, in the amount of \$500,000.00 through Borrowing; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #31, School Bus Lease, in the amount of \$65,589.00 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #32, Computer Lease, in the amount of \$53,813.00 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #33, Clyde Brown School HVAC Improvements, in the amount of \$18,800.00 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #34, MS/HS Freezer, in the amount of \$8,000.00 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Rick Manburg made a motion to fund Article #41, School Building Repairs, in the amount of \$17,300.00 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Rick Manburg made a motion to fund Article #44, Community Preservation Act, in the amount of \$192,660.00, by a Transfer from Community Preservation Act Funds; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Rick Manburg made a motion to fund Article #45, Bandstand Project, in the amount of \$4,000.00, by a Transfer from Community Preservation Act Funds; Jim Smith seconded. Vote: 7/0 motion carries unanimously. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to fund Article #48, Stabilization Fund, in the amount of \$65,374.00 from Free Cash; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Old Business/New Business:

Peter Jurmain made a motion to recommend approval of payment to Our Town Publishing in the amount of \$3,750.00; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Town Meeting: May 13, 2013

Minutes Approval:

Susan Vecchi made a motion to approve the May 1, 2013 meeting minutes as written; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Adjourn:

Susan Vecchi made a motion to adjourn the meeting at 9:20 PM; Jim Smith seconded. Vote 7/0 motion carries unanimously.

Respectfully submitted,
Deirdre Gilmore