

Finance Committee Meeting

April 16, 2014 7:30 PM EST
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Peter Jurmain, Chairman
Susan Vecchi, Vice Chairman
Rich Molloy, Clerk
Tom Krimmel
Doug Riley
Craig Schultze
Charles Aspinwall, Town Administrator
Charles Vecchi, Board of Selectmen
Tricia Perry, Library Director
Wendy Barry, Library Trustee

Peter Jurmain called the meeting to order at 7:32 PM

Revenue and Expense Update – Ambulance Receipts:

Charles Aspinwall:

Ambulance Receipts have increased \$26,000.00 from \$239,000.00 to \$265,000.00. Previously, a line item for \$29,000.00 as a CPC Plug was included in the Expense Summary; DOR confirmed it is no longer necessary to carry this expense. The CPC Plug is now non-recurring however the Ambulance Receipts are expected to be recurring revenue. Therefore, for FY15 there is a surplus of \$53,338.00.

Library Staffing Needs:

Wendy Barry:

Their priority is to increase the Youth Services Librarian's hours from 24 to 35 hours per week. The total cost of the increase is \$14,632.00. The library has seen an increase in circulation by 20%, 60% of Millis residents have library cards and an increase in programs for school age youth (6 – 18 years old) support the increased hours. Millis ranks lowest in terms of Youth Services Librarian coverage compared to comparable towns. Due to turnover, Millis had no Youth Services Librarian for a total of 12 months between 2006 and 2011, including during several summer reading program initiatives.

Discussion: The Board of Selectmen have voted for the surplus to offset some of the Snow & Ice deficit of nearly \$160,000.00; reducing the need to fully fund the deficit with Stabilization Funds. The Finance Committee collectively agreed to reconsider fully funding the increased hours for the library in the amount of \$14,632.00. The committee feels the library serves the town well and has become a centerpiece in town.

Warrant Article Review/Recommendations:

Article #23 Field Improvements:

The Fields Committee is meeting on Thursday April 24, 2014 and will present their recommendations to the Board of Selectmen on Monday April 28, 2014. This article will fund the preliminary design of the High School football field and soccer fields at Oak Grove Farm. There is high demand for field improvements and additional fields. If the design is postponed to November the impact will be more overuse of the current fields. The two new proposed soccer fields at Oak Grove Farm cannot be used for one year after being built.

Discussion: The committee considered using some of the Oak Grove Farm funds to offset some of the fields design. Since the fields program will take place in sequences the Fields Committee feels the funding of the construction will be more palatable to the residents. Using some of the Oak Grove Farm funds for the Fields Study will free up funds to recommend approval of Article #39 Schools Curriculum Development in the amount of \$10,800.00 and increase the FY15 Operating Budget by \$14,632.00 for the library.

Article #3 Downtown Zoning:

Susan Vecchi made a motion to recommend approval of Article #3, Downtown Zoning; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #4 Substance Abuse Treatment Center Zoning:

Susan Vecchi made a motion to recommend approval of Article #4, Substance Abuse Treatment Center Zoning; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #5 Amend Zoning Map:

Susan Vecchi made a motion to recommend approval of Article #5, Amend Zoning Map; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #6 MCEOD Zoning – Drive Thru:

Susan Vecchi made a motion to recommend approval of Article #6, MCEOD Zoning – Drive Thru; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #7 Jopa Lease – Parking Lot:

Susan Vecchi made a motion to recommend approval of Article #7, Jopa Lease – Parking Lot; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #9 Amendments to the Millis Personnel Plan:

Charles Aspinwall:

The Personnel Plan employees consists of the following positions: Council on Aging Director, Operations Support Manager, DPW Assistant Director, Library Director and On-

Call Firefighters. The amendments include: Title change from Operations Director to Operations Support Manager, increased hours for the Council on Aging Director to 25 hours per week, increases in Longevity payments, a change in vacation accruals and a 2% salary increase.

Susan Vecchi made a motion to recommend approval of Article #9, Amendments to the Millis Personnel Plan; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #10 Reclassification Request

The Town Administrator will have a decision on this article by the end of the week.

Article #11 Non-Union Wage Increases:

Susan made a motion to recommend approval of Article #11, Non-Union Wage, Increases in the amount of \$20,000.00; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #14 Operating Budget:

Susan Vecchi made a motion to recommend approval of Article #14, Operating Budget, in the amount of \$25,149,016.56; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #22 Property Valuation:

Susan Vecchi made a motion to recommend dismissal of Article #22, Property Valuation; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #24 Fire Department Equipment:

Craig Schultze made a motion to recommend approval of Article #24, Fire Department Equipment, in the amount of \$28,112.00; Susan Vecchi seconded. Vote: 6/0 motion carries unanimously.

Article #25 Police Department Vehicle:

Susan Vecchi made a motion to recommend approval of Article #25, Police Department Vehicle, in the amount of \$36,575.00; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #26 Energy Manager Grant Match:

Susan Vecchi made a motion to recommend approval of Article #26, Energy Manager Grant Match, in the amount of \$20,142.00; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #15 Water Enterprise Fund:

Susan Vecchi made a motion to recommend approval of Article #15 Water Enterprise Fund in the amount of \$168,272.95 for General Fund Transfers and \$930,854.89 for

Water Enterprise Costs (Total: \$1,099,127.84); Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #16 Sewer Enterprise Fund:

Susan Vecchi made a motion to recommend approval of Article #16 Sewer Enterprise Fund in the amount of \$150,065.14 for General Fund Transfers and \$996,881.29 for Sewer Enterprise Costs (Total: \$1,146,946.43) Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #27 Chapter 90 Funds:

Charles Aspinwall:

The state has implemented a Winter Rapid Road Recovery Program due the severity of this past winter on the state's roadways. Millis' portion of the program is \$41,318.00 for pothole repair. This amount will be in addition to the original \$275,455.00

Susan Vecchi made a motion to recommend approval of Article #27, Chapter 90 Funds, in the amount of \$316,773.00; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #28 Local Road Improvements:

Susan Vecchi made a motion to recommend approval of Article #28, Local Road Improvements, in the amount of \$50,000.00; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #30 Rosenfeld Road Drainage Project:

Craig Schultze made a motion to recommend dismissal of Article #30, Rosenfeld Road Drainage Project; Susan Vecchi seconded. Vote: 6/0 motion carries unanimously. This article will be funded with Chapter 90 money.

Article #31 Sewer System Improvements – Infiltration and Inflow:

Craig Schultze made a motion to recommend approval of Article #31, Sewer System Improvements, in the amount of \$56,549.00; Susan Vecchi seconded. Vote: 6/0 motion carries unanimously.

Article #32 Village Street Sewer Extension Project:

The Board of Selectmen will vote on the article on Monday, April 28, 2014. The Finance Committee will recommend this article at Town Meeting.

Article #37 Schools Computer Lease:

Susan Vecchi made a motion to recommend approval of Article #37, Schools Computer Lease, in the amount of \$70,000.00; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #38 Schools Curriculum Materials & Article #39 Schools Curriculum Development:

Susan Vecchi made a motion to reconsider Article #38 and Article #39; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Susan Vecchi made a motion to recommend approval of Article #38, Schools Curriculum Materials, in the amount of \$72,000.00; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Susan Vecchi made a motion to recommend approval of Article #39, Schools Curriculum Development, in the amount of \$10,800.00; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Article #45 Easement for the Acorn Street Sewer Project:

Susan Vecchi made a motion to recommend approval of Article #45, Easement for the Acorn Street Sewer Project; Rich Molloy seconded. Vote: 6/0 motion carries unanimously.

Minutes Approval:

Susan Vecchi made a motion to approve the April 9, 2014 meeting minutes as written; Rich Molloy seconded. Vote: 5/0 motion carries unanimously.

Upcoming Meetings:

April 30, 2014
May 7, 2014 Pre-Town Meeting/Public Hearing
Town Meeting: Monday May 12, 2014

Adjourn:

Rich Molloy made a motion to adjourn the meeting at 9:10 PM; Susan Vecchi seconded. Vote 6/0 motion carries unanimously.

Respectfully submitted,
Deirdre Gilmore