

Finance Committee Meeting

May 7, 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
Jim Smith
Charles Aspinwall, Town Administrator
David Baker, Fields Advisory Committee
Sean Doherty, Fields Advisory Committee Vice Chairman
Jim McKay, Fields Advisory Committee
Richard Nichols, Fields Advisory Committee
Andrea Wagner, Fields Advisory Committee Chairman
Steve Cassidy, Millis Youth Soccer
Kris Fogarty, Recreation Department

Peter Jurmain called the meeting to order at 7:33 PM

Peter Jurmain called the Public Hearing/Pre-Town Meeting to order at 7:35 PM.

There are 51 Articles that will be presented this evening. Briefly, they consist of the following:

- There are several Zoning articles dealing with everything from substance abuse treatment centers to rezoning downtown areas to present a more encouraging pro-business environment.
- There are a number of articles dealing with funding negotiated contracts and other wage increases and/or adjustments, benefits such as health insurance and retirement funds, and additional hours for personnel.
- There are a couple of articles are for paying unpaid bills, snow and ice payments and similar items.
- A few articles are for capital purchases such as fire department equipment including turnout gear and pagers, Advanced Life Support equipment and training, police vehicles and DPW equipment including a replacement backhoe.
- There are articles that are concerned with water and sewer funds for such items as the Village St. extension project, infiltration and inflow, hydrant flushing and other items.
- There are a number of school related articles ranging from bus and computer leases to the purchase of curriculum materials and cafeteria tables.
- Articles 49 and 50 deal with repairs to the VMB. If Article 49 passes, then article 50 is not necessary and the Finance Committee will recommend dismissal of Article 50. However, should Article 49 not pass, then the Finance Committee will recommend approval of Article 50 for necessary repairs of the VMB.

Craig Schultze:

Article #2 Unpaid Bills

This article will allocate funds to pay expenses incurred in prior fiscal years. The Finance Committee recommends approval of the following:

Patriot Disposal Company:	\$ 30.80
MA Chief of Police Association:	\$ 740.00
MX Consulting:	\$ 498.75
CIA – Technologies:	\$1,500.00
Dale Bickford:	\$ 400.00
Dale Bickford:	<u>\$ 400.00</u>
Total:	<u>\$3,569.55</u>

Article #5 Amend Zoning Map

This article will define two new Zoning Districts (R-V-C and C-V-2). This article also defines uses for these districts. The Finance Committee recommends approval of this article.

Article #4 Substance Abuse Treatment Center Zoning

This article will amend the Zoning By-Laws to define the location for a Substance Abuse Treatment Center. The Finance Committee recommends approval of this article.

Article #3 Downtown Zoning

This article will change the zoning on the property on Main Street across from Milliston Common from I-P (Industrial) & C-V (Commercial) to C-V-2 and R-V-C (as defined in Article #5). This is the culmination of a three year planning process to encourage commercial growth in Millis. The Finance Committee recommends approval of this article.

Article #6 MCEOD Zoning – Drive Thru

This article will allow a special permit to be issued for drive thru windows in certain districts of town. The Finance Committee recommends approval of this article.

Article #7 Jopa Lease – Parking Lot

Should Article #6 pass, this article will allow a portion of town owned land to be leased to Jopa Realty for the purpose of a drive thru window on “Centennial Place”. The Finance Committee recommends approval of this article.

Article #8 Current Year Additional Expenses

This article will fund the costs incurred in excess of the Snow & Ice Budget, approximately \$160,000.00. The Finance Committee’s recommendation will be at Town Meeting.

Peter Jurmain:

Article #9 Amendments to the Millis Personnel Plan

The changes to the Millis Personnel Plan recommended in this article are for non-union employees and deal with vacation accruals, salary increases, position title change and longevity pay changes. The Finance Committee recommends approval of this article.

Article #10 Reclassification Request

This article was requested by the Assistant Treasurer. The Town Administrator recommended dismissal of this article. The Finance Committee recommends dismissal of this article.

Article #11 Non-Union Wage Increases

This article funds wage increases for the Fire Chief, Police Chief and Finance Director/Town Accountant. The Finance Committee recommends approval of this article in the amount of \$20,000.00.

Article #12 Police Department Contract Settlement

This article authorizes the settlement terms negotiated between the Town of Millis and the Millis Police Department for a period of three years retroactive to July 1, 2013. A 2% increase for each year, changes to sick leave policy and longevity increases were include in the contract. The Finance Committee recommends approval of this article.

Article #13 Dispatch Contract Settlement

This article funds the Dispatch Contract settlement negotiated with the Town of Millis for a period of three years retroactive to July 1, 2013. The Finance Committee recommends approval of this article.

Article #14 Operating Budget

This article funds the Town of Millis operating budget for fiscal year 2015 in the amount of \$25,149,016.56:

Line 1 – General Government:	\$ 5,803,845.05
Line 2 – Public Safety:	\$ 3,028,652.66
Line 3 – Millis Schools:	\$13,341,151.00
Line 4 – Tri-County:	\$ 340,399.00
Line 5 – Public Works:	\$ 923,713.30
Line 6 – Health & Human Services:	\$ 260,341.27
Line 7 – Culture & Recreation:	\$ 411,968.00
Line 8 – Debt Services:	\$ 1,038,946.28

The budget includes the following additions/restorations:

DPW Restoration Position:	\$58,083.00
Council on Aging Additional Hours:	\$20,231.00
Board of Health Additional Hours:	\$ 6,064.00
Library Additional Children’s Librarian Hours:	\$14,632.00

The Finance Committee recommends approval of this article.

Article #15 Water Enterprise Fund Budget

This article funds the Millis Water Department for personnel and basic operating expenses for fiscal year 2015 in the amount of \$1,099,127.84. The Finance Committee recommends approval of this article.

Article #16 Sewer Enterprise Fund Budget

This article funds the Millis Sewer Department for personnel and basic operating expenses for fiscal year 2015 in the amount of \$1,146,946.43. The Finance Committee recommends approval of this article.

Doug Riley:

Article #17 Add to Stabilization Fund

The purpose of the article is to set aside funds to increase the balance in the town’s Stabilization Fund. At this time there are insufficient funds available in the budget to make a contribution. The Finance Committee recommends that this article be dismissed.

Article #18 Unfunded Health Insurance Liability

The purpose of this article is to add funds to an account to cover anticipated future costs for health insurance for municipal employees. At this time there are insufficient funds available in the budget to make a contribution. The Finance Committee recommends that this article be dismissed.

Article #19 Audit

The purpose of this article is to pay for an annual audit of the town’s finances as required by law. The Finance Committee recommends approval of this article.

Article #20 OPEB Valuation

The purpose of this article is to fund a current valuation study to calculate the town’s liabilities for Other Post-Employment Benefits and verify the current funded status of the trust fund holding the assets used to pay for those liabilities. At this time there are insufficient funds available in the budget to make a contribution. The Finance Committee recommends that this article be dismissed.

Article #21 Unemployment

The purpose of this article is to set aside funds for future potential unemployment claims by terminated municipal employees. The Finance Committee recommends approval of this article in the amount of \$40,000.00.

Article #22 Property Valuation

The purpose of this article is to fund an official valuation of the town’s property for purposes of establishing the tax base. Funding for this article has already been secured from left over funds from the previous contract. The Finance Committee recommends dismissal of this article.

Article #23 Field Improvements

The purpose of this article is to fund design costs for new athletic fields. This will help alleviate some of the current burden of over use on the town's existing fields. The Finance Committee will discuss this article after the Public Hearing/Pre-Town Meeting and a presentation by the Fields Advisory Committee.

Jim Smith:

Article #24 Fire Department Equipment

This article provides for the purchase of two sets of Fire Department equipment. The first is for turnout gear, \$13,800.00, and the second for pagers and portable radios, \$14,312.00. The Finance Committee recommends approval of this article.

Article #25 Police Department Vehicle

This article provides funding in the amount of \$36,575 for a new cruiser for use by the Police Department. The Finance Committee recommends approval of this article.

Article #26 Regional Energy Manager Grant Match

This article requests funding for the first year of Millis' share in the hiring of an Energy Manager whose costs, in the amount of \$20,142, are to be shared equally between Millis and Medway for a period of two years. The Finance Committee recommends approval of this article.

Article #27 Chapter 90 Highway Improvements

The purpose of this article is to appropriate Chapter 90 funds from the state in the amount of \$316,773.00 for use in road improvements. Chapter 90 Funds \$275,455.00 and WRRRP \$41,318.00 The Finance Committee recommends approval of this article.

Article #28 Local Road improvements

This article provides funding in the amount of \$50,000 for road repairs. The Finance Committee recommends approval of this article.

Article #29 Supplemental Snow & Ice Appropriation

This article was addressed in the previous Article #8. The Finance Committee recommends that this article be dismissed.

Tom Krimmel:

Article #30 Rosenfeld Road Drainage Project

The purpose of this article is to provide a sum of money for sewer drainage improvements on Rosenfeld Road including design and construction. The Finance Committee recommends that this article be dismissed.

Article #31 Sewer System Improvements

The purpose of this article is to provide for sewer system improvements including infiltration and inflow improvements and repairs to or replacement of the Union Street and Curve Street sewer mains. The Finance Committee recommends approval of this article.

Article #32 Village Street Sewer Extension Design

The purpose of this article is to approve the sewer extension project design on Village Street, Pleasant Street, Dyer Street, Blueberry Lane, Spencer Street and Baltimore Street. The Finance Committee recommend approval of this article in the amount of \$120,000.00 (Base Section \$75,000.00 and West Section \$45,000.00)

Article #33 Water Street Sewer Pump Station Rehab Design

This article funds the design of the replacement of the Water Street Sewer Pump Station at a cost of \$34,070. The Finance Committee recommends approval of this article.

Article #34 DPW Equipment: Backhoe Replacement

This article funds the purchase of a backhoe replacement in the amount of \$80,060. The Finance Committee recommends approval of this article.

Article #35 Unidirectional Hydrant Flushing Plan

This article funds the design and implementation of a unidirectional hydrant flushing program in the amount of \$20,000. The Finance Committee recommends approval of this article

Susan Vecchi:

Article #36 Schools Bus Lease

This article funds the second year of a five year lease for six school busses and one mini bus in the amount of \$79,000. The Finance Committee recommends approval of this article.

Article #37 Schools Computer Lease

This article continues the computer leasing program that in past years has funded replacement of the computer labs in all three schools in the amount of \$70,000. The Finance Committee recommends approval of this article.

Article #38 Schools Curriculum Materials

This article funds the expansions of the Tools of the Mind program from Kindergarten where it has already been a successful program into the Pre-School. The article also funds English Language Arts materials for the Middle/High school to meet the needs of the Common Core Curriculum Frameworks and provides the addition of nonfiction literature to enhance the Middle/High School Science curriculum. The Finance Committee recommends approval of this article in the amount of \$72,000.

Article #39 Schools Curriculum Development

This article provides for time during the summer for teachers to work on curriculum development to align with the Common Core Curricula and to incorporate research based practices into their classrooms. The Finance Committee recommends approval of this article in the amount of \$10,800.

Article #40 Schools Middle/High Library Upgrade

This article would have provided a continuation of a program of book replacement and media updating in the library. The Finance Committee recommends dismissal of this article due to insufficient funding available.

Article #41 Schools LCD Projectors

This article would have provided for mounting LCD projectors in 14 High School classrooms to create a more flexible learning space for students. The Finance Committee recommends dismissal of this article due to insufficient funding available.

Article #42 Schools Cafeteria Tables

This article would have replaced the cafeteria tables with round, fold-up tables with attached eating disks which would allow for a less crowded, safer and more flexible space. The Finance Committee recommends dismissal of this article due to insufficient funding available.

Article #43 Medicaid Reimbursement

This article provides for an outside agency to perform the complex Medicaid billing. The Finance Committee recommends approval of this article in the amount of \$5,000.

Rich Molloy:

Article #44 Board of Health Appointing Authority

Approval of this article will allow the Board of Health to appoint individuals to its Board. This is an annual, recurring article. There is no cost to the town. The Finance Committee recommends approval of this article.

Article #45 Easement for Acorn Street Sewer Project

Approval of this article will allow a property easement for the Acorn Street sewer project to move ahead. The easement does not result in any cost to the town. The Finance Committee recommends approval of this article.

Article #46 CPC Budget and Fund Reservations

This article will approve the Community Preservation Commission Budget and Fund Reservations in the amount of \$199,831 for FY2015. The Finance Committee recommends approval of this article.

Article #47 CPC Ellice School

Approval of this article will allow for developing architectural plans and a construction cost estimate for the Ellice School property. The Finance Committee recommends approval of this article \$12,500.

Article #48 CPC Niagara Hall Project

Approval of this article will allow funding for completion of the Niagara Hall Fire House Restoration Project, Phase III. The funding, in the amount of \$97,000, for this article comes from the Community Preservation Funds. The Finance Committee recommends approval of this article.

Article #49 CPC VMB Masonry Project

Approval of this article will allow funding for the Veterans Memorial Building Masonry Restoration Project. The Finance Committee recommends approval of this article in the amount of \$450,000.

Article #50 Veterans Memorial Building Masonry Project

This article was intended as a means of funding the Veterans Memorial Building Masonry Restoration Project. Since the CPC funded the entire project in Article #49, the Finance Committee is recommending dismissal of Article #50.

Article #51 Reauthorize Revolving Funds

This article will allow reauthorization of the revolving funds for multiple town departments. This is an annual, recurring article. There is no cost to the town. The Finance Committee recommend increasing the Oak Grove Farm Revolving Fund to \$35,000.00 for one year; all other funds remain the same. The Finance Committee recommends approval of this article.

Peter Jurmain closed the Public Hearing/Pre-Town Meeting at 8:35 PM.

Article #31 Sewer System Improvements:

Susan Vecchi made a motion to reconsider Article #31; Rich Molloy seconded. Vote: 7/0 motion carries unanimously.

Susan Vecchi made a motion to recommend approval of Article #31, Sewer System Improvements, in the amount of \$67,359.00 from Sewer Surplus; Jim Smith seconded. Vote: 7/0 motion carries unanimously.

Article #23 Field improvements:

Richard Nichols:

The Fields Committee is requesting \$306,500.00 for the following:

Preliminary Design Phase for the High School Improvements:	\$ 63,000.00
Clyde Brown Synthetic Turf Field – Final Design:	\$ 98,000.00
Oak Grove Farm Natural Turf Soccer Fields Final Design without Parking:	\$ 72,000.00
Permitting:	\$ 17,000.00
Geotechnical Evaluation and Subsurface Explorations:	\$ 37,000.00
Survey (Sub consultant Cost):	\$ 19,500.00
Total:	<u>\$306,500.00</u>

The survey conducted showed strong support for Field Improvements. The current fields have been over used and are in deplorable condition. The entire project will be completed in stages. The Board of Selectmen has voted to recommend the entire amount.

Discussion: The requested amount does not include the cost of relocating the basketball and tennis courts. Another concern was the cost to maintain the fields. The committee debated whether the entire amount should be recommended or a portion of it. The residents at Town Meeting will have an opportunity to vote the amount to fund the project. The committee was

concerned with funding the entire amount for a project that may not pass with an override. The Town Administrator and Board of Selectmen are discussing a future override for the much needed road repairs. This project would be funded by borrowing. The town's bond rating is very good. Funding the entire amount would provide the residents with the most complete information to present at the November Town Meeting.

Andrea Wagner:

The Preliminary Design for the High School is required to see if what CDM Smith Consulting is proposing is doable and will provide information on moving the basketball and tennis courts. Permitting, Geotechnical Evaluation and Survey apply to all three phases of the project. Both Oak Grove Farm and Clyde Brown do not require a preliminary design; both projects already fit in the proposed areas. Moving forward with the Oak Grove Farm and Clyde Brown projects will provide space quicker and help alleviate the over use of the current fields. There are several requests for a Lacrosse Program. The Flag Football Program is doing well but is very hard on the town's fields. A turf field at Clyde Brown could be used more often and be revenue generating.

Steve Cassidy:

Oak Grove Farm rents 40 – 50% of their fields to outside teams. Millis teams should be using town fields not going elsewhere. Millis' fields are in very bad shape from overuse.

Discussion: The committee agrees Millis sports programs should have full use of the town's fields. A by-law change may be necessary to state no outside team rentals or changes in the rules of field's rentals may be needed. The committee agrees the town's fields are in bad shape. The cost to maintain a natural field for eight years is \$301,000.00 and a turf field is \$100,000.00. The committee voiced concern with a turf fields risks to the children if it is not properly maintained.

Jim McKay:

The turf field at Clyde Brown would be a multi-use field. Funds from both the Recreation Department and DPW have been used to maintain the fields. The \$1.2 million dollars for the turf field includes lights and would be ideal for the Flag Football Program, which has destroyed the fields. 300 children participate in the Flag Football Program.

Craig Schultze made motion to recommend approval of \$150,000.00 by borrowing for Article #23, Field Improvements, for:

Preliminary Design Phase for the High School Improvements:	\$ 63,000.00
Permitting:	\$ 17,000.00
Geotechnical Evaluation and Subsurface Explorations:	\$ 37,000.00
Survey (Sub consultant Cost):	\$ 19,500.00
Contingency:	<u>\$ 13,500.00</u>
Total:	<u>\$150,000.00</u>

Susan Vecchi seconded.

Further Discussion:

Sean Doherty:

Oak Grove Farm is the largest land owner in Millis and is reluctant to let Millis sports teams use their fields. Moving forward with the fields at Oak Grove is imperative.

Kris Fogarty:

Reconsider recommending the full amount of \$306,500.00 or leave it up to the voters to decide. The improvements would benefit the schools, residents and kids.

Vote: 5/2 motion carries.

Rich Molloy made a motion to reconsider Article #23, Fields Improvements, and recommend the article in the amount of \$306,500.00; Doug Riley seconded. Vote: 2/5 motion does not carry.

Minutes Approval:

Susan Vecchi made a motion to approve the April 30, 2014 meeting minutes as written; Jim Smith seconded. Vote: 6/0 motion carries unanimously.

Upcoming Meetings:

May 12, 2014 Middle/High School Room 104 6:30 PM
Town Meeting: Monday May 12, 2014 7:30 PM

Adjourn:

Susan Vecchi made a motion to adjourn the meeting at 10:11 PM; Rich Molloy seconded. Vote 7/0 motion carries unanimously.

Respectfully submitted,
Deirdre Gilmore