

## Finance Committee Meeting

April 26, 2017 7:30 PM EST  
Veterans Memorial Building, Room 229  
900 Main Street  
Millis, MA 02054

### In Attendance:

Peter Jurmain, Chairman  
Susan Vecchi, Vice Chairman  
Craig Schultze, Clerk  
Tayana Antin  
Peter Berube  
James Bullion  
Jerry Nunnaley  
Doug Riley  
Michael Guzinski, Town Administrator  
Catherine MacInnes, Board of Selectman  
Lisa Hardin, Town Clerk

Peter Jurmain called the meeting to order at 7:30 PM

### Operating Budget and Revenue Update:

The committee requested the Revenues and Operating Budget be sent in Excel rather than PDF. MS4 Stormwater Management Article amount has been reduced, the committee asked the Town Administrator to confirm the amount. The reduced amount will be absorbed in the DPW's Operating Budget. The committee requested an updated FY17 Operating Budget to try to determine if funds would be available for Inter-Function Transfers in May and June.

The committee discussed the School's Bathroom Renovation Article and requested a School Committee Member attend next week's meeting to discuss the article as well as the Clyde Brown Roof Replacement Article.

The committee noted that deferring the Local Road Improvements Article to the November Town Meeting would delay repairs to the roads until sometime next spring.

After reviewing Free Cash the committee determined that the FY17 Budget Deficits in Snow & Ice and Police Department Overtime would leave very little to fund other requests. The committee is also concerned with using "one-time" funds such as Free Cash for recurring salaries and expenses. The committee is comfortable using Stabilization Funds for the FY17 Budget Deficits.

### Stormwater Management Article Options:

- (1) Delay abiding by the regulations and get fined
- (2) Create a Stormwater Utility
- (3) Operational Override
- (4) Make cuts in other departments

A Stormwater Utility cannot be used to repay a prior bill, specifically funding the FY18 cost, if it is established in the future. If funded by the Stabilization Fund the cost would have to be paid back to the fund within (3) years according to the town's Stabilization Fund Policy. Consideration should be given in using Stabilization Funds due to its impact on the town's bond rating.

An error in the prior Town Administrator's spreadsheet caused a shortfall for FY17 Revenues.

### Warrant Article Assignments:

The committee assigned each member a number of articles to present to Town Meeting. Doug Riley will not be available to attend the June 5<sup>th</sup> Town Meeting but can assist some of the new committee members with article write-ups for the Finance Committee's Report to the residents.

### Warrant Article Recommendations:

Craig Schultze made a motion to recommend approval of Article #3, Well #3 Roof Repairs, in the amount of \$32,280.00 and Article #4, Well #4 Roof Repairs, in the amount of \$26,870.00 from Water Enterprise Funds; Susan Vecchi seconded. Vote: 8/0 motion carries unanimously.

Susan Vecchi made a motion to recommend approval of Article #14, ClearGov.com Software, in the amount of \$5,625.00 from Free Cash; Doug Riley seconded. Vote: 8/0 motion carries unanimously.

Susan Vecchi made a motion to recommend approval of Article #24, School: Computer Lease – New, in the amount of \$22,813.11; Craig Schultze seconded. Vote: 7/1 motion carries.

Article #31 Board of Selectmen Report – Capital Project Requests:

There was some discussion to include all requests from departments in the Town's Warrant giving Town Meeting a platform to vote to choose items they wanted funded. This article is a placeholder until the Warrant is closed by the Board of Selectmen on May 3, 2017. The committee agreed that the unfunded requests should be included in opening comments at Town Meeting.

Article #32 General By-Law Amendment – Town Meeting Dates:

This article would change town meetings from Monday evening to Saturdays. Town Counsel advised not including a time in the article. Further discussion of the article will be at next week's meeting.

The committee requested the petitioners of the petitioned articles attend next week's meeting to discuss the articles.

Old Business/ New Business:

Lisa Hardin:

The Operating Budgets for Town Clerk, Registrars and Elections should include additional overtime. In prior years the department was able to use comp time instead of overtime. In July 2016, the Finance Director notified all departments that comp time is not part of the SEIU contract.

The committee recommended the Town Clerk discuss this situation with the Town Administrator and the Board of Selectmen.

Minutes Approval:

Susan Vecchi made a motion to recommend approval of the April 12, 2017 Meeting Minutes as written; Jerry Nunnaley seconded. Vote: 8/0, motion carries.

Adjourn:

Susan Vecchi made a motion to adjourn the meeting at 8:52 PM; Jodie Garzon seconded. Vote 8/0 motion carries unanimously.

Respectfully submitted,  
Deirdre Gilmore