

## Finance Committee Meeting

December 6, 2016 6:15 PM EST  
Veterans Memorial Building, Room 206  
900 Main Street  
Millis, MA 02054

### In Attendance:

Peter Jurmain, Chairman  
Susan Vecchi, Vice Chairman  
Tayana Antin  
Peter Berube  
Jodie Garzon  
Jerry Nunnaley  
Brenda Hamelin, Animal Control Officer

Peter Jurmain called the meeting to order at 6:24 PM

### Animal Control Truck Replacement:

Brenda Hamelin: The vehicle is not running. On October 28, 2016 the check engine light came on and the front end of the vehicle was shaking. The Millis DPW Mechanic and General Foreman assisted in getting the vehicle back to the Millis DPW Garage. While the vehicle was being repaired a Millis DPW truck was used for 2 – 3 weeks. In order to get further diagnostics of the problem the vehicle was brought to R & R Auto, the total price was \$1,700.00. The Vehicle Expense/Repair budget for the year is \$2,000.00. It was determined that a new engine was necessary to repair the problem. After review, it was decided replacement was the best option.

They are seeking approval of an MHQ Quote for a 2017 Ford F150 Pick up with a Super Cab and a 6 ½ foot bed. The lead time for this vehicle is 14 weeks; F150s are not stocked by MHQ. The total price is \$29,794.00 of which Millis' portion is \$14,897.00.

The second quote from Liberty Chevrolet is for a 2017 Colorado in the amount of \$29,199.17. The lead time for this vehicle is 2 weeks. While this may seem like a more viable option it was determined that the Ford F150 was a better fit. All avenues have been exhausted to find an acceptable vehicle.

Medway has loaned an F250 for use for the next 14 weeks and agrees the Ford F150 is the best choice.

Susan Vecchi made a motion to recommend approval to fund a 2017 Ford F150 in the amount of \$14,897.00 through a Reserve Fund Transfer; Jodie Garzon seconded. Vote: 6/0 motion carries unanimously.

### Invoice Payment/Approval:

Susan Vecchi made a motion to recommend approval of payment to Community Newspaper Company in the amount of \$79.82; Peter Berube seconded. Vote: 6/0 motion carries unanimously.

Minutes Approval:

Susan Vecchi made a motion to recommend approval of the November 7, 2016 Meeting Minutes as written; Peter Berube seconded. Vote: 6/0 motion carries.

Old Business/New Business:

The committee discussed their plan going into the FY18 budget cycle and the upcoming Spring Town Meeting. A Glossary of Town Meeting Terms would be helpful to resident to further explain items such as Stabilization Fund, Reserve Fund, OPEB, etc.

The committee would like Department Heads to present a 5 year plan for future expenditures, capital and staffing. The presentation should include reasoning and benefits of these expenditures and their impact on the level of service they would bring to the residents.

The committee feels that Free Cash allocation should be voted by the residents at Town Meeting and not be subject to the 65/35 split between the School Department and Municipal Departments.

The committee will be requesting a Debt Schedule and other financial information from the town's Finance Director. This information will be used to help residents understand the impact the town's capital needs and requested overrides are on their tax bill.

The committee also requested the staffing level changes over the last 20 years in each department. This will help them determine what departments need staffing.

The committee would like to schedule their next meeting on Wednesday, January 11, 2017 at 7:30 PM in Room 206 of the VMB. Invited guests will include Kathleen LaPLant, Town Finance Director, James McCaffrey, Board of Selectmen and Suzanne Kennedy, Interim Town Administrator.

Adjourn:

Susan Vecchi made a motion to adjourn the meeting at 7:30 PM; Jodie Garzon seconded. Vote 6/0 motion carries unanimously.

Respectfully submitted,  
Deirdre Gilmore