

Finance Committee Meeting

May 30, 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  
Jodie Garzon  
Jerry Nunnaley  
Michael Guzinski, Town Administrator  
Paul Jacobson, Moderator  
Jim McCaffrey, Board of Selectmen Chairman  
Loring Barnes, Board of Selectmen Clerk  
Lisa Hardin, Town Clerk

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

Update Warrant Article Amounts:

Article #2 Replenish FY17 Operating Budget: The total of this article is \$332,171.55.

Article #7 FY18 Operating Budget: The total for this article is \$29,356,965.39 of which \$29,204,479.00 is from Taxation and \$152,486.39 is from Free Cash. The committee will revote the amounts and funding sources of this article at Town Meeting after clarifying with the town's Finance Director the correct amounts.

Article #8 Sewer Enterprise Fund: The total of this article is \$1,201,541.28.

Article #9 Water Enterprise Fund: The total of this article is \$1,132,001.32.

Pre-Town Meeting:

Susan Vecchi made a motion to open Pre-Town Meeting at 7:45 PM; Jodie Garzon seconded. Vote: 7/0 motion carries unanimously.

Article #1 Unpaid Bills:

This article pays bills owed by the town from previous fiscal years, they include:

Department:	Vendor:	Amount:
Selectmen	Siemens	\$ 245.00
Police	C. Thompson	\$2,025.70
Police	C. Volpicelli	\$1,617.38
Police	C. Volpicelli	\$3,290.69
Police	A. Gonzalez	\$ 486.90

The total is \$7,665.67 and will funded by Free Cash. The Finance Committee recommends approval of this article.

Article #2 Replenish FY17 Operating Budget:

Police Overtime:	\$119,000.00	Free Cash
Police Sick Time Buy Back:	\$ 17,000.00	Free Cash
Replenish Reserve Fund:	\$ 20,000.00	Free Cash
Library Director Salary:	\$ 745.20	Free Cash
Ambulance Expenses:	\$ 10,000.00	Ambulance Fund
Snow & Ice Deficit:	\$153,790.00	Stabilization Fund
	\$ 11,636.35	Free Cash

The Finance Committee recommends approval of this article.

Article #3 Well #3 Roof Repairs: The total of this article is \$32,280.00. The Finance Committee recommends approval of this article.

Article #4 Well #4 Roof Repairs: The total of this article is \$26,870.00. The Finance Committee recommends approval of this article.

Article #5 AFSCME Contract Settlement –DPW: This article ratifies the contract. The Finance Committee recommends approval of this article.

Article #6 Dispatcher Association Contract Settlement: This article ratifies the contract. The Finance Committee recommends approval of this article.

Article #7 FY18 Operating Budget: Total \$29,355,965.39, funded by:

Taxation:	\$28,451,324.07
Ambulance Fund:	\$ 220,000.00
Perpetual Care Interest:	\$ 332.00
Sale of Cemetery Lots:	\$ 12,000.00
Cell Tower Revenue:	\$ 31,900.00
Bond Premiums:	\$ 238,818.14
Sewer Fund Transfer:	\$ 173,719.15
Water Fund Transfer:	\$ 227,872.03

The Finance Committee recommends approval of this article.

Article #8 Sewer Enterprise Fund:

Salaries/Wages:	\$ 230,559.32
Expenses:	\$ 646,681.50
Debt:	<u>\$ 324,300.46</u>
Total:	<u>\$1,201,541.28</u>

Funded by:

Sewer Department Receipts:	\$967,306.28
Transfer from Sewer Betterment:	\$234,235.00

The Finance Committee recommends approval of this article.

Article #9 Water Enterprise Fund:

Salaries/Wages:	\$ 306,400.41
Expenses:	\$ 387,651.19
Debt:	<u>\$ 437,949.72</u>
Total:	<u>\$1,132,001.32</u>

Funded by:

Water Department Receipts:	\$1,060,224.02
Water Surplus:	\$ 71,777.30

The Finance Committee recommends approval of this article.

Article #10 Amend Personnel Plan:

- 3% Salary/Wage Increase
- Added School Traffic Supervisors
- Defined Stipend of Board of Registrars-Chair/Member
- Added Planning Board Members Stipend

The Finance Committee recommends approval of this article.

Article #11 Independent Audit: The total is \$35,500.00 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #12 Actuarial Study – OPEB: The total is \$7,500.00 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #13 Clyde Brown Elementary School Replacement: Total \$51,765,857.00 from Borrowing. The Finance Committee recommends approval of this article.

The Town Clerk notified the committee of a possible request at Town Meeting for a paper ballot vote for this article. The Town Moderator has the ability to call for the paper ballot but stated he would not do so but would entertain the motion by an attendee at Town Meeting. The Town Administrator will check with Town Counsel to verify the process of the paper ballot vote.

Article #14 ClearGov.com: The total is \$5,625.00 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #15 Sewer Infiltration and Inflow Phase IV-B: The total is \$132,650.00 and will be funded by Sewer Enterprise Fund – Sewer Surplus. The Finance Committee recommends approval of this article.

Article #16 Dover Road Water Main Project Phase II: The total is \$887,545.50 and will be funded by Borrowing. The Finance Committee recommends approval of this article.

Article #17 MS4 Stormwater Management: The total is \$194,603.10 and will be funded by Free Cash. In future years the amount will most likely increase to \$250,000.00 per year. The Finance Committee recommends approval of this article.

Article #18 Yukon Cargo Trailer: The total is \$7,995.00 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #19 Board of Health Appointing Authority: The Finance Committee recommends approval of this article.

Article #20 Community Preservation Fund:

Appropriations

From 2018 estimated revenues for Committee Administrative expenses:	\$8,477.00
From Undesignated Fund Balance for Long Term Debt Principle:	\$26,267.00
From Undesignated Fund Balance for Long Term Debt Interest:	\$13,712.67

Reserves:

From FY2018 estimated revenues for Historic Resources Reserve	\$16,953.00
From FY2018 estimated revenues for Community Housing Reserve	\$16,953.00
From FY2018 estimated revenues for Open Space Reserve	\$16,953.00
From FY2018 estimated revenues for Budgeted Reserve	\$80,000.00

The Finance Committee recommends approval of this article.

Article #21 Schools: Bus Lease: The total is \$67,038.33 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #22 Schools: Computer Lease: The total is \$46,397.99 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #23 Schools: Medicaid Reimbursement: The total is \$5,000.00 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #24 Schools: Create a School Bus Stabilization Fund: The Finance Committee recommends dismissal of this article.

Article #25 Schools: Computer Lease – New: The total is \$22,813.11 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #26 Schools: Clyde Brown Elementary School Roof Repair: The total is \$58,000.00 and will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #27 Bond Premiums: The Finance Committee recommends approval of this article.

Article #28 Reauthorize Revolving Funds:

Oak Grove Farm Maintenance Fund:	\$35,000.00
Animal Control Shelter Fund:	\$ 3,000.00
Fire Alarm Fund:	\$10,000.00
Historical Commission Fund:	\$12,000.00
Ambulance Department Fund:	\$20,000.00
Council on Aging Transportation Fund:	\$ 5,000.00
Veterans Memorial Building Custodial & Maintenance Fund:	\$ 6,000.00
Food Service Fund:	\$ 4,500.00
Stormwater Management Fund:	\$10,000.00
Board of Health Medical Services and Vaccination Fund:	\$ 8,500.00
Board of Health Rabies Clinic/Program Fund:	\$ 2,500.00
Continuing Education Fund:	\$50,000.00
Millis Public Schools Athletic Fields Fund:	\$35,000.00
Millis Public Schools Extracurricular Fund:	\$ 8,000.00
Millis Public Library Special Use Fund:	\$10,000.00

The Finance Committee recommends approval of this article.

Article #29 OPEB Funding: The Finance Committee recommends dismissal of this article.

Article #30 Schools: Instructional Resources: The Finance Committee recommends dismissal of this article.

Article #31 Schools: Repair & Upgrade Middle and High School Bathrooms: The total is \$20,000.00, the Finance Committee recommends approval of this article.

Article #32 Schools: Fund School Bus Stabilization Fund: The Finance Committee recommends dismissal of this article.

Article #33 Add to Stabilization Fund: The Finance Committee will make its recommendation at Town Meeting.

Article #34 Reserve Fund Increase: The Finance Committee will make its recommendation at Town Meeting.

Article #35 Board of Selectmen Report – Unfunded Capital Project Requests:

Elections: Storage Closet:	\$ 8,000.00
Council on Aging: Handicap Van:	\$ 55,000.00
Local Road Improvements:	\$150,000.00
Town Buildings: Veteran’s Memorial Building Carpet Replacement:	\$ 11,827.20
Town Buildings: Veteran’s Memorial Building Blind Replacement:	\$ 33,000.00
Police Department: (2) Ford Sedan PI FWD:	\$ 77,284.00
Fire & Rescue: Air Packs & Air Pack Bottles:	\$ 32,696.00
DPW: (1) Ford F450 Bucket Truck:	\$100,699.00
Schools: Back Up Storage – Servers:	\$ 45,000.00
Schools: Auditorium Seating and Lighting:	\$ 55,000.00

The Finance Committee accepts the Board of Selectmen Report – Unfunded Capital Project Requests.

Article #36 Citizen’s Petition – Amend Zoning Map: The Finance Committee recommends approval of this article.

Article #37 Citizen’s Petition – Massachusetts Safe Community Act: The Finance Committee is required to make a recommendation to Town Meeting for every article. The Finance Committee recommends approval of this article.

Susan Vecchi made a motion to adjourn Pre-Town Meeting at 8:50 PM; Jodie Garzon seconded. Vote: 7/0 motion carries unanimously.

Old Business/ New Business:

Jodie Garzon made a motion to recommend approval of payment to W.B. Mason in the amount of \$13.31; Susan Vecchi seconded. Vote: 6/0 motion carries unanimously.

Jodie Garzon made a motion to recommend approval of payment to Our Town Publishing Impressions in the amount of \$3,230.00; Susan Vecchi seconded. Vote: 6/0 motion carries unanimously.

Minutes Approval:

Susan Vecchi made a motion to recommend approval of the May 10, 2017 Meeting Minutes as written; Tayana Antin seconded. Vote: 6/0, motion carries unanimously.

Susan Vecchi made a motion to recommend approval of the May 17, 2017 Meeting Minutes as written; Tayana Antin seconded. Vote: 6/0, motion carries unanimously.

Adjourn:

Susan Vecchi made a motion to adjourn the meeting at 8:54 PM; Jodie Garzon seconded. Vote 6/0 motion carries unanimously.

Respectfully submitted,  
Deirdre Gilmore