

## Finance Committee Meeting

October 5, 2016 7:30 PM EST  
Veterans Memorial Building, Room 229  
900 Main Street  
Millis, MA 02054

### In Attendance:

Peter Jurmain, Chairman  
Susan Vecchi, Vice Chairman  
Tayana Antin  
Peter Berube  
Jodie Garzon  
Jerry Nunnaley  
Suzanne Kennedy, Town Administrator

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

### Petitioned Article – VMB Doors Update:

Mary Russo:

The Petitioned Article is for the replacement of (3) doors at the Veterans Memorial Building: the elevator entrance, the handicap ramp and the lower level of the Senior Center. The doors would be replaced with automatic doors in order to provide easy access for residents and EMTs. The petition has 150 signatures from residents in favor of the article. The cost for replacement is approximately \$12,000.00 including electrician costs, doors and installation.

The committee requested (3) quotes and the applicant understood that no decision could be made on the article until Free Cash was certified.

### Update on Free Cash:

Suzanne Kennedy: Free Cash has not been certified. The Finance Office has run into a problem with the town's accounting software.

### Update on Schools Transportation Fund:

Marc Conroy was unavailable to attend the meeting. The topic has been postponed. The topic will be rescheduled for October 12, 2016 and an update of the school's Warrant Articles will also be presented.

### Sewer Project Article - Middlesex Street Residents:

A number of Middlesex Street residents do not want to be part of the town's sewer system for a number of reasons. First and foremost is the assessment of the Betterment Fee for approximately \$19,000.00 even if they chose not to tie into the system. There is also an Entrance Fee for \$3,900.00 as well as contractor costs to install the service. Many of the residents are on fixed incomes. They are requesting the Middlesex Street portion of the project be eliminated from the plans.

The committee explained their role is to make recommendations. The Board of Selectmen make any necessary changes to the warrant and ultimately the town's residents make the final decision at Town Meeting. The Board of Selectmen will need to clarify what stage the project is in: study only, construction, etc.

Warrant Article Discussion:

Article #1 Unpaid Bills:

This article includes prior fiscal year bills the town is obligated to pay.

Article #2 SEIU Contract:

This contract is settled and the amount includes retroactive compensation for FY16 and FY17.

Article #3 Police Contract:

The contract has not been settled. The amount includes retroactive compensation for FY17.

Article #4 Police – Removal of Civil Service:

This article removes the Civil Service requirement the town previously required. Both the Police Department and Town Management are in favor of this article.

Article #5 Land Swap:

Craig Schultze will discuss in detail at the October 12, 2016 meeting.

Article #6 Assessors – Change Minimum/Maximum Income Amount: Chapter 41C:

The details of this article are being reviewed by Town Counsel to establish a better legal understanding of the article.

Article # 7 Assessors – Adopt 41D Clause:

The details of this article are being reviewed by Town Counsel to establish a better legal understanding of the article.

Article #8 Establish Commission on Disability:

Millis is one of a few towns in the Commonwealth that does not have a Disability Commission. This article is an effort by the Board of Selectmen to meet the needs of individuals with disabilities. The Board of Selectmen have agreed on a (5) member commission.

Article #9 Collection of Parking Fines:

This article would establish fines for individuals who illegally park in handicap spaces. The funds collected could be used to pay officers to monitor the spaces.

Article #10 OPEB (Other Post-Employment Benefits):

The town's portion of this is underfunded. The committee tries to fund it annually in the amount of \$50,000.00 depending on the town's finances. Wall Street does consider the town's fund balance when determining the Bond Rating.

Article #11 CPC (Community Preservation Committee) – Etchings Restoration:

This article will be funded by CPC funds. It entails the restoration of Currier and Ives etchings. A CPC representative will be scheduled to attend the October 12, 2016 meeting to explain the article in detail.

Article #12 Sewer Project:

A member of the Board of Selectmen will have details on the article at the October 12, 2016 meeting.

Article #13 Dean Street Water Main:

This article replaces water services to some Dean Street residents. The Deputy Director of the DPW, James McKay, is seeking quotes for this article and will present the information at the March 12, 2016 meeting.

Article #14 DPW – 1 Ton Dump Truck:

This article would replace a 2006 dump truck that is need of major repairs. The replacement amount is approximately \$47,000.00

Article #15 DPW – Deputy Director Vehicle:

The Town Mechanic's vehicle needs major repairs. This article would pass down the Deputy Director's vehicle to the mechanic and the Deputy Director would use the new vehicle. The replacement amount is approximately \$31,000.00

Article #16 School Roof Repairs – Clyde F. Brown School:

The repairs are expected to be \$25,000.00

Article #17 School – MS/HS Intercom Replacement:

This article is estimated at \$12,000.00. The need for broadcasts throughout the school in the event of an emergency was highlighted in the Emergency Response Report from Synergy.

Article #18 Replenish Stabilization Fund:

The Board of Selectmen established a Stabilization Fund Policy several years ago. The goal is 5% of the town's Operating Budget. Often times the fund is depleted by Snow & Ice deficits. There should be approximately \$1.4 million in the fund.

Article #19 Repurchase Cemetery Lots:

The town repurchases cemetery lots when residents no longer wish to use them.

Article #20 Petitioned Article:

Discussed earlier in the evening.

Article Assignments:

The committee assigned each article to one of the (9) members of the Finance Committee.

The chairman requested small write-ups on articles from each member and the reasoning behind the committee's recommendation or dismissal.

Many article details will be available next week. The chairman expressed the committee's concern with Free Cash not yet certified, it puts the committee in a difficult position with recommendations.

Bills Payable:

Susan Vecchi made a motion to recommend approval of payment to the Millis Post Office in the amount of \$595.58 for postage to mail the Finance Committee's Annual Fall Report; Jerry Nunnaley seconded. Vote: 6/0 motion carries unanimously.

Minutes Approval:

Jodie Garzon made a motion to approve the September 28, 2016 Meeting Minutes as written; Peter Berube seconded. Vote: 3/0 motion carries.

Upcoming Meetings:

October 12, 2016 VMB Room 229 7:30 PM  
October 19, 2016 VMB Room 229 7:30 PM  
October 26, 2016 VMB Room 229 7:30 PM  
November 2, 2016 VMB Room 229 7:30 PM  
November 7, 2016 Middle/High School Room 104 6:30 PM  
Town Meeting: Monday November 7, 2016 7:30 PM

Adjourn:

Jerry Nunnaley made a motion to adjourn the meeting at 8:50 PM; Susan Vecchi seconded. Vote 6/0 motion carries unanimously.

Respectfully submitted,  
Deirdre Gilmore