

MINUTES OF MEETING OF WAREHAM FINANCE COMMITTEE

Date of Meeting: September 26, 2012

I. CALL MEETING TO ORDER

The meeting was called to order at 6:45 P.M.

II. ROLL CALL

Members Present: Donna Bronk, Chairman
Larry McDonald, Clerk
David Trudell
Bonnie Cottuli
Marilyn Donahue
Dominic Cammarano (Arrived at 6:50 P.M.)
Tom Worthen (Arrived at 7:30 P.M.)

Members Absent: Frank Heath
Sam Gray

Also Present: Claire Smith, Town Moderator
Alan Slavin, BOS Liaison

III. CITIZENS PARTICIPATION

No-one came forward for Citizens Participation.

IV. BUSINESS

A. Vote on Fall Town Meeting Warrant Articles.

1. Articles 19, 20, & 21 – Community Preservation Committee.

Present before the FinCom: Sandy Slavin, Community Preservation Committee

Article 19 – CPC Fund Transfers

Ms. Slavin explained that the CPC is looking to transfer \$10,400 for administration that will go along w/ the allocation that was made at the Spring Town Meeting, thus, the total amount in the administrative account will be \$31,600 which equates to 5%.

Ms. Slavin discussed what the administrative fund pays for, such as writing RFPs, land use questions to an attorney, issues at Tremont Nail, engineering fees, etc.

Ms. Slavin stated the article also authorizes the CPC to utilize \$369,602.

MOTION: Mr. McDonald moved Favorable Action on Article 19 of the 2012 Fall Town Meeting Warrant. Mr. Trudell seconded.

VOTE: Unanimous (5-0-0)

Article 20 – Preservation & Restoration of Old Town Offices

Ms. Slavin explained the article requests \$50,000 for the restoration of the Old Town Hall offices (where WCTV is currently located). The restoration will include painting, window replacements, etc.

NOTE: Mr. Cammarano arrived at this time.

Ms. Slavin stated that the Municipal Maintenance Dept. made the grant request for this to CPC & the Municipal Maintenance Dept. will oversee the project.

Brief discussion ensued re: if WCTV is renting this building or not. Ms. Slavin stated it is a Town-owned building. Mr. Trudell stated it still needs to be maintained & preserved.

Ms. Slavin noted that a lead paint study was done on the building & lead was only found on one window.

MOTION: Mr. Trudell moved Favorable Action on Article 20 of the 2012 Fall Town Meeting Warrant. Ms. Cottuli seconded.

VOTE: Unanimous (6-0-0)

Article 21 – Rescind Article 49 from Spring 2010 Town Meeting

Ms. Slavin stated Article 49 of the 2010 Spring Town Meeting was project that is no longer on the table. It was the old Maple Park/Brock Tucey property.

MOTION: Mr. McDonald moved Favorable Action on Article 21 of the 2012 Fall Town Meeting Warrant. Ms. Donahue seconded.

VOTE: Unanimous (6-0-0)

Ms. Slavin updated the FinCom on the following re: three distinct areas of issues between the Town Accountant's books & the CPC's books:

- The balances in the reserves from the end of FY2011 were not the same figures that started in FY2012. This has now been rectified.
- For FY2012, the money for FY2011 projects balances were not carried forward. This has now been rectified.
- Many of the articles from the FY2012 were not posted in the books. This has now been rectified.

Ms. Slavin noted that income/revenue for FY2012 still has not been finalized, but it is being worked on.

2. Articles 29 & 30 – Cemetery Commissioners.

Present before the FinCom: Nan Miller, Cemetery Commissioner

Article 29 – Hiring of Four Seasonal Laborers

Ms. Miller distributed information to the FinCom.

Ms. Miller stated this article would allow the hiring of four seasonal people at minimum wage over the summer at 20 hours per week to help maintain the cemeteries. The Cemetery Commissioners put this article in now because this would need to be in place before the end of the fiscal year.

Ms. Miller stated one issue w/ the article is that “General Cash” should have been written vs. “Internment”. She has been notified that there is no money available in General Cash. She is not sure how to move forward w/ this at this time. She doesn’t know if some money can be found for this article. She stated if the money is not found, it will be sought at the start of the new fiscal year (7/1/13). She noted that over \$20,000 from internment & foundation fees have been sent to the General Fund.

Ms. Miller stated the Municipal Maintenance Dept. are doing cemetery work presently. She stated the issue is manpower & the Municipal Maintenance Dept. are stretched on manpower.

Ms. Miller discussed the type of work the seasonal help would do.

Ms. Cottuli asked what the motivation was for requesting this help. Ms. Miller stated it is to create summer jobs & to maintain the cemeteries at a greater level than the Municipal Maintenance Dept. can handle at this time.

Ms. Cottuli asked who would supervise this seasonal help & what equipment would be utilized. Ms. Miller stated all the help would be supervised by the Municipal Maintenance Dept. She noted there is already equipment available that is strictly earmarked for cemeteries.

Ms. Donahue asked if the Municipal Maintenance Dept. sees this help as an issue. Ms. Miller stated Mr. Gifford, Municipal Maintenance Director is on board w/ this idea.

Mr. Cammarano asked if there is a line item in the budget for cemeteries. Ms. Miller stated there is a line item for purchases, but she needs to find out if there is a separate line item for labor.

Ms. Miller discussed the months in which the seasonal help would be employed, commencing in May.

Ms. Cottuli expressed concern re: union issues w/ the hiring of seasonal employment. Ms. Miller stated the Cemetery Commissioners will be hiring the help. She feels any legal issues can be worked out w/ Town Counsel. She noted that Mr. Gifford didn't seem to have a problem w/ this.

Ms. Smith asked if 20 hours will kick start benefits for the seasonal employees. Ms. Miller stated the idea is to not cost the Town any more money w/ benefits, etc.

Mr. McDonald expressed concern that the Cemetery Commissioners have not spoken to the BOS about this & money is being encumbered that may not be available. He feels this should have been brought forward to the BOS before becoming a Warrant article. Mr. Trudell doesn't feel committees should be hiring people & having these people put on the payroll w/out having it vetted before the BOS first. Mr. Cammarano feels that money is being generated (from cemetery fees) which is more than what the seasonal help would cost. He feels it is the right thing to do. Ms. Cottuli concurs that it is a good idea, but that this idea needs more thought & planning.

Ms. Miller stated this article will be withdrawn because Mr. Sullivan has stated there is no money available.

Article 30 – Hiring of an Arborist

Ms. Miller stated money for this article would come out of the Sales of Lots & Graves. She discussed issues w/ rotted trees & shrubs, moss issues on trees, the removal of shrubs, etc. She stated it was suggested to the Cemetery Commissioners that an arborist come in to evaluate the trees for damage & for future damage & come up w/ a plan to deal w/ the removal of unsafe trees.

Mr. McDonald stated he wants to be sure that the money from Sales of Lots & Graves can be used to hire an arborist. He feels the Municipal Maintenance Director, Town Administrator, & the Cemetery Commissioners need to get together & see if there are other options that don't cost a lot of money.

Ms. Smith stated there used to be two Tree Wardens that worked for the Town, but these positions are either not being filled or do not exist anymore.

NOTE: Mr. Worthen arrived at this time.

Ms. Miller stated there is not enough work to hire a Tree Warden. She stated the intent of this article is go have a survey done by an arborist to come up w/ a plan that the Municipal Maintenance Dept. can utilize to handle the problem(s).

Ms. Miller departed at this time.

Mr. McDonald stated there are rules when it comes to utilizing these funds. He doesn't feel this article should come directly before Town Meeting w/out it being vetted & discussed by the BOS & the Town Administrator.

MOTION: Ms. Cottuli moved Favorable Action on Article 29 of the 2012 Fall Town Meeting Warrant. Ms. Donahue seconded.

**VOTE: (0-6-1)
Mr. Worthen abstained**

MOTION: Ms. Donahue moved Favorable Action on Article 30 of the 2012 Fall Town Meeting Warrant. Mr. Trudell seconded.

**VOTE: (1-5-1)
Mr. Cammarano in favor
Mr. Worthen abstained**

3. Articles 11, 12, & 13 – Municipal Maintenance Dept. Report.

Article 11 – Transfer to Harbors/Beaches Maintenance Acct.

Ms. Bronk stated she spoke w/ Mr. Gifford yesterday. She explained that originally, Mr. Buckminster, Harbormaster did not want these funds coming out of this account, but now he is in favor of it because it is work to be done on the beaches by the Municipal Maintenance Dept.

Article 12 – Transfer to Sign Materials Account

Article 13 – Transfer to Line Painting Account

Ms. Bronk stated these articles are usually handled in the spring, but they were not, so they are now being placed on the Fall Town Meeting Warrant.

MOTION: Mr. McDonald moved Favorable Action on Article 11 of the 2012 Fall Town Meeting Warrant. Ms. Cottuli seconded for discussion.

Mr. Cammarano asked what the balance is in the account in question. Ms. Donahue explained there is currently \$81,000 in the account, but after articles, there will be approx. \$21,000.

Mr. Trudell doesn't see where there is an accounting of where the money is being spent on harbors & beaches. Mr. McDonald doesn't believe last year this transfer was done. He also expressed concern re: maintaining a certain amount in this account. Discussion ensued.

Selectman Slavin stated the State gives back funds to this account. He added that boat excise taxes go into this account as well. Ms. Cottuli feels if this article is not addressed

at this Town Meeting, it can be addressed at the Spring Town Meeting. She noted that the summer is over.

Mr. Trudell stated he would like to know from Mr. Gifford how much has been expended in July, August, & September on these matters. He feels it will be helpful to know what the \$30,000 will be used for. Mr. Worthen concurred.

Mr. McDonald & Ms. Cottuli withdrew their motions. This article will be handled next week.

MOTION: Ms. Cottuli moved Favorable Action on Article 12 of the 2012 Fall Town Meeting Warrant. Mr. Cammarano seconded.

Mr. Trudell stated he is becoming concern re: the pier issue & the taking of the parking meter funds for other uses when the pier issue will be an expensive matter.

Mr. McDonald stated he would like to know what is in the Parking Meter Fund & see an accounting of this fund. Ms. Cottuli suggested asking the interim Town Administrator what is in the fund. Mr. Cammarano stated this is a housekeeping article every year. He feels there are more important things to deal with. Ms. Donahue stated she understands Mr. Cammarano, but she doesn't feel the FinCom would be voting responsibly unless they knew if there was enough money in this account. She stated there is a need to know the balance of the account.

VOTE: (4-0-3)

Mr. McDonald, Ms. Donahue, & Mr. Trudell abstained

MOTION: Mr. Cammarano moved Favorable Action on Article 13 of the 2012 Fall Town Meeting Warrant. Ms. Cottuli seconded.

VOTE: (4-0-3)

Mr. McDonald, Ms. Donahue, & Mr. Trudell abstained

4. Article 4 – Police Department.

Article 4 – Police Transfer

Ms. Bronk stated she requested a meeting w/ Chief Stanley or Lt. Walcek, but no-one got back to her.

MOTION: Mr. Trudell moved Favorable Action on Article 4 of the 2012 Fall Town Meeting Warrant. Mr. Cammarano seconded.

Mr. McDonald expressed concern re: equipment repairs for \$2,500 & what this is for. Mr. Cammarano understands that it is for the gate at the Onset Pier that may be broken.

VOTE: (4-1-2)
Ms. Cottuli opposed
Mr. McDonald & Mr. Trudell abstained

5. Vote on any other articles.

Article 5 – Additional State Education Aid (Chapter 70)

Mr. McDonald stated he understands there may be problem w/ this article. It was clarified that the problem may be w/ Article 6, not Article 5.

MOTION: Mr. Cammarano moved Favorable Action on Article 5 of the 2012 Fall Town Meeting Warrant. Ms. Cottuli seconded.

Mr. McDonald stated there hasn't been an explanation offered as to what the School Dept. will be using this money for.

Ms. Smith explained this is extra State money that goes to the General Fund, but the School Dept. would like it transferred into the School Dept.'s budget because this money is meant for the schools.

VOTE: Unanimous (7-0-0)

Article 6 – McKinney-Vento Homeless Student Transportation

Ms. Smith explained that Mr. Sullivan had explained last week the issue re: putting this money in the budget now without knowing how much the Town will receive. It was Mr. Sullivan's suggestion to put this off until the Spring Town Meeting. She again reiterated that there is no certified figure (on what the Town will receive) as of yet. The FinCom concurred to table this article until next week.

Article 7 – High School Gym Roof

Mr. Worthen would like to know who is responsible for maintenance of school buildings. Ms. Bronk stated this is being looked into. Lengthy discussion ensued.

MOTION: Ms. Cottuli moved Favorable Action on Article 7 of the 2012 Fall Town Meeting Warrant. Mr. Cammarano seconded.

VOTE: (5-0-2)

Article 8 – Transfer to Harbormaster's Maintenance/Improvement Account

MOTION: Ms. Donahue moved Favorable Action on Article 8 of the 2012 Fall Town Meeting Warrant. Mr. Cammarano seconded.

VOTE: Unanimous (7-0-0)

Article 9 – Transfer to Harbormaster's Maintenance/Improvement Account

MOTION: Mr. McDonald moved Favorable Action on Article 9 of the 2012 Fall Town Meeting Warrant. Ms. Donahue seconded.

VOTE: Unanimous (7-0-0)

Article 10 – Cardiac Monitor/Defibrillators

MOTION: Ms. Cottuli moved Favorable Action on Article 10 of the 2012 Fall Town Meeting Warrant. Mr. McDonald seconded.

VOTE: (6-0-1)

Mr. Worthen abstained

Article 14 – Recycling Committee Additional Monies

MOTION: Ms. Donahue moved Favorable Action on Article 14 of the 2012 Fall Town Meeting Warrant. Mr. McDonald seconded.

Mr. Worthen feels the Recycling Center should try to get people who utilize the facility to pay fees for the facility's services. Mr. Trudell expressed concern re: this suggestion.

Ms. Donahue stated she supports the Recycling Center, but the Town needs to come up w/ a plan, not the volunteers. She stated it is not a business. She noted that Mr. Sullivan stated he could find the money being requested (\$3,000). She also stated she would like to recognize the efforts of the volunteers.

Ms. Cottuli stated she will support this article & she understands the coordinator does fulfill some sort of mandate. She added that this center is a Town Dept. because it is in the budget. She again stated she supports the article, but there is a need to do more.

Mr. Trudell stated a plan is needed to change the "business practices."

VOTE: (3-4-0)

Mr. Worthen, Mr. Trudell, Ms. Bronk, & Mr. McDonald opposed

Article 15 – FY2012 Unpaid Bills

The FinCom concurred to handle this article next week.

Article 16 – Purchasing Wind Power

Selectman Slavin discussed net-metering in which the Town can buy electricity.
Discussion ensued.

Selectman Slavin suggested Mr. Sullivan explain this article further to the FinCom.
Discussion ensued re: the intent of this article. Several members expressed concern re: having no explanation for this article & not understanding this article as well as Article 17.

MOTION: Mr. Trudell moved Favorable Action on Article 16 of the 2012 Fall Town Meeting Warrant.

NOTE: There was no second. Mr. Trudell withdrew his motion.

Article 18 – Solar Lease @ WPCF

MOTION: Mr. Trudell moved Favorable Action on Article 18 of the 2012 Fall Town Meeting Warrant. Ms. Donahue seconded.

Mr. Trudell indicated that Mr. Campinha, WPCF Superintendent has stated he has an area at the WPCF where he can place solar power.

Discussion ensued re: the intent of the article. Mr. Cammarano explained this is land where the WPCF is located & can only be utilized by the WPCF. This article would allow the WPCF to have a solar lease which will change the designation of the land.

VOTE: Unanimous (7-0-0)

NOTE: The FinCom went back to Article 16.

MOTION: Mr. Trudell moved Favorable Action on Article 16 of the 2012 Fall Town Meeting Warrant. Ms. Donahue seconded.

VOTE: (0-0-7)

Article 17 – Solar Credit Purchase Agreements

MOTION: Mr. Trudell moved Favorable Action on Article 17 of the 2012 Fall Town Meeting Warrant. Ms. Donahue seconded.

VOTE: (0-0-7)

Article 22 – Tax Increment Financing Agreement 1

MOTION: Mr. Trudell moved Favorable Action on Article 22 of the 2012 Fall Town Meeting Warrant. Ms. Cottuli seconded.

VOTE: (6-1-0)
Ms. Cottuli opposed

Article 23 – Tax Increment Financing Agreement 1A

MOTION: Mr. Cammarano moved Favorable Action on Article 23 of the 2012 Fall Town Meeting Warrant. Mr. Trudell seconded.

VOTE: (6-1-0)
Ms. Cottuli opposed

Article 24 – Transfer of Hammond School

Mr. McDonald understands this issue is still on hold due to obtaining a clear title & restrictions on this property.

MOTION: Ms. Cottuli moved Favorable Action on Article 24 of the 2012 Fall Town Meeting Warrant. Mr. Cammarano seconded.

VOTE: (0-0-7)

Article 25 – Amend Waterway Bylaw

MOTION: Mr. Cammarano moved Favorable Action on Article 25 of the 2012 Fall Town Meeting Warrant. Ms. Donahue seconded.

VOTE: Unanimous (7-0-0)

Article 26 – Repeal Provisions of Special Acts of 1994

MOTION: Mr. Trudell moved Favorable Action on Article 26 of the 2012 Fall Town Meeting Warrant. Mr. Cammarano seconded.

Discussion ensued re: the intent of the article.

Ms. Donahue questioned why the FinCom is voting on this article if it has no financial implications. Ms. Cottuli stated there is the potential of fines, etc.

VOTE: (1-4-2)

Article 27 – Extend Dog Bylaw Study Committee

MOTION: Mr. McDonald moved Favorable Action on Article 27 of the 2012 Fall Town Meeting Warrant. Ms. Donahue seconded.

VOTE: (6-1-0)
Mr. Cammarano opposed

Article 28 – Election of Sewer Commissioners

MOTION: Mr. McDonald moved Favorable Action on Article 28 of the 2012 Fall Town Meeting Warrant. Mr. Trudell seconded.

VOTE: Unanimous (7-0-0)

MOTION: Mr. Worthen moved to reconsider Article 26 of the 2012 Fall Town Meeting Warrant.

NOTE: There was no second to the motion.

Article 31 – Amend Zoning Bylaws

Present before the FinCom: George Barrett, Planning Board Chairman

MOTION: Mr. Trudell moved Favorable Action on Article 31 of the 2012 Fall Town Meeting Warrant. Mr. McDonald seconded.

Mr. Barrett explained the article. He stated the area in question was previously zoned as Commercial Strip (CS) & was temporarily rezoned to Multiple Residence 30 (MR30) w/ the intention of rezoning it to commercial in the future. This rezoning would be consistent w/ the zoning of the parcels directly to the south of Cranberry Highway across from the subject parcels & would create more uniformity to the composition of the Commercial Strip (CS) zoning district in this area of West Wareham.

VOTE: (6-0-1)
Ms. Donahue abstained

NOTE: The meeting proceeded w/ item VIII. New Business - Assignment of Article Recommendations.

The FinCom proceeded to assign article recommendation write-ups to FinCom members.

B. Review Warrant Deadlines.

- 1. Last day for FinCom to vote on articles: October 3, 2012.**
- 2. Last day to submit FinCom recommendations: October 5, 2012.**
- 3. Warrant to printer: October 9, 2012.**

V. ANY OTHER BUSINESS/DISCUSSION

A. Review Quinn Bill Committee Letter.

Mr. Trudell stated he will be completing his information & coordinating it w/ Ms. Donahue's information & he will email the completed report to Ms. Bronk.

Ms. Bronk stated this report needs to go to the BOS. She feels this report should be read at the BOS meeting by the FinCom. Mr. McDonald stated he would not be in favor of going before the BOS during Citizens Participation to read the report. He stated if it were a BOS agenda item then he would agree with that. Mr. Trudell stated as long as the report is part of the record, included in the meeting minutes, & sent to the BOS, it should be sufficient. Ms. Bronk wants to make sure the public is aware of this matter.

VI. LIAISON REPORTS

There were no liaison reports.

- A. Quinn Bill Committee.**
- B. WPCF.**
- C. School Committee.**
- D. Capital Planning.**
- E. Library.**
- F. Others.**

VII. APPROVAL OF MEETING MINUTES: SEPTEMBER 19, 2012

MOTION: Ms. Cottuli moved to approve the meeting minutes of September 19, 2012. Mr. McDonald seconded.

VOTE: (6-0-1)
Ms. Donahue abstained

VIII. NEW BUSINESS (UNANTICIPATED ITEMS)

Ms. Cottuli suggested the FinCom email specific questions re: articles on hold to the interim Town Administrator. Brief discussion ensued re: questions to be asked.

IX. NEXT MEETING DATE & TIME

The next meeting will be held on October 3, 2012 at 6:30 P.M. in Room 225.

X. ADJOURNMENT

MOTION: Mr. Trudell moved to adjourn the meeting at 9:20 P.M. Mr. Cammarano seconded.

VOTE: Unanimous (7-0-0)

Respectfully submitted,

Kelly Barrasso
Kelly Barrasso, Transcriptionist

Date signed: 10/3/12

Attest: Larry McDonald (KB)
Larry McDonald, Clerk
WAREHAM FINANCE COMMITTEE

Date copy sent to Town Clerk: 10/4/12

