

## MINUTES OF MEETING OF WAREHAM FINANCE COMMITTEE

**Date of Meeting: October 9, 2013**

### **I. CALL MEETING TO ORDER**

The meeting was called to order at 6:35 P.M.

### **II. ROLL CALL**

Members Present:     Larry McDonald, Chairman  
                             Bonnie Cottuli, Clerk  
                             Dominic Cammarano  
                             Tom Worthen  
                             David Heard  
                             Marilyn Jordan  
                             Joan Fontes

Member Absent:     Marilyn Donahue

Also Present:         Derek Sullivan, Town Administrator

### **III. CITIZENS PARTICIPATION**

Present before the FinCom:   Frank Heath

Mr. Heath expressed concern re: the High School roof. He stated as a former member of the Capital Planning Committee, this issue was a hot topic & this issue was continually brought up at Capital Planning Committee meetings.

Mr. Heath stated the School Dept./Town was able to piecemeal the repair of the High School gym roof.

Mr. Heath stated if the High School roof is left as is, the problem will grow larger. He spoke re: Article 13 – Wareham High School Roof Replacement Project Feasibility Study.

Mr. Heath spoke re: the use of Reserve Fund money in the past for an extraordinary item & how this money was restored to the fund. He noted the State is willing to pay \$700,000 for the approx. \$1 million dollar project. He feels \$60,000 for a study is well worth the money.

**NOTE:         The meeting proceeded w/ item V. Business – A. Town Meeting Warrant – 1. Review & vote Town Meeting Warrant articles.**

Article 13 – Wareham High School Roof Replacement Project Feasibility Study.

Present before the FinCom: Rhonda Vuegan, School Committee  
Kimberly Shaver-Hood, Superintendent of Schools

Ms. Vuegan asked the FinCom to vote No Action on Article 13. She stated the School Committee is looking at another funding source for the potential \$60,000 needed (for the study). She proposed that Article 13 at Town Meeting be passed over.

Ms. Vuegan stated the proposal is to take some money out of the High School LEA account. She explained how the potential \$60,000 needed will be funded. She stated 68% will come from the SBA program & will be reimbursed. The Town & School Dept. side will then split the remainder needed to make up the \$60,000. The amount to be split between the Town & the School Dept. would be \$18,000.

Ms. Cottuli asked if there is enough in the line item for the School Dept. to pay the \$60,000. Ms. Shaver-Hood discussed the funding process which includes the 68% reimbursement from the SBA program. She noted that the turn around time for reimbursements from the SBA are quick.

Mr. Heard asked where the Town will get its portion to pay. Ms. Vuegan stated this will have to be answered by the Town Administrator. Mr. Heard asked if this proposal was discussed w/ the BOS & Town Administrator. Mr. Sullivan stated No Action was taken by the BOS on this article. Mr. McDonald stated the BOS have acknowledged that they will go along w/ this proposal. He explained the reason for the BOS not voting was because this article will be pulled at Town Meeting.

Ms. Vuegan stated the School Committee still needs to vote to go along w/ this proposal or not.

#### **IV. TOWN ADMINISTRATOR'S REPORT**

##### **A. Healthcare Trust Fund.**

Mr. Sullivan stated at the end of FY2012, the balance in the fund was \$654,204. He stated employees contributed \$837,516. The Town side was negative \$183,312.

Mr. Sullivan explained going through FY2013, Free Cash was transferred into the fund. At the end of FY2013, there was a balance of \$1,678,767 in the fund. The employees contributed \$1,024,052. He noted the employee portion went up. He stated the Town contributed \$654,715. He stated there was also an increase in the Town's portion.

Mr. Sullivan stated in the Powers & Sullivan audit, they felt the Healthcare Trust Fund was not properly funded. The fund has a healthy balance right now. He stated the fund has been properly budgeted for based on the Town's consultant recommendation(s). He added that dental insurance has also been properly funded.

Mr. Sullivan discussed run rates running at 15%. He discussed stop/loss coverage. He added that the Town is still looking into getting out of being self-insured. He spoke briefly about other insurance groups.

**NOTE:** Mr. Worthen departed at this time.

## **V. BUSINESS**

### **A. Fall Town Meeting Warrant.**

#### **1. Review & vote Town Meeting Warrant articles.**

Mr. Sullivan stated he spoke w/ the DOR Director today. He stated the DOR is interested in the Town & how the Town is progressing.

#### Article 3 – Triennial Revaluation & Certification

Mr. Sullivan stated the proposal was to utilize \$80,000 from the Sale of Real Estate Account to fund this article. This money in this account needs to be utilized for real estate purposes. After speaking w/ the DOR, they have stated the use of this money for funding this article is not a true use of the money. He stated this money can be utilized to pay down the debt principle. He stated this can be done & then there will be a surplus of \$80,000 in the Debt Principle Account. The proposal is to then transfer this money from the Debt Principle Account to the Triennial Revaluation & Certification Account.

#### Article 14 – Appropriation Transfers

Mr. Sullivan stated there is a need to add the transfer from Article 3 into this article (transfer to the Debt Principle Account). He added that a transfer of \$20,000 will be needed to fund a full-time Town Planner position which he discussed last week.

Ms. Cottuli clarified that the position of Article 3 will be based on the position of Article 14. Mr. McDonald clarified that Article 14 will need to be voted upon before Article 3.

#### Article 15 – Fund Ratified Union Contracts

Mr. Sullivan stated the upper & lower Steelworker's Unions will be funded. He stated the lower management union will require \$8,000 & the upper management union will require \$8,000.

Mr. Sullivan discussed where this money will come from (it will come from the 5/12 Town Meeting appropriation – Collective Bargaining Reserve). He stated this will be a one time source of funds. He noted that there is currently \$104,000 in the Collective Bargaining Reserve (before any appropriations).

Ms. Jordan asked after all collective bargaining is completed, what happens to the reserve. Mr. Sullivan discussed what will happen to the reserve if there are funds not expended. He stated it will always be carried forward until the article is rescinded or a vote is taken at Town Meeting to take the money out.

Article 14 – Appropriation Transfers

Mr. Sullivan stated he doesn't anticipate any further transfers than what has been discussed.

**MOTION: Ms. Cottuli moved Favorable Action on Article 14 of the 2013 Fall Town Meeting Warrant. Mr. Cammarano seconded.**

**VOTE: Unanimous (6-0-0)**

Article 13 – Wareham High School Roof Replacement Project Feasibility Study

**MOTION: Mr. Cammarano moved No Action on Article 13 of the 2013 Fall Town Meeting Warrant. Ms. Cottuli seconded.**

**VOTE: Unanimous (6-0-0)**

Article 15 – Fund Ratified Union Contracts

**MOTION: Ms. Cottuli moved Favorable Action on Article 15 of the 2013 Fall Town Meeting Warrant in the amount of \$16,000. Mr. Cammarano seconded.**

**VOTE: Unanimous (6-0-0)**

Article 17 – Amend Demolition Delay Bylaw – Historically Significant Buildings

**MOTION: Ms. Cottuli moved Favorable Action on Article 17 of the 2013 Fall Town Meeting Warrant. Mr. Cammarano seconded.**

**VOTE: (5-1-0)**

**Mr. Cammarano opposed**

Article 19 – Accept Layout of Cranberry Lane

Present before the FinCom: Selectman Alan Slavin, BOS Liaison

Selectman Slavin stated the Town is still awaiting a consulting report on the status of this matter. He noted there are three remaining punch-list items outstanding. The proponents of this article have until 10/15/13 to get things done.

Discussion ensued re: abstaining from voting on this article until all the information is in.

Article 22 – Establish Zoning Bylaw: Medical Marijuana Treatment Centers

Mr. Slavin stated the Planning Board will hold a public hearing on this article on 10/21/13.

Mr. McDonald & Mr. Cammarano feel the FinCom should hold off on voting on this article until after the public hearing.

Ms. Cottuli discussed the Bylaw changes proposed in the Warrant. She stated if an opinion is needed by the FinCom on these articles, the FinCom needs to be the first in line at Town Meeting. She stated the public hearings for several of the articles won't be held until one week before Town Meeting, such as Article 20 which is a concept. She stated the FinCom won't know the outcome before the Warrant is printed.

Mr. McDonald stated there is a plan & a layout for Article 20 – Transfer Development Rights. He stated this is more than a concept. He stated he is not quite understanding of the plan yet & its impacts.

Article 19 – Accept Layout of Cranberry Lane

Discussion ensued re: how to vote on this article.

**MOTION: Ms. Cottuli moved No Action on Article 19 of the 2013 Fall Town Meeting Warrant. Mr. Cammarano seconded.**

**VOTE: Unanimous (6-0-0)**

Article 20 – Transfer Development Rights

Discussion ensued re: how to vote on this article.

**MOTION: Mr. Cammarano moved No Action on Article 20 of the 2013 Fall Town Meeting Warrant. Ms. Cottuli seconded.**

**VOTE: (5-1-0)**

Article 22 – Establish Zoning Bylaw: Medical Marijuana Treatment Centers

**MOTION: Ms. Cottuli moved No Action on Article 22 of the 2013 Fall Town Meeting Warrant. Mr. Cammarano seconded.**

**VOTE: Unanimous (6-0-0)**

Article 23 – Sign Regulations

**MOTION: Ms. Cottuli moved No Action on Article 23 of the 2013 Fall Town Meeting Warrant. Mr. Cammarano seconded.**

**VOTE: Unanimous (6-0-0)**

Article 24 – Amend Zoning Bylaw: Use Tables

**MOTION: Mr. Heard moved No Action on Article 24 of the 2013 Fall Town Meeting Warrant. Mr. Cammarano seconded.**

Selectman Slavin stated that things are in order now relative to this article. He stated corrections have been made & items have been updated that were not put in previously.

Mr. Heard & Mr. Cammarano withdrew their motions.

**MOTION: Mr. Heard moved Favorable Action on Article 24 of the 2013 Fall Town Meeting Warrant. Mr. Cammarano seconded.**

**VOTE: Unanimous (6-0-0)**

**2. Town Meeting dates to remember:**

- a. October 9, 2013 – Last day for FinCom to vote on articles.**
- b. October 11, 2013 – Last day for FinCom to submit information to Kelly for the Warrant.**
- c. October 16, 2013 – Public hearing on 2013 Fall Town Warrant.**
- d. October 28, 2013 – Town Meeting**

Mr. McDonald discussed the public hearing to be held next week & at next week's meeting, the FinCom will hold a "mock" Town Meeting or Town Meeting run through.

**VI. NEW BUSINESS**

Mr. McDonald stated he sent out the Letter to Voters to the FinCom members. Lengthy discussion ensued re: the letter & any changes/additions that could be included in the letter.

Mr. Cammarano asked what the procedure is if one article has to be voted upon before another.

Present before the FinCom: Claire Smith, Town Moderator

Ms. Smith stated under the Charter, the article that has priority would be taken first.

Mr. McDonald stated the Association of Town Finance Committees Annual Meeting will be held on October 19, 2013 in Franklin, MA.

**VII. LIAISON REPORTS**

There were no liaison reports.

**VIII. APPROVAL OF MEETING MINUTES: OCTOBER 2, 2013**

**MOTION:** Ms. Cottuli moved to approve the meeting minutes of October 2, 2013.  
**Mr. Cammarano seconded.**

**VOTE: Unanimous (5-0-1)**  
**Mr. Cammarano abstained**

**IX. NEXT MEETING DATE & TIME**


The next FinCom meeting will be held on October 16, 2013 at 6:30 P.M.

**X. ADJOURNMENT**

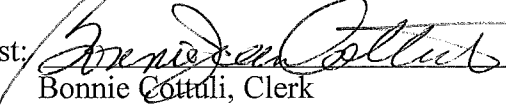
**MOTION:** Ms. Cottuli moved to adjourn the meeting at 7:45 P.M. Mr.  
**Cammarano seconded.**

**VOTE: Unanimous (6-0-0)**

Respectfully submitted,

  
Kelly Barrasso, Transcriptionist

Date signed: 10-16-13

Attest:   
Bonnie Cottuli, Clerk  
WAREHAM FINANCE COMMITTEE

Date copy sent to Town Clerk: 10/17/13