

MINUTES OF MEETING OF WAREHAM FINANCE COMMITTEE

Date of Meeting: March 11, 2015

I. CALL MEETING TO ORDER

The meeting was called to order at 6:33 P.M.

II. ROLL CALL

Members Present: Bonnie Cottuli, Chairman
Donna Bronk, Vice Chairman
Jeff Langan, Clerk
Ellis Bailey
Tom Worthen
David Heard
Joan Fontes
Marilyn Jordan
Dominic Cammarano (Arrived at 6:50 P.M.)

Also Present: Derek Sullivan, Town Administrator (Arrived at 6:42 P.M.)
Selectman Alan Slavin, BOS Liaison (Arrived at 6:42 P.M.)

III. CITIZENS PARTICIPATION

No-one came forward for Citizens Participation.

NOTE: The meeting proceeded w/ item V. Finance Committee Matters – A. Review & vote on articles for the 2015 Annual Spring Town Meeting Warrant.

1. Article 20 – Petition – Adoption of MGL Chapter 148:26H.

No-one was present to represent this article.

2. Article 21 – Petition –Street Layout – Bachant Way & Lynne Road

Present before the FinCom: Diane Murphy, Trustee of Beaver Meadows Homeowner's Association

Ms. Murphy distributed documents to the FinCom re: this article. (Attached as reference).

Ms. Murphy stated this article is seeking to have the Town accept Bachant Way & Lynne Road. She discussed the neighborhood & layout plan. She spoke re: work done by JC Engineering,

Inc. & inspections & a report done by Charles Rowley. She discussed outstanding items left to do.

Ms. Bronk stated that if the Town accepts these roads, homeowners can't have cars towed that park on their streets. Ms. Cottuli stated parking on roadways depends on the width.

NOTE: Mr. Cammarano arrived at this time.

Mr. Worthen asked if there are storm drains in the roads. Ms. Murphy stated there are swales/catch basins. Mr. Worthen stated rain gardens should be considered. Ms. Murphy stated the Town will not accept swales/catch basins if these roads are to be accepted.

Ms. Murphy stated the Planning Board will be holding a public hearing on this article on April 13, 2015.

Mr. Heard understands everything needs to be in place before a vote can be made on this article. He stated the Planning Board needs to sign off before the Town can accept these roads.

Selectman Slavin discussed the road acceptance process. He stated the BOS has final say if roads are accepted or not.

Mr. Langan recommended postponing voting until the Planning Board's opinion is rendered. This would mean the FinCom may have to vote on this article the eve of Town Meeting.

MOTION: Ms. Bronk moved No Action on Article 21 of the 2015 Annual Town Meeting Warrant until the Planning Board has rendered its opinion. Mr. Cammarano seconded.

VOTE: Unanimous (9-0-0)

IV. TOWN ADMINISTRATOR'S REPORT

A. Budget update.

Mr. Sullivan distributed & discussed the FY2016 local aid assessments & estimates. (Attached as reference).

Mr. Sullivan reminded the FinCom that these are just proposed figures. He stated these figures can change up to the last day of the fiscal year. He stated assessments are lower than expected. He noted the Town has received additional aid.

Brief discussion ensued re: Charter School reimbursement.

Mr. Sullivan stated he has not seen or been presented a plan for reductions in the School Dept. budget. He is meeting w/ school representatives tomorrow. He stated two FinCom members can join the meeting that will begin at 4:30 P.M. Ms. Cottuli stated she will attend. Mr. Heard stated

he will try to attend. Ms. Bronk stated she can attend from 4:30 – 6:00 P.M. if Mr. Heard cannot attend.

Mr. Sullivan explained once there is a balanced budget, a five-year plan will be worked on. Ms. Cottuli stated that Mr. Langan has volunteered to work on this plan w/ Mr. Sullivan.

B. Any other budgetary matters.

There were no other budgetary matters.

C. Any other fiscal matters.

There were no other fiscal matters.

V. FINANCE COMMITTEE MATTERS

A. Review & vote on articles for the 2015 Annual Spring Town Meeting Warrant.

- 1. Article 20 – Petition – Adoption of MGL Chapter 148:26H – Done**
- 2. Article 21 – Petition – Street Layout – Bachant Way & Lynne Road – Done**
- 3. Any other articles.**

Article 3 – Compensation of Certain Appointed Officials

It was stated that the Clerk’s salary is still needed.

Article 5 – FY16 Capital Plan

It was stated that items & figures are still needed.

Article 6 – FY16 Budget

It was stated that this is still being worked on.

Article 8 – Upper Cape Cod Regional Voc-Tech School

Mr. Cammarano stated Upper Cape will be holding a public meeting on their budget tomorrow evening. He noted he & Ms. Bronk will be attending.

Ms. Cottuli stated she is looking to arrange a joint meeting w/ the BOS to meet w/ Upper Cape on 3/25/15 at 6:30 P.M. to discuss their budget.

Article 11 – Supplementing Sewer Capital Stabilization Fund

Mr. Sullivan stated this article will be passed over.

Article 18 – Community Preservation – FY16 Reserves

Ms. Cottuli stated the CPC Chair was going to change the article, but it can't be changed at this point. She stated the motion is going to state "establish" reserves vs. "increasing" reserves.

Present before the FinCom: Claire Smith, Town Moderator

Ms. Smith explained the way the article was published is the way the language needs to stay. She stated the motion language may be different by using the word "establish". She stated it is just a matter of semantics.

MOTION: Mr. Cammarano moved Favorable Action on Article 18 of the 2015 Annual Town Meeting Warrant. Ms. Bronk seconded.

**VOTE: (8-0-1)
Mr. Heard abstained**

NOTE: Brief discussion ensued re: wording to be used for FinCom & BOS voting purposes vs. Favorable Action, No Action, etc.

Selectman Slavin discussed how the BOS will be voting (BOS recommends approval or does not recommend approval). He feels this wording will simplify what is actually being voted. Discussion ensued re: the language the FinCom wants to use.

Article 19 – Roof & Boiler for Decas School

Ms. Cottuli asked if the money for this article will come out of the School budget. Mr. Sullivan stated there is a need to do an assessment. He stated the money will have to come out of the School budget.

B. Upcoming Town Meeting deadlines/dates:

- 1. March 12, 2015 – Last day to submit articles for Special Town Meeting Warrant.**
- 2. March 17, 2015 – BOS to close the Special Town Meeting Warrant.**
- 3. March 18, 2015 – FinCom to receive draft Special Town Meeting Warrant.**

VI. LIAISON REPORTS

There were no liaison reports.

VII. ANY OTHER BUSINESS

Present before the FinCom: Claire Smith, Town Moderator

Ms. Cottuli spoke re: a Town Bylaw that prevents FinCom members from holding another Town seat on any other committee. She stated there are presently three FinCom members running for Sewer Commissioner seats. She read an email into the record from Town Counsel on this

matter. Town Counsel's opinion is the Bylaw would prohibit FinCom members from serving as Sewer Commissioners. Thus, if the FinCom members are elected as Sewer Commissioners, the member would need to resign from the FinCom prior to taking the oath of office as a Sewer Commissioner. Selectman Slavin stated the oath of office can be done as late as May 1, 2015.

Ms. Bronk stated she will be filing an injunction on this finding (Bylaw). Selectman Slavin stated if an injunction is filed, Ms. Bronk (if elected) could lose the Sewer Commissioners seat.

Selectman Slavin stated there may be an issue if Town Meeting runs into May.

Ms. Cottuli stated come May, there may be three to four FinCom seats open. She encouraged people to apply.

Ms. Smith stated as of today, there are ten Special Town Meeting Warrant articles submitted. She briefly noted the articles.

VIII. APPROVAL OF MEETING MINUTES: FEBRUARY 19, 2015

MOTION: Mr. Worthen moved to approve the meeting minutes of February 19, 2015. Mr. Cammarano seconded.

VOTE: (8-0-1)
Ms. Jordan abstained

IX. NEXT MEETING DATE & TIME

The next FinCom meeting will be held on 3/18/15 at 6:30 P.M.

NOTE: Ms. Cottuli asked if any FinCom members would have an issue w/ a person interested on serving on the FinCom be placed on the agenda list. No-one opposed. It was stated the agendas can be obtained on the FinCom's website.

X. ADJOURNMENT

MOTION: Mr. Cammarano moved to adjourn the meeting at 7:55 P.M. Ms. Bronk seconded.

VOTE: Unanimous (9-0-0)

Respectfully submitted,

Kelly Barrasso
Kelly Barrasso, Transcriptionist

Date signed: 3/18/15

Attest: Jeff Fangan (CKB)
Jeff Fangan, Clerk
WAREHAM FINANCE COMMITTEE

Date copy sent to Town Clerk: 3/19/15

A TRUE COPY
ATTEST
May Ann Scler
TOWN CLERK

Charles L. Rowley, PE, PLS

Consulting Engineer and Land Surveyor

5 Carver Road
PO Box 9
West Wareham, MA 02576

Tel: 508-295-1881
Cell: 508-295-0545
E-mail: csr63@verizon.net

October 6, 2014

Town of Wareham Planning Board
Memorial Town Hall
54 Marion Road
Wareham, MA 02571

Attention: George Barrett, Chairman

Dear Chairman Barrett:

On October 6, 2014 David Menard, Director of Municipal Maintenance and I made an inspection of Lynne Road and Bachant Way in the Beaver Meadows subdivision off Swifts Beach Road. The following is a summary of what we observed of the conditions of the paved ways and abutting shoulders and what should be done to bring the existing conditions up to a standard that would allow a recommendation for street acceptance by the Town of Wareham.

It should be noted that proposed Article 14 of the Fall 2014 Town Warrant only requests acceptance for Lynne Road and Bachant Way within the existing layout lines. It should also be noted that acceptance does not include the following:

1. Maintenance of any landscape features that are within the layout limits that have been placed there by individual lot owners,
2. Maintenance of individual mail boxes that are within the limits of the layout,
3. Maintenance of any individual post lamps that may lie within the limits of the layout,
4. Maintenance of any storm water drainage facilities including swales and drainage areas that are shown on the approved subdivision plan. The conditions of approval include a provision for these facilities to be perpetually maintained by the Home Owners' Association within Beaver Meadows.

Our inspection noted the following deficiencies that should be corrected before a recommendation can be made for town acceptance of Lynne Road or Bachant Way:

1. Crack seal should be applied to all joint cracks or other minor openings in the surface of the pavement,
2. The pavement immediately surrounding the sewer manhole at the end of Lynne Road should be cut out and replaced where there are cracks or where the pavement has begun to deteriorate,
3. A short section of curbing in the cul-de-sac island on Lynne Road needs to be reset to prevent damage from snow plowing,
4. The end of the sidewalk on Bachant Way at the electric manhole does not meet ADA standards for wheelchair access. It is recommended that the end of the sidewalk be redone so as to provide the appropriate approach and landing for wheelchair use.
5. The proposed layout plan prepared by JC Engineering shows that the streets have been properly bounded but there is no physical evidence of the monuments. The tops of the monuments should be exposed to view for inspection.

Beaver Meadows Inspection for Road Acceptance

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6. The three drainage swales shown on the As-Built Plan by GAF Engineering should be cleaned and the accumulated sediment should be removed so that there is no ponding of stormwater on the street pavement. This will continue to be the responsibility of the Home Owners' Association.
7. All signs that are not stop signs or street signs should be removed until such time as the location of the signs and their intended purposes are approved by the Road Commissioners.
8. Small sections of binder mix that were not overlaid with a wearing surface on sidewalks should be cut out and should be replaced with loam and seed for walking safety.

As soon as these deficiencies are corrected we will be happy to make a final inspection and recommend acceptance of Lynne Road and Bachant Way.

very truly yours,

Charles L. Rowley, PE, PLS

David Menard, Director Town of Wareham
Department of Municipal Maintenance

Subject: Lynne and Bachant street acceptance

Today I met with Bill Andrade and Dianne Murphy to go over the items that need correction prior to town acceptance of Lynn Road and Bachant Way. The concrete bounds that identify the limits of the proposed town layout are in and have been witnessed.

I have spoken to Ms. Murphy in regard to the timing of the work and town meeting. I suggested that the actual vote at town meeting for acceptance of the streets might be better put off until the Spring town meeting but that the work to be done should be started as soon as possible. She was concerned that she might have to start the process all over again but I assured her I did not think that would be necessary and could be handled the same as was done for Cranberry Lane last year.

If the Homeowners Association requests a final inspection through the Planning Office at least a month before Spring town meeting that would give David Menard and me time to do that and provide a final letter of recommendation for acceptance.

Please contact me if you have any questions.

Charlie Rowley, PE, PLS

Engineering Consultant to Planning Board and ZBA

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Version: 2015.0.5315 / Virus Database: 4189/8462 - Release Date: 10/27/14

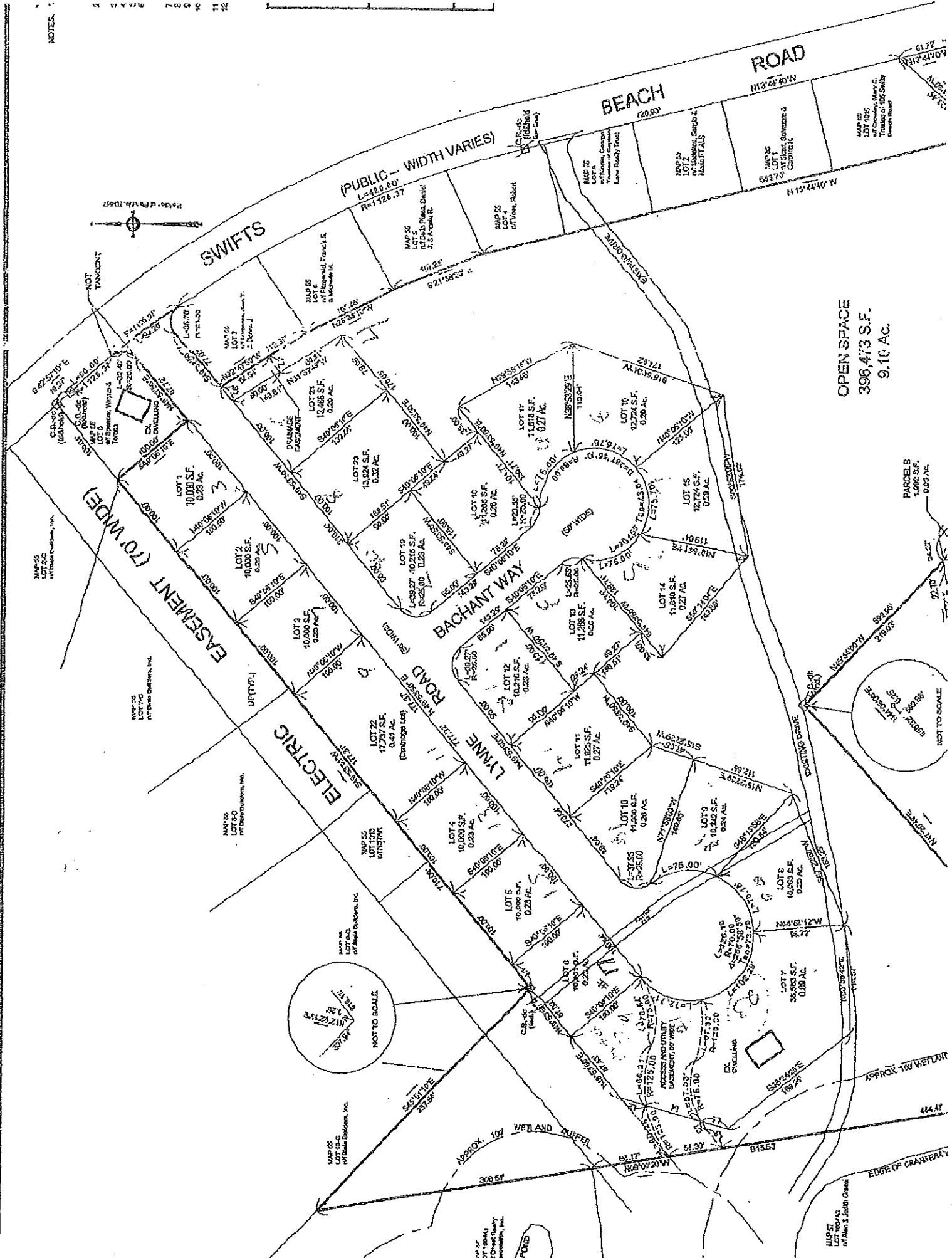
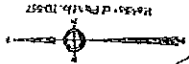
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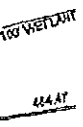
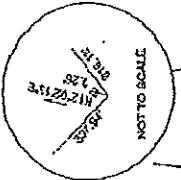
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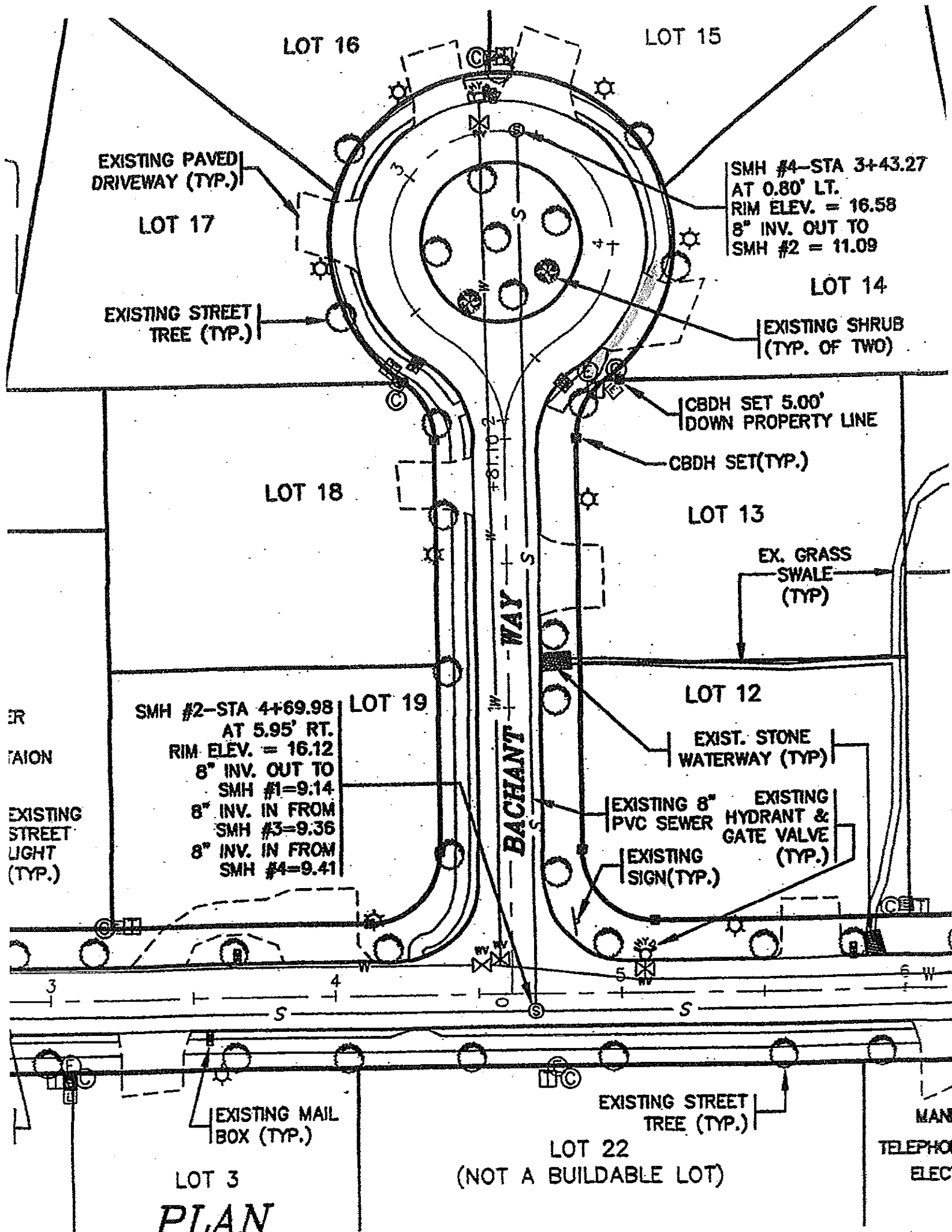
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OPEN SPACE
396,473 S.F.
9.16 AC.



APPROX 100' WETLAND BUFFER
EDGE OF CRAWLEWAY
444.47



LOT 16

LOT 15

EXISTING PAVED DRIVEWAY (TYP.)

LOT 17

EXISTING STREET TREE (TYP.)

SMH #4-STA 3+43.27
AT 0.80' LT.
RIM ELEV. = 16.58
8" INV. OUT TO
SMH #2 = 11.09

LOT 14

EXISTING SHRUB (TYP. OF TWO)

LOT 18

CBDH SET 5.00' DOWN PROPERTY LINE

CBDH SET (TYP.)

LOT 13

EX. GRASS SWALE (TYP.)

ER
IAION

SMH #2-STA 4+69.98
AT 5.95' RT.
RIM ELEV. = 16.12
8" INV. OUT TO
SMH #1=9.14
8" INV. IN FROM
SMH #3=9.36
8" INV. IN FROM
SMH #4=9.41

LOT 19

LOT 12

EXIST. STONE WATERWAY (TYP.)

EXISTING 8" PVC SEWER
EXISTING SIGN (TYP.)

EXISTING HYDRANT & GATE VALVE (TYP.)

EXISTING STREET LIGHT (TYP.)

BACHANT WAY

MAN TELEPHO

EXISTING MAIL BOX (TYP.)

EXISTING STREET TREE (TYP.)

MAN TELEPHO
ELEC

LOT 3

LOT 22
(NOT A BUILDABLE LOT)

PLAN

**FY2016 Local Aid Estimates
Wareham**

	FY2015 Cherry Sheet Estimate	FY2016 Governor's Budget Proposal	Delta	FY2015 Town Budgeted	FY16 Proposed VS FY15 Budgeted	Gov FY16 CS VS Town FY16 Lump Sum of 3,684,964
Education:						
Chapter 70	12,488,232	12,544,532	56,300	12,488,232	56,300	(6,141)
School Transportation	-	0	0	-	-	-
Charter Tuition Reimbursement	193,337	66,697	-126,640	106,190	(39,493)	(40,555)
Smart Growth School Reimbursement	-	0	0	-	-	-
Offset Receipts:						
School Choice Receiving Tuition DIRECT TO SCHOOLS NOT BUDGETED	-	0	0	0	-	-
Sub-total, All Education Items:	12,681,569	12,745,669	64,100	12,594,422	16,807	(46,696)
General Government:						
Unrestricted Gen Gov't Aid	1,760,560	1,823,940	63,380	1,690,231	133,709	116,807
Local Sh of Racing Taxes	-	0	0	-	-	-
Regional Public Libraries	-	0	0	-	-	-
Urban Revitalization	-	0	0	-	-	-
Veterans Benefits	223,421	282,365	58,944	222,384	59,981	47,615
State Owned Land	38,085	38,085	0	42,511	(4,426)	(4,851)
Exemp: VBS and Elderly	130,497	129,310	-1,187	129,970	(660)	(1,960)
Offset Receipts:						
Public Libraries N/A FY16	-	0	0	-	-	-
Sub-Total, All General Government	2,152,563	2,273,700	121,137	2,085,096	188,604	157,611
Total Estimated Receipts	14,834,132	15,019,369	185,237	14,679,518	205,411	110,915
<p>Although the School Lunch program is funded in both the FY2015 final budget and the FY2016 Governor's budget proposal, we have removed the estimate from the cherry sheet as this program is an education offset that has no impact on the tax rate setting process.</p>						
Net decrease to the FY16 Deficit	400,620					
School Increase in State Aid	(46,696)					
School Increase in State & County Asses.	395,930					
Net increase in School Aid	(442,626)					
Town Increase in State Aid	157,611					
Town Increase in State & County Asses.	2,231					
Net increase in Town Aid	155,380					

**FY2016 Local Aid Assessments
Wareham**

	FY2015 Cherry Sheet Estimate	FY2016 Governor's Budget Proposal	Delta	FY2015 Town Budgeted Lump Sum	FY16 Proposed VS FY15 Budgeted	Gov FY16 CS VS Town FY16 Lump Sum of 3,684,964
County Assessments:						
County Tax	72,101	69,967	-2,134			
Suffolk County Retirement	0	0				
Essex County Reg Comm Center	0	0				
Sub-Total, County Assessments:	72,101	69,967	-2,134	0	0	0
State Assessments and Charges:						
Retired Employees Health Insurance	0	0				
Retired Teachers Health Insurance	1,326,205	1,403,552	77,347			
Mosquito Control Projects	86,975	86,762	-213			
Air Pollution Districts	7,279	7,110	-169			
Metropolitan Area Planning Council	0	0	0			
Old Colony Planning Council	0	0	0			
RMV Non-Renewal Surcharge	43,520	43,520	0			
Sub-Total, State Assessments:	1,463,979	1,540,944	76,965	0	0	0
Transportation Authorities:						
MBTA	0	0				
Boston Metro. Transit District	0	0				
Regional Transit	189,891	194,638	4,747			
Sub-Total, Transp Authorities:	189,891	194,638	4,747	0	0	0
Annual Charges Against Receipts:						
Multi-Year Repayment Program	0	0	0			
Special Education	7,426	42,866	35,440			
STRAP Repayments	0	0	0			
Sub-Total, Annual Charges:	7,426	42,866	35,440	0	0	0
Tuition Assessments:						
School Choice Sending Tuition	667,839	919,200	251,361			
Charter School Sending Tuition	595,862	627,644	31,782			
Sub-Total, Tuition Assessments:	1,263,701	1,546,844	283,143	0	0	0
Total Estimated Charges:	2,997,098	3,395,259	398,161	3,081,049	314,210	-289,705