

## Finance Committee Meeting

April 25, 2018 7:30 PM EST  
Veterans Memorial Building, Room 229  
900 Main Street  
Millis, MA 02054

### In Attendance:

Craig Schultze, Chairman  
Jodie Garzon, Vice Chairman  
Peter Berube, Clerk  
Tayana Antin  
Jim Bullion  
Peter Jurmain  
Jerry Nunnaley  
Mike Guzinski, Town Administrator  
Hannah York, CPA, CGA, Consulting Manager, ClintonLawsonAllen, LLP  
David Baker, Resident

Craig Schultze called the meeting to order at 7:31 PM

Final Review FY19 Operating Budget:

Hannah York:

The Motions for Town Meeting are written to allow for transfers from one department to another in each Operating Budget Line Item throughout the fiscal year. Example: Public Safety Line Item – Transfer Funds from Building/Inspections Budget to Police Department Expenses. These transfers must be approved by both the Board of Selectmen and Finance Committee.

The Snow and Ice, Finance Committee, Reserve Fund, General Insurance and Employee Benefits budgets must be listed separately.

Small Adjustments were made to the Building/Inspections Budget. The new Inspection Fee Structure was approved by the Board of Selectmen at Monday night's meeting. The total budget amount is unchanged.

The committee requested the Operating Budget be presented in the mailing in the traditional format listing each department's salaries and expenses.

Mike Guzinski:

The Board of Selectmen approved Article #8, Amendments to the Personnel Plan at Monday night's meeting. Amendments included adding the Director of Public Works line and vacating the Deputy Director/Chief of Operations line.

The committee acknowledged that the FY19 budget process has been very concise.

### Warrant Article Review and Recommendations:

#### Article #1 – Unpaid Bills

Peter Jurmain made a motion to recommend approved of Article #1, Unpaid Bills, in the amount of \$135.14 from Free Cash; Tayana Antin seconded. Vote: 7/0 motion carries unanimously.

#### Article #2 – FY18 Additional Wages and Expenses

This article was a placeholder for the Snow & Ice Deficit but the Town Administrator and Interim Finance Director are confident there will be enough leftover funds in the overall FY18 Operating Budget to cover the deficit.

Craig Schultze made a motion to recommend dismissal of Article #2, FY18 Additional Wages and Expenses; Jodie Garzon seconded. Vote: 7/0 motion carries unanimously.

#### Article #3 – SEIU 888 & Firefighter Local 4704 Contract Ratification

The contracts will not be ratified by the May Town Meeting however the funds need to be earmarked for FY19 when the contracts are ratified.

Peter Jurmain made a motion to recommend approval to set aside the funds for Article #3, SEIU 888 & Firefighter Local 4704 Contract Ratification; Tayana Antin seconded. Vote: 7/0 motion carries unanimously.

#### Article #4 – FY19 Operating Budget

Jodie Garzon made a motion to recommend approval of Article #4, FY19 Operating Budget, in the amount of \$30,898,428.98 of which \$29,950,677.00 is funded from Taxation, \$255,000.00 from Ambulance Fund, \$332.00 from Perpetual Care Interest, \$7,000.00 from Sale of Cemetery Lots, \$53,000.00 from Cell Tower Revenue, \$64,173.00 from Overlay Surplus, \$197,539.00 from Sewer Enterprise Fund transfer, \$241,436.00 from Water Enterprise Fund transfer and \$129,272.00 from Stormwater Management Enterprise Fund transfer; Craig seconded. Vote: 7/0 motion carries unanimously. The Budget's Non-Discretionary items: General Insurance, Benefits, Tri-County and Debt total \$8,347,824.17.

#### Article #5 – Sewer Enterprise Fund

Peter Jurmain made a motion to recommend approval of Article #5, Sewer Enterprise Fund, in the amount of \$1,181,050.75; Jodie Garzon seconded. Vote: 7/0 motion carries unanimously.

#### Article #6 – Water Enterprise Fund

Peter Jurmain made a motion to recommend approval of Article #6, Water Enterprise Fund, in the amount of \$1,099,601.98; Jerry Nunnaley seconded. Vote: 7/0 motion carries unanimously.

#### Article #7 – Stormwater Enterprise Fund

Craig Schultze pointed out the fact that \$129,272.00 from this fund and cuts to the Department of Public Work budget made funding the FY19 Operating Budget possible. He also noted that property owners will pay approximately \$33.00 per unit annually of impervious surface on their property. More than 50% of single family home owners will pay less than \$100.00 for Stormwater Management. The town's portion (Schools, Town Buildings and parking lots) is approximately \$37,000.00 and will be addressed at the November Town Meeting.

Peter Jurmain made a motion to recommend approval of Article #7, Stormwater Enterprise Fund, in the amount of \$470,727.87.

#### Article #8 – Amendments to the Personnel Plan

Peter Jurmain made a motion to recommend Article #8, Amendments to the Personnel Plan, as written; Jodie Garzon seconded. Vote: 7/0 motion carries unanimously.

#### Article #12 – Capital Items

At Town Meeting residents could vote to remove one item or more items from the list. Items cannot be added. At that point there would be adjustments to the motion. The bond funding this article is for five years.

#### Article #17 – Previously Approved School Bus Lease

The committee requested confirmation of what year lease this will fund. If it is indeed for a new lease Town Counsel will advise if there is a problem with the wording of the article in the Warrant.

#### Article #18 – Previously Approved Computer Lease

Jodie Garzon made a motion to recommend approval of Article #18, Previously Approved Computer Lease, in the amount of \$69,900.00; Peter Jurmain seconded. Vote: 7/0 motion carries unanimously.

#### Article #22 – Capital Planning Committee ByLaw

Craig Schultze made a motion to recommend approval of Article #22, Capital Planning Committee ByLaw; Jodie Garzon seconded. Vote: 7/0 motion carries unanimously.

Article #23 – DPW Director ByLaw

Peter Jurmain made a motion to recommend approval of Article #23, DPW Director ByLaw; Jodie Garzon seconded. Vote: 7/0 motion carries unanimously.

Article #24 – Finance Director ByLaw

This article combines the School Department and Municipal Finance Director. The School Committee will discuss and vote this article's topic at their next meeting. Therefore, this article will be Recommended at Town Meeting (RATM).

Article #25 – Release of Drainage Easement at Acorn Street

The town does not use this drain easement and therefore it can be released.

Jodie Garzon made a motion to recommend approval of Article #25, Release of Drainage Easement at Acorn Street; Pete Jurmain seconded. Vote: 7/0 motion carries unanimously.

Article #26 – Retail Marijuana Special Permit/Zoning

Approval of this article would allow the property at 1073 Main Street to be used as a cultivation facility. This would generate much needed revenue however the major obstacle is the odor a facility of this nature would emit. The town does have a moratorium in place until December 31, 2018. If this article or a version of this article is not approved at Town Meeting, the town will be forced to approve such an article at the November Town Meeting. Waiting until November comes with the risk of losing the prospective business and its revenues. Marijuana licenses are non-transferable and can be revoked by the state. The Town of Medway banned retail sales of marijuana but will have two growing facilities. The Host Agreement with the business owner will generate approximately \$500,000.00 - \$750,000.00 over the course of 5 years. This revenue could be used to fund much needed road improvements. It is estimated additional revenues in the amount of \$36,000.00 from Personal Property Tax, \$29,000.00 in Real Estate Taxes and \$36,000.00 in Water and Sewer fees will be received. This article will be RATM.

Article #27 – Retail Marijuana Limitation

This article will be RATM

Article #28 – Retail Marijuana 3% Sales Tax

This article will be RATM

Old Business/New Business:

David Baker provided a handout from 617 Therapeutic Health Center, Inc, for the committee to review. It included the background of the business's approach to the property at 1073 Main Street, a property overview, economic impact summary and odor mitigation solutions. He also informed the committee that the Retail Marijuana Committee have tabled their revote of the Retail Marijuana Articles until Wednesday, May 2, 2018.

Minutes Approval:

Peter Jurmain made a motion to recommend approval of the April 11, 2018 Meeting Minutes as written; Jodie Garzon seconded. Vote: 6/0 1 abstained, motion carries.

Peter Jurmain made a motion to recommend approval of the April 18, 2018 Meeting Minutes as written; Jodie Garzon seconded. Vote: 5/0 2 abstained, motion carries.

Adjourn:

Peter Jurmain made a motion to adjourn the meeting at 9:27 PM; Tayana Antin seconded. Vote 7/0 motion carries unanimously.

Respectfully submitted,  
Deirdre Gilmore