

Finance Committee Meeting

October 18, 2017 7:30 PM EST
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Jodie Garzon, Vice Chairman
Peter Berube, Clerk
Tayana Antin
Jim Bullion
Peter Jurmain
Jerry Nunnaley
Doug Riley
Susan Vecchi
Mike Guzinski, Town Administrator
Chief Soffayer, Police Department
Diane Jurmain, Permanent Building Committee
James McKay, Department of Public Works
Lisa Hardin, Town Clerk
James McCaffrey, Chairman – Board of Selectmen

Jodie Garzon called the meeting to order at 7:31 PM

Free Cash & Debt Services Update:

Mike Guzinski:

No additional information is available for Free Cash. The Finance Director is comfortable with estimating \$250,000.00. Free Cash is expected to be certified within the next couple of weeks. New Growth is \$28,000.00 above what was projected. The Debt Schedule provided by the Finance Director is unchanged since the Spring Town Meeting.

Police Vehicle Lease:

Chief Soffayer:

There is a concern with funding only (2) of the (4) vehicles requested; specifically, the displacement of officers, the increased mileage on the current vehicles and the anticipated cost to keep those vehicles operating. The repair budget for FY18 is already 60% expended. In the past, Police Department vehicles were replaced annually and in the past several years replacements have not been requested. The department has replaced approximately \$209,000.00 in equipment through grants and drug forfeiture. The department has replaced approximately \$44,000.00 in tablets for each cruiser as well as \$81,000.00 in updated radios through grants. The request is for a commitment to lease (4) vehicles for 3 years. The first year is in the amount of \$50,302.31. The total cost of the lease is \$150,906.93.

Susan Vecchi made a motion to recommend approval of Article #11, Police Vehicle Lease, in the amount of \$50,302.31; Tayana Antin seconded. The motion was amended to the total lease payment of \$150,906.93. Vote: 8/0 motion carries unanimously.

Police and Fire Department Copper Line to Fiber Line Transition:

Diane Jurmain:

Verizon will no longer support the (2) circuits that are used for the departments' two-way radios as of March 2018. Many avenues were researched for technical support for the public safety network. After consultation with the Town Administrator it was determined that the Motorola equipment lease in the amount of \$84,888.22 for 3 years was the most logical solution. The first lease payment is not due until November 2018. The updated equipment is needed to interface with the fiber lines. Verizon will support the (2) circuits with a monthly savings of \$62.00 per month. After the 3 year lease, the town will own the equipment and while a maintenance agreement is not in place one will be negotiated after the lease term. The State of Massachusetts does require the town to provide a public safety network.

Susan Vecchi made a motion to recommend acceptance of Article #12, Police and Fire Department Copper Line to Fiber Line Transition in the amount of \$90,000.00; Jerry Nunnaley seconded. Vote: 8/0 motion carries unanimously.

Sewer System Infiltration and Inflow Analysis/Plan:

James McKay:

Mr. McKay extended his gratitude to both Peter and Diane Jurmain for their hard work in transitioning the Department of Public Works' approximate (25) phone lines from copper to fiber over the past eighteen months. It was a difficult task and the department had a seamless transition.

This is a continuation of a mandated regulation from the MassDEP. The town's permit has been granted an extension to December 31, 2018. The program's purpose is to eliminate inflow and infiltration to the town's sewer system; reducing treatment payments to CRPCD (Charles River Pollution Control District). The program would camera the system, identify inflows and infiltration as well as install flow meters at the Farm Street, Main Street and Village Street pump stations. The project total is \$218,290.00 and would be borrowed under the Sewer Enterprise Fund. The town is currently conducting a water and sewer rate study which will factor in costs for future I/I projects. If the project is not funded, the town would be subject to fines and would default on the permit.

Front End Loader:

James McKay:

This article replaces a twenty-nine year old piece of equipment that is used on water breaks and snow removal. The new quote \$182,000.00 includes a five year warranty. The trade in is \$15,000.00. The request is for \$170,000.00. The additional \$3,000.00 would be used to install a two-way radio and lettering. The Town Administrator recommended a ten year bond which will be split 75% General Fund and 25% Water Enterprise Fund.

Town Gas & Diesel System Replacement:

James McKay:

This article benefits all town departments. The town has a contract with Global Montello to purchase a certain number of gallons each year to lock in at a lower price. The system has already been down for 1 ½ months since July.

The committee asked Mr. McKay to research alternative solutions for providing the town departments with gas and diesel.

Other DPW Updates:

There will be a Stormwater Management Informational Meeting tomorrow night, October 19, 2017 in Room #229 of the Veterans Memorial Building. Kleinfelder will be available to ball park a resident's annual Stormwater Utility Fee based on their 2011 impervious surface. They will also be available the night of Pre-Town Meeting, November 1, 2017 at the Senior Center. They anticipate the municipal and school fees will be approximately \$30,000.00 per year. An informational mailing was sent to all residents and businesses last week.

The Town Administrator and DPW Deputy Director met with the Town of Medfield and three State Representatives to discuss the findings of the Dover Road Bridge Repair project. The cost to repair the bridge could be \$2.4 million which will be split with the Town of Medfield.

Amend FY18 Operating Budget – Town Clerk Salaries:

Jodie Garzon noted that the article has been removed from the Warrant and the committee cannot make any recommendations or comment on the request.

Article Review and Discussion:

James McCaffrey:

On Monday the Board of Selectmen agreed to remove (2) articles from the Warrant. Both articles are requests to add funds to the FY18 Operating Budget for staffing in the Fire Department and Town Clerk's office. Typically, Operating Budget Amendments are not considered at the Fall Town Meeting and if approved at Town Meeting would have resulted in cuts in other departments due to lack of funds.

The Board of Selectmen added Article #30 Replacement Facility for Clyde F. Brown Elementary School. After reviewing the project, the board felt presenting this article again to Town Meeting would reaffirm the town's commitment to the project and MSBA funding. The article's intent is not to look back, second guess or undermine the vote, in favor of the project, in June. The decision to place this article last on the Warrant

was so it would follow the (2) Petitioned Articles which could have an effect on the project. The Board of Selectmen are urging residents to attend Town Meeting:

Warrant Article Recommendations:

Susan Vecchi made a motion to recommend approval of Article #8, Front End Loader, in the amount of \$170,000.00 from Borrowing; Peter Jurmain seconded. Vote: 8/0 motion carries unanimously.

Susan Vecchi made a motion to recommend approval of Article #10, Sewer System Infiltration and Inflow Analysis/Plan in the amount of \$218,290.00 from Sewer Surplus; Pete Jurmain seconded. The motion was amended to include funding from Sewer Borrowing and/or Sewer Surplus. Vote: 8/0 motion carries unanimously.

Susan Vecchi made a motion to recommend approval of Article #30, Replacement Facility for Clyde F. Brown Elementary School; Peter Jurmain seconded. Vote: 6/1 1 abstained motion carries.

Minutes Approval:

Susan Vecchi made a motion to recommend approval of the October 11, 2017 Meeting Minutes as amended; Peter Jurmain seconded. Vote: 7/0 1 abstained, motion carries.

Adjourn:

Peter Jurmain made a motion to adjourn the meeting at 9:07 PM; Susan Vecchi seconded. Vote 8/0 motion carries unanimously.

Respectfully submitted,
Deirdre Gilmore