

Finance Committee Pre-Meeting

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

In Attendance:

Jodie Garzon, Chairman
Peter Berube, Vice Chairman
Doug Riley, Clerk
Peter Jurmain
Shawn Power
Craig Schultze
Mike Guzinski, Town Administrator
Carol Johnston, Finance Director
Erin Underhill, Town Moderator

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

Jodie Garzon opened the Pre-Town Meeting/Public Hearing at 7:33 PM.

Jodie Garzon: The November 2018 Town Meeting has seventeen Warrant Articles. Four articles pertain to Retail Marijuana. Free Cash was certified much higher than a typical year and therefore will fund some much-needed Capital Items.

November Town Meeting Warrant Article Funding and Recommendations:

Article #1, Unpaid Bills, in the amount of \$19,505.12

Shawn Power: This article pays previous fiscal year invoices. The Finance Committee recommends approval of this article.

Article #2, Unemployment Account, in the amount of \$16,500.00

Shawn Power: This article funds Unemployment Benefits. The Finance Committee recommends approval of this article.

Article #3, Sanitary Landfill Monitoring Services, in the amount of \$10,000.00

Jodie Garzon: This article funds services to monitor the old landfill in the amount of \$7,700.00 and landfill cap repair for \$2,300.00. This item will be included in the Department of Public Works' FY20 Operating Budget. The Finance Committee recommends approval of this article.

Article #4, FY18 Snow & Ice Deficit, in the amount of \$197,591.50

Jodie Garzon: This article closes the Snow & Ice Deficit from FY18. The Finance Committee recommends approval of this article.

Article #5 FY19 Financial & Economic Development Director/Planning Consulting, in the amount of \$42,500.00

Peter Berube: This article funds the Interim Finance Director until December 2018 to transition the town's new Finance Director in the amount of \$20,000.00 and funds an Economic Development Director/Planning Consultant for six months in the amount of \$22,500.00. The Finance Committee recommends approval of this article.

Article #6, Increase Spending Authorization on Recreation Revolving Fund to \$200,000.00

Doug Riley: Due to an increase of programs the Recreation Department is requesting an increase in their Revolving Fund to \$200,000.00. No appropriation of money is needed. The Finance Committee recommends approval of this article.

Article #7, Rescind Balance of Unneeded Borrowing Authorizations for:

Article #8 November 2009 Town Meeting	\$30,000.00
Article #20 November 2012 Town Meeting	\$16,400.00
Article #29 May 2013 Town Meeting	\$96,000.00
Article #49 May 2014 Town Meeting	\$25,000.00

Doug Riley: For (4) Warrant Articles the borrowing authorization was more than the actual cost. This article rescinds the balance of unneeded borrowing. The Finance Committee recommends approval of this article.

Article #8, Purchase Used School Bus, in the amount of \$45,000.00 from the School Bus Stabilization Fund

Doug Riley: This article authorizes the purchase of a used school bus from the School Bus Stabilization Fund. The \$45,000.00 was already appropriated at the May 2018 Town Meeting. The Finance Committee recommends approval of this article.

Article #9, Capital Items:

Elections	Purchase of Poll Pads & Voting Booths	\$ 20,000.00
IT	Purchase of Hardware & Software	\$ 50,000.00
Buildings/COA	Replace Flooring in Room #21 in VMB	\$ 10,000.00
Police	New Police Cruiser	\$ 14,871.00
DPW	Sewer I/I Phase V	\$169,302.00
DPW	4x4 Pickup Truck & Related Equipment	\$ 43,168.00
DPW	Pavement Management Plan	\$ 39,800.00
School	MS/HS Intercom/Phone/PA System	\$100,000.00
School	MS/HS Library Floor Replacement	\$ 45,000.00
School	MS/HS Furniture Replacement	\$ 20,000.00
Total:		\$512,141.00

Craig Schultze: This article is for (10) Capital Items that will be funded by Free Cash, Water Enterprise Reserve and Sewer Enterprise Reserve. The original list had (2) School items for Auditorium Repairs and Locker Replacements that have since been funded by a grant. The town hopes to establish a policy to lease all Police Cruiser in the future. The Finance Committee recommends approval of this article.

Article #10, Police Cruiser Lease Payment, in the amount of \$50,302.31

Pete Jurmain: This article is the 2nd year of a 3-year lease for (4) Police Cruisers. The Finance Committee recommends approval of this article.

Article #11, OPEB (Other Post-Employment Benefits), through a transfer of \$50,000.00

Pete Jurmain: The town pays its share of the obligation annually. This article will be funded by Free Cash. The Finance Committee recommends approval of this article.

Article #12, Stabilization Fund, through a transfer of \$300,000.00

Pete Jurmain: This is the town's "rainy day" fund. The town's Stabilization Fund Policy requires 5% of the Operating Budget be available in the fund. Due to the unusually high Certified Free Cash amount this year the Finance Committee is recommending approval of this article in the amount of \$300,000.00 bringing the fund balance to approximately \$1.7 million.

Article #13 Retail Marijuana (1) Licensing Limitations/Zoning

Jodie Garzon: This article will amend the Zoning By-Laws limiting the number of Retail Marijuana establishments allowed in town. A 2/3 vote is required. The Finance Committee recommends approval of this article.

Article #14, Retail Marijuana (2) Special Permit/Zoning

Jodie Garzon: The town's moratorium on Retail Marijuana expires on December 31, 2018. This article will amend the Zoning By-Laws to restrict areas where marijuana establishments can be located. A 2/3 vote is required. The Finance Committee recommends approval of this article.

Article #15, Retail Marijuana (3) Board of Selectmen as Licensing Authority

Peter Berube: This article gives the Board of Selectmen Licensing Authority for Retail Marijuana establishing reasonable rules for approving or denying applications. The article does not require funding and requires a majority vote. The Finance Committee recommends approval of this article.

Article #16, Retail Marijuana (4) Public Consumption

Peter Berube: This article addresses public consumption of marijuana similar to alcohol and modifies the General By-Law. The Finance Committee recommends approval of this article.

Article #17, Cell Tower Lease Authorization

Peter Berube: This article gives the Board of Selectmen authority to lease town owned land at 121 Norfolk Road subject to DEP (Department of Environmental Protection) approval. The Finance Committee recommends approval of this article.

Jodie Garzon closed the Pre-Town Meeting/Public Hearing at 8:05 PM.

Meeting Minutes Approval:

Peter Berube made a motion to recommend approval of the October 24, 2018 Meeting Minutes as written; Pete Jurmain seconded. Vote: 6/0 motion carries unanimously.

Approve Bills Payable:

Peter Berube made a motion to recommend approval of payment to Our Town Publishing Impressions for printing of the Finance Committee Report in the amount of \$2,887.50; Pete Jurmain seconded. Vote: 6/0 motion carries unanimously.

Old Business/New Business:

Town Meeting Motions will be distributed to attendees and posted on the town's website.

Erin Underhill, Town Moderator, reviewed the changes to Town Meeting:

- The motion will not be repeated by the Moderator
- There will be (2) Constables present
- Debate will be limited to three minutes for each speaker

Jodie Garzon encouraged residence to attend the Annual Fall Town Meeting on November 5, 2018 at the MS/HS Auditorium at 7:30 PM.

Adjourn:

Peter Jurmain made a motion to adjourn the meeting at 8:20 PM; Peter Berube seconded. Vote 6/0 motion carries unanimously.

Respectfully submitted,
Deirdre Gilmore