

## Finance Committee Meeting

March 18, 2015 7:30 PM EST  
Veterans Memorial Building, Room 229  
900 Main Street  
Millis, MA 02054

### In Attendance:

#### Finance Committee Members:

Susan Vecchi, Chair  
Peter Jurmain Vice Chair  
Jodie Garzon  
Jerry Nunnaley  
Doug Riley  
Craig Shultze  
Jim Smith

Jennifer Smith McCarthy

#### Invited Guests :

Superintendent of Schools- Nancy Gustafson  
School Committee- Marc Conroy  
Energy Manager- Bob Weiss  
Town Clerk- Lisa Hardin  
Town Administrator- Charles Aspinwall

Susan Vecchi called the meeting to order at 7:30 PM

### Schools Budget:

Superintendent Nancy Gustafson presented the Schools budget. The proposed budget includes an increase in salaries from the prior year in the amount of \$524,460.00 to cover steps and lanes in the teachers' contract. Expenses increased by \$321,965.00 due to Special Education out of district costs as well as increased utility costs.

Enrollment is down for the 2014-2015 school year resulting in more desirable class sizes in the elementary school. Per pupil expenditures is \$12,414.00. This is lower than the state average of \$14,571.00 but comparable to towns similar in size.

#### New Salary Requests:

Computer Technician- \$12,896  
2 Part-time Math Teaching Assistants/Tutors- \$34,200  
Addition to Life Sciences- \$9,500  
Music/Movement classes for grades K&1- \$8,000  
School Nurse- \$21,000  
Social Worker- \$25,000  
Social Studies Teacher- \$20,000  
Custodian- \$17,000

Total- \$147,596

Must Fund Warrants:

Bus Lease- \$79,000  
Computer Lease- \$70,000  
Medicaid- \$5,000

Potential Warrants:

Library Carpet Replacement- \$44,625  
Transport Van- \$24,000  
Furniture- \$21,500  
Science/Fitness equipment/Laptops- \$9,000  
Library/Media Center upgrade for NEASC- \$10,000  
District Website revision- \$15,000  
MS/HS Auditorium Stage Lights- \$88,000

Total- \$366,125

Energy Manager Presentation:

Energy Manager Bob Weiss gave a presentation detailing the Town's electricity, natural gas, diesel, and gasoline usage. He explained how adopting a green communities designation would allow the Town of Millis to benefit by making it eligible for grants for energy saving projects. Some potential projects include the purchase and rehab of street lights with LED lighting, HVAC controls in VMB, and power purchase agreements.

Town Clerk, Board of Registrars, and Elections Budgets:

Lisa Hardin presented the Town Clerk budget. Lisa is requesting \$12,300 for the salary of a Department Assistant II working 10 hours per week needed to staff the office. This additional amount is included in the salary request.

Salaries- \$97,382.49  
Expenses- \$4,550  
Total- \$101,932.49

Lisa Hardin presented the Board of Registrars budget. The budget reflected a salary increase of 2% and an additional \$100 in expenses for stamps.

Salaries- \$638.00  
Expenses- \$3585.00  
Total- \$4223.00

Lisa Hardin presented the Elections budget. The budget reflects a salary decrease as well as an expense increase for more voting booths for a net increase of \$1,136.38. Lisa is also requesting an additional \$20,000.00 for 3 new voting machines.

Salaries- \$9,682.54  
Expenses- \$9,560.00

Total- \$19,242.54

Article Discussions:

Charles Aspinwall

Veterans Monument – \$25,000  
Current Year Additional Expenses  
    Snow & Ice Deficit - \$250,000  
Current Year Additional Sewer Expenses  
Current Year Additional Water Expenses  
Fund Union Agreements  
    Fire  
    SEIU  
Amend Personnel Plan Schedule A & B  
Amend Personnel Plan Schedule C  
    Social Network policy  
Non-Union wage increases  
OPEB Liability  
Audit - \$35,000  
Unemployment Costs  
Budget - \$26,708,652  
Fire ALS Initiative - \$46,000  
Police Vehicle and Equipment - \$37,000  
Town Building Improvements - \$18,200  
Sewer Infiltration/Inflow  
DPW Equipment  
    Truck - \$209,245  
    Sweeper - \$251,400  
MS4 Stormwater - \$21,500  
Field Maintenance  
    Clyde Brown Field - \$134,929  
    Field Maintenance - \$42,000  
    Field rehab - \$82,050  
Chapter 90 Highway Appropriation - \$413,182  
Local Road Appropriation - \$50,000  
Well Building Repairs - \$10,000  
Water System Valve Improvement Program  
Water Enterprise Fund - \$1,197,434  
Sewer Enterprise Fund - \$1,326,346  
Sewer Infiltration & Inflow  
Sewer O & M plan - \$26,220  
Cedar St. Water Main  
Ross Ave Water Main - \$230,100 + loop alternative  
Purchase Streetlights - \$11,134  
Install LED streetlights - \$120,000  
Data Processing equipment - \$7,000  
Library Parking Lot Contamination  
Energy Manager Grant match - \$26,638  
School Bus Lease or Contracted Services - \$79,000  
Computer Lease - \$70,000  
Medicaid - \$5,500

School Library Carpet - \$44,625  
Special Needs Van - \$24,000  
School Furniture - \$21,500  
Science, fitness and computer equipment - \$9,000  
Library/Media Center upgrade - \$10,000  
District Website revision - \$15,000  
MS/HS Auditorium Lights - \$88,000  
BOH Appointing Authority  
CPC Quilt Glazing - \$5000  
CPC Debt  
CPC Budget & Reserves  
Revolving Funds Authorization  
Add to Stabilization  
Unpaid Bills  
Solar siting zoning  
Poultry, Rabbits Zoning bylaw  
Poultry, Rabbits General bylaw  
Voting machines  
Accept Spring St. Easement  
Rescind borrowing  
    Quint  
    Cedar St. Sewer  
    Village St. Sewer

Minutes Approval:

Peter Jurmain made a motion to approve the minutes from March 4, 2015 as written. Doug Riley seconded. Motion carries unanimously 4-0 by vote of necessity with Jim Smith, Craig Schultze and Jerry Nunnaley abstaining.

Peter Jurmain made a motion to approve the minutes from March 9, 2015 as written. Jim Smith seconded. Motion carries unanimously.

Adjourn:

Jodie Garzon made a motion to adjourn at 10:07 PM. Jim Smith seconded. Motion carries unanimously.

Submitted by:  
Jennifer Smith McCarthy