

Finance Committee Meeting

March 30, 2016 7:30 PM EST
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Finance Committee Members:

Peter Jurmain, Chair
Susan Vecchi, Vice Chair
Rich Molloy, Clerk
Jodie Garzon
Jerry Nunnaley
Doug Riley

Jennifer Smith McCarthy-Assistant

Invited Guests:

Charles Aspinwall – Town Administrator
Stephen MacInnes – Oak Grove Farm Commission
Brenda Hamelin – Animal Control
Patricia Kayo – Council on Aging

Call to Order:

Peter Jurmain called the meeting to order at 7:32 PM

Oak Grove Farm Budget:

Stephen MacInnes presented the Oak Grove Farm budget. The budget includes expenses for water, electric and portable toilet service.

Expenses - \$1,636.00

Animal Control Budget:

Brenda Hamelin presented the Animal Control budget. The expenses include a \$1000.00 increase for gasoline. Millis is responsible for 45% of the budget and Medway for 55%.

Salaries – \$72,467.24
Expenses – \$13,300.00
Total – \$85,767.24

Council on Aging Budget:

Patty Kayo presented the Council on Aging budget. In addition to salaries and expenses, Patty has requested new flooring for the Senior Center entry at a cost of \$8,647.35, as well as an additional \$27,276.29 in salaries to increase service hours.

Salaries – \$92,970.47
Expenses – \$8,434.00
Total – \$101,404.47

Finance Budget:

Charles Aspinwall presented the Finance budget.

Salaries – \$196,856.00
Expenses – \$5,188.00
Total – \$202,044.00

Data Processing Budget:

Charles Aspinwall presented the Data Processing budget.

Salaries – \$15,472.00
Expenses – \$124,673.00
Total – \$140,145.00

Articles Discussion + Assignments:

Charles Aspinwall discussed the May 9, 2016 ATM warrant article list. The list is as follows:

1. Election Ballot – Town Officers
2. Election Ballot – Override for Road Repair
3. Unpaid Bills - \$9,435.72 (Jerry Nunnaley)
4. Current Year Budget Additional Expenses/Wages (Jerry Nunnaley)
 - Police - \$58,000.00
 - Snow and Ice - \$30,000.00
 - School LSP Services - \$115,780.00
 - Building Dept Wages from Fees - \$14,000.00
 - Recreation - \$11,428.02
 - Reserve Fund - \$53,000.00
5. Budget - \$28,087,810.94 (Jerry Nunnaley)
6. Water Enterprise Fund – Budget - \$1,244,684.48 (Jerry Nunnaley)
7. Sewer Enterprise Fund – Budget - \$1,317,977.65 (Jerry Nunnaley)
8. Amendments to Personnel Plan (Peter Jurmain)
9. Non-Union Wage Increases - \$26,412.00 (Peter Jurmain)
10. Police Contract Settlement - \$29,008.00 (Peter Jurmain)
- 11 Dispatch Contract Settlement - \$7,578.00 (Peter Jurmain)
12. SEIU Contract Settlement - \$40,968.00 (Peter Jurmain)
13. School Traffic Contract Settlement - \$693.00 (Peter Jurmain) (Peter Jurmain)
14. DPW Contract Settlement - \$15,369.00 (Peter Jurmain)
15. Property Revaluation - \$51,000.00 (Jodie Garzon)
16. Personal Property Revaluation - \$5,000.00 (Jodie Garzon)
17. Purchase of Personal Property Software - \$1,000.00 (Jodie Garzon)
18. Audit - \$40,000.00 (Jodie Garzon)
19. Add to Stabilization Fund - \$50,000.00 (Jodie Garzon)
20. VMB Carpet - \$9,000.00 (Jodie Garzon)
21. Bucket Truck - \$10,000.00 (Craig Schultze)

22. Ambulance - \$260,000.00 (Craig Schultze)
23. Fire Dept. ALS Initiative - \$20,000.00 (Craig Schultze)
24. Local Road Improvements - \$300,000.00 (Craig Schultze)
25. Sweeper - \$216,800.00 (Rich Molloy)
26. Contracted Sweeping - \$20,020.00 (Rich Molloy)
27. Sewer Expansion Study - \$21,000 (Rich Molloy)
28. Dover Rd Water Main Phase 1 - \$1,659,630.00 (Rich Molloy)
29. D'Angelis Treatment Plant Repairs - \$189,200.00 (Rich Molloy)
30. Stormwater Management Improvements - \$35,000.00 (Rich Molloy)
31. DPW Garage Roof (Rich Molloy)
32. CPC Budget & Reservations - \$221,660.57 (Susan Vecchi)
33. VMB Doors - \$46,232.00 (Susan Vecchi)
34. Board of Health Appointing Authority (Susan Vecchi)
35. FY17 School Air Testing Costs - \$38,580.00 (Susan Vecchi)
36. School Bus Leases - \$79,000.00 (Susan Vecchi)
37. School Computer Leases - \$70,000.00 (Susan Vecchi)
38. Medicaid Reimbursement - \$5,000.00 (Susan Vecchi)
39. Household Hazardous Waste Day - \$15,000.00 (Doug Riley)
40. Community Energy Aggregation (Doug Riley)
41. Construction Hours General Bylaw (Doug Riley)
42. Assisted Living Zoning (Doug Riley)
43. Sign Bylaw (Doug Riley)
44. Revolving Funds (Doug Riley)
 - Oak Grove Farm – NTE \$35,000.00
 - Animal Control Shelter – NTE \$3,000.00
 - Fire Alarm – NTE \$10,000.00
 - Historical Commission - \$12,000.00
 - Ambulance – NTE \$20,000.00
 - COA Transportation – NTE \$5,000.00
 - Veterans Memorial Building – NTE \$6,000.00
 - Food Service – NTE \$4,500.00
 - Stormwater Management – NTE \$10,000.00
 - Board of Health Medical Services – NTE \$3,000.00
 - Board of Health Rabies Clinic Program – NTE 2,500.00
 - Continuing Education – NTE \$50,000.00
 - Millis Schools Athletic Fields – NTE \$35,000.00
 - Millis School Extracurricular – NTE \$8,000.00
 - Millis Public Library Special Use Fund – NTE \$10,000.00
45. Return Park Land to School Status Article 97 (Craig Schultze)

Voting on Articles:

#6 – Water Enterprise Fund Budget:

Susan Vecchi made a motion to approve article #6 in the amount of \$1,244,684.48. Jodie Garzon seconded. Motion carries unanimously.

#7 – Sewer Enterprise Fund Budget:

Susan Vecchi made a motion to approve article #7 in the amount of \$1,317,977.65. Jerry Nunnaley seconded. Motion carries unanimously.

#8 – Amendments to Personnel Plan:

Susan Vecchi made a motion to approve article #8. Jodie Garzon seconded. Motion carries unanimously.

#9 – Non-Union Wage Increases:

Susan Vecchi made a motion to approve article #9 in the amount of \$26,412.00. Rich Molloy seconded. Motion carries unanimously.

#15 – Property Revaluation:

Susan Vecchi made a motion to approve article #15 in the amount of \$51,000.00. Rich Molloy seconded. Motion carries unanimously.

#16 – Personal Property Revaluation:

Susan Vecchi made a motion to approve article #16 in the amount of \$5,000.00. Jodie Garzon seconded. Motion carries unanimously.

#17 – Purchase of Personal Property Software:

Susan Vecchi made a motion to approve article #17 in the amount of \$1,000.00. Jodie Garzon seconded. Motion carries unanimously.

#18 – Audit:

Susan Vecchi made a motion to approve article #18 in the amount of \$40,000.00. Jodie Garzon seconded. Motion carries unanimously.

#19 – Add to Stabilization Fund:

Susan Vecchi made a motion to approve article #19 in the amount of \$50,000.00. Jodie Garzon seconded. Motion carries unanimously.

#23 – Fire Dept ALS Initiative:

Susan Vecchi made a motion to approve article #23 in the amount of \$20,000.00. Jodie Garzon seconded. Motion carries unanimously.

#27 – Sewer Expansion Study:

Susan Vecchi made a motion to approve article #27 in the amount of \$21,000.00. Jodie Garzon seconded. Motion carries unanimously.

#28 – Dover Road Water Main Phase 1:

Susan Vecchi made a motion to approve article #28 in the amount of \$1,659,630.00. Jodie Garzon seconded. Motion carries unanimously.

#29 – D'Angelis Treatment Plant Repairs:

Susan Vecchi made a motion to approve article #29 in the amount of \$189,200.00. Rich Molloy seconded. Motion carries unanimously.

#34 – Board of Health Appointing Authority:

Susan Vecchi made a motion to approve article #34. Jodie Garzon seconded. Motion carries unanimously.

#37 – School Computer Leases:

Susan Vecchi made a motion to approve article #37 in the amount of \$70,000.00. Rich Molloy seconded. Motion carries unanimously.

#38 – Medicaid Reimbursement:

Susan Vecchi made a motion to approve article #38 in the amount of \$5,000.00. Jodie Garzon seconded. Motion carries unanimously.

#41 – Construction Hours General Bylaw:

Susan Vecchi made a motion to approve article #41. Rich Molloy seconded. Motion carries unanimously.

#43 – Sign Bylaw:

Susan Vecchi made a motion to approve article #43. Rich Molloy seconded. Motion carries unanimously.

#44 – Revolving Funds:

Susan Vecchi made a motion to approve article #44 in the amounts listed below:

- Oak Grove Farm – NTE \$35,000.00
- Animal Control Shelter – NTE \$3,000.00
- Fire Alarm – NTE \$10,000.00
- Historical Commission - \$12,000.00
- Ambulance – NTE \$20,000.00
- COA Transportation – NTE \$5,000.00
- Veterans Memorial Building – NTE \$6,000.00
- Food Service – NTE \$4,500.00
- Stormwater Management – NTE \$10,000.00
- Board of Health Medical Services – NTE \$3,000.00
- Board of Health Rabies Clinic Program – NTE 2,500.00
- Continuing Education – NTE \$50,000.00
- Millis Schools Athletic Fields – NTE \$35,000.00
- Millis School Extracurricular – NTE \$8,000.00
- Millis Public Library Special Use Fund – NTE \$10,000.00.

Rich Molloy seconded. Motion carries unanimously.

Minutes Approval:

Susan Vecchi made a motion to approve the minutes from March 23, 2016 as written. Rich Molloy seconded. Motion carries unanimously.

Adjourn:

Susan Vecchi made a motion to adjourn at 9:53 PM. Jodie Garzon seconded. Motion carries unanimously.

Submitted by:

Jennifer Smith McCarthy