



Town of Medway

FINANCE COMMITTEE

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June 9, 2016 -- 6:00 PM
Medway High School, 88 Summer St
Room 117-1

Joint Meeting with the Board of Selectmen

Present: Frank Rossi, Chair (6:16 PM); Chris Lagan, Vice Chair (6:09 PM); Todd Alessandri, Clerk; Rohith Ashok (6:09 PM); Ellen Hillery, Jeff O'Neill, Michael Schrader; and Jim Sullivan (6:25 PM). Meghan Hoffman was absent.

Board of Selectmen: John Foresto, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member; and Glenn Trindade, Member (6:07 PM).

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Tom Holder, Director, Department of Public Services; David D'Amico, Deputy Director, Department of Public Services; Jeffrey Lynch, Fire Chief.

Others Present: Mark Cerel, Town Meeting Moderator.

At 6:06 PM Chairman Foresto called the Board of Selectmen meeting to order and led the Pledge of Allegiance.

Approval –CC Construction Change Order - \$30,151.11:

The Board reviewed the following information: (1) Change Order #1 dated June 6, 2016; (2) Project Spending Report; and (3) Itemization of Change Order #1 cost items.

Mr. David D'Amico briefly reviewed the change order and the project in general. The project budget included a federal grant of \$286,000, coupled with an Annual Town Meeting appropriation of \$300,000. This left a figure of \$55,000 that needed to be borrowed. Total expenditures have totaled \$525,000 with another \$35,000 in costs for the final pavement binder and to close out the contract. The final project total is \$560,000 which is under budget.

Brief discussion followed during which Selectman Crowley stated that this is the kind of information he likes to see when change orders come in. The breakdown of expenses helps to clarify the overall project expenses and keep things in perspective.

Selectman Trindade moved that the Board authorize the Town Administrator to execute change order #1 with CC Construction, Inc. for Brentwood drainage improvements in an amount not to exceed \$30,151.11 subject to Town Counsel approval; Selectman White seconded. No discussion. VOTE: 5-0-0.

At 6:10 PM Mr. Chris Lagan, Vice Chair, Finance Committee, called the meeting of the Finance Committee to order with six members present.

Discussion/Vote Recommendations - Special Town Meeting Articles 1 (Synthetic Turf Field and Tire Derived Materials Moratorium) and 2 (CPA Funds: Choate Park and Other Recreation Improvements):

The Board reviewed the following information: (1) STM Warrant (updated with Finance Committee recommendations after meeting on 6/8/16); and (2) Proposed motions.

Mr. Boynton reported that the Community Preservation Committee was presently meeting and as of yet, there was no report available. He briefly summarized the Finance Committee action last evening, noting that Article 1 was disapproved and Article 2 was approved.

Continuing, Mr. Boynton explained that Article 2, as specified in the motion, would prohibit new fields, and specified the materials that could be used for repair of existing playground surfaces.

Selectman Trindade moved that the Board approve Article 2 as written and as voted by the Finance Committee on June 8; Selectman White seconded. Selectman Crowley asked if copies of the motion, which is quite lengthy, could be made available to the attendees of Special Town Meeting. VOTE: 5-0-0.

Emergency Transfer Request, Fire Department (Finance Committee item) -- \$17,000:

The committee reviewed the Request form dated June 6, 2016.

At 6:17 PM Jeffrey Lynch, Fire Chief, explained that the amount of the shortfall is actually higher than what he is requesting, noting that he will try to manage the rest within departmental budget line items that will not be completely utilized. Chief Lynch indicated there has been a significant increase in calls overall, noting that there have been two instances where the department was called to the schools for bomb scares. The process of securing the building after a bomb scare is a lengthy process. During a November storm there were 75 calls which utilized every staff member. There have also been two significant house fires.

Responding to a question from Finance Committee Chair Frank Rossi about the shortfall, Chief Lynch stated that he has been diligent about keeping energy costs such as heat and electricity down, and trying to hold off large ticket items until after July 1. There is a necessary repair for the ladder truck, but that should be covered with what is left in the FY16 departmental budget.

Chairman Rossi asked what percentage increase in calls was built into the FY17 budget. Chief Lynch responded that an increase of 13% was built in, based on the previous year. He cautioned that it is always an unknown the number and type of calls that will come in.

Mr. Alessandri asked if this transfer would see the department through June 30. Chief Lynch responded that he worked with the Finance Director to review the departmental budget to be sure it would cover

remaining expenditures. At this time, it was noted that the Finance Committee Reserve Fund had a balance of \$42,400.

Mr. O'Neill moved that the Finance Committee approve the Fire Department transfer request of \$17,000, as presented; Mr. Alessandri seconded. No discussion. VOTE: 7-0-0.

Article 1 Discussion (continued):

Mr. Boynton theorized that the Town needs to be cognizant of approaching this matter from a risk management perspective as well as that of maintenance. We are banning a product that we do not propose to use on future installations but exists on fields today. Should we wait until the final report comes in and act on its recommendations? The EPA has a broad range of authority which is why they are doing the study.

Selectman Trindade moved that the Board to disapprove Article 1; Selectman White seconded. No discussion. VOTE: 5-0-0.

It was noted that a positive motion can be placed from Town Meeting floor by any member. Should that occur, the Board can evaluate the motion for what it offers and proceed from there.

Miscellaneous Discussion – Fire Department Calls:

Selectman Crowley asked to revisit the discussion on emergency calls. He theorized that, as the calls increase, there will be a need for increased manpower. Chief Lynch responded that there is an average of 1.5 calls per day from assisted living communities. In a neighboring community, their assisted living facility accounted for 8% of that department's calls.

It was noted that one of the benefits of an over 55 housing development is that the tax base for those properties does not represent any school age children.

At 6:28 PM Selectman Trindade moved to adjourn in order to attend Special Town Meeting; Selectman White seconded. No discussion. VOTE: 5-0-0.

At this time, the Finance Committee held a brief discussion on who would present motions when called upon. Upon conclusion of this discussion, the Finance Committee adjourned its meeting.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary