



Town of Medway

FINANCE COMMITTEE

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September 14, 2016 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street

Present: Frank Rossi, Chair; Rohith Ashok, Vice Chair; Todd Alessandri, Clerk (7:15 PM), Dan Doherty; Ellen Hillery; Meghan Hoffman; Jeff O'Neill; Jim Sullivan, participating remotely (7:20 PM).

Absent: Michael Schrader.

Staff Present: Michael Boynton, Town Administrator; Stephanie Mercandetti, Community Development Director.

Others Present: Glenn Trindade, Chair, Board of Selectmen.

At 7:00 PM Chairman Rossi called the meeting to order. A quorum of members was present in the meeting room in addition to Mr. Sullivan who participated via phone.

Review – Fall Town Meeting Warrant Articles:

The committee reviewed a Memorandum dated September 14, 2016 from the Director of Community & Economic Development.

Present: Stephanie Mercandetti, Director of Community & Economic Development.

It was noted that the Warrant for the Fall Town Meeting has been opened. Ms. Mercandetti stated the proposed articles address some issues that came up during the recodification process of the Zoning Bylaw as well as concerns presented by the business community. Chairman Rossi clarified that the Town Charter requires that the Finance Committee weigh in on planning and zoning articles even if there is no financial implication involved.

Ms. Mercandetti presented highlights of the seven (7) potential articles:

Establish a new Village Residential (VR) Zoning District which would reduce the required minimum dimensional requirements of the existing ARII District, bringing many of the parcels into conformity.

Combine Commercial Districts III and IV (C-III and C-IV) and rename to Village Commercial District which merges the two districts which are already primarily the same. The renaming makes it more relevant to the intent and purpose of such a district.

Rename Commercial I (C-I) District to Central Business (CB) District which will better reflect the intent and purpose of the primary business district.

Amend Section 2 Definition which will add a series of definitions in alphabetical order in specified sections.

Section 5.4 Schedule of Uses – self-explanatory.

Section 6.1 Dimensional and Density Regulations – self-explanatory.

Oak Grove -- At this time, Ms. Mercandetti provided a brief description and history of the Oak Grove area, noting that in the 1920s a soda company ran a promotion whereby people could win small plots of land. These lots are very small and not large enough to build on with today's zoning. Being able to combine them into larger tracts or a large single parcel that could be redeveloped would revitalize this area, but determining ownership of all the lots has become a challenge. There is a steering committee to evaluate potential uses which will likely be a mixed-use type of development, including retail, industrial, residential, etc. The "bottle cap" area is right near an entrance/exit to Interstate 495 and the combined lots cover over 50 acres of land.

This will be a forum to allow people to come in and learn about it. She noted that there has been some interest from developers who have been keeping an eye on the process.

Mr. Boynton stated that this is connected to the Urban Redevelopment Plan. The plan should be submitted to the State by the end of this calendar year. Once that plan is approved by the State, the Redevelopment Authority can then move forward with the first steps. Brief discussion followed.

FY16 Fiscal Year Wrap-Up:

The committee reviewed a Memorandum dated August 31, 2016 from the Finance Director. This report was presented to the Board of Selectmen recently.

Present: Michael Boynton, Town Administrator; Glenn Trindade, Chair, Board of Selectmen.

Chairman Rossi stated that this particular format of this information had never been distributed to the Finance Committee before. He asked for a brief review of it and what it represents.

Mr. Boynton reported that the Finance Director is working on the final numbers relative to free cash. He indicated that it is similar to that of the previous year, noting that each fiscal year does present its unique challenges. He reported that closer review of the Enterprise Funds, for example, revealed that perhaps the timing of financial transactions could be altered to benefit the Town a little more from the perspective of retained earnings.

Brief discussion followed on delinquent taxes, tax title properties, delinquency notices forwarded to Town departments, and potential revenues from the proposed Exelon expansion and the Salmon

development. Selectman Trindade emphasized the importance of having some plans on how to use that revenue should the permits be issued and the expansion go forward. There are a variety of projects that could be earmarked to benefit from these funds. Mr. Boynton pointed out that he is not inclined to include any of those revenues in the FY18 budget as the amounts may differ and it will be difficult to sustain the budget going forward. Discussion followed on the impact of receipt and programming of the revenues.

Ambulance Services – the number of calls may be up but the revenues do not necessarily correlate with that. It depends on what the call is for, if there is a transport, where the transport goes, etc. There is currently an unanticipated change in the Town's ALS service provider so we are considering different companies.

Brief discussion followed on trash and recycling collection. It was noted that recycling is not generating the revenues it once did. Selectman Trindade noted that the single stream recycling process has its challenges, noting that wet paper is not considered recyclable, and pizza boxes contaminate the load. Glass is close to worthless, and the value of paper recycling fluctuates with the markets.

It was noted that a water filtering plant may become necessary to treat water with an estimated cost of \$5-12 million.

Mr. Doherty had some questions on DPS numbers on page 6 of the handout relative to Snow and Ice Salaries. Mr. Boynton responded that it is a 2015 amended figure. \$158,000 was spent due to the bad winter in the early months of 2015.

Committee members were asked if they had any questions. Mr. Doherty and Mr. Alessandri asked if there could be some historical information on Veterans' Services expenses. It may be possible to spot a trend for the past few years for number of cases and expenses (no personal details) to see if there is indeed a trend. The FY16 budget for this item was increased significantly.

Any other warrant articles we need to be aware of? Mr. Boynton responded that no staff changes are being proposed. Mr. Jim Smith is retiring but will remain to serve as consultant and supervisor of the Route 109 project. That may be an article if it cannot be handled another way. The Ambulance-ALS issue is still being explored. Brief discussion followed on trail development, power aggregation, athletic fields and a reduction in units in the 40B project as well as a change from townhome to single-family homes.

Review of Meeting Minutes:

The committee reviewed draft minutes from meetings held on April 6, 2016; May 18, 2016; June 8, 2016; June 9, 2016 and July 20, 2016.

Mr. Alessandri moved that the Finance Committee approve minutes of April 6, 2016 as amended; Mr. O'Neill seconded. No discussion. VOTE: 5-0-3 Doherty, Hoffman and Sullivan abstain.

Mr. O'Neill moved that the Finance Committee approve minutes of May 18, 2016 as amended; Mr. Ashok seconded. No discussion. VOTE: 5-0-3 Alessandri, Doherty and Sullivan abstain.

Ms. Hoffman moved that the Finance Committee approve minutes of June 8, 2016 as amended; Mr. Alessandri seconded. No discussion. VOTE: 6-0-2 Hillery and Schrader abstain.

Mr. Alessandri moved that the Finance Committee approve minutes of June 9, 2016 as amended; Mr. Ashok seconded. No discussion. VOTE: 6-0-2 Doherty and Hoffman abstain.

Ms. Hoffman moved that the Finance Committee approve minutes of July 20, 2016 as amended; Mr. Ashok seconded. No discussion. VOTE: 7-0-1 Hoffman abstain.

Clerk's Report:

Mr. Alessandri, Clerk, reported that there is \$93,000 in the Finance Committee Reserve Fund, and \$2,000 in the Finance Committee Expense Fund.

Chairman's Report:

Chairman Rossi had no formal report other than pertinent comments throughout the meeting.

Liaison Reports:

Public Safety -- Mr. O'Neill will meet with Police and Fire in the coming weeks.

Schools – Mr. Alessandri met with the Director of Finance today for updates. Right now they are tracking expenses with minor changes. There are no out-of-district issues. Retiring teachers enabled new hires to come in at lower salaries. This will not always be possible for younger teachers, however, due to increased steps and lanes. Some of the boilers need to be replaced and there is anticipated work on the roof. Security equipment has arrived. High school and middle school cameras were replaced. Elementary schools are being outfitted over the next couple of weekends. The work on the entryways will be done in the coming year if bids can be submitted and accepted within the fiscal year. Mr. Sullivan added that the new software for transportation may help to streamline the routes and eliminate a bus or two. Chairman Rossi reminded everyone of the joint meeting of school, BOS and Finance Committee that will be scheduled for sometime this fall.

Community Preservation Committee – Ms. Hillery stated that the main concern is the proposal for affordable housing as it is difficult to find people who meet the strict eligibility requirements.

Parks – Mr. Doherty reported that recent discussions reveal that the sole purpose of the concession stand is to return the profits back to the booster group. There is the potential of buying some field-clearing equipment for snow removal for the turf field, but that discussion was tabled. They talked about the fact that there was originally a large tournament scheduled, and one of the teams backed out only four weeks beforehand which was problematic. The process will be changed to include a booking deposit which would be non-refundable in the event of cancellation.

Library – Mr. Doherty reported that the Library Trustees have reviewed their budget, noticing that their electricity bills have increased a lot mostly due to the MakerSpace. Electricity costs over the summer months were up 25-40%. The carpeting did not cost as much as had been anticipated, leaving \$35,000 unused. The library was also audited; how they treat Friends of Medway Library and those funds may need to be modified and suggestions were made by the auditor.

CIPC – Ms. Hoffman reported that they have been meeting, but there isn't much going on right now. Soon they will start contacting Town departments for their "wish lists" and begin the process of prioritizing them.

Planning Board – Mr. Sullivan reported that the main topic is the Timber Crest 40B development.

Next Meeting:

After brief discussion on member availability, it was decided not to meet on the regular meeting night of October 12, but on October 19 instead. The public hearing for Fall Town Meeting will be held on Wednesday, October 26 after which the Finance Committee will vote on its recommendations for Warrant articles.

At 9:11 PM Ms. Hoffman moved to adjourn; Mr. Ashok seconded. No discussion. VOTE: 8-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary