



Town of Medway

FINANCE COMMITTEE

155 Village Street
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April 12, 2017 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street

Present: Rohith Ashok, Vice Chair; Todd Alessandri, Clerk; Ellen Hillery; Jeff O'Neill and Michael Schrader.

Absent: Frank Rossi, Chair; Dan Doherty; Meghan Hoffman; Jim Sullivan.

Staff Present: Michael Boynton, Town Administrator; Carol Pratt, Finance Director; David D'Amico, Director, Department of Public Services; Allen Tingley, Police Chief; Jeff Lynch, Fire Chief; Mary Becotte, Communications Director.

Others Present: Dennis Crowley, Selectman.

7:00 PM -- Public Hearing:

At 7:00 PM Ms. Hillery moved that the Finance Committee open a public hearing for the purpose of hearing public input on any articles being presented at the 2017 Special Town Meeting and 2017 Annual Town Meeting that will not be heard in public hearing held by other municipal boards; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.

As Chairman Rossi was not present, Vice Chair Ashok chaired the public hearing. Seeing few people in attendance, Mr. Ashok asked if there were any citizens to offer public input on the Warrant Articles or if there were any questions. There were none.

At 7:04 PM Mr. Alessandri moved that the Finance Committee close the public hearing; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.

At 7:05 PM Vice Chair Ashok called the regular meeting of the Finance Committee to order.

Warrant Review -- 2017 Special Town Meeting and Annual Town Meeting – Final Preparations including Finance Committee Recommendations

The committee reviewed the 2017 Special Town Meeting Warrant and the 2017 Special Town Meeting Warrant.

2017 Special Town Meeting

Article 1: Transfer: Snow and Ice Deficit – Mr. Boynton reported he is waiting for the final bills on salt, snow and ice removal expenses as well as vehicle maintenance. He anticipates the total to be in the \$130,000 to \$140,000 range. We should have the final number in time for Town Meeting; the Town Meeting motion will specify the final dollar figure. **Mr. Alessandri moved that the Finance Committee recommend Article 1 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 2: Transfer to Stabilization from Receipts Reserved for Appropriation – Mr. Boynton reported this is primarily overlay surplus. **Mr. Alessandri moved that the Finance Committee recommend Article 2 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 3: Transfer to Revaluation Account from Receipts Reserved for Appropriation – **Mr. Alessandri moved that the Finance Committee recommend Article 3 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 4: Transfer to Revaluation Account – **Mr. Alessandri moved that the Finance Committee recommend Article 4 as presented; Mr. O'Neill seconded. NO discussion. VOTE: 5-0-0.**

Article 5: Transfers to Health Care Reimbursement Account – Mr. Boynton cautioned that it is not clear what costs will be in future years, especially when related to collective bargaining agreements. It is believed that \$200,000 will carry us through the year, and it is hoped that the full amount will not be necessary. This is not a new account but carries over to the next year to serve as a cushion. **Mr. Alessandri moved that the Finance Committee recommend Article 5 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 6: Prior Year Bills – **Mr. Alessandri moved that the Finance Committee recommend Article 6 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 7: Repurpose Monetary Article: Fire Department – This is a repurpose of funds not used to refurbish Engine 2. **Mr. Alessandri moved that the Finance Committee recommend Article 7 as presented; Ms. Hillery seconded. No discussion. VOTE: 5-0-0.**

Article 8: Veteran Benefits – Mr. Boynton reported that Veterans' Agent John Givner retired as of March 31 but processed benefits through April. The amount reflected in this article should cover benefits costs through the end of the year. Mr. Boynton added that the annual budget was also increased for the FY18 fiscal year. **Mr. Alessandri moved that the Finance Committee recommend Article 8 as presented; Ms. Hillery seconded. No discussion. VOTE: 5-0-0.**

Article 9: Extend Expenditure Deadline – May 2016 Annual Town Meeting Article 8 – Hazard Mitigation Plan -- This article extends the deadline for two years. There has been a grant application submitted to help cover costs of updating the plan. Having an updated plan in place would make the Town eligible to apply for a larger grant amount. The \$16,000 is for the Town to do some emergency work, utilizing technical consultants to evaluate the plan as well. **Mr. Alessandri moved that the Finance Committee recommend Article 9 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

2017 Annual Town Meeting

Article 1: ESCO Stabilization Reserve Transfer -- There will be only one more year for this article and then the fund will no longer be needed. **Mr. Alessandri moved that the Finance Committee recommend Article 1 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 2: Appropriation: FY18 Operating Budget -- No changes have been made to the budget since the Board of Selectmen approved it. If the Finance Committee has no other recommendation, the budget will move forward. Brief discussion followed on the school budget. **Ms. Hillery moved that the Finance Committee approve the FY18 operating budget as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.** Mr. Schrader expressed concern that there is no way to differentiate between versions of the Warrants and asked that each Warrant be dated so we know which version is the most recent. **Mr. Alessandri moved that the Finance Committee recommend Article 2 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 3: Appropriation: FY18 Water Enterprise Fund – There was brief discussion on retained earnings. Mr. Boynton confirmed that there is no use of retained earnings in this article. Mr. Schrader expressed concern that in a few short years the earnings will be exhausted if they are used to offset rate increases. **Mr. Alessandri moved that the Finance Committee recommend Article 3 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 4: Appropriation: FY18 Sewer Enterprise Fund – will utilize retained earnings to help offset potential rate increases. **Mr. Alessandri moved that the Finance Committee recommend Article 4 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 5: Appropriation: FY18 Solid Waste Enterprise Fund – The main proposed use of the funds is to cap the landfill, otherwise the money has to come via a general fund appropriation. Discussion followed on trash collection costs. **Mr. Alessandri moved that the Finance Committee recommend Article 5 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 6: Appropriation: FY18 Ambulance Enterprise Fund – Mr. Boynton spoke briefly on potential changes in how this program is run from an operating standpoint. Use of retained earnings as well as a general fund appropriation is included. **Mr. Alessandri moved that the Finance Committee recommend Article 6 as presented; Ms. Hillery seconded. No discussion. VOTE: 5-0-0.**

Article 7: Free Cash Appropriation: Capital and Other Items -- This is a capital account. Mr. Boynton theorized that the sidewalk number may go down once snow and ice is determined. **Mr. Alessandri moved that the Finance Committee leave Article 7 with a TBD designation for the time being; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 8: Free Cash Appropriation: Oak Grove Project – Mr. Boynton reported that a concept plan has been approved and forwarded to the state. This is not a proposal from a developer, but rather the Town's vision of how the land can be redeveloped. The concept plan features both residential and light manufacturing, with the residential component helping the Town's affordable housing quota. Brief discussion followed on the processes going forward. **Ms. Hillery moved that the Finance Committee recommend Article 8 as presented; Mr. Alessandri seconded. It was noted that not all Committee members support this project and the dollars it has cost. No further discussion. VOTE: 4-1-0 O'Neill opposed.**

Article 9: Repurpose Community Development Funds – Master Plan – These funds will be used to update the master plan. **Mr. Alessandri moved that the Finance Committee recommend Article 9 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 10: Transfer – Retained Earnings – Sewer Enterprise -- **Mr. Alessandri moved that the Finance Committee recommend Article 10 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 11: Transfer – Retained Earnings – Water Enterprise – **Mr. Alessandri moved that the Finance Committee recommend Article 11 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 12: Free Cash Transfer to General Stabilization – **Mr. Alessandri moved that the Finance Committee recommend Article 12 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 13: Lease-Purchase Air Packs – This article defines the source of the funding which actually won't come to the Town until August as part of the Host Community Agreement with CommCan. Mr. Boynton noted that if non-medical marijuana is permitted in Medway, this facility will likely participate, which would bring an additional \$100,000 to the Town. **Mr. Alessandri moved that the Finance Committee recommend Article 13 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 14: Appropriation: Health Care Reimbursement Account – **Mr. Alessandri moved that the Finance Committee recommend Article 14 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 15: Appropriation: OPEB Trust – Mr. Boynton reported that the meals tax revenue was \$140,000 last year. \$40,000 will remain as a supplement amount in the general fund. **Mr. Alessandri moved that the Finance Committee recommend Article 15 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 16 – Appropriation: Medway Day -- **Mr. Alessandri moved that the Finance Committee recommend Article 16 as presented; Ms. Hillery seconded. No discussion. VOTE: 5-0-0.**

Article 17: Transfer to Athletic Fields Stabilization Fund -- Mr. Boynton explained that his recommendation to Parks Commission is that leaving any funds in the revolving fund provides a better view of the fund at the end of the year instead of reopening the warrant to change the dollar amount. Brief discussion. **Mr. Alessandri moved that the Finance Committee recommend Article 17 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 18: Appropriation: Community Preservation Committee – **Ms. Hillery moved that the Finance Committee recommend Article 18 as presented; Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.**

Article 19: Fund Trail Kiosks and Signage -- **Mr. Schrader moved that the Finance Committee recommend Article 16 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 20: Fund Adams Street Meadow Parking Area -- **Ms. Hillery moved that the Finance Committee recommend Article 20 as presented; Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.**

Article 21: Fund Open Space Master Plan – Mr. Boynton explained that without an updated plan, the Town will not be eligible for a state grant. **Ms. Hillery moved that the Finance Committee recommend Article 21 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 22: Repurpose Borrowing – Library Fixtures and Equipment – **Mr. Alessandri moved that the Finance Committee recommend Article 22 as presented; Ms. Hillery seconded. No discussion. VOTE: 5-0-0.**

Article 23: Land Acquisition: DPS Facility – 0R Crooks Street – Mr. Boynton briefly reviewed the search for land appropriate for a new DPS Facility. While there is no current negotiation, this article provides the Board of Selectmen the opportunity to acquire the parcel. He suggested leaving it as a TBD. **Mr. Alessandri moved that the Finance Committee recommend Article 23 carry a designation of TBD; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 24: Land Acquisition: DPS Facility – 13R Chestnut Street – Mr. Boynton reported that the anticipated value of this property is around \$14,900. Brief discussion followed. **Mr. Alessandri moved that the Finance Committee recommend Article 24 carry a designation of TBD; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 25: Accept MGL Ch. 138 – Cordials & Liqueurs – Mr. Boynton explained that this would allow holders of these licenses to offer additional options without getting a full All Alcohol License. This would be restricted to restaurant licenses and not affect retail licenses at all. **Ms. Hillery moved that the Finance Committee recommend Article 25 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 26: Amend General Bylaws – Revolving Funds; Authorize FY18 Spending – Mr. Boynton explained that the Municipal Modernization Act now requires the Town to adopt a bylaw specifying an action the Town was already doing, mainly to authorize expenditures from revenue collected by revolving funds. **Mr. Alessandri moved that the Finance Committee recommend Article 26 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 27: Amend General Bylaws: License or Permit Denial – This is another provision of the Municipal Modernization Act. **Mr. Alessandri moved that the Finance Committee recommend Article 27 carry a designation of TBD; Ms. Hillery seconded. No discussion. VOTE: 5-0-0.**

Article 28: Amend General Bylaws: Fire Department -- **Mr. Alessandri moved that the Finance Committee recommend Article 28 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

Article 29: Amend General Bylaws: Stormwater Regulation – This is the article presented by the Conservation Agent and DPS Director last month. Brief discussion followed. **Mr. Alessandri moved that the Finance Committee recommend Article 29 as presented; Mr. O'Neill seconded. No discussion. VOTE: 4-1-0 Schrader oppose.**

Article 30: this article was removed and the number reserved for use, if necessary.

Article 31: Amend Zoning Bylaws – Nonconforming Uses and Structures -- **Mr. Alessandri moved that the Finance Committee recommend Article 31 as presented; Mr. O'Neill seconded. No discussion. VOTE: 5-0-0.**

At this time Ms. Hillery suggested that, if no one had any objections or questions on the remaining articles, they could be bundled together in one motion. Brief discussion followed after which **Mr. Alessandri moved that the Finance Committee recommend Articles 32 through and including Article 42 as presented; Ms. Hillery seconded. No further discussion. VOTE: 5-0-0.**

Brief discussion followed on the merits of the articles involving Zoning Boundary Changes beginning with Article 43. **Mr. Alessandri moved that the Finance Committee recommend Articles 43 through and including Article 48 as presented; Ms. Hillery seconded. No further discussion. VOTE: 5-0-0.**

Article 49: Amend Zoning Bylaws: CB and AR-II Zoning Boundary Changes – Brief discussion followed. Mr. Alessandri moved that the Finance Committee

Miscellaneous Business:

At the request of Chairman Rossi, Vice Chair Ashok nominated Mr. Jeff O'Neill to serve on the Charter Review Committee. Mr. Boynton explained that this is required by the Town Charter. **Mr. Alessandri moved that the Finance Committee designate Jeff O'Neill to represent the Finance Committee on the Charter Review Committee; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

It was noted that reports for the Town Meeting Booklet are due by April 24. This sounds late compared to previous years so reports should be submitted ASAP.

Upcoming Meeting:

The next Finance Committee meeting will be prior to Annual Town Meeting on Monday, May 8. It will be held in Room 113-1 at Medway High School at 6:30 PM.

Approval of Minutes:

Review of the minutes was postponed until more members could be present.

At 8:43 PM Ms. Hillery moved to adjourn; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary