

**Finance Committee Meeting
Meeting Minutes
Monday, March 22, 2021 at 5:30 pm
Bellingham Municipal Center – Arcand Meeting Room**

1. Finance Committee Members Present: J. Allam, J. Collamati, K. Keppler, J. Flannery, A. Thorell, J. Kuzmeskas

2. Finance Committee Members Absent: All members present

3. Meeting Commenced: J. Allam called the meeting to order at 5:30 pm.

4. J. Collamati made a motion to approve the minutes from the February 22, 2021 Finance Committee meeting, as presented. Seconded by K. Keppler. Recommended 6/0.

K. Keppler made a motion to approve the approve the minutes from the March 8, 2021 Finance Committee meeting, as presented. Seconded by J. Kuzmeskas. Recommended 6/0.

5. **Public Hearing:** Chief Gentile and Deputy Milot from the Fire Department were present to give a brief summary on the FY22 Fire Department Budget and Capital Requests.

K. Keppler made a motion to recommend the FY22 Fire Department Budget in the amount of \$3,333,463 as presented. J. Collamati seconded. Recommended 6/0.

Chief Gentile provided all members with information on the Bryx Alerting System that will be purchased and used at both Fire Stations (Blackstone Street and Wrentham Street). Previously, information was provided to the Committee for a Zetron System, which was found to be a lot more money for just about the same options. Finance Committee members did not have any additional questions about this item.

Deputy Milot provided information to all members regarding the purchase of replacement Brush Truck. This truck would be a replacement to Brush Truck #3. The skid would be removed from the current truck and placed on the new truck. The old truck would then be used as a utility vehicle.

K. Keppler made a motion to recommend the Bryx Alerting System in the amount of \$88,000 from Free Cash and the Replacement Brush Truck in the amount of \$49,905 from Free Cash. Seconded by J. Flannery. Recommended 6/0.

6. **Public Hearing:** Chief Daigle and Lieutenant Russell from the Police Department were present to give a brief summary on the FY22 Police Department Budget. J. Collamati made a motion to recommend the Police Department FY22 Budget in the amount of \$3,460,224, as presented. Seconded by J. Flannery. Recommended 6/0.

Chief Daigle let Finance Committee members know that they are currently in the middle of contract negotiations. If negotiations are settled before Town Meeting there will be minor adjustments to this amount. More information to follow.

The Police Department/Fire Department Repeater/Receiver was previously approved in FY21 for a two-year project. J. Kuzmeskas made a motion to recommend \$40,392 from Free Cash for the FY22 portion of the project. J. Collamati seconded. Recommended 6/0.

7. **Public Hearing:** Committee Members made recommendations of FY22 Budget Accounts for the various items as presented below:

J. Flannery made a motion to recommend the accounts listed below from the funding source of taxation and other available sources. J. Kuzmeskas seconded. Recommended 6/0.

Account Number	Description	Amount
123	Administration	\$ 203,822
292	Animal Control	\$ 147,087
651	Arts – Cultural Council	\$ 7,500
137	Assessors	\$ 221,254
299	Auxiliary Police	\$ 5,000

J. Kuzmeskas made a motion to recommend the accounts listed below from the funding source of Taxation and other available sources. J. Collamati seconded. Recommended 6/0.

Account Number	Description	Amount
189	Building Maintenance	\$ 358,918
491	Cemetery	\$ 9,001
541	Council on Aging	\$ 228,254
171	Conservation	\$ 65,896
151	Town Counsel	\$ 100,000

K. Keppler made a motion to recommend the account listed below from the funding source of taxation and other available sources. J. Collamati seconded. Recommended 5/1.

Account Number	Description	Amount
161	Town Clerk	\$ 141,607

K. Keppler made a motion to recommend the accounts listed below from the funding source of taxation and other available sources. J. Kuzmeskas seconded. Recommended 6/0.

Account Number	Description	Amount
183	Disability Commission	\$ 20,501
162	Elections	\$ 47,100
255	Electrical Inspector	\$ 27,500
135	Finance	\$ 343,367
131	Finance Committee	\$ 5,395
426	Gas	\$ 168,006

J. Collamati made a motion to recommend the accounts listed below from the funding source of taxation and other available sources. K. Keppler seconded. Recommended 6/0.

Account Number	Description	Amount
510	Health Department	\$ 146,337
650	Historical Commission	\$ 6,000
422	Highway	\$ 1,178,667
251	Inspector	\$ 201,033
193	Insurance	\$ 668,022
610	Library	\$ 563,564

J. Flannery made a motion to recommend the accounts listed below from the funding source of taxation and other available sources. K. Keppler seconded. Recommended 6/0.

Account Number	Description	Amount
424	Lighting - Street	\$ 155,000
195	Medicare	\$ 524,000
660	Memorial / Veterans Day	\$ 15,000
154	Management Info. Systems	\$ 511,862
114	Moderator	\$ 350
197	Occupational Health	\$ 39,700
190	OJI	\$ 20,000
900	OPEB	\$ 50,000
630	Parks	\$ 139,650
152	Personnel – HR	\$ 121,053
172	Planning Department	\$ 129,864
253	Plumbing Inspector	\$ 29,521

J. Collamati made a motion to recommend the accounts listed below from the funding source of taxation and other available sources. J. Kuzmeskas seconded. Recommended 6/0.

Account Number	Description	Amount
196	Reports	\$ 3,000
132	Reserve Fund	\$ 50,000
194	Retirement	\$ 3,286,833
142	Revaluation - Assessors	\$ 30,910
122	Selectmen	\$ 116,769
423	Snow	\$ 260,000
156	Tax Title	\$ 55,000

J. Collamati made a motion to recommend the account listed below from the funding source of taxation and other available sources. K. Keppler seconded. Recommended 6/0.

Account Number	Description	Amount
145	Treasurer / Collector	\$ 332,365
294	Tree Warden	\$ 30,200
900	Trust Fund	\$ 275,000
302	Valley Tech Vocational	\$ 1,014,129
543	Veterans	\$ 121,300
173	Zoning	\$ 8,600

ENTERPRISE ACCOUNTS:

J. Collamati made a motion to recommend the Trash Enterprise Account in the amount of \$1,798,808 from the funding source of Trash Enterprise Receipts. K. Keppler seconded. Recommended 6/0.

J. Kuzmeskas made a motion to recommend the Water Enterprise Account in the amount of \$3,591,233 from the funding source of Water Enterprise Receipts. Seconded by K. Keppler. Recommended 6/0.

K. Keppler made a motion to recommend the Sewer Enterprise Account in the amount of \$1,591,097 from the funding source of Sewer Enterprise Receipts. J. Collamati seconded. Recommended 6/0.

J. Flannery made a motion to recommend the Stormwater Enterprise Account in the amount of \$821,972 from the funding source of Stormwater Enterprise Receipts. J. Kuzmeskas seconded. Recommended 6/0.

8. **Public Hearing:** Finance Committee Members reviewed a draft of the Warrant to establish future meeting dates with departments and petitioners.

9. Ms. MacKinnon was present to summarize the following Capital Requests of over and under \$50,000 for FY22:

Town Clerks Office is requesting the purchase of additional tabulators for Elections. These are the digital handheld devices used for voting.

K. Keppler made a motion to recommend \$5,000 from Free Cash to purchase additional Tabulators. Seconded by J. Collamati. Recommended 6/0.

Animal Control is requesting the purchase of a pickup truck that will be split with the Town of Franklin. This truck will replace the existing vehicle with a new Chevy Silverado pickup truck. The cost is approximately \$40,000 which is to be split 50/50 with the Town of Franklin.

J. Flannery made a motion to recommend \$20,000 from Free Cash for the purchase of a pickup truck for Animal Control. Seconded by A. Thorell. Recommended 6/0.

Treasurer/Collector Office is requesting Professional Services for Software Design and Online Processing capabilities. The software would add a scanline to Demands for Motor Vehicle, Real Estate and Personal Property taxes to allow lockbox payments instead of over-the-counter manual processing. This is Phase 1 of 2; with anticipation of additional services in the Fall for the full integration of online Public/Web Access to bills.

K. Keppler made a motion to recommend \$7,500 from Free Cash for the Professional Service needs of the Treasurer/Collector Department. Seconded by J. Flannery. Recommended 6/0.

Council on Aging is currently getting estimates for an HVAC Repair / Upgrade. More information will be provided at the April 12th meeting.

10. Ms. MacKinnon confirmed that the School Department will be presenting their FY22 budget to the Finance Committee on April 12th.

11. New Business, Emails, Correspondence, Bills:

J. Flannery made a motion to approve the invoice from Finance Committee Clerk, Tina Griffin, for the month of March 2021, in the amount of \$318.32. J. Collamati seconded. Recommended 6/0.

The next Finance Committee Meeting will take place on Monday, April 12, 2021 at 5:30 pm. This meeting will be conducted in-person for Finance Committee members with a Zoom option and for the Public to attend via Zoom only.

J. Flannery made a motion to adjourn at 7:10 pm. Seconded by A. Thorell. Recommended 6/0.

Respectfully Submitted,

Tina M. Griffin
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