

**Finance Committee Meeting
Meeting Minutes
Wednesday, October 6, 2021 at 5:30 pm
Municipal Center - Arcand Meeting Room with a Zoom Option**

1. Finance Committee Members Present: J. Allam, J. Flannery, J. Collamati, A. Thorell, J. Kuzmeskas, K. Keppler
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 July 6, 2021, Finance Committee Meeting, as submitted. J. Flannery seconded. Recommended 4/0.
J. Kuzmeskas and A. Thorell abstained from this motion as they were not present for that meeting.

J. Flannery made a motion to approve the minutes from the September 20, 2021, Finance Committee Meeting, as submitted. J. Collamati seconded. Recommended 4/0.
K. Keppler and J. Kuzmeskas abstained from this motion as they were not present for that meeting.

5. **Public Hearing – 5:30 pm** – Library Director, Bernadette Rivard was present to discuss the Departments Capital Request for exterior painting.

A request has been submitted for exterior painting of the library for the trim, previously painted doors, window frames, soffits and overhang ceilings.

J. Collamati made a motion to recommend an amount not to exceed \$40,000 from Free Cash for exterior painting and labor at the library. K. Keppler seconded. Recommended 6/0.

6. **Public Hearing – 5:45 pm** – DPW Director, Don DiMartino was present to discuss the Departments Capital Requests as listed below:

TREE WARDEN

This request was tabled until the next meeting that will be a joint session for both Capital Improvements Committee and Finance Committee. Mr. Burr, Tree Warden, will be asked to attend in order to answer questions from Committee Members.

DPW

Mr. DiMartino submitted a request to replace and upgrade a 2001 Ford Dump Truck (B-14) with a new F-600 Dump Truck and plow.

K. Keppler made a motion to recommend an amount not to exceed \$76,000 from Free Cash for the purchase of a small, new dump truck and plow to replace truck B-14 for the DPW. J. Flannery seconded. Recommended 6/0.

Mr. DiMartino gave a brief description on the old hot box truck. The 1999 International truck chassis that was handed down in past years from the Fire Department needs to be replaced. The proposal is for the purchase of a new F-600 truck and plow that will have the hot box remounted on this chassis.

J. Collamati made a motion to recommend an amount not to exceed \$65,000 for the purchase of an F-600 truck with plow and for the remount of the hot box. K. Keppler seconded. Recommended 6/0.

The Underground Storage Tank Removal request will be held off at this time. However, Mr. DiMartino wanted to let Committee Members know it is a project that needs to be discussed and completed before August 2022.

A request has been submitted to replace the Fire Department's Apron at Headquarters, located on Blackstone Street. This apron has been failing for a number of years and causing water issues at the Fire Department. Originally this project was supposed to be bundled with the Underground Storage Tank Removal project but is now being submitted as its own request.

J. Flannery made a motion to recommend an amount not to exceed \$256,000 from Free Cash to replace the Headquarters Fire Department apron. Seconded by J. Kuzmeskas. Recommended 6/0.

Mr. DiMartino gave a brief summary of the South Main Street TIP Project request. These funds are being requested to help mitigate project impact to abutters. Mass DOT will not fund or respond to abutters issues. These funds are being requested to help abutters with issues the project is imposing to their properties.

J. Flannery made a motion to recommend an amount not to exceed \$200,000 from Free Cash for the South Main Street TIP project mitigation requests. K. Keppler seconded. Recommended 6/0.

TRASH

A request has been submitted to replace a 2004 F-150 to a new 4-Wheel Drive F-350 Club Cab with plow to have additional room to move Parks Department staff from site to site.

J. Collamati made a motion to recommend an amount not to exceed \$51,000 from Trash Retained Earnings for the purchase of a new F-350 Club Cab for the Parks Department. J. Kuzmeskas seconded. Recommended 6/0.

Mr. DiMartino explained the Recycling Center entry gate request. Currently, there are issues with people entering the Recycle Center when it is not open to residents. The Recycle Center needs access by Town personnel and Departments during the week. If people see the gate open on weekdays, they enter the Recycle Center without permission and try to dispose of items. With multiple Departments having to go in and out, the gate can sometimes be open for a couple hours per day. This request is to install a security gate that will have a swipe and keypad entry for Town personnel and video surveillance from another location.

J. Collamati made a motion to recommend an amount not to exceed \$25,000 from Trash Retained Earnings for the installation of a security gate and keypad system at the Recycle Center. J. Kuzmeskas seconded. Recommended 6/0.

WATER

Mr. DiMartino gave a brief summary on the South Main Street Standpipe Maintenance needed. This request is for sandblasting, painting and repairs needed to the Standpipe. This routine maintenance was last done in 1998. It is expected to last 20 years and we are just beyond that timeframe.

J. Flannery made a motion to recommend an amount not to exceed \$841,175 from Borrowing for the South Main Street Standpipe maintenance that is expected to last 20 years once completed. Seconded by J. Collamati. Recommended 6/0.

A request was presented for a 2008 F-350 to be replaced with a new 4-Wheel Drive F-350 truck and plow to replace water truck BW-2.

J. Flannery made a motion to recommend an amount not to exceed \$40,000 from Water Retained Earnings for the purchase of a new F-350 truck that will reuse the upgraded body. K. Keppler seconded. Recommended 6/0.

A request was submitted to replace a 2005 International 10-Wheel Dump Truck that is mostly used for water main breaks.

J. Flannery made a motion to recommend an amount not to exceed \$215,000 from Water Retained Earnings for the replacement of Truck BW-7 with a new water breaks truck. Seconded by J. Collamati. Recommended 6/0.

Mr. DiMartino discussed the PFAS Treatment and DBP request that will have to be added to the Hartford Avenue Filtration Plant in the near future. This request could possibly exceed \$8,000,000 when completed. However, the first phase might be considered under the ARPA funding grant and will not be presented at the November Town Meeting.

Well 12 has been losing pumping capacity and is not reaching its permitted volume. A request has been submitted to have a design, engineering and hydrologic study completed to determine what the future construction needs will be for this site.

J. Kuzmeskas made a motion to recommend an amount not to exceed \$260,000 from Water Retained Earnings for the engineering and hydrologic study to be performed for Well 12. J. Flannery seconded. Recommended 6/0.

SEWER

A request has been submitted to add a FOB system to the sewer pump stations for personnel to be able to gain access through a key FOB system.

J. Flannery made a motion to recommend an amount not to exceed \$15,000 from Sewer Retained Earnings for the FOB entry system at the sewer stations. K. Keppler seconded. Recommended 6/0.

Mr. DiMartino gave a brief summary on the SCADA System upgrade request. This quote is to upgrade the sewer monitoring system at all 9 sewer stations.

J. Collamati made a motion to recommend an amount not to exceed \$40,000 from Sewer Retained Earnings for the SCADA System upgrade request. J. Kuzmeskas seconded. Recommended 6/0.

Mr. DiMartino explained the request for the Potter Drive Station Generator. The existing generator was installed in 1991 and is currently in poor condition and difficult to get parts for, due to the age of the system.

J. Collamati made a motion to recommend an amount not to exceed \$120,000 for replacement of the Potter Drive Station Generator. J. Flannery seconded. Recommended 6/0.

7. **Public Hearing – 6:15 pm** – Mr. Marano and Mr. Reed along with the School Committee were present to discuss the School Departments Capital Requests, as listed below:

The High School is in need of a roof replacement on the West side of building by the loading dock. An area of approximately 12,000 sq. ft. that requires shingle replacement as well as plywood repair/replacement (Phase 6 of the High School Roofing Project).

J. Flannery made a motion to recommend an amount not to exceed \$200,000 from Free Cash for the High School roof replacement on the West side of the building by the loading dock.

K. Keppler seconded. Recommended 5/0. J. Collamati was not present for this motion.

The roofline over the High School Auditorium and the brick flashing on the exterior wall has deficiencies above the Auditorium and causing water to leak right onto the stage area. J. Kuzmeskas made a motion to recommend \$415 from Free Cash and the transferring of \$99,585 from previous Borrowing from the South Elementary School Project, to be put towards the High School Auditorium roof line and brick flashing project. J. Flannery seconded. Recommended 6/0.

Mr. Reed explained the request to replace three sets of exterior doors and hardware to increase safety at Stallbrook School.

J. Collamati made a motion to recommend an amount not to exceed \$30,000 from Free Cash for the cafeteria doors project at Stallbrook School. J. Flannery seconded. Recommended 6/0.

Mr. Marano gave a brief description of the request to convert the existing boiler system at Keough Memorial Academy from steam to hot water. The current boiler system was installed in 1954 and needs to be upgraded. This quote is for replacement of the boiler as well as all piping through the entire building. The project would not be completed until school is out on break, as all rooms will have piping upgraded and will be disrupted during the replacement.

J. Collamati made a motion to recommend an amount not to exceed \$300,000 from Free Cash for the boiler replacement at Keough Memorial Academy. J. Flannery seconded. Recommended 6/0.

8. Ms. MacKinnon was present via Zoom to answer any questions regarding Department Requests. Any specific questions were answered during the time of each Departments Public Hearing and no additional questions needed to be addressed at this time.

9. J. Allam reviewed the Articles on the completed and signed Town Warrant. Additional Departments and Petitioners will be requested to come into a meeting to discuss corresponding Articles.

10. New Business, Emails, Correspondence, Bills:

J. Collamati asked Finance Committee Members if anyone would like to volunteer to join the Capital Improvements Committee, as that Committee is short on members and specifically needs a Finance Committee Member to join. J. Kuzmeskas told Committee members she would like to participate in the Capital Improvements Committee.

J. Collamati made a motion to recommend J. Kuzmeskas as a Capital Improvements Committee Member. J. Flannery seconded. Recommended 6/0.

The next Finance Committee Meeting is scheduled for Monday, October 18, 2021 at 5:00 pm. The meeting will be held in the Arcand Meeting Room of the Municipal Center with a Zoom option.

J. Collamati made a motion to adjourn at 6:57 pm. Seconded by J. Flannery. Recommended 6/0.

Respectfully Submitted,

Tina M. Griffin
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