

**Finance Committee Meeting
Meeting Minutes
Tuesday, October 13, 2020 at 5:00 pm
Meeting Location: Remote Access Via Zoom**

1. Finance Committee Members Present: J. Allam, J. Collamati, K. Keppler
2. Finance Committee Members Absent: J. Flannery, J. Kuzmeskas
3. Meeting Commenced: J. Allam called the meeting to order at 5:00 pm.

4. J. Collamati made a motion to approve the minutes from the September 21, 2020 Finance Committee Meeting, as submitted. K. Keppler seconded. Recommended 3/0.

J. Collamati made a motion to approve the minutes from the September 29, 2020 joint session meeting with the Finance Committee and Capital Improvements Committee, as submitted. K. Keppler seconded. Recommended 3/0.

5. **5:00 pm – Pubic Hearing** – Chief Daigle and Lieutenant Russell from the Police Department were present to discuss the following FY21 Capital Requests:

The Police Department is requesting a new patrol vehicle to replace a 2016 Ford Explorer. The Explorer will be remade into an Auxiliary Police vehicle that will replace a 2011 Ford Explorer.

The Police Department is requesting a new patrol Sergeant vehicle to replace a 2017 Ford Explorer. The Explorer will be remade into a K-9 vehicle and will replace a 2011 Crown Victoria.

Both of the 2011 vehicles being taken out of service will be turned over to the Town.

Lieutenant Russell told Committee members that they are also submitting a 2-Year Capital Plan for the Police and Fire Departments to replace repeaters and receivers at all radio tower locations. The outdated/non-supported Police and Fire Department radio repeaters at the Forge Hill and South Main Street locations and radio receivers at Chestnut Street would be replaced. This request also includes the software upgrades at the Communications Center. The current Quantar equipment had an end of life date of October 2017, but Motorola extended this until December 2020.

J. Collamati made a motion to recommend 2 new Police Cars and 2 remakes in the amount of \$127,035 and the Communication Repeater System in the amount of \$51,770 for a total of \$178,805 to be funded from Free Cash. K. Keppler seconded. Recommended 3/0.

6. **5:15 pm – Public Hearing** – Chief Gentile and Deputy Milot from the Fire Department were present to discuss the following FY21 Capital Requests:

The Fire Department is requesting a new generator for Headquarters. The current generator is 30 years old and does not cover the computers when there is a loss of power. The drug boxes run off the computer system so they are down when computers lose power. The new generator will handle the radio system and opening of the bay doors as well.

Chief Gentile explained the need for a new ambulance request. Rescue 3 is a 2008 International and the oldest in the Fleet. It currently serves as the backup rescue when one of the two front line rescues go out for service or repair. The plan is to purchase a new rescue for Rescue 3 and then Rescue 2 which is a 2014 front-line ambulance would become the scheduled replacement. The Fire Department will also have to update and upgrade the "Life Pak 15's" as well as purchase a new "Life Pak 15" and a CPR Lucas machine for Engine 2, per State protocol.

The Fire Department is requesting fire hoses and nozzles that are needed to hook into the stand-pipes in the big box buildings as well as the new 40 B projects in Town. The current hoses and nozzles would not be long enough to get to some areas in these new buildings and developments.

K. Keppler made a motion to recommend \$43,225 for the generator, \$369,881 for the Replacement of Rescue 3 and \$24,704 for the purchase of fire hoses and nozzles for a total of \$437,810 to be funded from Free Cash. J. Collamati seconded. Recommended 3/0.

7. **5:30 pm – Public Hearing – Article 9:** Petitioner, Bruce Lord was present to give Committee members a summary of Article 9 on the Town Warrant - Sale of Property – Phillip Drive. This Article will be continued to a future Finance Committee Meeting, if needed. Mr. Fraine explained that this Article might be passed over at Town Meeting.

8. **5:45 pm – Public Hearing** – Ms. Rivard, Library Director was not present for tonight's meeting, as she is still waiting for additional information on the HVAC System Capital Request to be prepared. This discussion will be continued to the next Finance Committee meeting.

9. **6:00 pm – Public Hearing** – Mr. Fraine was present to discuss the following FY21 Capital Requests for the Parks Department and Miscellaneous Town Building Maintenance Requests:

The Parks Department is requesting \$17,640 from Retained Earnings for the purchase of a Kubota Mower that will replace an existing piece of equipment.

Parks Department is also requesting \$14,623 from Free Cash for the purchase of a Gator that will replace an existing piece of equipment.

J. Collamati made a motion to recommend the 2 purchases for the Parks Department with the funding sources as listed above. K. Keppler seconded. Recommended 3/0.

Mr. Fraine gave a brief explanation on the Municipal Center Capital Request for carpeting. This would be Phase 2 of the carpeting project. The Arcand Room was re-carpeted in Phase 1. Some of the offices have carpeting that is bunched up and creating trip hazards and needs replacing.

K. Keppler made a motion to recommend carpeting installation in the amount of \$30,000 from Free Cash. J. Collamati seconded. Recommended 3/0.

10. **6:15 pm – Public Hearing** – Ms. MacKinnon was present to discuss various Articles from the Town Warrant:

Article 19 – Unpaid Bills - The following 3 invoices were presented in a Summary from Ms. MacKinnon: Reimbursement for a Water Distribution Exam in the amount of \$102 from Water Retained Earnings, \$456 for a Police Detail from Water Retained Earnings and Reimbursement for vehicle towing charges in the amount of \$125 from Free Cash.

J. Collamati made a motion to recommend the Unpaid Bills totaling \$683 from the funding sources listed above. K. Keppler seconded. Recommended 3/0.

Article 18 – Transfer to Stabilization Fund – Ms. MacKinnon requests the transfer of \$100,000 from Free Cash to the Stabilization Fund. Current balance in the Fund is \$1.44 Million.

J. Collamati made a motion to recommend the Transfer of \$100,000 from Free Cash to the Stabilization Fund. K. Keppler seconded. Recommended 2/1. J. Allam does not support this transfer.

Article 16 – Revolving Fund Changes – Ms. MacKinnon gave a summary of the Revolving Fund Changes. These will include language changes, limit increases, inclusion of fines and cleanup of descriptions on three of the Town’s Revolving Funds.

J. Collamati made a motion to recommend the Revolving Fund Changes as described. K. Keppler seconded. Recommended 3/0.

Article 14 – Lease of Town Land (for Solar Array on Pearl Street) – Mr. Fraine gave a brief summary on the proposed Solar Array project that the Town is currently seeking proposals for. This would be for the vacant Pearl Street Mill lot. The plans are to have this lot be used for solar battery storage from companies looking to enter into a Lease with the Town.

J. Collamati made a motion to recommend Article 14 for the lease of Town Land on Pearl Street. K. Keppler seconded. Recommended 3/0.

Ms. MacKinnon told Committee members that the following Articles have no motion anticipated and will most likely be “passed over” at Town Meeting in November:

Article 2 – Amend Article 2 – Trash Enterprise

Article 3 – Amend Article 3 – Water Enterprise

Article 4 – Amend Article 4 – Sewer Enterprise

Article 5 – Amend Article 5 – Stormwater Enterprise

11. New Business, Emails, Correspondence, Bills:

K. Keppler made a motion to approve the invoices from Finance Committee Clerk, Tina Griffin, for the month of August in the amount of \$318.32, September in the amount of \$318.32 and October in the amount of \$318.32. J. Collamati seconded. Recommended 3/0.

The next Finance Committee Meeting will be a joint session with the Capital Improvements Committee and will be conducted via Zoom on Monday, October 19, 2020 at 5:30 pm.

J. Collamati made a motion to adjourn at 5:36 pm. Seconded by K. Keppler. Recommended 3/0.

Respectfully Submitted,

Tina M. Griffin

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