

Joint Session - Finance Committee and Capital Improvements Committee Meeting
Meeting Minutes
Monday, October 19, 2020 at 5:30 pm
Video Meeting Conducted on Zoom

1. Finance Committee Members Present: J. Allam, J. Collamati, K. Keppler, J. Kuzmeskas, J. Flannery
2. Finance Committee Members Absent: All members present
3. Capital Improvements Members Present: R. Lavallee, K. Grant, J. Collamati
4. Capital Improvements Members Absent: All members present
5. Meeting Commenced: J. Allam called the meeting to order at 5:30 pm
R. Lavallee called the meeting to order at 5:30 pm

6. Finance Committee – Approval of Minutes from the Oct. 13th Meeting were deferred until the next Finance Committee Meeting.

Capital Improvements – K. Grant made a motion to approve the minutes from the September 28th Capital Improvements Committee Meeting, as submitted. J. Collamati seconded. Approved 3/0.

K. Grant made a motion to approve the minutes from the September 29th Joint Session meeting with Capital Improvements Committee and Finance Committee, as submitted. J. Collamati seconded. Approved 3/0.

7. **5:30 pm – Pubic Hearing** – Ms. Rivard and Mr. Aicardi were present for tonight’s meeting to update both Committee’s about the FY21 HVAC System Capital Request for the Library.

Ms. Rivard had previously presented the request for the HVAC System to be replaced in the Library. Committee members had requested more information in regard to the heating system age and if it would be more economical to replace both systems at the same time.

Mr. Aicardi told Committee Members that the two gas boilers are currently working fine and that the “Chiller” for the HVAC system needs to be replaced as soon as possible. Mr. Aicardi said there is no advantage to replacing both systems at the same time, as they are two separate units. The heating system, even though it is approximately 30 years old, is still currently working.

Capital Improvements Committee – J. Collamati made a motion to recommend the replacement of the Chiller for the HVAC System in the Library. K. Grant seconded. Recommended 3/0.

Finance Committee – K. Keppler made a motion to approve the Chiller replacement for the Library in an amount not to exceed \$100,000 from Free Cash. J. Collamati seconded. Recommended 5/0.

8. **5:45 pm – Public Hearing** – Mr. Marano, School Superintendent, was present to give a summary of **Article 17** on the Town Warrant - Special Education Reserve Fund.

Mr. Marano explained that this Reserve Fund would be established to use in future years for unanticipated or unbudgeted costs of special education, out of district tuition or transportation. The balance in the Reserve Fund cannot exceed 2% of the annual net school spending of the school district.

K. Keppler made a motion to recommend Article 17. J. Flannery seconded. Motion is **Not Recommended** by the Finance Committee 2/3. J. Allam, J. Kuzmeskas and J. Collamati were not in favor of this Article.

9. **6:00 pm – Public Hearing** – Mr. Allen from Allen Engineering was present to discuss **Article 8** on the Town Warrant (Coryn Circle & Monique Drive Street Acceptance).

Mr. Allen told Committee Members that he is currently working with Mr. DiMartino on some last-minute items that need to be completed before going forward with this Article. Mr. Allen said everything should be completed within the next week or two and he would be seeking approval of this Article on the night of Town Meeting. There is no funding required for this Article.

10. **6:15 pm – Public Hearing** – Mr. DiMartino was present to give a brief summary on the following Articles on the Town Warrant:

Article 10 – Maple Street Roadway Layout Alteration Easements – There is no funding required for this Article. J. Collamati made a motion to recommend Article 10 on the Town Warrant. J. Kuzmeskas seconded. Recommended 5/0.

Article 11 – Charles River Grove Bellingham Drainage and Roadway Parcel Acquisition – Mr. DiMartino told Committee Members this Article would be “passed over” at Town Meeting. No action taken by the Finance Committee.

Article 12 -Box Pond Drive Drainage Easements – J. Flannery made a motion to recommend Article 12 with an amount not to exceed \$2,000 from Free Cash. K. Keppler seconded. Recommended 5/0.

Article 13 – Water Main Easement Acquisition – North Main Street to Cliff Road – There is no funding required for this Article.

J. Collamati made a motion to recommend Article 13 on the Town Warrant. J. Kuzmeskas seconded. Recommended 5/0.

11. **6:30 pm – Public Hearing** – Ms. MacKinnon and Mr. Fraine were present to discuss the following Articles of the Town Warrant:

Article 15 – Update Section 205-7 – Conduct of Town Meeting – Ms. MacKinnon explained that this Article is to update the language, to include the use of electronic voting devices at Town Meetings. There is no funding required for this Article.

K. Keppler made a motion to recommend Article 15 on the Town Warrant. J. Flannery seconded. Recommended 5/0.

Article 1 – Amend Article 1 – Amend Annual Town Meeting Article 1 – Operating Expenses and Salaries – Ms. MacKinnon provided Committee members with a worksheet to show the following items:

Account	Department	Description	Amount
122-Expenses	Board of Selectmen	Professional Services	\$17,000
135-Expenses	Finance	Ambulance Billing	\$5,000
145-Expenses	Treasurer	Maintenance Contracts	\$3,000
171-Expenses	Conservation	Professional Services – Silver Lake Treatment	\$10,000
189-Salaries	Building Maintenance	Substitute Custodian	\$5,000
189-Expenses	Building Maintenance	Telephone Charges	\$1,200
189-Expenses	Building Maintenance	Electricity	\$6,000
189-Expenses	Building Maintenance	Misc. Supplies	\$15,000
189-Expenses	Building Maintenance	Lighting Upgrades at Historical Museum	\$10,000
195-Expenses	Medicare	Increased Hiring of Temporary Personnel	\$10,000
294-Expenses	Tree Warden	Remainder of Tree Removal Project	\$20,000
422-Expenses	DPW	Contracted Services - Roadways	\$350,000
424-Expenses	Street Lighting	Electricity	\$15,000
750-Expenses	Debt	Easements (Town Center Project)	\$500,000
997-Expenses	Compensated Absences	Anticipated Payments for Retirements, Contractual Buybacks. Etc.	\$100,000
Total from Taxation			\$1,067,200

J. Collamati made a motion to recommend Article 1 on the Town Warrant in the amount of \$1,067,200 from Taxation. J. Flannery seconded. Recommended 5/0.

Article 2 – Amend Annual Town Meeting Article 2 – Trash Enterprise –

Mr. Fraine explained the Article 2 request is to fund a repaving project that is needed for the entrance to the Recycle Center.

J. Kuzmeskas made a motion to recommend \$75,000 from Retained Earnings for Article 2 on the Town Warrant. K. Keppler seconded. Recommended 5/0.

Article 3 – Amend Annual Town Meeting Article 3 – Water Enterprise

Mr. Fraine told Committee Members this Article would be “passed over” at Town Meeting. No action taken by the Finance Committee.

Article 4 – Amend Annual Town Meeting Article 4 – Sewer Enterprise

Mr. Fraine told Committee Members this Article would be “passed over” at Town Meeting. No action taken by the Finance Committee.

Article 19 – Unpaid Bills – Ms. MacKinnon provided Committee Members with an additional invoice that has been added to the Unpaid Bill Article for payment. The invoice is from vendor: Louison, Costello, Condon & Pfaff, LLC for Tax Title services provided from March 2020 through June 30, 2020.

J. Flannery made a motion to recommend the invoice in the amount of \$6,086.54 from Free Cash to be added to Article 19; Unpaid Bills (making the Total of Unpaid Bills \$6,769.54). J. Kuzmeskas seconded. Recommended 5/0.

12. New Business, Emails, Correspondence, Bills:

The next Finance Committee Meeting will be held on Wednesday, November 18th at 6:45 pm in the Library of the High School.

The next Capital Improvements Committee Meeting date is to be determined.

Finance Committee – J. Collamati made a motion to adjourn at 6:20 pm. Seconded by K. Keppler. Recommended 5/0.

Capital Improvements Committee – J. Collamati made a motion to adjourn at 6:20 pm. Seconded by K. Grant. Recommended 3/0.

Respectfully Submitted,

Tina M. Griffin
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