

Finance Committee  
Meeting Minutes  
Monday, October 22, 2018 at 7 pm  
Bellingham Municipal Center  
Arcand Meeting Room

1. FinCom Present: J. Allam, K. Keppler, J. Collamati, J. Flannery

2. FinCom Absent: K. Grant

3. Meeting Commenced at 7:00 pm

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4. Minutes from the meeting held on June 26, 2018 were accepted, as submitted. Motion to accept by J. Collamati and seconded by K. Keppler. Recommended 4/0.

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5. Mr. Fraine and Ms. Mackinnon outlined certain changes to Article 1 and Article 2 items and funding sources, and Article 5 and Article 6 requests for amounts and funding sources that changed subsequent to the previous September 24, 2018 Finance Committee meeting and to reflect changes made at the Board of Selectmen's meeting on October 1, 2018. One worksheet detailing the Article Amendments and a second Capital and Non Capital Funding Strategy worksheet was provided to the FC members, copies attached.

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6. Amend Article 2 – Trash Enterprise

Mr. Fraine explained the need to amend Article 2 in order to reflect the transfer of funds to the Salaries and Expense accounts instead of previous request for the total to be entirely for Expenses.

A motion to amend the previous vote to reflect the same total of \$200,000, to be transferred to Salaries in the amount of \$25,000 and Expenses in the amount of \$175,000 from Retained Earnings was made by J. Collamati. Seconded by K. Keppler. Recommended 4/0.

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7. Amend Article 3 – Water Enterprise

Ms. MacKinnon explained the Water Department Debt Service amount of \$444,000 was not included in the Budget for the May 2018 ATM. A motion to recommend \$444,000 from Water Revenue to Debt Service Water Fund was made by J. Flannery and seconded by K. Keppler. Recommended 4/0.

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8. Amend Article 1 –

Ms. MacKinnon explained the Article 1 revisions and requests listed below:

- Increase the Tax Title account to \$65,000 from Taxation (from the \$25,000 previously recommended) for legal services;
  - Decrease the Building Maintenance Carpet to \$18,000 from Taxation (from the \$18,900 previously recommended);
  - Add \$20,000 from Taxation to the Building Maintenance account for Handicap Access items that were recently identified in an Architect Audit;
  - Add \$288,734 for the BAN's Debt Service from the Taxation Funding Source;
  - Add \$108,056 for the Water Debt Service from the Taxation Funding Source;
  - Add \$21,000 for Fire Department Collective Bargaining from the Taxation Funding Source;
  - Police Department requests an Inter-Departmental Transfer in the amount of \$51,948 from Salaries to Supplies, funded by the Operating Budget Transfer.
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These requested changes are in addition to the following Article 1 items that were previously recommended: \$3,600 to Assessors Account #137 and \$3,000 to Plumbing and Gas Account #253, both from Taxation.

- Tree Removal - \$100,000 funded by Free Cash for year 1 of a multi-year effort to remove dead trees throughout the Town, more than 400 trees have been identified for removal.

A motion to recommend \$627,390 from Taxation to the above items, including tree removal in the amount of \$100,000 from Free Cash was recommended by J. Flannery and seconded by J. Collamati. Recommended 4/0.

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#### 9. Amend Article 5 - Capital Outlay –

Finance Committee members discussed the following changes to funding sources and revisions made to the previously recommended items under the Capital and Non-Capital Outlay requests:

##### **LIBRARY**

- Change the Carpet and Flooring Replacement funding source in the amount of \$60,000 from Macy School Proceeds to \$55,100 from Macy School Proceeds and \$4,900 from Free Cash.

##### **FIRE**

- The request for Replacement of a Fire Prevention Vehicle in the amount of \$57,246 has been removed from the Warrant.
- Add the Funding Source of “Borrowing” for the Replacement of a Fire Engine Pumper Truck in the amount of \$651,725.

##### **DPW**

- Change the Funding Sources for the purchase of a Vacuum and Jet Truck in the amount of \$425,000 to \$47,500 from Free Cash, \$77,000 from Water Retained Earnings, \$212,500 from Water Revenue and \$88,000 from Sewer Retained Earnings.
- Change the Previously recommended amount and funding source for the Grove Street Standpipe request from \$560,000 from Water Capital to \$60,000 from Water Retained Earnings.
- Change the Funding Source of the Infiltration and Inflow Study in the amount of \$115,000 from Sewer Capital to Sewer Retained Earnings.
- Change the Funding source of the Well #7 Replacement Construction from \$238,000 from Water Capital to \$208,265 from Water Revenue and \$29,735 from Water Retained Earnings.
- The purchase of a previously recommended Plow & Salt Truck to replace BW-19 in the amount of \$206,000 to be funded from Macy School Proceeds.
- Remove the request for the purchase of a small dump truck in the amount of \$82,000
- Change the Funding Source for the previously approved Plow, Sand and Salt truck in the amount of \$150,000 to be funded from Free Cash.

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#### 10. Amend Article 6 – Non-Capital Outlay –

##### **SCHOOL DEPT.**

- Change the Funding Source for the Entrapment Designs for the High School in the amount of \$3,600 from Free Cash instead of previously recommended Macy School Proceeds
- Change the Funding Source for the Entrapment Designs for the DiPietro School in the amount of \$2,800 from Free Cash instead of previously recommended Macy School Proceeds

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- Change the Funding Source for the Entrapment Designs for the Stallbrook School in the amount of \$4,200 from Free Cash instead of previously recommended Macy School Proceeds

#### **INSPECTIONAL SERVICES**

- Purchase of a 4-Wheel Drive Vehicle for the Inspector in the amount of \$33,375. Previous vote was NOT to Recommend. No change by the Finance Committee.

#### **LIBRARY**

- Change the Funding Source for the security camera system upgrade in the amount of \$9,000 to be from Free Cash; previously recommended Macy School Proceeds.

#### **POLICE DEPT.**

- Update the cost of Police Vehicles that were previously recommended from Free Cash: Vehicles #401 in the amount of \$48,153, Vehicle #408 in the amount of \$48,285 and Vehicle #409 in the amount of \$45,390, all from Free Cash

#### **DPW**

- Change the Funding Source for the Pick-up truck replacement (Truck BW-1) with \$28,700 from Water Retained Earnings and \$13,300 from Sewer Retained Earnings.

- Change the funding source for the purchase of Two Transit Vans for Facilities Operators with \$41,400 from Water Retained Earnings and \$4,600 from Sewer Retained Earnings.

A motion to recommend all the individual items listed above with the funding source as identified was made by J. Collamati and seconded by J. Flannery. Recommended 4/0.

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9. The "Master Plan" for High School Athletic Fields in the amount of \$50,000 was discussed by the Committee. The motion to recommend \$50,000 to be funded from Free Cash was a 1/3 vote. The High School Athletic Fields Master Plan is **not recommended** by the Finance Committee.

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10. Article 15 Stabilization Fund – A motion to recommend \$500,000 from Free Cash to be added to the Stabilization Fund was made by J. Collamati and seconded by J. Flannery. Recommended 4/0.

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11. The next Finance Committee Meeting will be held on Wednesday, November 14<sup>th</sup> at 6:30 pm, in the High School Library.

Invoice from FinCom Clerk, Tina Griffin, for the month of October was submitted to the Committee. A motion to recommend payment of the Clerk invoice in the amount of \$318.32 was made by J. Collamati and seconded by K. Keppler. Recommended 4/0.

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A motion to adjourn at 8:20 pm was made by J. Flannery and seconded by J. Collamati. Recommended 4/0.

Meeting adjourned.

Respectfully Submitted,

*Tina M. Griffin*

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