

## **FINANCE COMMITTEE**

### **Minutes**

**March 15, 2010**

Regular meeting of the Finance Committee was held on Monday, March 15, 2010 at 7:30 p.m. in the Finance Committee Room, Town Hall with the following members present: T. Jalkut, S. Connell, M. Kent, L. Donovan, P. Stasiukevicius, R. Knobel, L. Pitman, D. Burke, J. Muti, T. Bowen, C. Lane, M. Gallivan and M. Boragine. Also in attendance was Town Administrator M. Boynton and Finance Director M. Good.

7:30 p.m. – Quorum being present the meeting was called to order by the Chairman T. Jalkut.

#### **May 3, 2010 Spring Annual Town Meeting**

**DPW Budgets** – Present for this discussion was DPW Director R. O'Brien and DPW Superintendents.

Mr. O'Brien spoke to the DPW Budget being the second highest budget after the School Department, it also includes some of the Sewer and Water Divisions. Building Maintenance Department is unique compared to other towns, as they take care of Schools and Parks Department takes care of the grounds, fields and town common. Engineering Department has saved the Town a lot of money with the engineering of the Washington Street project from Common Street to the Foxboro town line, realizing a savings of \$350,000 in bid quotes. Sewer and Water Department has saved the town \$300,000 with the installation of sewer line on Pine Street being done in house. They also designed the School Meadow Brook Bridge with a savings of \$125,000 in engineering costs. \$20,000 was also saved with the construction of the Fisher School field work being done in house, \$8,000 was received in an energy grant by the Building Maintenance Department for Old Post Road School. Building Maintenance Department is also looking to obtain a grant for solar panels, one on the school side and one on the municipal side. There are available grants with possible savings of \$200,000 - \$300,000 per town.

**Recreation** – J. Cole/Recreation Director and S. Murphy, Recreation Committee

Mr. Cole passed out the 2010 Spring/Summer Brochure to the committee. It will be delivered to the Post Office on Friday for distribution to the residents. He spoke to there being a big push to have registrations done on line. Department did 9651 registrations last year, with 1450 memberships. There are 3800 households involved. Recreation Department was involved with other events that are not included in these numbers i.e. Night Before the 4<sup>th</sup>, various fundraising events, etc. They are working closely with Finance Director M. Good to stay on target with the Revolving Funds, and are looking to increase revenues with additional new programs. They are doing additional senior trips

and have on the web site a broadcast program. They are trying to get the word out to the people on what is going on.

Recreation Budget has had to deal with several cuts within the department; they are doing their best to maintain programs and working to keep revenues going forward. Personnel numbers are still the same in the budget. Recreation Director and Principal Clerk are the only staff being paid out of the General Fund, rest are from revolving funds collected. They are looking to getting a new provider for on line registrations and working with the Board of Health on the number of lifeguards required to be on duty. Swim Team members didn't do the swim tag requirements last year but did pay an increase in fees. They are hoping to have an increase in revenue with the increase of number of tags issued. \$448,000 is the spending limit for recreational programs and services, including salaries and expenses. Department is also taking on more programs from the schools i.e. adult ed and working with the extended day program at Fisher School. They make money on these programs. They have received money for the ball fields. D. Hand, Assistant Superintendent of Parks has had to ask the Recreation Committee for help with funds on the maintenance of fields. Recreation does the scheduling of all fields.

East Walpole Community Center, programs have been increasing at this location.

Town Administrator spoke to J. Cole working constantly to try to get a handle on costs and programs, they are going to be more aggressive on pool tags and looking into dropping fees to make it more viable. They are presently doing work on the pools in order to get them ready for the summer.

R. Mattson, Superintendent of Water and Sewer spoke to the Water and Sewer Budgets. There is no request for capital items in this budget, they will be going before the Capital Budget Committee. Salaries are up 4.2%. Rates are anticipated to be up 12% due to upcoming debt for next year, Sewer and Water Commissioners might make adjustments. Funding is from user fees. Usage over the years is pretty constant.

Sewer – budget is up significantly which is directly related to MWRA Assessments, no added costs to operating budget. Preliminary number from MWRA is \$3,393,000. Final assessment will take place in June. They are looking into sewerage Fisher Street area but Sewer and Water Commissions are not inclined to go forward with town funding of sewers. 65% of the town is sewerage. Septage facility has not been used in 3 ½ years. All the septic haulers go to Canton, where it is loosely regulated. Department is also working on I & I issues.

D. Hand, Acting Superintendent of Highways, Parks and Cemeteries Divisions. Superintendent R. LeBlanc is still in Iraq and is anticipated to be back in September. They will be going out to bid shortly on catch basin cleaning. Highway Department covers all maintenance of streets, paving, sidewalks, pot holes and guard rails. During stadium events, they put up and remove the road restriction signs. Town purchased the

signs and don't receive reimbursement from the Patriot's for overtime. It seems to be working with no traffic back-ups. They are working with State Police on side street traffic. The pick up of roadside trash is the responsibility of the Town, they are looking for help from the Department of Corrections. They are also working with the schools on the trash pick up at the fields.

Snow and Ice Removal – This has been a rough winter, started early. Cost of salt is \$70/ton, and used a lot as it did not get above 40 degrees for two months; Town has switched over to magnesium chloride and have cut down on the usage of sand as it is considered hazardous waste. It is anticipated that the budget will be overspent by \$100,000 and Mr. O'Brien anticipates that next year will be better due to stockpiling of salt.

Street Lighting – Covers all street lights, traffic controls and maintenance of traffic lights. Any required machinery has to be purchased or rented. Most of the street lights have been switched over to LED and it is working well.

Parks – Department consists of four laborers, department lost personnel in 2003 and is responsible for over 35 acres of fields, town commons, and maintenance of sidewalks, go out in storm coverage

Cemeteries – Staff consists of two personnel, foreman and craftsman, maintain five cemeteries (three are very active and do about 30 – 35 burials per year)/

Mr. Boynton extended his thanks to D. Hand for his filling in with the absence of R. Leblanc.

D. Anderson, Superintendent of Building Maintenance. Staff consists of six craftsman and three custodians, and are responsible for 994,000 sq. ft. of facilities, heating and electrical, repairs and maintenance to buildings. Department worked closely with Nstar on rebate program at Old Post Road School, saving \$8,000 in electrical costs. They are involved with TEC for the bidding for heating and natural gas prices, work with custodians to keep an eye on buildings. They are always trying to maintain the buildings and overseeing the needs.

M. Walker, Town Engineer – Highlighted what the department has accomplished, Washington Street Project – they did the engineering in house and did the School Meadow Brook Culvert. Department is responsible for administration of street openings, curb cuts, trench permits, GIS Program and responsible for pavement management system. They have someone that does the maps for the Assessor's Office, providing technical services that they can't do. They review all the plans for the Planning Board, Sewer and Water, Conservation Commission and Zoning Board of Appeals. They help with Type I and Chapter 90 projects. The temporary position within this budget that has

been eliminated from the budget will be put back by the Town Administrator if funding becomes available

**Article 27 - Washington Street Easements**

\$66 is being requested for 66 easements for the Washington Street project. It is a requirement of Mass. Highway, that if it goes before someone's property, need an easement. They need authorization for temporary easements, easements are not recorded and it is the recommendation of Town Counsel to put in a dollar amount.

**MOTION MADE** by T. Bowen, Seconded by P. Stasiukevicius for Favorable Action on Article 27 in the amount of \$66 from Free Cash, Motion Seconded, Motion Approved, Unanimous (13-0-0) (13 voting)

**Article 29 – Oakwood Estates Easements**

\$152 being requested for Oakwood Estates. This is for site easements, easements have already been granted and is not effective till it is recorded after Town Meeting.

**MOTION MADE** by T. Bowen, Seconded by P. Stasiukevicius for Favorable Action on Article 29 in the amount of \$152 from Free Cash, Motion Approved (12-0-1) (R. Knobel abstained) (13 voting)

Vehicle Maintenance – Mr. O'Brien spoke to this budget. Staff consists of Superintendent plus three mechanics. Expenses have gone down, department takes care of every vehicle of the town except for the heavy fire apparatus, (126 vehicles). They also do the maintenance on pump stations.

Mr. O'Brien spoke to six divisions for the DPW, clerical staff provides support to all divisions, accounts payable, overtime lists, increases on contractual agreements. Expenses are down, biggest increase in budget is for drug testing, which is required by law.

10:00 p.m. – Meeting adjourned.

Respectfully submitted,

Clare P. Abril  
Clerk

