

## **FINANCE COMMITTEE**

### **MINUTES**

**September 6, 2018**

Regular meeting of the Finance Committee was held on Thursday, September 6, 2018 at 7:00 p.m. in Room #112, Town Hall with the following members present: M. Trudell, R. Ardine, J. Burke, M. Ahigian, B. Bain, D. Crowley, A. Flowers, K. Greulich, R. Nottebart, D. Shea, M. Sullivan and L. Van Der Linden. 7:25 p.m. S. Lawson. Members absent were E. Barmakian and A. Hamilton. Also in attendance was Town Administrator J. Johnson, Assistant Town Administrator P. Shield, and Town Accountant J. Cuneo.

7:00 p.m. – Quorum being present, the meeting was called to order by the Chairman M. Trudell.

#### **October 15, 2018 Fall Annual Town Meeting**

##### **Capital Budget – Articles 3, 8, 9, 10, 11, and 12**

Speaking to these articles were: Chairman E. Forsberg, Town Administrator J. Johnson and Committee Member W. Abbott. Also in attendance were: Department and Assistant Department Heads: R. Leblanc, D. Hand, B. Croak, D. Fliss, D. Anderson, C. Johnson, R. Mattson, C. Makenzie,

It was noted that the Capital Budget Committee voted 6-0-0 on all their recommendations with the exception of Article 3, vote was 5-1-0.

##### **Sewer & Water Articles #12 and #13**

**Article 12 – Water System Improvements** - This is a continuation of a program for the replacement of unlined cast-iron water mains on Baker Street, Old Post Road and Common Street. Improvements will address water quality and supply issues associated with aging pipes and dead end lines in the noted areas

**MOTION MADE** by R. Ardine, Seconded by A. Flowers for Favorable Action on Article 12 in the amount of \$2,030,000, Motion Passed (12-0-0) (12 voting) Unanimous

**Article 13 – MWRA Grant/Loan Program** – This authorizes the Town to participate in the MWRA I & I local financial assistance program in the form of grants and zero interest loans. Town has previously participated in this program. Money would be payable over ten years and would include Phase 10 (\$638,000) and 11 (\$810,000) for a total of \$1,448,000. Funding would be through sewer borrowing.

**MOTION MADE** by D. Crowley, Seconded by A. Flowers for Favorable Action on Article 13, Motion Passed (12-0-0) (12 voting)

**Article 3 – Rte.1-A Playing Fields** -Requested amount is \$1,500,000 from Free Cash for the design, constructing, equipping and furnishing of a new playing facility to be located on Rte. 1A, South Walpole, across from the prison facility. Spring, 2013 Town Meeting set aside funds to purchase the 63.72 acres from the State for creating fields for recreational purposes. Fall, 2017 Town appropriated \$500,000 to design the fields. Board of Selectmen in April, 2018 voted 4-0-0 to award the design contract to Weston and Sampson. 2/3 vote of Town Meeting required for the borrowing for this article. Town Administrator spoke to requesting the funds come from Free Cash, as he feels interest rates are going up. Project can only go forward by funding from borrowing (15 years) Estimated project cost is \$8,156,000.

7:25 p.m. – Committee Member S. Lawson.

Committee questioned the use of turf, it was explained that this is for low maintenance. Town is looking into charging for the use of the fields and this money to be set aside for future replacement. Artificial turf lasts approximately 12 - 13 years. There is no Plan B for the use of this property as the State has put on restrictions on the land for recreation use only.

Town Administrator is working with Weston & Sampson to firm up the numbers on the cost of project. He feels the contingency number of \$545,000 is high and he would like to go to Town Meeting with a firm number. Future expansion would include lights, etc. It was suggested that the lighting and underground utilities, landscaping go in first as it is less costly to do it at the beginning. Money will remain in an account if project doesn't go forward and it would be reappropriated at a future time.

**MOTION MADE** by D. Crowley, Seconded by A. Flowers for Favorable Action on Article 3, in the amount of \$1,500,000, Motion Passed (12-0-1) (R. Nottebart abstained) (13 voting)

### **Article 8 –Capital Infrastructure Improvements**

**Parks Department** - High Risk Tree Removal - \$35,000 requested, Capital Budget recommended \$25,000. This is to contract the work out, and is for trees on Town's property. Town had received a Grant to look at trees that needed to be identified as hazardous. Synthetic Turf Replacement \$50,000 requested, Capital Budget recommended \$50,000. This as an annual contribution and is for an account for the future replacement at Turco Field. \$350,000 is presently in the account. Playground Equipment - \$10,000, Capital Budget recommended \$10,000. This is at the center pool and is for one piece free standing equipment used for ages 5-12. This playground is the only one maintained by the Town. All others are maintained by the PAC Groups. Capital Budget did not recommend Allen Dam Vegetation Management (\$15,000)

**Building Maintenance** – Emergency generator - Elm Street School, \$300,000 requested, Capital Budget recommending \$285,000. This is the last school to have a stand by generator. Asbestos Abatement Program – \$50,000 requested, Capital Budget recommending \$20,000. This is a state program. Floor system replacement systemwide- \$25,000 requested, Capital Budget recommended \$20,000. Facility Improvements/COA - \$250,000 requested, Capital Budget is recommending \$158,500. This is for an office for the Building Inspector's and additional meeting rooms and to retrofit the space. Need for the Building Inspector's Office was explained as the staff is comprised of four full time inspectors, one part time inspector and two clerks. Painting - \$20,000 requested, \$10,000 recommended by Capital Budget. Capital Budget did not recommend Window Replacement for \$350,000 and High School Front Asphalt Roof \$450,000, **Emergency Management** Capital Budget Committee did not recommend EM Equipment Storage Garage (\$95,000) and OPR & Summer Street Communications Sites (\$64,783)

**MOTION MADE** by D. Crowley, Seconded by K. Greulich for Favorable Action on Article 8, Capital Infrastructure Improvements/Department of Public Works in the amount of \$578,500, Motion Passed (13-0-0) (13 voting) Unanimous

#### **Article 9 – Capital Equipment Purchase**

**Board of Assessors** - \$25,000 requested, Capital Budget recommended \$25,000 for Appraisal Software. Last time purchased was in 2004, should be in place in 2020, present Version 6 is outdated. **Fire Department** - \$45,000 for Command Car, Capital Budget recommending \$45,000, Pumper/Brush Truck \$165,000 requested, \$165,000 Capital Budget recommended. SCBA Bottles & Equipment \$50,000 requested, \$50,000 Capital Budget recommending. This is an ongoing program **Police Department** – Unmarked Squad Car #934-\$37,000 requested, \$37,000 recommended by Capital Budget, Tactical Sights for Rifles, \$12,000 requested, \$12,000 recommend by Capital Budget and \$50,000 for a F-150 Pick Up, \$50,000 requested, \$50,000 recommended by Capital Budget Committee. This vehicle is used to move police equipment around. Capital Budget did not recommend portable radios (\$28,000) and radar traffic equipment (\$7,000) **Emergency Management** - Capital Budget Committee did not recommend mobile communications trailer (\$7,000) Trailer mounted emergency generator (\$10,000) EOC equipment (\$5,000) and diesel generator for Blackburn Hall (\$12,000)

8:25 p.m. – Town Hall lost power and Walpole Media lost recording capabilities temporarily

**Vehicle Maintenance** – 2005 Sterling Dump /Sander, \$185,000 requested, \$185,000 recommended by Capital Budget, , \$2006 Ford F350 Dump truck, \$60,000 requested, \$60,000 recommended by Capital Budget and 2004 Ford F350 Utility, \$50,000 requested and \$50,000 recommended by Capital Budget. Capital Budget did not recommend \$260,000 for a loader **Parks Department** – Aerial Tree Truck \$220,000 requested, \$220,000 recommended by Capital Budget, Replacement Mower/Collection System \$18,200 requested, \$18,200 recommended. Capital Budget did not recommend Turf Grass Seed Slice Machine (12,600). **School Department** – Chrome books \$45,000 requested, \$45,000 recommended transport mini bus \$55,000 requested, \$55,000

recommended, this is for the sports teams and the coaches are the drivers. Old Post Road Phone System Replacement \$20,000, \$20,000 recommended, by Capital Budget. Stairwell Cameras for school safety improvements, \$50,000 requested, \$50,000 recommended. Capital Budget did not recommend Cafeteria table replacement (\$20,000).

**MOTION MADE** by D. Crowley, Seconded by J. Burke for Favorable Action on Article 9 in the amount of \$1,087,200, Motion Passed (13-0-0) (13 voting) Unanimous

**Article 10 – Streets & Drainage Improvements**

Parking Lot, sidewalk, cemetery roads, miscellaneous repairs \$437,750 requested, \$419,000 recommended, Catch Basin Repairs \$25,000 requested, \$25,000 recommended (5,000 catch basins in town) , parking lots include center pool, behind fire station and Old Post Road school and basketball and tennis courts. Crack Seal requested \$35,000 \$25,000 recommended and Chapter 90 paving in the amount of \$778,469, \$778,469 recommended by Capital Budget.

**MOTION MADE** by D. Crowley, Seconded by S. Lawson for Favorable Action on Article 10 in the amount of \$1,247,469, Motion Passed (13-0-0) (13 voting) Unanimous

**Article 11 – Streets & Drainage Improvements/Borrowing**

**MOTION MADE** by D. Crowley, Seconded by S. Lawson for Favorable Action on Article 11 in the amount of \$200,000 by Borrowing, Motion Passed (13-0-0) (13 voting) Unanimous

**Minutes**

**February 26, 2018 – MOTION MADE** by S. Lawson, Seconded by R. Nottebart to approve the minutes of February 26, 2018, Motion Passed to accept the Minutes of the February 26, 2018 ~~(5-0-8)~~ (voting in favor S. Lawson, R. Nottebart, J. Burke, M. Trudell, A. Flowers)

**March 1, 2018 – MOTION MADE** by S. Lawson, Seconded by R. Nottebart to approve the minutes of March 1, 2018, Motion Passed (5-0-8) (13 voting) (Voting in favor were M. Trudell, S. Lawson, J. Burke, R. Nottebart, A. Flowers)

**MAY 9, 2018 – MOTION MADE** by S. Lawson, Seconded by J. Burke to approve the minutes of May 9, 2018, Motion Passed (6-0-7) (13 voting) (Voting in favor were M. Trudell, A. Flowers, R. Nottebart, S. Lawson, M. Ahigian, and J. Burke)

**May 3, 2018 – MOTION MADE** by S. Lawson, Seconded by R. Nottebart to approve the minutes of May 3, 2018, Motion Passed 5-0-8 (13 voting) (Voting in favor were S. Lawson, R. Nottebart, M. Trudell, J. Burke and M. Ahigian).

**August 27, 2018** – **MOTION MADE** by S. Lawson, Seconded by M. Trudell to approve the minutes of August 27, 2018, Motion Passed (12-0-1) (D. Crowley abstained) (13 voting)

**Remote Participation Policy**

This is covered under Section 107 of the Town's By-Laws – and 940CM\$ 29.10. This was adopted by the Board of Selectmen on October 12, 2012. It applies to all Town boards, committees, commissions, sub-committees and working groups. Advanced notice must be given to get procedures in place, and is up to the Chairman as to whether to allow technology in place. It requires all roll call votes.

**Adjourn:**

**MOTION MADE** by D. Crowley, Seconded by S. Lawson to adjourn the meeting at 9:30 p.m., Motion Passed (13-0-0) (13 voting) Unanimous

Respectfully submitted,

Clare P. Abril  
Clerk