

## **FINANCE COMMITTEE**

### **MINUTES**

**February 11, 2019**

Regular meeting of the Finance Committee was held on Monday , February 11, 2019 at 7:00 p.m. in Room #112, Town Hall, with the following members present: M. Trudell, M. Sullivan, J. Burke, R. Ardine, B. Bain, D. Shea, R. Nottebart, A. Hamilton, K. Greulich, S. Lawson, L. Van Der Linden and A. Flowers. Members absent were D. Crowley and M. Ahigian. Also in attendance was Town Administrator J. Johnson, Assistant Town Administrator P. Shield, Finance Director M. Thompson and Town Accountant J. Cuneo. Department Heads: Fire Chief T. Bailey, Council on Aging Director K. McManama. Vehicle Maintenance Superintendent T. Perricante, Veterans Director J. Cogan, Health Director R. Chapell, Building Maintenance Superintendent D. Anderson, Town Engineer M. Walker, Assistant Town Engineer C. Johnson, DPW Director R. Mattson, Superintendent of Highways R. LeBlanc, Assistant Highway Superintendent A. Hand and Council on Aging Chairman R. McCarthy.

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

#### **May 6, 2019 Spring Annual Town Meeting**

Committee reviewed the following budgets: Health and Human Services, Public Works, Building Maintenance and Parks Division

#### **Board of Health/R. Chapell**

Town Administrator is recommending \$331,169. Town used to have a contract with VNA for nursing services, now have a public health nurse on staff for 18 hours and position receives no benefits. Food inspections, staff does do some in house but do contract out for some inspections and have a consultant for plan review. They do incur costs with the downtown inspections but money received from the various venders goes into the general fund. They are looking to update the tobacco regulations.

#### **Solid Waste/Chapell**

Recommended \$1,967,160. There has been increase in recycling costs with the tipping fees, solid waste and recycling collection contract. Town is in the third year of the contract. They have established a textile recycling program and Town receives monies for this. Department issues a mailer with information on recycling twice a year and have a Facebook page with information. Members questioned possibly reducing the number

of curbside barrels and charge for pickup of large items. There is a Recycling Committee and they are also working with students at the High School on recycling program.

#### **Council on Aging/K. McManama**

Town Administrator is recommending \$332,545. New building has been open since January 2 and volume of people using the facility is increasing and the objective is to provide a lot of new programs. Feedback has been very positive. Department receives over 700 hours of volunteer services. New position of principal clerk. \$85,000 requested for electricity costs but this is subject to change as it is a new facility. Administrator will also be looking into electricity costs also for the police and fire stations.

#### **Veterans Services/J.Cogan**

Town Administrator is recommending \$142,338. Veterans Agent also serves the Town of Medfield. Veterans are eligible for benefits as soon as they are discharged and have been on active duty. State reimburses the Town 75% for the benefits. It is anticipated that this budget will be in deficit this year due to the number of veterans seeking services.

#### **Building Maintenance/D.Anderson**

Town Administrator is recommending \$2,394,478.. Department is closely monitoring the utility costs for the new buildings.

#### **Engineering Department/M. Walker**

Town Administrator is recommending \$333,077. Dam inspections are done on a rotating basis.

#### **DPW Administration/R. Mattson**

Town Administrator is recommending \$344,193.

#### **Highway Department**

Town Administrator is recommending \$902,759.

#### **Snow & Ice**

Town Administrator is recommending \$818,200. Overtime is to pay for the DPW during snow plowing and sanding storms. Payment for outside contractors for snow plowing is included in this budget. Sidewalk plowing is also included and it based on a set route. The Selectmen's policy on damage to mailboxes is the Town is not responsible since they are set within the Town's easements. The Committee also discussed the need for additional sidewalk plowing in the area around the schools, specifically Old Post Road.

### **Street Lighting**

Town Administrator is recommending \$432,495 for the cost of running all the metered street lights in towns, intersections and overhead lights. Budget includes a 3% increase for electricity costs. Costs are going up due to the Town adding more and more streets. Police Department reports outages to Eversource and they own the poles. Town has a street lighting policy.

### **Cemetery**

Town Administrator is recommending \$173,069. Walpole charges \$900 for a plot and this is less than other communities.

### **Vehicle Maintenance/T.Perricante**

Town Administrator is recommending \$447,904. Salaries included a reclassification of a mechanic to department foreman and an additional mechanic. Department maintains all the Town's vehicles (including the ambulances) with the exception of the Fire Department trucks which are handled by the Fire Department's own in house mechanic.

### **Parks/D. Hand**

Town Administrator is recommending \$673,200. One new position for this department, it is anticipated that this will save money with the reduction of less summer help. Department is looking at different options for geese control. Town Administrator is presently working on costs for the fields.

### **School Budget**

School Department is in the process of finalizing their budget. Town Administrator will contact Superintendent Lynch regarding the status.

### **Meeting Update**

Next scheduled meeting is for February 25, 2019. Scheduled is discussion on the Sewer and Water Budgets and Articles 7 and 8, and Capital Budget articles.

**MOTION MADE** by A. Flowers, Seconded by S. Lawson to adjourn the meeting at 9:00 p.m., Motion passed (12-0-0) (12 voting) Unanimous

Respectfully submitted,

Clare P. Abril  
Clerk