

FINANCE COMMITTEE

MINUTES

March 28, 2016

Regular meeting of the Finance Committee was held on Monday, March 28, 2016 at 7:00 p.m. in Finance Committee Room, #112, Town Hall with the following members present: D. Bruce, J. Burke, J. McDermott, D. Crowley, R. Mariani, J. Lowre, J. Denneen, P. Stasiukevicius, T. Bowen, K. Guyette, P. Hinton, M. Trudell. 7:40 S. Lawson, A. Healy. Member absent was J. Vaillancourt. Also in attendance was Town Administrator J. Johnson, Fire Chief T. Bailey, Recreation Director P. Shield, Finance Director M. Thompson, and Town Accountant J. Cuneo.

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

May 2, 2016 Spring Annual Town Meeting

Article 2 – Personnel Board Salary Schedule

Speaking to this article was Chairman of the Personnel Board A. DeNapoli.

Mr. DeNapoli explained that the Personnel Board enlisted the services of MMA Resources Inc. to conduct a detailed salary survey and provide recommendations to the Town. It was determined that Walpole salaries for the employees were generally within the mid range of pay for comparable positions in other communities. Schedule represents a 2% increase across the board for the non union personnel along with revising the Recreation Schedule. Total cost to the Town is \$87,500. No funding is required under this budget as the salary adjustments have been included in the budgets. Personnel Board will be reviewing the salary schedule as it is thought there were too many steps. There are 45 salary positions and 44 hourly positions. Personnel Board voted 4-1-0 for this schedule.

Mr. DeNapoli spoke to the Recreation Scheduled had not been updated for awhile and they have discussed it with Recreation Director P. Shield and Recreation Coordinator B. Croak . They are in the process of rewriting 16 job descriptions for this department and they are pending before the Personnel Board. Recreation Schedule has been updated to include the \$10.00 minimum wage. .

MOTION MADE by J. Denneen, Seconded by S. Lawson for Favorable Action on Article 2, Motion Passed (12-0-0) (12 voting) .

Article 16 – Revolving Funds

Spending limits on the various accounts have not changed with the exception of the Recreation Revolving Fund. They are requesting the spending limits be raised to \$700,000. Recreation Department has 17 different accounts. Currently these include pools, donations, scholarships, fishing, etc. Department is mostly self-sufficient and programs mostly cover the salaries. They would like eventually to see the snack account pay for the gate attendant.

7:40 p.m. – Committee Members S. Lawson and A. Healy

Committee discussed in detail raising the cap on the Recreation Funds to \$700,000. Monies received for Jarvis Farm are transferred to the Recreation and Sewer and Water. Water have agreed to take a percentage of 20% of revenue. These funds go back to retained earnings.

Committee had questions on the percentage that could be raised for revolving accounts, it was thought to be only 1% on each account and 10% total on all revolving accounts. Town Administrator will obtain clarification on what exactly the spending limits are for all revolving accounts and if the percentage is based on the tax levy

Held for further clarification

Article 17 – Fire Station Construction-

\$1,369,067 requested to be designated into the Fire Station Construction Account (\$1,130,000 from Free Cash, \$239,067 from closing out the Workers Compensation Account in 1998.) It was explained that this Workers Compensation Account is no longer needed and there have been no further claims against it. Last claim against this account was approximately seven years ago. Bids for the Fire Station will be available prior to the Fall Town Meeting and monies required will be funded from Free Cash, transfers from various accounts and borrowing. \$900,000 had previously been appropriated for the Fire Station.

MOTION MADE by J. Denneen, Seconded by J. Lowre for Favorable Action on Article 17 in the amount of \$1,369,067 to be funded from the following fund sources: \$1,130,000 Free Cash and \$239,067 from Workers Compensations Account Article 27 of the FATM of 10/19/98, Motion Passed (13-0-1) (A. Healy abstained) (14 voting)

Article 18 – Revenue Account/PEG Access and Cable Related Fund.

Similar article had been before 2015 SATM but was voted No Action due to the Department of Revenue not determining how they wanted cities and towns to account for these cable funds. Towns will now be required to go Town Meeting to establish the fund. Selectmen have signed an agreement with Walpole Media Corp with the terms and

conditions of the relationship between the Town and WMC. \$370,234 was transferred to WMC allowing them to operate for one year. Currently there is \$650,00 in the Cable Access Account. Town receives quarterly payments from Verizon and Comcast. Last payment received from Verizon was \$76,821 and Comcast \$69,096. If the Town accepts the language in the article, the Town will have to come back in the Fall to project the amount needed to operate till next May. An article will have to be before Town Meeting every year and WMC will have to go before the Finance Committee and Town Meeting and provide a breakdown of the funds. By law funds received cannot be used for anything other than for cable.

MOTION MADE by J. Denneen, Seconded by J. Lowre for Favorable Action on Article 18, acceptance of MGL Chapter 44, Section 53F3/4, establishing a separate revenue account as the PEG Access and Cable Related Fund, Motion Passed, (14-0-0) (14 voting) Unanimous

Article 19 – Community Choice Electrical Aggregation Program

Town Administrator explained that joining this program is an added benefit to the residents. Town doesn't make any money on program. If Town accepts the program, they would join with other communities in Norfolk County. It allows them to buy electric power on behalf of the residents and allows consumers to purchase electric power from an entity other than their distribution company in order to negotiate more favorable terms with a power supplier. This law has been in effect since 1997. Residents are allowed to opt out of the program, and Town can opt out at a later date by a Town Meeting vote. If adopted, it has to go through Department of Public Utilities for approval and this should take approximately 16 months.

MOTION MADE by J. Denneen, Seconded by J. Lowre to authorize the Selectmen to imitate a contract with the Community Choice Electrical Aggregation Program, Motion Passed (14-0-0) (14 voting) Unanimous

Town Administrator

Town Administrator's memo dated March 25, 2016, Mr. Johnson provided an overview of the articles and FY2017 Operating Budget. These are scheduled for discussion at the March 31, 2016 meeting. He is comfortable with the Governor's money and will be recommending budget adjustments for the following budgets: Reserve Fund, Building Maintenance, Fire Department Expenses, Walpole Public Schools, Tri-County H.S., DPW Administration Salaries, Veterans Services, Parks Division and Debt Budget. He noted that the insurance budget is up 9%, but this money has been previously set aside so it will not be that large of an increase.

If the Committee chooses to approve the new voting machines this year, they could be funded out of the Reserve Fund. Balance in the Reserve Fund is \$230,000 and the Town Clerk will meet with the Committee at the March 31, **2016 meeting to discuss this purchase.** At this time, the only Reserve Fund Transfers that he

foresees is Fire Budget at approximately \$70,000, and Veterans - \$12,000. The voting machines could be funded at the Fall Town Meeting but would not be available for the Presidential election. In order to be available for the Presidential election, Town Clerk would need approval by May 11.

Adjourn:

MOTION MADE by J. Denneen, Seconded by D. Crowley to adjourn the meeting at 8:20 p.m., Motion Passed (14-0-0) (14 voting) Unanimous

Respectfully submitted,

Clare P. Abril
Clerk