

Approved 9.24.2018

## **FINANCE COMMITTEE**

### **Minutes**

**September 10, 2018**

Regular meeting of the Finance Committee was held on Monday, September 10, 2018 With the following members present: M. Trudell, K. Greulich, , S. Lawson, A. Hamilton, B. Bain, L. Van Der Linden ,R. Nottebart, D. Shaw, E. Barmakian, J. Burke, ,R. Ardine, M. Sullivan , M. Ahigian, A Flowers 7:30 p.m. D. Crowley. Also in attendance was Town Administrator J. Johnson, Assistant Town Administrator P. Shield, Finance Director M. Thompson, Town Accountant J. Cuneo and Fire Chief T. Bailey.

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

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

#### **Appointments**

### **7:05 p.m. – Police Chief Carmichael/Articles 14 and 15**

#### **Article 14 – Adopt MGL Chapter 6, Section 172B1/2**

Chief Carmichael provided background information pertaining to this article. This enables the Police Department to conduct so called “Civil Printing ” through state and federal fingerprint based criminal history databases for individual’s applying for the following licenses: (Hawking and Peddling, or other door to door salespeople/; Manager of Alcoholic Beverage License, Owner or operator of public conveyance, dealer of Second =hand articles, Pawn dealers, Hackney Drivers and Ice cream truck vendors and to adopt appropriate policies and procedures to effectuate the purposes of said By-law with the approval of the Board of Selectmen. This is just the acceptance of MGL.

This By-law falls short of the requirements of FBI and State Police but is a cross reference, helps with door to door salespeople. Door to door salespeople are the biggest issue. It was explained that sometimes they have records with violent crimes and warrants. This is another safeguard to put in place and verifies persons who say who they are. They will report the information back to the Selectmen. Anticipated fee for this would be \$100 and this background check would be prerequisite before a license is issued. Department is not allowed to make a profit doing this. If there is found to be a problem, Selectmen would be informed of what came up on the background check. Policy needs to be established for the department. Presently the Police Department fingerprints approximately 1,000 individuals a year.

7:30 p.m. – Committee Member D. Crowley

Statute allows for Town Meeting to accept Policy. Draft will be reviewed by Selectmen and Police Chief. and will be reviewed by Town Counsel. .

**MOTION MADE** by R. Ardine, Seconded by S. Lawson for Favorable Action on Article 14, Motion Passed (15-0-0) (15 voting) Unanimous

### **Article 15 – Animal Control Oversight**

This is a proposed language change to the By-laws that governs the position of Animal Control Officer. It was explained that Police Department is usually called first. This language change formalizes the relationship. Presently, Animal Control Officer works directly with Board of Selectmen. Hearings will be still under the Board of Selectmen. J. Spillane, present Animal Control Officer comfortable with this change. It refines the job description and the office will be located at the Police Department. This is just a change to the reporting structure. There were some question that this would add additional staff to the Police Department. Eventually position should be a police officer.

Committee questioned whether this transfer to the Police Department without making an individual a police Officer. Town Administrator spoke to this change has been reviewed by Counsel. Every community is required to have an animal control office. He has tried to combine position with another town but it didn't work. This allows the Police Department to have an oversight on calls and provide follow up.

Committee suggested recommending under the proposed By-laws, Chapter 5, Animal Control Officer, Article 1 Powers and Duties, the following wording The Board of Selectmen shall appoint an animal control officer, to perform such duties as directed by the Chief of Police, to enforce the Rules and bylaws concerning dogs and warm blooded animals in the Town of Walpole and perform such other duties as directed by the Chief of Police.

Held - for review of proposed change by Town Counsel.

### **Article 2 –FY2019 Budget Adjustments**

Town Administrator would like to hold off voting on this article to allow for firm numbers due to the impact on new buildings. Building Maintenance Department covers all the town buildings and additional buildings have been added since the budget was approved. Council on Aging facility numbers won't be available till after the first of the year.

Held

## **Articles 16 and 17/Street Acceptances**

Speaking to these articles was M. Walker, Town Engineer

### **Article 16/Atlantic Court**

This street is within the Atlantic Court Extension Subdivision. Bond has been released by Planning Board. Engineering Department is comfortable with road, sidewalks and catch basins. Town does plow these streets prior to being accepted as a public way for emergency situations. The rest of the streets in this subdivision have been accepted.

**MOTION MADE** by D. Crowley, Seconded by R. Ardine to accept as a public way Atlantic Court, Motion Passed (15-0-0) (15 voting) Unanimous

### **Article 17/Warren Lane**

This street is within the Northridge Farm Subdivision located off North Street. Bond has been released by Planning Board. Engineering Department is comfortable with road, sidewalks and catch basins and catch basins. Town does plow these streets prior to being accepted.

**MOTION MADE** by R. Ardine, Seconded by S. Lawson to accept as a public way Warren Lane, Motion Passed (15-0-0) (15 voting) Unanimous

## **Article 7 – FY2019 School Budget Supplement**

Town Administrator spoke to article to transfer from Free Cash ,monies to supplement the FY2019 School Budget (Medicaid Reimbursements (\$562,000); McKinney Vento Act \$21,000) ; and Student Parking (\$35,000) . These funds are certified Free Cash. In prior years they have been listed in separate articles. Town Counsel suggested combining them into one. School Budget is built in anticipation of receiving these funds. Total is \$618,000.

**MOTION MADE** by K. Greulich, Seconded by S. Lawson to transfer from Free Cash, the sum of \$618,000 for the following items Medicaid Reimbursements (\$562,000, McKinney Vento Act (21,000 ) and Student Parking Fees in the amount o (f \$35,000) for a total of \$618,000, Motion Passed (15-0-0) (15 voting) Unanimous

### **Discussion –**

Free Cash –A list of how various monies and budgets . have been spent from Free Cash over the last five years is being prepared by Administration showing the spikes and history . Discussion needs to be held on whether the town needs to maintain a certain amount in Free Cash. Businesses need to be kept happy along with the taxpayer. Town

needs to be upfront on what they are doing and any consequences with a reduction and impact with the biggest taxpayers.

**MOTION MADE** by D. Crowley, Seconded by S. Lawson to adjourn the meeting at 8:35 p.m., Motion Passed (15-0-0) (15 voting) Unanimous

Respectfully submitted,

Clare P. Abril

Clerk .