

## Finance Committee Meeting Thursday, February 4, 2016

Chairman Theresa M. Manganelli called the meeting to order at 7:00 p.m. Members present were John F. Doherty, Marianne Gallezzo, Michele Kincaid, Robert P. Palmer, Bernard P. Nally, Jonathan R. Eaton, Kevin Stokes, Leigh Martinson. Excused: None

PRESENT IN INTEREST: Jeff Hull, Town Manager, Kendra Amaral, Assistant Town Manager

### **Planning & Conservation:**

Person of Interest: Valerie Gingrich, Director

Ms. Gingrich – Reviewed Planning and Conservation budget. No significant differences. There is an increase in miscellaneous contractual to implement the update Open Space Plan action plan. Within the plan there are different actions schedule to take place over the next 5 years including mapping trails in town, inventorying amenities, working on trail head markers, and designing signage.

Ms. Manganelli – Asked if something is being done by Lucci's. Ms. Gingrich – This year the town will be proposing a new zoning district that is "mixed use" for that area. The zoning is currently general business zone. Proposing to add multi-family by special permit, takeout some of the uses that would be incompatible with multi-family, would take out some auto repair, car wash, other things that do not necessarily belong in a residential area.

Mr. Doherty – Asked if it will include sidewalks and bike paths. Ms. Gingrich – Committed funding to redesign that intersection, modernizing the road layout. The goal is to have sidewalks on both sides, and incorporate a bike lane if possible. It is required for state funding.

Ms. Manganelli – Asked if the town has spoken with Mr. Lucci about these plans. Ms. Gingrich – Yes, preliminarily.

Mr. Nally – Asked about the Textron side. Ms. Gingrich – There are two restaurants planned and a dog daycare are permitted for site.

Ms. Manganelli – Asked if the zone is for building residential housing, is it not going to have commercial on it? Ms. Gingrich – It could, but will not be require it as part of the district.

Ms. Manganelli – Inquired how many units could fit there. Ms. Gingrich – Sewer is a limiting factor, the site is currently on septic. Brief discussion on opportunities for residents to downsize, market rate of units, and general affordability.

Brief discussion on North Wilmington. Redevelop that area, every parcel in area needs improvements. Some land owners interested in doing something. There are a lot of parcels owned by the same family.

Mr. Hull – There will be proposed storm water changes on the warrant. The goal is to make them less cumbersome to small lots. Brief discussion of current storm water permit process for multiple residential lots. If you don't have to disturb the roadway, you could change to simple storm water.

**Building Inspector/Board of Appeals:**

Person of interest: Al Spaulding, Inspector of Buildings

Mr. Spaulding – Reviewed budget. No significant changes.

Mr. Hull – Noted a change in the stipend for part-time inspectors. They were classified as contractors, however they need to be classified as employees from an IRS standpoint. Brief discussion about part-time employees not being benefit eligible.

Mr. Spaulding – Explained activities in building permits. There are a lot of tear downs, specifically 12 more this year from last year. Explained the new FedEx building is basically a gut and refit of the Lightolier building.

Mr. Doherty – Asked how the town's fees compare to other towns. Mr. Spaulding – They are reasonable and does not recommend raising them at this time.

**Board of Health:**

Person of interest: Shelley Newhouse, Director of Public Health

Ms. Newhouse – Reviewed the budget. The budget is down, due to moving funding for substance abuse to Unclassified Expenses. Mr. Hull – Explained the move of the funding was to promote coordination among departments on the matter.

Mr. Eaton – Talked about wellness coordinator. Ms. Newhouse - \$80,000 to be used more as a substance abuse program for a person or some type of company to provide services for us.

Ms. Manganelli – Asked if the flu clinic attendance dropped because more are going to CVS. Ms. Newhouse – People can go whenever and wherever to get their shot. We have to purchase shots and bill insurance companies. Last year took in \$9,800 more than what they payout.

Ms. Newhouse - Explained duties of Public health nurse.

Ms. Manganelli – The school is bringing on mental health professional, asked if this will ease the work in the Health Dept. Ms. Newhouse – Explained Mary asked her to be on behavioral health task force. Believes that program will help us, due to more referral opportunities for both adult and kids.

**Other business:**

Mr. Hull – Informed the Finance Committee that conflict of interest forms need to be filled out. They are required every 2 years to take a test, the off year need to fill out acknowledgment form.

Distribute acknowledgement form, explains what the form is. Request they get the form back to Town.

Mr. Nally – Asked how the Town is doing on polling location issues? Mr. Hull – Election locations will stay where they are. Brief discussion on election locations and issues.

**Minutes to approve:**

June 24, 2016: Ms. Manganelli – Kevin Stokes abstain, not present. Mr. Doherty motion to accept, Mr. Eaton, seconded, all in favor, accepted

November 17, 2015: Leigh Martinson abstain, not present. John Doherty motion to except, Marianne Gallezzo, seconded, all in favor, accepted

There being no further business, a motion was made by John Doherty, seconded by Jonathan Eaton and by the affirmative vote of all, the Finance Committee meeting was adjourned.

Meeting adjourned at 8:01 p.m. The next meeting of the Finance Committee is scheduled for Thursday, February 9, 2016.

Respectfully submitted,

Recording secretary