



## Town of Wilmington

Finance Committee  
121 Glen Road Wilmington, 01887

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TOWN OF WILMINGTON, MA

Meeting Minutes  
Thursday, February 10, 2022

Finance Committee Vice-Chairman, Theresa M. Manganelli called the meeting to order at 7:00 pm. Members present were Marianne Gallezzo, Secretary, Jonathan Dugas, Joseph Lavino, Scott Neville, and David Tamang. Chairman John F. Doherty III, Andrew Lavigne, and Leigh Martinson were absent.

Also present Jeffrey Hull, Town Manager; and Susan Inman, Assistant Town Manager/Director of Human Resources

### LIBRARY

PRESENT IN INTEREST: Tina Stewart, Director of Wilmington Memorial Library

2021 Highlights from the WML This year we celebrated 150 years of the Wilmington Library. We held a Memorial Day Celebration with the Veterans Services department and rededicated the library. We held our first Shakespeare on the Green, which was grant funded by the Mass Cultural Society and by The Friends of the Library. We also held our annual Summer Bash. We held a Reading Rivals competition with the Tewksbury library; a town wide litter clean up and distributed 300 tree seedlings. We were nominated a Tree City by the Arbor Day Foundation. There were a lot of events cancelled due to Covid. We held indoor, outdoor, and virtual programs. We collaborated with other local libraries to bring authors to the residents virtually.

Personnel Services We have budgets \$966,535 for salaries. We have 25 positions in the library, 12 full time, 12 part time and 1 director.

Contractual Services For the miscellaneous contractual services, this has increased over the years. We are using more and more digital services. Under this category we have our postal meter, zoom accounts (2), software for the museum passes, mobile hotspots, and our marketing software. Merrimack Valley Library Consortium (MVL) is level funded. Programs: The Friends of the Library historically funded these but since we are doing more programming, we needed to increase this item. No big changes to Training and Conferences, Office and Library Supplies and Books and Library Materials. For Furnishings and Equipment, we are looking for \$15,000 to replace some of the laptops in our classroom and in the teen zone.

2022 Library Happenings We are starting a Story Walk at the Rotary Park. We have applied for a Cummings Foundation Grant, looking for funding to renovate the first floor of the library. There is a brief discussion about the grant details. We find out if we are awarded the grant in May this year.

Vice Chair asks if there are any questions for Ms. Stewart.

Mr. Tamang asks about the virtual and digital books. Do you keep them or is it a license that expires? Ms. Stewart replies that they do expire, it is like you are only renting it. We buy them through MVL, and they broker the licenses. Mr. Lavino asks is the licenses per digital book? Ms. Stewart says that it depends on the books, selection and if they are public domain. Mr. Lavino asks what happens to the old laptops? Ms. Stewart replies that she is not sure, IT takes them for recycling. Mr. Lavino asks about the grant you are applying, what is

the plan b if you don't get the award? Ms. Stewart says that we do have some funding reserved from the B. Johnson Fund, we have about \$175,000 in this fund.

### RECREATION

PRESENT IN INTEREST: Karen Campbell, Director of Recreation

The Recreation Departments goal is to offer high quality, relevant and affordable programs and services to the residents of Wilmington. Personnel Services we have 1 director and 2 full time employees. One of our employees salaries is paid from program funds. Contractual Services we have our training and conference that we have every year. Materials and supplies we have in the program supplies we use this to provide the staffing for the town beach and for Office supplies and printing we now do this inhouse.

2021 Programs by season. In winter we had virtual programming and in spring we had a lot more outdoor programming. For the summer we offer a lot of our children's programming and fall we continued our sports programs and held a senior trip to the Canyonlands. We held Community Events; Concerts of the Common, Town Beach, Horribles Parade and Santa's Workshop. We offered a lot of new programs for the kids and adults in the community. Ms. Campbell describes some of the programs the Recreation Department has held. We also held our first annual Kanter Klassic Pickleball Tournament.

Vice Chair asks if anyone has questions for MS. Campbell.

Mr. Neville asks with the town beach is there a lifeguard program? Ms. Campbell says that we work with the schools and the Y to try to get more lifeguards in the summer. There is a shortage nationwide. We have started advertising for the lifeguard positions this week. Mr. Tamang asks about the Esports programs. What games did you offer and what was the reception of the programs? Ms. Campbell replies that for the Middle School Age kids we did League of Legends and for the Elementary kids we offered Cars (soccer). We worked with a vendor to organize this, they supplied coaches and played other towns. We aren't getting a huge response for this type of program. The kids and families are looking for more in person classes. Ms. Gallezzo asks about the money for the salary paid for from program funds, what is that dollar amount? Ms. Campbell responds this is about \$60,000.

### PUBLIC COMMENTS

There were no public comments.

### OTHER BUSINESS

There is a brief discussion about the upcoming Public Hearing on February 15<sup>th</sup>. Dr. Brand will be presenting to the Finance Committee and the committee will meet directly after to vote to recommend the warrant article 1.

There is a short discussion about scheduling the Historical Commission to attend the next Finance Committee meeting to present their numbers on February 17<sup>th</sup>.

### APPROVAL OF MINUTES

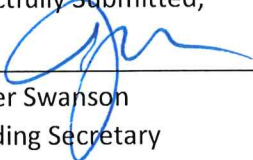
The Finance Committee reviewed the Minutes from February 1, 2022. A motion was made by Mr. Neville, seconded by Ms. Gallezzo, and by the affirmative roll call vote of all it was:

VOTED: To approve the minutes from February 1, 2022.

VOTED: That the Finance Committee adjourn.

Meeting adjourned at 8:03 pm

Respectfully Submitted,



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Jennifer Swanson  
Recording Secretary