

**Finance Committee Meeting**  
**February 11, 2014**  
**Minutes**

Chairman John F. Doherty called the meeting to order at 7:00 p.m. Members present were Victoria L. Ellsworth, Jonathan R. Eaton, Robert P. Palmer, Richard K. Hayden, Jordan Weiner, Bernard P. Nally Jr., William J. Wallace.  
Members Excused: Theresa Manganelli

Also present were Jeffery Hull, Town Manager, Kendra Amaral, Assistant Town Manager, Michael Woods, Town Accountant

Public Buildings:

PRESENT IN INTEREST: George Hooper, Superintendent

Mr. Hooper – Reviewed budget. The salary line includes a new person for High School, which will also be a floater, due to the increase in building space.

Mr. Wallace – Asked why the Superintendent salary has gone up approx 20%, Mr. Hull – Explained that the prior year appropriation does not reflect the cost of living adjustment for non-union granted in FY2013. The increase reflects the cost of living, step increase, and longevity increase. Brief discussion on the salary increases and adjustments to budget.

Mr. Hooper - Utilities fuel/heating, was able to lock us in at a reasonable rate a little over \$3.00/gallon. Prices were at one point reaching as high as \$3.50/gallon. He has been working to convert the various heating systems to natural gas. The North Intermediate School was converted by NSTAR at no charge. High School cost approximately \$84,000.

Mr. Nally – Asked about how the price in natural gas is trending. Mr. Hooper – Explained he is expecting an approximate increase of 10%. The budget includes a \$10,000 increase in electric for town buildings due to project rate increases from RMLD of 4.5% this month, and another 4.5% increase next year. Discussion on saving electricity by converting to LED lighting. As of right now tennis courts and other athletic areas are converted; the town is just waiting for the rebate from RMLD.

Mr. Wallace – Asked how the other towns taking the increase with RMLD. Mr. Hooper – Explained that the Citizen Advisory Board is only an advisory entity only.

Mr. Doherty – Asked how the Miscellaneous Facilities budget is doing this year. Mr. Hooper – Explained that he has spent \$32,000. Used for boiler replacement at Shawsheen and will also be using it for West Intermediate boiler that needs to be replaced.

Mr. Doherty – Asked if any funds will be carried forward to 2015 if unused. Mr. Hull – Responded that that is still to be decided.

Mr. Hooper – Reviewed capital project requests. The West Intermediate roof is to be done over school vacation. Seeking funds for the North Intermediate boiler replacement. Describes the plan to address climate/humidity control in the vault in Town Hall. Planning to upgrade the energy management system at the Public Safety Building. The plan is to make that a be web based system. North Intermediate roof replacement to be done in sections.

Mr. Wallace – Asked if the High School gymnasium flooring will be tarped. Mr. Hooper – Responded that the town still has the old tarps.

Mr. Hull- Explained the expectation to use the new High School Auditorium for the Town Meeting once completed.

Mr. Hooper – Explained the capital requests include replacing 3 van purchased in the 1990's. Discussion on GPS for town vehicles.

Mr. Wiener – Asked if the Town still use the prisoners work program. Mr. Hooper – Responded that they do.

Department of Public Works including Water & Sewer:

Present in interest: Mike Woods, Public Works Director, Joseph Lobao, Utility & Business Manager, Jamie Magaldi, PE, MCA, and Operations Manager

Mr. Woods- Reviewed budget. Rubbish and disposal contract runs out this year; the town will go out to bid.

Mr. Doherty – Asked what percentage is funded by Water. Mr. Woods – Explained that a portion of salaries is funded by Water. Explained the increase in highway overtime and that Police Details are being paid from the overtime budget; as opposed to the contractual services line item.

Mr. Doherty – Asked if the Town is moving to LED for street lights. Mr. Woods – Explained the department is checking into the LED and will be looking at their longevity and how they used. Discussion on weekly recycling, which was priced and was determined to be costly.

Mr. Woods – Explained Furnishing & Equipment reflects an \$11,850 decrease from FY14. Reviewed capital requests. Discussion on drainage and resurfacing materials for tennis courts. Discussion on asphalt repairs, and patching roads.

Mr. Doherty – Asked what happens to old motor vehicles and equipment. Mr. Hull – Responded that the Town periodically has an auction.

Mr. Doherty – Asked how the department budget is doing this year. Mr. Woods – Replied that all items except snow and ice are on track. The Town has spent over \$41,000 on salt and snow removal as of last Tuesday.

Water & Sewer budget summary:

Mr. Woods - Reviewed Sewer budget, which has an overall increase of \$4,919 due to personnel services, contractual services, utilities, materials and supplies.

Mr. Woods - Reviewed Water budget. There is an overall increase of \$510,122, 11.5%, due to personal services, contractual services, utilities, materials and supplies, furnishing and equipment, capital outlay, transfer to general funds. Review of furnishings and equipment and capital requests. Brief discussion on vehicle efficiency comparison chart.

Questions: Mr. Palmer – Asked when the construction of traffic light for Glen Road and Rte. 62 scheduled to begin. Mr. Woods – Responded the Town is hoping it will start mid-summer and should take approximately 2 years.

Mr. Wallace- Asked if there is a water and sewer line map. Mr. Woods – Explained that there is through the Town's GIS map online.

Other Business:

None

There being no further business, a motion was made by Robert Palmer, seconded by Bernard Nally and by the affirmative vote of all, it was.

VOTED: That the Finance Committee adjourned.

Meeting adjourned at 8:50p.m., next meeting of the Finance Committee is scheduled for Tuesday, February 13, 2014

Respectfully submitted,

Recording secretary