

Finance Committee Meeting  
Tuesday, February 21, 2017

Chairman Theresa M. Manganelli called the meeting to order at 7:05 p.m. Members present were John F. Doherty, Marianne Gallezzo, Michele Kincaid, Robert P. Palmer, Bernard P. Nally, Jonathan R. Eaton, and Leigh Martinson. Excused: Kevin Stokes.

PRESENT IN INTEREST: Jeff Hull, Town Manager

Present in Interest – Lou Cimaglia, Director of Veterans' Services

Mr. Cimaglia explained the benefits justification letter which goes out every year. He reviewed the budget on page 52. Mr. Cimaglia stated the operating cost includes step increases on salary. He stated that Veterans' aide for the 3<sup>rd</sup> year is level funded by chapter 115, with 75% reimbursement coming from the State of Mass. He stated the Department assists with VA benefits, disability benefits, and pension claims. He explained the State of Massachusetts and Veterans Affairs (VA) programs for opioid addiction and suicides, and reviewed the budget. Mr. Cimaglia reported that the space at the "Little West School" works well. He commented it is a busy office, which gets Veterans to come to the office and is a place they feel comfortable. Mr. Cimaglia indicated that he is still working weekends.

Questions/Comments:

Mr. Cimaglia stated the estimated number of Veterans he is working with according to Massachusetts census a couple of years ago is 1,800-2,000. Mr. Cimaglia noted that his office is almost out of space for paperwork and he is considering going paperless. He explained that a certain scanner, which is required to go paperless, would cost approximately \$400.

He reported that there are Veterans groups or associations that do telemarketing, but there are a lot of scams. Mr. Cimaglia does not use groups or associations, as only a small portion goes to Veterans.

A member asked if there are there a lot of medical issues going on now.

Mr. Cimaglia noted that Wilmington is fortunate because in Massachusetts there are VA hospitals.

There was a brief discussion on hospitals, addictions and programs to help Veterans.

Present in Interest – Sharon George, Town Clerk regarding the Office of the Town Clerk

Ms. George reviewed the budget on page 28 and stated the salaries are according to contracts. She noted that the eight-year old time stamp is in need of repairs. Ms. George reported the items in the safe are moved to the vault every year to free up space. She stated the vault is getting full and expressed the possibility of offsite storage in the future.

Questions/Comments:

A member asked about the response to the census and Ms. George stated it has been very good.

Ms. George reported that a total of three 3 historical books have been preserved over the last few years. She explained there are at least 20 more to do. Ms. George stated Civil War books need to be bound and preserved, but they are currently sitting in boxes in the vault.

Present in Interest – Sharon George, Town Clerk regarding Registrars of Voters

Ms. George reviewed the budget page 18. She noted that the street listing printout is given out sparingly, and that PDF versions are also sent out.

Questions/Comments:

Linda Buckley, resident of Carol Road, asked how many censuses were sent out and returned.

Ms. George replied out of 8,997 censuses mailed out, approximately 8,500 were returned. She stated the census is required under Massachusetts General Law, and sent to the School Department for student population. Ms. George reported the revenue from dog licenses goes into general funds.

Present in Interest – Sharon George, Town Clerk regarding Elections

Ms. George reviewed the budget page 28. She explained the need for funding in FY 18 is nothing like FY 17, due to this year's past election. She stated 2016 was the first year of early voting, which was locally mandated; it was labor and time intensive to process the nearly 6,000 early ballots. Ms. George noted that early voting seems to be good for the voters due to its flexibility, but it is time consuming to process. She stated the contractual services budget covers the Town Election and Town Meeting.

Questions/comments:

Ms. George reported an 81% turnout for the Presidential Election.

There was a brief discussion on the process of early voting.

There was a discussion on the laws regarding requests for public records.

Ms. George reported if the records are not paid for or picked-up, that can prejudice an individual's next request. She reported communities with a population under 20,000, towns can charge for records. Ms. George stated the first 2 hours of staff work are free in communities with a population over 25,000.

She reported that new voting equipment will need to be considered for inclusion in the budget in the next three years. Ms. George stated the current equipment is 17 years old, and may only be supported for the next five (5) years.

Present in Interest – Kathleen Delaney, Historical Commission Chairperson, Theresa McDermott, Museum Curator

Ms. Delaney reviewed the budget on page 57.

Questions/Comments:

Ms. McDermott explained the activities for the current year at Harnden Tavern.

Ms. McDermott detailed that it is a long process to sell the Butter's Farm property, as it has to go through Historic New England and Mass Historical Society. She stated they are getting close to a sale.

There was a brief discussion on the history of the house, how it is expected to be preserved, and how Historic New England has been a great resource.

A member asked if there are any upcoming projects.

Ms. McDermott explained that the window restoration continues at Harnden Tavern. She explained it is a huge undertaking, as 40 windows need to be done. Ms. McDermott explained the Commission is looking for grant money and a study/condition report to be done on the building for future repairs.

A member asked if there are any other buildings in Town that would be considered historical.

Ms. McDermott stated the Roman House is on the radar. She stated it would be an "uphill battle" to keep it where it is. Ms. McDermott explained that, traditionally, moving a building takes away from its historic integrity.

There was a brief discussion on other town owned buildings, including the Buzzell Senior Center, the 4<sup>th</sup> of July Building, and the Arts Center.

Ms. McDermott reported that the Commission is working with George Hooper, Superintendent of Public Buildings, to view other Town-owned buildings.

Ms. McDermott explained the possibility of receiving grant money to convert an older building for Town departments' storage, due to lack of space in current office areas.

Other business:

Mr. Hull noted the FY 18 budget amount for school choice is \$37,075. He explained that a couple of students will go to Minuteman Tech. Shawsheen Tech does not offer courses in which those students are interested, but it must be approved by the School Superintendent. He stated \$109,489 is allocated for five (5) students to go to charter schools.

There was a brief discussion on charter schools and how Wilmington students get in.

Mr. Hull stated it is unknown if there is any state reimbursement available.

Next meeting: Thursday, February 23, 2017.

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

Meeting adjourned at 8:34 p.m. The next meeting of the Finance Committee is scheduled for Thursday, February 23, 2017.

Respectfully submitted,

Recording secretary