

Finance Committee Meeting
Tuesday, February 7, 2017

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, and Kevin Stokes. Excused: Leigh Martinson

PRESENT IN INTEREST: Jeff Hull, Town Manager, Denise Casey, Assistant Town Manager

PRESENT IN INTEREST – Michael Woods, Director of Public Works, Joseph Lobao, Business & Utility Manager

Mr. Woods reviewed the budget handouts (reference to page 39 of budget book). He explained the major budget category representing the increase of 1.9% from FY 17. Mr. Woods stated personnel services will increase \$85,732 due to contractual steps and longevity. He stated the budget for curbside collection will go up 4.0%. He commented that recycling is going well, and he is trying to get to 30% of waste as recycling. He stated the Town is currently at 27.4%, and there is a decrease in trash. Mr. Woods explained that to get recycling up, the Town would have to go to weekly recycling pick up, which would increase the budget by \$1,500,000. There was a brief discussion on why 30% recycling is the goal. Mr. Woods stated the Materials and Supplies, and Gas and Oil expenses have decreased due to more efficient vehicles. He reviewed page 4 of the handout, which is Furnishing & Equipment. Mr. Woods reviewed Capital Outlay, which was pages 5 and 6 of the handout.

Mr. Hull stated that the Town is not looking to do the back parking lot at the North Intermediate School (NIS), due to the roof being done over the summer. Mr. Woods explained the lack of space at Wildwood Cemetery, makes it necessary to put a Columbarium for cremations and the work will be done in-house. He stated other capital improvements include tennis court resurfacing at the Woburn St School, funded through the Recreation Department, and revitalizing walkways at Town Common. Mr. Woods stated other capital items include: a new tractor for parks and grounds, a heavy duty dump truck to replace a 6 wheel dump truck, a new vehicle lift (current lift is experiencing mechanical problems), replacement of a 1 ton pickup with plow, and 2 solar powered pedestrian flashing lights. He stated the Police Department is looking for a grant for 3rd pedestrian flashing light.

Ms. Linda Buckley, resident of Carol Road, asked about replacement of the dump trucks because a 2005 and 2007 vehicle does not seem to be old.

Mr. Woods stated the vehicles are in replacement conditions and invited her to come down to inspect the vehicles.

Ms. Linda Buckley, resident of Carol Road, asked about the tennis courts.

Mr. Woods explained the recreation has revenue to pay for replacement & improvements, so the funding is not coming from tax levy.

There was a brief discussion on how vehicles are purchased.

Mr. Woods reviewed page 7 of the handout, which is the water budget summary. He reviewed the major categories in the budget and explained how MWRA works. Mr. Woods reported there is a total decrease of 0.2%. He stated that Town Counsel is needed due to water issues and 15% of Town Counsel cost is paid by the Water budget. Mr. Woods stated there is no problem with drinking water in schools and Wilmington was one of the first communities to test schools. He reported the MWRA assessment has gone up due to the drought this past year. Mr. Woods reviewed page 8 of handout which is Furnishing & Equipment. He reviewed page 9, which is the Capital Outlay summary. He stated that water loss over the last 10 years is about 4.3%. Mr. Woods reported the water main replacement project is approximately 90% complete. He stated the Town can do it at a third of the cost of a contractor, if work is done in-house.

Linda Buckley, resident of Carol Road, asked if the work is done in-house?

Mr. Woods stated that laying 2" pipe is done in-house, but 6" pipe and paving is outsourced.

Mr. Woods reviewed page 10 of handout, and page 43 budget booklet, which are Sewer budgets.

Mr. Woods stated the total increase is 3.4%. He commented that the Town is starting to have a breakdown in the sewer system. Mr. Woods reported the increase in utilities is due to an increase in electricity for 9 stations.

Questions/Comments:

A member asked if fuel and rock salt are bid out.

A member commented that the trash and recycle map online is not readable and people cannot tell if the color is green or blue or names of the streets. Mr. Woods replied that Engineering staff will revise the map.

Mr. Hull commented that Wilmington tries to focus on safety, and the Town received an award for Public Works, and another award the way workers comp and insurances are handled.

PRESENT IN INTEREST: George Hooper, Superintendent of Public Buildings, Jeff Hull, Town Manager

Mr. Hooper reviewed his budget on page 51. He stated there is a lot of work for Public Buildings and he could not do it without the staff. Mr. Hooper stated there are 44 union, and 2 non-union staff. He explained that overtime level funds and the seasonal budget increased due to the increase in minimum wage. Mr. Hooper stated in the utilities budget, the Town receives its gas through National Grid and that it cannot be bid out, however, fuel is bid out. He stated there are still a few buildings the Department is looking to convert from oil to gas. Mr. Hooper reported that the electric line item is level funded due to conservation efforts. In addition, he reported, due to addressing phone bills, the utilities budget dropped from 2015 to 2017. Mr. Hooper reviewed the maintenance expenses and the High School Building is doing well. The web based utility system is working out well. He stated the only issue was the Town buildings went down due to a building at St. Dorothy's being knocked down. Mr. Hooper stated a capital item at the West Intermediate School, the

handicapped chairlift was scheduled for 2019, but was moved to 2018 due to difficulties with lift (1994 model discontinued). He stated the cost is approximately \$35,000. Mr. Hooper stated that there will be MCPPO training for the Assistant Superintendent, who is not certified yet. He reported there are 28 buildings in the Town inventory, and 8 Schools, for a total of approximately 755,000 square feet.

Linda Buckley, resident of Carol Road, asked if all public buildings are occupied.

Mr. Hooper responded that he would not consider the 4th of July building and Harden Tavern as occupied.

Mr. Hooper reviewed the Capital Improvement plan on page 71. He stated that the Town continues the effort to replace the Crown Victorias with fuel efficient vehicles. Mr. Hooper reported that the North Intermediate School roof replacement will go out to bid in a few weeks if it passes at Town Meeting. He stated the contractor will do both phases at the same time, reminding the members that the Town had to put off the first phase of roof replacement from last year.

There was a brief discussion on solar power.

Mr. Hooper explained that the Town does not get the same benefit because we are a municipality contracted with Reading Light.

Other business:

Brief discussion on maximizing efficiency, keeping cost down, and finding ways to save so taxes do not keep going up.

Mr. Hull stated that all the follow up items requested by the Committee will be ready for the next meeting.

The Committee requested the school personnel book from Joanne Benton, and would like to receive it in PDF and hard copy format.

Next meeting is Thursday, February 16th.

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 8:32 p.m. The next meeting of the Finance Committee is scheduled for Thursday, February 16, 2017.

Respectfully submitted,

Recording secretary