



Town of Wilmington

Finance Committee
121 Glen Road Wilmington, 01887

Meeting Minutes Thursday, February 14, 2019

Finance Committee Chairman, John F. Doherty III, called the meeting to order at 7:00 pm in Room 9 of Town Hall. Members present were Vice Chairman, Theresa M. Manganelli; Neal Couture, Secretary; Marianne Gallezzo, Bernard P. Nally, Michelle Kincaid, Leigh Martinson, Kevin Stokes and Hirak Shah.

FY 20 BUDGET OVERVIEW

PRESENT IN INTEREST: Jeffrey Hull, Town Manager; Kerry Colburn-Dion, Assistant Town Manager

TOWN CLERK

PRESENT IN INTEREST: Christine Touma-Conway, Town Clerks Office

Jeff Hull presented Christine Touma-Conway. She will be the new Town Clerk beginning March 1, 2019. Ms. Conway presented the FY2020 Town Clerks budget. Misc. Contractual Services is increased due to maintenance needed on the time clock in the office. A request was made for additional training for the Senior Clerk in the office. Printing advertising and binding includes a request to codify the bylaws. General Code is the name of the company that will be used. There was a brief discussion regarding the benefits of codifying. General office supplies went up slightly. There were no requests for additional furniture.

The Elections & Town Meeting budget was then reviewed. In FY2020 there will be a State Primary, Presidential Election and the Local Election. It is unsure whether we will have one week of early voting for the Presidential Primary. Personnel services were budgeted to include this possibility. There was a brief discussion regarding Early Voting. There was a discussion of changing the Town Meeting to a March date. Misc. Contractual Services is primarily the maintenance of the election machines and an increase will be needed.

The final portion of the Town Clerks budget is the Registrar's Budget. The Town Clerk and the registrars will receive a stipend by state law. The remainder of the budget reflects the printing of the Street List books and mailing out the Census.

BOARD OF HEALTH

PRESENT IN INTEREST: Shelly Newhouse, Director of the Health Department

Ms. Newhouse presented her departments FY2020 budget. Personnel Services will have a slight increase. Printing, Adv. & Binding, Weights & Measures, and Training & Conferencing were all level funded. Clinical Expenses will have a larger increase. She would like to expand the public health services to the community. This would involve additional services such as the shingles vaccination. There was a brief discussion of the various vaccinations. She reviewed how the clinics would be conducted and office hours. They reviewed the departments Statistical Information. The food permits were lower. Ms. Newhouse explained that she requests for the applications in December and some of the applicants put in their renewal application late. As a result it does not make it into the budget. They discussed the change in the number of home visits and office visits. They also discussed the ban of plastic bags and its implementation.

VETERANS SERVICES

PRESENT IN INTEREST: Louis Cimaglia IV, Director of Veteran Services; Michael Frotton, Veterans Agent

Mr. Cimaglia presented his FY2020 budget. There will be an increase in Personnel Services due to the addition of a shared staff member between Veteran Services and Elderly Services. He explained that there had been numerous times that he and the staff in Elderly Services have collaborated to bring aid to a resident. This position would be beneficial in handling the case work and coordinating joint efforts between the departments. Misc. Contractual Services is projected to increase by \$50.00 due to an increase in the Vetra Spec Software fees. Veterans Assistance is projected to go down \$50,000.00. This reduction has many factors. This aid was not well known a few years ago. They have educated the public and new applicants have reduced due to market saturation. Some Veterans no longer need the aid and are living a better life.

The Town of Tewksbury has reached out to his department with a request to form a District Veterans Services with neighboring towns. He explained that he currently helps Tewksbury and Billerica out when needed. He feels that combining resources would be beneficial. They discussed how this would be implemented. Theresa Manganelli expressed a concern that this would take away services from the Wilmington veterans. Mr. Cimaglia explained that each town would keep their Veterans office. This would not affect what they provide to Wilmington now. The remainder of the budget was level funded.

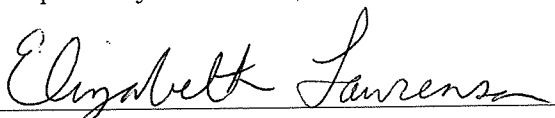
Jon Doherty asked if he has been reaching out to the younger Veterans. Mr. Cimaglia replied that he has installed computers in his office to help them with job and aid applications. This has been successful. The Welcome Home bonus has helped his office to meet them when they return and guide them through what is available to them.

At the conclusion of the discussion, and there being no further business to come before the Committee, a motion was made by Theresa Manganelli, and seconded by, Marianne Gallezzo, it was unanimously:

VOTED: That the Finance Committee adjourn.

Meeting adjourned at 8:45 pm

Respectfully Submitted,


Recording Secretary