



## **Town of Wilmington**

Finance Committee  
121 Glen Road Wilmington, 01887

### Meeting Minutes February 19, 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 Theresa M. Manganelli, Vice Chairman; Neal Couture, Secretary; Marianne Gallezzo, Bernard P. Nally, Michelle Kincaid, Leigh Martinson, and Hirak Shah.

#### FY20 BUDGET OVERVIEW

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

#### DEPARTMENT OF PUBLIC WORKS

PRESENT IN INTEREST: Michael Woods, Director of Public Works; Jamie Magaldi, Operations Manager/Tree Warden; Joseph Lobao, Business and Utility Manager

DOCUMENTS: Budget Narrative – Proposed FY 2020 Budget dated February 12, 2019

Mr. Woods presented the budget for FY 2020. This department is responsible for design, operation, maintenance and inspection of the town's infrastructure. Their responsibilities also include the Wildwood Cemetery and the Yard Waste Recycle Center. A PowerPoint presentation was used to review the various projects that were completed this year. It also listed the various equipment that was purchased in FY2019.

There is a decrease of -.1%, or \$680.00, in the Gas, Oil and Tire accounts. This can be attributed to more efficient vehicles and weather conditions. The Personnel Services are up 2.5% due to expected overtime costs and collective bargaining obligations. Mr. Hull updated the committee on the status of the contract for AFSCME Unit 2 that was effective until June 31, 2018. He expects to have the new contract finalized soon. There is a reduction of \$13,200.00 in Public Street Lights account as a result of the continued Reading Municipal Light Department conversion to LED street lights. They are requesting a 1.9% increase for residential trash and recycling. This stems from increases in the recycling industry. They are in the fifth year of a 10 year contract with Russell Disposal. Ms. Manganelli asked if the town had secured a bond with Russell disposal. The town has not secured a bond. They are in the fifth year of a 5 year contract for refuse disposal with Wheelabrator North Andover Inc. He expects to renegotiate another 5 year contract when this expires. There is a \$130,000.00 expense for recycling disposal costs. This was caused by worldwide market changes. Mr. Nally asked why both Casella and Russell Disposal are listed in this account. Mr. Woods replied that Russell picks up the recycling and brings it to Cassella for processing. The Snow and Ice account will have a 15.6% increase for the increased costs of contractors who assist the DPW in town wide snow removal.

The Furnishings & Equipment account will be an increasing by \$36,000.00. There are several items that are being requested. They are asking for \$8,000.00 for a new brush cutter. \$17,500 is requested to replace the dump body of a 6-wheel dump truck. Playground repairs at the Shawsheen School is estimated to cost \$3,200.00. \$8,600.00 will be needed for a new stand up Mower for the Parks and Grounds division. \$13,000 will be needed for the purchase

of a stand up seeder for the Cemetery division. Playground repairs at the Rotary Park Playground will cost \$4,800.00. They will need a new welder that will cost \$3,800.00. They wish to upgrade an existing pressure washer for cleaning the DPW Vehicles and equipment that is estimated to cost \$5,000.00. They wish to purchase a stand up commercial leaf blower for the Cemetery division for \$9,300.00. The Parks and Grounds division will need a Zero-Turn Mower for \$17,700.00. They wish to install a new driver speed limit feedback sign for Shawsheen Avenue. Ms. Manganelli asked if the leaf blower for the cemetery would be used in the other divisions of the DPW. Mr. Woods confirmed this. Mr. Nally wanted to know what type of speed limit sign is being purchased for Shawsheen Avenue. There was a brief discussion about the new technology in the sign industry.

Mr. Woods then reviewed the Capital Outlay expenditures for FY2020. There were nine items being requested. One Heavy Duty One-Ton Dump Truck for \$72,000.00. One ¾-Ton pickup truck with plow for \$40,000.00. One heavy duty bucket truck for \$180,000.00. One ¾-Ton pickup truck with a plow for \$40,000.00. The department will need \$10,000.00 to maintain the detention ponds throughout the town as a result of the MS4 NPDES Phase II Stormwater permit. The town is asking for \$566,000.00 to replace the existing 10,000 gallon gasoline and diesel underground storage tanks located at the DPW yard at 135 Andover Street. The existing tanks are 30 years old and supply fuel for all of the towns departments. There was a brief discussion regarding how this will be implemented. There is a \$50,000.00 request for a granite curbing project on Middlesex Avenue. This project will be supplemented with \$50,000.00 from Chapter 90 funding and will also include sidewalk resurfacing along this stretch of the road way. New sidewalks along Shady Lane Drive is anticipated to cost \$84,000.00. There was a brief discussion regarding the Lawrence Street Sidewalk project. The reconstruction of the Woburn Street School Parking Lot will cost \$155,000.00.

#### WATER AND SEWER DEPARTMENT

Mr. Woods presented the Water division budget items. Personnel services are up 1.8% due to collective bargaining obligations. Contractual services are up 23% primarily due to increased MWRA fees. Utilities were level funded. Materials and supplies are increasing 6%. They are asking for a 38.6% increase in Furnishing & Equipment. This will include several requests for items. They are asking for \$13,000.00 for the upgrade of the water meter reading software. Support for the existing software is ending. \$19,000.00 for a new finish water pump for the Butters Row Water Treatment Plant. \$19,000.00 to replace two post lime pumps at the Butters Row Water Treatment Plant. \$12,000.00 is requested for a replacement flow transmitter for the Butters Row Water Treatment Plant. \$6,000.00 is need for the purchase of a new SCADA PC to be located at the Sargent Water Treatment Plant. \$5,000.00 is requested to purchase a video inspection system to be used to inspect underground utilities.

Mr. Woods then reviewed the Capital Outlay account for the Water Division. \$100,000.00 will be used to continue the longstanding practice of replacing undersized water mains each year. \$20,000.00 will be need to conduct a leak detection survey which required to be done once every two years by the MWRA. \$225,000.00 is needed for the rehabilitation and upgrades on the Ballardvale Water Storage Tank. \$185,000.00 is being requested for a heavy duty dump truck with a plow and sander. \$75,000.00 will pay for the cleaning of the raw water main that carries water from the wells to the treatment plant. The SCADA system is the monitoring system that is used to control and operate the treatment and distribution water system. \$30,000 is requested to upgrade this license. \$45,000.00 is the projected cost to redevelop the Shawsheen Avenue and the Salem Street Wells. A Hydrological Study on the Salem Street

wellfield will cost \$90,000.00. The study would investigate and recommend potential solutions to improve water production levels.

There was a brief discussion regarding the age of Wilmington's Wells. Mr. Doherty asked if water demands were increasing. Mr. Woods stated that the demand increases about 2% a year. Neal Couture asked if there were any plans to reduce MWRA use. Mr. Woods replied that they have four wells and they are looking at redeveloping two others. The study on how to improve the Salem Street well is part of the plan to reduce MWRA costs as well. The Town of Wilmington is in the Ipswich River Water Shed Basin and this limits any expansion or additions to our wells.

Mr. Woods reviewed the costs of maintaining the public sewer system. The personnel Services and the Utilities account will both be level funded. Misc. Contractual Service is increasing 8.1%. \$3,800.00 has been requested to cover pump repairs/replacements/alarm monitoring in sewer systems. Expenses will increase 21%. \$2,250.00 has been requested to address the costs of maintenance and construction supplies for the sewer system. Mr. Nally asked if the town is still limited and cannot expand this. Mr. Woods confirmed that the town is restricted by the state and is not allowed to expand the sewer system. There is one Capital Outlay request. There is an existing regulatory requirement by Massachusetts Department of Environmental Protection. All sewer system authorities must develop and implement an on-going plan to control infiltration and inflow to the sewer system. This will be funded with the assistance of the MWRA I/I Financial Assistance Program that allows 75% of the cost to be covered by a grant. The total cost is \$856,000.00. The town will pay \$214,000.00.

#### PUBLIC BUILDINGS:

##### PRESENT IN INTEREST: GEORGE HOOPER, DIRECTOR OF PUBLIC WORKS

Mr. Hooper presented his FY2020 Budget. There is an increase in Personnel Services due to collective bargaining obligations. Mr. Hull stated that the new contract with AFSME 1 has been finalized. The Overtime and Seasonal accounts were level funded. Utilities only increased by \$500.00 due to expected heating costs. Maintenance Expense had some additional requests for funds. HVAC Repairs, Expenses-Town Buildings, Misc Facility Repairs, Roof Repairs and training expenses are all level funded. There is an increase in the School Building Account. He intends to refinish the gymnasium floor at the Woburn Street School. This will cost \$12,000.00. There is also an increase in the Asbestos Repairs and Training Account. He asked for an additional \$35,000.00 to repair and remove the ceiling tiles that are in the Woburn Street School, the Shawsheen School, and the West Intermediate School. There was a brief discussion regarding what roofs have had maintenance recently.

The capital outlay requests were reviewed. The Library boiler will be replaced at a cost of \$185,000.00. He has been talking to National Grid and has made plans to bring a gas line to the library. This boiler has the ability to switch from oil to gas when this line is installed. There was a brief discussion regarding geothermal heating. Mr. Hooper stated that this is not beneficial to regions that experience extreme cold. It switches to electric heat at a certain temperature and this is not cost effective. He is requesting \$100,000.00 for the first phase of a lighting project at the West Intermediate. Ms. Manganelli asked what the benefits of the lighting project were. Mr. Hooper replied the lights last longer, they are energy efficient, and they have better esthetics.

Mr. Nally asked how the heating and air conditioning system were doing at the New High School. Mr. Hooper replied that it requires a lot of maintenance but they have been handling the system's needs.

OLD BUSINESS

Marianne Galezzi asked Mr. Hull if the town was adding 8 new Officers. Mr. Hull replied that the goal is to create a new sector in town and this would require increasing personnel. Four Patrolmen this year and four Patrolmen next year. Ms. Manganelli asked how many officers were employed right now. He responded that there are 36. They discussed the required equipment, benefits, and retirement cost for this increase. Mr. Doherty inquired about whether we comply with OSHA standards at the Fire Department at the current staffing level. A concern of the safety of the Firemen working so many hours a week were expressed. There was discussion regarding the increased call percentage, the increased overtime in the past few years and a comparison for the need for increased staffing in both departments. There was a general consensus from the Finance Committee that the Fire Department has a need for an addition 8 Fireman not 4. They discussed alternative changes to the budget and asked Mr. Hull to reconsider his personnel decisions in the budget for the two departments.

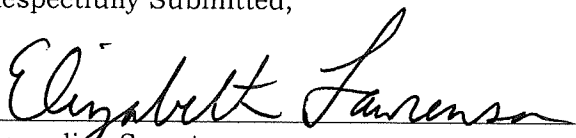
Mr. Couture asked if we had an answer from the request for additional cruisers from the police department. Mr. Hull responded that Chief Begonis will explain this when he presents his budget.

At the conclusion of the discussion, and there being no further business to come before the committee, a motion was made by Mr. Nally, and seconded by, Theresa Manganelli it was unanimously:

VOTED: That the Finance Committee adjourn.

Meeting adjourned at 8:20 pm

Respectfully Submitted,

  
Recording Secretary