



Town of Wilmington

Finance Committee

121 Glen Road Wilmington, 01887

Meeting Minutes Tuesday, February 4, 2020

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 Michele Kincaid, Secretary; Jonathan Dugas, Marianne Gallezzo, Bernard P. Nally and Kevin Stokes. Theresa Manganelli, Hirak Shah and Leigh Martinson were absent.

FY 21 BUDGET OVERVIEW

PRESENT IN INTEREST: Jeffrey Hull, Town Manager; Kerry Colburn-Dion, Assistant Town Manager; Bryan Perry, Finance Director

DEPARTMENT OF PUBLIC WORKS (non-Water and Sewer)

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 2021 Budget dated February 4, 2020

Mr. Woods presented the budget for FY 2021. The department consists of six divisions that are responsible for the design, operation, maintenance and inspection of the Town's infrastructure. Their responsibilities also include the Wildwood Cemetery and the yardwaste recycle center, and managing residential and town building trash and recycling, maintenance of Town vehicles and equipment and construction oversight and conformance of town permitted site work.

Personnel Services is increasing 5.7% due to a COLA increase of 2.5% and longevity and step increases covered under the AFSCME Local 1703 Unit 2 Agreement and expected overtime.

Contractual Services is increasing 11.6%. This category is mainly level funded except for trash and recycling and snow and ice removal services. A bid for new trash and recycling collection services has gone out and Casella has a letter of intent for a 5-year contract pending a favorable vote at the May 2020 Town Meeting. There was a brief discussion around the current state of trash removal services and demand, contamination rates, and truck rental fees. There will also be a 12% increase in tipping fees for rubbish disposal with the new contract with Wheelabrator North Andover which the Town recently entered into after the previous contract ended last year. As a result of these increased costs the department is requesting a 14.9% increase for the line item of Rubbish Collection & Disposal. The Snow and Ice account will have an 8.1% increase due to the increased rates for contractors who assist the DPW in town wide snow removal and increased plowing frequency related to the department's commitment to the salt reduction program.

Materials and Supplies is seeing a decrease of -.1%, or \$502.00, in the Gas, Oil and Tire accounts. This can be attributed to more efficient vehicles.

Furnishing and Equipment is decreased \$45,200 or 47.3%. Items that are being requested is \$4,800 for the purchase of a trench box specialized for cemetery burial operations, \$14,000 for a new flashing-beacon RRFB crosswalk sign on Lowell Street at Cross Street, \$4,500 to install approximately 64 feet of 8-foot high vinyl fence at the cemetery, \$500 for new fertilizer/grass seed spreader tub for Parks & Grounds, \$16,000 for a zero-turn mower for the Cemetery Division to replace a 2003 mower, \$1,300 to retrofit two playground swings (one at the Boutwell School and one at the Wildwood School at the request of the School Department), \$800 for a new set of welder torches for the Mechanics Division, \$900 to purchase a new heavy duty 14" pavement/pipe saw for the Highway Division and \$7,500 to install new replacement chain link fencing at the Boutwell School for a total of \$50,300.

Mr. Woods then reviewed the Capital Outlay expenditures for FY2021. There are 11 items being requested, \$280,000 for one (1) Heavy Duty Vacuum Street Sweeper (H30) to replace the existing sweeper purchased over ten years ago that has logged over 5000 hours and logged over \$83,000 in repair costs; \$85,000 to replace one (1) Heavy Duty One-Ton Dump Truck with Plow (H33) as the existing one has over 105,000 miles; \$155,000 for one (1) Heavy Duty Six-Wheel Dump Truck with Plow (H14) replacement, \$43,000 for one (1) ¾-Ton pickup truck with Plow (P&G329) to replace the existing vehicle which has over 110,000 miles and is integral to the fleet. The department will need \$50,000 to assist in complying with mandatory stormwater regulations and laboratory work as a result of the MS4 NPDES Phase II stormwater permit and will assist with drainage system maintenance such as pond cleaning and catch basin cleaning. There is a request for \$80,000 for the slip-lining restoration of the existing culvert at 290 Middlesex Avenue, as an alternative to more costly full replacement which would close Route 62 for a considerable length of time. Also requested is \$20,000 for the installation of traffic signal camera detection at Middlesex Avenue and High Street to allow for more efficient light cycles and reduced wait times. Sidewalk construction along Shady Lane Drive from Birchwood Road to number 13 Shady Lane will cost \$50,000; the reconstruction of the existing upper parking lot at the Woburn Street School (phase 2) will cost \$210,000; a phased expansion of the Wildwood Cemetery to allow for monument footings and walkways in the new section P, opposite the Veterans' Section and including some pavement and landscape improvements. The final item is \$40,000 for engineering services for the design of redevelopment of the existing Shawsheen School tennis courts. Some funding for this project will be provided by the Recreation Department.

There was a brief discussion about the number of trucks and plows owned by the town, the amount of heavy wear and tear the vehicles experience and how many miles of roadway and sidewalk the town plows.

WATER AND SEWER DEPARTMENT

Mr. Woods presented the budget for the Water Division. Personnel Services are increasing 7.9% due to collective bargaining obligations. Contractual Services are down -13.6% primarily because of the MWRA Assessment. The decrease is due to lower Town-wide water usage combined with an increase in the availability of water supplied by the Town's wells. Utilities are level funded. Materials and Supplies is increasing 7.2%. Furnishings and Equipment is decreasing -33.1% for a total ask of \$49,500 to cover four items. The Water Division is asking for \$19,500 to replace the aluminum sulfate pump at the Sargent Water Treatment Plant that is 30 years old; \$18,000 for the replacement of the potassium permanganate pump at the Butters Row WTP that can no longer be repaired; \$7,000 to purchase a new SCADA PC for the Sargent WTP; and \$5,000 to replace the acid cleaning pumps at both plants.

Mr. Woods then reviewed the Capital Outlay account for the Water Division. \$100,000 will be used to continue the longstanding practice of replacing undersized water mains and associated infrastructure each year. \$275,000 will be used to fund the engineering services and demolition of an inactive tank on Nassau Avenue that has been replaced; \$180,000 will be used to upgrade the Programmable Logic Controller at the Sargent WTP to ensure safety and operations. There was a brief discussion about cyber security. After a question from Mr. Stokes, Mr. Woods assured the Committee that although nothing is infallible the Town has the best of technology and meets all regulations for security; \$750,000 to rehabilitate the wellfield at Salem Street; Replacing vacuum piping and pumps that are over 30 years old will cost \$90,000; the Water Division is also asking for \$43,000 for the purchase of One (1) Heavy-Duty ¾-ton Pickup with Plow (W-8); \$50,000 to replace the flow control valve system at the MWRA vault; \$70,000 for the design phase of the replacement of the Route 38 water main; \$30,000 for the purchase of One (1) Small Pickup Truck to replace the current Water 5; and \$55,000 to redevelop Shawsheen Ave and Salem St Wells that are degraded.

Mr. Woods reviewed the budget for the Sewer division, which is level funded excluding Personnel Services which will see an increase due to collective bargaining obligations. The total change over FY 20 is an increase of 2.9%. Mr. Nally asked if an expansion of the sewer system would be possible. Mr. Woods answered that we can expand it but we are limited to the sewer districts. There was a discussion about the Jefferson Road development sewer project. Mr. Doherty asked if other houses along the way would be able to connect to this sewer for which Mr. Woods said yes, if it is a gravity system, but he has not seen any plans and would need more information.

OTHER BUSINESS

Mr. Hull, as a follow up to a question from the prior meeting regarding the Assessors' budget with respect to the expenditure column from Fiscal 19, handed out a revised version with corrections made to reflect the expenditure amounts not the requested amounts.

Also previously requested by the Committee was information about the enrollment of students in school choice, charter, and technical schools. Mr. Perry stated that after speaking with Assistant Superintendent Paul Ruggiero, he expects that enrollment should remain fairly constant from year to year.

Ms. Gallezzo asked if there are any new petition articles received by the Town. Mr. Hull stated that an article was received earlier that day, to raise and appropriate \$12,658,000 from Free Cash for the preliminary design and construction of a new senior center. This number, used by the petitioner, was based on a rough estimate given during a discussion Mr. Hull had with an architect the Town had used in the past, but these figures are purely approximations. The discussion continued with questions raised about the variables that would inform the actual cost of construction, the need for a feasibility study and what the Town would gain from that type of study, and the effect on the Town's Bond Rating if the full amount was used from Free Cash, given that there are other projects to consider.

Mr. Stokes asked for an update on the Textron property. Mr. Hull stated there has been no recent updates. Mr. Hull speaks with the owners often and will be speaking with them in the morning. The Town is interested in acquiring a portion of the property and the owners are not ready to make any decisions at this time.

APPROVAL OF MINUTES

The Finance Committee reviewed the Minutes from January 28, 2020. A motion was made by Ms. Gallezzo, seconded by Ms. Kincaid, and by the affirmative vote of all it was:

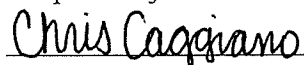
VOTED: To approve the minutes from January 28, 2020.

At the conclusion of the discussion, there being no further business to come before the Committee, a motion was made by Ms. Gallezzo and seconded by Mr. Stokes, it was unanimously:

VOTED: That the Finance Committee adjourn.

Meeting adjourned at 8:10 pm

Respectfully Submitted,



Chris Caggiano
Recording Secretary