



Town of Wilmington

Finance Committee

Meeting Minutes
Tuesday, July 25, 2017

Chairman Theresa M. Manganelli called the meeting to order at 7:00 pm. Members present were Neal Couture, Jonathan Eaton, Marianne Gallezzo, Michele Kincaid, Bernard P. Nally, and Kevin Stokes. Excused: John F. Doherty and Leigh Martinson.

Present: Denise Casey, Assistant Town Manager

The purpose of the meeting was to formalize the adoption of minutes for 2017 Finance Committee meetings.

A motion was made by Mr. Stokes to correct the minutes of February 21, 2017 and February 23, 2017. The drafts stated that he was present at the meeting on February 21, when he was excused, and excused on February 23, when he was present. The motion was seconded by Mr. Eaton and by the affirmative vote of all it was

VOTED: That the minutes be corrected to reflect Mr. Stokes as EXCUSED from the meeting on February 21, and PRESENT at the meeting on February 23.

Ms. Casey edited the documents and saved the changes.

Ms. Manganelli asked the members of the Committee if there were any other changes to be made or reviewed. Ms. Gallezzo stated that the changes she requested had already been made and redistributed to the Committee for review. No other members of the Committee requested any further changes.

A motion was made by Ms. Gallezzo to approve the minutes for all meetings from January 31, 2017 through April 29, 2017, seconded by Mr. Eaton, and by the affirmative vote of all it was

VOTED: To approve the minutes from all Finance Committee meetings from January 31, 2017 through April 29, 2017.

A motion was made by Mr. Eaton to approve the minutes from June 27, 2017, seconded by Ms. Gallezzo, and by the affirmative vote of all it was

VOTED: To approve the minutes from Finance Committee meeting from June 27, 2017.

Ms. Manganelli stated that the Committee will not meet again until October, barring a need to meet prior. The purpose of the October meeting will be to catch up on what has happened and the status of the budget over the last six months. Prior to that meeting, the Finance Committee would like to arrange site visits to the Wildwood School, as the Facility Master Plan scenarios list it as being potentially demolished, and the Roman House, as the Facility Master Plan calls for School Administration to be attached to a potential new Town Hall.

Ms. Kincaid asked if it is feasible to stop putting any further money into the Roman House or Wildwood School over the next five to ten years. Ms. Manganelli stated that though the building is not unsafe, due

to the condition of the Wildwood, it would be best to pay to keep the building functioning without costly renovations.

Mr. Eaton asked if the Facility Master Plan had any sort of timeline as the scenarios place a new School Administration/Town Hall adjacent to the site of the current Senior Center, and a new Senior Center at the site of the current Town Hall. Ms. Manganelli stated that the plan may require building the new School Administration/Town Hall while the Buzzell Senior Center continues to operate, until the old Town Hall can be demolished and a new Senior Center constructed. There is currently no timeline for the proposed projects. The intent is to present and explain the entire Facility Master Plan at the 2018 Town Meeting.

Ms. Kincaid stated that there are ways to work out financing, spread out debt, and have enough money in the stabilization fund to maintain payments and minimally affect taxes.

Ms. Gallezzo asked if there are any grants available for such construction projects. Ms. Casey stated that there are grants like MSBA for school construction projects, however she is unsure of grant funds for municipal buildings. Ms. Manganelli asked if there may be grants specifically for Senior Centers. Ms. Casey stated there are possibly more avenues available for Senior Center projects.

Ms. Gallezzo stated that it is important to figure out what comes out of free cash and asked what percentage of the budget should be available in free cash. Ms. Manganelli stated that 10%-15% is recommended, though there is no penalty for not maintaining that amount.

Mr. Eaton asked how much is currently available in free cash. Ms. Casey stated that it was \$18 million, but \$3 million was allocated to different stabilization funds, and there is still \$15 million in free cash.

At the conclusion of the discussion, and there being no further business to come before the Committee, a motion was made by Mr. Eaton, seconded by Ms. Gallezzo, and by the affirmative vote of all, it was

VOTED: That the Finance Committee adjourn.

Meeting adjourned at 7:18 pm.

Respectfully submitted,

Recording Secretary