



# Town Of Webster Massachusetts

Est. 1832

## Finance Committee

350 Main Street  
Webster, MA 01570

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**Earl Gabor, Chairman**  
**Sarah Sansom, Vice Chairman**  
**Christine Jackel, Recording Secretary**  
**Nick Adamopoulos**

**Kiel Becker**  
**Joe Beresik**  
**Neil Dixon**  
**Michael Finamore**  
**Carole Marchand**

MINUTES  
June 8, 2017

Present: Nick Adamopoulos, Kiel Becker, Neil Dixon, Earl Gabor and Sarah Sansom

Absent: Joe Beresik and Carole Marchand

The meeting of the Finance Committee was called to order at 7:08 PM on Thursday, June 8, 2017 by Chairman Earl Gabor in the Board of Selectmen Meeting Room in the Town Hall. Town Administrator, Doug Willardson was also in attendance.

Chairman Gabor recognized Doran Crouse, Water Superintendent and Michael Schrader, Tighe & Pond, moved them up on the agenda to present their Water Capital Improvement Plan.

### Water Capital Plan

The design approval from the state received on June 8<sup>th</sup>. Chairman Gabor told Mr. Crouse and Mr. Schrader that he wants the Finance Committee involved from the beginning. They explained the chemical and electrical are the largest cost at \$105,328 and \$185,275. They estimate \$310,000 to operate including current electrical and chemical costs. Thompson Road water main connector to the new treatment plant is included in capital plan. Will budget for appropriation and estimated quantities based upon "engineer's opinion of probable construction cost." Plan is cleaning, lining, replacement; cast iron currently is not lined; every valve and hydrant to be cleaned (not done since 1970s). They will connect a hose to each house to provide temporary water. There are 40 miles/ at \$200/ft. Mr. Dixon asked how long the process would take. Mr. Schrader said a capital plan had been presented in 2014 and we are currently working on that plan. Ice pigging was successfully completed. Mr. Finamore expressed concern regarding the cost to taxpayers, estimating it could cost \$100m over a span of 10 years. Chairman Gabor said that even a 5-year cap plan could change. Improvements to be made are: update hydraulic model after flushing/pigging; establish improvement from previous; prioritize and rank update capital costs and defer rate impacts. Mr. Finamore asked how much input the Fire Department had and if they talked to the Chief, based on the flow which is a huge benefit to the Fire Department. With regard to the tank on Park Road, was last cleaned in 2015 and it holds 100 ft, but has dropped to 80. That tank and the one on Rawson Road will be cleaned along with the next round of ice pigging and prior to the treatment plant going on line.

Mr. Finamore asked what the estimated % would be per year for labor and was told 3%. He also noted that most communities are going down and Webster is flat at 2-3% He noted that many residents were mandated to hook up to the sewer, A handout of the engineer's opinion of probably construction cost , which is a class 4, shows the construction contingency at 25% or \$133,993.. Mr. Shrader and Mr. Crouse are working on a brochure for the townspeople. Chairman Gabor thanked Mr. Crouse and Mr. Schrader for their time and presentation to the committee.

### Minutes

Motion was made by Mike Finamore and seconded by Neil Dixon to accept the minutes of the April 26, 2017 meeting of the Finance Committee. Vote was unanimous; motion carried.

Motion was made by Neil Dixon and second by Nick Adamopoulos to accept the minutes of the May 4, 2017 meeting of the Finance Committee. Vote: Yes-5; Abstain-1; motion carried.

Motion was made by Neil Dixon and seconded by Nick Adamopoulos to accept the minutes of the May 8 2017 meeting of the Finance Committee. Vote: Yes-5; Abstain-1; motion carried.

### Re-Organization

Chairman Gabor opened nominations.

For the position of Chairman: Motion was made by Sarah Sansom and seconded by Neil Dixon to nominate Earl Gabor as Chairman. Vote was unanimous; motion carried.

For the position of Vice Chairman: Motion made by Neil Dixon and seconded by Kiel Becker to nominate Sarah Sansom as Vice Chairman. Vote was unanimous; motion carried.

For the position of Recording Secretary: Motion was made by Mike Finamore and seconded by Nick Adamopoulos to nominate Christine Jackel as Recording Secretary. Vote was unanimous, motion carried.

For the position of backup secretary: This individual will take minutes of the meeting in the absence of the Recording Secretary, when no recording of a meeting takes place. Motion was made by Michael Finamore and seconded by Earl Gabor to nominate Neil Dixon. Mr. Dixon accepted as long as he can record the minutes so he can participate in the meeting. Vote was unanimous; motion carried.

### Reserve Fund Transfer Request – Tom Ralph

Mr. Ralph came before the committee with two (2) quotes after the May 8<sup>th</sup> town meeting where there was a demo of electronic voting. The one from Option Technologies came in at \$36,234 which included purchasing a system with 300 handsets and two welcome stations for check in. The other was from Turning Technologies for \$9,998; which includes 200 handsets at (\$43.50 each). Speech recognition software and microphone \$250. The T/A said we would not have to purchase a laptop as there is a refurbished one available. The law allows a secondary room or section with hand voting. The cost would be approximately \$10,449.25. Mr. Adamopoulos asked if this included troubleshooting, and if free updates are provided and all software under the agreement and Mr. Ralph said it has a one year warranty and tech support. Mr. Ralph said the software can be downloaded on the laptop.

Based on this information if approved, Chairman Gabor would sign an agreement so we would have it prior to the October Town meeting. Motion was made by Mike Finamore and seconded by Sarah Sansom that the Finance Committee authorize the amount of \$10,449.25 to purchase the system. Vote was unanimous; motion carried.

#### General Fund Transfer Request – T/A Willardson

T/A Willardson distributed a copy listing department, account and individual notes regarding each item. The property at 34 East Main Street needs to be demolished at an estimated cost of \$40,000. Motion was made by Sarah Sansom and seconded by Neil Dixon to approve the amount needed. Vote was unanimous; motion carried. The second item was a request for \$32,000 to purchase a mobile security camera, in light of the recent shootings that took place in Webster. The T/A said there are some cameras on Main Street and a beat officer downtown. Mr. Dixon asked if there might be funds in the Police Drug Trust and the T/A said he would check the balance in the account. Motion was made by Earl Gabor and seconded by Neil Dixon to pay the amount requested, should no other monies be available. Vote was unanimous; motion carried.

#### T/A Report

Question was asked regarding legal bills regarding the Board of Health and why an attorney out of Fall River was being used by the T/A. Mr. Willardson said it is someone he has worked with in his previous position/town and was always very satisfied with his work and the fee. Regarding the Waste Transfer Contract the T/A will meet with the current company next week, noting the contract expires September 1<sup>st</sup>. The T/A negotiated a three year contract of 2-1/2 – 2 - 3% increase for the Firemen, which breaks down to an average of 2 1/2%, an increase of \$6,000. With regard to the capital plan, the T/A and department heads will assess the capital equipment and spread purchase out. Mr. Finamore suggested the T/A contact Selectmen Dowgiewicz for a list of town equipment and see what needs to be replaced and prepare a 5-year plan and 1 year budget. Motion was made by Neil Dixon and seconded by Sarah Sansom to have this plan and budget in place for the October meeting.

#### May 8<sup>th</sup> Town Meeting Recap

Chairman Gabor said this item will be moved to the next Finance Committee meeting..

#### Next meeting

The next meeting of the Finance Committee will be held on Thursday, July 6, 2017 at 7:00 PM in the Board of Selectmen Meeting Room in the Town Hall. A Joint Meeting with the Board of Selectmen will be held on Monday, July 10, 2017 in the Board of Selectmen Meeting Room in the Town Hall at 6:00 PM.

#### Adjourn

There being no further business, motion made by Sarah Sansom and seconded by Kiel Becker to adjourn at 8:45 PM. Vote was unanimous; motion carried.

Respectfully Submitted,

Christine Jackel  
Recording Secretary

Discussion Items:

- Price Quotes Turning Technologies and Option Technologies
- Engineer's Opinion of Probable Construction Costs
- Department / Account / Amount Needed from T/A