

**October 16, 2017 Finance Committee Minutes
Meeting Held at the BHS Conference Room
Prior to the 7:00 PM Town Meeting**

Present: Earl Gabor, Sarah Sansom, Mike Finamore, Carole Marchand, Nick Adamopoulos, Laurie Bysiewicz, Laura Backus, Neil Dixon, TA Doug Willardson

Absent: Christine Jackel, Recording Secretary

Neil Dixon voice recorded the minutes of the meeting

At about 6:01 PM the FinCom meeting was called to order by Chairman Earl Gabor to final review the following Warrant Articles for the October 16, 2017 ATM.

Mr. Gabor suggested that the committee get right into the Articles, starting with Articles 7, 8 & 9.

ARTICLE 7: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, the sum of \$45,000 to the Stabilization Fund; or take any action thereon.

Sponsored by the Town Accountant - Selectmen & Finance Committee recommend approval

ARTICLE 8: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, the sum of \$250,000 to the Stabilization Fund; or take any action thereon.

Sponsored by the Town Accountant - Selectmen & Finance Committee recommend approval

ARTICLE 9; To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, the sum of \$150,000 to the Stabilization Fund; or take any action thereon.

Sponsored by the Town Accountant - Selectmen & Finance Committee recommend approval

At our previous meeting held 9/21/17 FinCom recommended transferring 10% of Certified Free Cash into the Stabilization Fund (at that time the TA estimated Free Cash would roughly be \$1,351,285.72), since then Free Cash has been certified for FY17 at \$2,649,329.00.

Vice Chairman Sarah Sansom brought to the FinCom's attention that the Financial Policies that are waiting for the BOS approval recommend 30% of Certified Free Cash to be transferred into the Stabilization Fund until the 5% of the annual budget is met which is approximately \$3 million dollars.

FinCom recommends that the 30% of Certified Free Cash which is \$2,649,329.00 be transferred into Article 7 bringing it to the amount of \$395,000 from \$45,000 which was recommended by the Town Administrator.

Article 8 would remain at \$250,000 and Article 9 would remain at \$150,000 bringing the total of Certified Free Cash being transferred to the Stabilization fund to \$795,000.

The Town Administrator is in support of this recommendation but noted to FinCom that the Town Moderator might rule it out of order based on the amount of Article 7 would be more than the article states.

Mike Finamore made the motion to increase the amount in Article 7 from \$45,000 to \$395,000 as recommended by Chairman Gabor. Second by Neil Dixon

All in favor: Unanimous

Oppose: None

ARTICLE 19: To see if the Town will vote to appropriate a sum sufficient for the purpose of incorporating the sewer pump stations into the SCADA (Supervisory Control and Data Acquisition) System and for all incidental and related expenses. To meet said appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow said sum under M.G.L. Chapter 44 or any other enabling authority; or take any action thereon.

Sponsored by the Sewer Superintendent Selectmen & Finance Committee recommend approval

Chairman Gabor mentioned to the Town Administrator that the original earmark for this program was \$800,000 and the Article states \$962,102. The Town Administrator told the FinCom that the \$962,102 contains a 25% contingency.

No further action required by FinCom.

ARTICLE 20: To see if the Town will vote to appropriate \$575,000 for the purpose of purchasing a new fire engine, including associated equipment and all related incidental costs, to replace Engine 5 and Ladder 2, and that to meet said appropriation the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum under M.G.L. Chapter 44 or any other enabling authority and issues bonds and notes therefore; and further, that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 2A of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any action thereon.

Sponsored by the Fire Chief - Selectmen recommend approval; Finance Committee recommends passing over for more information

Chairman Gabor recommended to the FinCom that we change our recommendation from Pass Over for More Information to Pass Over.

Chairman Gabor told the FinCom that he was going to make a motion on the floor to form a Fire Department Capital Plan Committee comprised of (5) members consisting of the TA, Fire Chief, (1) member from the Finance Committee and (2) Citizens appointed by the Town Moderator. This committee would then report back to the next town meeting in May 2018 and make their recommendation.

Chairman Gabor feels that we need to get a better handle on our needs and spending.

Mike Finamore made the motion to accept Chairman Gabor's suggestion on forming a (5) member committee. Second by Carole Marchand.

All in favor: Unanimous

Oppose: None

ARTICLE 25: To see if the Town will vote to raise and appropriate, transfer from any available funds in the Treasury, or borrow the sum of \$132,852 for the purpose of renovating, constructing improvements, remodeling, reconstructing, making extraordinary repairs to the Bartlett High School for use as School Administration Offices, including but not limited to costs for planning, design, site preparation, construction, furnishing and equipping, as well as all other costs incidental or related thereto; or take any action thereon.

Sponsored by the School Department - Selectmen recommend approval; Finance Committee recommends passing over for more information

Chairman Gabor made a motion that the FinCom change or recommendation from Passing over for more information to Refer to Sponsor.

Chairman Gabor was going to make a motion on the floor to transfer from any available funds (Certified Free Cash) the amount of \$76,511.00 which is the remaining unfunded portion to complete the project.

As with the all the FinCom members we feel the town should not fund the complete project because it was missed managed from the beginning.

Chairman Earl Gabor made the motion to change the FinCom recommendation To Refer to Sponsor and to fund only the unfunded portion of the project of \$76,511.00. Second by Sarah Sansom.

All in Favor: Earl Gabor, Sarah Sansom, Carole Marchand, Laura Backus, Nick Adamopoulos, Neil Dixon

Oppose: Mike Finamore, Laurie Bysiewucz

*ARTICLE 30: To see if the Town will vote to authorize the Board of Selectmen to petition the General court for special legislation authorizing the Town to release iron that certain conservation restriction conveyed to the Town and recorded with the Worcester District Registry of Deeds in Book 36251, Page 160, which restriction is currently held in the carer custody and control of the Conservation Commission, a portion of the land now subject to that restriction located at 35 Sunny Avenue and known as Assessors parcel ID 44-A-5-0, said portion consisting of two parcels of land together having an area of 0,25 acres, more or less, and approximately depicted as "Area to be Taken Out of Restriction Area, 3368.263 Sq. Ft., 0.08 Acres, Loi A" and *'Area To Be Taken Out of Restriction Area, 7575,967 Sq. Ft., 0.17 Acres, Lot B" on that plan entitled: "Preliminary Conservation Site Plan Lot B, Konkel Avenue, Webster, Massachusetts, Applicant(s)/Owner(s) CJP Construction, Inc., Charlton Street, Dudley, MA." dated 5/7/09, prepared by HS&T Group, Inc., a copy of which has been placed on filed with the Town Clerk; and, to the extent necessary, for such permission as may be required by the provisions of Article 97 of the Amendments to the Massachusetts Constitution, all as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before*

enactment by the General Court which are within the scope of the general public objectives of the petition, and to authorize the Board of Selectmen to approve such amendments:

; or take any action thereon.

*Sponsored by the Board of Selectmen - Board of Selectmen & Finance Committee
recommend approval*

Chairman Gabor asked the FinCom members if they wanted to keep the recommendation of Approval or change to Refer to Sponsor.

Laurie Bysiewicz made a motion to change the FinCom recommendation to “Refer to Sponsor”.
Second by: Nick Adamopoulos.

All in favor: Unanimous

Oppose: None

ARTICLE 1: To hear and act upon the report and recommendations of the Board of Selectmen and the Finance Committee.

Sponsored by the Board of Selectmen

Chairman Gabor said he will get up and make a quick synopsis of what we are here for this evening, the \$3.2 million in Articles, the transfers of \$100,000.00 and \$1.2 million in Free Cash, also the \$1.9 million in borrowing.

Then he will go into the fact that FinCom met at 6:00pm tonight and that FinCom had made some changes to our recommendations and voted on these recommendations. He will ask the Town Moderator that he would like to present these changes and recommendations as each article come up.

Chairman Gabor will also note the FinCom and Town Administrator have been working together on Financial Policies and on developing a five (5) year Capital Plan which has begun and he refer back to that plan as articles come up

Chairman Gabor will also state that the DOR audit report has not been presented as of this date but that the Town audit is out and notes the economic status of the Town and it also notes that the Town has been spending a lot and borrowing excessively and not spending enough.

The theme is to borrow/spend less and save more.

Our next meeting will be on October 30, 2017 at 6:30pm in the BHS conference room prior to the STM if required.

A motion was made to adjourn by: Mike Finamore and second by Carole Marchand

All in favor: Unanimous

Oppose: None

Recording secretary: Neil Dixon

Meeting adjourned at approximately 6:47pm