



# TOWN OF TEWKSBURY

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876

## FINANCE COMMITTEE

Thomas L. Cooke, Chairman  
David Aznavoorian, Vice Chair  
Damin Sutherby, Clerk  
Ralph Ford  
Raymond Lisiecki  
David McGinness  
Kelly Brooks

### Meeting Minutes for April 24, 2013

#### 1) Call to Order

The meeting was called to order at 7:20 p.m. by Thomas Cooke, Chairman, at the Tewksbury Police Headquarters. Present were David Aznavoorian, Damin Sutherby, Raymond Lisiecki, and David McGinness. Also present were Richard Montuori, Town Manager, Karen Kucala, Finance Director, and Melissa Johnson, Recording Secretary. Ralph Ford and Kelly Brooks were not present.

#### 2) Correspondence

Mr. Cooke noted that he is in receipt of correspondence from MMA regarding the Finance Committee workshops, which will be held on May 2, 2013, May 9, 2013 and May 16, 2013, as well as a copy of the April and February Beacon. Each was passed around to the members for their review.

Mr. Cooke noted that he is also in receipt of the revised Shawsheen Tech budget dated March 4, 2013 along with an informational letter to the Finance Committee members. The Shawsheen Tech budget was approved by the Shawsheen Tech School Committee at their last meeting. Mr. Montuori will provide copies of the revised Shawsheen Tech budget to the members.

Mr. Cooke discussed the emails he sent out requesting variance reports for the unclassified budget and the school department. Mr. Cooke noted that a report from the school department has not been received since November, 2012. Mr. Montuori will contact the school department regarding this matter.

#### 3) FY2014 Department Budget Discussion and Recommendations

Mr. Cooke has provided the members with a draft copy of his liaison report on the DPW and Water Treatment Plant. It was noted that a tour of the water treatment plant will take place on Saturday, April 27, 2013 at 9:00 a.m. Discussion took place on water usage and its' impact on sewer. Mr. Cooke suggested an audit be done in the future on both water and sewer. Mr. Cooke noted that there is an increase in overtime for both water and sewer

and suggested looking into other revenue generating options such as inspection fees for fire suppression. Mr. Cooke provided a rate schedule for the fire service inspection fees that was taken from another community to Mr. Montuori. Mr. Cooke recommends approval of the town manager's recommended budget for the DPW, Water, and Sewer.

### **Capital Improvement Plan**

Mr. Lisiecki has provided the members with a copy of his liaison report on the capital improvement plan. Discussion took place on what would be done with the old equipment when new equipment is purchased.

**MOTION:** Mr. Lisiecki made the motion to approve the town manager's recommended FY14 Capital Improvement Pan; seconded by Mr. Aznavoorian and the motion carried 5-0.

### **Water Filtration**

**MOTION:** Mr. Aznavoorian made the motion to approve the town manager's recommended FY14 Water Filtration budget in the amount of \$1,933,736.00; seconded by Mr. Lisiecki and the motion carried 5-0.

### **Sewer Distribution**

**MOTION:** Mr. Aznavoorian made the motion to approve the town manager's recommended FY14 Sewer Distribution budget in the amount of \$1,966,024.00; seconded by Mr. Sutherby and the motion carried 5-0.

### **Water Distribution**

**MOTION:** Mr. Aznavoorian made the motion to approve the town manager's recommended FY14 Water Distribution budget in the amount of \$797,854.00; seconded by Mr. Lisiecki and the motion carried 5-0.

### **Unclassified**

Mr. Aznavoorian has provided the members with a copy of his liaison report from his meeting with Mr. Montuori and Ms. Kucala on March 7, 2013. There is an increase in Town Manager Unclassified for insurance and the Shawsheen Tech. Middlesex Retirement has increased 6% and should continue to be monitored. Mr. Aznavoorian recommended adoption of the town manager's recommended town manager unclassified and treasurer/collector unclassified budgets.

**MOTION:** Mr. Aznavoorian made the motion to approve the town manager's recommended FY14 Town Manager Unclassified budget in the amount of \$19,263,087.00; seconded by Mr. Lisiecki and the motion carried 5-0.

**MOTION:** Mr. Aznavoorian made the motion to approve the town manager's recommended FY14 Treasurer/Collector budget in the amount of \$13,551,108.00; seconded by Mr. McGinness and the motion carried 5-0.

Mr. Montuori noted that one change has been made to the FY14 budget: \$34,250.00 was moved into the Veteran's Services budget. As a result, the Veteran's Services budget should be re-voted on.

#### **4) ATM and STM Warrant Article Discussion**

Mr. Montuori has provided the members with a copy of the warrant articles for annual town meeting and special town meeting. The Finance Committee's public hearing on the warrant articles will be held tomorrow, April 25, 2013.

##### Article 8 and Article 9

Mr. McGinness noted that the items in articles 8 and 9 are above and beyond the school department budget and expressed concerns with how the unknown costs associated with the new high school will be addressed in the future. Mr. Montuori explained that in the future the estimated costs will be built into the budget.

##### Article 23

Mr. Lisiecki noted that his article requests a land transfer for a nonprofit and asked what street the land is on. Mr. Montuori noted that the land is on State Street.

##### Article 34

Mr. Lisiecki asked about Article 34 and Mr. Montuori noted that it is his understanding that Article 34 will be withdrawn.

##### Article 40

Mr. Lisiecki inquired about Article 40 which requests to petition Congress. Mr. Montuori explained that the Board of Selectmen made no recommendation on this article as it may not be legal.

#### **Special Town Meeting**

##### Article 4

Mr. Lisiecki noted that this article requests up to \$400,000 for the turf field. Mr. Montuori explained that he was unsure how much of the project could be funded by the CPC. It has been determined that CPA funds can be used for everything but the actual turf. The borrowing article from last year will be rescinded.

**5) Documents Presented and/or Discussed**

FY2014 Town and School Department Budgets  
Liaison reports from Mr. Lisiecki, Mr. Cooke, and Mr. Aznavoorian  
Warrant Articles for Annual Town Meeting May 6, 2013 and Special Town Meeting May 8, 2013

**Adjourn.**

**MOTION: Mr. Aznavoorian made the motion to adjourn at 9:35 p.m.; seconded by Mr. McGinness and the motion carried 5-0.**

*Respectfully submitted,*

Approved: \_\_\_\_\_  
**Damin Sutherby, Clerk**

\_\_\_\_\_  
**Date**