



TOWN OF TEWKSBURY

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876

FINANCE COMMITTEE

David Aznavoorian, Chairman
Damin Sutherby, Vice Chair
Rob Kocsmiersky, Clerk
Raymond Lisiecki
Thomas L. Cooke
Laurence Sanford
Paul McDermott

Meeting Minutes September 24, 2014

1) Call to Order

The meeting was called to order by David Aznavoorian at 7:00 p.m. at the temporary town hall (Pike House). Present at the meeting were Damin Sutherby, Rob Kocsmiersky, Ray Lisiecki, Larry Sanford, and Paul McDermott. Also present was Richard Montuori, Town Manager, Melissa Johnson, Recording Secretary, Jerry Selissen, Town Moderator, and Todd Johnson, Board of Selectmen.

Tom Cooke was not in attendance

2) Public Hearing – Address requirements of Finance Committee public hearing

Mr. Aznavoorian opened the meeting with the Pledge of Allegiance.

Mr. Aznavoorian introduced the members of the Finance Committee and requested a motion to waive the reading of the warrant articles.

MOTION: Mr. McDermott made the motion to waive the reading of the Special Town Meeting warrant articles; seconded by Mr. Lisiecki and the motion carried 6-0.

3) Warrant Articles Public Hearing – Special Town Meeting

Article 1

Mr. Montuori explained that Article 1 seeks to raise and appropriate \$843,507 into FY2015 budgets. These budgets are able to be funded since State Aid and Local Receipts revenue was higher than projected. The FY15 budgets are as follows:

- School Budget Operating LEA \$460,000

Mr. Montuori explained that these funds will go towards legal expenses, lawsuits, etc. as well as increased cost in utilities, maintenance agreements, and Special Ed costs.

- School Debt Exempt Interest \$ 10,000

Mr. Montuori explained that this is for the first interest payment on the \$3M that will be borrowed over the next few weeks. It is hoped that this will be the final borrowing for the high school project.

- Board of Selectmen Professional Services \$ 10,000

Mr. Montuori explained that he is expecting there to be a deficit in this budget. The Town is joining an economic development group called Middlesex 3; which was not budgeted for. It is hoped that this group will help with economic development in the community. In addition, the town would like to hire a professional to help with HVAC oversight and monitoring for the various municipal buildings as this seems to be a problem every year.

- Town Hall Operating Non Utilities \$ 1,400

Mr. Montuori explained that based on what has been spent to date; he is projecting a deficit in this budget.

- Police Salaries Overtime \$ 75,000
- Fire Vehicle Maintenance \$ 7,000
- Library Salaries Overtime \$ 6,000
- Town Unclassified Occupational Health \$ 25,000
- Veteran's Operating \$ 95,000

Mr. Montuori explained that all of the above budgets have projected deficits in FY15.

- Essex North Shore Agricultural & Tech Sch \$154,107

Mr. Montuori explained that previously the assessment for Essex North Shore Agricultural and Technical School was a part of the State and County charges. The State has changed its practices and is now requiring that the town appropriate the funds within their budgets.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 2

Mr. Montuori explained that Article 2 requests to transfer \$59,400 from certified free cash for various one time expenditures. Mr. Montuori noted that certified free cash as of July 1, 2014 is \$4,639,396 and is made up mainly of money that was turned back from budgets at the end of the fiscal year as well as revenue that came in higher than projected

in FY14. Once free cash has been certified, \$600,000 is taken of the top and put towards future snow and ice deficits.

Mr. Montuori explained that Article 2 seeks to use certified free cash funds for onetime items: chair lift at the senior center (\$5,000), hazardous materials survey (\$2,500), Library parking lot and grounds (\$10,000), Library computers (\$10,000), Computer Services new computers (\$18,000), adopt an island program (\$3,900), and town hall annex carpet (\$10,000).

Mr. Lisiecki noted that revenues were raised for FY15 based on some of the actual numbers that have been received and asked what Mr. Montuori's expectation is for free cash next year. Mr. Montuori explained that \$4.6 is higher than normal and is largely the result of funds being turned back from health insurance.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 3

Mr. Montuori explained that Article 3 requests to transfer \$110,420 from certified free cash for items for the police department: police tasers and accessories (\$42,097), police vehicle and digital radio (\$43,423), and police installation of new base radio (\$24,900).

Mr. Aznavoorian asked if the tasers will be in all police vehicles. Mr. Montuori explained that every police officer will now have a taser.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 4

Mr. Montuori explained that Article 4 requests to transfer \$397,590 for DPW items: DPW Highway Volvo Loader (\$179,900), DPW Highway 2 dump body modifications and replacements (\$44,000), and DPW Holder Tractor with boom and snow blower attachments (\$173,690).

Mr. Montuori explained that the loader is a replacement and had been previously requested by the department at town meeting and was cut.

Mr. Aznavoorian asked if there is any special training required for this equipment. Mr. Montuori explained that licenses are required and there are currently staff members who are licensed.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 5

Mr. Montuori explained that Article 5 requests to transfer \$58,407 from certified free cash for various fire department items: Fire department vehicle warranty (\$10,120), fire

department stretchers (\$21,558), and fire department ambulance laptops and software and vehicle modems (\$26,729).

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 6

Mr. Montuori explained that Article 6 requests to transfer \$485,000 for various school department capital expenditures: paving of strong field (\$120,000), Wynn Middle Scholl finish painting and repairs (\$100,000), Ryan School painting and repairs (\$75,000), Wynn Middle School replace sidewalk (\$100,000), and Cafeteria tables for four elementary schools (\$90,000).

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 7

Mr. Montuori explained that Article 7 is a standard article to pay late bills and noted that \$41,821.67 is higher than most years. The three major bills are: Power and Sullivan (\$13,700), Charles Zaroulis Law Offices (\$15,350), and National Grid (\$9,290.58).

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 8

Mr. Montuori explained Article 8 is seeking the reallocation of funds from a previous warrant article. The town approved the appropriation of \$65,000 at the October 13, 2013 Special Town Meeting for the purpose of purchasing a 15 foot wide gang lawn mower. The \$65,000 appropriation has a remaining balance of \$16,854.67. This article seeks approval to use the remaining funds to purchase attachments to the parks tractor to maintain the town recreation fields.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 9

Mr. Montuori explained that Article 9 requests to transfer \$11,397.64 from the fire department protective gear stabilization fund to purchase protective gear for new firefighters.

Mr. Aznavoorian asked if this is just for the four new firefighters and Mr. Montuori confirmed this.

Mr. Lisiecki noted that the Fire Chief previously informed the Committee that he was applying for a grant for the gear. Mr. Montuori explained that the agency issuing the funds has run out of money. The Fire Department will be applying for the next grant round.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 10

Mr. Montuori explained that Article 10 requests to transfer \$40,000 for a Town Center Master Plan. Mr. Montuori explained that the Board of Selectmen put together a Town Center Master Plan Committee that has been working to determine ideas for a Master Plan for the town center to make it more viable for residents to utilize and improve its esthetics.

Mr. Aznavoorian asked how long it is expected to come up with a plan. Mr. Montuori noted that he is not sure, but there is a lot of work that still needs to be done including putting out an RFP.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 11

Mr. Montuori explained that Article 11 seeks to transfer \$1,000,000 from certified free cash to the Town's Health Insurance Claims Trust Fund. Mr. Montuori explained that the town has self insured health insurance which means the town pays for all claims to a certain amount. The insurance does not go in to effect until the claim for the individual has reached \$150,000.

Mr. Lisiecki requested a total balance for the stabilization fund after all of the articles. Mr. Montuori noted that this will be made a part of the handout at special town meeting.

Mr. McDermott asked if the insurance claims trust fund is also taken into consideration in determining the town's bond rating and Mr. Montuori confirmed this.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 12

Mr. Montuori explained that Article 12 requests to transfer \$350,000 from certified free cash to the Other Post Employment Benefits (OPEB) account. This is something that was started last year and put into the fiscal policy. A minimum of \$350,000 is set aside each year to begin addressing the \$166M in unfunded liability for retiree health insurance.

Mr. Lisiecki noted that the fiscal policies were created to maintain the town's bond rating and Mr. Montuori confirmed this and explained that the policy was put together at the recommendation of the town's legal counsel as well as Standard & Pours. Mr. Montuori noted that all of the conditions of the fiscal policy are being met.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 13

Mr. Montuori explained that Article 13 requests to raise and appropriate \$230,000 that is available as the result of New Growth coming in higher than what was projected. In addition, the Article requests to transfer the sum of \$1,538,579 from certified free cash to the town's stabilization fund. Mr. Montuori noted that there will be a slight change in the language to make it clearer when presented at town meeting. The language "for a total of \$1,768,579..." will be added.

Mr. Selissen explained that it is his intent is to take two separate votes on this Article.

Mr. Kocsmiersky asked if it would be more beneficial to have two separate warrant articles instead of two separate votes for the same Article. Mr. Montuori explained that in the future they will be done as two separate Articles.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 14

Mr. Montuori explained that Article 14 seeks to amend the Zoning Bylaws. In order for the town to continue its participation in the Flood Plain Insurance Program, the flood plain map needs to be incorporated into the town's overlay district.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 15

Mr. Montuori explained that Article 15 is a petitioner article and requests to change the zoning of a portion of land on Livingston Street. This area was also brought forward at the May town meeting seeking to change from Heavy Industrial to Residential and it did not pass. The Planning Board took up this issue at its last meeting and voted to approve the Article as it is a change of conditions; which allows it to be brought forward. The Article seeks to change the zoning to allow for multi-family housing. There is currently a proposal for 70 units.

Mr. Lisiecki asked if there is a time limit to submit the same Article. Mr. Montuori explained that there is a time limit for the same Article; however, there is a change of conditions in this particular Article. Mr. Montuori noted that the Board of Selectmen unanimously voted to approve this Article.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 16

Mr. Montuori explained that Article 16 is a street acceptance for Wells Drive. The Board of Selectmen approved the layout of Wells Drive; however, they did not take action on the warrant article and will discuss this further at 6:30 on October 7, 2014.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

Article 17

Mr. Montuori noted that this is also a petitioner Article and he would prefer the school department address it.

Mr. Lisiecki asked if town counsel has reviewed the Article and Mr. Montuori confirmed this.

Mr. Aznavoorian opened the hearing to the public and no one came forward to comment.

MOTION: Mr. Lisiecki made the motion to close the public hearing portion of the meeting at 7:40 p.m.; seconded by Mr. Kocsmiersky and the motion carried 6-0.

Mr. Aznavoorian called the regular meeting back to order at 7:45 p.m.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 1 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 2 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 3 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 4 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 5 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 6 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 7 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 8 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 9 as presented; seconded by Mr. McDermott and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 10 as presented; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 11 as presented; seconded by Mr. McDermott and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 12 as presented; seconded by Mr. McDermott and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to recommend adoption of Article 13 as presented; seconded by Mr. McDermott and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to defer Article 14 to the Planning Board; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to defer Article 15 to the Planning Board; seconded by Mr. McDermott and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion to table Article 16 to October 17, 2014 at 6:30 p.m.; seconded by Mr. Lisiecki and the motion carried 6-0.

MOTION: Mr. Sutherby made the motion for no recommendation on Article 17; seconded by Mr. Lisiecki and the motion carried 6-0.

Adjourn.

MOTION: Mr. Lisiecki made the motion to adjourn at 8:10 p.m.; seconded by Mr. Sutherby and the motion carried 6-0.

Approved: November 20, 2014

**Documents Presented and/or Discussed
September 24, 2014**

- 1) Special Town Meeting Warrant Articles
A copy can be found with the Town Manager's office or Town Clerk's Office