



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 April 9, 2015

1) Call to Order

The meeting was called to order by David Aznavoorian, Chairman, at 7:00 p.m. at the Pike House. Present at the meeting were Tom Cooke (late arrival), Ray Lisiecki, Larry Sanford, Paul McDermott, Damin Sutherby, and Rob Kocsmiersky. Also present was Richard Montuori, Town Manager, Karen Kucala, Finance Director, and Melissa Johnson, Recording Secretary.

2) FY16 Budget Department Review (subject to change)

Capital Improvement Plan

MOTION: Mr. Cooke made the motion to remove the Capital Improvement Plan (CIP) from the table; seconded by Mr. Lisiecki and the motion carried 7-0.

Mr. Montuori reviewed the FY16 Capital Improvement Plan and noted that the projects are mainly Fire Department and DPW improvements. The CIP is being presented in the same format as previous years. Included in the Plan is \$145,000 for a new ambulance, \$41,000 for fire department pick up truck, \$110,000 for structural gear for the firefighters, \$200,000 for DPW drainage system improvements, \$55,000 for drain storm water project development and design, \$200,000 for storm water system mapping, \$969,000 for pavement management, \$120,000 for Intersection Signal Improvement, \$140,000 for traffic sign improvements, \$40,000 for transportation project design and development, \$75,000 for town facility dumpster screening, \$280,000 for DPW equipment replacement program, \$120,000 for sewer collection system upgrades, \$125,000 for hydrant replacement program, \$445,300 for water distribution improvements, \$13,100,000 for water treatment plant upgrade, \$30,000 for water tank maintenance and upgrade: Astle Street tank assessment, and \$35,000 for water tank maintenance and upgrade: tank mixers.

Discussion took place on possible locations for a new fire station. Mr. Aznavoorian suggested the old police station site and Mr. Montuori explained the site is too small

and the soil is poor. Mr. Sanford asked if there is a possibility to use State land and Mr. Montuori explained that it is unlikely.

Mr. Aznavoorian asked if it is possible to go the same route as the last fire truck purchased for this purchase as well and Mr. Montuori explained that this is being looked in to.

Mr. Lisiecki noted that all of the fire gear must be replaced at the same time as it was all purchased at the same time under a grant and suggested a replacement program in the future. Mr. Montuori noted that the fire department was unsuccessful in obtaining this grant again.

Mr. Kocsmiersky asked how old the existing ambulance is and Mr. Montuori noted approximately 4 years old.

Mr. Montuori explained that it is not possible to fund all of the DPW requests and noted that Chapter 90 funds will be utilized for some of the projects and others will be addressed in the fall.

Mr. Montuori discussed the Nonpoint Pollution Discharge Elimination System (NPDES) permit and noted that the town will be fined if it does not comply. Mr. Montuori explained that the Federal Government is pushing for storm water fees and noted that the town of Reading already has a fee in place. The push is towards establishing an enterprise fund and charging a fee.

Mr. Montuori noted that the traffic sign improvements will be pushed off to the fall.

Mr. Aznavoorian noted that it is expected that additional Chapter 90 funds will be received and it was noted that approximately \$300,000 will be received for roadway paving. Mr. Montuori noted that the major paving area in 2016 will be North Street and East Street in 2017. Approximately \$138,000 was received from the State for pothole repair; however, these funds will be used towards the paving of State Street and the normal pothole budget will be utilized for pothole repairs. Mr. Montuori noted that in 2016 resurfacing of North Street to Northgate to Route 495, Pleasant Street to Main Street to Pillsbury, and Clark Road beyond Village will all be resurfaced. Mr. Cooke asked if the utility companies have been made aware so that these roadways are not being torn up in a year and Mr. Montuori confirmed this.

Mr. Montuori noted that in 2017, East Street at the railroad tracks to Maple Street will be resurfaced. Mr. Cooke noted that he does not feel sufficient funds have been set aside as this will be a larger project.

Mr. Montuori reviewed the projects under facilities and parks; which include: backstops, fencing, and other improvements at Livingston Park, DPW building and garage improvements, enclosure of town dumpsters per Board of Health regulation, and tree stump removal. Mr. Montuori noted that the tree stump removal will only take place on town owned land.

Mr. Montuori noted that there are no DPW Fleet and Equipment projects planned for the May town meeting. It is hoped this can be addressed in the fall.

Mr. Montuori reviewed the Sewer Enterprise and Water Enterprise improvements which include: inflow and infiltration, sewer pump station improvements, hydrant replacement program, water distribution improvements, and water treatment plant upgrade. A 20 year borrowing will be done for the water treatment plant replacement.

Mr. Sutherby suggested combining the new fire station with the regional 911 dispatch center. Mr. Montuori explained that this had been discussed as a possibility; however, the regional 911 project is some years off.

Mr. Sutherby discussed personal cameras for the police officers and explained that this is also for their own safety. Mr. Montuori noted that he will discuss this with the Police Chief.

Mr. Aznavoorian asked if there are any grants or opportunities under the Green Community Grant for funding for a new fire station and Mr. Montuori noted that this is being researched.

Mr. Cooke requested a report on the grants received and how the grant was handled with the MSBA. Mr. Montuori will provide this information. Mr. Montuori noted that the rebates from the Green Community Grant go back into the green projects.

Discussion took place on detention basin rehabilitation for the basins that are turned over to the town by developers. Mr. Montuori noted that there is currently no budget for this. Mr. Lisiecki suggested charging the developers a fee to help maintain the basins and streets in the future. Mr. Montuori will look into this.

3) Town Manager and Finance Director Reports (as applicable)

Snow and Ice Over Expenditures

MOTION: Mr. Sutherby made the motion to approve Snow/Ice Over Expenditures #5 in the amount of (\$888,155.47); seconded by Mr. Sanford and the motion carried 7-0.

Lateral and Reserve Funds Transfers

No.	Amount	From	To	Reason
25	\$405,000.00	School Group Health	Ma tui public sep day 6-21	SPED - Costs

No.	Amount	From	To	Reason
28	\$88,140.00	Regional Vocational School	Ma tui public sep day 6-21	SPED - Costs

No.	Amount	From	To	Reason
29	\$25,000.00	School Group Health	School Unemployment	Unemployment costs higher than projected.

Mr. Aznavoorian explained that he would prefer the Finance Committee support the SPED mitigation plan and oversee spending rather than approving transfers.

4) Finance Committee Matters of Interest (as applicable)

There were no matters of interest to be discussed.

5) Committee Member Reports (as applicable)

Green Committee

Mr. Cooke noted that the Green Committee has been reorganized down to five members. The grant for \$165,000 is in motion.

Computer Study

Mr. Aznavoorian noted that there is nothing new to report on the Computer Study Committee.

6) Approval of Meeting Minutes

There was no meeting minutes presented for approval.

7) Approval of Recording Secretary and Timesheet

There was no recording secretary time sheet presented for approval.

8) Future Proposed Meeting Dates (subject to change)

The next meeting is scheduled for Thursday, April 16, 2015.

Adjourn.

MOTION: Mr. Cooke made the motion to adjourn at 8:53 p.m.; seconded by Mr. McDermott and the motion carried 7-0.

Approved: February 11, 2016

Finance Committee

April 9, 2015

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Documents Presented and/or Discussed
April 9, 2015

- 1) **FY2016 Capital Improvement Plan**
A copy can be found with the Town Manager

- 2) **Snow and Ice Overage Report No. 5**
A copy can be found with the Finance Department

- 3) **Lateral Transfer Requests 25, 28 and 29**
A copy can be found with the Finance Department