

FINCOM
Meeting Minutes – October 5th, 2016

Members Present: Don, Laura, Bruce, Dick, John, Steve, Charles, Heidi
Others: Wyona Lynch-McWhite and Doug Thornton
Location: Town Hall Meeting Room

Don called the meeting to order at 7:02PM.

Minutes: The Minutes of the September 21st meeting were amended and then unanimously approved.

Public Commentary: None.

Warrant Article Presentation:

- Article 7 was discussed including:
 - Why there is a need for the Chief to have a contract.
 - Compensation has been agreed to, work conditions have been at issue.
 - 3yr + lump sum to compensate for the time without a contract is \$12,195.
- The discussion was paused to allow Park and Rec to present their report without further delay.

Park and Recreation Commission Report:

- Wyona Lynch-McWhite and Doug Thornton came to provide an update on the Park and Recreation Commission's FY16 expenditures and FY17 maintenance and projects completed and those scheduled for the Fall and Spring.
- 84% of funds spent by the end of FY16.
- Increase in baseball field maintenance costs are due to addition of 70ft base paths to allow flexibility for older children making the transition to full size diamonds
- Contributions from the baseball clubs are put into the revolving account
- Doug Thornton provided a sheet showing the budget, contributions and expenditures (both undertaken and planned) for the Park and Rec Commission (see last page of minutes).
- Completed and planned projects nearly exhaust funds available.
- The Finance Committee asked whether or not there are grant opportunities available for the Commission. Ms. Lynch-McWhite said that she would look into them.
- A lack of coordination in field maintenance was cited by the Finance Committee, but so was the difficult job that the Commission is tasked with.

Warrant Article Presentation:

- Article 1 was recommended to be approved by a 5-1 vote
- Article 2 was recommended to be approved unanimously
- Article 7 was recommended to be approved unanimously

Town Administrator Report:

- Tax receipts by the State of Massachusetts have been lower than projected in July and August.
 - If tax collections continue on this trend, 9C cuts are likely in order to balance the state budget by the end of the fiscal year.
 - Decisions on cuts would not be expected to occur before January.

- Board of Selectmen Meeting:

- Old Library accessibility options were presented:
 - Survey of property has to be performed to determine property lines.
 - Survey results will impact the various options positively or negatively.
 - GPR pinning and survey will cost \$3500. Another estimate from Ross Associates will be obtained.
 - 3 options for Old Library accessibility will be priced out.
- Finance Director Position:
 - Applications have been received.
 - Interviews are scheduled for later in October.
- Town Clerk Position:
 - Applications have been received.
 - Interviews are scheduled for later in October.
- Budget Documents were sent out:
 - Departmental budgets due November 1st, except for BOS items which are due October 27th.

Liaison Reports:

- School Building Committee:
 - Hildreth School OPM has been selected. NV5 has a lot of experience in K-12 construction in Massachusetts. The RFP for the design firm was issued.
- School Committee:
 - Contract negotiations with the HTA are ongoing. Goal is to have contract agreed to by February 1st.
 - HES renovations were discussed.
 - User fees were discussed with the goal of stabilizing costs for at least 3-5 years.
- CPIC:
 - \$500,000 increase in Capital submissions over projections for FY18.
 - \$5,000,000 in total submissions through the FY22 projection.
 - CPIC will present Capital submissions to FinCom on October 19th.
- Charter Commission meeting with FinCom and CPIC October 6th @ 7pm.

Next Meeting: Wednesday, October 19th at 7PM in the Town Hall Meeting Room.

The meeting was adjourned at 9:12PM.

Respectfully submitted,

Charles Oliver, Secretary

Parks and Recreation Field Maintenance

Prepared by Doug Thornton for Finance Committee meeting 10/05/2016

This document summarizes expenses from the Parks and Rec Commons budget for the years ending in 2016 and 2017. Listed here are the expenses as they total on the Commons budget Munis report. In the case of baseball field maintenance, the town pays the full bill and the two baseball organizations, HAA and Booster Club, pay their contributions to us. The total minus the contributions, what Park and Rec pays, is in parenthesis. Their payments hit our revolving account from where various DPW capital expenses are drawn from (weed wackers, paint for lining the fields, repairs of the irrigation systems).

	<u>2016</u>	<u>2017</u>
• Baseball field Maintenance	\$15,620 (7,023=5,433+1590)	\$27,900 (\$10,765=8,640+2,125)
• Soccer / Lacrosse / Ultimate	\$5,114.47	\$4,000 (Waite and Ann Lees)
• Already spent for 2017		\$2,500
• Eletric	\$574.72	\$600 (estimate)
• Ratta (6 porta jons, 5 in fall)	\$2,865	\$3,000 (estimate)
• Other	\$2,650	\$0
• Total	\$26.824 (84%)	\$38,000

For 2017, I have estimated our two ongoing expenses, electric and portables, and put in our actual commitments to date for field expenses. The totals here are configured to match the Munis report. In actuality, they should be less the baseball club contributions. For 2017, this means the \$38,000 total should be less their contributions, the difference between 27,900 (the total) and 10,765 (our contribution), or \$17,135. So \$35,000 is reduced to \$17,865. With a budget of \$31,650, this means we have \$13,785 left to spend in the remaining 9 months of the year. With these funds we plan to:

	Estimate
• Clear brush behind the Bromfield baseball field home plate	\$2,000
• Maintain Upper and Lower Depot as we are maintaining Waite and Ann Lees	\$4,000
• Parks expenses (addressing concern we are not spending money on parks)	\$4,000
• Total	\$10,000

With expenses coming in from many sources, our funds are essentially exhausted before we consider some of our bigger field maintenance projects.