

**TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
May 30, 2013, Thursday**

Present: Kenneth DiFazio, Chairman
Arthur Mathews, Councilor
Michael Molisse, Councilor
Michael Smart, Councilor

Not Present: Patrick O'Connor, Vice Chairman

Also Present: Dr. Kenneth Salim, Supt. of Schools
Garry Pelletier, Asst. Supt. of Schools
Sean Guilfoyle, Chair/School Committee
Lisa Belmarsh, School Committee
Tracy Nardone, School Committee
Steven Ford, School Committee
Diana Flemer, School Committee

Recording Secretary: Mary Barker

Chairman DiFazio called the meeting to order at 7:04 PM.

Review discussion of School Department budget with School Superintendent, Assistant Superintendent and Applicable Senior Staff.

Deliberate the following measures:

13 068 Z-Schools

13 073-Free Cash- SPED Out-Of-District Tuition

Chairman DiFazio requested all parties to come forward, and noted for the record that Vice Chairman O'Connor was absent and CFO McKinney may arrive later in the meeting. Lisa Belmarsh made a brief opening statement-she reviewed the changes in the department during her tenure on the budget subcommittee, and included the appointment of a new Superintendent. The budget presented by the School Committee is based on the needs requested by the school administrators. They followed a similar process last year which included public hearings and subcommittee meetings. Dr. Kenneth Salim introduced the members of his staff who were present. He presented the budget request in a power point format that meets the state and federal mandates, while supporting the increasing diversity of the population and the direct impact on the instructional core- the most important work happens within the classroom.

The subcommittee has met several times and a public hearing held. The budget was arrived at by aligning priorities with a blend of one-time and recurring expenses and the needs that will be met within the Mayor's \$59.5 million budget: the WTA contract, which is still in negotiation (included is a tentative range) the state mandated graduation requirements, and the changes to accommodate them, SPED requirements for students moving to the next grade level (TLC and EEC programs at the secondary levels); and the ELL teacher to meet the new standards (to meet a growing population in Weymouth). This totals approximately \$400,000. They then bridged the gap between this and the proposed level services budget-which was drawn from several areas: projected retirements and breakage, transportation and utility savings. There are some savings in the athletics

program -they are making progress in replacing uniforms and athletic equipment. Some salaries will be transferred to revolving /circuit breaker to accommodate the increased use of fees for pay- rider and all day kindergarten programs. It was noted that the budget includes level funding of supplies.

The needs that would be met with an additional \$500,000 allocation: adding two primary teachers and one science specialist; one music teacher to support the middle school and an athletics program piloted this year; a foreign language teacher, career and technical equipment at the high school level; and curricular leadership to support the size of the district and implementation of mandates and standards and to expand the SPED staff to meet the needs of the overall program. There are other non-personnel costs- license, technology support, etc.

There are still needs that will not be met and include 2 positions at the primary level, literacy and math instructional support for the classroom, technology integration specialists at the primary level, and 4 classroom teachers to reduce class sizes. At the middle level it includes a PE teacher, reading and math specialists, behavior program teacher and nursing support (it was noted that they are not able to meet the current state recommended ratio). At the high school level it includes an art teacher, and nursing support. There are a few areas in the career and technical programs- a broadcast program (not a need as much as an opportunity to expand the current program) to keep students in the district rather than out of district placement). It would also include 2.5 positions for curricular leadership, community engagement- limited parent university offerings, SPED requirements beyond the mandates, curricular needs which include technology instruction, home and hospital tutoring and teacher leadership programs, and the substitute teacher program to cover long-term leaves.

Councilor Mathews asked how many more state mandates there this year, compared to last year. Dr. Salim responded that it is difficult to quantify as there are quite a number and he has a document he can share which lists the unfunded mandates. This is a subject that is continually brought up at Superintendents' meeting. The challenge is trying to meet those unfunded needs. Councilor Mathews brought up the local aid and Chapter 70 funds and how the state is not living up to its end. The state is getting out of the business of helping out the cities and towns. Dr. Salim anticipates 72% reimbursement if Circuit Breaker is fully funded and the senate budget holds.

Chairman DiFazio asked for an explanation as to how the gap was bridged- where the starting point was, and what was included. He noted the potential in retirement savings- it could have been a part of the original budget. Dr. Salim responded that the estimates begin before the district knows the projected retirements. Other districts offer an incentive to be informed a year ahead of pending retirement and it might be worth exploring here. Chairman DiFazio asked if the response is the same for transportation savings? Dr. Salim responded yes. Chairman DiFazio also asked the same about moving salaries to the revolving accounts. The needs that would be met with \$500,000- do each have dollar values? Dr. Salim responded yes, and he provided the documentation to support this.

Councilor Smart asked if teachers generally wait until the end of the year to retire. Ms. Belmarsh responded that most make the move either at the very beginning or at the end of the school year to minimize classroom structure disruption. Councilor Smart asked if the district offers or would consider a virtual classroom? Dr. Salim responded that they are looking at expanding it as a way to earn credits or for credit recovery. The access and opportunities are changing rapidly. He asked if it is available for AP college credit; Dr. Salim noted it is not widely used at this time as the challenge is typically cost. There was a brief discussion of online activity access. Ms. Belmarsh noted a few years ago virtual college was tried, but not enough students were utilizing to make it worthwhile.

Chairman DiFazio asked how many new positions are included in the "needs met" budget? Dr. Salim responded 7, and with the additional \$500,000 incorporated into the budget another 6.5 positions would be added. The Chairman noted that the original \$59.5 million budget included a free cash supplement of \$900,000 and with the additional \$500,000 from a non-recurring source; probably the worst thing that could be done is to incorporate

an increasing (with the teachers' contract) recurring expense. There are no other funds on the town side other than these nonrecurring monies.

Chairman DiFazio asked the Superintendent to comment on the long-term plan to increase positions rather than using them to meet one-time technology or teaching material needs. Dr. Salim responded that it is a significant challenge, but these are the critical needs that have been identified. They cannot deprive students of meeting college entrance requirements, or those of students with special needs- not meeting these can result in out-of-district costs which are double or triple than the in-house cost. Chairman DiFazio responded that it is a legitimate question; logical given the limited resources. Ms. Belmarsh added that if they are given the funds, and determine that the most critical need is personnel to reduce classroom sizes, then that is what it will be expended on. It has to be put to where it counts most. Councilor Smart asked if the open positions coincide with the 7 mentioned for hire? Dr. Salim responded that the positions are not posted.

Auditor Swanson provided a list of questions ahead of the budget review, and they were reviewed along with the written responses provided by the school department:

A. Kindly review the updated Organizational Charts with the Committee.

Dr. Salim provided and walked the committee through the review.

B. Discuss the analysis that reconciles the decrease between the School Committee and Mayor Kay's proposed budgets.

The information was included in the packet provided. The clerk positions are not included. It was noted that the technology director and assistant superintendent are leaving. Councilor Mathews asked if any thought has been given to covering this position by expansion within the system. Dr. Salim responded that in a district of Weymouth's size, there are day-to-day operational needs that require the appropriate staffing. It is not possible to consolidate this position.

C. Review the list of positions that have town owned mobile or electronic equipment.

(Provided) Councilor Smart asked how cell phone service is allocated. There is one contract in the town. The provider was changed earlier this year. I-pads and phones do not have data plans; they have wifi and support email. Councilor Mathews asked if there are checks and balances in place to monitor usage. Gary Pelletier responded that some phones have optional data plans that are paid by the user and not the town.

Detailed FY14 Proposed Budget:

A. How many students does this Operating Budget support for the FY14 school year? How does this number compare to FY13, FY12 and FY11? What is the Per Pupil Expenditure amount incorporated in the Mayor's proposed FY14 budget? How does this number compare to other Towns/Cities similar in size to Weymouth?

The FY14 School Budget will be supporting approximately 6,897 students. Reference was made to the Per Pupil Expenditure information attached which compares Weymouth's Per Pupil FTE average students by year and the per pupil expenditure expense by year. Also attached is the Per Pupil Expenditure for surrounding districts. This compares the difference from 2007 through 2012 and how Weymouth and other districts have increased their per pupil expenditures.

B. Are all Salary step increases, lane changes, longevity, stipends and Collective Bargaining Agreement/Employment Contract changes included in FY14 Salary Expense for the administration, all schools and all departments?

Yes; all of the above is included in our final payroll projections for FY2014. The open Unit A contract is not included in payroll projections. It is in active contract negotiations at this time.

- C. In the Personnel Summary describe the duties & responsibilities of the 3.3 ABA Services positions. Why are the salaries budgeted in the Appropriation Request for FY14?

Please refer to the job description attached. The 3.3 ABA positions are paid out of the Circuit Breaker account as previously funded—it 's an in-classroom support for behavioral students.

- D. Describe the duties and responsibilities of the four OCCS Teacher positions.

Please refer to the Office of Childcare Services (OCCS) job description attached. This employee work solely with preschool children and under and also part of the CTE support program.

- E. Total Federal Grants are projected to decrease by \$107,115, mainly due to Title 1 and Educational Jobs funding. What information is used as your basis in projecting the FY14 Grants? Are there any updates in Grant funding since this list was prepared?

The grant projections for FY14 were based primarily on the grant totals from Fy13. Although the District's Federal and State Grants may fluctuate slightly from year to year they tend to stay fairly constant. If a large cut is anticipated, the District is usually made aware of this in advance. For example, due to sequestration, the District was notified by the Massachusetts Department of Elementary and Secondary Education (DESE) to project a possible 6% cut in Federal funding for FY14. This cut was only an estimate. At a recent Title I and Title IIA workshop provided by DESE it was suggested that the cut may actually be closer to 4% than 6%. The reductions will be made to services in this area. Councilor Smart asked how the money is spent and if fully funded, where does the salary go? Dr. Salim responded that it is typically supplemented not supplanted. After 2008 there was federal relief in terms of the Jobs bill, which replaced money lost in the recession.

- F. Explain to the Committee and Auditor how the Revolver works for the School Lunch program as there is a \$2,000,000 beginning balance and an ending balance of \$1,127,597. The line does not cross-foot when adding in revenue and deducting expenses. Why is this?

It was explained that the lines do not cross-foot when adding in revenues and deducting expenses. The Food Service account is budgeted by the Town at the beginning of the school year, based on the amount of revenue the School Lunch program took in the year prior, which was approximately \$2,000,000 in FY13. The revenues that are posted are what was collected for this school year, which includes cash sales and federal and state reimbursements as well.

Dr. Salim noted the account is in the red this year as a result of restrictions. Chairman DiFazio asked if there is an increase in school lunch prices proposed. Dr. Salim responded that 25 cents is proposed, and has not been voted by the committee as of yet.

- G. Provide a list of each Revolving Fund balance as of May 28th to review with the committee and auditor so we have updated numbers.

Updated spreadsheets with the balances through May 28, 2103 were supplied to the auditor and committee.

Chairman DiFazio noted 3-4 positions were added- he asked how many salaried positions are currently from revolving accounts. Chairman DiFazio noted that moving salaries to revolving – he does not recommend using the revolving accounts in this manner. Dr. Salim responded that revolving accounts are designed to spend funds related on the specific purpose. Chairman DiFazio noted that revolving accounts take in funds that are paid by constituents and asked if the school department is proposing any increase in fees. Dr. Salim responded that the only proposed increase is in school lunch meals cost. Auditor Swanson asked if any funds are transferred from Revolving to General Fund. Dr. Salim said there are not.

- H. Enlighten the committee and Auditor on how revenue is generated for all Revolving Funds with revenue over \$100,000. What position have spending authority for revolving funds with the expenses over \$100,000 -Talk about the internal controls in place to monitor the expenditures.

Revenue is generated through the fees and tuitions paid by participating families.

- I. What positions have Spending Authority for Revolving Funds with expenses over \$100,000? Talk about the Internal Controls in place to monitor the expenditures.

District Administrators, Department Directors and Principals have spending authority over revolving accounts. The Spending Authorities must follow the same Policies and Procedures manual in place for any fund.

Academy:

- A. The six-month FY13 Salaries of \$503,697 are lower (due to off months) than what the 2nd half-year will be. This is mainly due to many teachers are paid in June for the summer months. Therefore, when the \$503,697 is annualized it calculates much lower than the FY14 budget request. Do you agree with this rationale?

Academy has 13 teachers total and all 13 teachers are paid through the summer for a total of 26 paychecks.

Councilor Smart asked if all contracts for services are bundled by district and not individually by building. He asked if they go with state contracts, and increase buying power this way. Needs are based by building level. Chairman DiFazio asked if the budget includes any non-union compensation. Ms. Belmarsh responded that individual contracts have potential increases, but those without contracts do not. The secretarial and other non union staff level (without a contract) does not include increases.

- B. Describe what the LTS-Annual position is that pays \$44,799 (on p.2).

The Long Term substitute is covering for a teacher on maternity leave.

- C. What will the \$10,448 in Contract Services will pay for?

Contracts for the copier lease.

- D. Discuss the Instructional Software expense of \$3650 as to what benefits this brings to students.

The instructional software the Academy is utilizing is called "Dibel"s and it is a literacy assessment tool. It provides data to the teacher so that she may adjust the instructions to meet student needs.

Murphy

- A. Salaries are increasing by \$24,105 in Fy14. Total budgeted staff in FY14 is 26.5, same as FY13. What positions in the Payroll Detail account for the increase?

Contract obligations, steps and longevity changes for teaching staff and paraprofessionals.

- B. Explain what the \$8884 in Contract Services will pay for.

Contract for copier lease.

C. The actual FY13 Supplies Expense (\$4422) is tracking much lower than budgeted through 12/31/12. How do you justify the FY14 budget of \$15,384?

A portion of supplies have not been purchased for the current year as of yet.

Johnson:

A. Salaries increase by \$32,547 or 4.2% in F13. Provide detail on what drives this increase.

This is driven by contract obligations, steps and longevity changes.

B. Discuss the type of funding which pays for 29 positions not included in the appropriation request.

Grants and Revolving accounts pay for these positions.

C. To what department is principal Silberstein's salary charged to besides the Johnson School?

Principal Silberstein's salary is paid from .5 from the Johnson Revolving Account and .5 Appropriation Account #12052210-510100.

Dr. Salim noted that this school has paid and blended funding for the various programs included in this school. Chairman DiFazio noted that it is easier to discern which positions are paid from grants, etc. than in the school side budget. The detail summary provided by the school department and a brief explanation was provided.

Nash:

A. What is the reason for the \$78,418 drop in salaries?

A teacher on the top of the salary schedule retired in the middle of this school year. Also there was a paraprofessional that was transferred to another school.

Auditor Swanson asked if the teacher was replaced. The position was filled by a long-term substitute. A permanent position will be filled for FY14.

Pingree:

A. The actual supply expense for six months of FY13 is \$2646. How is \$12,979 justified in FY14 in light of this?

A portion of supplies has not been purchased for the current school year.

Seach:

A. Explain the components of the FY14 line item Contract Services of \$11,088.

Contracts for copier lease.

B. What types of Supplies will the \$20,408 buy in FY14?

A portion of \$20,408 will be used for classroom instructional supplies, copy paper, all school supplies and office supplies.

C. Why is an Assistant Principal/Dean funded for Seach School and not other schools?

Seach requires more intensive student support including Title I and the inclusion of the English Language Learners. The Assistant Principal is also responsible for the administration of the Title I grant.

Talbot:

A. Detail the increase of \$36,057 in Salaries for FY14.

Contractual obligations, steps and longevity changes.

Hamilton:

A. Detail the increase of \$35,849 in Salaries for FY14.

Contractual obligations, steps and longevity changes.

Wessagusset:

A. Supplies expense for six months of FY13 is only \$41,210, so how is \$20,861 needed for FY14?

A portion of supplies have not been purchased for the current school year.

Adams:

A. Does the salary decrease result from hiring new teachers at lower salaries?

Yes, there are salary savings due to attrition for some positions.

B. What are the major supply items that will be purchased with the \$64,732?

Classroom instructional supplies, copy paper, a portion of school supplies and office supplies.

C. What positions, nature of services and how much for each will the \$32,500 pay for in Stipends?

Extra Curricular activities, intramurals and clubs. A stipend schedule detailing the breakdown was distributed.

D. Why are two Assistant Deans necessary?

Each Housemaster supports a grade level. The Housemaster's responsibilities include student discipline, teacher evaluation, and many day-to-day operational and supervisory duties at the Adams School.

Chapman:

A. Since the mix of personnel paid by the appropriation is exactly the same in FY14 as FY13, why the \$208,588 or 3.6% increase in salaries?

Contractual obligations, steps and longevity changes.

- B. Kindly explain to the Committee and Auditor why there are three Assistant Principals/Deans earning \$91,712 each in the FY14 budget. What duties does each Assistant accomplish on a weekly basis?

The Housemasters are responsible for day-to-day implementation of programs and academic structures embodied in the middle school vision and philosophy. Housemaster's responsibilities include student discipline, teacher evaluations and day-to-day operational activities in the Chapman School.

- C. What will the \$40,488 in contract services pay for in Fy14?

Contract for the copier lease.

- D. What positions and nature of service will be paid with the \$32,500 in stipends?

Extra curricular activities, intramurals, music and clubs.

Chairman DiFazio asked if the housemasters provide classroom instruction. Dr. Salim responded that they do not since it would violate the Unit A contract. A job description was provided in the attachments.

High School:

- A. Please review with the Committee and Auditor each major category of the \$12,741,584 Operating Expense budget for FY14? For example, what vendors, contracts, amounts and type of work is factored into the \$119,71 in Contract Services? Provide some detail.

Salaries \$12,450,385, Contract Services \$119,781, and Supplies \$171,419. Some vendors include Cintas for document shredding, Xerox for the copier contract, dues and memberships, and Spitz for the Planetarium contract.

Health: no questions.

Maintenance Services:

- A. Please provide a listing of contracts that supports the \$1,830,244 of Contract Services for Fy14. Show the type of work to be done and the amounts for each. Discuss the quote/bid process used and is the lowest bidder awarded the contract?

Electric \$843,419

Gas \$420,000

Water \$48,825

Sewer \$70,000

Telephone \$52,000

Custodian Uniforms \$5,000

Maintenance of Equipment \$274,000

Security Systems \$96,000

Maintenance of Vehicles \$6,000

System Extraordinary Maintenance \$15,000

It was noted that combination of bids are utilized, quotes and utilize the state contract vendors.

- B. Describe the type of goods/services and major vendors that are within the \$778,727 Supplies budget?

Some of the schools major vendors are for the boiler equipment, elevators, and mechanical air controls, which maintain the various equipments.

C. What was the basis utilized in budgeted for Heating (\$390,800), Electric (\$843,419) and Gas (\$420,000)? Do you utilize State contracts for these or share a contract with another Town?

Every utility except for oil is a bid by the town. Heating oil is a bid done by the Norfolk County Commissioners Office.

Athletic Department:

A. What type of supplies and for what sports will the \$300,000 buy in FY14?

Equipment including helmets and balls, gymnastic equipment, uniform replacement and field improvement, and transportation to and from each sporting event. It was noted that they will be reducing the funding from \$300,000 to \$200,000.

B. Why is the actual six-month Fy13 Supply so low at \$17,894?

All equipment ordered was not yet received.

Councilor Mathews asked if maintenance includes the maintenance of the fields. He noted that the Council has been discussing duplication of services with several departments, which includes maintenance and IT. He asked if there is any consideration of consolidating services to administer town-wide. It has been discussed, but not in depth. Ms. Belmarsh noted it is an option but it just hasn't gone further. Councilor Smart noted that it should include a fee structure. Ms. Belmarsh noted that the committee is looking at all fees in school committee this year. Councilor Smart noted they do not want to pass increases along to families, but highlighted the low fees that are currently charged. Cathy Torrey stated that the only field that rent is charged for is the turf field. The rest are permitted through the Parks Department. Councilor Smart noted a farm league organization has requested rental of the turf field, and has not been successful and feels this could be a huge moneymaker. Ms. Torrey responded that the turf field is reaching the end of its warranty period and the department is trying to maintain and unfortunately money has not been budgeted to replace. The field must have regular checks. Chairman DiFazio asked if any of the income taken in for rental of the turf field was put aside for maintenance. It was not and so it will be a capital fund request of the town at some future time. The school department has been trying to extend the life of the field for the use of the students in the town.

Chairman DiFazio noted that a revolving fund should be set up for the potential replacement. Ms. Torrey responded that the school department cannot set rates by group; the school committee sets the rates. Ms. Torrey noted they have set rates for profit or nonprofit. Use by adult leagues is problematic; they are tougher on the field, and there were incidents which required police. School committee Chairman Sean Guilfoyle responded that if there has been an offer, they haven't seen it. If a maintenance fee was built in to the fee it would likely double and would require a revolving account to be established just for maintenance. The committee would entertain a discussion if approached by the group. Councilor Mathews noted that the current conditions are partly a result of allowing outside groups to use the turf field when town groups have not been able to play there. He suggested a fee structure that differs from town use versus outside organization use. Dr. Salim responded that the MIAA league membership dictates rotation of field schedules for games and playoffs, and the department must abide by them. There is no fee for use by MIAA. Councilor Mathews responded that it will be an issue if a replacement field comes before a public hearing. Ms. Torrey responded that the field was originally designed for the use of the high school athletics program. The demand for rental is not great because it is in use by the schools. Councilor Smart suggested a letter be sent to the administration through the committee to request discussion of consolidation of maintenance of fields and buildings.

Curriculum and Instruction:

- A. What are the components of the \$110,000 in Contract Services?

\$70,000 supports district assessment and \$40,000 supports home and hospital tutoring needs for students.

Instructional Technology:

- A. Discuss with the Committee and Auditor the services provided for \$89,000.

Hardware/Software maintenance contracts including Firewall, Content filter, Aerohive Wireless support, iPad management and connectivity charges.

Councilor Smart suggested this is another area where the town/schools could take advantage of a vacant position being consolidated with the town side to provide a cost savings. Dr. Salim responded that there are specialized areas of technology that are unique to schools. It is not simply about the maintenance of the equipment but how it is used in the classroom. Councilor Smart agreed it will take a unique skill set, but this an opportunity to look at consolidation of services.

Chairman DiFazio asked about the decrease in athletic budget- and questioned if they have received feedback from parents. Ms. Belmarsh responded that there has been negative feedback, the committee was going to have a discussion of fees with a level funded budget, but it can't happen with the size of the budget and the priorities.

Professional Development:

- A. Explain the nature of goods or services that the \$180,000 would buy in Fy14.

\$150,000 supports teacher tuition reimbursement per teacher contract. \$30,000 supports highly qualified professional development for our teachers.

Transportation Services:

- A. How were the amounts derived for Summer Routes, Substitutes, Field Trips, Vacation/Holiday and On Call?

Historical analysis of all the costs above.

- B. Discuss with the Committee the Contract Services of \$2,790,327.

Special Education transportation, Regular Day transportation and Parochial School transportation.

- C. Why the increase of four drivers?

The school purchased 6 vans to reduce the cost of Special Education Transportation, and they were able to reduce outside vendor costs for special education transportation

District Administration:

- A. After deducting the \$3,977,000 in "Identified Needs" (not in Mayor's proposed budget) the budgeted Salaries are \$3,304,931, which are flat compared to Fy13. Does this mean in Fy14 that there are no pay raises for District Administrators, Principals and all non-union personnel?

Correct, no raises are budgeted for the positions mentioned above.

B. What types of goods or services are purchased with the \$176,175 in Contract Services?

Copier contract, postage meter contract, EOY audit, document shredding and legal services.

C. What positions within District Administration are funded (full/partial) with Grant money?

Grant Administrator is funded 80% by grants and 20% funded by appropriation funds.

D. Walk the Committee and Auditor through the \$105,375 budgeted for Contract Services on page 106.

Alert Now communication system \$15,575

X2 development software \$72,000

SNAP Software for School Nurses \$3,300

Subfinder – substitute calling system \$14,500

Special Education:

A. Provide a listing of what constitutes the proposed \$278,000 in Contract Services. Identify the goods and services that will be purchased with these monies.

\$25,000-Nursing Services

\$150,000-Applied behavioral analysis

\$15,000-Consultants

\$20,000-Independent evaluation, ABA home services

\$10,000-Service contracts for auditory trainers and other specialized equipments

\$50,000-Legal services

\$5,000-Transportation services

\$2,000-Memberships and Subscriptions

\$1,000-Speakers

Total \$278,000

B. Provide detail on how the Tuition Out, non-public of \$32,111,202, Tuition Out, Collaborative of \$1,787,673 and PMT/Other MA Districts of \$673,128 were developed for the proposed budget.

\$2,111,502-45 students will be attending Private Day and Residential Schools.

\$1,787,673-45 students will be attending South Shore Collaborative Schools.

\$673,128-21 students will be attending non-Member Collaborative Schools.

These student numbers will change in FY14 as students move in and out of Weymouth. The Special Education Department takes the current year expenses for the out-of-district students and increases their out-of-district tuitions by 5%.

Councilor Smart asked about the current transportation bid. It was noted that only one vendor submitted. Councilor Smart asked if there was a reason why. Dr. Salim responded that geography matters. There was some interest; however, First Student has a very strong presence in Massachusetts. Neighboring Braintree provides its own. Boston, which used to have First Student has gone to an out of state provider. Some changes for the future have been discussed.

Chairman DiFazio asked if curriculum coordinators teach in a classroom. They used to have classroom participation but not in the current model. There currently are no coordinators; they were eliminated in a prior year. Ms. Belmarsh noted that in 2008, 96 positions were lost; there has been an attempt since then to rebuild,

which is why they seek to fill with nonrecurring funding. The department is still at a net loss of 40 positions and it is being felt in core courses.

Councilor Mathews noted for a point of information. The Town Council and Clerk's office received measure 13 018 for the Town Council agenda discussion in the next few weeks. It is a request for \$337,409.15 from unexpended balances of 02 accounts.

Ms. Belmarsh asked if the language within the measure, specific to how the funding is used, can be changed. Councilor Mathews responded that he would need to discuss with Solicitor Lane. Chair Sean Guilfoyle thanked the committee for the magnanimous gesture, as the school department needs it. The committee has proven over each year that money isn't being wasted.

Chairman DiFazio thanked the School Committee and Administration for their presentation. A MOTION was made by Councilor Mathews to take a 5-minute recess and was seconded by Councilor Smart. UNANIMOUSLY VOTED. The meeting resumed at 9:25 PM.

Vote the following measures for the fiscal year 2014 budget:

13 068-General Government Annual Appropriation

Chairman DiFazio reported the full text of the measure to be read at the Town Council meeting. He applauded the Mayor for creative thinking in getting the budget where it needs to be depending on which version is passed at the state level. This measure was referred on April 22, 2013. The committee met and reviewed on May 23, 2013.

13 068 A -Town Council

This measure was referred on April 22, 2013. The committee met and reviewed on May 23, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068 A-Town Council in the amount of \$277,635 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 B-Mayor's Office

This measure was referred on April 22, 2013. The committee met and reviewed on May 23, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068B-Mayor's Office in the amount of \$1,081,372 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 C-Reserve Fund

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068 in the amount of \$500,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 D-Municipal Finance

This measure was referred on April 22, 2013. The committee met and reviewed on May 23, 2013. A MOTION was made by Councilor Mathews to forward item 13 068D-Municipal Finance in the amount of \$1,725,248 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. Councilor Smart noted that the budget includes money for a position that is needed in the town hall, but if it isn't it should be transferred. UNANIMOUSLY VOTED.

13 068 E-Town Solicitor

This measure was referred on April 22, 2013. The committee met and reviewed on May 14, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068E- Town Solicitor in the amount of \$317,905 to the

full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse.
UNANIMOUSLY VOTED.

13 068 F-Information Services

This measure was referred on April 22, 2013. The committee met and reviewed on May 14, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068F-Information Services in the amount of \$753,433 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. Councilor Smart reported that there have been several discussions over the last 3-4 years regarding centralization of these services and he will draft a letter to the Administration on behalf of the committee.
UNANIMOUSLY VOTED.

13 068 G-Town Clerk

This measure was referred on April 22, 2013. The committee met and reviewed on May 9, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068G-Town Clerk in the amount of \$317,591 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse.
UNANIMOUSLY VOTED.

13 068 H-Planning and Development

This measure was referred on April 22, 2013. The committee met and reviewed on May 9, 2013. A MOTION was made by Councilor Mathews to forward item 13 068H-Planning and Development in the amount of \$511,469 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 I-Town Building Maintenance

This measure was referred on April 22, 2013. The committee met and reviewed on May 14, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068I-Town Building Maintenance in the amount of \$458,865 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 J-Administrative Services

This measure was referred on April 22, 2013. The committee met and reviewed on May 14, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068J-Administrative Services in the amount of \$85,644 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 K-Human Resources

This measure was referred on April 22, 2013. The committee met and reviewed on May 14, 2013. A MOTION was made by Councilor Mathews to forward measure 13 06K-Human Resources in the amount of \$212,408 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 L-Police Department

This measure was referred on April 22, 2013. The committee met and reviewed on May 8, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068L-Police Department in the amount of \$10,100,747 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Smart. Councilor Molisse abstained from the vote. UNANIMOUSLY VOTED 3-0.

13 068 M-Fire Department

This measure was referred on April 22, 2013. The committee met and reviewed on May 22, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068M-Fire Department in the amount of \$7,388,300 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 N-Licensing and Inspections

This measure was referred on April 22, 2013. The committee met and reviewed on May 9, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068N-Licensing and Inspections in the amount of \$608,782 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 O-Department of Public Works

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068O-Department of Public Works in the amount of \$9,594,645 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 P-Health

This measure was referred on April 22, 2013. The committee met and reviewed on May 21, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068P-Health in the amount of \$469,443 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 Q-Library

This measure was referred on April 22, 2013. The committee met and reviewed on May 23, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068Q-Library in the amount of \$1,242,269 to the full Town Council with a recommendation for favorable action, and was seconded by Councilor Molisse. Councilor Mathews noted that this is another department that is required to meet unfunded state mandates, and he hopes any supplemental funding will be considered so that the library's accreditation is not placed at risk. UNANIMOUSLY VOTED.

13 068 R-Veterans' Services

This measure was referred on April 22, 2013. The committee met and reviewed on May 21, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068R-Veterans' Services in the amount of \$565,318 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 S-Parks and Recreation

This measure was referred on April 22, 2013. The committee met and reviewed on May 21, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068S-Parks and Recreation in the amount of \$296,280 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. Councilor Mathews reiterated that this department has also been under discussion. The permitting fee structure is in need of an overhaul, and a long-term solution to maintaining town fields is needed. Councilor Smart will incorporate this into the letter he is drafting to the Administration. UNANIMOUSLY VOTED.

13 068 T-Elder Services

This measure was referred on April 22, 2013. The committee met and reviewed on May 21, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068T-Elder Services in the amount of \$200,897 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 U-Civil Defense

This measure was referred on April 22, 2013. The committee met and reviewed on May 14, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068U-Civil Defense in the amount of \$13,334 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 V-Commission on Disabilities

This measure was referred on April 22, 2013. The committee met and reviewed on May 21, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068V-Commission on Disabilities in the amount of \$392 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 W-Youth and Family Services

This measure was referred on April 22, 2013. The committee met and reviewed on May 21, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068W-Youth and Family Services in the amount of \$91,865 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 X-Debt

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068X-Debt in the amount of \$10,124,979 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 Y-Pensions and Benefits

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068Y-Pensions and Benefits in the amount of \$31,050,300 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 Z-Schools

This measure was referred on April 22, 2013. The committee met and reviewed on May 30, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068Z-Schools in the amount of \$58,375,587 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 AA-State and County Assessments

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068AA-State and County Assessments in the amount of \$2,648,714 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068 BB-Overlay for Abatements

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068BB-Overlay for Abatements in the amount of \$700,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 068-General Government Annual Appropriation

This measure was referred on April 22, 2013. The committee met and reviewed on May 23, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068-General Government Annual Appropriation to the full Town Council with a recommendation for favorable action: "That the Town of Weymouth raise and appropriate the sum of \$139,610,403 to provide for all the expenses for the maintenance and operation of the Town's several departments and activities for the fiscal year 2014. That the several sums herein set forth are hereby approved for the several purposes and are subject to the conditions specified. The sources of funding for said expenditures are as outlined in the Revenue Projections, which are attached hereto and incorporated herein.

Furthermore, that the sum of \$50,000 is appropriated from the Waterways Fund to meet some of the costs of the Harbormaster's Program. " The motion was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 069- Revolving Accounts Annual Authorization

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 069-Revolving Accounts Annual Authorization to the full Town Council with a recommendation for favorable action: "That the Town of Weymouth authorizes the creation of the following revolving accounts in accord with Massachusetts General Laws Chapter 44 §53E ½ for Fiscal Year 2014 and Account 5209 for Parks and Recreation established by Massachusetts General Laws Chapter 44 §53D.

Furthermore, that each of these revolving accounts is permitted to accept funds in the aggregate to the limit set forth below and expend those funds in the aggregate to the limit herein expressed with the consent of the Mayor.

<u>Account</u>	<u>Fund Name</u>	<u>Limit to Accept</u>	<u>Limit to Expend</u>
5201	Conservation	25,000	30,000
5202	Law Enforcement	25,000	50,000
5216	Community Services	100,000	125,000
5210	Law Enforcement	100,000	100,000
5235	Harbormaster	75,000	75,000
5209	Parks & Recreation	555,000	555,000"

Motion seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 070-Gift Accounts Annual Authorization

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 070 Gift Accounts Annual Authorization to the full Town Council with a recommendation for favorable action: "That the Town of Weymouth authorizes the creation of the following revolving accounts for Fiscal Year 2014 in accord with Massachusetts General Laws Chapter 44 §53A.

Furthermore, that each of these Donation Accounts is permitted to accept gifts and/or donations to the limit in the aggregate set forth below and expend with the consent of the Mayor those funds to the limit in the aggregate herein expressed.

<u>Account</u>	<u>Description</u>	<u>Acceptance</u>	<u>Expenditure</u>
5401	Junior Police Academy	15,000	15,000
5406	Fourth of July	25,000	25,000
5408	Library	5,000	5,000
5409	Health	5,000	5,000
5410	Health-Clinics	10,000	15,000
5414	Fire Department	5,000	15,000
5423	Veteran's Donation Account	1,000	5,000
5431	Weymouth Day	20,000	60,000
5435	Canine Donations	5,000	7,000
8338	James Humphrey Bequest	none required	12,000
8339	Christine Sweetser	none required	17,000
8324	Franklin Pratt-A	none required	15,000"

Motion seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 071-Unpaid Bills

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 071-Unpaid Bills in the amount of \$31,808.96 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 072-Free Cash-FY13 Snow removal appropriation

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068 in the amount of \$700,000 to the full Town Council with a recommendation for favorable action, as amended to read “unexpended” funds, and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 073-Free Cash- SPED Out-Of-District Tuition

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward measure 13 073-Free Cash-SPED Out-of-District Tuition in the amount of \$900,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. Councilor Mathews reported that the school committee has provided a needs list to the committee, and there is a need because the state is not meeting its responsibility to fully fund Circuit Breaker. UNANIMOUSLY VOTED.

13 075-Free Cash-OPEB Valuation

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 075-Free Cash OPEB Valuation in the amount of \$15,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 076- Health Insurance Unexpended Balance

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 068 in the amount of the unexpended balance as determined by the Chief Financial Officer to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. Chairman DiFazio asked when the CFO will have an accounting of the remaining balance. Mr. McKinney responded that he will provide it for the June 3, 2013 meeting. UNANIMOUSLY VOTED.

13 077-Free Cash-OPEB Liability Trust Fund

This measure was referred on April 22, 2013. The committee met and reviewed on May 2, 2013. A MOTION was made by Councilor Mathews to forward measure 13 077-Free Cash-OPEB Liability Trust Fund in the amount of \$300,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. Councilor Smart and Chairman DiFazio discussed the importance of meeting the needs of this liability and meeting the NSS requirements. UNANIMOUSLY VOTED.

13 078- Sewer Enterprise Annual Appropriation

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward measure 13 078-Sewer Enterprise Annual Appropriation to the full Town Council with a recommendation for favorable action: “That the Town of Weymouth raise and appropriate the sum of \$14,437,684 from the Sewer Enterprise Fund receipts and appropriate for the salaries, operation and expenses during fiscal year 2014 for the Sewer Department Enterprise Fund and that the Director of Public Works, with the approval of the Mayor be authorized to expend said funds.

In addition, any expenditure from the Reserve Fund for extraordinary and unforeseen circumstances is subject to the approval of the Mayor and Town Council.” Motion was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 079-Sewer Retained Earnings-Capital Equipment

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward measure 13 079-Sewer Retained Earnings-Capital Equipment in the amount of \$115,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 080- Sewer Retained Earnings- Pump Station Improvements

This measure was referred on April 22, 2013. The committee met and reviewed on May 5, 2013. A MOTION was made by Councilor Mathews to forward measure 13 080-Sewer Retained Earnings-Pump Station Improvements in the amount of \$200,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 081-Sewer Retained Earnings-Sewer System I/I Rehabilitation

This measure was referred on April 22, 2013. The committee met and reviewed on May 5, 2013. A MOTION was made by Councilor Mathews to forward measure 13 081-Sewer Retained Earnings-Sewer System I/I Rehabilitation in the amount of \$1,600,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 082-Water Enterprise Fund Annual Appropriation

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward measure 13 082-Water Enterprise Fund Annual Appropriation to the full Town Council with a recommendation for favorable action: “That the Town of Weymouth raise and appropriate the sum of \$9,586,083 from the Water Enterprise Fund Receipts and appropriate from the salaries, operation and expenses during the fiscal year 2014 for the Water Department and that the Director of Public Works, with the approval of the Mayor be authorized to expend said funds.

In addition, any expenditure from the Reserve Fund for extraordinary and unforeseen circumstances is subject to the approval of the Mayor and Town Council. “ Motion seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 083- Water Reserve Fund-AJB Fence Replacement

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward measure 13 083-Water Reserve Fund-AJB Fence Replacement in the amount of \$75,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 084-Water Retained Earnings-Capital Equipment

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward measure 13 084-Water Retained Earnings in the amount of \$216,999 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. UNANIMOUSLY VOTED.

13 085-Water Retained Earnings-Water Main Improvements

This measure was referred on April 22, 2013. The committee met and reviewed on May 7, 2013. A MOTION was made by Councilor Mathews to forward item 13 085-Water Retained Earnings-Water Main Improvements in the amount of \$1,000,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Molisse. Councilor Smart reported that the committee had requested a list of locations

incorporated in the measure and he asked if it had been provided. David Tower agreed to provide it.
UNANIMOUSLY VOTED.

13 086-Community Preservation Committee Annual Appropriation

This measure was referred on April 22, 2013. The committee met and reviewed on May 9, 2013. A MOTION was made by Councilor Mathews to forward measure 13 086-Community Preservation Committee Annual Appropriation to the full Town Council with a recommendation for favorable action: "That the Town of Weymouth adopt the recommendation of the Community Preservation Committee on the fiscal year 2014 Community Preservation Budget in the amount of \$718,867 and all other necessary and proper expenses for the fiscal year 2014 as identified on the attached exhibit." Motion seconded by Councilor Molisse.
UNANIMOUSLY VOTED.

Chairman DiFazio summarized that these items will be reported out at the Town Council meeting on June 3, 2013. Councilor Mathews reported that this was the most condensed budget season this Council has undertaken. Chairman DiFazio thanked the committee, the town auditor and Diane Hachey for her assistance in scheduling the number of meetings. Councilor Smart reported that the Council needs to revisit the charter; it has reduced the time allowed for review of the budget and should be corrected.

Adjournment

At 10:04 PM there being no further business, a Motion was made by Councilor Mathews to adjourn the meeting, and was seconded by Councilor Molisse . UNANIMOUSLY VOTED.

Respectfully submitted by Mary Barker as Recording Secretary

Approved by Kenneth DiFazio, Chair of the Budget/Management Committee