

**TOWN COUNCIL MEETING MINUTES**  
**Budget/Management Committee**  
**March 21, 2016, Monday**

Present: Michael Molisse, Chairman  
Patrick O'Connor, Vice Chairman  
Rebecca Haugh, Councilor  
Brian McDonald, Councilor

Not Present: Jane Hackett, Councilor

Also Present: Ted Langill, Chief of Staff  
Joseph Callanan, Town Solicitor  
Richard Swanson, Town Auditor  
Nick Bulens, Planning Dept.

Recording Secretary: Mary Barker

Chairman Molisse called the meeting to order at 6:25 PM.

**16 011-General Fund Reserve Transfer for Department of Municipal Licenses and Inspections Expenses**

Chief of Staff Ted Langill and Nick Bulens presented the measure for vehicle repairs, retrofitting of a vehicle, and new equipment replacement during an accident January 25, 2016. The account is in deficit. Councilor Molisse asked if the measure relates to the accident with the police cruiser. Mr. Langill responded that only a small part is related to the accident; the remainder of the cost is retrofit of a donated van, repair and replacement of Weights and Measures equipment; some that was in the car during the accident, and conference fees that were not budgeted. Chairman Molisse would have preferred the Director of Inspections to be present to better explain the measure. He also wanted to know why repairs were done somewhere other than the town's motor pool. Mr. Langill responded that he was not sure. Auditor Swanson noted the same and they could have saved \$6900 by keeping the repairs in house. He also reported that the measure refers to two separate vehicles; a retrofit donation from the School Department and the cruiser destroyed in an accident. During the discussion, Vice Chairman O'Connor arrived (6:27 PM). Chairman Molisse reported that it is confusing with separate issues in the same measure and he would prefer to see it separated. Mr. Langill responded that it was combined since the funds would all be transferred to the same account line.

A Motion was made by Councilor Haugh to table measure 16 011 and was seconded by Councilor McDonald. UNANIMOUSLY VOTED.

**16 021-General Fund Reserve Transfer for the replacement of a Total-Loss Police Cruiser**

Mr. Langill presented the measure. The town received a \$28,501 check from insurance. The request is for the difference between the cost of a new cruiser and the replacement

value of the destroyed one. Auditor Swanson reported that he noted an error in account coding and requested it be corrected before voting the measure. Chairman Molisse reported that the measure was amended and the committee received the amended copy. Councilor Haugh asked what year the cruiser was. Nick Bulens responded that it was 2012 Chevy Tahoe. Chairman Molisse asked if the town will go after the other driver's insurance for this since he was determined at fault and cited. Mr. Langill responded that they would.

A motion was made by Councilor Haugh to forward measure 16 021 to the full Town Council with a recommendation for favorable action and was seconded by Vice Chairman O'Connor. UNANIMOUSLY VOTED.

#### **16 019-Human Resources Department Line Item Transfer**

Mr. Langill presented the measure. The Workman's Compensation account line is currently running in deficit. At the same time, they are under budget in the Health Insurance line, so it was recommended that they transfer funds between the two accounts, and then review the projections for FY2017. Auditor Swanson reported his review of MUNIS confirmed the information in the accounts. There is a cushion of about \$1 million in the Health Insurance account.

A motion was made by Councilor Haugh to forward measure 16 019 to the full Town Council with a recommendation for favorable action and was seconded by Vice Chairman O'Connor. UNANIMOUSLY VOTED.

#### **16 020-Meals Tax Line Item Transfer**

Mr. Langill presented the measure. The original budget included a principal and interest payment on the debt service to the Legion Field bond; however, only the interest portion is due this year. The administration proposes to take the balance and apply it to improvements at other parks. He has met with the Parks and Recreation Department and they will provide a list of how to best utilize the funds. Auditor Swanson confirmed that the prior Mayor had intended the meals tax revenue to be used for park improvements.

A motion was made by Councilor Haugh to forward measure 16 020 to the full Town Council with a recommendation for favorable action and was seconded by Vice Chairman O'Connor. UNANIMOUSLY VOTED.

A motion was made by Councilor Haugh to take items 16 017 and 16 018 out of order, and was seconded by Vice Chairman O'Connor. UNANIMOUSLY VOTED.

#### **16 017-Appointment of the Director of Planning and Community Development- Robert Luongo**

Mr. Luongo was invited to the table to review his qualifications and he explained his approach to administering zoning that will attract development while protecting neighborhoods.

A motion was made by Councilor Hackett to forward measure 16 017 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

**16 018-Appointment of the Chief Information Officer-Shawn Rothman**

Shawn Rothman was invited to the table to review qualifications and his approach toward cost-effectively improving and enhancing communications in the town.

A motion was made by Councilor Haugh to forward measure 16 018 to the full Town Council with a recommendation for favorable action and was seconded by Vice Chairman O'Connor. UNANIMOUSLY VOTED.

**16 013-Fiscal Year 2015 Audited Financial Statements and Management Letter**

Auditor Swanson presented his highlights of the Audited Financial Statement and Management Letter.

Frank Byron and Erica Lussier, Melanson & Heath provided the review of the Financial Statement and Management Letter. The town has once again received a clean opinion, with no significant deficiencies. The major changes included the reporting of the new GASBY 67 and 68 standards. Ms. Lussier provided a review of the findings and outlined the recommendations in the Management Letter. The review included long-term assets and liabilities, government funds, the General Fund and department turnbacks, the proprietary Enterprise Funds, the General Stabilization fund, Contributory Retirement, Investment and the use and replenishment of Free Cash during the year. The schedule of unfunded liabilities and accrued other post-employment (OPEB) benefits amortized over thirty years was reviewed and discussed. The town is within the recommended range (preferred by bond rating agencies) of maintaining strong reserves and set-asides for unfunded liabilities.

Vice Chairman O'Connor noted the schedule for unfunded liabilities for OPEB and Pension expires in 2023 and he asked if there will be additional liabilities once that occurs. Mr. Byron responded that it will cover the liability; it is actuarial based. He asked if after the pension schedule expires, if it will pick up on the OPEB schedule? Mr. Byron responded that is what other towns are planning. The bond rating agencies like to see a dedicated revenue source. Vice Chairman O'Connor asked if Weymouth's liability is similar to other towns. Mr. Byron responded that for its size, Weymouth's overall \$233 million is larger than most and noted that it is because of the way health benefits are shared (percentage) between the town and its employees.

During this discussion, Councilor Haugh returned (7:09 PM). Councilor McDonald asked if most in the GIC are similar. Mr. Byron responded it is the amount of the split. The average is about 35% -40% paid employee and is subject to negotiation. Vice Chairman O'Connor noted that the impact year to year is not allowing the town to progress. He asked if they see the pension and OPEB liabilities financially strangling some communities? Mr. Byron responded affirmatively.

Ms. Lussier reviewed the Management letter. No material weaknesses or deficiencies were noted. She reviewed the prior year recommendations:

1. Develop a more formal risk assessment to reduce vulnerability to fraud, to centralize receipts, and to segregate duties and document.
2. Expand upon departmental receipt policy with uniform documentation.
3. Require dual signatures- bank account reconciliations, and tax receivable and all department turnover receipts. Prepare for single audit changes –documenting policies and procedures.
4. Lien delinquent taxes more aggressively. No tax liens were placed in 2015.
5. Improve the accountability of compensated absences - employees' sick and vacation accruals- automate the record-keeping for school employees, and correct parameters to accurately calculate town side employees accruals.

She noted that with the finance office turnover this year, the town once again provided cooperation to the auditors. Overall, the staff was effective and helpful.

A motion was made by Councilor Haugh to forward measure 16 013 to the full Town Council with a recommendation to accept the report and was seconded by Vice Chairman O'Connor. UNANIMOUSLY VOTED.

#### ADJOURNMENT

At 7:18 PM there being no further business, a motion was made by Councilor Haugh to adjourn the meeting and was seconded by Vice Chairman O'Connor. UNANIMOUSLY VOTED.

Respectfully submitted by Mary Barker as Recording Secretary

Approved by Michael Molisse as Chairman of the Budget/Management Committee