

**TOWN COUNCIL MINUTES  
BUDGET/MANAGEMENT COMMITTEE  
Town Hall Council Chambers  
May 10, 2017, Wednesday**

Present: Michael Molisse, Chairman  
Rebecca Haugh, Councilor  
Brian McDonald, Councilor

Absent: Patrick O'Connor, Vice Chairman  
Jane Hackett, Councilor

Also Present: Brian Connolly, Chief Financial Officer  
Ted Langill, Chief of Staff  
Richard Swanson, Town Auditor  
Joseph Callanan, Town Solicitor  
Kenan Connell, DPW Director  
David Tower, DPW Business Manager

Recording Secretary: Mary Barker

Chairman Molisse called the meeting to order at 6:00 PM.

**Review and Discuss Department of Public Works, Snow Removal Measures and Water/Sewer Budgets with Department Heads and Administration, Department of Public Works Director, Water and Sewer Superintendent and Business Manager**

**Deliberate the following measures:**

**17 025 O-Department of Public Works**

**17 029- Sewer Enterprise Fund Annual Appropriation**

**17 030-Sewer Retained Earnings-Pump Station Improvements**

**17 031-Sewer Retained Earnings-Annual I/I Program**

**17 032- Water Enterprise Fund-Annual Appropriation**

**17 033-Water Capital Projects-Transfer Unexpended Balances to Capital Projects Residuals**

**17 034-Water Retained Earnings-Water Treatment Plant Upgrades & Improvements**

- Mr. Connell presented the DPW proposed budget and responded to questions provided in advance by the town auditor. He reviewed the organizational chart, the current roster and changes in programs and services.
- Salary changes account for two additional laborers for seasonal work and includes all step changes, CBA's and COLA. The overtime budget does not include snow and ice removal. Historically, they need to request additional funding to cover this, but it will be monitored closely.
- Mr. Connell reviewed the bid and quote process; all procurements are within the guidelines for trash/recycling and cooperative bidding.
- Training budget includes various associations and maximizes savings.
- Telephone budget has been decreased as a result of a consolidation with IT Department functions.
- Miscellaneous sundry account- includes office supplies, medical kit.
- Engineering includes training, seminars and are reimbursed with proof of expenses.
- The Materials budget- includes a consortium agreement for asphalt, highway and street repairs.
- The Refuse collection is accomplished via contracts with EZ Disposal, Covanta, Waste Management, South Shore Recycling and Clean Venture. Councilor Haugh asked how the barrels are holding up and the replacement schedule. Mr. Connell responded that there has been some damage from squirrels but there hasn't been an onslaught of requests for replacement. They hope to phase in replacement over a ten-year period with grant funding. Mr. Tower noted the program is working well, and the overall tonnage has decreased.
- Building maintenance- includes the DPW building on Winter Street and limited responsibility for other buildings: police and fire stations, Library and branches and McCulloch and is prioritized by necessity.
- Fuel rates and controls were reviewed.
- Mechanical parts- includes funding for repairs to the town's fleet of 225 pieces of equipment--this does not include school vehicles.
- Parks and Playground maintenance- includes funding for 2 new positions. They require additional manpower to ensure that the parks and fields that are being improved will continue to be maintained.
- Snow & Ice controls are in place.

## WATER & SEWER ENTERPRISE

Mr. Tower presented the budgets and reviewed the following:

### SEWER

- Organizational chart
- Goals & objectives
- Revenue- no increases and the connection fee includes Union Point revenues
- Sewer Mitigation
- Lien Process

- I/P rate and lien revenue

#### Expenditures

- Salary increase- CBA/cola/steps
- Professional services
- Sundry- billing split with water/ postage, printing office supplies
- OT- management control
- Stipends- union CBA
- There is one vacancy; a laborer position is in the interview process
- Vehicle maintenance- Chairman Molisse asked about the status of the equipment. Mr. Tower responded that they will add another VAC later next year.
- Gas & Diesel- this covers only sewer department vehicles.
- Collection Repair- this covers lateral repairs
- Unclassified- unforeseen clean- ups and insurance deductibles
- Indirects- common costs

#### WATER

- Goals and objectives
- Revenues are slightly increased and are projected based on historic usage.
- Lien process
- Salary
- Overtime is used to cover emergencies, vacation & sick time, holidays
- Training includes CDL, hoisting licensing and training
- Administration includes meter reading, professional services
- Sundry- postage and office supplies
- WTR/ASSESS costs under the Safe Drinking Water Act
- Gas Heat- repairs pending final payment
- Testing- water quality testing in compliance
- Sludge management- they cycle the work to dry 2 lagoons per year. Cost includes clean out and repairs.
- Treatment Chemicals-this covers the cooperative bid (23 communities) to Eastern MA Chemical.
- Union Stipends-this covers shift differential/meal allowances, etc.
- Meters/Pipe/Hydrants replacement

Mr. Tower noted that they don't see a need to increase rates at this time. Councilor Haugh asked if the town is still technically in a drought condition. Mr. Tower responded that it is under drought advisory. It has been recommended for lifting but is not official yet.

#### **17 028-Free Cash for FY17 Snow Removal**

This measure was presented by Chief of Staff Langill in a prior Budget/Management presentation. There was a brief discussion why this was not credited to the general ledger account instead of an 002 account. It's a bookkeeping matter.

The following measures were reviewed:

**17 030-Sewer Retained Earnings-Pump Station Improvements**

Mr. Tower presented the measure; that the Town of Weymouth raise and appropriate the sum of \$500,000 from the Sewer Enterprise Fund's Retained Earnings for the purpose of funding the cost associated with sewer pump station improvements.

This is item #49 in the Capital Improvement Plan.

**17 031-Sewer Retained Earnings-Annual I/I Program**

Mr. Tower presented the measure; that the Town of Weymouth raise and appropriate the sum of \$500,000 from the Sewer Enterprise Fund's Retained Earnings for the purpose of funding the costs associated with planning, construction and reconstruction of sewer systems, consisting of infiltration/inflow improvements.

This is item #48 in the Capital Improvement Plan.

**17 033-Water Capital Projects-Transfer Unexpended Balances to Capital Projects Residuals**

Mr. Tower presented the measure; that the Town of Weymouth transfer the sum of \$106,771.64 from the following capital projects to the Water Capital Projects Residuals Fund:

Account	Project	Amount
02430739	Water Monitoring	\$432.93
02430754	Appraisal	\$10,436.74
02430740	Filter Media	\$33,033.00
33320005	Route 18 Water Mains	\$62,868.97
	Total	\$106,771.64

**17 034-Water Retained Earnings-Water Treatment Plant Upgrades & Improvements**

Mr. Tower presented the measure; the Town of Weymouth raise and appropriate the sum of \$100,000 from the Water Enterprise Fund's Retained Earnings for the purpose of funding the costs associated with the Water Treatment Plant improvements.

This is item #52 in the Capital Improvement Plan.

Measures will be brought before the Council at the next meeting for the following:

- \$500K water main program
- \$125K Libbey Park Well to address issues with the drawdown and is mandated by DEP
- \$50K transfer from unexpended gasoline to street- for line painting

The following projects are beginning or ongoing:

- Chard Street to Broad, gas utility work on Broad Street – a significant project.
- Councilor McDonald asked about school water testing. Mr. Tower responded that they will be out testing as a three year testing is required under a Consent Order. They work in conjunction with the schools and pull samples, but most of the problems are with the fixtures. They flush before the students come in and after they replace, they test again. Testing is biannual. They store sodium bicarbonate in the silo to treat pipes.

Chairman Molisse noted the Council appreciates the work by this department. Most of the calls he and other Councilors receive result in referrals to DPW.

#### ADJOURNMENT

At 6:53 PM, there being no further business, a MOTION was made by Councilor Haugh to adjourn and was seconded by Councilor McDonald. UNANIMOUSLY VOTED.

Respectfully Submitted by Mary Barker as Recording Secretary.

Approved by Councilor Michael Molisse as Chair of Budget/Management

Voted unanimously on 10 August 2017