

**TOWN COUNCIL MINUTES  
BUDGET/MANAGEMENT COMMITTEE  
Town Hall Council Chambers  
May 3, 2017, Wednesday**

Present: Michael Molisse, Chairman  
Jane Hackett, Councilor  
Rebecca Haugh, Councilor

Absent: Patrick O'Connor, Vice Chairman  
Brian McDonald, Councilor

Also Present: Brian Connolly, Chief Financial Officer  
Richard Swanson, Town Auditor  
Joseph Callanan, Town Solicitor

Recording Secretary: Mary Barker

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

**Review and Discuss General Government Budgets with Administration and applicable Department Heads:**

Deliberate the following measures:

17 025B-Mayor's Office

17 025F-Information Services

17 025R-Veterans' Services

17 025S-Parks and Recreation

17 025U-Civil Defense

17 025V-Commission on Disabilities

17 025W-Youth and Family Services

17 025E-Town Solicitor

17 025J-Town Building Maintenance

17 025T-Elder Services

17 025Q-Library

Ted Langill provided a power point of all questions and responses to Auditor Swanson's questions. The following items were reviewed for each department:

### **Mayor's Office**

- Mr. Langill reviewed the budget
- Organizational chart
- Chairman Molisse asked if the Emery is still being used for town offices
- Insurance rate changes – historically funded at \$10,000 for emergency repairs from when the town was self-insured; under review whether it's needed and how to utilize the balance. It may be eliminated in the future (Councilor Hackett asked about the current balance).
- Pond Meadow Park- cost shared equally with Braintree- shows higher than actual because of supplemental funding last year

### **Information Services**

- Director Rothman reviewed the budget with Mr. Langill; line item step and COLA are less than last year as a result of new positions and telephone line items consolidated within the district to leverage purchasing
- software support- there was an increase in costs of support for MUNIS and Microsoft software is the lion's share; the balance is document management – GIS (property viewer) and miscellaneous hardware support (servers), internet expenses, fiber optic repair, increasing bandwidth and all internet operations, excluding schools.  
Councilor Hackett noted one of the goals of the last year was to increase collaboration with schools. Towards that goal, they merged networking, and the email and archival system were integrated to reduce overlap.

### **Veterans' Services**

- Director Pontes reviewed the budget and organizational chart
- Benefit program- it supports Ch. 115- to provide for needs of the veterans and eligible families in town. It is down from previous years- more seniors on fixed income
- Costs are reimbursed at a rate of 75% and paid in the corresponding quarter of the next year with two exceptions.

### **Parks and Recreation**

- Mr. Langill reported there is a small change in the department with Director Reilly. They budgeted for three full-time and 1 part-time position this year. The part-time position went unfilled. They reviewed operations and added one full-time position for oversight of the Great Esker programs. They were expanded to include an educational component with the schools and a permitting position. The department is increasing the programs it offers. Mr. Reilly provided the committee with a handout of the programs fee schedule. New programs were

added with no considerable fee increases in the major programs. Some equipment was purchased this year with one-time funding. Great Esker Day will be back this year. Councilor Haugh noted the positive feedback the programs receive on Facebook.

### **Civil Defense**

- Director Mulveyhill reviewed the status of grant funding. Last year's was used to purchase tents, generators, carts and this year's funded the purchase of portable radios and the software to program them, in addition to a VOC reader. The number of volunteers is down and they are exploring a recruitment program, which was the subject of a WHS student's Capstone project.
- Councilor Haugh asked how many events the department participates in each year? Mr. Mulveyhill responded that they generally average 30 per year-they include the 4<sup>th</sup> of July, parades, and others varying by nature and event: haz-mats, fires, power failure/heat and cooling centers.

### **Commission on Disabilities**

### **Youth and Family Services**

Director Collins reviewed the budget with Mr. Langill. The department provides referral assistance to families in need; it helps 200-350 families during the holidays and Food Pantry drives and distribution. The Department provides substance abuse prevention. Chairman Molisse asked if the volume of need is high. Ms. Collins responded that it depends on the time of year and what other programs are available. The number of families in crisis is steady throughout the year.

### **Town Solicitor**

Solicitor Callanan reviewed with Mr. Langill. They are relying less on outside contractors other than with their opposition to the compressor station. Atty. Emerson's services are used for collective bargaining. The department will increase efforts to tax title takings; Special Counsel will be realigned. There are no expected special judgments to be paid, and the funds will be realigned. A measure will be brought forward to pay special counsel to use Myers and Harrington for the remainder of the year.

### **Town Building Maintenance**

Councilor Hackett noted the town's buildings always look nice.

### **Elder Services**

Director Johnston noted they are taking a more active role in advocating at the state house. They are up for national accreditation next year and continue to follow best practices. They hope to improve transportation; there are problems at the state level (The Ride)

## **Library**

- Director MacLean reported that the results of ranking will be announced on July 13, 2017.
- Hours at main and branch and main offices remain the same as the previous year.
- Costs in budget include membership in OCLN consortium, time management, software/materials and are budgeted to align spending with actual needs.
- Purchasing is done by 4 staff members with staff and patron input. Weymouth spends \$3.42 per capita and they are making strides but more is needed. It falls short of spending requirements but the Friends of the Library will make up the difference. Councilor Hackett asked if they are able to finance the minimum. Mr. McLean responded that the Friends of the Library have a history of funding museum passes each year.
- Councilor Haugh asked if the town builds a library, if it would intend to increase the budget. Mr. Langill responded that he would expect the expenses will be increased. They rely on the general fund to support the construction and the Foundation would stay in business as such to continue support.
- Mr. Langill noted that the library CBA negotiations were recently completed. There are no additional staff or hours for FY18

## **17 022-Reserve Fund Transfer-Human Resources**

This item was continued to the May 17, 2017 Budget/Management Committee meeting because the HR director was unavailable.

## **ADJOURNMENT**

At 6:58 PM, there being no further business, a MOTION was made by Councilor Hackett to adjourn and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

Respectfully Submitted by Mary Barker as Recording Secretary.

Approved by Michael Molisse as Chairman of Budget/Management  
Voted unanimously on 10 August 2017